



City of Alexandria  
Annual Budget  
2012-2013

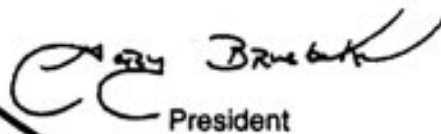


GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

**PRESENTED TO  
City of Alexandria,  
Louisiana**

**For the Fiscal Year Beginning  
May 1, 2011**

  
President

  
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award of Distinguished Presentation to the City of Alexandria for its annual Budget for the fiscal year beginning May 1, 2011.

In order to receive this award, a government unit must publish a budget document that meets the program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

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***CITY OF ALEXANDRIA  
ELECTED OFFICIALS  
2012 - 2013***

**EXECUTIVE**

Jacques M. Roy

Mayor

**LEGISLATIVE**

Edward Larvadain III

Mitzi Gibson

Jerry Jones

Harry Silver

Chuck Fowler

Jim Villard

Roosevelt Johnson

District One

District Two

District Three

District Four

District Five

At Large

At Large

**JUDICIAL**

Richard Starling

Terence Grines

City Judge

City Marshal

***CITY OF ALEXANDRIA  
EXECUTIVE OFFICERS  
2012 - 2013***

Bernard Wesley	Fire Chief
Loren Lampert	Police Chief
Kay Michiels	Chief Operational Officer/ Director of Planning
Michael Marcotte	Director of Utilities
Pamela Saurage	Director of Civil Service
Alainna Mire	Acting Director of Human Resource
Charles Johnson	City Attorney
Brenda Ray	Director of CDA
T. W. Thompson	Public Safety Commissioner/ Director of Public Works
David Johnson	Acting Director of Finance

## 2012-2013 ANNUAL BUDGET

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Mr. Harry Silver, President  
and Members of the Alexandria City Council  
City of Alexandria  
Post Office Box 71  
Alexandria, Louisiana 71309-0071

Dear Mr. Silver and Members of the City Council:

On January 24, 2012, I forwarded to the Alexandria City Council a special budget message for Major Budget Amendment. This letter incorporates that letter by reference as if fully set forth herein, subject to additional comments and corrections to follow in my special budget message to be submitted later this month.

This constitutes my required Budget Message for Fiscal Year 2013 regarding the operating and capital budgets proposed for this year. Prior year fund balance was used in formulation of these budgets; additionally, I requested preparation of further austerity measures in relation to certain programs and activities as would be required to balance the budgets to achieve a "zero use of fund balance." With this letter, including a detailed budget ordinance (and any legislation needed to effectuate revenue changes) provided in accordance with Section 5-03 of the Home Rule Charter, Local Act 504 of the State of Louisiana, and other policy provisions, the operating and capital budgets and required ordinance(s) to effectuate the entire Budget for fiscal year 2012-2013 (FY 13) are hereby submitted.

This Budget was prepared using conservative to very conservative expenditure and revenue projections. Recent events in the national economy still indicate that responsible, austere spending is vital at all levels of government. This Budget is indicative of those sentiments, reducing expenses where indicated while attempting to preserve the needed and desired services to the citizens of Alexandria.

Sincerely,

Jacques Roy  
Mayor

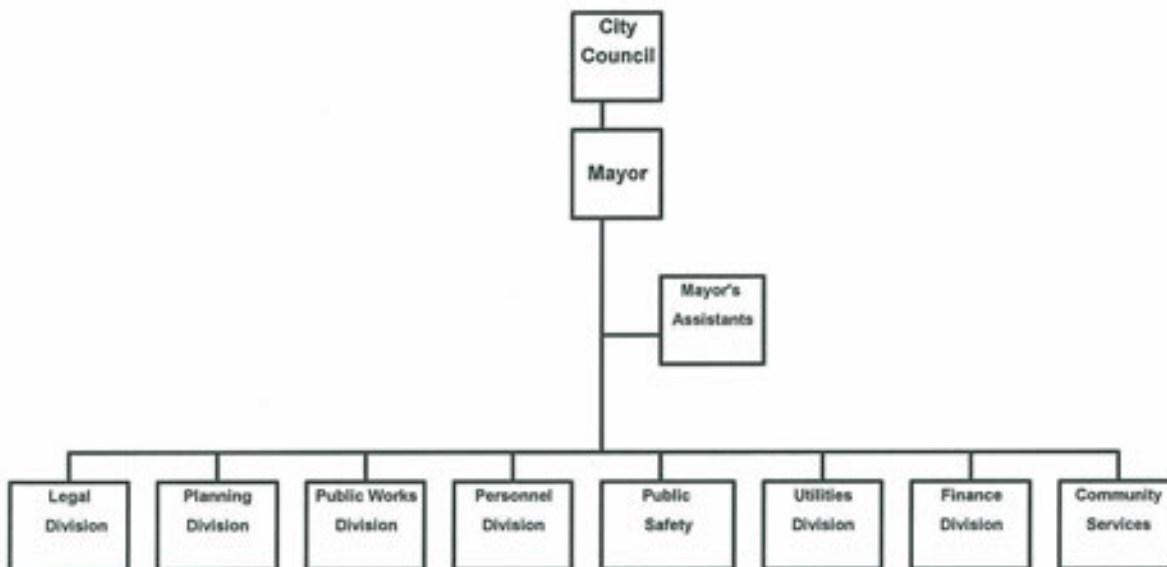
Jacques M. Roy  
Mayor



Office of the Mayor  
Post Office Box 71  
Alexandria, Louisiana 71309-0071  
Tel (318) 449-5000 · Fax (318) 449-5229  
e-mail: Mayor@cityofalex.com

# CITY OF ALEXANDRIA

## Organizational Chart



## CITY OF ALEXANDRIA STRUCTURE AND BUDGETARY ORGANIZATION

### ORGANIZATION

The City of Alexandria was founded in 1785 and incorporated in 1819. In 1977, the current City Charter was adopted, which established a Mayor-Council form of government consisting of a full time Mayor and seven Councilmen, five of which are elected from districts and two of which are elected at-large.

The City provides a full range of municipal services, including police, fire protection, street and drainage systems, refuse collection, parks and recreation, planning and zoning, public transportation, community development programs, and electric, gas, water, and sewerage services.

An organization chart showing all City entities is provided on the preceding page.

### BUDGETARY STRUCTURE

The financial transactions of the City are budgeted and recorded in individual funds categorized as follows: Governmental Fund Type, Proprietary Fund and Fiduciary Fund Type. The funds listed under each category are as follows:

**GOVERNMENTAL FUND TYPES:** Governmental funds are used to account for all or most of the City's general activities and are budgeted bases on the modified accrual basis of accounting.

#### 1.) GENERAL FUND

The General Fund is the general operating fund of the City and is used to account for operations traditionally associated with a city which are not required to be accounted for in another fund. This fund is used to account for the activities of elected officials, general administration, finance, public works, planning, and public safety.

#### 2.) SPECIAL REVENUE FUNDS

Special revenue Funds are used to account for the proceeds of specific revenue sources which by law are designated to finance particular functions or activities of government.

Special Revenue funds contained in the budget are:

- |                              |   |
|------------------------------|---|
| a) Sales Tax Fund            | d) Community Development Block Grant Fund |
| b) Hotel/Motel Tax Fund      | e) Home Investment Partnership Fund       |
| c) Capital Property Tax Fund | f) Youth Baseball Recreation Fund         |

### 3.) DEBT SERVICE FUNDS

Debt Service Funds account for the accumulation of resources for, and the payment of, general governmental long-term debt principal and interest. These funds are funded principally from property taxes and sales tax revenue bonds.

### 4.) CAPITAL PROJECTS FUNDS

The Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities/infrastructure. The annual Capital Improvements Program is published in a separate documents and more fully details the funds' activities.

**PROPRIETARY FUND TYPES:** Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary and useful for sound financial administration.

The City budgets proprietary type funds using the accrual basis of accounting except in its treatment of capital expenditures and debt service.

### 1.) ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprise, in that costs of providing goods or services to the general public are financed through user charges. Enterprise Funds contained in this budget are:

- a) Electric, Gas, Water and Sewer System
- b) Municipal Transit System (Atrans)
- c) Sanitation System

### 2. INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the cost of goods or services provided by one department to the other departments and generally accounted as an Enterprise Fund. The Internal Service Funds in this budget are:

- a) Risk Management Fund
- b) Employee Benefits Fund
- c) Unemployment Benefit Fund

**FIDUCIARY FUND TYPES:** Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the City. The Annual Report includes the City's three pension funds: City, Police, and Fire; however, for budgetary purposes, these funds are controlled by the individual retirement boards and are not considered a part of the City's budget process.

## **CITY OF ALEXANDRIA LEGAL REQUIREMENTS**

### **BUDGET SUBMISSION**

The City Charter requires the Mayor to submit a proposed budget to the Council at least forty-five (45) days prior to the beginning of each fiscal year. After submission of the budget, the council holds a public hearing, at which time all interested persons are given an opportunity to be heard. The budget is finally adopted no later than the twenty-seventh (27) day of the last month of the fiscal year (Sec. 5-02).

The City's fiscal year is May 1 - April 30.

### **BUDGET ADMINISTRATION**

Responsibility for administering the annual budget is the Mayor's.

NO payment shall be made or obligation incurred against any allotments or appropriations except in accordance with appropriations duly made and unless the Mayor or his designee first certifies that there is a sufficient unencumbered balance and that the funds will be available to cover the claim or meet the obligation when it becomes due and payable. (Sec. 5-04)

### **BUDGET AMENDMENTS**

Budget Amendments are changes to the original budget ordinance that affect different programs or functions or division, department, office or agency (cost centers).

During the year, the Mayor may certify to the Council that additional revenues are available and present a budget amendment to dispose of such revenues. If at any time during the year it appears that the revenues available will be insufficient to meet the amount appropriated, he shall report to meet the amount appropriated, he shall report to the Council without delay, indicated the amount of the deficit, any remedial action taken by him and his recommendations as to other steps to be taken. (Sec. 5-05)

To meet a public emergency affecting life, health, property or the public peace, the Council may adopt an emergency ordinance at the meeting in which it is introduced. (Sec. 5-05)

At any time during the fiscal year, the Mayor may transfer part or all of any unencumbered appropriations balance only within the same program or function of a division, department, office or agency. (Sec. 5-05)

### **LAPSE OF APPROPRIATIONS**

Every appropriation, except an appropriation for the capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned; the purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriations.

(Sec. 5-06)

## **CITY OF ALEXANDRIA METHODS OF FINANCING INFRASTRUCTURE**

Infrastructure refers to public facilities such as roads, bridges, sidewalks, public buildings, mass transit facilities, sewer systems, etc. The following will describe some of the methods which may be or has been utilized by the City of Alexandria to finance the maintenance and expansion of the City's infrastructure.

### **GENERAL OBLIGATION BONDS**

General Obligation (GO) Bonds are backed by the full faith and credit of the City of Alexandria and require voter approval before they can be issued. GO Bonds are secured by a tax levy. The City of Alexandria's debt limit on GO Bonds has been established by state law. LRS 39:562 states GO Bonds may be issued for up to ten percent (10%) of the assessed valuation for any single authorized purpose or thirty-five (35%) of the assessed valuation for all purposed.

### **REVENUE BONDS**

Revenue bonds are serviced from the revenues of a particular enterprise or revenue source. The City of Alexandria primarily issued two types of revenue bonds:

#### **Sales Tax Bonds**

Sales Tax Bonds are secured by the revenues received from sales taxes levied by the City of Alexandria. The City is allowed to issue Sales Tax Bonds as long as the annual debt service does not exceed 75% of the estimated sales tax collections for the current year. The City has substantial bonding capacity which varies from time to time depending upon levels of sales tax collections.

#### **Utility Revenue Bonds**

Utility Revenue Bonds are secured by the revenues received from the City of Alexandria's Utility Systems. There are no statutory limitations on the amount of bonds that can be issued. Additional Revenue Bonds may be issued after holding or election.

#### **Certificate of Indebtedness (COI)**

Certificate of Indebtedness are loans made to the City of Alexandria by financial institution. COIs are secured by excess revenues. The city can issue COIs as long as they are secured by excess revenues of the City above the statutory, necessary and usual charges in each year. The maximum annual debt service on these certificates in any future year may not exceed the budgeted excess revenues for the current year. The City's borrowing capacity varies from time to time depending upon budgeted revenues.

## **CITY OF ALEXANDRIA STATEMENT OF BUDGETARY POLICIES**

Currently the City of Alexandria does not have a formal set of Goals and Objectives, nor a strategic plan. During the past two years, however, the City Council and the Administration have developed several significant budget policies.

### **FUND BALANCE:**

During the budget process for the 1990-1991 Annual Budget, the City Council includes a policy with the adopted budget that set the Fund Balance for the General Fund at 7% of total revenues with a goal of increasing it to 10% over a three year period. This policy was developed to maintain an adequate operating cash flow and to provide funding for emergencies.

The fund balance goal of 10% was reached and has been maintained since fiscal year 1993-1994.

### **REVENUES:**

The City Council has set the policy of limiting operating transfers from the Utility Fund to the General Fund to five percent of the gross revenues earned by the utility system. The General Capital Projects Fund for the purchase of Vehicle and Equipment. However, certain occasional purchases that are very expensive, e.g. a Fire Truck, are excluded from this policy. This policy was created to enable more funds for city infrastructure needs.

The City's cash flow is normally lowest during the first four months of the year due to seasonal revenue and expenditure adjustments. In order to address possible cash flow crunches, the Administration has established a policy that limits filling personnel vacancies and purchasing operating outlay to an emergency or critical needs basis only.

### **EXPENDITURES:**

The City Council has also established a ceiling of \$300,000 in the General Capital Projects Fund for the purchase of Vehicles and Equipment. However, certain occasional purchases that are very expensive, e.g. a Fire Truck, are excluded from this policy. This policy was created to enable more funds for city infrastructure needs.

The City's cash flow is normally lowest during the first four months of the year due to seasonal revenue and expenditure adjustments. In order to address possible cash flow crunches, the Administration has established a policy that limits filling personnel vacancies and purchasing operating capital outlay to an emergency or critical needs basis only.

### **RISK MANAGEMENT:**

During fiscal year 1989-1990, the City Council created a Risk Management Fund and an Employee Benefits Fund. The purpose of this policy was to better track claims, build up reserves and self-insure a larger part of its insurance program.

## **CITY OF ALEXANDRIA BUDGETARY PROCESS**

The City of Alexandria prepares two separate budget documents: The Annual Operating Budget and the Annual Capital Budget and Five Year Plan. In September of each fiscal year the Budget Director's Office begins compilation of data necessary for the preparation of the Budget Preparation Manuals for both the Annual Capital and Annual Operating Budgets. Each manual contains the criteria to be used in preparing the budget request forms contained in the manuals. The manuals are sent to Division Directors and Department Managers in October. The Annual Capital Budget or Capital Improvements Budget is due the end of November. The Annual Budget is due mid-December.

While the Division Directors and Department Managers are compiling their expenditure/expense needs, the Mayor and his staff begin preparing the revenue estimates for the upcoming fiscal year.

### **CAPITAL IMPROVEMENTS PROGRAM BUDGET (CIP)**

The Capital Improvements Budget contains a five year plan. The City's goal is to maintain a Capital Improvements Program that will provide for the improvements necessary to meet the needs of the community within the constraints of available resources. Each Division Director and Department Manager is required to review all existing projects contained within the Five Year Plan. Department Managers are required to reassess the cost estimates of projects budgeted in the Five Year Plan. The Division Directors and Department Managers are required to add, delete or revise projects based upon current cost estimates, community and departmental needs. Packages are submitted to the Budget Director for review. Any request which does not meet the criteria stated in the manual is sent back to the Division Director and Department Manager.

In January of each fiscal year the Administrative Review Committee meets to review all CIP requests. All CIP requests are prioritized based upon a "critical needs assessment" made by the Administrative Review Committee. Projects which maximize local dollars with federal and/or state funds in order to leverage available local funds are given close consideration. The Mayor and his staff diligently work to balance all five years of anticipated revenues with expenditures. Based upon the history of the CIP program, a CIP policy requires a \$500,000 fund balance at the beginning of each fiscal year for the General Capital Projects Fund and the Utility Fund. The fund balance requirement is necessary in order to provide funding for any change orders, plan changes, shortfalls, or emergency needs which may occur during the fiscal year.

### **ANNUAL OPERATING BUDGET**

All Division Directors and Department Managers are asked to carefully review their current operating budgets and to anticipate any future requirements for the next fiscal year. A Current Service Level Budget was required by each department to be submitted. A Current Service Level Budget requires each department to develop a budget that would retain the current level of services provided without any increase in operating/contractual line items with the exception of any increases necessary to fund Federal, State or Local mandates.

Capital Outlay requests were not limited to a dollar amount but were restricted to only those items imperative to maintaining the current level of service. Any requests for new personnel or operating/contractual increases which were not mandated by law were required to be submitted by budget addendum. In February of each fiscal year the Administrative Review Committee meets to review all operating requests. The Administrative Review Committee meets with all department managers to review their requests.

Once both budgets have been balanced, final figures are compiled by the Assistant Director of Finance's Office. A proposed budget document is prepared and submitted to the City Council for their review. The City Charter requires the Mayor to submit a proposed budget to the Council by March 17 of each fiscal year.

### **CITY COUNCIL REVIEW**

Once both budgets have been balanced, final figures are compiled by the Budget Director's Office. A proposed budget document is prepared and submitted to the City Council by March 17 of each fiscal year.

A public hearing is held by the Alexandria City Council. The public hearing provides an opportunity for public input to be received on the proposed budget. In April of each fiscal year the Finance Committee of the Alexandria City Council meets with the Administration to review the proposed budgets. The budgets are then presented to the full City Council for adoption. The City Charter requires that the budgets be adopted no later than April 27th.

### **MAJOR BUDGET AMENDMENT**

In November of each fiscal year an analysis of revenues received through the first six months of the current fiscal year is compiled to determine if the budget will be adjusted. If sufficient funds are available, a Major Budget Amendment Request package is forwarded to all departments. The package contains any perimeters that must be followed in order for a request to be considered valid. Division Directors and Department Managers are required to return their requests to the Budget Office. All requests are compiled by the Budget Office and then reviewed by the Administrative Review Committee. The Major Budget Amendment is then forwarded to the Alexandria City Council for their review and approval.

If the analysis of revenues received should reveal that revenues are not being received as anticipated, then budget "cuts" would be made at this time by the Administrative Review Committee. Any reductions made to the budget by the Administrative Review Committee would be forwarded to the Alexandria City Council for their review and approval.

The Major Budget Amendment process is identical in all respects to the annual budget preparation process. The only exception is the annual budget is not reprinted with all of the revisions.

*CITY OF ALEXANDRIA*  
*Budget Preparation Manual*  
*Operating Budget*

*For Fiscal Year 2012-2013*

***BUDGET CALENDAR***

<u>DATE</u>	<u>ACTIVITY</u>
November 1, 2011	Budget Preparation Manual Distributed.
<b>December 1, 2011</b>	<b>Completed budget requests <u>must</u> be received in the Budget Office</b>
December 2011	Budget requests reviewed and compiled by Budget Officer
February 2012	Administrative Budget Review Committee met with Department Managers to discuss new additions or request.
March 15, 2012	Administration's Recommend 2012-2013 Operating & Five Year Capital Budget submitted to the Mayor and City Council.
April 3, 2012	Public Hearing held on Budget
April 3, 2012	Budget is adopted by City Council

**CITY OF ALEXANDRIA  
GLOSSARY OF BUDGET TERMS**

**APPROPRIATIONS** - Authorization granted by the City Council to make expenditures to incur obligations for specific purposes.

**ASSESSED VALUATION** - A value that is established for real or personal property for use as a basis for levying property taxes.

**ASSESSMENTS** - An amount levied on personal property on a cost sharing basis for improvements made by the benefit of a small group of property owners (e.g. Special assessments for the reconstruction of a sewer line in a lightly populated area).

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

**BUDGET CARRYOVER** - The total of the current budget, April 30, minus prior year(s) expenditures.

**BUDGET MESSAGE** - The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal of years, and the views and recommendations of the Mayor.

**CAPITAL IMPROVEMENTS PROGRAM (CIP)** - A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs.

**CAPITAL OUTLAY** - Capital expenditures paid for out of operating funds. Generally consists of machinery, furniture and fixtures, etc. that cost \$500 or more and last more than three years. (Items with a cost of less than \$200, which are purchased in a substantial quantity and are outside the normal operating cost are budgeted as capital outlay).

**DEBT SERVICE** - Cash outlays in the form of debt principal payments, periodic interest payments and related service charges for debt incurred in prior periods.

**DEMAND INDICATORS** - Statistical measures of what is accomplished or performed by a budgetary unit. For example, total meters disconnected is a workload indicator.

**DEPARTMENT** - The smallest organizational unit in the budget.

**DIVISION** - The highest organizational level in the City in which a specific activity is carried out. A division may consist of several departments.

**ENCUMBRANCE** - The commitment of appropriated funds to purchase an item or service and to set aside those funds for the future expenditure.

**FISCAL YEAR** - A twelve-month period of time for which the annual operating budget applies. At the end of this period the government determine its financial position and the results of its operations. The fiscal year for the City of Alexandria is May 1 to April 30.

**CITY OF ALEXANDRIA  
GLOSSARY OF BUDGET TERMS**

**FIVE YEAR CAPITAL PLAN** - A plan of financial operation, to fund capital infrastructure needs over a period accordance with special regulations, restrictions or limitations (e.g. General Fund, Utility Fund, etc.).

**FUND** - A self-balancing accounting entity segregated to carry on specific activities or attain certain objects in accordance with general regulations, restrictions or limitations. (i.e. General Fund)

**FUND BALANCE** - Resources remaining from prior years which are available to be budgeted in the current year.

**FUND SOURCE** - The source of Revenue used to pay for a particular project.

**INTERFUND TRANSFERS** - Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated and expenditures in the fund receiving the transfer.

**OBJECT CODE** - An expenditure classification according to the type of items purchased or services obtained (e.g. Office Expense, Machinery and Equipment, etc.)

**ORDINANCE** - A formal legislative enactment by the governing body of a municipality.

**PERFORMANCE INDICATORS** - Statistical measures of the service level provided to the citizenry and/or other city departments. For example, the response time to an emergency call would be a performance indicator for the Fire Department.

**PERSONAL ROSTER** - A list which contains the titles and numbers of positions authorized to be filled by a particular organizational unit.

**PROJECT CATEGORY** - The functional improvement category under which a project is assigned, (e.g., Public Enterprise, Economic Development, Street, etc.)

**RETAINED EARNINGS** - The cumulative earnings since the establishment of the system that have been invested in property, plant and equipment or current assets.

**URBAN SYSTEMS** - Federal funded street projects that match local funds for the reconstruction of major streets.

## ORDINANCE NO. 59-2012

AN ORDINANCE ADOPTING THE OPERATING BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2012/2013 ; TO MAKE APPROPRIATIONS FOR THE ORDINARY EXPENSES OF ALL CITY DIVISIONS, DEPARTMENTS, OFFICES AND AGENCIES, PENSIONS AND OTHERWISE PROVIDING WITH RESPECT TO THE EXPENDITURES OF APPROPRIATIONS AS AMENDED BY THE ADMINISTRATION AND THE CITY COUNCIL; ADOPTING THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2012/2013; APPROPRIATING FUNDS FOR THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2012/2013 AND PROVIDING FOR CAPITAL EXPENDITURES; AND OTHER MATTERS WITH RESPECT TO APPROPRIATIONS, UTILITY FUND RATE RESTRUCTURE "INFRASTRUCTURE RENEWAL ASSESSMENT", PRIORITIES REGARDING SAME AND THE EXPENDITURE OF FUNDS PERTAINING THERETO; TO AMEND CHAPTER 26 OF THE ALEXANDRIA CODE OF ORDINANCES SECTION 26-24.- "RATES FOR WATER SERVICE"-- TO ADD SUBSECTION (d) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND SECTION 26-62 "GAS SERVICE RATES SCHEDULES"-- TO ADD SUBSECTION (e) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND SECTION 26-84. - "RATE SCHEDULES --RESIDENTIAL SERVICES"-- TO ADD SUBSECTION (n) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND SECTION 26-85- "SAME COMMERCIAL LIGHT AND POWER SERVICE" -- TO ADD SUBSECTION (l) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND SECTION 26-86 - "SAME--- SEASONABLE INTERRUPTIBLE SERVICE" TO ADD SUBSECTION (i) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT ; TO AMEND SECTION 26-89--"MEDIUM INDUSTRIAL SERVICE RATES"-- TO ADD SUBSECTION (j) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND SECTION 26-89.1--"LARGE INDUSTRIAL SERVICE RATES"-- TO ADD SUBSECTION (n) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; TO AMEND CHAPTER 27.5 WASTE WATER COLLECTION AND TREATMENT OF THE ALEXANDRIA CODE OF ORDINANCES SECTION 27.5-5 "RATES FOR WASTEWATER (SEWER) SERVICE AVAILABILITY"--TO ADD SUBSECTION (1)(f) RELATIVE TO AN INFRASTRUCTURE RENEWAL ASSESSMENT; AND OTHERWISE TO PROVIDE WITH RESPECT THERETO.

**WHEREAS**, the Operating and Capital Budgets for the City of Alexandria involve the need for special revenue considerations in order to effectively plan for the normal and extraordinary expenses to operate City government and its services and programs; and,

**WHEREAS**, material local and national economic recovery, while tentative, has occurred allowing for more flexibility in this year's cycle, but nonetheless requiring conservative to very conservative planning in order to ensure the long term protection of government operations, capital planning, services, and programming; and,

**WHEREAS**, there are emergency needs concerning City of Alexandria infrastructure and the continued failure to address rate reform and equity, as found by professionals, citizens, and officials; and,

**WHEREAS**, critical findings relative to rate restructure have been made by the City Administration as revealed in numerous source material from CURE, Black and Veatch, and other experts; and,

**WHEREAS**, current study evaluating best practice and more permanent solutions is underway, with preliminary findings confirming, at minimum, the need for reform, recovery of the costs of service, and the lessening of dependence on Utility Fund subsidization of the General Fund; and,

**WHEREAS**, based on these recitals and law, it is the opinion of legal counsel and auditors for the City of Alexandria that failure to recover the cost of service poses a potential Article VII question under the Louisiana State Constitution as well as potential inability of the Mayor or Finance Director to certify compliance with the Alexandria City Charter under Section 5-04, such that:

- Emergency infrastructure needs primarily involving the electric utility have necessitated immediate emergency appropriation and action.
- The Utility Fund transfers to general fund have depleted funds to such an extent there are insufficient funds to meet both capital infrastructure as well as operational and maintenance needs of the City of Alexandria.
- In order to meet current emergency and deferred infrastructure renewal requirements, the City of Alexandria is required to raise at minimum \$2,000,000 in additional utility revenue pending a formal rate study and restructure of the of the combined utility system.
- In order to accomplish this recapture of deferred investment, for example, the City of Alexandria would need to create a "placeholder" assessment of the equivalent or actual revenue measure of approximately \$0.00093 per kWh for the electric utility to raise \$800,000.
- Each of the utilities of water, gas, and wastewater should be required to fund \$400,000 with a like "placeholder" assessment.
- The Recapture Plan should be immediately addressed and made the subject of formal findings by CURE.
- The City of Alexandria shall create a temporary "bridge" measure in the nature of an "Infrastructure Renewal Assessment," in order that the Utility Fund remain solvent and capable of supporting its three required components: a stable rate, operations and maintenance, and a reasonable allocation for future capital needs.
- At this time, the Utility Fund cannot be certified as capable of meeting these basic component aims.
- By this Infrastructure Renewal Assessment, the City of Alexandria has

endeavored to suspend more permanent restructure recommendations until an approved Restructure Plan is proposed by the Commission on Utility Reform and Equity ("CURE") and other third-party analysis is conducted by industry experts; in the meantime, the City has provided in Section X for a non-regressive recapture of lost infrastructure funding, with an associated moving sunset period pending final, approved, and implemented rate reform.

- As early as 2000, the City studied the need for rate restructure and regardless of debate on the methodology, the study's assumptions regarding need have remained unchanged except as to the amounts, which are greater today than twelve years ago.
- Properly restructuring the rates of water, wastewater, and gas would allow for restructuring of the electric utility to the benefit of the electric ratepayer, who subsidizes the other three utilities and important quality of life initiatives, which citizens would be loathe to lose; and, finally

#### **NOW THEREFORE:**

**SECTION I.** BE IT ORDAINED BY THE Council of the City of Alexandria, Louisiana, in legal session convened, that the Council adopts and fully appropriates the 2012/2013 Operating and Capital Budgets for the City as evidenced by the proposed "City of Alexandria Annual Budget 2012-2013," to make appropriations for the ordinary and capital expenses of all city divisions, departments, offices and agencies, pensions and otherwise, provided by the individual appropriation items as detailed therein and the respective budgets included therein, a copy of which is referred to and attached hereto for greater accuracy and clarity and which line items as set out in the proposed "City of Alexandria Annual Budget 2012-2013" are incorporated by reference herein as if fully stated verbatim and appropriated line for line in this section in its entirety.

**SECTION II.** BE IT FURTHER ORDAINED, etc. that the 2012/2013 budget authorized number of employees for each division, department, office and agency of the City of Alexandria is hereby indicated, in detail, in this ordinance; and, provided further, that the number of authorized positions approved for each division, department, office and agency may be individually changed by the Mayor by transfer or in conjunction with an administrative reorganization under Section 4-11 of the Home Rule Charter of the City of Alexandria.

**SECTION III.** BE IT FURTHER ORDAINED, etc. the budget ordinance shall provide for each and every division, department, office and agency of the City and any transfers of funds or expenditures by or within any division, department, office or agency shall comply with Section 5-05 (d) of the Home Rule Charter of the City of Alexandria or otherwise by transfers which net no additional expenditure.

**SECTION IV.** BE IT FURTHER ORDAINED, etc. that for the fiscal year 2012/2013 the rate for electricity and natural gas sold by the City of Alexandria Utility System to the City of Alexandria shall be equal to the fuel cost only.

**SECTION V. BE IT FURTHER ORDAINED**, etc. that for the fiscal year 2012/2013, pensions and other fringe benefits are funded as detailed in the budget for each respective division, department, office and agency, except as otherwise modified herein by specific provision or by priority funding contained in Section VIII.

**SECTION VI. BE IT FURTHER ORDAINED**, etc. that the salaries of all positions shall continue under the salary plan of the Alexandria Civil Service Commission previously approved by the City Council, subject to any Priority fund replenishment as set forth in Section VIII, and further salaries and fringe benefits of all positions shall be as designated in the 2012-2013 (FY 13) Annual Budget, or as amended, except that no across the board per cent salary increase for a position in the classified service pay plan shall be awarded, without the Mayor's authorization, to any position held under a probationary rule or for any special assigned position; provided, however, that the Police Department and Fire Department personnel in the past or future covered by collective bargaining agreements with the City, subject to any Priority replenishment provided in Section VIII; the Chief of Police and all Assistant Chiefs of Police and the First Assistants, if excepted from recognition by the Union agreements, and the Chief of the Fire Department shall be paid in accordance with the schedules and designations set out in the respective department appropriation and, subject to any Priority replenishment as provided by Section VIII, except for promotions, no wage increases shall be granted to any employees unless funds are appropriated for that purpose, the General Fund being required to use both Prior Year Revenues and transfers from the Utility System Fund to balance revenue with expense, if in the opinion of the mayor such funds are necessary; provided however, that each member of the fire department who has three years continuous service and otherwise who qualifies for a statutory wage increase as mandated by R.S. 33:1992(B) shall be deemed to have received such longevity pay increase by the wage increase granted by the Salary increase received in this appropriation, because salary increases in the fire department meet or exceed the appropriation for the statutory requirement.

**SECTION VII. BE IT FURTHER ORDAINED**, etc. the implementation of this budget shall be May 1, 2012, except as otherwise provided herein or in the opinion of the mayor when implementation of line items hereunder are deemed necessary for such purposes necessary to administer salaries and other fringe benefits, including determining the ability of the City to administer additional salaries and other fringe benefits contained in collective bargaining for the purpose of pay matrices; and further otherwise that this ordinance shall become effective upon signature by the Mayor, or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without a signature by the Mayor, subject to retroactive application as provided by this section and accepted by Generally Accepted Accounting Practices (GAAP).

**SECTION VIII. BE IT FURTHERMORE ORDAINED**, etc. by the City Council of the City of Alexandria for the purpose of prioritizing general fund expenditures and recognizing revenues in the form of increased sales tax revenue, as defined herein as "significant economic recovery," priority categories shall be considered for funding replenishment; provided that in order for the Administration to certify and recommend new revenues as significant economic recovery, for purposes of achieving the goals of the

following categories for funding priority, the revenue increases shall be recognized by the Director of Finance in compliance with Alexandria Home Rule Charter, Sec. 5-05(A), as: (i) sales tax revenue mid-year estimates for year-end of FY 2013 (2012-2013) shall be at least 1% higher than projected by the 2012-2013 Annual Budget; and (ii) any use of surplus for FY 2012 (2011-2012) shall be less than \$1,000,000. The categories follow:

CATEGORY ONE (I)

It is recommended any General Fund surplus used in FY 2013 be limited to no more than \$3,601,797 but in any case not to exceed \$3,700,000, and then, to whatever degree unused surplus exists, replenishment funding be appropriated to Category One, A-D, in order:

- A. An appropriate across-the-board adjustment to general and utility fund employees and address of such application to fire and police employees through collective bargaining or as provided herein in the Mayor's sole discretion (with the exception that for fire employees the realization of statutory per annum raises shall be deducted therefrom). Notwithstanding the foregoing in Section VIII-IA, in lieu of permanent encumbrances (which carry recurring liability to the City), the City of Alexandria, for the purpose of decreasing employees' 2012-2013 budget year share of retirement and/or health insurance premiums (as a special consideration of financial planning and hardship avoidance to city employees or as otherwise found after further study), upon certification by the Mayor and Finance Director of the appropriateness of such offset, may provide an increase of the normal employer's contribution to retirement and/or health care cost, up to but no more than an additional 2.0-2.5% regarding the City-as-employer's 2012-2013 share in the retirement and/or health insurance premium payments for a one-time offset.
- B. The implementation of the Chief of Police's Vehicle Replacement Program, as recommended and approved by the Administration.
- C. Purchase of operating capital items required to perform needed services.
- D. Increase of police positions by two additional bottom-in officers as counted from those created by this Budget Ordinance at the time of its adoption.

CATEGORY TWO (II)

In order for the Administration to certify and recommend new revenues for purposes of achieving the goals of the following categories for funding priority, Category One (I) shall have been exhausted as certified by the Director of Finance. Category Two (II) may be funded from available revenues after Category One (I) obligations are funded in full and in the following order of priority:

- A. Resolution of disputed indebtedness regarding police or fire pay matrix claims, to the extent ordered and required by final judgment or settlement of the parties. This shall not be considered an appropriation of funds or admission of any liability which is disputed at all times herein as fiscal funding discretion and is merely a recitation of priority, which is subject to further court-ordered and/or approved finality.
- B. Any additional funding of priority city-wide impact nongovernmental or other partners to provide operational and programming services, unless as part of approved NGO and community services reorganization and plan in which case that ordinance shall provide for such priority notwithstanding Section VIII of this Budget Ordinance.
- C. Replacement of funds over and above 5% provided by the Utility Division in any form as Utility Inter-fund Transfers to the General Fund or any other fund(s).

### CATEGORY THREE (III)

All remaining partnerships, requests for funding, or NGOs shall be subject to the assessments of need as provided by the policies set forth by existing or new executive orders, such as Executive Orders JMR 2007-1, 2010-2.

**SECTION IX. BE IT FURTHER ORDAINED**, etc. that the City hereby prioritizes the capital budget and authorizes the Administration to promulgate such rules as reasonably needed to achieve economies of scale and aid in the local economic recovery. Categories of priority shall be as follows:

#### PRIORITY ONE (I)

Priority I (P-I) projects include SPARC projects as funded in the fiscal year as primary projects, followed by utilities, drainage and transportation projects of high need and city-wide, multi-district application. These priorities would include projects such as Chatlin Lake Canal, Hudson Boulevard, and Project ABC needs.

The City's Five-Year Capital Improvements Plan must contain 51% or more in P-I projects for the fiscal year.

There shall be \$800,000 in contingency in P-I to commence the fiscal year. Further best planning practices, in compliance with the American Society of Civil Engineers (ASCE), "Principles for Infrastructure Stimulus Investment," are those projects supported by economic stimulus investment criteria, such as:

- Projects must create and sustain employment increases;
- Investments must provide long term benefits to the public (such as congestion relief or drainage needs);
- Long term maintenance and upkeep needs of all infrastructure projects, existing and new, must be taken into account; and
- To ensure accountability and transparency auditing programs should be able to establish measurable stated outcomes.

In order to ensure the above criteria are met, the following principles will guide SPARC and Priority I selection decisions:

- o The project should deliver measurable improvements in public health, safety and quality of life;
- o The project should provide substantial, broad-based economic benefit;
- o The project should be designed and built in a sustainable and cost-effective manner, and proper consideration must be given to life-cycle costs; and
- o The project should have a significant environmental benefit such as area restoration, improved air quality through reduced congestion and better watershed management through eliminating vulnerabilities in a system.

While funds in P-I may be re-allocated as such projects are matched with other funds or become certified to be economically feasible, this Priority should exhaust itself before considering Priority II or III, and the P-I category shall allow the transfer into it from P-II as P-Is are completed or de-prioritized, subject to the minimum 51% rule.

P-IIs, however, should be funded and prioritized simultaneously with P-Is since P-IIs that are readily feasible may be of high value as economic development projects and not otherwise on a P-I track.

### PRIORITY TWO (II)

Projects in this category would be prioritized as P-Is but are not because of one or more of the following reasons:

- The project is awaiting a funding match from another entity.
- The project is a high value economic development project, but is not strictly speaking a project meeting P-I requirements.
- The project does not involve public safety, drainage, or high ASCE ratings.
- The project can be independently phased in different priorities.
- The project is a "stand alone" phase completing already-finished other phases, which were of greater import.

### PRIORITY THREE (III)

Other projects provided for in the Five-Year Capital Improvements Plan shall be considered prioritized here, and these projects may move into P-I or P-II status generally in order, but not necessarily, depending on funding availability or other feasibility determinations. These projects may be categorized and listed in the Five-Year Capital Improvements Plan, but may not be actively worked by the City Planning Division. P-IIIs shall be reviewed, however, at least twice yearly for priority assessment, along with P-Is and P-IIs, to ensure proper oversight and movement toward completion. City Council members shall be advised of the status of these projects on a more often basis as requested.

### PRIORITY Indeterminate (P-ind)

All remaining projects shall be grouped as P-ind and may be in the Five-Year Capital Improvements Plan or capital budget of the City, or may be included on a master needs list maintained by the City Planning Division. These projects are neither scheduled for regular review nor given priority, but are instead a list of requested projects that have been initially vetted or requested by the City Council or public based on preliminary feasibility, efficacy and need.

**SECTION X. BE IT FINALLY ORDAINED**, etc. that the City Administration, CURE, and experts shall immediately assess the full requirements and certify a Recapture Plan relative to City infrastructure planning and spending for the four utility services; and pending such plan, the City shall create revenue measures by rate and/or assessment adjustment to the Utility Fund in the amounts meeting "placeholder" assessments equivalent to or actual revenue measures in adjusted rate of approximately \$800,000 for the electric utility and \$400,000 in each of the remaining utilities of water, gas, and wastewater, plus or minus 10%. The City of Alexandria shall create this "Infrastructure Renewal Assessment," in order that the Utility Fund remain solvent and capable of supporting its three required components: a stable rate, operations and maintenance, and a reasonable allocation for future capital needs. This Section X shall sunset at the earlier of final, approved, and implemented rate reform or the end of FY 2015.

Chapter 26 of the Alexandria Code of Ordinances Section 26-24.- "Rates for Water Service"-- is amended to add subsection (d) relative to an infrastructure renewal assessment; and the Chapter is amended to amend section 26-62 "Gas Service Rates Schedules"-- to add subsection (e) relative to an infrastructure renewal assessment; to also amend Section 26-84. - "Rate Schedules --Residential Services"-- to add subsection (n) relative to an infrastructure renewal assessment; to amend Section 26-85- "Same Commercial Light and Power Service" -- to add subsection (l) relative to an infrastructure renewal assessment; to further amend Section 26-86 - "Same----

Seasonable Interruptible Service" to add subsection (i) relative to an infrastructure renewal assessment; to further amend Section 26-89--"Medium Industrial Service Rates"-- to add subsection (j) relative to an infrastructure renewal assessment; to also further amend Section 26-89.1--"Large Industrial Service Rates"-- to add subsection (n) relative to an infrastructure renewal assessment, all to in Chapter 26 of the Alexandria Code of Ordinances to now read as follows:

**Section 26-24- Rates for Water Service.**

\*\*\*\*\*

(d) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for water use to all consumers located inside the city limits and to customers located adjacent to existing water mains outside the city limits, a monthly water service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.06673 /Ccf	\$0.08808 /Ccf

Ccf = 100 cubic feet

**Section 26-62 Gas Service Rates Schedule.**

\*\*\*\*\*

(e) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for gas service to all consumers located inside the city limits and to customers located adjacent to existing water mains outside the city limits a monthly gas service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.02507 /Ccf	\$0.03008 /Ccf

Ccf = 100 cubic feet

**Section 26-84. - Rate Schedules –Residential Services.**

\*\*\*\*\*

(n) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for electrical service to all residential consumers located inside the city limits and to residential customers located outside the city limits a monthly electrical service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.00098 /kWh	\$0.00113 /kWh

**Section 26-85- Same Commercial Light and Power Service.**

\*\*\*\*\*

(l) Infrastructure Renewal Assessment. . From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for electrical service to all commercial and industrial customers located inside the city limits and to commercial and industrial customers located outside the city limits, a monthly electrical service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.00098 /kWh	\$0.00113 /kWh

**Section 26-86 - Same---- Seasonable Interruptible Service.**

\*\*\*\*\*

(i) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for electrical service to all commercial and industrial customers located inside the city limits and to commercial and industrial customers located outside the city limits, who are subject to this ordinance section, a monthly electrical service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.00098 /kWh	\$0.00113 /kWh

**Section 26-89--Medium Industrial Service Rates.**

\*\*\*\*\*

(j) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for electrical service to all industrial customers, who are subject to this ordinance section, located inside the city limits and to industrial customers located outside the city, limits a monthly electrical service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.00098 /kWh	\$0.00113 /kWh

**Section 26-89.1--Large Industrial Service Rates.**

\*\*\*\*\*

(n) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for electrical service to all general service or industrial customers, who are subject to this ordinance section, located inside the city limits and to general service industrial customers located outside the city limits, a monthly electrical service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.00098 /kWh	\$0.00113 /kWh

Chapter 27.5 Waste Water Collection and Treatment of the Alexandria Code of Ordinances, Section 27.5-5 "Rates for Wastewater (Sewer) Service Availability"—is amended to add subsection (1)(f) relative to an infrastructure renewal assessment to read as follows:

**Section 27.5-5 Rates for Wastewater (Sewer) Service Availability.**

Service under this schedule is available for wastewater use to all consumers located inside the city limits and to customers located adjacent to existing wastewater mains outside the city limits. The owner, occupant, or tenant of each lot or parcel that is connected with the wastewater system shall pay for the use thereof and for the services and facilities furnished by the system. The rates, fees and charges for wastewater service furnished by the city's wastewater system shall be based upon the quantity of water, determined by metering, furnished to each customer's premises each month.

(1) Service will be furnished in accordance with the following stipulations and in accordance with the city's general rules, terms and conditions.

\*\*\*\*\*

(f) Infrastructure Renewal Assessment. From May 1, 2012 until this subsection is amended after a subsequent final, approved and implemented rate reform or April 30, 2015 there is imposed for water use to all consumers located inside the city limits and to customers located adjacent to existing water mains outside the city limits a monthly wastewater service infrastructure renewal assessment:

<u>Inside city limits</u>	<u>Outside city limits</u>
\$0.082621 /Ccf	\$0.10163 /Ccf

\*\*\*\*\*

**SECTION XI.** BE IT FINALLY ORDAINED, etc. that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

THIS ORDINANCE was introduced on the 20<sup>th</sup> day of March, 2012.

NOTICE PUBLISHED ON THE 24<sup>th</sup> day of March, 2012.

THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

YEAS: Fowler, Silver, Gibson, Villard, Johnson, Jones.

NAYS: Larvadain.

ABSENT: None.

AND THE ORDINANCE was declared adopted on this the 3rd day of April, 2012, and final publication was made in the Alexandria Daily Town Talk on the 6<sup>th</sup> day of April, 2012.

  
\_\_\_\_\_  
CITY CLERK

  
\_\_\_\_\_  
PRESIDENT

  
\_\_\_\_\_  
MAYOR'S APPROVAL

DELIVERED APR 0 4 2012

RECEIVED APR 0 5 2012



April 30, 2012

Honorable Mayor and  
Members of the Alexandria City Council

The operating budget requests for fiscal year ending April 30, 2012 were compiled and presented to the Alexandria City Council. The following is an executive recap summarizing the most significant factors in the adopted budget including revenue assumptions, major initiatives and expenditure breakdowns. Figures are rounded to the nearest thousand or the nearest tenth of a million where appropriate for ease of understanding.

***Changes effecting all funds:***

Board of Trustees of the City of Alexandria's Employees' Retirement System adopted and set the actuarial contribution rate for the city, as recommended by the actuary, at 25.97 % effective May 1, 2012, a decrease of 1.48% from the existing rate of 27.45%. The savings by fund at existing staff levels follow:

General Fund	\$ 117,000
CDBG Fund	3,000
Utility Fund	144,000
Sanitation Fund	19,000
Zoo Fund	8,000
Municipal Transit	<u>16,000</u>
Total	\$ 307,000

Conversely, the board of the state run Municipal Police Retirement System set its' contribution rate at 31%, as opposed to the existing rate of 26.5%. The board of the state run Municipal Firefighters Retirement System set its' contribution rate at 24% increasing from the existing rate of 23.25%. The budgetary effects of these actions raised pension costs in Police by \$224,000 and by \$93,000 in Fire when compared to the previous year. These are both in the General Fund and more than offset the decreases in costs from the previously mentioned City of Alexandria's Employees' Retirement System.

Jacques M. Roy  
Mayor



David L. Johnson  
Asst. Director of Finance  
P.O. Box 71 · Alexandria, LA 71309-0071  
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e-mail: david.johnson@cityofalex.com

Along with the pension costs above, the City, as many other employers, continues to face increases in health care costs. In Fiscal 2012-2013, the City elected to use some of the Retained Earnings of the Employee Benefits Fund to offset anticipated increases in cost.

The City eliminated roughly 18 personnel positions in the 2011-2012 budget; and roughly 50 in the previous budget. It was determined no more could be eliminated without substantial reduction in the level of services the City provides. The City therefore elected to budget a significant use of Fund Balance in the General Fund for the 2012-2013 budget.

The City's Charter states that the "Council shall provide for an annual cost of living increase in the mayor's salary equal to the increase in the United States Department of Labor consumer price index for the previous twelve (12) months". The CPI for 2011 was 3.0%. Raises were also budgeted for firefighters having between 3 and 23 years of service as mandated by state law. No other raises are in this budget due to financial constraints.

Operating capital remains somewhat constrained in the 2012-2013 budget; although not as much as in the previous year. As was the case with personnel positions, it was felt by the Administration and City Council that some operating capital had to be purchased to assure the delivery of critical services. Operating capital totals by fund are as follows:

General Fund	\$1,833,000
CDBG Fund	-0-
Risk Management Fund	-0-
Utility Fund	3,271,000
Sanitation Fund	579,000
Zoo Fund	<u>170,000</u>
Total	<u>\$5,853,000</u>

### ***Revenue Outlook in Major Funds:***

Sales tax continues to be the major source of revenue for the General Fund and the only "permanent" source for the General Capital Projects Funds. Combined City and Parish sales taxes account for 64% of total revenues in the General Fund. Sales Taxes have shown increases for 8 of the last 10 years, although the most recent 2 completed years have been decreasing. Sales Taxes are by nature highly volatile in relation to the economy. Sales taxes for the 2012-2013 Fiscal Year are budgeted over \$563 thousand less than the actual revenues of 2010-2011 in an effort to stay ahead of the downward trend.

Further concerns would include the health of the national and even the global economy and the implications of them on the local economy. Opinions abound on the mere presence and strength of an economic recovery, but there seems to be little consensus of opinion. Due to that uncertainty, the responsible course of action is still to err on the side of caution by curtailing spending whenever practical.

The Utility System Fund contributes to the operation of other funds, including roughly 5% of its gross revenues to the General Fund and deficit support to the Municipal Transit Fund. Charges for the four services (electric, water, gas, and wastewater) account for virtually all of the revenue of the system. Of the four services, electric charges alone account for 71% of the total.

The City has had moderate growth in recent years in these services, and has at times been able to sell some of its generated electricity wholesale as the demand peaked and electrical generation by other suppliers could not keep up. There are no such sales since Fiscal 2002. The hazards of a soft economy are 2 fold in the Utilities System. As businesses close or reduce operations, the potential exists for diminishing sales of utilities. Secondly, as resources for consumers and businesses become scarce, the ability for customers to pay for services used can be lessened. Vigilant monitoring of both situations is warranted.

### ***Fund Balance/Retained Earnings:***

The City has significant revenues in most of its operating funds that have allowed the City to operate over the last six to seven years with out having to borrow short-term funds. The 2012-2013 Budget was prepared to utilize some of those prior year revenues as follows:

The **General Fund** is budgeted to use \$3.6 million in fund balance in Fiscal 2012-2013.

The **Utility Fund** is budgeted to use \$2.7 million in retained earnings in Fiscal 2012-2013.

### ***General Fund:***

Total General Fund revenues reflect an increase of \$4.1 million, or 7.73%, compared to the adopted 2011-2012 operating budget. As previously stated, combined sales taxes account for 64% of all General Fund revenues. The summary below details major changes made from 2011-2012 adopted budget:

#### Revenues

**Taxes** were adopted with a 1.90% increase, or \$55,000, over the 2011-2012 adopted budget; increase being in Property Taxes.

**Licenses and Permits** increased 5.76%; or \$150,000.

**Intergovernmental** increased by 3.59% or \$319,000 from the 2011-2012 adopted budget. The most significant change here is the increase Parish Sales Tax of \$300,000; while changes in Police & Fire Supplemental Pay revenue from the state account for the remainder.

**Internal Services/Interfunds** increased by 2.61% or \$947,000. All cost allocation line items were adjusted to reflect the adjusted 2011-2012 budget, resulting in increases of over \$471,000. The 3 City Sales Taxes were adjusted up \$475,000; or 1.82% reflecting current trends.

**Fine and Forfeitures** decreased by 6.53%; or \$46,000 from the prior year as indicative of actual revenues.

**Charges for Services** decreased by 13.56%; or \$36,000 compared to the prior year reflecting more closely the actual revenues of the last 3 years.

**Other Revenues** increased 248%; or \$2.7 million, from the 2011-2012 adopted budget. The sole change here is in the **Use of Prior Years Revenues**. It has been the Alexandria City Council's policy to allow the use of prior years revenues, Fund Balance, to purchase non-recurring capital outlay items such as; vehicles, machinery and equipment, office furniture and fixtures, etc. Due to increasing adverse financial conditions, the City has in recent years funded recurring expenditures with the use of fund balance.

In an effort to curtail that practice, the 2010-2011 adopted budget used no fund balance, while the 2011-2012 was adopted with a use of Fund Balance of \$.9 million. The Administration and Council felt that in order to continue necessary City services, additional use of fund balance was needed, leading to the \$3.6 million use in the 2012-2013 budget. As stated earlier, this allowed the purchase of some badly needed capital items and ceased the need to eliminate vacant personnel positions in this budget.

### Expenditures

**Salaries and Fringe Benefits** overall increased \$454,000, or 1.29%, the net result of the previously mentioned increases in Fire and Police pensions offset by the decreases in other pension costs, along with the addition of 4 new police officer positions.

**Capital Outlay** increased \$944,000; or 106.22%. While this may appear extravagant, the prior 2 years' capital outlay was constrained almost to the point of non-existence. As previously stated, it was felt by the Administration and Council that some vital equipment purchases had to be made in order to continue needed City services.

In order to achieve a more realistic budget, line items for Vehicle Fuel, Vehicle Maintenance, Telephone, and Utilities were adjusted where needed during the budget process, whereas these are normally adjusted during the year. It is estimated that this will lessen adjustments to departmental budgets after initial budget adoption.

### Executive Division

The Executive Division increased 1.05%, or \$8,000, due to slight increases in operating and contractual line items.

### Judicial Division

An increase of 1.02%, or \$10,000, was approved for the Judicial Division, mostly due to an increase in Vehicle Fuel for the City Marshal and increase in pension costs for City Court.

### Finance Division

An increase of 23.84%; or \$2.1 million, was approved for the Finance Division. Transfers to other funds such as Zoo and Golf Course increased by \$1.2 million as the General Fund continues its deficit support of these funds. Most of the rest of the increase stems from an appropriation of \$800,000 reserved for potential employee compensation.

### Public Works Division

An increase of 9.29%; or \$866,000 was approved for Public Works. The major changes here include an increase of \$580,000 in Capital Outlay, the transfer of one personnel position from the Planning Division for \$89,000; and an increase for Equipment Lease Obligation in the Recreation Department for \$132,000. Lesser increases including Contract Labor, Postage, Building Maintenance and Park Maintenance conclude the changes.

### Planning Division

An increase of 5.29%, or \$105,000, was approved for Planning Division. Here the position transfer to Public Works is more than offset by a \$72,000 increase in Capital Outlay; a \$52,000 increase in Contract Labor; a \$25,000 increase in Professional Fees; and a \$25,000 increase in Tree Trimming.

### Public Safety Division

An increase of 3.15%; or \$890,000, was approved for the Public Safety Division. In this division, the cost of pensions rose \$317,000 over the prior year. As stated earlier, 4 police officer positions were added costing roughly \$209,000; while Capital Outlay increased \$275,000. Modest increases in Vehicle Fuel, Telephone, and Building Maintenance totaling \$85,000 account for the remainder.

### Human Resource Division

An increase of 8.51%, or \$61,000, was approved for this division, comprised mostly of minor adjustments in Advertising, Telephone, and Rental along with changes in employee fringes.

### Legal Division

A decrease of 1.30%; or \$12,000, was approved for the Legal Division, mostly due to changes in health care coverage on individual employees.

### Community Services

An increase of 12.66%, or \$52,000, was approved for this division. Major changes here are funding for Mardi Gras and Quein on the Red, the City's barbecue festival, in the amount of \$15,000 and \$35,000 respectively.

### *Special Revenue Funds:*

The Sales Tax Fund's budget increased by 1.82%, or \$594,000, when compared to the prior year. This is due to an increase of this amount in revenues from the 3 City Sales Taxes. Consequently, Transfers to Other Funds are up by the same amount. It was felt by the Administration and Council that the estimates from the prior year were somewhat low, therefore a modest upward adjustment was in order.

### *Internal Service Funds:*

The Risk Management Fund's overall budget decreased 2.99%; or \$115,000 from the prior year. The significant change in this fund is an increased contribution from the operating funds totaling \$1.4 million offset by the elimination of the Use of Retained Earnings of \$1.5 million as the cash reserves in this fund have been depleted in the last couple of years.

The Employee Benefits Fund decreased 1.26%, or \$109,000 compared to the prior year. In this fund, we see the opposite effect as in the Risk Management Fund. Contributions from employees and employer are down a combined \$1.2 million while the Use of Retained Earnings is up \$1.1 million as the City uses some cash reserves in this fund.

### General Capital Projects

The following is a breakdown of the General Capital Projects by Category:

Category	No. of Projects	Total
Public Enterprise	7	582,290
Drainage	8	268,000
Streets	11	3,402,710
Police	1	58,165
Fire	1	650,000
Parks/Recreation	0	-0-
Zoological Parks	0	-0-
CDBG	0	-0-
Total	<u>28</u>	<u>\$4,961,165</u>

The General Capital Projects are funded by Sales Tax Revenues, Sales Tax Revenue Bond Proceeds, Community Development Block Grant Funds, General Obligation Bond Proceeds, Urban System Funds, State and Federal Funds and Property Tax Revenues. A five year 11.25 mileage property tax dedicated to specific street and drainage projects has been approved by the voters in 1988, 1993, 1998, and 2003. This property tax renewed in 2008 for ten years. One-half of the 1976 City Sales and Use Tax is dedicated to payment of principal and interest on the sales tax bonds and capital improvements.

Projects involving economic development, construction of new facilities, renovation of existing public facilities and feasibility or master plan studies are budgeted under the Public Enterprise category. The City currently has budgeted 19 projects in this category. The 2012/2013 Budget will create 2 new projects and adjust funding for 5 others.

Work was completed in Fiscal 2012 on the Extension of Versailles Boulevard connecting Jackson Street Extension with Louisiana Highway 28 West. This 3 phase project greatly enhances surface transportation in the growing west side of Alexandria. Work also continues on the Ditch Closure Project. This project involves the replacement of open ditches with below grade drainage pipe, giving a safer and more attractive border to the street while increasing the drainage capacity to prevent flooding. Other major projects under construction include Lincoln Road which is required for the upgrade of Sugarhouse Road; Fire Station Relocation in which the City will relocate 4 of it's 6 fire stations to more strategic locations; and Masonic Drive Corridor Improvement. This project will add pedestrian friendly features such as sidewalks to the area of the City with significant recreational facilities such as the Zoo and ball parks.

The Reserve for Relocation Projects, which operate as "holding" account for the other projects. Expenditures from these accounts require Council action. The Reserve for Relocation Projects is used to "hold" Utility Funds transferred to the General Capital Projects fund for use with street or drainage projects. The reconstruction of streets or drainage systems often requires the movement or relocation of utility systems. A minimum appropriation of \$100,000 per year is typically made by the Utility Funds to the General Capital Projects Fund. Budget Amendments will be used to transfer the Utility Fund into special account numbers within a related project. If Utility Funds remain in a completed project, these funds are transferred back to the Reserve for Relocation Projects "holding" account.

### **Enterprise Capital Projects**

The following is a breakdown of the Enterprise Capital Projects by Category:

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Electric	8	\$3,413,099
Water	2	550,000
Gas	3	470,000
Wastewater	3	907,450
Other	3	364,000
Municipal Transit	0	-0-
<b>Total</b>	<b>19</b>	<b>\$5,704,549</b>

The Enterprise Capital Projects are funded by revenues generated by the City's Utility System, a Utility Revenue Bond issue, a revolving loan from the State Department of Health and Hospitals, and matching FTA grants.

At present, the City is engaging consultants to assess the needs of its Utilities System infrastructure. This will assure the ability of the 4 components; electricity, gas, water and wastewater, to provide reliable service to the customer at the existing level of service as well as provide for any anticipated growth in all areas. This assessment will materially impact future capital budgets in the Enterprise Capital Projects. At present, work begins on the 138 KV Transmission upgrade for electrical service, and work continues in the Martin Park Subdivision with the replacement of water and gas lines.

### ***Utilities System Fund:***

The **Utilities System Fund's** 2012-2013 adopted budget increased by 4.35%, or \$3.9 million from the prior year. The summary below shows the major changes from the previous year:

#### Revenues

The Sales accounts for water and wastewater were adjusted for a modest net increase of \$336,000 to better reflect current estimates. Cost allocations from other funds were increased \$12,000 to reflect the most current estimates. The greatest changes are the introduction of a new fee for Infrastructure Replacement in the amount of \$2 million and the increase of nearly \$1.6 million in Use of Retained Earnings in this fund. Similar to the General Fund, it was felt that the purchase of capital outlay such as vehicles as well as the purchase of infrastructure for the electric, water, gas, and wastewater could not be deferred any further.

#### Expenses

The major changes in this fund can be found in the Utility Administration section. This section which houses among other items transfers to other funds is up \$2.8 million, or 14.59% compared to the prior year. Transfers to other Funds account for nearly \$2 million of the increase while Debt Service increased roughly another \$.8 million.

Operating Capital is increased by \$535,000. Maintenance accounts in various departments were increased by a total of \$250,000; while Chemicals were increased \$123,000; Vehicle Fuel increased \$18,000; and Telephone increased \$19,000. An Environmental Compliance position was added for \$101,000. A line item was added for NERC compliance at \$35,000; while the Environmental Conference was increased \$21,000. Other relatively small adjustments in the Operating and Contractual category complete the changes.

### ***Sanitation Fund:***

Sanitation's budget increased 3.82%; or \$185,000, compared to the prior year. In revenues; Charges for Services increased for Collections and Disposal Fees totaling \$185,000.

In expenses, Capital Outlay shows the greatest change with an increase of \$104,000. Salaries and Fringes are down \$83,000; while Disposal Cost and Contract Labor are up \$108,000 and \$24,000 respectively. Other changes such as an increase in Transfers to Other Funds for \$31,000 round out the difference.

### ***Zoological Park Fund***

The Zoo's budget increased 6.33%, or \$136,000.

In revenues, Gate Receipts were decreased \$174,000 reflecting recent trends in attendance. This is more than offset by an increase in Transfer from General Fund of \$310,000.

In expenses, salaries and fringes are increased by over \$15,000 due mostly to health care cost. In Operating & Contractual; Contract Labor, Supplies, Animal Food, and Vehicle Fuel were adjusted up by a total of \$15,000; while Cost Allocation is adjusted up \$33,000 reflecting current estimates. Operating Capital is up \$73,000 compared to the prior year.

### ***Golf Course Fund:***

The Golf Course's budget increased nearly 5.05%, or \$40,000, over the previous year.

In revenues, Charges for Services were decreased by \$8,000 to reflect recent experience. This is more than offset by the Transfer from General Fund being increased by almost \$48,000.

In expenses, Maintenance accounts were increased \$26,000; while Cost Allocation to General Fund was increased nearly \$14,000.

### ***Municipal Transit Fund:***

Municipal Transit Fund's budget increased 1.91%, or about \$57,000, over the previous year.

The sole change in revenue is an increase of nearly \$57,000 in the Transfer from the Utilities System Fund which deficit supports the Municipal Transit Fund.

In expenses, the largest change is in Transfers to Other Funds which were increased by \$44,000. Vehicle Fuel and Telephone were increased for a total of \$16,000. Minor changes in salaries and fringe account for the remainder of the change.

Sincerely,



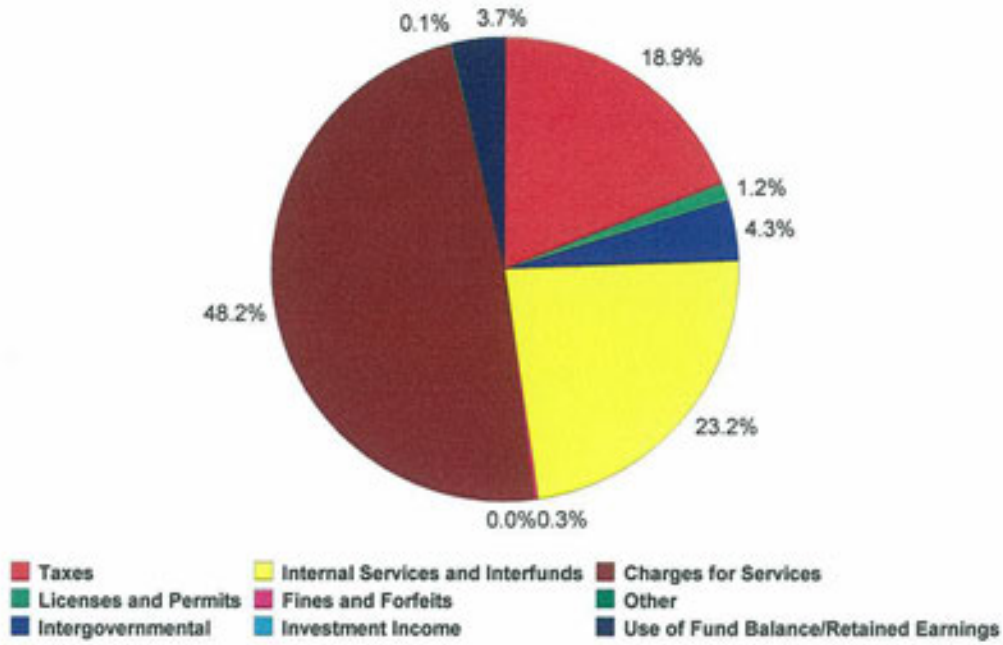
David Johnson  
Acting Director of Finance

## I. BUDGET SUMMARIES

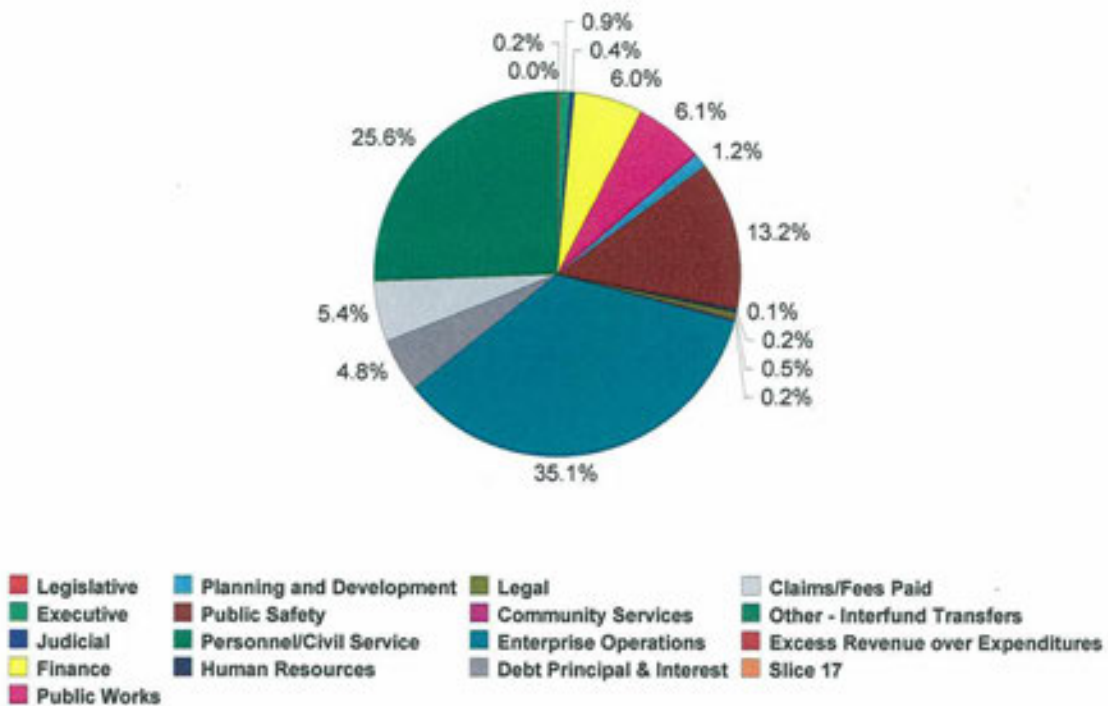
2012-2013 ANNUAL BUDGET

COMBINED ANNUAL BUDGET SUMMARY

Sources of Funds



Uses of Funds



## 2012-2013 ANNUAL BUDGET

## COMBINED SUMMARY OF BUDGET BY FUND GROUPS

DESCRIPTION	GOVERNMENTAL FUND TYPES			
	GENERAL FUND	SPECIAL REVENUE FUNDS	GENERAL DEBT SERVICE	GENERAL CAPITAL PROJECTS
<b>SOURCES OF FUNDS</b>				
Taxes	2,947,000	33,250,000	780,000	5,797,802
Licenses and Permits	2,755,200			
Intergovernmental	9,205,290	684,607		(732,000)
Internal Services and Interfunds	37,213,452	18,190	4,932,198	100,000
Fines and Forfeits	658,200			
Investment Income			6,600	
Charges for Services	229,430	5,000		
Other	168,500	0		
Debt Proceeds				
Use of Fund Balance/Retained Earnings	3,601,797	18,190		958,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>56,778,869</b>	<b>33,975,987</b>	<b>5,718,798</b>	<b>6,123,802</b>
<b>USES OF FUNDS</b>				
Legislative	479,912			
Executive	802,293			582,290
Judicial	1,011,080			
Finance	6,273,192			
Public Works	10,190,120			3,670,710
Planning and Development	2,098,387	725,987		
Public Safety	29,129,492			708,165
Personnel/Civil Service	307,198			
Human Resources	473,593			
Legal	961,638			
Community Services	467,484			
Enterprise Operations				
Debt Principal & Interest			5,718,798	
Claims/Fees Paid				
Other - Interfund Transfers	4,584,480	33,250,000		1,161,000
Excess Revenue over Expenditures				1,637
<b>TOTAL USES OF FUNDS</b>	<b>56,778,869</b>	<b>33,975,987</b>	<b>5,718,798</b>	<b>6,123,802</b>

CITY OF ALEXANDRIA

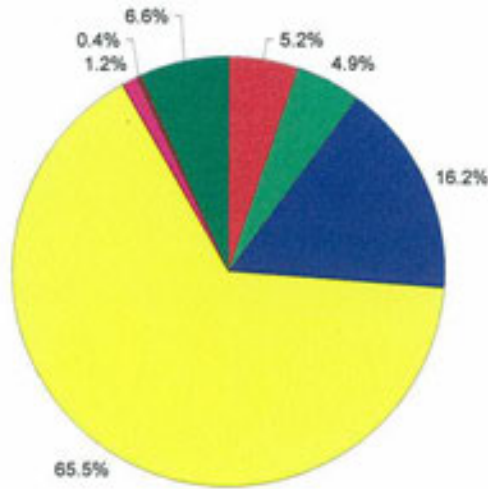
2012-2013 ANNUAL BUDGET

COMBINED SUMMARY OF BUDGET BY FUND GROUPS

PROPRIETARY FUND TYPES							COMBINED TOTAL
INTERNAL SERVICE FUNDS	UTILITY SYSTEM	SANITATION	MUNICIPAL TRANSIT SYSTEM	ZOO FUND	GOLF COURSE FUND	ENTERPRISE CAPITAL PROJECTS	
							42,774,802
							2,755,200
			525,896				9,683,793
0	190,046		1,966,162	2,084,004	269,681	5,704,549	52,478,282
							658,200
							6,600
11,142,913	91,266,751	5,019,000	529,935	204,523	553,000		108,950,552
26,000	90,200		6,300				291,000
							0
1,147,600	2,701,831					0	8,427,418
12,316,513	94,248,828	5,019,000	3,028,293	2,288,527	822,681	5,704,549	226,025,847
							479,912
	577,032						1,961,615
							1,011,080
	7,175,817						13,449,009
							13,860,830
							2,824,374
							29,837,657
							307,198
							473,593
144,133							1,105,771
							467,484
	64,439,181	4,019,575	2,464,848	2,018,941	767,620	5,704,549	79,414,714
	5,052,988						10,771,786
12,172,380							12,172,380
	17,003,810	999,425	563,445	269,586	55,061		57,886,807
							1,637
12,316,513	94,248,828	5,019,000	3,028,293	2,288,527	822,681	5,704,549	226,025,847

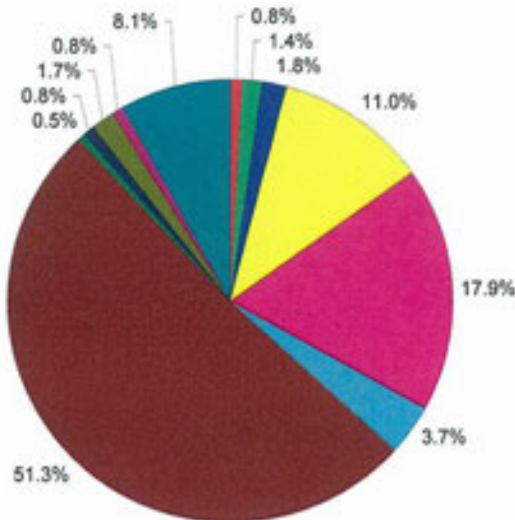
**2012-2013 ANNUAL BUDGET  
GENERAL FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



- |   |  |   |
|---|--|---|
| <span style="color: red;">■</span> TAXES                  | <span style="color: yellow;">■</span> INTERNAL SERVICES/INTERFUNDS | <span style="color: brown;">■</span> CHARGES FOR SERVICES |
| <span style="color: green;">■</span> LICENSES AND PERMITS | <span style="color: pink;">■</span> FINES AND FORFEITURES          | <span style="color: teal;">■</span> OTHER                 |
| <span style="color: blue;">■</span> INTERGOVERNMENTAL     | <span style="color: lightblue;">■</span> INVESTMENT INCOME         |   |

**Expenditures**



- |  |  |  |  |
|--|--|--|--|
| <span style="color: red;">■</span> LEGISLATIVE | <span style="color: pink;">■</span> PUBLIC WORKS   | <span style="color: green;">■</span> CIVIL SERVICE/PERSONNEL | <span style="color: purple;">■</span> COMMUNITY SERVICES |
| <span style="color: teal;">■</span> EXECUTIVE  | <span style="color: lightblue;">■</span> PLANNING  | <span style="color: darkblue;">■</span> HUMAN RESOURCES      | <span style="color: cyan;">■</span> INTERFUND TRANSFERS  |
| <span style="color: blue;">■</span> JUDICIAL   | <span style="color: brown;">■</span> PUBLIC SAFETY | <span style="color: olive;">■</span> LEGAL                   | <span style="color: gray;">■</span> OPERATING RESERVE    |
| <span style="color: yellow;">■</span> FINANCE  |  |  |  |

## 2012-2013 ANNUAL BUDGET

SUMMARY OF FUNDS  
GENERAL FUND

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	3,169,059	3,317,100	2,892,000	3,227,000	2,947,000	2,947,000	1.90%
LICENSES AND PERMITS	2,873,824	2,822,761	2,605,200	2,825,200	2,755,200	2,755,200	5.76%
INTERGOVERNMENTAL	10,028,675	9,064,658	8,886,286	9,608,868	9,205,290	9,205,290	0.00%
INTERNAL SERVICES/INTERFUNDS	36,060,797	35,674,175	36,266,364	37,213,452	37,213,452	37,213,452	2.61%
FINES AND FORFEITURES	694,153	659,924	704,200	658,200	658,200	658,200	-6.53%
INVESTMENT INCOME	14,143	4,808	0	15,000	0	0	0.00%
CHARGES FOR SERVICES	274,552	186,073	265,430	229,430	229,430	229,430	0.00%
OTHER	590,465	706,148	1,084,000	2,551,502	3,717,620	3,770,297	247.81%
TOTAL REVENUE	53,705,668	52,435,647	52,703,480	56,328,652	56,726,192	56,778,869	7.73%

## EXPENDITURE SUMMARY BY DIVISION

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
LEGISLATIVE	497,291	443,491	476,794	478,794	462,912	479,912	0.65%
EXECUTIVE	780,118	828,568	793,976	793,376	802,293	802,293	1.05%
JUDICIAL	1,040,064	1,105,109	1,000,917	1,103,632	1,011,080	1,011,080	1.02%
FINANCE	5,353,230	3,508,675	5,400,549	5,724,683	6,273,192	6,273,192	16.16%
PUBLIC WORKS	10,053,015	9,009,840	9,323,739	9,449,017	10,175,120	10,190,120	9.29%
PLANNING	2,122,066	1,881,071	1,993,011	2,077,396	2,098,387	2,098,387	5.29%
PUBLIC SAFETY	27,392,198	27,707,533	28,238,923	28,509,916	29,129,492	29,129,492	3.15%
CIVIL SERVICE	298,198	276,019	301,459	304,159	307,198	307,198	1.90%
HUMAN RESOURCES	512,815	464,458	418,067	436,553	452,916	473,593	0.00%
LEGAL	1,463,973	1,128,576	974,306	1,269,306	961,638	961,638	-1.30%
COMMUNITY SERVICES	1,259,821	690,338	414,954	420,267	467,484	467,484	0.00%
INTERFUND TRANSFERS	5,122,472	1,103,578	3,366,785	5,761,553	4,584,480	4,584,480	36.17%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	55,895,261	48,147,256	52,703,480	56,328,652	56,726,192	56,778,869	7.73%

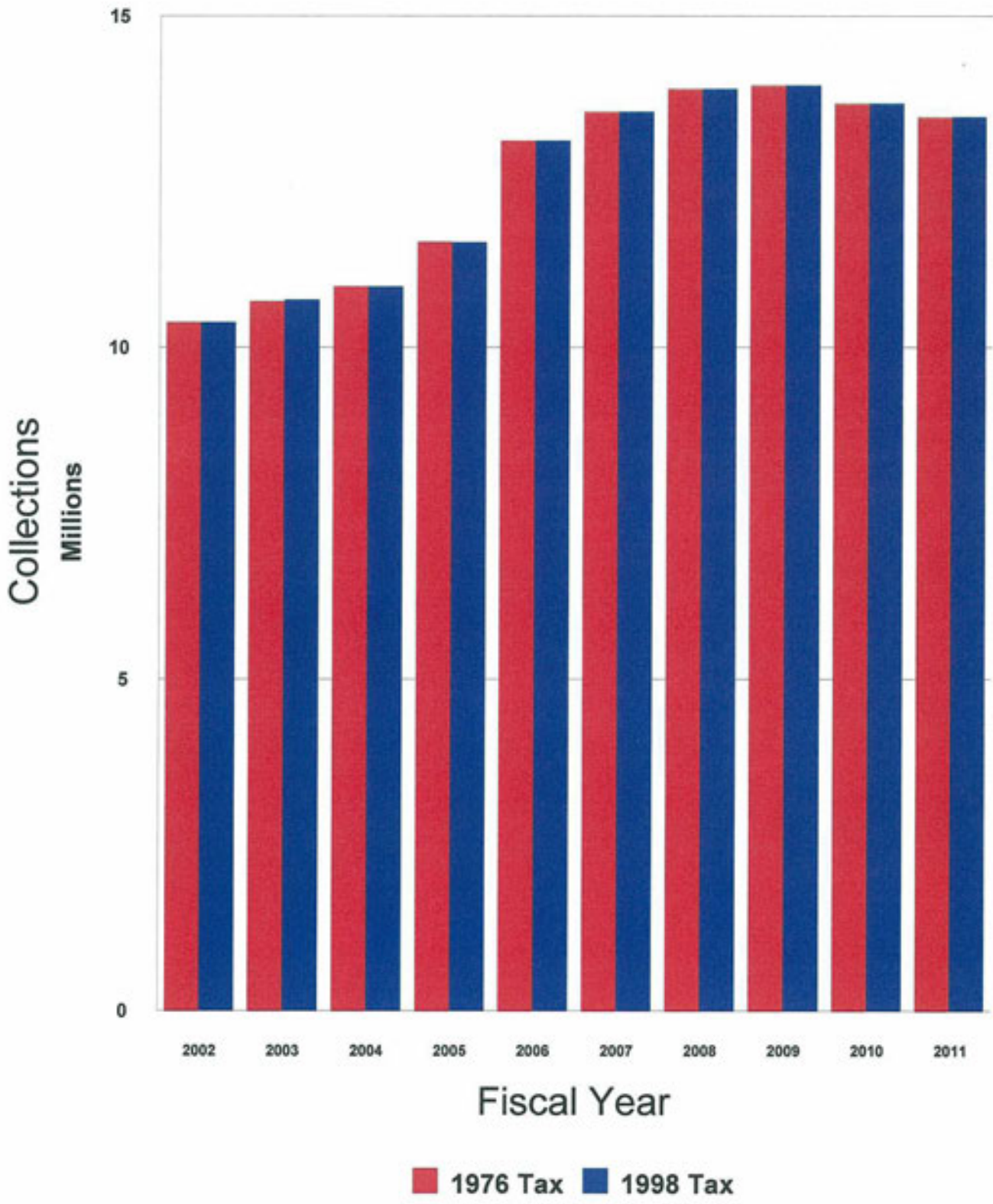
## EXPENDITURE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	26,150,658	24,666,568	24,629,455	24,605,373	24,682,606	24,696,310	0.27%
FRINGE BENEFITS	7,526,869	9,704,819	10,427,219	10,136,445	10,807,067	10,814,040	3.71%
OPERATING AND CONTRACTUAL	9,458,620	8,198,693	8,438,870	9,273,226	8,980,450	9,012,450	6.80%
OTHER	10,951,934	4,817,389	8,319,109	11,185,526	10,423,097	10,423,097	25.29%
CAPITAL OUTLAY	1,807,180	759,787	888,827	1,128,082	1,832,972	1,832,972	106.22%
TOTAL EXPENDITURES	55,895,261	48,147,256	52,703,480	56,328,652	56,726,192	56,778,869	7.73%

CITY OF ALEXANDRIA

2012-2013 ANNUAL BUDGET

SALES TAX COLLECTION  
TEN YEAR HISTORY



## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS**  
**SALES TAX FUND**

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
TAXES	34,191,306	33,679,269	32,655,775	33,250,000	33,250,000	33,250,000	1.82%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	0	0	0.00%
INVESTMENT INCOME	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	0.00%
TOTAL REVENUE	34,191,306	33,679,269	32,655,775	33,250,000	33,250,000	33,250,000	1.82%

## EXPENDITURE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	34,176,088	33,674,993	32,655,775	33,250,000	33,250,000	33,250,000	1.82%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	34,176,088	33,674,993	32,655,775	33,250,000	33,250,000	33,250,000	1.82%

## SALES TAX COLLECTIONS

## Ten Year History of Sales Tax Collections

Fiscal Year	1976 Tax	Percentage Inc/Dec	1998 Tax	Percentage Inc/Dec
2002	10,370,764	2.20%	10,370,638	2.20%
2003	10,686,466	3.04%	10,708,877	3.26%
2004	10,910,581	2.10%	10,909,722	1.88%
2005	11,584,525	6.18%	11,577,698	6.12%
2006	13,113,434	13.20%	13,113,434	13.26%
2007	13,552,199	3.35%	13,552,403	3.35%
2008	13,896,279	2.54%	13,896,204	2.54%
2009	13,949,591	0.38%	13,949,547	0.38%
2010	13,677,811	-1.95%	13,677,811	-1.95%
2011	13,471,982	-1.50%	13,472,978	-1.50%

2012-2013 ANNUAL BUDGET

SUMMARY OF FUNDS  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND

REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	476,716	476,716	100.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	0	0	0.00%
INVESTMENT INCOME	0	0	0	0	0	0	100.00%
CHARGES FOR SERVICES	0	0	0	0	5,000	5,000	100.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	100.00%
TOTAL REVENUE	0	0	0	0	481,716	481,716	100.00%

EXPENDITURE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	77,245	77,245	100.00%
FRINGE	0	0	0	0	34,992	34,992	100.00%
OPERATING AND CONTRACTUAL	0	0	0	0	131,439	131,439	100.00%
OTHER	0	0	0	0	238,040	238,040	100.00%
CAPITAL OUTLAY	0	0	0	0	0	0	100.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	100.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	0	0	0	0	481,716	481,716	100.00%

**2012-2013 ANNUAL BUDGET**  
**SUMMARY OF FUNDS**  
**HOME INVESTMENT PARTNERSHIP FUND**

**REVENUE SUMMARY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	207,891	207,891	100.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	18,190	18,190	100.00%
INVESTMENT INCOME	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	100.00%
TOTAL REVENUE	0	0	0	0	226,081	226,081	100.00%

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	10,240	10,240	100.00%
FRINGE	0	0	0	0	4,729	4,729	100.00%
OPERATING AND CONTRACTUAL	0	0	0	0	5,820	5,820	100.00%
OTHER	0	0	0	0	205,292	205,292	100.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENDITURES	0	0	0	0	226,081	226,081	100.00%

**2012-2013 ANNUAL BUDGET**  
**SUMMARY OF FUNDS**  
**ECONOMIC DEVELOPMENT - HOTEL FUND**

**REVENUE SUMMARY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	0	0	0.00%
INVESTMENT INCOME	0	0	0	0	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	18,190	18,190	100.00%
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,190</b>	<b>18,190</b>	<b>100.00%</b>

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	100.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	0	0	0	0	18,190	18,190	100.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,190</b>	<b>18,190</b>	<b>100.00%</b>

**2012-2013 ANNUAL BUDGET**  
**SUMMARY OF FUNDS**  
**GENERAL DEBT SERVICE FUND**

**REVENUE SUMMARY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	757,299	770,219	763,000	780,000	780,000	780,000	2.23%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	4,850,046	4,905,211	4,898,536	4,898,536	4,932,198	4,932,198	0.69%
INVESTMENT INCOME	51,344	22,575	6,600	13,500	6,600	6,600	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	100.00%
<b>TOTAL REVENUE</b>	<b>5,658,689</b>	<b>5,698,005</b>	<b>5,668,136</b>	<b>5,692,036</b>	<b>5,718,798</b>	<b>5,718,798</b>	<b>0.89%</b>

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	1,302	1,302	6,600	5,500	6,600	6,600	0.00%
OTHER	5,452,068	5,474,776	5,661,536	5,686,536	5,712,198	5,712,198	0.89%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>5,453,370</b>	<b>5,476,078</b>	<b>5,668,136</b>	<b>5,692,036</b>	<b>5,718,798</b>	<b>5,718,798</b>	<b>0.89%</b>

## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS  
RISK MANAGEMENT FUND**

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	0	0	0.00%
INVESTMENT INCOME	32,726	20,489	0	5,000	0	0	0.00%
CHARGES FOR SERVICES	3,166,247	1,555,524	2,323,875	4,984,372	3,708,913	3,708,913	59.60%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	85,385	126,298	1,526,000	75,004	26,000	26,000	0.00%
<b>TOTAL REVENUE</b>	<b>3,284,358</b>	<b>1,702,311</b>	<b>3,849,875</b>	<b>5,064,376</b>	<b>3,734,913</b>	<b>3,734,913</b>	<b>-2.99%</b>

## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	50,316	50,123	50,123	50,123	50,123	50,123	0.00%
FRINGE	12,734	15,236	14,528	14,528	13,786	13,786	-5.11%
OPERATING AND CONTRACTUAL	778,133	831,356	792,224	794,197	792,197	792,197	-0.00%
OTHER	1,861,013	2,317,142	2,993,000	4,205,528	2,878,807	2,878,807	-3.82%
CAPITAL OUTLAY	0	0	0	0	0	0	100.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>2,702,196</b>	<b>3,213,857</b>	<b>3,849,875</b>	<b>5,064,376</b>	<b>3,734,913</b>	<b>3,734,913</b>	<b>-2.99%</b>

2012-2013 ANNUAL BUDGET

SUMMARY OF FUNDS  
EMPLOYEE BENEFITS FUND

REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	428,421	0	650,000	991,000	0	0	0.00%
INVESTMENT INCOME	27,468	17,005	0	10,000	0	0	0.00%
CHARGES FOR SERVICES	7,224,167	7,935,026	8,030,421	7,523,421	7,434,000	7,434,000	-7.43%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	1,137,000	1,137,000	0.00%
TOTAL REVENUE	7,680,056	7,952,031	8,680,421	8,524,421	8,571,000	8,571,000	-1.26%

EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	1,282,021	1,569,971	912,421	1,124,421	1,536,000	1,536,000	68.34%
OTHER	7,205,598	6,775,334	7,768,000	7,400,000	7,035,000	7,035,000	-9.44%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENSES	8,487,619	8,345,305	8,680,421	8,524,421	8,571,000	8,571,000	-1.26%

**2012-2013 ANNUAL BUDGET**  
**SUMMARY OF FUNDS**  
**UNEMPLOYMENT BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	0	0	0	0	0	0	0.00%
INVESTMENT INCOME	2,588	1,656	0	1,200	0	0	0.00%
CHARGES FOR SERVICES	0	0	0	0	0	0	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	10,600	9,400	10,600	10,600	0.00%
<b>TOTAL REVENUE</b>	<b>2,588</b>	<b>1,656</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>0.00%</b>

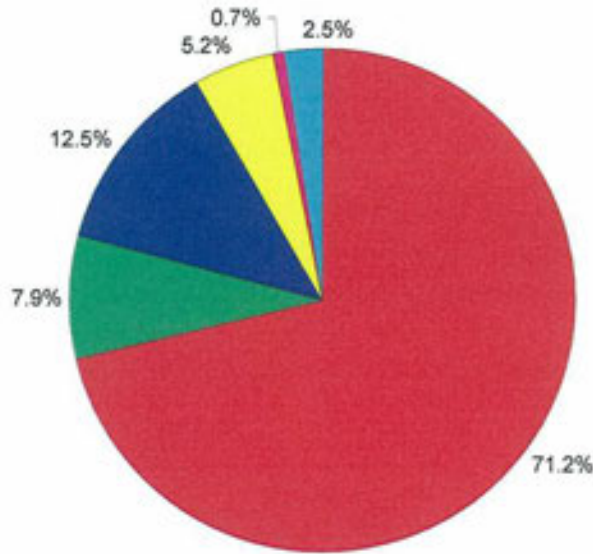
**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	0	0	0	0	0	0	0.00%
OTHER	16,250	26,771	10,600	10,600	10,600	10,600	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	0	0	0	0	0	0	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>16,250</b>	<b>26,771</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>0.00%</b>

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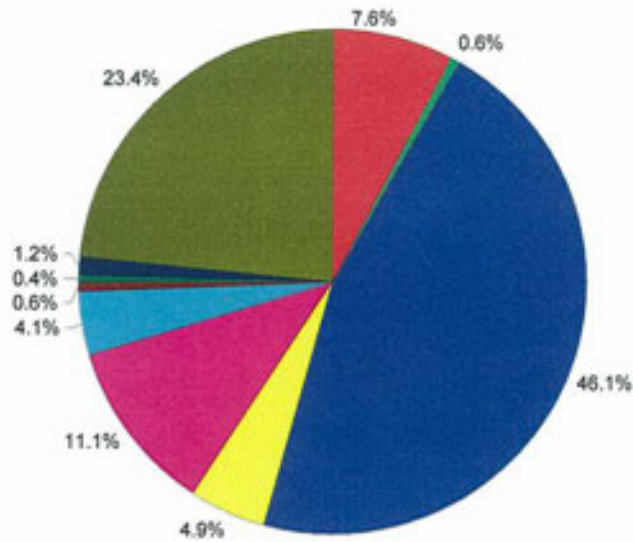
**2012-2013 ANNUAL BUDGET  
UTILITY SYSTEM FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



- |   |  |  |  |
|---|--|--|--|
| <span style="color: red;">■</span> ELECTRIC | <span style="color: blue;">■</span> GAS          | <span style="color: magenta;">■</span> ENVIROMENTAL COMPLIANCE | <span style="color: brown;">■</span> INVESTMENT INCOME |
| <span style="color: green;">■</span> WATER  | <span style="color: yellow;">■</span> WASTEWATER | <span style="color: cyan;">■</span> OTHER CHARGES              | <span style="color: teal;">■</span> INTERGOVERNMENTAL  |

**Expenses**



- |   |  |   |  |
|---|--|---|--|
| <span style="color: red;">■</span> FINANCE          | <span style="color: yellow;">■</span> WATER    | <span style="color: brown;">■</span> ENVIRONMENTAL SERVICES | <span style="color: blue;">■</span> UTILITY SERVICES     |
| <span style="color: green;">■</span> ADMINISTRATION | <span style="color: magenta;">■</span> GAS     | <span style="color: teal;">■</span> ENVIROMENTAL COMPLIANCE | <span style="color: olive;">■</span> INTERFUND TRANSFERS |
| <span style="color: blue;">■</span> ELECTRIC        | <span style="color: cyan;">■</span> WASTEWATER |   |  |

## 2012-2013 ANNUAL BUDGET

SUMMARY OF FUNDS  
UTILITY FUND

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
ELECTRIC	74,563,885	78,707,849	65,009,639	79,457,639	65,009,639	65,009,639	0.00%
WATER	6,141,165	6,763,885	7,040,146	6,675,146	7,240,146	7,240,146	2.84%
GAS	13,459,306	10,865,046	11,382,000	11,457,000	11,382,000	11,382,000	0.00%
WASTEWATER	3,457,871	4,053,168	4,570,525	4,757,525	4,706,525	4,706,525	2.98%
ENVIROMENTAL COMPLIANCE	419,479	418,166	652,941	652,941	652,941	652,941	0.00%
OTHER CHARGES	297,154	317,028	275,500	275,500	2,275,500	2,275,500	725.95%
INVESTMENT INCOME	80,076	95,846	0	55,000	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	177,951	190,046	177,951	190,046	177,951	190,046	6.80%
OTHER	3,124,501	94,207	1,211,271	1,622,449	2,782,303	2,792,031	130.50%
TOTAL REVENUE	101,721,388	101,505,241	90,319,973	105,143,246	94,227,005	94,248,828	4.35%

## EXPENSE SUMMARY BY DIVISION

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
FINANCE	8,481,463	6,358,496	7,217,428	7,269,695	7,155,817	7,175,817	-0.58%
ADMINISTRATION	423,679	314,363	440,212	490,212	577,032	577,032	31.08%
ELECTRIC	49,310,893	56,197,537	42,913,551	55,239,677	43,441,789	43,441,789	1.23%
WATER	4,038,709	4,037,744	4,238,637	4,379,293	4,618,332	4,620,155	9.00%
GAS	12,151,355	9,775,937	10,462,748	10,264,948	10,443,375	10,443,375	-0.19%
WASTEWATER	3,586,774	3,576,644	3,857,152	3,849,404	3,848,237	3,848,237	-0.23%
ENVIRONMENTAL SERVICES	514,652	522,096	516,354	535,399	566,181	566,181	9.65%
ENVIROMENTAL COMPLIANCE	141,770	91,581	408,000	408,000	408,000	408,000	0.00%
UTILITY SERVICES	1,028,462	994,142	1,065,261	1,055,861	1,111,444	1,111,444	4.34%
INTERFUND TRANSFERS	19,610,476	19,566,623	19,200,630	21,650,757	22,056,798	22,056,798	14.88%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENSES	99,288,233	101,435,163	90,319,973	105,143,246	94,227,005	94,248,828	4.35%

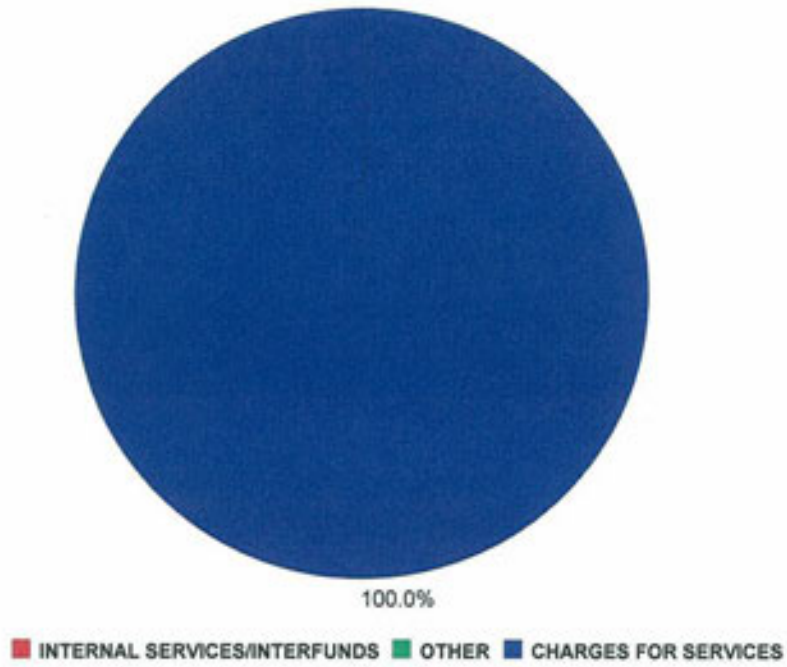
## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	9,788,198	9,387,881	9,697,124	9,462,425	9,763,266	9,765,089	0.70%
FRINGE BENEFITS	3,983,030	4,556,938	4,342,798	4,342,798	4,306,997	4,306,997	-0.82%
OPERATING AND CONTRACTUAL	61,840,075	64,201,218	52,543,356	64,273,434	53,028,856	53,048,856	0.96%
OTHER	21,023,172	20,802,094	21,000,630	23,284,974	23,856,798	23,856,798	13.60%
CAPITAL OUTLAY	2,653,758	2,487,032	2,736,065	3,779,615	3,271,088	3,271,088	19.55%
TOTAL EXPENSES	99,288,233	101,435,163	90,319,973	105,143,246	94,227,005	94,248,828	4.35%

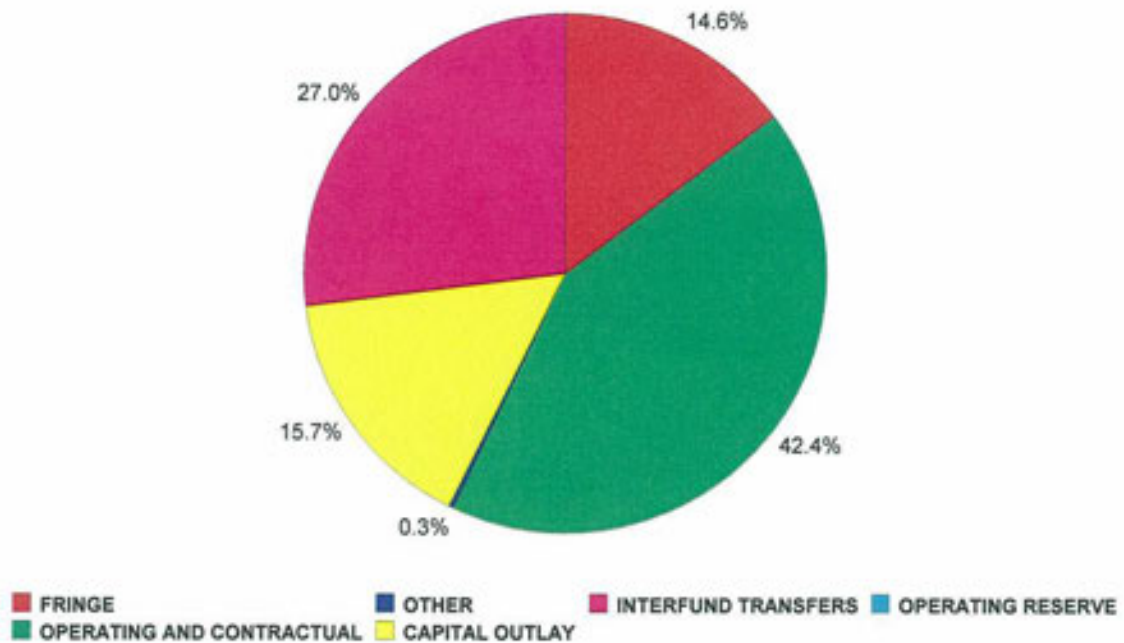
CITY OF ALEXANDRIA

2012-2013 ANNUAL BUDGET  
SANITATION FUND  
ADOPTED BUDGET SUMMARY

Revenues



Expenses



## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS  
SANITATION FUND**

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	460,213	189,517	0	0	0	0	0.00%
INVESTMENT INCOME	5,371	4,199	0	0	0	0	0.00%
CHARGES FOR SERVICES	4,484,024	4,329,665	4,834,369	5,041,369	5,019,000	5,019,000	3.82%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	14,707	975	0	0	0	0	0.00%
<b>TOTAL REVENUE</b>	<b>4,964,315</b>	<b>4,524,356</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>3.82%</b>

## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	1,301,237	1,178,955	1,325,665	1,216,365	1,319,751	1,319,751	-0.45%
FRINGE	537,958	578,820	619,082	619,082	541,723	541,723	-12.50%
OPERATING AND CONTRACTUAL	1,695,657	1,672,879	1,434,585	1,721,416	1,567,456	1,567,456	9.26%
OTHER	11,645	11,645	11,645	11,645	11,645	11,645	0.00%
CAPITAL OUTLAY	118,520	44,629	475,048	470,655	579,000	579,000	21.88%
INTERFUND TRANSFERS	1,101,923	986,761	968,344	1,002,206	999,425	999,425	3.21%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>4,766,940</b>	<b>4,473,689</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>3.82%</b>

## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS  
ZOOLOGICAL PARK FUND**

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	2,299,606	1,771,409	1,773,686	1,971,734	2,084,004	2,084,004	0.00%
INVESTMENT INCOME	1,432	1,186	0	0	0	0	0.00%
CHARGES FOR SERVICES	263,116	280,551	378,523	204,523	204,523	204,523	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	5,766	0	0	0	0	0	0.00%
<b>TOTAL REVENUE</b>	<b>2,569,920</b>	<b>2,053,146</b>	<b>2,152,209</b>	<b>2,176,257</b>	<b>2,288,527</b>	<b>2,288,527</b>	<b>0.00%</b>

## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	549,986	474,574	531,132	510,032	543,181	543,181	0.00%
FRINGE	218,736	212,123	225,929	225,929	229,050	229,050	0.00%
OPERATING AND CONTRACTUAL	1,064,998	1,099,321	1,061,710	1,073,710	1,076,710	1,076,710	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	89,331	0	97,000	97,000	170,000	170,000	0.00%
INTERFUND TRANSFERS	236,438	236,438	236,438	269,586	269,586	269,586	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>2,159,489</b>	<b>2,022,456</b>	<b>2,152,209</b>	<b>2,176,257</b>	<b>2,288,527</b>	<b>2,288,527</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS  
GOLF COURSE FUND**

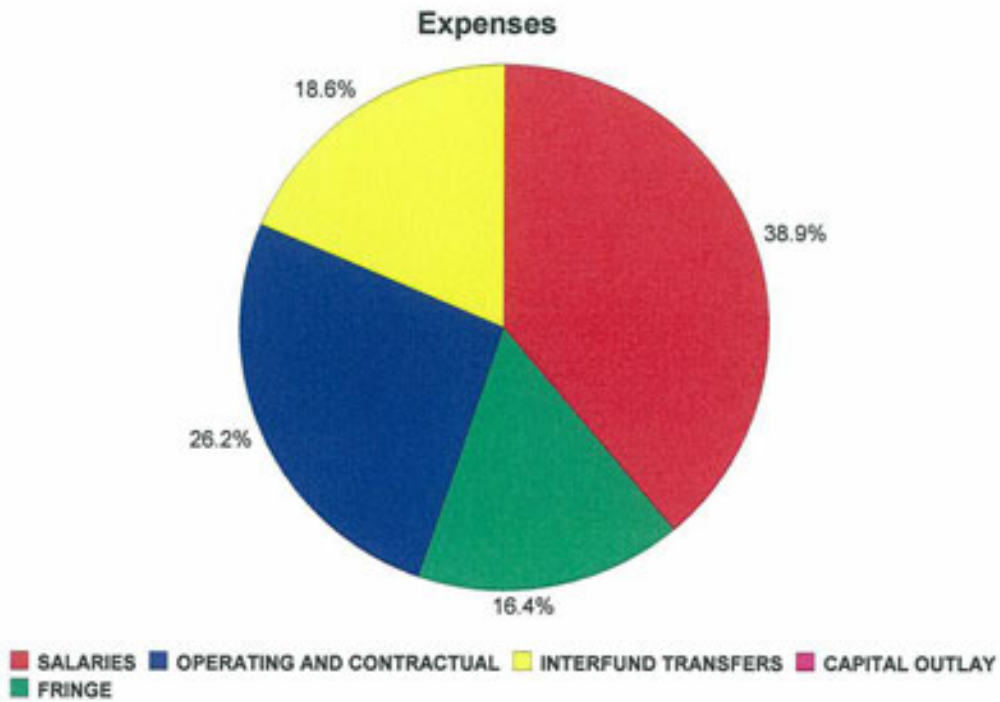
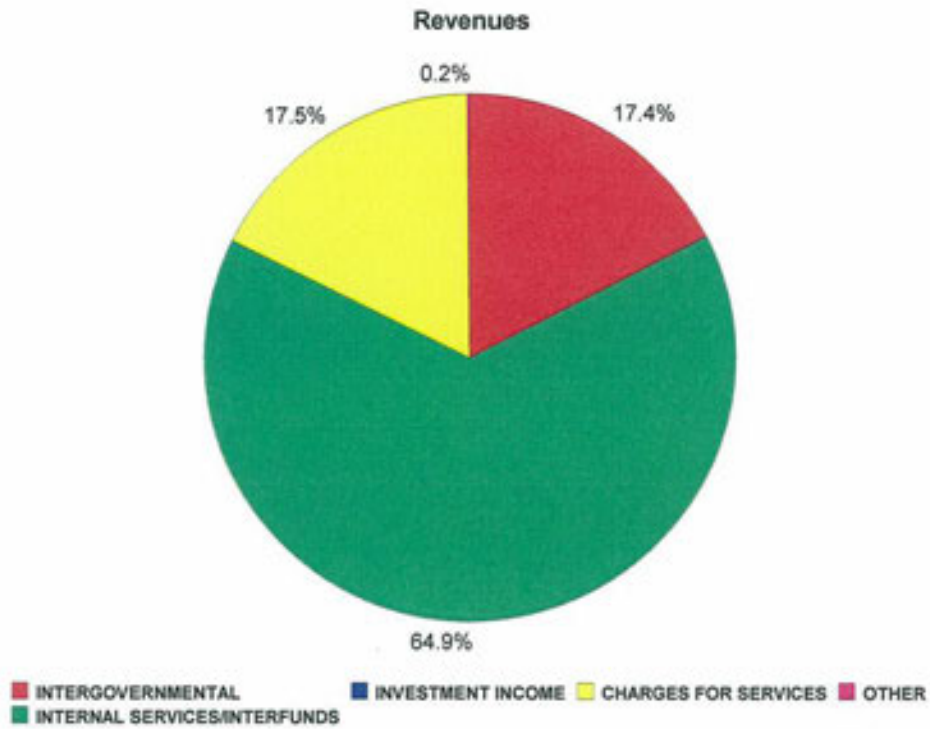
## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	0	0	0	0	0	0	0.00%
INTERNAL SERVICES/INTERFUNDS	228,818	235,115	222,115	268,681	269,681	269,681	0.00%
INVESTMENT INCOME	216	20	0	0	0	0	0.00%
CHARGES FOR SERVICES	595,382	580,018	561,000	553,000	553,000	553,000	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	0	0	0	0	0	0	0.00%
TOTAL REVENUE	824,416	815,153	783,115	821,681	822,681	822,681	0.00%

## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	0	0	0	0	0	0	0.00%
FRINGE	0	0	0	0	0	0	0.00%
OPERATING AND CONTRACTUAL	787,325	693,786	741,620	766,620	767,620	767,620	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,833	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	41,495	41,495	41,495	55,061	55,061	55,061	0.00%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
TOTAL EXPENSES	830,653	735,281	783,115	821,681	822,681	822,681	0.00%

2012-2013 ANNUAL BUDGET  
MUNICIPAL TRANSIT FUND  
ADOPTED BUDGET SUMMARY



## 2012-2013 ANNUAL BUDGET

**SUMMARY OF FUNDS  
MUNICIPAL TRANSIT FUND**

## REVENUE SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED BUDGET	
TAXES	0	0	0	0	0	0	0.00%
INTERGOVERNMENTAL	956,520	1,142,285	525,896	906,896	525,896	525,896	0.00%
INTERNAL SERVICES/INTERFUNDS	1,587,522	0	1,909,519	1,595,573	1,966,162	1,966,162	2.97%
INVESTMENT INCOME	8,529	6,716	0	2,000	0	0	0.00%
CHARGES FOR SERVICES	366,069	353,112	529,935	445,935	529,935	529,935	0.00%
USE OF PROPERTY	0	0	0	0	0	0	0.00%
OTHER	22,149	27,601	6,300	6,300	6,300	6,300	0.00%
<b>TOTAL REVENUE</b>	<b>2,940,789</b>	<b>1,529,714</b>	<b>2,971,650</b>	<b>2,956,704</b>	<b>3,028,293</b>	<b>3,028,293</b>	<b>1.91%</b>

## EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES	1,180,613	1,128,586	1,181,901	1,133,901	1,176,778	1,176,778	-0.43%
FRINGE	440,139	505,993	494,298	494,298	495,574	495,574	7.75%
OPERATING AND CONTRACTUAL	737,559	769,653	776,496	812,496	792,496	792,496	1.34%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,177	0	0	0	0	0	0.00%
INTERFUND TRANSFERS	752,256	585,639	518,955	516,009	563,445	563,445	8.57%
OPERATING RESERVE	0	0	0	0	0	0	0.00%
<b>TOTAL EXPENSES</b>	<b>3,111,744</b>	<b>2,989,871</b>	<b>2,971,650</b>	<b>2,956,704</b>	<b>3,028,293</b>	<b>3,028,293</b>	<b>1.91%</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>City Council</b>						
City Council Persons	7	7	7	7	7	7
<b>Total City Council</b>	7	7	7	7	7	7
<b>City Clerk</b>						
City Clerk	1	1	1	1	1	1
Deputy City Clerk	1	1	1	1	1	1
<b>Total City Clerk</b>	2	2	2	2	2	2
<b>Office of the Mayor</b>						
Mayor	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
<b>Total Office of the Mayor</b>	2	2	2	2	2	2
<b>General Government</b>						
Mayor's Assistant	1	1	1	1	1	1
Clerical Specialist	1	0	0	1	1	1
<b>Total General Government</b>	2	1	1	2	2	2
<b>Intergovernmental Agency</b>						
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
<b>Total Intergovt'l Agency</b>	5	5	5	5	5	5
<b>City Court</b>						
City Judge	1	1	1	1	1	1
Deputy Clerk	7	7	7	7	7	7
Clerk of Court	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
<b>Total City Court</b>	10	10	10	10	10	10
<b>Finance</b>						
Director of Finance	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Administrative Assistant	1	1	0	0	0	0
<b>Total Finance</b>	3	3	2	2	2	2

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Business Office</b>						
Business Office Manager	1	1	1	1	1	1
Customer Accounts Rep	2	2	2	2	2	2
Customer Accounts Team Leader	1	1	1	1	1	1
Student Worker	1	1	1	1	1	1
<b>Total Business Office</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Accounting</b>						
Accounting Manager	1	1	1	1	1	1
Accountant	2	2	2	2	2	2
Accounting Technician	4	4	4	4	4	4
Clerical Specialist	1	0	0	0	0	0
<b>Total Accounting</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Purchasing</b>						
Purchasing Manager	1	1	1	1	1	1
Purchasing Technician	2	2	2	2	2	2
Senior Buyer	2	2	2	2	2	2
Buyer	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
<b>Total Purchasing</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Printing</b>						
Print Shop Coordinator	2	2	2	2	2	2
<b>Total Printing</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Central Warehouse</b>						
Supervisor Central Warehouse	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Stock Clerk	3	3	3	3	3	3
<b>Total Central Warehouse</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Parts Warehouse</b>						
Inventory Coordinator	1	1	1	1	1	1
Stock Clerk	1	1	1	1	1	1
<b>Total Parts Warehouse</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Public Works</b>						
Director of Public Works	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
Asst Director Public Works	1	1	1	1	2	2
<b>Total Public Works</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>4</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Code Enforcement</b>						
Superintendent	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1
Code Enforcement Officer	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Equipment Operator II	1	1	1	1	1	1
Maintenance Worker	1	1	1	1	1	1
<b>Total Central Facility</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Streets &amp; Parks</b>						
Superintendent-Streets	1	1	1	1	1	1
Supervisor Street Maintenance	3	3	2	3	2	2
Crew Leader Street Maintenance	3	3	3	3	3	3
Maintenance Worker Senior	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Equipment Operator III	4	4	4	4	4	4
Equipment Operator II	8	7	7	7	7	7
Fleet Maintenance Tech	1	1	1	1	1	1
Equipment Operator I	5	4	4	4	4	4
Maintenance Worker	4	4	4	4	4	4
<b>Total Streets &amp; Parks</b>	<b>34</b>	<b>32</b>	<b>31</b>	<b>32</b>	<b>31</b>	<b>31</b>
<b>Traffic Department</b>						
Traffic Signal Tech	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Superintendent	1	1	1	1	1	1
Sign Artist	1	1	1	1	1	1
Sign & Marking Specialist	3	3	3	3	3	3
<b>Total Traffic Department</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Maintenance Public Buildings</b>						
Custodial Worker	3	3	3	5	5	5
Supervisor Custodial	1	1	1	1	1	1
Supervisor Building Maintenance	1	1	1	2	2	2
Superintendent - Building Maint	1	1	1	1	1	1
Community Center Attendant	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Electrician	1	1	1	1	1	1
Painter	3	3	3	3	3	3
Carpenter	3	3	3	3	3	3
Maintenance Worker	2	2	2	0	0	0
Trades Worker	1	1	1	1	1	1
Lead Custodial Worker	2	2	2	2	2	2
Building Maintenance Specialist	2	2	2	2	2	2
Mechanical Systems Technician	4	4	4	3	3	3
<b>Total Maint.Public Bldgs.</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>
<b>Motor Pool</b>						
Superintendent	1	1	1	1	1	1
Supervisor -Fleet Maintenance	4	4	4	3	3	3
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	0	0	0	1	1	1
Fleet Maintenance Tech Senior	5	5	5	5	5	5
Fleet Maintenance Tech	7	6	5	5	5	5
Fleet Collision Repair Tech	2	2	2	2	2	2
Fleet Service Tech	5	5	5	6	6	6
<b>Total Motor Pool</b>	<b>25</b>	<b>24</b>	<b>23</b>	<b>24</b>	<b>24</b>	<b>24</b>
<b>Rectn Facilities Maintenance</b>						
Superintendent	1	1	1	1	1	1
Crew Leader Parks Maintenance	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Equipment Operator I	6	6	6	5	5	5
Equipment Operator I (Seasonal)	4	4	4	4	4	4
Maintenance Worker	4	4	4	4	4	4
Maintenance Worker (Seasonal)	3	3	3	3	3	3
Maintenance Worker (90 day)	5	0	0	0	0	0
Building Maintenance Specialist	0	0	0	1	1	1
<b>Total Rectn Facilities Maint.</b>	<b>27</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Animal Shelter</b>						
Crew Leader	1	1	1	1	1	1
Kennel Technician	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Superintendent-Animal Control	1	1	1	1	1	1
Animal Control Officer	2	2	2	2	2	2
<b>Total Animal Shelter</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Planning</b>						
Director of Planning	1	1	1	1	1	1
Administrative Assistant	1	1	1	0	0	0
Certified Building Official	0	0	1	1	1	1
Planner	1	1	0	1	1	1
Permit Technician	0	0	0	1	1	1
Professional Engineer	1	1	0	0	0	0
Asst Director of Planning	1	1	1	0	0	0
Zoning Enforcement Analyst	1	1	1	1	1	1
Code Enforcement Officer	1	0	0	0	0	0
Mechanical Inspector	1	1	0	0	0	0
Building Inspector	1	1	1	0	0	0
Multi Trades Inspector	0	0	1	2	2	2
<b>Total Planning</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Engineering</b>						
Assistant City Engineer	1	2	2	2	2	2
City Engineer	1	1	1	1	1	1
Lead Engineering Technician	1	1	1	1	1	1
Land Surveyor	1	1	1	1	1	1
Survey Technician	1	1	1	1	1	1
Engineering Tech III	1	1	1	1	1	1
Construction Inspector	2	1	1	1	1	1
Survey Party Chief	1	1	1	1	1	1
Survey Instrument Operator	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Office Assistant	1	1	1	1	1	1
<b>Total Engineering</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>Urban Forestry</b>						
Landscape Architect	1	1	1	1	1	1
Student Workers	2	2	0	0	0	0
<b>Total Urban Forestry</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Public Safety Police</b>						
Chief	1	1	1	1	1	1
Assistant Chief	1	1	1	1	1	1
Captain	6	4	4	4	4	4
Lieutenant	11	10	10	10	10	10
Sergeant	36	36	32	32	32	32
Communications Officer	17	16	16	16	16	16
Corporal	69	78	78	84	84	84
Police Officer	42	30	30	28	28	28
Jailer	2	2	2	2	2	2
School Patrol	21	20	15	15	15	15
Reserve Police Officer	0	0	0	20	20	20
Records Clerk	14	14	14	14	14	14
Secretary-Police Chief	1	1	1	1	1	1
Accounting Technician	1	1	1	1	1	1
<b>Total Police Department</b>	<b>222</b>	<b>214</b>	<b>205</b>	<b>229</b>	<b>229</b>	<b>229</b>
<b>Public Safety Fire</b>						
Chief	1	1	1	1	1	1
1st Assistant Chief	3	3	3	3	3	3
2nd Assistant Chief	7	7	7	7	7	7
Chief of Fire Prevention	1	1	1	1	1	1
Chief of Fire Communications	1	1	1	1	1	1
Captain	27	27	27	27	27	27
Fire Communications Officer	7	7	7	7	7	7
Fire Training Officer	1	1	1	1	1	1
Fire Prevention Officer	3	3	3	3	3	3
Director of EMS	1	1	1	1	1	1
Fire Equipment Operator	33	33	33	33	33	33
Firefighter 1st Class	40	40	39	39	39	39
Secretary - Fire Chief	1	1	1	1	1	1
Records Clerk	2	2	2	2	2	2
Mechanic	1	1	1	1	1	1
<b>Total Fire Department</b>	<b>129</b>	<b>129</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>128</b>
<b>Civil Service</b>						
Director of Personnel	1	1	1	1	1	1
Compensation Analyst	1	1	1	1	1	1
Examination Analyst	1	1	1	1	1	1
Assistant Director Civil Service	1	0	0	0	0	0
Personnel Analyst	0	1	1	1	1	1
<b>Total Civil Service</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	GENERAL FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Human Resources</b>						
Director of Human Resources	1	1	1	1	1	1
Administrative Assistant	1	1	0	1	1	1
Personnel Analyst	4	4	4	4	4	4
<b>Total Human Resources</b>	6	6	5	6	6	6
<b>Legal</b>						
City Attorney	1	1	1	1	1	1
Assistant City Attorney	2	2	2	2	2	2
Legal Secretary	1	1	1	1	1	1
Legal Secretary	1	0	0	0	0	0
Office Assistant - PT	1	0	0	0	0	0
Clerical Specialist	1	1	1	1	1	1
<b>Total Legal</b>	7	5	5	5	5	5
<b>Community Services</b>						
Director of Community Services	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Special Events Coordinator	1	1	1	1	1	1
Youth Programs Coordinator	1	1	0	0	0	0
Community Outreach Coordinator	1	1	1	1	1	1
Clerical Specialist	1	1	0	0	0	0
Student Worker	9	9	9	9	9	9
<b>Total Community Services</b>	15	15	13	13	13	13
<b>TOTAL GENERAL FUND</b>	608	587	568	596	596	596

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

DEPARTMENT	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Community Development</b>						
Administrator	1	1	1	1	1	1
Permit Technician	0	0	0	1	1	1
Program Manager	1	1	1	1	1	1
Housing Manager	1	1	1	0	0	0
Housing Inspector	1	1	1	0	0	0
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Multi Trades Inspector	0	0	0	1	1	1
<b>Total Community Develop</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>TOTAL CDBG FUND</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**RISK MANAGEMENT FUND**

DEPARTMENT	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
Office of Risk Manager						
Risk Manager	1	1	1	1	1	1
<b>Total Office of Risk Manager</b>	1	1	1	1	1	1
<b>TOTAL RISK MGMT FUND</b>	1	1	1	1	1	1

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	UTILITY FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Budget Office</b>						
Assistant Director Finance	1	1	1	1	1	1
Information Systems Analyst	1	1	1	1	1	1
Clerical Specialist	1	0	0	0	0	0
<b>Total Budget Office</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Customer Service</b>						
Customer Service Manager	1	1	1	1	1	1
Mail Clerk	1	1	1	1	1	1
Customer Service Supervisor	1	1	1	1	1	1
Accountant	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Office Assistant	1	0	0	0	0	0
Customer Services Representative	13	13	13	13	13	13
Customer Accounts Team Leader	5	5	5	5	5	5
Customer Services Representative	8	8	8	8	8	8
Student Worker	1	1	1	1	1	1
<b>Total Cust.Service Dep.</b>	<b>34</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>
<b>Customer Field Services</b>						
Supervisor Utility Field Services	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Meter Reader	11	11	11	11	11	11
Utility Service Worker	7	7	7	7	7	7
<b>Total Customer Field Service</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
<b>Management Infor. Systems</b>						
Information Systems Manager	1	1	1	1	1	1
Information Systems Analyst	3	3	3	3	3	3
Database Manager	1	2	1	1	1	1
PC / Network Technician	4	3	3	3	3	3
Computer Operator I	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
<b>Total Mgt Info Systems</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Utility Director</b>						
Director of Utilities	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
Enviro Compliance Manager	0	0	0	1	1	1
Assistant Director Utiliies	1	1	0	0	0	0
<b>Total Utility Director</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	UTILITY FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Electric Production</b>						
Superintendent - Electric Prod	1	1	1	1	1	1
Custodial Worker	1	1	1	1	1	1
Professional Engineer	1	0	0	0	0	0
Supervisor Electric Production	1	1	1	1	1	1
Plant Maintenance Supervisor	1	1	1	1	1	1
Enviromental Tech I	1	0	0	0	0	0
Administrative Secretary	1	1	1	1	1	1
Electric Plant Shift Supervisor	4	4	4	4	4	4
Maintenance Mechanic II	1	1	1	1	1	1
Electric Plant Operator II	4	4	4	4	4	4
Electric Plant Operator I	1	1	1	1	1	1
Utilities System Technician	2	2	2	2	2	2
Trades Worker	1	1	1	1	1	1
<b>Total Electric Production</b>	<b>20</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
<b>Electric Distribution</b>						
Superintendent	1	1	0	0	0	0
Crew Supervisor Electric Distribution	4	3	3	2	2	2
Assistant Superintendent	1	0	0	0	0	0
Professional Engineer	1	0	0	0	0	0
Supervisor Electric Distribution	1	1	1	1	1	1
Engineering Tech II	1	1	1	1	1	1
Electrical Inspector	2	2	2	2	2	2
SCADA Operator - Electric Dist	0	0	0	4	4	4
SCADA Operator	4	4	4	0	0	0
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Electric Substation Supervisor	1	1	1	1	1	1
Electric Line Worker Senior	9	9	9	9	9	9
Electric Service Worker	1	1	1	1	1	1
Electric Meter Technician	2	2	2	2	2	2
Electric Line Worker	3	3	3	3	3	3
Utilities System Technician	1	1	1	1	1	1
Electric Substation Tech II	1	1	1	1	1	1
Electric Substation Tech I	2	2	2	2	2	2
Maintenance Worker	3	2	2	1	1	1
Trades Worker	4	4	4	5	5	5
Supervisor Meter & Service	0	0	0	1	1	1
<b>Total Electric Distrib.Dept.</b>	<b>44</b>	<b>40</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Water Distribution</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker Senior	2	2	2	2	2	2
Crew Supervisor Water Distribution	5	5	5	5	5	5
Supervisor Water Distribution	1	1	1	1	1	1
Assistant Superintendent	1	1	1	1	1	1
Meter Technician	3	3	3	2	2	2
Construction Inspector	1	1	1	1	1	1
Administrative Secretary	2	2	2	2	2	2
Inventory Coordinator	0	0	0	1	1	1
Pipe Layer	3	3	3	3	3	3
Equipment Operator III	1	1	1	1	1	1
Painter	1	1	1	0	0	0
Maintenance Worker	6	5	5	5	5	5
Industrial Painter	0	0	0	1	1	1
<b>Total Water Distribution</b>	<b>27</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>
<b>Water Production</b>						
Maintenance Worker Senior	1	1	1	1	1	1
Crew Supervisor Water Distribution	1	1	1	1	1	1
Supervisor Water Treatment	1	1	1	1	1	1
Water Production Operator	0	0	0	2	2	3
Water Production Operator Sr	0	0	0	4	4	4
SCADA Operator	6	6	6	0	0	0
Utilities System Technician	1	1	1	1	1	1
Equipment Operator III	2	2	2	2	2	2
Painter	1	1	1	0	0	0
Maintenance Worker	1	1	1	1	1	0
Industrial Painter	0	0	0	1	1	1
<b>Total Water Production Dept.</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

DEPARTMENT	UTILITY FUND					
	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Gas Distribution</b>						
Superintendent	1	1	1	1	1	1
Crew Supervisor Gas Distribution	6	6	6	6	6	5
Gas General Supervisor	1	1	1	1	1	1
Meter Technician	1	1	1	1	1	1
Gas System Technician	2	1	1	1	1	1
Cathodic Protection Technician	1	1	1	1	1	1
Leak Survey Technician	2	2	2	2	2	2
Gas Inspector	2	2	1	0	0	0
SCADA Operator - Gas	0	0	0	5	5	5
SCADA Operator	5	5	5	0	0	0
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Gas Service Technician	2	2	2	2	2	2
Pipe Layer	7	5	5	5	5	5
Pipeline Welder	2	2	2	2	2	2
Equipment Operator III	1	1	1	1	1	1
Trades Worker	4	4	4	4	4	4
Multi Trades Inspector	0	0	0	1	1	1
Crew Supervisor Cathodic Protect	0	0	0	0	0	1
<b>Total Gas Distributin Dept.</b>	<b>39</b>	<b>36</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>Wastewater Treatment</b>						
Superintendent	1	1	1	1	1	1
Supervisor Wastewater Treatment	1	1	1	1	1	1
Wastewater Plant Operator Senior	11	10	9	8	8	8
Wastewater Treatment/SCADA	0	0	0	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Utilities System Technician	1	1	1	1	1	1
<b>Total Wastewater Treat Dept.</b>	<b>16</b>	<b>15</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>Wastewater Collection</b>						
Maintenance Worker Senior	2	2	1	1	0	0
Supervisor Wastewater Collection	1	1	1	1	1	1
Crew Supervisor WW Line Maint	6	6	6	6	6	6
Plumbing Inspector	1	1	1	1	1	1
Maintenance Mechanic I	3	3	3	3	3	3
Pipe Layer	2	2	2	2	2	2
Equipment Operator III	3	3	3	3	3	3
Equipment Operator II	2	2	2	2	2	2
Equipment Operator I	1	1	1	1	1	1
Maintenance Worker	4	3	2	2	2	2
<b>Total Wastewater Collection</b>	<b>25</b>	<b>24</b>	<b>22</b>	<b>22</b>	<b>21</b>	<b>21</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

<b>UTILITY FUND</b>						
<b>DEPARTMENT</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>		
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>DEP.REQ</b>	<b>ADMN APV</b>	<b>ADOPTED</b>
<b>Environmental Services</b>						
Superintendent	1	1	1	1	1	1
Environmental Lab Supervisor	1	1	1	1	1	1
Environmental Technician I	1	1	1	1	1	1
Environmental Technician II	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
<b>Total Environmental Services</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Utility Services</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker Senior	3	3	2	2	2	2
Crew Supervisor Utility Services	3	3	3	3	3	3
Engineering Tech II	2	2	2	3	3	3
Engineering Tech III	1	1	1	1	1	1
Engineering Tech I	1	1	1	1	1	1
CAD Operator II	1	1	0	0	0	0
Administrative Secretary	1	1	1	1	1	1
Pipe Layer	1	1	1	1	1	1
Equipment Operator III	1	1	1	1	1	1
Equipment Operator II	2	2	2	2	2	2
Welder	2	2	1	1	1	1
<b>Total Utility Services</b>	<b>19</b>	<b>19</b>	<b>16</b>	<b>17</b>	<b>17</b>	<b>17</b>
<b>TOTAL UTILITY FUND</b>	<b>282</b>	<b>268</b>	<b>258</b>	<b>260</b>	<b>259</b>	<b>259</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

<b>SANITATION</b>						
<b>DEPARTMENT</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>		
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>DEP.REQ</b>	<b>ADMN APV</b>	<b>ADOPTED</b>
<b>Sanitation</b>						
Superintendent	1	1	1	1	1	1
Crew Supervisor Sanitation	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Equipment Operator III	0	0	0	0	0	7
Equipment Operator II	21	19	17	17	17	10
Equipment Operator I	11	9	8	8	8	8
Refuse Collector	24	22	20	20	20	20
<b>Total Sanitation Department</b>	<b>61</b>	<b>55</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>TOTAL SANITATION FUND</b>	<b>61</b>	<b>55</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

<b>ZOOLOGICAL PARK</b>						
<b>DEPARTMENT</b>	<b>2009-2010</b>	<b>2010-2011</b>	<b>2011-2012</b>	<b>2012-2013</b>		
	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>	<b>DEP.REQ</b>	<b>ADMN APV</b>	<b>ADOPTED</b>
<b>Zoo</b>						
Zoo Director	1	1	1	1	1	1
Supervisor Zoo Facilities Maint	1	1	0	0	0	0
Veterinarian	0	0	1	1	1	1
Assistant Director Zoo	1	0	0	0	0	0
Zoo Media Specialist	0	1	1	1	1	1
Zoo Curator - Education	1	1	0	0	0	0
Administrative Assistant	1	0	0	0	0	0
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Customer Services Representative	1	1	1	1	1	1
Maintenance Worker	1	0	0	0	0	0
Trades Worker	1	0	0	0	0	0
Zoo Curator - Health	1	1	1	1	1	1
Zoo Curator - General	1	1	1	1	1	1
Zoo Keeper I	2	2	2	2	2	2
Security Officer	1	1	1	1	1	1
Security Officer Part Time	1	1	0	0	0	0
Zoo Keeper II	7	7	5	5	5	5
<b>Total Zoo Department</b>	<b>23</b>	<b>20</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>TOTAL ZOO FUND</b>	<b>23</b>	<b>20</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

**2012-2013 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**MUNICIPAL TRANSIT FUND**

DEPARTMENT	2009-2010	2010-2011	2011-2012	2012-2013		
	ACTUAL	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>General Administration</b>						
Transit Manager	1	1	1	1	1	1
Transit Shift Supervisor	2	2	1	1	1	1
Asst Manager Transit	1	1	1	1	1	1
Transit Analyst	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	0	0	0	0
<b>Total Department</b>	<b>7</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Revenue Vehicle Operating</b>						
Transit Operator	18	18	18	18	18	18
Transit Operator (PT)	6	6	6	6	6	6
<b>Total Vehicle Operator</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>
<b>Inspection &amp; Maintenance</b>						
Fleet Maintenance Tech Senior	4	4	4	4	4	4
Fleet Service Technician	2	2	2	2	2	2
<b>Total Inspection &amp; Maint.</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>ADA Van</b>						
Transit Operator	3	3	3	3	3	3
<b>Total Inspection &amp; Maint.</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Maintenance Administration</b>						
Supervisor Fleet Maintenance	1	1	1	1	1	1
<b>Total Maint Administration</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL TRANSIT FUND</b>	<b>41</b>	<b>41</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>
<b>TOTAL CITY WIDE</b>	<b>1,022</b>	<b>978</b>	<b>938</b>	<b>968</b>	<b>967</b>	<b>967</b>

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**2012-2013 ANNUAL BUDGET**  
**FUND BALANCE ANALYSIS**  
**FOR GOVERNMENTAL FUND TYPES**

FUND	2010-2011	2011-2012	2012-2013
	ACTUAL	ESTIMATED	PROPOSED
<b>GENERAL FUND</b>			
Beginning Balance	12,170,066	16,978,194	14,764,402
Revenues	54,591,323	54,114,860	53,177,072
Expenditures	(49,783,195)	(56,328,652)	(56,778,869)
Ending Balance	16,978,194	14,764,402	11,162,605
Ending Fund Balance as % of Revenues	31.10%	27.28%	20.99%
<b>SPECIAL REVENUE FUNDS</b>			
Beginning Balance	932,123	756,853	756,853
Revenues	36,049,422	39,586,591	33,957,797
Expenditures	(36,224,692)	(39,586,591)	(33,975,987)
Ending Balance	756,853	756,853	738,663
Ending Fund Balance as % of Revenues	2.10%	1.91%	2.18%
<b>GENERAL DEBT SERVICE FUND</b>			
Beginning Balance	5,360,635	5,582,562	5,749,929
Revenues	5,698,005	5,692,036	5,718,798
Expenditures	(5,476,078)	(5,524,669)	(5,562,271)
Ending Balance	5,582,562	5,749,929	5,906,456
Ending Fund Balance as % of Revenues	97.97%	101.02%	103.28%
<b>GENERAL CAPITAL PROJECTS FUND</b>			
Beginning Balance	46,964,005	38,770,622	1,055,324
Revenues	8,498,379	24,353,134	5,897,802
Expenditures	(16,691,762)	(62,068,432)	(6,754,165)
Ending Balance	38,770,622	1,055,324	198,961
Ending Fund Balance as % of Revenues	456.21%	4.33%	3.37%

Note: In order to calculate true unreserved/undesignated/unappropriated fund balance, Revenues and Expenditures for the General Capital Projects Fund assumes all budgeted revenues will be received and all appropriated expenditures will be spent by April 30th.

**2012-2013 ANNUAL BUDGET**  
**NET ASSETS ANALYSIS**  
**FOR PROPRIETARY FUND TYPES**

FUND	2010-2011	2011-2012	2012-2013
	ACTUAL	ESTIMATED	PROPOSED
<b>INTERNAL SERVICE FUNDS</b>			
Beginning Balance	2,397,841	(125,594)	(134,994)
Revenues	9,655,998	13,589,997	11,278,334
Expenses	(12,179,433)	(13,599,397)	(12,425,934)
Ending Balance	(125,594)	(134,994)	(1,282,594)
Ending Retained Earnings as % of Rev	-1.30%	-0.99%	-11.37%
<b>UTILITY FUND</b>			
Beginning Balance	102,079,573	103,904,667	102,372,418
Revenues	101,517,329	103,610,997	91,546,997
Expenses	(99,692,235)	(105,143,246)	(94,248,828)
Ending Balance	103,904,667	102,372,418	99,670,587
Ending Retained Earnings as % of Rev	102.35%	98.80%	108.87%
<b>MUNICIPAL TRANSIT FUND</b>			
Beginning Balance	(6,140,351)	(8,084,241)	(8,084,241)
Revenues	1,529,714	2,956,704	3,028,293
Expenses	(3,473,604)	(2,956,704)	(3,028,293)
Ending Balance	(8,084,241)	(8,084,241)	(8,084,241)
Ending Retained Earnings as % of Rev	-528.48%	-273.42%	-266.96%
<b>SANITATION FUND</b>			
Beginning Balance	1,526,678	1,284,520	1,284,520
Revenues	4,465,970	5,041,369	5,019,000
Expenses	(4,708,128)	(5,041,369)	(5,019,000)
Ending Balance	1,284,520	1,284,520	1,284,520
Ending Retained Earnings as % of Rev	28.76%	25.48%	25.59%

Note: Actual is based on the City's Financial Statements for the fiscal year ending April 30th. Estimates are calculated on a NON-GAAP Basis which therefore includes debt principal and does not include depreciation.

## 2012-2013 ANNUAL BUDGET

**SUMMARY OF SOURCES, USES, AND CHANGES IN FUND BALANCE  
GENERAL FUND**

## SOURCES OF FUNDS

DESCRIPTION	YTD ACTUAL 03-31-12	FISCAL YEAR 2012 PROJECTED	FISCAL YEAR 2013 BUDGET	% CHANGE 2012 PROJ TO 2013 BUDGET
TAXES	3,196,814	3,227,000	2,947,000	-8.68%
LICENSES AND PERMITS	2,727,312	2,825,200	2,755,200	-2.48%
INTERGOVERNMENTAL	7,036,727	9,608,868	9,205,290	-4.20%
INTERNAL SERVICES/INTERFUNDS	32,219,663	37,213,452	37,213,452	0.00%
FINES AND FORFEITURES	501,014	658,200	658,200	0.00%
INVESTMENT INCOME	13,136	15,000	0	-100.00%
CHARGES FOR SERVICES	429,058	229,430	229,430	0.00%
BUDGETED USE OF FUND BALANCE	0	2,213,792	3,601,797	62.70%
OTHER	374,523	337,710	168,500	-50.11%
<b>TOTAL SOURCES</b>	<b>46,498,247</b>	<b>56,328,652</b>	<b>56,778,869</b>	<b>0.80%</b>

## USES OF FUNDS

DESCRIPTION	YTD ACTUAL 03-31-12	FISCAL YEAR 2012 PROJECTED	FISCAL YEAR 2013 BUDGET	% CHANGE 2012 PROJ TO 2013 BUDGET
LEGISLATIVE	357,229	478,794	479,912	0.23%
EXECUTIVE	711,615	793,376	802,293	1.12%
JUDICIAL	1,039,018	1,103,632	1,011,080	-8.39%
FINANCE	2,599,739	5,724,683	6,273,192	9.58%
PUBLIC WORKS	7,880,037	9,449,017	10,190,120	7.84%
PLANNING	1,591,689	2,077,396	2,098,387	1.01%
PUBLIC SAFETY	24,044,725	28,509,916	29,129,492	2.17%
CIVIL SERVICE	220,456	304,159	307,198	1.00%
HUMAN RESOURCES	336,904	436,553	473,593	8.48%
LEGAL	975,214	1,269,306	961,638	-24.24%
COMMUNITY SERVICES	292,861	420,267	467,484	11.24%
INTERFUND TRANSFERS	4,527,609	5,761,553	4,584,480	-20.43%
<b>TOTAL USES</b>	<b>44,577,096</b>	<b>56,328,652</b>	<b>56,778,869</b>	<b>0.80%</b>

<b>Net Change in Fund Balance</b>	<b>1,921,151</b>	<b>(2,213,792)</b>	<b>(3,601,797)</b>
<b>Beginning Fund Balance</b>		<b>16,978,193</b>	<b>14,764,401</b>
<b>Ending Fund Balance</b>		<b>14,764,401</b>	<b>11,162,604</b>

CITY OF ALEXANDRIA

## 2012-2013 ANNUAL BUDGET

<b>SUMMARY OF SOURCES, USES, AND CHANGES IN FUND BALANCE</b> <b>SALES TAX FUND</b>
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## SOURCES OF FUNDS

DESCRIPTION	YTD ACTUAL 03-31-12	FISCAL YEAR 2012 PROJECTED	FISCAL YEAR 2013 BUDGET	% CHANGE 2012 PROJ TO 2013 BUDGET
TAXES	28,653,866	33,250,000	33,250,000	0.00%
TOTAL SOURCES	28,653,866	33,250,000	33,250,000	0.00%

## USES OF FUNDS

DESCRIPTION	YTD ACTUAL 03-31-12	FISCAL YEAR 2012 PROJECTED	FISCAL YEAR 2013 BUDGET	% CHANGE 2012 PROJ TO 2013 BUDGET
INTERFUND TRANSFERS	28,903,071	33,250,000	33,250,000	0.00%
TOTAL USES	28,903,071	33,250,000	33,250,000	0.00%

Net Change in Fund Balance	(249,205)	0	0
Beginning Fund Balance		502,881	502,881
Ending Fund Balance		502,881	502,881

CITY OF ALEXANDRIA

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## II. GENERAL FUND

## **General Fund**

This is the General Operating Fund of the City and is used to account for activities not required to be accounted for in some other fund type. The revenues and expenditures for this fund are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

This fund accounts for the activities of elected officials, general administration, finance, public works, planning, public safety, personnel and legal.

*City of Alexandria*  
**Annual Operating Budget**

*General Fund*



## 2012-2013 ANNUAL BUDGET

GENERAL FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Taxes:</b>							
311101	Taxes - Ad Valorem	2,376,180	2,493,162	2,422,000	2,477,000	2,477,000	2,477,000	2,477,000
311303	Taxes - Franchise	683,455	708,065	400,000	680,000	400,000	400,000	400,000
311900	Interest - Delinquent Taxes	91,011	115,873	60,000	60,000	60,000	60,000	60,000
333103	Housing Authority-P.I.L.O.T	18,413	0	10,000	10,000	10,000	10,000	10,000
	<b>Total Taxes</b>	<b>3,169,059</b>	<b>3,317,100</b>	<b>2,892,000</b>	<b>3,227,000</b>	<b>2,947,000</b>	<b>2,947,000</b>	<b>2,947,000</b>
	<b>Licenses and Permits:</b>							
322101	Licenses - Occupation	2,672,555	2,647,837	2,500,000	2,650,000	2,500,000	2,500,000	2,500,000
322102	Licenses- Competency Cards	7,991	5,654	10,000	10,000	10,000	10,000	10,000
322201	Permits - Building	185,424	169,270	85,000	165,000	85,000	235,000	235,000
322202	Permits - Zoning	7,854	0	10,000	0	10,000	10,000	10,000
322204	Permits - Bingo	0	0	200	200	200	200	200
	<b>Total Licenses And Permits</b>	<b>2,873,824</b>	<b>2,822,761</b>	<b>2,605,200</b>	<b>2,825,200</b>	<b>2,605,200</b>	<b>2,755,200</b>	<b>2,755,200</b>
	<b>Intergovernmental:</b>							
311302	Parish Sales Taxes	7,233,982	7,334,108	6,900,000	7,200,000	6,900,000	7,200,000	7,200,000
333107	Intergovernmental - City Marshal	0	0	0	0	0	0	0
333407	Intergovernmental - City Court	0	100,000	0	0	0	0	0
333431	State - Forestry & Agriculture	0	0	10,000	10,000	10,000	10,000	10,000
333480	Federal - FEMA Recovery	142,216	0	0	0	0	0	0
333484	Federal - Homeland Security	60,881	0	0	0	0	0	0
333502	State - Beer Tax	88,867	91,610	89,000	91,000	89,000	89,000	89,000
333504	State - Fire Insurance Rebate	117,715	117,725	82,880	120,464	82,880	82,880	82,880
333510	State Grant - DARE Officers	25,689	16,993	0	0	0	0	0
333526	State Grant - LA Comm on Law Enf	24,939	16,809	0	67,375	0	0	0
333527	Grants - Police	51,525	181,826	0	0	0	0	0
333529	State - Dept of Culture, Recreation	24,885	60,600	0	6,385	0	0	0
333534	Parish - Sales Tax Rebate	250,000	250,000	108,000	108,000	108,000	108,000	108,000
333536	State - Police Supplemental Pay	978,248	0	978,248	955,882	955,882	955,882	955,882
333537	State - Fire Supplemental Pay	683,158	0	683,158	724,528	724,528	724,528	724,528
333543	Federal - US Dept of Justice	47,407	293,238	0	0	0	0	0
333545	Federal - Drug Confiscations	32,012	224,650	35,000	35,000	35,000	35,000	35,000
333546	State - Economic Development	0	0	0	150,000	0	0	0
333547	Federal - Weed & Seed	86,108	114,635	0	99,234	0	0	0
333548	State - Crisis Intervention Team	83,321	47,953	0	0	0	0	0
333549	State - Small Business Development	31,287	89,116	0	41,000	0	0	0
399014	State - Confiscations	66,435	125,395	0	0	0	0	0
	<b>Total Intergovernmental</b>	<b>10,028,675</b>	<b>9,064,658</b>	<b>8,886,286</b>	<b>9,608,868</b>	<b>8,905,290</b>	<b>9,205,290</b>	<b>9,205,290</b>
	<b>Internal Services/Interfunds:</b>							
333401	Transfer from Utility-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
333401	Cost Allocation-Utility Fund	1,680,838	1,680,838	1,680,838	2,151,555	2,151,555	2,151,555	2,151,555
333402	Cost Allocation-Sanitation Fund	730,753	730,753	730,753	686,283	686,283	686,283	686,283
333403	Cost Allocation-Zoo Fund	236,438	236,438	236,438	269,586	269,586	269,586	269,586
333404	Cost Allocation-Golf Course Fund	41,495	41,495	41,495	55,061	55,061	55,061	55,061
333450	Cost Allocation-Municipal Transit	383,873	383,873	383,873	382,620	382,620	382,620	382,620
381151	Transfers-1976 Sales Tax	6,838,905	6,735,991	6,531,155	6,650,000	6,531,155	6,650,000	6,650,000
382151	Transfers-1998 Sales Tax	13,677,811	13,472,978	13,062,310	13,300,000	13,062,310	13,300,000	13,300,000
384151	Transfers-2005 Sales Tax	6,835,684	6,734,309	6,531,155	6,650,000	6,531,155	6,650,000	6,650,000
388300	Transfers - General Capital Projects	411,000	433,500	411,000	411,000	411,000	411,000	411,000
388401	Transfers-Utility System 5%	5,200,000	5,200,000	6,633,347	6,633,347	6,633,347	6,633,347	6,633,347
	<b>Total Internal Services/Interfunds</b>	<b>36,060,797</b>	<b>35,674,175</b>	<b>36,266,364</b>	<b>37,213,452</b>	<b>36,738,072</b>	<b>37,213,452</b>	<b>37,213,452</b>

## 2012-2013 ANNUAL BUDGET

GENERAL FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
367101	<b>Investment Income:</b>							
	Interest - Investments	14,143	4,808	0	15,000	0	0	0
	<b>Total Investment Income</b>	14,143	4,808	0	15,000	0	0	0
	<b>Fines and Forfeitures:</b>							
354701	City Court - Civil Fees	81,528	79,295	80,000	79,000	79,000	79,000	79,000
354702	City Court - Legal	88,397	92,118	95,000	90,000	90,000	90,000	90,000
354703	City Court - Fines	502,402	469,680	520,000	470,000	470,000	470,000	470,000
354705	Fines - Parking Tickets	1,300	1,300	3,000	1,000	1,000	1,000	1,000
354708	City Court-Police Officers Witness	12,426	11,967	0	12,000	12,000	12,000	12,000
354709	Fines-PTI Collections	0	0	0	0	0	0	0
354710	Fines-DWI Collections	8,100	5,564	6,200	6,200	6,200	6,200	6,200
	<b>Total Fines and Forfeitures</b>	694,153	659,924	704,200	658,200	658,200	658,200	658,200
	<b>Charges for Services:</b>							
334701	Charges - Training Academy	3,924	191	30,000	30,000	30,000	30,000	30,000
344001	Charges - Grass Mowing	71,220	10,219	70,000	20,000	20,000	20,000	20,000
344205	Charges - Demolition	6,085	253	0	0	0	0	0
344206	Charges - Debris Removal	125	0	0	0	0	0	0
344703	Charges - R-O-W Maintenance	60,190	60,190	56,430	56,430	56,430	56,430	56,430
344705	Charges - Animal Shelter	76,102	67,298	70,000	75,000	75,000	75,000	75,000
344708	Charges - Photo Copies	56,906	47,922	39,000	48,000	48,000	48,000	48,000
	<b>Total Charges for Services</b>	274,552	186,073	265,430	229,430	229,430	229,430	229,430
	<b>Other:</b>							
377502	Rent - Corps of Engineers	3,000	500	0	0	0	0	0
377504	Rent - Startech	127,305	95,479	0	0	0	0	0
377505	Rent - Incubator	0	121,222	0	121,000	0	0	0
377600	Rent - Bolton Avenue Center	13,130	12,718	10,000	11,000	10,000	10,000	10,000
377601	Rent - Convention Hall	55,255	64,369	55,000	60,000	55,000	55,000	55,000
377602	Rent - Building Security	0	0	0	0	0	0	0
377604	Rent - M.L. King Center	8,038	9,545	5,000	9,000	5,000	5,000	5,000
377605	Rent - Broadway Resource Center	10,765	9,295	12,000	11,000	12,000	12,000	12,000
377700	Rent - Harold Miles Park	11,775	10,505	5,000	10,000	5,000	5,000	5,000
377702	Rent - Farmers Market	16,055	15,180	10,000	15,000	10,000	10,000	10,000
377703	Rent - Ampitheatre	3,110	1,760	1,000	1,000	1,000	1,000	1,000
377708	Rent - Martin Center	17,661	18,663	3,000	15,000	3,000	3,000	3,000
388200	Sale of Fixed Assets	25,124	205,000	0	25,000	0	0	0
399000	Miscellaneous Revenue	224,464	133,950	45,000	47,210	45,000	45,000	45,000
399001	Misc - Return Checks	29,338	0	500	500	500	500	500
399004	Misc - Arts & Humanities	0	0	2,000	2,000	2,000	2,000	2,000
399015	Misc - Field Usage	5,445	7,962	20,000	10,000	20,000	20,000	20,000
399521	Other - Quein on the Red	40,000	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	915,500	2,213,792	0	3,549,120	3,601,797
	<b>Total Other</b>	590,465	706,148	1,084,000	2,551,502	168,500	3,717,620	3,770,297
	<b>TOTAL REVENUES</b>	53,705,668	52,435,647	52,703,480	56,328,652	52,251,692	56,726,192	56,778,869

*City of Alexandria*  
**Annual Operating Budget**

*Legislative Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Legislative	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Council	<b>ORGANIZATION:</b>	010200

**GOAL MISSION STATEMENT**

To serve as the legislative branch of city government as detailed by the Alexandria Home Rule Charter.

**FUNCTION DESCRIPTION**

The City Council meets as needed to conduct the legislative business of the City. Individual committees of the council meet with the administration to provide recommendations to the full council concerning the City.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Regular council meetings	26	26	26
Council work sessions	26	26	26
Council committee meetings	205	205	205
Ordinances adopted	408	408	408
Resolutions adopted	305	305	305
Telephone inquiries	12,565	12,565	12,565

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legislative	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Council	<b>ORGANIZATION:</b>	010200

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	126,485	126,139	126,000	126,000	126,000	126,000	0.00%
FRINGE BENEFITS	38,004	44,700	38,711	38,711	44,858	44,858	15.88%
OPERATING/CONTRACTUAL	114,050	70,761	90,955	90,955	70,955	85,955	-5.50%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	14,472	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>293,011</b>	<b>241,600</b>	<b>255,666</b>	<b>255,666</b>	<b>241,813</b>	<b>256,813</b>	<b>0.45%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480110	Salary - City Council Persons	7	7	7	7	7	7	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legislative	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Council	<b>ORGANIZATION:</b>	010200

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
480110	<b>Salaries:</b>							
	Salary - City Council Persons	126,485	126,139	126,000	126,000	126,000	126,000	126,000
	<b>Total Salaries</b>	126,485	126,139	126,000	126,000	126,000	126,000	126,000
	<b>Fringe:</b>							
510202	Fringe - Hospital	28,544	35,422	28,778	28,778	34,925	34,925	34,925
510206	Fringe - Medicare Insurance Tax	1,743	1,733	1,827	1,827	1,827	1,827	1,827
510207	Fringe - Life Insurance	264	136	294	294	294	294	294
510208	Fringe - FICA Tax Retirement	7,453	7,409	7,812	7,812	7,812	7,812	7,812
	<b>Total Fringe</b>	38,004	44,700	38,711	38,711	44,858	44,858	44,858
	<b>Operating &amp; Contractual:</b>							
531500	Printing	83	36	250	250	250	250	250
531900	Advertising	28,919	17,099	30,705	30,705	30,705	30,705	30,705
533024	Economic Development	50,000	19,421	10,000	10,000	10,000	10,000	10,000
543000	Miscellaneous	26,034	13,712	20,000	20,000	20,000	15,000	15,000
543003	Travel & Training	9,014	20,493	30,000	30,000	30,000	15,000	30,000
	<b>Total Operating &amp; Contractual</b>	114,050	70,761	90,955	90,955	90,955	70,955	85,955
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	1,192	0	0	0	0	0	0
707700	Office Furniture & Fixtures	13,280	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	14,472	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	293,011	241,600	255,666	255,666	261,813	241,813	256,813

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Legislative	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Clerk	<b>ORGANIZATION:</b>	010300

**GOAL MISSION STATEMENT**

To serve as the official keeper of records. To serve the City Council as its independent legislative staff.

**FUNCTION DESCRIPTION**

1. Municipal Policy formulation.
2. Issue analysis.
3. Contract negotiation.
4. Financial reporting.
5. Performance auditing.
6. Planning.
7. Parliamentary opinions.
8. Agenda organization.
9. Committee coordination & staffing.
10. Composition and retention of ordinances and resolutions.
11. Public relations.
12. Citizen complaint referral and response.
13. Records retention.
14. Record certification.
15. Municipal code compilation.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Regular council meetings	26	26	26
Council work sessions	26	26	26
Council committee meetings	205	205	205
Ordinances adopted	408	408	408
Resolutions adopted	305	305	305
Telephone inquires	12,565	12,565	12,565

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legislative	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Clerk	<b>ORGANIZATION:</b>	010300

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	131,181	130,678	130,679	130,679	130,679	130,679	0.00%
FRINGE BENEFITS	34,615	49,458	51,149	51,149	51,120	51,120	-0.06%
OPERATING/CONTRACTUAL	38,339	21,755	39,300	41,300	39,300	41,300	5.09%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	145	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>204,280</b>	<b>201,891</b>	<b>221,128</b>	<b>223,128</b>	<b>221,099</b>	<b>223,099</b>	<b>0.89%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
480101	Salary - City Clerk	1	1	1	1	1	1	0.00%
480301	Salary - Deputy City Clerk	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Legislative	FUND:	101
DEPARTMENT:	City Clerk	ORGANIZATION:	010300

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
480101	Salary - City Clerk	69,350	69,084	69,085	69,085	69,085	69,085	69,085
480301	Salary - Deputy City Clerk	61,831	61,594	61,594	61,594	61,594	61,594	61,594
<b>Total Salaries</b>		<b>131,181</b>	<b>130,678</b>	<b>130,679</b>	<b>130,679</b>	<b>130,679</b>	<b>130,679</b>	<b>130,679</b>
<b>Fringe:</b>								
510201	Fringe - Pension	24,322	30,994	35,872	35,872	33,937	33,937	33,937
510202	Fringe - Hospital	10,212	18,421	15,193	15,193	17,099	17,099	17,099
510207	Fringe - Life Insurance	81	43	84	84	84	84	84
<b>Total Fringe</b>		<b>34,615</b>	<b>49,458</b>	<b>51,149</b>	<b>51,149</b>	<b>51,120</b>	<b>51,120</b>	<b>51,120</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	3,766	1,680	0	2,000	0	0	2,000
520400	Office	7,403	1,474	7,750	7,750	7,750	7,750	7,750
531410	Telephone	4,101	3,830	4,500	4,500	4,500	4,500	4,500
531500	Printing	4	4	50	50	50	50	50
531800	Rent	9,620	4,810	9,000	9,000	9,000	9,000	9,000
543000	Miscellaneous Expense	6,596	840	6,000	6,000	6,000	6,000	6,000
543003	Travel & Training	6,849	9,117	12,000	12,000	12,000	12,000	12,000
<b>Total Operating &amp; Contractual</b>		<b>38,339</b>	<b>21,755</b>	<b>39,300</b>	<b>41,300</b>	<b>39,300</b>	<b>39,300</b>	<b>41,300</b>
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	145	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>145</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>204,280</b>	<b>201,891</b>	<b>221,128</b>	<b>223,128</b>	<b>221,099</b>	<b>221,099</b>	<b>223,099</b>

*City of Alexandria*  
**Annual Operating Budget**

*Executive Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Office of the Mayor	<b>ORGANIZATION:</b>	020400

**GOAL MISSION STATEMENT**

To provide the day-to-day policy making and support services necessary to guide management of city operations. To serve as a focal point where information about City Government and its activities can be obtained by citizens and groups.

**FUNCTION DESCRIPTION**

As spokesperson for the city, the Mayor and his assistants are often requested to attend meetings, deliver proclamations, participate in special projects and provide information to the news media. As the key policy maker for the Executive Branch, the Mayor is responsible for proposing policies regarding levels of city services and for communicating these policies to the City Council and Department Heads.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Office of The Mayor	<b>ORGANIZATION:</b>	020400

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	149,629	151,895	153,515	153,515	155,134	155,134	1.05%
FRINGE BENEFITS	38,469	50,000	45,767	45,767	47,348	47,348	3.45%
OPERATING/CONTRACTUAL	72,090	52,739	46,349	48,349	53,349	53,349	15.10%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>260,188</b>	<b>254,634</b>	<b>245,631</b>	<b>247,631</b>	<b>255,831</b>	<b>255,831</b>	<b>4.15%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480109	Salary - Mayor	1	1	1	1	1	1	0.00%
480604	Salary - Executive Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Executive	FUND:	101
DEPARTMENT:	Office of The Mayor	ORGANIZATION:	020400

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
480109	Salary - Mayor	105,545	107,980	109,600	109,600	111,219	111,219	111,219
480604	Salary - Executive Secretary	44,084	43,915	43,915	43,915	43,915	43,915	43,915
<b>Total Salaries</b>		149,629	151,895	153,515	153,515	155,134	155,134	155,134
<b>Fringe:</b>								
510201	Fringe - Pension	13,892	26,261	24,405	24,405	24,405	24,405	24,405
510202	Fringe - Hospital	11,911	13,736	11,235	11,235	12,792	12,792	12,792
510206	Fringe - Medicare Insurance Tax	2,225	2,255	2,338	2,338	2,362	2,362	2,362
510207	Fringe - Life Insurance	81	43	84	84	84	84	84
510208	Fringe - FICA Tax Retirement	2,625	0	0	0	0	0	0
510209	Fringe - Car Allowance	7,735	7,705	7,705	7,705	7,705	7,705	7,705
<b>Total Fringe</b>		38,469	50,000	45,767	45,767	47,348	47,348	47,348
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	22,838	1,194	0	2,000	0	0	0
520400	Office	202	1,943	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Gas & Oil	0	0	1,438	1,438	1,438	1,438	1,438
531304	Vehicle Costs - R & M	0	0	800	800	800	800	800
531410	Telephone	5,303	4,156	6,000	6,000	6,000	6,000	6,000
531500	Printing	389	1,256	1,271	1,271	1,271	1,271	1,271
531800	Rent	0	3,099	0	0	0	0	0
543000	Miscellaneous	20,860	12,862	16,000	16,000	16,000	20,000	20,000
543002	Dues & Subscriptions	10,577	9,560	1,500	1,500	1,500	1,500	1,500
543017	Placques & Awards	0	0	500	500	500	500	500
543003	Travel & Training	8,723	18,669	17,000	17,000	17,000	20,000	20,000
605106	Maintenance Equipment	3,198	0	840	840	840	840	840
<b>Total Operating &amp; Contractual</b>		72,090	52,739	46,349	48,349	46,349	53,349	53,349
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		0	0	0	0	0	0	0
<b>TOTAL DEPARTMENT</b>		260,188	254,634	245,631	247,631	248,831	255,831	255,831

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	General Government	<b>ORGANIZATION:</b>	020500

GOAL MISSION STATEMENT

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FUNCTION DESCRIPTION

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DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	General Government	<b>ORGANIZATION:</b>	020500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	79,392	82,611	95,654	95,654	95,654	95,654	0.00%
FRINGE BENEFITS	12,663	18,975	29,144	29,144	24,685	24,685	-15.30%
OPERATING/CONTRACTUAL	48,361	104,227	7,250	48,250	17,250	17,250	137.93%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,388	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>141,804</b>	<b>205,813</b>	<b>132,048</b>	<b>173,048</b>	<b>137,589</b>	<b>137,589</b>	<b>4.20%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480204	Salary - Mayor's Asst-Diversity Officer	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	0	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Executive	FUND:	101
DEPARTMENT:	General Government	ORGANIZATION:	020500

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	0	0	0	0	0	0	0
480204	Salary - Mayor's Asst-Diversity Officer	74,747	74,460	74,460	74,460	74,460	74,460	74,460
490626	Salary - Clerical Specialist	4,645	8,151	21,194	21,194	21,194	21,194	21,194
	<b>Total Salaries</b>	<b>79,392</b>	<b>82,611</b>	<b>95,654</b>	<b>95,654</b>	<b>95,654</b>	<b>95,654</b>	<b>95,654</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	10,579	15,874	19,221	19,221	18,907	18,907	18,907
510202	Fringe - Hospital	907	1,865	8,452	8,452	4,307	4,307	4,307
510206	Fringe - Medicare Insurance Tax	1,149	1,217	1,387	1,387	1,387	1,387	1,387
510207	Fringe - Life Insurance	28	19	84	84	84	84	84
	<b>Total Fringe</b>	<b>12,663</b>	<b>18,975</b>	<b>29,144</b>	<b>29,144</b>	<b>24,685</b>	<b>24,685</b>	<b>24,685</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	1,423	485	1,500	1,500	1,500	1,500	1,500
531410	Telephone	2,278	2,257	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	39	225	250	250	250	250	250
543003	Travel & Training	938	2,087	3,500	3,500	3,500	3,500	3,500
543036	Small Business Development	43,683	99,173	0	41,000	0	0	0
543037	Human Relations Committee	0	0	0	0	0	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	<b>48,361</b>	<b>104,227</b>	<b>7,250</b>	<b>48,250</b>	<b>7,250</b>	<b>17,250</b>	<b>17,250</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	1,388	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>1,388</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>141,804</b>	<b>205,813</b>	<b>132,048</b>	<b>173,048</b>	<b>127,589</b>	<b>137,589</b>	<b>137,589</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Intergovernmental	<b>ORGANIZATION:</b>	020800

**GOAL MISSION STATEMENT**

To develop contracts and services to enhance intergovernmental relations between the city and other governmental bodies.

**FUNCTION DESCRIPTION**

The function of this department is to coordinate political and community concerns between the city and the state, parish and other local governmental agencies on behalf of the citizens of Alexandria. The Mayor's Assistants in this department also perform varied other functions for the Mayor.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Intergovernmental	<b>ORGANIZATION:</b>	020800

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	300,096	277,507	298,910	258,310	287,910	287,910	-3.68%
FRINGE BENEFITS	71,050	84,735	84,387	84,387	87,963	87,963	4.24%
OPERATING/CONTRACTUAL	6,980	5,879	33,000	30,000	33,000	33,000	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>378,126</b>	<b>368,121</b>	<b>416,297</b>	<b>372,697</b>	<b>408,873</b>	<b>408,873</b>	<b>-1.78%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480202	Salary - Mayor's Asst	1	1	1	1	1	1	0.00%
480218	Salary - Mayor's Asst- Asst Chief Ops	1	1	1	1	1	1	0.00%
480219	Salary - Mayor's Asst -Eco Development	1	1	1	1	1	1	0.00%
480221	Salary - Mayor's Asst-Publicist	1	1	1	1	1	1	0.00%
480226	Salary - Mayor's Asst-Capital Projects	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Intergovernmental	<b>ORGANIZATION:</b>	020800

GENERAL FUND

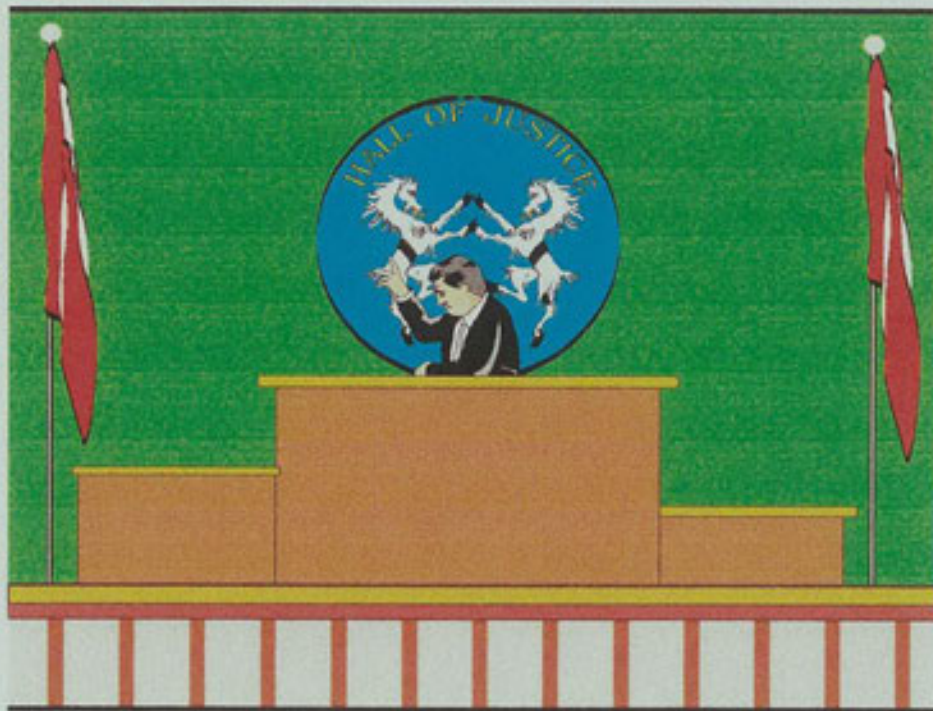
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
480202	Salary - Mayor's Asst	50,769	37,231	65,000	48,300	39,500	39,500	39,500
480218	Salary - Mayor's Asst- Asst Chief Ops	63,011	45,866	39,500	18,300	65,000	65,000	65,000
480219	Salary - Mayor's Asst -Eco Development	79,866	79,560	79,560	79,560	79,560	79,560	79,560
480221	Salary - Mayor's Asst-Publicist	51,196	51,000	51,000	48,300	40,000	40,000	40,000
480226	Salary - Mayor's Asst-Capital Projects	55,254	63,850	63,850	63,850	63,850	63,850	63,850
	<b>Total Salaries</b>	<b>300,096</b>	<b>277,507</b>	<b>298,910</b>	<b>258,310</b>	<b>287,910</b>	<b>287,910</b>	<b>287,910</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	37,644	49,220	44,624	44,624	51,824	51,824	51,824
510202	Fringe - Hospital	24,511	26,611	32,097	32,097	31,795	31,795	31,795
510206	Fringe - Medicare Insurance Tax	4,303	4,009	4,336	4,336	4,176	4,176	4,176
510207	Fringe - Life Insurance	196	95	168	168	168	168	168
510208	Fringe - FICA	242	0	3,162	3,162	0	0	0
510209	Fringe - Car Allowance	4,154	4,800	0	0	0	0	0
	<b>Total Fringe</b>	<b>71,050</b>	<b>84,735</b>	<b>84,387</b>	<b>84,387</b>	<b>87,963</b>	<b>87,963</b>	<b>87,963</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	28	13	9,000	7,000	9,000	9,000	9,000
531410	Telephone	1,291	2,588	3,500	3,500	3,500	3,500	3,500
543000	Miscellaneous	1,907	1,018	5,500	4,500	5,500	5,500	5,500
543003	Travel & Training	3,754	2,260	15,000	15,000	15,000	15,000	15,000
	<b>Total Operating &amp; Contractual</b>	<b>6,980</b>	<b>5,879</b>	<b>33,000</b>	<b>30,000</b>	<b>33,000</b>	<b>33,000</b>	<b>33,000</b>
	<b>Capital Outlay:</b>							
707600	Machinery and Equipment	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>378,126</b>	<b>368,121</b>	<b>416,297</b>	<b>372,697</b>	<b>408,873</b>	<b>408,873</b>	<b>408,873</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Judicial Division*



2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Judicial	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Court	<b>ORGANIZATION:</b>	020801

GOAL MISSION STATEMENT

Administration of Justice.

FUNCTION DESCRIPTION

The operation of the Alexandria City Court system, both criminal and civil, in addition to the operation of the Alexandria City Court Clerk's Office. The due process of justice through court operations includes hearing of criminal, traffic and civil cases as well as the clerical responsibilities that accompanies this process. The Clerk's office handles all civil suit filings, additional pleadings, subpoenas, small claims suits, eviction suits, garnishment proceedings and dismissals. Telephone and personal contact with the general public and legal counsel is handled specifically with the intention of projecting an image of professionalism through out the judicial system. A Probation and Pre-Trial Intervention programs are part of the City Court system. These departments work in conjunction with the City Prosecutors and the criminal Clerk's office. Their function is to primarily assist defendants in abiding by the ruling of the Judge. Pre-Trial Intervention program aids first offenders in maintaining a clean record once all requirements are completed.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Criminal Cases	6,955	7,400	7,500
Traffic Cases	12,100	13,500	14,000
Civil Cases	3,100	2,800	3,000
Pre-Trial Intervention Cases	400	410	450

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Judicial	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Court	<b>ORGANIZATION:</b>	020801

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	291,906	292,976	293,227	293,227	293,227	293,227	0.00%
FRINGE BENEFITS	137,637	160,801	151,970	151,970	157,418	157,418	3.58%
OPERATING/CONTRACTUAL	42,712	45,205	54,995	52,995	54,995	54,995	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>472,255</b>	<b>498,982</b>	<b>500,192</b>	<b>498,192</b>	<b>505,640</b>	<b>505,640</b>	<b>1.09%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480111	Salary - City Judge	1	1	1	1	1	1	0.00%
480607	Salary - Deputy Clerk	7	7	7	7	7	7	0.00%
480608	Salary - Clerk of Court	1	1	1	1	1	1	0.00%
480609	Salary - Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Judicial	FUND:	101
DEPARTMENT:	City Court	ORGANIZATION:	020801

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	0	0	0	0	0	0	0
480111	Salary - City Judge	43,871	45,890	46,142	46,142	46,142	46,142	46,142
480607	Salary - Deputy Clerk	188,580	187,858	187,858	187,858	187,858	187,858	187,858
480608	Salary - Clerk of Court	24,984	24,889	24,888	24,888	24,888	24,888	24,888
480609	Salary - Secretary	34,471	34,339	34,339	34,339	34,339	34,339	34,339
	<b>Total Salaries</b>	<b>291,906</b>	<b>292,976</b>	<b>293,227</b>	<b>293,227</b>	<b>293,227</b>	<b>293,227</b>	<b>293,227</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	55,040	68,681	75,064	75,064	71,775	71,775	71,775
510202	Fringe - Hospital	78,675	88,372	72,646	72,646	81,383	81,383	81,383
510206	Fringe - Medicare Insurance Tax	3,515	3,532	3,840	3,840	3,840	3,840	3,840
510207	Fringe - Life Insurance	407	216	420	420	420	420	420
	<b>Total Fringe</b>	<b>137,637</b>	<b>160,801</b>	<b>151,970</b>	<b>151,970</b>	<b>157,418</b>	<b>157,418</b>	<b>157,418</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	1,242	4,504	7,000	6,000	7,000	7,000	7,000
520501	Operating - Janitorial	13,978	15,104	14,995	14,995	14,995	14,995	14,995
531410	Telephone	9,664	6,986	9,000	9,000	9,000	9,000	9,000
531500	Printing	0	40	0	0	0	0	0
531701	Utilities	17,132	17,888	18,000	20,000	18,000	18,000	18,000
605101	Maintenance Buildings & Facilities	696	683	3,500	2,500	3,500	3,500	3,500
605106	Maintenance Equipment	0	0	2,500	500	2,500	2,500	2,500
	<b>Total Operating &amp; Contractual</b>	<b>42,712</b>	<b>45,205</b>	<b>54,995</b>	<b>52,995</b>	<b>54,995</b>	<b>54,995</b>	<b>54,995</b>
	<b>TOTAL DEPARTMENT</b>	<b>472,255</b>	<b>498,982</b>	<b>500,192</b>	<b>498,192</b>	<b>505,640</b>	<b>505,640</b>	<b>505,640</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Judicial	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Marshal	<b>ORGANIZATION:</b>	020802

GOAL MISSION STATEMENT

To execute the order of the City Court.

FUNCTION DESCRIPTION

The City Marshal is the enforcement officer of the court. He executes the orders and mandates of the court, thereby, making arrests and preserving the peace.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Judicial	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	City Marshal	<b>ORGANIZATION:</b>	020802

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	31,181	39,902	34,500	39,500	39,500	39,500	14.49%
OTHER	536,628	566,225	466,225	565,940	465,940	465,940	-0.06%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>567,809</b>	<b>606,127</b>	<b>500,725</b>	<b>605,440</b>	<b>505,440</b>	<b>505,440</b>	<b>0.94%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE

2012-2013 ANNUAL BUDGET

DIVISION:	Judicial	FUND:	101
DEPARTMENT:	City Marshal	ORGANIZATION:	020802

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual:</b>							
520400	Office	3,151	1,623	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Gas & Oil	18,886	25,945	20,000	25,000	25,000	25,000	25,000
531304	Vehicle Costs - Repairs & Maint	4,424	7,693	7,000	7,000	7,000	7,000	7,000
531410	Telephone	4,720	4,641	4,500	4,500	4,500	4,500	4,500
531500	Printing	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>31,181</b>	<b>39,902</b>	<b>34,500</b>	<b>39,500</b>	<b>39,500</b>	<b>39,500</b>	<b>39,500</b>
	<b>Other:</b>							
646015	RPPJ Cost Share	536,628	566,225	466,225	565,940	565,940	465,940	465,940
	<b>Total Other</b>	<b>536,628</b>	<b>566,225</b>	<b>466,225</b>	<b>565,940</b>	<b>565,940</b>	<b>465,940</b>	<b>465,940</b>
	<b>TOTAL DEPARTMENT</b>	<b>567,809</b>	<b>606,127</b>	<b>500,725</b>	<b>605,440</b>	<b>605,440</b>	<b>505,440</b>	<b>505,440</b>

*City of Alexandria*  
**Annual Operating Budget**

*Finance Division*



2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Finance Administration	<b>ORGANIZATION:</b>	030100

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	798,023	563,205	683,000	689,000	683,000	683,000	0.00%
OTHER	7,715,015	2,077,044	5,911,414	8,678,116	7,963,113	7,963,113	34.71%
CAPITAL OUTLAY	49,541	115,837	250,000	230,000	250,000	250,000	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>8,562,579</b>	<b>2,756,086</b>	<b>6,844,414</b>	<b>9,597,116</b>	<b>8,896,113</b>	<b>8,896,113</b>	<b>29.98%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Finance Administration	<b>ORGANIZATION:</b>	030100

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Operating &amp; Contractual:</b>								
531106	Professional Fees - Audit	74,460	69,927	68,000	68,000	68,000	68,000	68,000
531110	Professional Fees & Services	360,303	201,702	315,000	315,000	315,000	315,000	315,000
531122	Fees - Occupal Licenses Collection	185,053	197,243	175,000	186,000	175,000	175,000	175,000
531209	Services - Bank Charges	14,444	11,117	7,000	7,000	7,000	7,000	7,000
533024	Economic Development	78,218	33,124	25,000	25,000	25,000	25,000	25,000
543000	Miscellaneous	45,204	23,169	53,000	48,000	53,000	53,000	53,000
543002	Dues & Subscriptions	40,341	26,923	40,000	40,000	40,000	40,000	40,000
<b>Total Operating &amp; Contractual</b>		<b>798,023</b>	<b>563,205</b>	<b>683,000</b>	<b>689,000</b>	<b>683,000</b>	<b>683,000</b>	<b>683,000</b>
<b>Other:</b>								
520010	Supplemental Pay - Police	978,248	0	978,248	955,882	955,882	955,882	955,882
520011	Supplemental Pay - Fire	683,158	0	683,158	724,528	724,528	724,528	724,528
543012	Fire Hydrant	94,646	94,646	94,646	94,646	94,646	94,646	94,646
543013	Street Lights	282,639	282,639	282,639	282,639	282,639	282,639	282,639
543028	Election Cost	0	9,840	0	15,000	15,000	15,000	15,000
543031	Economic Development - STR	0	9,260	59,643	59,643	59,643	59,643	59,643
646001	Civil Defense	10,000	10,000	10,000	10,000	10,000	10,000	10,000
646003	Dept of Veteran Affairs	6,588	7,566	6,734	6,734	6,734	6,734	6,734
646006	Probation Officer	262,443	244,109	262,443	262,443	262,443	262,443	262,443
646014	Arts Council of Central Louisiana	45,000	45,000	45,000	45,000	45,000	45,000	45,000
646017	Alexandria Riverfront Center	0	0	25,000	25,000	25,000	25,000	25,000
646033	Small Business Incubator	133,131	223,518	60,000	397,930	60,000	60,000	60,000
646034	Land Lease	45,092	8,692	15,618	15,618	15,618	15,618	15,618
646037	Emergency Storm Preparedness	395	946	0	0	0	0	0
646040	Transfer to Fire Pension Fund	20,000	25,000	21,500	21,500	21,500	21,500	21,500
646171	Youth Sports Subsidy	31,203	12,250	0	0	0	0	0
646174	Transfer to Riverfront Center Fund	159,085	174,535	0	0	0	0	0
646402	Transfer to Sanitation Fund	460,213	189,517	0	0	0	0	0
646403	Transfer to Zoo Fund	2,299,606	0	1,773,686	1,971,734	1,773,686	2,084,004	2,084,004
646404	Transfer to Golf Course Fund	228,818	0	222,115	268,681	269,681	269,681	269,681
646405	Transfer to Hotel Operating Fund	157,000	0	0	0	0	0	0
646551	Transfer to Risk Management Fund	1,534,251	739,526	1,370,984	3,180,138	2,230,795	2,230,795	2,230,795
646552	Transfer to Employee Benefit Fund	283,499	0	0	341,000	568,500	0	0
698000	Employee Compensation Reservation	0	0	0	0	0	800,000	800,000
699000	Unappropriated	0	0	0	0	0	0	0
<b>Total Other</b>		<b>7,715,015</b>	<b>2,077,044</b>	<b>5,911,414</b>	<b>8,678,116</b>	<b>7,421,295</b>	<b>7,963,113</b>	<b>7,963,113</b>
<b>Capital Outlay:</b>								
707600	Machinery and Equipment	49,541	115,837	250,000	230,000	250,000	250,000	250,000
<b>Total Capital Outlay</b>		<b>49,541</b>	<b>115,837</b>	<b>250,000</b>	<b>230,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>
<b>TOTAL DEPARTMENT</b>		<b>8,562,579</b>	<b>2,756,086</b>	<b>6,844,414</b>	<b>9,597,116</b>	<b>8,354,295</b>	<b>8,896,113</b>	<b>8,896,113</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	031200

**GOAL MISSION STATEMENT**

Section 4-03 of the Home Rule Charter of the City of Alexandria, charges the Director of Finance with the custody of city funds, integrity of financial statements, accounting systems, collections and disbursements of all Monies, procurement of property, safeguarding of assets, computer operations and preparation of the annual budget.

**FUNCTION DESCRIPTION**

The Director of Finance manages and coordinates all fiscal activities for the city including: Accounting, Budgeting, Purchasing, Tax Collection, Utility Customer Service, Meter Reading, and Management Information Systems.

Responsibilities include: debt administration, cash management and investing, inventory and fixed asset control, internal control system, pension funds, coordinating the annual audit, bond sales and supervision of all division operations.

The Director of Finance also serves on the City of Alexandria Employees' Retirement Boards, the Firefighters' Pension Board, the Policeman's Pension Boards and various committees as assigned or appointed.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	031200

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	150,365	105,255	108,401	101,701	108,401	108,401	0.00%
FRINGE BENEFITS	38,600	36,408	38,448	38,448	39,782	39,782	3.47%
OPERATING/CONTRACTUAL	15,341	8,618	10,550	10,050	10,550	10,550	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,367	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>205,673</b>	<b>150,281</b>	<b>157,399</b>	<b>150,199</b>	<b>158,733</b>	<b>158,733</b>	<b>0.85%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480103	Salary - Director of Finance	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490614	Salary - Administrative Assistant	1	1	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	031200

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
480103	Salary - Director of Finance	93,734	55,028	83,401	76,701	83,401	83,401	83,401
480604	Salary - Administrative Assistant	21,421	25,000	25,000	25,000	25,000	25,000	25,000
490614	Salary - Administrative Assistant	35,210	25,227	0	0	0	0	0
<b>Total Salaries</b>		<b>150,365</b>	<b>105,255</b>	<b>108,401</b>	<b>101,701</b>	<b>108,401</b>	<b>108,401</b>	<b>108,401</b>
<b>Fringe:</b>								
510201	Fringe - Pension	23,050	22,328	19,512	19,512	19,512	19,512	19,512
510202	Fringe - Hospital	8,434	9,112	12,410	12,410	13,744	13,744	13,744
510206	Fringe - Medicare Insurance Tax	2,193	1,448	1,642	1,642	1,642	1,642	1,642
510207	Fringe - Life Insurance	104	49	84	84	84	84	84
510209	Fringe - Car Allowance	4,819	3,471	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		<b>38,600</b>	<b>36,408</b>	<b>38,448</b>	<b>38,448</b>	<b>39,782</b>	<b>39,782</b>	<b>39,782</b>
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	210	0	0	0	0	0	0
520400	Office	6,723	2,439	3,500	2,000	3,500	3,500	3,500
531410	Telephone	3,237	3,143	1,750	2,750	1,750	1,750	1,750
531500	Printing	0	23	0	0	0	0	0
543002	Dues & Subscriptions	677	406	300	300	300	300	300
543003	Travel & Training	4,494	2,607	5,000	5,000	5,000	5,000	5,000
<b>Total Operating &amp; Contractual</b>		<b>15,341</b>	<b>8,618</b>	<b>10,550</b>	<b>10,050</b>	<b>10,550</b>	<b>10,550</b>	<b>10,550</b>
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	1,150	0	0	0	10,000	0	0
707700	Office Furniture and Fixtures	217	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>1,367</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>205,673</b>	<b>150,281</b>	<b>157,399</b>	<b>150,199</b>	<b>168,733</b>	<b>158,733</b>	<b>158,733</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Business Office	<b>ORGANIZATION:</b>	031400

**GOAL MISSION STATEMENT**

To collect all revenue in a timely and efficient manner and provide customers with accurate, timely and courteous service.

**FUNCTION DESCRIPTION**

This department is responsible for the preparation of property tax notices, and the maintenance of the receivables, including sale of adjudicated property.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Tax notices prepared	21,337	22,102	22,867

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Business Office	<b>ORGANIZATION:</b>	031400

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	152,547	150,346	155,675	147,175	155,675	155,675	0.00%
FRINGE BENEFITS	61,650	72,330	68,578	68,578	71,854	71,854	4.78%
OPERATING/CONTRACTUAL	116,936	79,706	129,922	123,922	129,922	129,922	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	4,471	1,007	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>335,604</b>	<b>303,389</b>	<b>354,175</b>	<b>339,675</b>	<b>357,451</b>	<b>357,451</b>	<b>0.92%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490126	Salary - Business Office Manager	1	1	1	1	1	1	0.00%
490642	Salary - Customer Accounts Representati	2	2	2	2	2	2	0.00%
490644	Salary - Customer Accounts Team Leader	1	1	1	1	1	1	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Business Office	<b>ORGANIZATION:</b>	031400

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	804	0	5,964	3,964	5,964	5,964	5,964
490126	Salary - Business Officer Manager	52,458	52,257	52,258	52,258	52,258	52,258	52,258
490642	Salary - Customer Accounts Representati	53,629	53,306	53,625	47,125	53,625	53,625	53,625
490644	Salary - Customer Accounts Team Leade	38,620	38,472	38,472	38,472	38,472	38,472	38,472
490690	Salary - Student Worker	7,036	6,311	5,356	5,356	5,356	5,356	5,356
<b>Total Salaries</b>		152,547	150,346	155,675	147,175	155,675	155,675	155,675
<b>Fringe:</b>								
510201	Fringe - Pension	34,610	41,602	41,263	41,263	39,037	39,037	39,037
510202	Fringe - Hospital	24,938	28,767	25,116	25,116	30,618	30,618	30,618
510206	Fringe - Medicare Insurance Tax	1,504	1,484	1,699	1,699	1,699	1,699	1,699
510207	Fringe - Life Insurance	162	86	168	168	168	168	168
510208	Fringe - FICA Tax Retirement	436	391	332	332	332	332	332
<b>Total Fringe</b>		61,650	72,330	68,578	68,578	71,854	71,854	71,854
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,255	0	0	0	0	0	0
520400	Office	3,535	5,445	6,000	6,000	6,000	6,000	6,000
531101	Fees Recording	12,375	21,075	12,500	12,500	12,500	12,500	12,500
531301	Vehicle Costs - Gas & Oil	369	235	2,000	1,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	64	323	1,500	1,500	1,500	1,500	1,500
531401	Postage	40,008	28,201	40,000	35,000	40,000	40,000	40,000
531410	Telephone	2,062	1,522	2,400	2,400	2,400	2,400	2,400
531500	Printing	58	116	2,500	2,500	2,500	2,500	2,500
531800	Rent	2,522	2,328	2,522	2,522	2,522	2,522	2,522
531900	Advertising	34,292	0	33,000	33,000	33,000	33,000	33,000
543003	Travel & Training	511	380	5,000	5,000	5,000	5,000	5,000
543025	Tax Rolls	19,885	19,965	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	0	116	2,500	2,500	2,500	2,500	2,500
<b>Total Operating and Contractual</b>		116,936	79,706	129,922	123,922	129,922	129,922	129,922
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	729	1,007	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	3,742	0	0	0	0	0	0
<b>Total Capital Outlay</b>		4,471	1,007	0	0	0	0	0
<b>TOTAL DEPARTMENT</b>		335,604	303,389	354,175	339,675	357,451	357,451	357,451

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Accounting	<b>ORGANIZATION:</b>	031500

**GOAL MISSION STATEMENT**

To ensure accurate and efficient accounting of all financial transactions incurred by the City of Alexandria so that complete and timely financial statements can be prepared.

**FUNCTION DESCRIPTION**

The Accounting Department is responsible for:

1. Processing Payroll, Accounts Payable, and Accounts Receivable.
2. Maintaining the General Ledger.
3. Accounting for fixed assets.
4. Monitoring cash and investments.
5. Establishing and monitoring internal controls.
6. Monitoring debt service, bond payments, and other long term liabilities.
7. Preparing the city's financial statements in accordance with generally accepted accounting principles.

Additionally, the Accounting Department is responsible for the accounting and financial reporting of the Policemen's and Firefighter's Pension Funds.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Pavroll checks issued	23,500	23,500	23,500
Pension fund checks (fire/police)	90	90	90
Accounts navable checks issued	10,500	10,500	10,500
Journal entries posted	5,000	5,000	5,000

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Accounting	<b>ORGANIZATION:</b>	031500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	279,259	276,895	281,710	279,710	281,710	281,710	0.00%
FRINGE BENEFITS	123,313	147,788	134,113	134,113	136,140	136,140	1.51%
OPERATING/CONTRACTUAL	18,986	18,362	21,860	21,860	21,860	21,860	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	2,894	0	0	0	10,500	10,500	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>424,452</b>	<b>443,045</b>	<b>437,683</b>	<b>435,683</b>	<b>450,210</b>	<b>450,210</b>	<b>2.86%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490108	Salary - Accounting Manager	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	2	2	2	2	2	2	0.00%
490339	Salary - Accounting Technician	4	4	4	4	4	4	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Accounting	<b>ORGANIZATION:</b>	031500

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	1,999	697	5,514	3,514	5,514	5,514	5,514
490108	Salary - Accounting Manager	58,923	58,697	58,696	58,696	58,696	58,696	58,696
490230	Salary - Accountant	84,173	83,851	83,850	83,850	83,850	83,850	83,850
490399	Salary - Accounting Technician	134,164	133,650	133,650	133,650	133,650	133,650	133,650
<b>Total Salaries</b>		<b>279,259</b>	<b>276,895</b>	<b>281,710</b>	<b>279,710</b>	<b>281,710</b>	<b>281,710</b>	<b>281,710</b>
<b>Fringe:</b>								
510201	Fringe - Pension	66,358	79,974	77,328	77,328	73,160	73,160	73,160
510202	Fringe - Hospital	53,416	64,446	52,959	52,959	59,154	59,154	59,154
510206	Fringe - Medicare Insurance Tax	3,255	3,217	3,532	3,532	3,532	3,532	3,532
510207	Fringe - Life Insurance	284	151	294	294	294	294	294
<b>Total Fringe</b>		<b>123,313</b>	<b>147,788</b>	<b>134,113</b>	<b>134,113</b>	<b>136,140</b>	<b>136,140</b>	<b>136,140</b>
<b>Operating &amp; Contractual:</b>								
520400	Office	9,443	8,072	8,000	8,000	8,000	8,000	8,000
531301	Vehicle Costs - Gas & Oil	315	253	460	460	460	460	460
531304	Vehicle Costs - R & M	88	28	200	200	200	200	200
531410	Telephone	2,334	2,293	2,000	2,000	2,000	2,000	2,000
531500	Printing	0	0	700	700	700	700	700
543002	Dues and Subscriptions	1,225	801	1,500	1,500	1,500	1,500	1,500
543003	Travel & Training	2,097	2,778	4,000	4,000	4,000	4,000	4,000
605106	Maintenance of Equipment	3,484	4,137	5,000	5,000	5,000	5,000	5,000
<b>Total Operating &amp; Contractual</b>		<b>18,986</b>	<b>18,362</b>	<b>21,860</b>	<b>21,860</b>	<b>21,860</b>	<b>21,860</b>	<b>21,860</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	1,648	0	0	0	7,500	7,500	7,500
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	1,246	0	0	0	3,000	3,000	3,000
<b>Total Capital Outlay</b>		<b>2,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>
<b>TOTAL DEPARTMENT</b>		<b>424,452</b>	<b>443,045</b>	<b>437,683</b>	<b>435,683</b>	<b>450,210</b>	<b>450,210</b>	<b>450,210</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Purchasing	<b>ORGANIZATION:</b>	031600

GOAL MISSION STATEMENT

To purchase all property, supplies, material and services for the City of Alexandria in accordance with applicable state laws, council policies, and administrative requirements.

FUNCTION DESCRIPTION

The Purchasing Department processes departmental requisitions, solicits and analyzes bids consistent with good purchasing policies and in accordance with applicable state laws and council policy. Purchasing also manages the activities to the Print Shop, Central Warehouse, Electric Distribution Warehouse, and the Vehicle & Equipment Parts Department facilities. In addition, Purchasing Department maintains the records for the city's fleet and handles all communications for city departments (i.e. pagers, mobile and portable radios, and cell phones). Purchasing issues departments approved for procurement cards as well as audits the charges on the card holder's monthly statements (approximately 45 card holders at this time).

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Requisitions/Purchase Orders Process	16,000	20,000	21,000
Mail Processing	88,400	100,000	105,000
New Vendor Processing	600	775	800
Invoices Processed for Payment	88,400	100,000	105,000
Monthly P-Card Statements Audited	14	60	60
Capital invoices process for payment	0	0	0
Bids Prepared	175	250	275
Quotes for Products	2,500	3,000	3,100
Quote Price Inquires	4,000	4,200	4,300
Vendor Product Inquires	2,200	2,400	2,500
Bid/Quote Preparation-Man Hours	0	2,000	2,100
Product Inquiry/Research-Man Hours	0	3,000	3,100

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Purchasing	<b>ORGANIZATION:</b>	031600

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	244,981	245,303	247,997	238,897	246,122	246,122	-0.76%
FRINGE BENEFITS	96,413	119,071	110,522	110,522	113,622	113,622	2.80%
OPERATING/CONTRACTUAL	20,910	19,986	21,442	22,442	22,442	22,442	4.66%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	929	0	0	7,500	7,500	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>362,304</b>	<b>385,289</b>	<b>379,961</b>	<b>371,861</b>	<b>389,686</b>	<b>389,686</b>	<b>2.56%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490109	Salary - Purchasing Manager	1	1	1	1	1	1	0.00%
490135	Salary - Purchasing Technician	2	2	2	2	2	2	0.00%
490238	Salary - Senior Buyer	2	2	2	2	2	2	0.00%
490363	Salary - Buyer	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Purchasing	<b>ORGANIZATION:</b>	031600

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	49	0	2,701	1,701	2,701	2,701	2,701
490109	Salary - Purchasing Manager	57,335	57,121	57,115	57,115	57,115	57,115	57,115
490135	Salary - Purchasing Technician	59,850	60,564	60,564	60,564	60,564	60,564	60,564
490238	Salary - Senior Buyer	70,923	70,651	70,651	62,551	68,776	68,776	68,776
490363	Salary - Buyer	30,132	30,377	30,376	30,376	30,376	30,376	30,376
490618	Salary - Administrative Secretary	26,692	26,590	26,590	26,590	26,590	26,590	26,590
	<b>Total Salaries</b>	<b>244,981</b>	<b>245,303</b>	<b>247,997</b>	<b>238,897</b>	<b>246,122</b>	<b>246,122</b>	<b>246,122</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	58,202	70,850	68,075	68,075	63,918	63,918	63,918
510202	Fringe - Hospital	35,365	45,517	39,385	39,385	46,669	46,669	46,669
510206	Fringe - Medicare Insurance Tax	2,561	2,553	2,768	2,768	2,741	2,741	2,741
510207	Fringe - Life Insurance	285	151	294	294	294	294	294
	<b>Total Fringe</b>	<b>96,413</b>	<b>119,071</b>	<b>110,522</b>	<b>110,522</b>	<b>113,622</b>	<b>113,622</b>	<b>113,622</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,303	0	0	0	0	0	0
520400	Office	5,079	4,944	5,070	5,070	5,070	5,070	5,070
531301	Vehicle Costs - Gas & Oil	1,513	1,788	1,012	2,012	2,012	2,012	2,012
531304	Vehicle Costs - R & M	1,460	440	1,100	1,100	1,100	1,100	1,100
531410	Telephone	5,680	5,477	5,500	5,500	5,500	5,500	5,500
531500	Printing	305	29	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	1,401	1,301	1,400	1,400	1,400	1,400	1,400
543003	Travel & Training	340	1,332	2,500	2,500	2,500	2,500	2,500
605106	Maintenance Equipment	3,829	4,675	3,860	3,860	3,860	3,860	3,860
	<b>Total Operating &amp; Contractual</b>	<b>20,910</b>	<b>19,986</b>	<b>21,442</b>	<b>22,442</b>	<b>22,442</b>	<b>22,442</b>	<b>22,442</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	929	0	0	6,500	6,500	6,500
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	1,000	1,000	1,000
	<b>Total Capital Outlay</b>	<b>0</b>	<b>929</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
	<b>TOTAL DEPARTMENT</b>	<b>362,304</b>	<b>385,289</b>	<b>379,961</b>	<b>371,861</b>	<b>389,686</b>	<b>389,686</b>	<b>389,686</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Printing	<b>ORGANIZATION:</b>	031700

**GOAL MISSION STATEMENT**

To provide the printing services for all city departments in the most economical and efficient manner possible.

**FUNCTION DESCRIPTION**

The Printing Department handles the printing of city stationary, envelopes, and forms as needed and works with various departments on special projects such as financial reports, budgets, capital outlay, brochures, posters, banners, post cards, mail outs, certificates, name tags, invitations, programs, etc. We also provide name plates for desks and doors, rubber stamps, graphic design work and typesetting.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Number of sheets printed (includes letterheads, envelopes, forms, and special projects) Special reports and projects	2,000,000 Sheets 200 Books 925 Projects 150 Sp. Projects	2,050,000 Sheets 225 Books 1,000 Projects 200 Sp. Projects	2,100,000 Sheets 250 Books 1,100 Projects 225 Sp. Projects

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Print Shop	<b>ORGANIZATION:</b>	031700

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	65,914	65,330	68,390	66,390	68,390	68,390	0.00%
FRINGE BENEFITS	34,693	47,197	42,318	42,318	41,065	41,065	-2.96%
OPERATING/CONTRACTUAL	96,412	92,884	90,300	93,300	93,300	93,300	3.32%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	4,074	602	0	0	7,600	7,600	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>201,093</b>	<b>206,013</b>	<b>201,008</b>	<b>202,008</b>	<b>210,355</b>	<b>210,355</b>	<b>4.65%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
490735	Salary - Print Shop Coordinator	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Print Shop	<b>ORGANIZATION:</b>	031700

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	319	0	3,039	1,039	3,039	3,039	3,039
490735	Salary - Print Shop Coordinator	65,595	65,330	65,351	65,351	65,351	65,351	65,351
	<b>Total Salaries</b>	65,914	65,330	68,390	66,390	68,390	68,390	68,390
<b>Fringe:</b>								
510201	Fringe - Pension	15,663	18,869	18,773	18,773	17,761	17,761	17,761
510202	Fringe - Hospital	18,099	27,471	22,470	22,470	22,229	22,229	22,229
510206	Fringe - Medicare	850	814	991	991	991	991	991
510207	Fringe - Life Insurance	81	43	84	84	84	84	84
	<b>Total Fringe</b>	34,693	47,197	42,318	42,318	41,065	41,065	41,065
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	0	381	400	400	400	400	400
520500	Operating Supplies	1,759	1,827	1,900	1,900	1,900	1,900	1,900
531410	Telephone	928	882	1,000	1,000	1,000	1,000	1,000
531800	Rent	91,606	86,620	80,000	83,000	83,000	83,000	83,000
543003	Travel & Training	419	207	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	1,700	2,967	6,000	6,000	6,000	6,000	6,000
	<b>Total Operating &amp; Contractual</b>	96,412	92,884	90,300	93,300	93,300	93,300	93,300
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	4,074	602	0	0	5,000	5,000	5,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	2,600	2,600	2,600
	<b>Total Capital Outlay</b>	4,074	602	0	0	7,600	7,600	7,600
	<b>TOTAL DEPARTMENT</b>	201,093	206,013	201,008	202,008	210,355	210,355	210,355

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Central Warehouse	<b>ORGANIZATION:</b>	031800

## GOAL MISSION STATEMENT

To store and distribute supplies, material, and equipment required for city operations, and to provide for the maintenance and storage of city records.

## FUNCTION DESCRIPTION

The warehouse receives, stores, disburses and properly records, supplies, materials and equipment. The warehouse temporarily stores surplus equipment until disposal.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Pick tickets issued	3,195	3,905	4,000
Inventory stock issued to departments	67,385	70,785	71,000
Inventory stock received P.O.	93,425	99,750	100,000
Surplus property stored	610	650	675
City records stored (2 locations)	1,600	1,670	1,670

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Central Warehouse	<b>ORGANIZATION:</b>	031800

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	158,504	161,133	166,902	162,902	166,902	166,902	0.00%
FRINGE BENEFITS	70,556	83,948	76,728	76,728	76,987	76,987	0.34%
OPERATING/CONTRACTUAL	28,122	30,569	34,300	35,300	35,300	35,300	2.92%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	40,337	0	23,000	23,000	10,300	10,300	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>297,519</b>	<b>275,650</b>	<b>300,930</b>	<b>297,930</b>	<b>289,489</b>	<b>289,489</b>	<b>-3.80%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490136	Salary - Supervisor Central Warehouse	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490841	Salary - Stock Clerk	3	3	3	3	3	3	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Central Warehouse	<b>ORGANIZATION:</b>	031800

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	2,910	2,954	8,665	4,665	8,665	8,665	8,665
490136	Salary - Supervisor Central Warehouse	40,726	40,428	40,428	40,428	40,428	40,428	40,428
490624	Salary - Inventory Coordinator	27,546	31,015	31,015	31,015	31,015	31,015	31,015
490626	Salary - Clerical Specialist	22,125	21,882	21,940	21,940	21,940	21,940	21,940
490841	Salary - Stock Clerk	65,197	64,854	64,854	64,854	64,854	64,854	64,854
	<b>Total Salaries</b>	<b>158,504</b>	<b>161,133</b>	<b>166,902</b>	<b>162,902</b>	<b>166,902</b>	<b>166,902</b>	<b>166,902</b>
<b>Fringe:</b>								
510201	Fringe - Pension	37,730	46,535	45,815	45,815	43,344	43,344	43,344
510202	Fringe - Hospital	30,393	35,062	28,242	28,242	30,972	30,972	30,972
510206	Fringe - Medicare Insurance Tax	2,189	2,221	2,419	2,419	2,419	2,419	2,419
510207	Fringe - Life Insurance	244	130	252	252	252	252	252
	<b>Total Fringe</b>	<b>70,556</b>	<b>83,948</b>	<b>76,728</b>	<b>76,728</b>	<b>76,987</b>	<b>76,987</b>	<b>76,987</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520200	Obsolete Inventory	773	1,859	2,500	2,500	2,500	2,500	2,500
520204	Uniforms	1,798	1,800	1,800	1,800	1,800	1,800	1,800
520400	Office	2,367	2,769	2,500	2,500	2,500	2,500	2,500
520500	Operating Supplies	3,012	3,822	3,500	3,500	3,500	3,500	3,500
520501	Operating - Janitorial	1,125	996	1,000	1,000	1,000	1,000	1,000
520514	Small Tools	521	498	500	500	500	500	500
531301	Vehicle Costs - Gas & Oil	1,156	1,466	1,500	1,500	1,500	1,500	1,500
531304	Vehicle Costs - R & M	2,125	989	3,000	3,000	3,000	3,000	3,000
531410	Telephone	4,189	3,582	2,500	3,500	3,500	3,500	3,500
531500	Printing	17	49	1,000	1,000	1,000	1,000	1,000
531701	Utilities	0	0	500	500	500	500	500
531800	Rent	6,748	9,252	9,100	9,100	9,100	9,100	9,100
543002	Dues & Subscriptions	0	0	300	300	300	300	300
543003	Travel & Training	0	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	2,444	1,883	2,500	2,500	2,500	2,500	2,500
605106	Maintenance Equipment	1,847	1,604	2,100	2,100	2,100	2,100	2,100
	<b>Total Operating &amp; Contractual</b>	<b>28,122</b>	<b>30,569</b>	<b>34,300</b>	<b>35,300</b>	<b>35,300</b>	<b>35,300</b>	<b>35,300</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	3,996	0	0	0	0	0	0
707500	Vehicles	0	0	23,000	23,000	0	0	0
707600	Machinery & Equipment	36,341	0	0	0	10,300	10,300	10,300
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>40,337</b>	<b>0</b>	<b>23,000</b>	<b>23,000</b>	<b>10,300</b>	<b>10,300</b>	<b>10,300</b>
	<b>TOTAL DEPARTMENT</b>	<b>297,519</b>	<b>275,650</b>	<b>300,930</b>	<b>297,930</b>	<b>289,489</b>	<b>289,489</b>	<b>289,489</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parts Warehouse	<b>ORGANIZATION:</b>	031805

GOAL MISSION STATEMENT

To inventory and distribute vehicle and equipment parts and supplies for the Motor Pool, Sanitation, and Bus Departments.

FUNCTION DESCRIPTION

The Vehicle & Equipment Parts Department is housed within the Motor Pool repair facility building at the Consolidated Complex. The department implements inventory procedures for the stocking and distribution of commonly used items for the repair and up keep the city's fleet. Through precedent management, the Parts Department strives to maintain an adequate inventory that results in shorter "down times" for city vehicles and ultimately giving better service to the citizens of Alexandria.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Work Orders Processed	8,000	9,000	9,100
Number of Parts Issued From Stock	171,000	190,000	200,000
Number of Parts Checked Inventory	90,000	100,000	105,000
Telephone Ouotes	700	825	850
Request for information from shop	850	1,200	1,300

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parts Warehouse	<b>ORGANIZATION:</b>	031805

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	55,837	54,881	57,219	56,219	57,219	57,219	0.00%
FRINGE BENEFITS	24,346	28,418	26,930	26,930	36,001	36,001	33.68%
OPERATING/CONTRACTUAL	6,295	7,501	7,615	8,615	8,615	8,615	13.13%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	1,700	0	0	3,800	3,800	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>86,478</b>	<b>92,500</b>	<b>91,764</b>	<b>91,764</b>	<b>105,635</b>	<b>105,635</b>	<b>15.12%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490841	Salary - Stock Clerk	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parts Warehouse	<b>ORGANIZATION:</b>	031805

GENERAL FUND

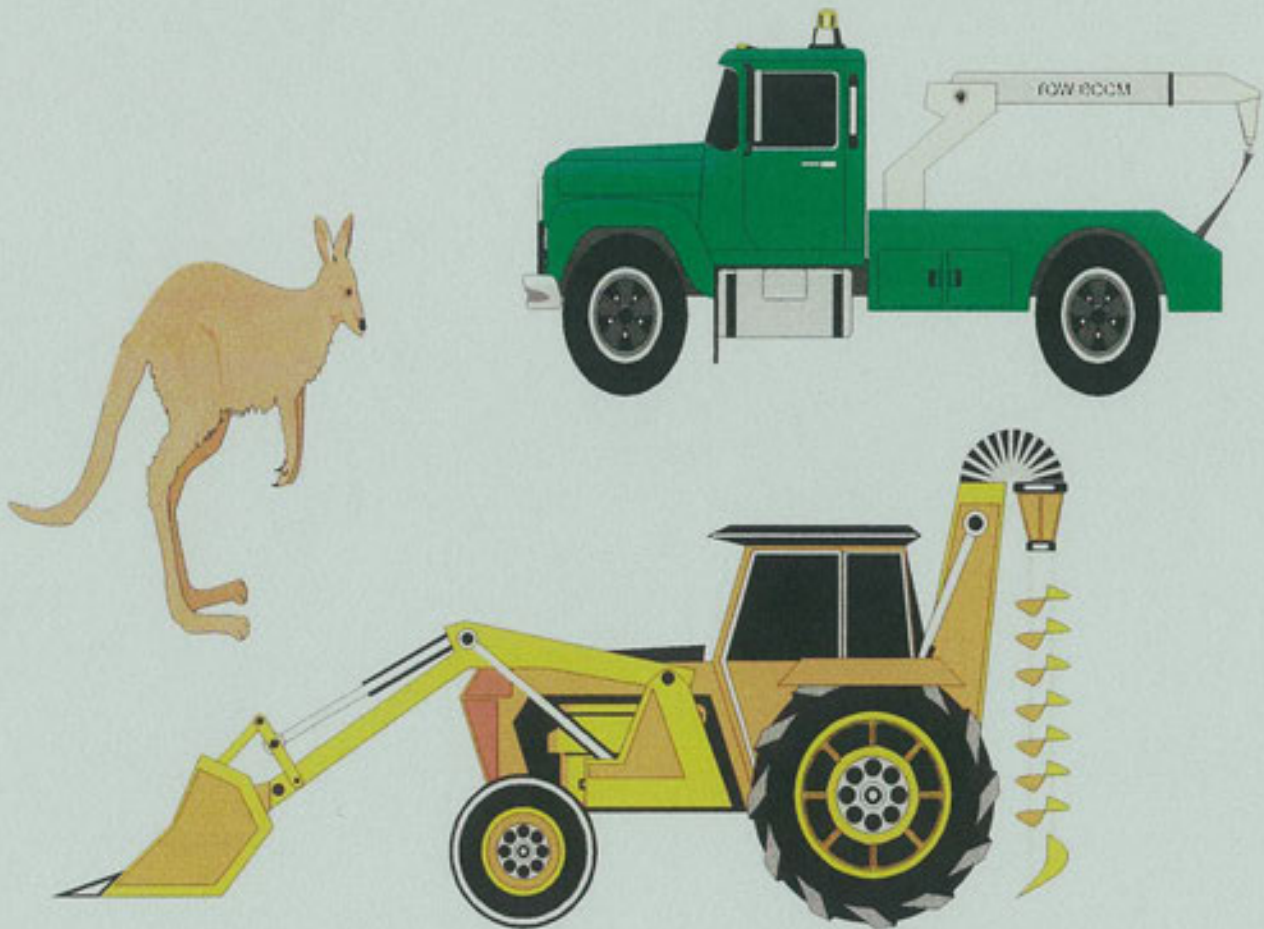
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	1,109	363	2,701	1,701	2,701	2,701	2,701
490624	Salary - Inventory Coordinator	33,027	32,900	32,900	32,900	32,900	32,900	32,900
490841	Salary - Stock Clerk	21,701	21,618	21,618	21,618	21,618	21,618	21,618
<b>Total Salaries</b>		<b>55,837</b>	<b>54,881</b>	<b>57,219</b>	<b>56,219</b>	<b>57,219</b>	<b>57,219</b>	<b>57,219</b>
<b>Fringe:</b>								
510201	Fringe - Pension	13,282	15,848	15,706	15,706	14,859	14,859	14,859
510202	Fringe - Hospital	10,220	11,780	10,311	10,311	20,229	20,229	20,229
510206	Fringe - Medicare Insurance Tax	763	747	829	829	829	829	829
510207	Fringe - Life Insurance	81	43	84	84	84	84	84
<b>Total Fringe</b>		<b>24,346</b>	<b>28,418</b>	<b>26,930</b>	<b>26,930</b>	<b>36,001</b>	<b>36,001</b>	<b>36,001</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	549	547	550	550	550	550	550
520400	Office	831	929	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	875	1,577	1,000	1,000	1,000	1,000	1,000
520514	Small Tools	498	438	500	500	500	500	500
531301	Vehicle Costs - Gas & Oil	1,323	1,135	1,265	1,265	1,265	1,265	1,265
531304	Vehicle Costs - R & M	803	570	800	800	800	800	800
531410	Telephone	1,413	1,585	1,100	2,100	2,100	2,100	2,100
531500	Printing	3	0	100	100	100	100	100
605101	Maintenance Bldg & Facilities	0	607	300	300	300	300	300
605106	Maintenance Equipment	0	113	1,000	1,000	1,000	1,000	1,000
<b>Total Operating &amp; Contractual</b>		<b>6,295</b>	<b>7,501</b>	<b>7,615</b>	<b>8,615</b>	<b>8,615</b>	<b>8,615</b>	<b>8,615</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	1,700	0	0	3,800	3,800	3,800
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>0</b>	<b>1,700</b>	<b>0</b>	<b>0</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
<b>TOTAL DEPARTMENT</b>		<b>86,478</b>	<b>92,500</b>	<b>91,764</b>	<b>91,764</b>	<b>105,635</b>	<b>105,635</b>	<b>105,635</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Public Works Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	042100

**GOAL MISSION STATEMENT**

Section 4-04 of the Home Rule Charter of the City of Alexandria charges the Director of Public Works with the administration of engineering services, contract construction work, maintenance of streets, and drainage. Also included are inspection, licensing and permits for public buildings, transit operations and sanitation.

**FUNCTION DESCRIPTION**

The Director of Public Works manages and coordinates all public work activities for the city, including Streets, Parks and Recreation, Zoo, Maintenance of Public Buildings, Municipal Transit, Motor Pool, Traffic, Sanitation, Central Facilities, Animal Control, and Community Centers.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	042100

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	172,020	174,536	170,074	169,074	236,494	236,494	39.05%
FRINGE BENEFITS	40,112	48,498	47,529	47,529	69,578	69,578	46.39%
OPERATING/CONTRACTUAL	28,740	32,335	34,245	45,245	36,245	51,245	49.64%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	3,352	0	0	39,870	39,870	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>240,872</b>	<b>258,721</b>	<b>251,848</b>	<b>261,848</b>	<b>382,187</b>	<b>397,187</b>	<b>57.71%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480104	Salary - Director of Public Works	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490228	Salary - Asst Director Public Works	1	1	1	1	2	2	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>33.33%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	042100

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	0	0	0	0	0	0	0
480104	Salary - Director of Public Works	83,206	88,062	81,600	81,600	81,600	81,600	81,600
480604	Salary - Administrative Assistant	30,442	28,326	30,326	29,326	30,326	30,326	30,326
490228	Salary - Asst Director Public Works	58,372	58,148	58,148	58,148	58,148	124,568	124,568
<b>Total Salaries</b>		172,020	174,536	170,074	169,074	170,074	236,494	236,494
<b>Fringe:</b>								
510201	Fringe - Pension	28,305	37,494	36,109	36,109	35,248	52,497	52,497
510202	Fringe - Hospital	4,314	3,524	3,958	3,958	4,307	8,614	8,614
510206	Fringe - Medicare Insurance Tax	2,552	2,620	2,536	2,536	2,536	3,499	3,499
510207	Fringe - Life Insurance	122	60	126	126	126	168	168
510209	Fringe - Car Allowance	4,819	4,800	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		40,112	48,498	47,529	47,529	47,017	69,578	69,578
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	5,776	0	0	10,000	0	0	15,000
520204	Uniforms	796	799	800	800	800	800	800
520400	Office	3,185	6,238	5,500	5,500	5,500	5,500	5,500
531110	Professional Fees & Services	1,500	4,534	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Gas & Oil	1,182	2,027	3,645	2,645	3,645	3,645	3,645
531304	Vehicle Costs - R & M	164	157	1,000	1,000	1,000	1,000	1,000
531410	Telephone	8,711	9,036	8,000	10,000	10,000	10,000	10,000
531500	Printing	176	70	500	500	500	500	500
531800	Rent	5,285	5,341	3,300	3,300	3,300	3,300	3,300
531900	Advertising	164	0	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	519	132	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	1,282	4,001	4,500	4,500	4,500	4,500	4,500
<b>Total Operating &amp; Contractual</b>		28,740	32,335	34,245	45,245	36,245	36,245	51,245
<b>Capital Outlay:</b>								
707101	Acquisition	0	0	0	0	0	0	0
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	36,000	36,000	36,000
707600	Machinery & Equipment	0	3,352	0	0	3,870	3,870	3,870
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		0	3,352	0	0	39,870	39,870	39,870
<b>TOTAL DEPARTMENT</b>		240,872	258,721	251,848	261,848	293,206	382,187	397,187

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Code Enforcement	<b>ORGANIZATION:</b>	042200

**GOAL MISSION STATEMENT**

It is the goal of the department to effectively enforce various City codes in regards to high grass, litter, abandoned vehicles, and sanitation. It is also the mission of the department to provide an efficient means to the public as well as other city departments of reporting complaints/problems and making inquires regarding city services and opportunities. This mission is accomplished through our "First Call" line where employees receive, document, and follow up on inquires, problems, complaints and requests from the public, the administration, the council, department heads, and other city employees.

**FUNCTION DESCRIPTION**

The department enforces the City's codes in regards to high grass, litter, abandoned vehicles, and sanitation. The department also receives, documents, and follows up on inquires from the public as well as other city departments in regards to city services and opportunities (First Call).

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Grass cutting work orders completed	2,348	2,270	2,300
Warning citations issued	360	1,650	1,600
Abandoned vehicles removed	350	0	0
Court appearances	111	4	5
First Call complaints received	3,500	3,500	3,500

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Code Enforcement	<b>ORGANIZATION:</b>	042200

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	232,090	259,559	246,066	238,481	256,174	256,174	4.11%
FRINGE BENEFITS	84,428	105,948	97,590	97,590	100,374	100,374	2.85%
OPERATING/CONTRACTUAL	349,344	274,197	351,624	333,624	355,624	355,624	1.14%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	97,704	1,600	25,650	25,650	26,990	26,990	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>763,566</b>	<b>641,304</b>	<b>720,930</b>	<b>695,345</b>	<b>739,162</b>	<b>739,162</b>	<b>2.53%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490119	Salary - Superintendent Code Enforcement	1	1	1	1	1	1	0.00%
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490337	Salary - Code Enforcement Officer	4	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490746	Salary - Equipment Operator II	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Code Enforcement	<b>ORGANIZATION:</b>	042200

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	8,608	29,199	10,000	15,000	10,000	10,000	10,000
490119	Salary - Superintendent Code Enforcement	42,064	41,903	41,903	42,918	42,918	42,918	42,918
490141	Salary - Crew Leader	33,126	33,000	32,999	31,199	33,538	33,538	33,538
490337	Salary - Code Enforcement Officer	104,370	91,216	91,216	82,716	91,216	95,604	95,604
490618	Salary - Administrative Secretary	25,308	25,212	25,211	25,211	25,211	25,211	25,211
490746	Salary - Equipment Operator II	4,753	19,105	24,717	22,517	28,883	28,883	28,883
490820	Salary - Maintenance Worker	13,861	19,924	20,020	18,920	20,020	20,020	20,020
<b>Total Salaries</b>		<b>232,090</b>	<b>259,559</b>	<b>246,066</b>	<b>238,481</b>	<b>251,786</b>	<b>256,174</b>	<b>256,174</b>
<b>Fringe:</b>								
510201	Fringe - Pension	55,250	74,961	67,544	67,544	65,389	66,529	66,529
510202	Fringe - Hospital	25,639	27,168	26,143	26,143	29,795	29,795	29,795
510206	Fringe - Medicare Insurance Tax	3,250	3,650	3,567	3,567	3,650	3,714	3,714
510207	Fringe - Life Insurance	289	169	336	336	336	336	336
<b>Total Fringe</b>		<b>84,428</b>	<b>105,948</b>	<b>97,590</b>	<b>97,590</b>	<b>99,170</b>	<b>100,374</b>	<b>100,374</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	67,119	53,892	40,744	50,744	40,744	40,744	40,744
520204	Uniforms	1,378	990	1,000	1,000	1,000	1,000	1,000
520400	Office	1,971	979	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	13,467	9,626	10,000	10,000	10,000	10,000	10,000
520503	Operating Chemicals	780	150	1,000	1,000	1,000	1,000	1,000
531204	Services - Code Enforcement	0	0	0	0	0	0	0
531301	Vehicle Costs - Gas & Oil	16,533	24,488	19,630	19,630	19,630	19,630	19,630
531304	Vehicle Costs R & M	37,484	43,376	47,000	45,000	47,000	47,000	47,000
531401	Postage	15,881	4,986	5,000	10,000	10,000	10,000	10,000
531410	Telephone	3,651	3,410	6,000	5,000	5,000	5,000	5,000
531500	Printing	209	275	250	250	250	250	250
531701	Utilities	187,375	129,105	216,500	186,500	216,500	216,500	216,500
531800	Rent	636	906	1,000	1,000	1,000	1,000	1,000
531900	Advertising	64	952	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	299	10	500	500	500	500	500
543003	Travel & Training	1,742	720	0	0	0	0	0
605106	Maintenance Equipment	755	332	1,000	1,000	1,000	1,000	1,000
<b>Total Operating &amp; Contractual</b>		<b>349,344</b>	<b>274,197</b>	<b>351,624</b>	<b>333,624</b>	<b>355,624</b>	<b>355,624</b>	<b>355,624</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	87,636	0	0	0	99,460	20,000	20,000
707600	Machinery & Equipment	10,068	1,600	25,650	25,650	6,990	6,990	6,990
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>97,704</b>	<b>1,600</b>	<b>25,650</b>	<b>25,650</b>	<b>106,450</b>	<b>26,990</b>	<b>26,990</b>
<b>TOTAL DEPARTMENT</b>		<b>763,566</b>	<b>641,304</b>	<b>720,930</b>	<b>695,345</b>	<b>813,030</b>	<b>739,162</b>	<b>739,162</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Streets and ROW	<b>ORGANIZATION:</b>	042500

GOAL MISSION STATEMENT

To ensure the safety and general welfare of the citizens of Alexandria by maintaining, repairing, and improving city streets, drainage, and right-of-way.

FUNCTION DESCRIPTION

Street Cleaning: Weather permitting, the street sweepers operate daily to insure the city streets are free of dirt, leaves, debris and haul off for disposal. (Includes immediately after parades.)  
 Street Repair and Construction: The street repair crew maintains the city streets to include surface treatment (chip seal) and overlay. Also corrects street failures including base, panels, sidewalks, handicap ramps, curbs and gutters, construction catch basins, drainage boxes, footings for playground equipment, patches potholes with shoulders.  
 Groom Mowing: The mowing crew maintains 55 separate locations that include seeding, fertilizing, mowing, grooming, herbicide application, tree trimming, flower beds, and fences.  
 Grass Cutting: Crews bushhog, fail and slope mow ditches, canals, city streets, city properties, highways, easements, right-of-ways, servitudes, state right of ways, and all properties associated with the City Complex. The cutting season ranges eight to sometimes nine months of the year. During the winter months this crew vacuums leaves and debris from ditches, and culvert ends cleans drains to haul them for disposal.  
 Drainage: The city's canals, open ditches, and right-of-ways are sprayed for weed control three times a year and kept clean and cleared of blockage. The underground drains and culverts and flushed and catch basins suctioned out as needed and kept clean (maintaining records of herbicide application as required by law).  
 Emergency Crew: Other than their normally assigned responsibilities, this crew responds during emergency situations such as flooding to pump water, sandbag and distribution. Also responds during windstorms to removed downed trees and limbs, open drainage ways and assist Light Distribution Department. This crew also assists with hazardous chemical clean-up and automobile wreckage debris in streets as directed by the Fire Department.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Miles of streets swept	700	1,608	2,008
Miles of canals/ditches cleaned	125	3,120	3,220
Miles of canals/ditches sprayed	0	2,560	2,660
Miles of underground pipes flushed	0	410	460
Incoming Calls	350	5,000	5,200
Miles of street repair for potholes	0	200	300
No of hours Larviciding & Spraying	0	1,568	1,768
Annual tons of landfill operation	1,000	2,500	2,700
No. of complaints received	0	689	800
Work orders & complaints completed	400	585	700
Emergency Call-Out	0	66	91

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Streets and ROW	<b>ORGANIZATION:</b>	042500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,252,170	1,003,456	1,043,802	1,088,702	1,045,539	1,045,539	0.17%
FRINGE BENEFITS	470,690	477,194	466,584	466,584	467,840	467,840	0.27%
OPERATING/CONTRACTUAL	932,411	851,818	855,684	870,684	874,684	874,684	2.22%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	235,784	0	21,600	21,600	283,540	283,540	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>2,891,055</b>	<b>2,332,468</b>	<b>2,387,670</b>	<b>2,447,570</b>	<b>2,671,603</b>	<b>2,671,603</b>	<b>11.89%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490125	Salary - Superintendent	1	1	1	1	1	1	0.00%
490145	Salary - Supervisor Street Maintenance	3	3	2	2	2	2	0.00%
490146	Salary - Crew Leader Street Maintenance	3	3	3	3	3	3	0.00%
490147	Salary - Maintenance Worker Senior	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	4	4	4	4	4	4	0.00%
490746	Salary - Equipment Operator II	8	7	7	7	7	7	0.00%
490751	Salary - Fleet Maintenance Technician	1	1	1	1	1	1	0.00%
490819	Salary - Equipment Operator I	5	4	4	4	4	4	0.00%
490820	Salary - Maintenance Worker	4	4	4	4	4	4	0.00%
	<b>Total Positions</b>	<b>34</b>	<b>32</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Streets and ROW	<b>ORGANIZATION:</b>	042500

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	262,507	137,237	140,000	200,000	140,000	140,000	140,000
490125	Salary - Superintendent	63,074	62,832	62,832	62,832	62,832	62,832	62,832
490145	Salary - Supervisor Street Maintenance	115,306	99,253	77,068	77,068	77,068	77,068	77,068
490146	Salary - Crew Leader Street Maintenance	104,798	101,799	99,647	99,647	105,927	105,927	105,927
490147	Salary - Maintenance Worker Senior	75,955	75,758	75,758	75,758	75,758	75,758	75,758
490618	Salary - Administrative Secretary	28,350	28,133	28,242	28,242	28,242	28,242	28,242
490624	Salary - Inventory Coordinator	30,117	30,001	30,001	30,001	30,001	30,001	30,001
490738	Salary - Equipment Operator III	127,777	98,842	128,365	128,365	125,116	125,116	125,116
490746	Salary - Equipment Operator II	208,091	187,419	189,607	181,807	189,607	189,607	189,607
490751	Salary - Fleet Maintenance Technician	36,975	36,833	36,833	36,833	36,833	36,833	36,833
490819	Salary - Equipment Operator I	117,332	75,880	94,169	94,169	93,275	93,275	93,275
490820	Salary - Maintenance Worker	81,888	69,469	81,280	73,980	80,880	80,880	80,880
<b>Total Salaries</b>		<b>1,252,170</b>	<b>1,003,456</b>	<b>1,043,802</b>	<b>1,088,702</b>	<b>1,045,539</b>	<b>1,045,539</b>	<b>1,045,539</b>
<b>Fringe:</b>								
510201	Fringe - Pension	293,387	289,840	286,521	286,521	271,523	271,523	271,523
510202	Fringe - Hospital	160,830	174,077	164,649	164,649	180,880	180,880	180,880
510206	Fringe - Medicare Insurance Tax	15,156	12,656	14,112	14,112	14,135	14,135	14,135
510207	Fringe - Life Insurance	1,317	621	1,302	1,302	1,302	1,302	1,302
<b>Total Fringe</b>		<b>470,690</b>	<b>477,194</b>	<b>466,584</b>	<b>466,584</b>	<b>467,840</b>	<b>467,840</b>	<b>467,840</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	38,145	4,793	0	10,000	0	0	0
520106	Contract Labor - Inmates	85,661	111,540	88,184	102,184	102,184	102,184	102,184
520204	Uniforms	2,903	6,240	3,500	3,500	3,500	3,500	3,500
520400	Office	361	594	200	200	200	200	200
520500	Operating Supplies	78,980	60,759	67,000	67,000	67,000	67,000	67,000
520503	Operating Chemicals	20,054	18,152	30,000	26,000	30,000	30,000	30,000
520506	Operating Concrete & Asphalt	77,881	80,288	81,000	81,000	81,000	81,000	81,000
520507	Operating - Sand & Gravel	7,000	6,227	7,000	7,000	7,000	7,000	7,000
520514	Small Tools	1,361	2,362	2,500	2,500	2,500	2,500	2,500
531301	Vehicle Costs - Gas & Oil	204,062	185,014	185,000	190,000	190,000	190,000	190,000
531304	Vehicle Costs - R & M	398,020	359,839	365,000	355,000	365,000	365,000	365,000
531410	Telephone	4,801	4,805	5,000	5,000	5,000	5,000	5,000
531500	Printing	175	56	300	300	300	300	300
531800	Rent	1,622	2,000	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	3,232	2,494	4,000	4,000	4,000	4,000	4,000
605106	Maintenance Equipment	8,153	6,655	15,000	15,000	15,000	15,000	15,000
<b>Total Operating &amp; Contractual</b>		<b>932,411</b>	<b>851,818</b>	<b>855,684</b>	<b>870,684</b>	<b>874,684</b>	<b>874,684</b>	<b>874,684</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	173,000	148,000	148,000
707600	Machinery & Equipment	235,784	0	21,600	21,600	310,540	135,540	135,540
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>235,784</b>	<b>0</b>	<b>21,600</b>	<b>21,600</b>	<b>483,540</b>	<b>283,540</b>	<b>283,540</b>
<b>TOTAL DEPARTMENT</b>		<b>2,891,055</b>	<b>2,332,468</b>	<b>2,387,670</b>	<b>2,447,570</b>	<b>2,871,603</b>	<b>2,671,603</b>	<b>2,671,603</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Traffic	<b>ORGANIZATION:</b>	042800

**GOAL MISSION STATEMENT**

To provide for the safe transportation of vehicles on City Streets and reduce the liability through detouring and road closures for all city departments.

**FUNCTION DESCRIPTION**

The Traffic Department is responsible for maintain, replacing and adding all traffic signs in the city as well as barricading around street repair projects. In addition, this department is responsible for trimming trees, all traffic counts, all street striping, and providing studies for speed humps. This department also conducts all detours in the City. All name tags for the fire and police departments, striping and lettering all police cars, bikes, helmets, DATE cars, and buses, and maintaining all traffic signals caution light within the city limits. In addition, this department also installs speed humps for the City, conducts all warrant for speed humps, conducts all speed studies, traffic lights warrant. Report road closures for all traffic control on special events; city functions, parades. Inspect all traffic control devices, for contractors for the city of Alexandria. Maintain traffic records and meet with individual law firms to determine the liability to the City of Alexandria. Represent the City of Alexandria in court cases to reduce the liability to the City of Alexandria. Responsible for designing, making and hanging of Banners.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Replace Damage Signs	2,100	2,100	2,500
Paint Cross Walks and Stop Lines	500	500	900
Streets Striped	400	500	900
Signs Made	13,000	14,000	16,000
Banners Made	0	300	500
Banners Hung	2,200	2,200	2,200
Street Closures and Detours	160	170	500
Traffic Light Repaired	950	950	1,000
Traffic Counts	1,100	1,100	1,300
Speed Humps Installed	200	200	0

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Traffic	<b>ORGANIZATION:</b>	042800

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	281,522	276,650	265,588	290,016	270,017	270,017	1.67%
FRINGE BENEFITS	121,261	145,419	124,100	124,100	125,701	125,701	1.29%
OPERATING/CONTRACTUAL	126,960	74,999	88,867	87,867	90,867	90,867	2.25%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	33,759	0	34,227	34,227	27,300	27,300	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>563,502</b>	<b>497,068</b>	<b>512,782</b>	<b>536,210</b>	<b>513,885</b>	<b>513,885</b>	<b>0.22%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490310	Salary - Traffic Signal Technician	2	2	2	2	2	2	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490736	Salary - Superintendent Traffic Signals	1	1	1	1	1	1	0.00%
490741	Salary - Sign Artist	1	1	1	1	1	1	0.00%
490821	Salary - Sign & Marking Specialist	3	3	3	3	3	3	0.00%
	<b>Total Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Public Works	FUND:	101
DEPARTMENT:	Traffic	ORGANIZATION:	042800

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	20,390	17,645	5,458	25,458	5,458	5,458	5,458
490310	Salary - Traffic Signal Technician	73,024	72,744	72,743	72,743	72,743	72,743	72,743
490618	Salary - Administrative Secretary	26,692	26,590	26,589	26,589	26,589	26,589	26,589
490736	Salary - Superintendent Traffic Signals	50,146	49,954	49,955	49,955	49,955	49,955	49,955
490741	Salary - Sign Artist	36,141	36,003	36,003	36,003	36,003	36,003	36,003
490821	Salary - Sign & Marking Specialist	75,129	73,714	74,840	79,268	79,269	79,269	79,269
<b>Total Salaries</b>		<b>281,522</b>	<b>276,650</b>	<b>265,588</b>	<b>290,016</b>	<b>270,017</b>	<b>270,017</b>	<b>270,017</b>
<b>Fringe:</b>								
510201	Fringe - Pension	66,891	79,893	72,904	72,904	70,122	70,122	70,122
510202	Fringe - Hospital	51,127	62,516	47,929	47,929	52,249	52,249	52,249
510206	Fringe - Medicare Insurance Tax	2,918	2,837	2,931	2,931	2,994	2,994	2,994
510207	Fringe - Life Insurance	325	173	336	336	336	336	336
<b>Total Fringe</b>		<b>121,261</b>	<b>145,419</b>	<b>124,100</b>	<b>124,100</b>	<b>125,701</b>	<b>125,701</b>	<b>125,701</b>
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	1,490	0	0	0	0	0	0
520500	Operating Supplies	25,926	14,100	22,344	22,344	22,344	22,344	22,344
520509	Operating - Signs	39,403	19,364	18,500	18,500	18,500	18,500	18,500
520510	Operating - Paint	7,941	4,354	8,000	8,000	8,000	8,000	8,000
520514	Small Tools	0	0	0	0	0	0	0
531117	Street Striping	23,383	9,302	11,923	8,923	11,923	11,923	11,923
531301	Vehicle Costs - Gas & Oil	16,726	17,478	16,500	18,500	18,500	18,500	18,500
531304	Vehicle Costs - R & M	8,978	7,771	9,000	9,000	9,000	9,000	9,000
531410	Telephone	1,758	1,669	1,200	1,200	1,200	1,200	1,200
531500	Printing	57	0	0	0	0	0	0
543003	Travel & Training	137	0	0	0	0	0	0
605106	Maintenance Equipment	1,161	961	1,400	1,400	1,400	1,400	1,400
<b>Total Operating &amp; Contractual</b>		<b>126,960</b>	<b>74,999</b>	<b>88,867</b>	<b>87,867</b>	<b>90,867</b>	<b>90,867</b>	<b>90,867</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	34,227	34,227	0	0	0
707600	Machinery & Equipment	33,759	0	0	0	27,300	27,300	27,300
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>33,759</b>	<b>0</b>	<b>34,227</b>	<b>34,227</b>	<b>27,300</b>	<b>27,300</b>	<b>27,300</b>
<b>TOTAL DEPARTMENT</b>		<b>563,502</b>	<b>497,068</b>	<b>512,782</b>	<b>536,210</b>	<b>513,885</b>	<b>513,885</b>	<b>513,885</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Building Services	<b>ORGANIZATION:</b>	043400

**GOAL MISSION STATEMENT**

What: To provide healthy, safe, clean, and usable buildings and facilities.  
 For Who: The citizens, clients, and employees of the City of Alexandria.  
 When and How: Our department strives to maintain, repair, renovate, clean and provide facility management and staffing in a timely and efficient manner.

**FUNCTION DESCRIPTION**

Contract and Capital Project Management: Initial oversight of maintenance and capital renovation projects, including construction supervision of Capital Projects designated to this department.  
 Air conditioning, Heating, and Ventilation: Extensive preventive, predictive and corrective maintenance are performed and contracted on HVAC systems including filter service, lubrication, adjustments, repairs and replacements. Other miscellaneous work is performed.  
 Plumbing: Performs and contracts plumbing repairs and improvements, including but not limited to water, gas, and wastewater concerns. Other miscellaneous is work performed.  
 Industrial and Commercial Equipment Maintenance: Extensive preventive, predictive, and corrective maintenance performed and contracted. Typical to this area are automated gates, turnstiles, truck and bus washes, ice machines, generators, refrigerators, stoves, ovens, and microwaves. Other miscellaneous work is performed.  
 Carpentry: The Carpentry Shop makes and contracts repairs to building and facilities, as well as undertakes small scale renovations of existing facilities. Work tables, bookshelves, stages and other "wood" oriented items are often integral parts of these projects. Fabrication of wood based signs and barricades as well as limited locksmith services are also provided. This crew also works with and assists painters in a term effort to enhance efficiency of staffing. Other miscellaneous work is performed.  
 Facility Rental: Daily setup and cleaning of publicly utilized or rented program space are provided. Booking, contracting and collection of fees related to rented or reserved spaces or other resources, like tables and chairs. Working with the public in relation to their needs of the publicly utilized resources. Other miscellaneous work performed.  
 Special Events: Provision of support services events, community functions, governmental meetings and Cultural events and events sponsored by other departments such as the Zoo, Recreation, and Community Service Division.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Building Services	<b>ORGANIZATION:</b>	043400

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	890,671	837,339	825,043	807,343	831,060	831,060	0.73%
FRINGE BENEFITS	412,491	463,001	428,392	428,392	398,101	398,101	-7.07%
OPERATING/CONTRACTUAL	928,976	750,859	903,493	955,493	928,493	928,493	2.77%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	86,056	2,388	0	0	133,492	133,492	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>2,318,194</b>	<b>2,053,587</b>	<b>2,156,928</b>	<b>2,191,228</b>	<b>2,291,146</b>	<b>2,291,146</b>	<b>6.22%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490149	Salary - Custodial Worker	3	3	3	5	5	5	0.00%
490150	Salary - Supervisor Custodial	1	1	1	1	1	1	0.00%
490153	Salary - Supervisor Building Maintenance	1	1	1	1	2	2	100.00%
490234	Salary - Superintendent-Bldg Maint	1	1	1	1	1	1	0.00%
490503	Salary - Community Center Attendant	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490711	Salary - Electrician	1	1	1	1	1	1	0.00%
490742	Salary - Painter	3	3	3	3	3	3	0.00%
490748	Salary - Carpenter	3	3	3	3	3	3	0.00%
490820	Salary - Maintenance Worker	2	2	2	0	0	0	-100.00%
490822	Salary - Trades Worker	1	1	1	1	1	1	0.00%
490823	Salary - Lead Custodial Worker	2	2	2	2	2	2	0.00%
490830	Salary - Building Maintenance Specialist	2	2	2	2	2	2	0.00%
490859	Salary - Mechanical Systems Technician	4	4	4	4	3	3	-25.00%
	<b>Total Positions</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Building Services	<b>ORGANIZATION:</b>	043400

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	110,761	57,619	32,595	55,595	32,595	32,595	32,595
490149	Salary - Custodial Worker	43,939	41,888	53,366	94,206	94,206	94,206	94,206
490150	Salary - Supervisor Custodial	37,593	37,449	37,448	30,848	30,588	30,588	30,588
490153	Salary - Supervisor Building Maintenance	35,946	35,809	35,809	35,809	82,671	82,671	82,671
490234	Salary - Superintendent-Bldg Maint	57,369	57,149	57,149	57,149	57,149	57,149	57,149
490503	Salary - Community Center Attendant	34,375	34,243	34,243	34,243	34,243	34,243	34,243
490618	Salary - Administrative Secretary	25,308	25,199	25,211	22,911	24,717	24,717	24,717
490626	Salary - Clerical Specialist	26,059	25,949	25,965	25,965	25,965	25,965	25,965
490711	Salary - Electrician	36,171	36,032	36,033	36,033	36,033	36,033	36,033
490742	Salary - Painter	85,923	85,593	85,593	85,593	85,593	85,593	85,593
490748	Salary - Carpenter	81,969	82,819	82,818	80,818	82,818	82,818	82,818
490820	Salary - Maintenance Worker	39,088	40,841	40,840	0	0	0	0
490822	Salary - Trades Worker	24,106	23,979	24,014	12,414	34,319	34,319	34,319
490823	Salary - Lead Custodial Worker	45,149	47,950	47,836	47,836	47,836	47,836	47,836
490830	Salary - Building Maintenance Specialist	57,829	57,608	57,608	57,608	57,608	57,608	57,608
490859	Salary - Mechanical Systems Technician	149,086	147,212	148,515	130,315	104,719	104,719	104,719
	<b>Total Salaries</b>	<b>890,671</b>	<b>837,339</b>	<b>825,043</b>	<b>807,343</b>	<b>831,060</b>	<b>831,060</b>	<b>831,060</b>
<b>Fringe:</b>								
510201	Fringe - Pension	211,895	240,055	226,475	226,475	215,825	215,825	215,825
510202	Fringe - Hospital	188,045	211,608	189,319	189,319	169,591	169,591	169,591
510206	Fringe - Medicare Insurance Tax	11,484	10,780	11,464	11,464	11,551	11,551	11,551
510207	Fringe - Life Insurance	1,067	558	1,134	1,134	1,134	1,134	1,134
	<b>Total Fringe</b>	<b>412,491</b>	<b>463,001</b>	<b>428,392</b>	<b>428,392</b>	<b>398,101</b>	<b>398,101</b>	<b>398,101</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	31,480	24,828	25,000	43,000	25,000	25,000	25,000
520106	Contract Labor-Inmates	42,830	55,770	40,000	48,000	48,000	48,000	48,000
520204	Uniforms	5,489	5,573	5,350	5,350	5,350	5,350	5,350
520400	Office	2,604	1,511	1,440	1,440	1,440	1,440	1,440
520500	Operating Supplies	39,265	30,917	37,000	36,000	37,000	37,000	37,000
520501	Operating - Janitorial	31,440	38,570	32,000	32,000	32,000	32,000	32,000
520510	Operating - Paint	6,075	2,929	4,860	4,860	4,860	4,860	4,860
520514	Small Tools	4,748	5,553	4,860	4,860	4,860	4,860	4,860
520520	Operating - Locks/Keys	3,566	3,280	1,400	1,400	1,400	1,400	1,400
531110	Professional Fees & Services	3,985	2,073	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Gas & Oil	28,824	32,385	28,140	32,140	32,140	32,140	32,140
531304	Vehicle Costs - R & M	14,412	20,870	15,000	18,000	18,000	18,000	18,000
531410	Telephone	10,706	10,036	10,500	10,500	10,500	10,500	10,500
531500	Printing	295	88	400	400	400	400	400
531701	Utilities	390,527	257,070	445,000	455,000	445,000	445,000	445,000
543003	Travel & Training	2,338	815	0	0	0	0	0
605101	Maintenance Bldg & Facilities	275,987	232,562	212,343	222,343	222,343	222,343	222,343
605106	Maintenance Equipment	10,948	7,854	10,200	10,200	10,200	10,200	10,200
605110	Maintenance Grounds & ROW	23,457	18,175	25,000	25,000	25,000	25,000	25,000
	<b>Total Operating &amp; Contractual</b>	<b>928,976</b>	<b>750,859</b>	<b>903,493</b>	<b>955,493</b>	<b>928,493</b>	<b>928,493</b>	<b>928,493</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Public Works	FUND:	101
DEPARTMENT:	Building Services	ORGANIZATION:	043400

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	50,000	0	0
707500	Vehicles	59,039	0	0	0	104,106	69,434	69,434
707600	Machinery & Equipment	27,017	2,388	0	0	64,058	64,058	64,058
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>86,056</b>	<b>2,388</b>	<b>0</b>	<b>0</b>	<b>218,164</b>	<b>133,492</b>	<b>133,492</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,318,194</b>	<b>2,053,587</b>	<b>2,156,928</b>	<b>2,191,228</b>	<b>2,375,818</b>	<b>2,291,146</b>	<b>2,291,146</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Broadway Resource Ctr	<b>ORGANIZATION:</b>	043500

**GOAL MISSION STATEMENT**

What: To provide healthy, safe, clean, and usable building and facilities.

For Who: The Citizens, clients, and employees of the City of Alexandria.

When and How: Our Department strives to maintain, repair, renovate, clean and provide management and staffing in a timely and efficient manner. We do this in order to facilitate private parties and community meetings and to house agencies in Cooperative Endeavors with the City.

**FUNCTION DESCRIPTION**

Facility Rental: Daily setup and cleaning of publicly utilized or rented program space are provided. Booking, contracting, and collection of fees related to rented and reserved spaces or other resources, like tables and chairs. Working with the public in relation to their needs of publicly utilized resources. Other miscellaneous work performed.

Special Events: Provision of support services events, community functions, government meetings and cultural events and event sponsored by other departments such as the Zoo, Recreation and Community Service Division. These services sometimes include planning, scheduling, and implementation of functions. Sound reinforcement, lighting, staging and production are typical activities for this category.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Broadway Resource Center	<b>ORGANIZATION:</b>	043500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	38,089	33,384	40,500	40,500	40,500	40,500	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>38,089</b>	<b>33,384</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>0.00%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Broadway Resource Center	<b>ORGANIZATION:</b>	043500

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	29,745	23,012	25,000	25,000	25,000	25,000	25,000
520501	Operating - Janitorial	497	2,481	2,500	2,500	2,500	2,500	2,500
531410	Telephone	882	967	1,000	1,000	1,000	1,000	1,000
531701	Utilities	6,965	6,924	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating &amp; Contractual</b>	<b>38,089</b>	<b>33,384</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>38,089</b>	<b>33,384</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>	<b>40,500</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Martin Community Center	<b>ORGANIZATION:</b>	043600

**GOAL MISSION STATEMENT**

**What:** To provide healthy, safe, clean, and usable building and facilities.

**For Who:** The Citizens, clients, and employees of the City of Alexandria.

**When and How:** Our Department strives to maintain, repair, renovate, clean and provide management and staffing in a timely and efficient manner. We do this in order to facilitate private parties and community meetings and to house agencies in Cooperative Endeavors with the City.

**FUNCTION DESCRIPTION**

**Facility Rental:** Daily setup and cleaning of publicly utilized or rented program space are provided. Booking, contracting, ad collection of fees related to rented and reserved spaces or other resources, like tables and chairs. Working with the public in relation to their needs of publicly utilized resources. Other miscellaneous work performed.

**Special Events:** Provision of support services events, community functions, government meetings and cultural events and event sponsored by other departments such as the Zoo, Recreation and Community Service Division. These services sometimes include planning, scheduling, and implementation of functions. Sound reinforcement, lighting, staging and production are typical activities for this category.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Martin Community Center	<b>ORGANIZATION:</b>	043600

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	50,181	46,702	46,500	46,500	46,500	46,500	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>50,181</b>	<b>46,702</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>0.00%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE

2012-2013 ANNUAL BUDGET

DIVISION:	Public Works	FUND:	101
DEPARTMENT:	Martin Community Center	ORGANIZATION:	043600

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	30,466	25,435	25,000	25,000	25,000	25,000	25,000
520500	Operating	0	0	0	0	0	0	0
520501	Operating - Janitorial	2,173	1,969	2,500	2,500	2,500	2,500	2,500
531410	Telephone	1,223	1,276	1,000	1,000	1,000	1,000	1,000
531701	Utilities	16,319	18,022	18,000	18,000	18,000	18,000	18,000
	<b>Total Operating &amp; Contractual</b>	<b>50,181</b>	<b>46,702</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>50,181</b>	<b>46,702</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>	<b>46,500</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Motor Pool	<b>ORGANIZATION:</b>	043700

## GOAL MISSION STATEMENT

The mission of the Motor Pool Department is to provide and maintain vehicles and equipment in support of the City of Alexandria's various departments and divisions. Our goal and commitment is to do this in a proficient, professional and courteous manner. Our staff insures that proper maintenance is performed for vehicle and equipment longevity and safety.

## FUNCTION DESCRIPTION

The Motor Pool serves as a centralized garage providing mechanical and body repairs, fuel and oil disbursements, and wrecker services to approximately 1,250 (and increasing) city owned vehicles and equipment. Motor Pool provides the lending of pool vehicles for City of Alexandria Departments that require a vehicle for travel to training/seminars attended by City Employees within the State.

The Motor Pool also provides information on all vehicles/equipment owned by the City through daily input of information processed into RTA. This system has the capabilities to generate detailed reports on preventive maintenance/cost/usage/history, which are required by all division/department heads in maintaining records on vehicle maintenance or budget control within their area.

Other services provided by Motor Pool are fabrication, welding, vehicle paint & body work, vehicle repairs, services to all City departments; monitoring/disposal of waste oils, hazardous material, and used tires per the required EPA guidelines for the State of LA.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Fuel Transactions	35,161	40,000	41,000
Work Orders	9,942	9,950	9,995
Engines Replaced/Overhauled	7	7	7
Vehicles Serviced	2,989	3,050	3,100
Transmissions Serviced/Replaced	55	57	60
Flat Repairs In House/On Road	790	800	820
Tire Shop In House Work Orders	982	1,000	1,050
Front End and Alignment	135	140	145
Body Shop Repairs	266	270	280
Brakes/Clutch Repairs	333	340	345
State Inspections on Road Vehicles	775	800	825

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Motor Pool	<b>ORGANIZATION:</b>	043700

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	804,481	756,976	762,493	744,093	759,147	759,147	-0.44%
FRINGE BENEFITS	355,079	389,130	360,395	360,395	349,496	349,496	-3.02%
OPERATING/CONTRACTUAL	64,662	65,446	83,985	77,985	84,985	84,985	1.19%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	79,230	0	17,734	17,734	106,682	106,682	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>1,303,452</b>	<b>1,211,552</b>	<b>1,224,607</b>	<b>1,200,207</b>	<b>1,300,310</b>	<b>1,300,310</b>	<b>6.18%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490118	Salary - Superintendent Fleet Maint	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maintenance	4	4	4	4	3	3	-25.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	0	0	0	0	1	1	0.00%
490750	Salary - Fleet Maintenance Tech Senior	5	5	5	5	5	5	0.00%
490751	Salary - Fleet Maintenance Tech	7	6	5	5	5	5	0.00%
490752	Salary - Fleet Collision Repair Tech	2	2	2	2	2	2	0.00%
490834	Salary - Fleet Service Technician	5	5	5	5	6	6	20.00%
	<b>Total Positions</b>	<b>25</b>	<b>24</b>	<b>23</b>	<b>23</b>	<b>24</b>	<b>24</b>	<b>4.35%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Motor Pool	<b>ORGANIZATION:</b>	043700

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	13,303	11,077	13,053	13,053	13,053	13,053	13,053
490118	Salary - Superintendent Fleet Maint	52,426	52,225	52,225	52,225	52,225	52,225	52,225
490139	Salary - Supervisor Fleet Maintenance	156,379	147,622	150,960	149,460	109,642	109,642	109,642
490618	Salary - Administrative Secretary	32,560	32,435	32,435	32,435	32,435	32,435	32,435
490626	Salary - Clerical Specialist	0	0	0	0	21,194	21,194	21,194
490750	Salary - Fleet Maintenance Tech Senior	182,598	181,899	181,899	181,899	181,899	181,899	181,899
490751	Salary - Fleet Maintenance Tech	189,361	149,306	149,482	137,282	142,717	142,717	142,717
490752	Salary - Fleet Collision Repair Tech	58,938	58,686	58,713	54,013	58,713	58,713	58,713
490834	Salary - Fleet Service Technician	118,916	123,726	123,726	123,726	147,269	147,269	147,269
	<b>Total Salaries</b>	<b>804,481</b>	<b>756,976</b>	<b>762,493</b>	<b>744,093</b>	<b>759,147</b>	<b>759,147</b>	<b>759,147</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	191,131	215,086	209,305	209,305	197,150	197,150	197,150
510202	Fringe - Hospital	154,161	165,027	140,661	140,661	141,925	141,925	141,925
510206	Fringe - Medicare Insurance Tax	8,808	8,544	9,463	9,463	9,413	9,413	9,413
510207	Fringe - Life Insurance	979	473	966	966	1,008	1,008	1,008
	<b>Total Fringe</b>	<b>355,079</b>	<b>389,130</b>	<b>360,395</b>	<b>360,395</b>	<b>349,496</b>	<b>349,496</b>	<b>349,496</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	5,772	4,062	3,600	3,600	3,600	3,600	3,600
520400	Office	1,500	1,599	1,600	1,600	1,600	1,600	1,600
520500	Operating Supplies	14,343	15,650	21,000	17,000	21,000	21,000	21,000
520514	Small Tools	4,467	2,811	4,000	4,000	4,000	4,000	4,000
531212	Disposal	1,297	1,100	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs Gas & Oil	12,149	12,000	11,785	11,785	11,785	11,785	11,785
531304	Vehicle Costs - R & M	10,002	8,065	16,000	13,000	16,000	16,000	16,000
531410	Telephone	2,857	3,320	3,000	4,000	4,000	4,000	4,000
531500	Printing	200	197	0	0	0	0	0
531800	Rent	0	0	0	0	0	0	0
543003	Travel & Training	4,326	4,038	4,500	4,500	4,500	4,500	4,500
605101	Maintenance Bldg & Facilities	775	1,131	1,500	1,500	1,500	1,500	1,500
605106	Maintenance Equipment	6,974	11,473	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating &amp; Contractual</b>	<b>64,662</b>	<b>65,446</b>	<b>83,985</b>	<b>77,985</b>	<b>84,985</b>	<b>84,985</b>	<b>84,985</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	57,597	0	0	0	93,531	49,889	49,889
707600	Machinery & Equipment	21,633	0	11,564	11,564	50,623	50,623	50,623
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	6,170	6,170	6,170	6,170	6,170
	<b>Total Capital Outlay</b>	<b>79,230</b>	<b>0</b>	<b>17,734</b>	<b>17,734</b>	<b>150,324</b>	<b>106,682</b>	<b>106,682</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,303,452</b>	<b>1,211,552</b>	<b>1,224,607</b>	<b>1,200,207</b>	<b>1,343,952</b>	<b>1,300,310</b>	<b>1,300,310</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parks & Recreation	<b>ORGANIZATION:</b>	044100

**GOAL MISSION STATEMENT**

To provide for a properly maintained system for playground, ball parks, and other recreational facilities available to all citizens for active and passive recreation and meeting at city owned buildings.

**FUNCTION DESCRIPTION**

The Parks & Recreation Department is a service organization that performs maintenance and repair work to support recreational and other competitive activities for the city involving golf courses, soccer fields, ball fields, and rental facilities.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Telephone Calls	11,000	14,000	17,000
Lining of Ball Fields	16,000	19,000	26,000
Cutting Ball Fields	12,000	15,000	18,000
Limb Cutting and Hauling	1,000	2,000	6,000
Maintenance of Building and Fences	2,000	2,000	3,000
Trimming of all Ball Fields	2,400	3,000	6,000
Seeding	1,800	2,400	5,000
Weed Eating	1,400	1,800	3,500

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parks & Recreation	<b>ORGANIZATION:</b>	044100

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	553,190	483,213	513,891	501,426	506,527	506,527	-1.43%
FRINGE BENEFITS	206,413	210,522	218,323	218,323	204,227	204,227	-6.46%
OPERATING/CONTRACTUAL	570,064	716,512	727,405	776,105	889,405	889,405	22.27%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	37,580	31,702	25,090	25,090	45,040	45,040	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>1,367,247</b>	<b>1,441,949</b>	<b>1,484,709</b>	<b>1,520,944</b>	<b>1,645,199</b>	<b>1,645,199</b>	<b>10.81%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490117	Salary-Superintendent Parks & Recreation	1	1	1	1	1	1	0.00%
490330	Salary - Crew Leader Parks Maintenance	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490819	Salary - Equipment Operator I	6	6	6	5	5	5	-16.67%
490819	Salary - Equipment Operator I (Seasonal)	4	4	4	4	4	4	0.00%
490820	Salary - Maintenance Worker	4	4	4	4	4	4	0.00%
490820	Salary - Maintenance Worker (Seasonal)	3	3	3	3	3	3	0.00%
490820	Salary - Maintenance Worker (90 Day)	5	0	0	0	0	0	0.00%
490830	Salary - Building Maintenance Specialist	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>27</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>0.00%</b>

Ninety Day Temporary Employees will work May thru August.  
 Seasonal Employees will work in two cycles, May thru August and March thru April.

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Parks & Recreation	<b>ORGANIZATION:</b>	044100

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	57,792	48,268	45,000	45,000	45,000	45,000	45,000
490117	Salary-Superintendent Parks & Recreation	46,349	46,171	46,171	30,971	46,171	46,171	46,171
490330	Salary - Crew Leader Parks Maintenance	115,503	115,060	115,060	115,060	105,761	105,761	105,761
490618	Salary - Administrative Secretary	25,308	25,211	25,211	25,211	25,211	25,211	25,211
490819	Salary - Equipment Operator I	153,299	136,351	144,003	118,499	118,499	118,499	118,499
490899	Salary - Equipment Operator I (Seasonal)	21,943	41,222	34,736	34,736	34,736	34,736	34,736
490820	Salary - Maintenance Worker	81,743	51,841	81,680	81,680	80,880	80,880	80,880
490830	Salary - Building Maintenance Specialist	0	0	0	28,239	28,239	28,239	28,239
490898	Salary - Maintenance Worker (Seasonal)	51,253	19,089	22,030	22,030	22,030	22,030	22,030
<b>Total Salaries</b>		<b>553,190</b>	<b>483,213</b>	<b>513,891</b>	<b>501,426</b>	<b>506,527</b>	<b>506,527</b>	<b>506,527</b>
<b>Fringe:</b>								
510201	Fringe - Pension	109,728	120,170	125,480	125,480	116,804	116,804	116,804
510202	Fringe - Hospital	84,937	80,550	82,376	82,376	76,511	76,511	76,511
510206	Fringe - Medicare Insurance Tax	5,878	5,354	6,317	6,317	6,762	6,762	6,762
510207	Fringe - Life Insurance	607	286	630	630	630	630	630
510208	Fringe - FICA Tax Retirement	5,263	4,162	3,520	3,520	3,520	3,520	3,520
<b>Total Fringe</b>		<b>206,413</b>	<b>210,522</b>	<b>218,323</b>	<b>218,323</b>	<b>204,227</b>	<b>204,227</b>	<b>204,227</b>
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	3,472	3,018	3,500	3,500	3,500	3,500	3,500
520500	Operating Supplies	18,050	11,301	35,000	30,000	30,000	30,000	30,000
520503	Operating Chemicals	6,569	4,084	4,700	4,700	4,700	4,700	4,700
520514	Small Tools	1,450	794	3,000	3,000	3,000	3,000	3,000
531208	Services - Plumbing	10,485	12,907	9,000	9,000	9,000	9,000	9,000
531301	Vehicle Costs - Gas & Oil	56,059	61,432	57,705	62,705	62,705	62,705	62,705
531304	Vehicle Costs - R & M	47,993	55,158	47,700	47,700	47,700	47,700	47,700
531410	Telephone	5,713	5,200	7,000	6,000	7,000	7,000	7,000
531500	Printing	196	198	500	500	500	500	500
531701	Utilities	72,159	189,763	225,000	215,000	225,000	225,000	225,000
543003	Travel & Training	3,340	3,588	2,500	2,500	2,500	2,500	2,500
605101	Maintenance Bldg & Facilities	8,087	15,545	15,000	15,000	15,000	15,000	15,000
605103	Maintenance Bringham Golf Course	33,635	20,575	50,000	40,000	50,000	50,000	50,000
605105	Maintenance Johnny Downs Park	193,925	241,105	175,000	205,000	205,000	205,000	205,000
605106	Maintenance Equipment	3,670	5,202	5,000	5,000	5,000	5,000	5,000
605108	Maintenance Ball Parks	63,302	55,570	54,000	54,000	54,000	54,000	54,000
605109	Maintenance Natatorium	24,806	15,300	15,300	0	15,300	15,300	15,300
605113	Maintenance Lines & Poles	0	0	1,500	1,500	1,500	1,500	1,500
605124	Bringham Stadium	17,153	15,772	16,000	16,000	16,000	16,000	16,000
646030	Lease Obligations	0	0	0	55,000	132,000	132,000	132,000
<b>Total Operating &amp; Contractual</b>		<b>570,064</b>	<b>716,512</b>	<b>727,405</b>	<b>776,105</b>	<b>889,405</b>	<b>889,405</b>	<b>889,405</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	31,702	5,990	5,990	20,220	0	0
707600	Machinery & Equipment	37,580	0	8,100	8,100	45,040	45,040	45,040
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	11,000	11,000	0	0	0
<b>Total Capital Outlay</b>		<b>37,580</b>	<b>31,702</b>	<b>25,090</b>	<b>25,090</b>	<b>65,260</b>	<b>45,040</b>	<b>45,040</b>
<b>TOTAL DEPARTMENT</b>		<b>1,367,247</b>	<b>1,441,949</b>	<b>1,484,709</b>	<b>1,520,944</b>	<b>1,665,419</b>	<b>1,645,199</b>	<b>1,645,199</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Animal Shelter	<b>ORGANIZATION:</b>	045800

**GOAL MISSION STATEMENT**

To provide the public with prompt service by responding to their daily complaints on animals that are running at large in the city. To provide for the safety and well being of the citizens of Alexandria by removing animals that might endanger them. To remove dead animals from city roadways and others areas according to health standards. To educate the public relations all national animal concerns sponsored by HSUS. To offer animals for adoption through newspaper coverage and TV programs. To euthanize in a safe humane way unwanted and stray animals. To shelter, feed and euthanize all parish and incorporated area animals. To follow up on all adoptions to make sure all animals are sterilized.

**FUNCTION DESCRIPTION**

There are currently 2 Impounding Officers and 2 Kennel Techs capturing between 25 to 35 animals a day. These animals are fed and cared for while being offered for sale to the public. The shelter responds to between 45 to 50 calls per day by setting traps and impounding animals running at large. The shelter staff in cooperation with a veterinarian euthanize approximate 100-200 animals per week. The shelter staff responds to between 5-10 calls per day on animal abuse and cruelty cases. The investigating officers have approximate 5-7 ongoing court cases at any one time. The shelter staff makes 2-3 visits per month to schools and civic organizations to talk about responsibility, pet care and safety issues. Our functions and goals and responsibilities are being tripled by new parish and out-laying incorporated areas utilizing our shelter. We also monitor all lost pets in the city and try and find them and/or return to owners.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Telephone Calls	10,000	10,100	10,500
Animals Returned to Owner	850	900	1,000
Animals Impounded	8,000	9,000	9,500
Animals Adopted	500	600	700
Animals Incinerated	8,000	9,000	9,500
Citations Issued	100	120	120
Animals Euthanized	6,400	7,000	7,500

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Animal Shelter	<b>ORGANIZATION:</b>	045800

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	236,356	243,966	243,379	241,779	243,379	243,379	0.00%
FRINGE BENEFITS	83,278	105,306	101,308	101,308	101,171	101,171	-0.14%
OPERATING/CONTRACTUAL	148,719	143,833	141,078	154,078	147,078	147,078	4.25%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	48,504	0	11,500	11,500	53,000	53,000	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>516,857</b>	<b>493,105</b>	<b>497,265</b>	<b>508,665</b>	<b>544,628</b>	<b>544,628</b>	<b>9.52%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490144	Salary - Kennel Technician	2	2	2	2	2	2	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490855	Salary - Superintendent Animal Control	1	1	1	1	1	1	0.00%
490856	Salary - Animal Control Officer	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Animal Shelter	<b>ORGANIZATION:</b>	045800

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	19,510	22,099	20,000	22,000	20,000	20,000	20,000
490141	Salary - Crew Leader	22,265	28,239	28,239	28,239	28,239	28,239	28,239
490144	Salary - Kennel Technician	40,848	40,841	40,840	40,840	40,840	40,840	40,840
490618	Salary - Administrative Secretary	24,824	23,875	25,211	21,611	25,211	25,211	25,211
490626	Salary - Clerical Specialist	21,026	21,452	21,618	21,618	21,618	21,618	21,618
490855	Salary - Superintendent Animal Control	52,458	52,257	52,259	52,259	52,259	52,259	52,259
490856	Salary - Animal Control Officer	55,425	55,203	55,212	55,212	55,212	55,212	55,212
<b>Total Salaries</b>		236,356	243,966	243,379	241,779	243,379	243,379	243,379
<b>Fringe:</b>								
510201	Fringe - Pension	56,295	70,406	66,807	66,807	63,205	63,205	63,205
510202	Fringe - Hospital	23,339	31,301	30,637	30,637	34,102	34,102	34,102
510206	Fringe - Medicare Insurance Tax	3,330	3,426	3,528	3,528	3,528	3,528	3,528
510207	Fringe - Life Insurance	314	173	336	336	336	336	336
<b>Total Fringe</b>		83,278	105,306	101,308	101,308	101,171	101,171	101,171
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	2,276	3,485	2,280	2,280	2,280	2,280	2,280
520400	Office	970	983	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	25,337	23,800	16,000	26,000	16,000	16,000	16,000
520502	Operating Cleaner	4,614	2,786	2,500	2,500	2,500	2,500	2,500
520504	Operating - Animal Food	7,032	4,986	5,000	4,000	5,000	5,000	5,000
520515	Operating Medical Supplies	1,993	1,921	2,000	2,000	2,000	2,000	2,000
531103	Professional Fees - Veterinarian	32,361	32,349	36,000	34,000	36,000	36,000	36,000
531215	Fees, Licences, & Permits	387	455	500	500	500	500	500
531301	Vehicle Costs - Gas & Oil	13,778	18,001	14,120	18,120	18,120	18,120	18,120
531304	Vehicle Costs - R & M	8,959	6,575	8,500	7,500	7,500	7,500	7,500
531410	Telephone	7,750	7,918	8,500	8,500	8,500	8,500	8,500
531500	Printing	306	273	800	800	800	800	800
531701	Utilities	24,457	22,355	25,000	25,000	25,000	25,000	25,000
543003	Travel & Training	2,957	459	2,000	2,000	2,000	2,000	2,000
605101	Maintenance Bldg & Facilities	9,875	10,534	9,878	12,878	12,878	12,878	12,878
605106	Maintenance Equipment	5,667	6,953	7,000	7,000	7,000	7,000	7,000
<b>Total Operating &amp; Contractual</b>		148,719	143,833	141,078	154,078	147,078	147,078	147,078
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	41,900	0	0	0	69,000	41,000	41,000
707600	Machinery & Equipment	6,604	0	11,500	11,500	10,000	10,000	10,000
707700	Office Furniture & Fixtures	0	0	0	0	2,000	2,000	2,000
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		48,504	0	11,500	11,500	81,000	53,000	53,000
<b>TOTAL DEPARTMENT</b>		516,857	493,105	497,265	508,665	572,628	544,628	544,628

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*City of Alexandria*  
**Annual Operating Budget**

*Planning Division*



## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Administration	<b>ORGANIZATION:</b>	054700

## GOAL MISSION STATEMENT

To provide for the overall planning and coordination of the city's land development, housing, urban design and community development activities. This is accomplished through providing exceptional customer service, prompt and adequate responses to telephone inquires, efficient handling and resolution of zoning disputes and complaints and complete answers to any and all questions related to comprehensive planning, zoning, housing rehabilitation, community development, site plan development, application preparation assistance for zoning and rezoning applications, board of adjustment and appeals applications for variances and special exceptions and zoning compliance.

## FUNCTION DESCRIPTION

The Planing Division is responsible for processing permit applications relating to zoning compliance, signs and other development activities including annexation requests and driveway permits. Staff perform site plan reviews for commercial plan applications and subdivision relating to drainage, landscaping, setback, parking, etc. Planned are routed to other department with input into the process such as the engineering department, utility department, and public work division. This division also supports the Zoning Commission and the Zoning Board of Adjustment and Appeals through agenda development, and other reports. Staff in this division investigated and acted upon as necessary. Complaints regarding zoning are investigated and acted upon as necessary. This division manages and maintains and zoning ordinance (Chapter 28 - Land Development Code) as well as the city maps. This division indirectly oversees staff activities in the Community Development Department. This division also participates in regional planning issues through the Rapides Area Planning Commission.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Zoning Compliance Certificate	600	650	700
Address Assignments	150	250	300
Commercial Plan Review	180	190	190
Subdivision Review	20	20	15
Permits Issued	450	450	350
Zoning Violations Letters	20	15	30
Flood Zone Letters Issued	70	150	200

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Administration	<b>ORGANIZATION:</b>	054700

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	345,743	309,813	346,237	337,737	317,607	317,607	-8.27%
FRINGE BENEFITS	113,513	111,607	138,030	138,030	126,833	126,833	-8.11%
OPERATING/CONTRACTUAL	216,756	170,039	124,800	147,185	126,800	126,800	1.60%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>676,012</b>	<b>591,459</b>	<b>609,067</b>	<b>622,952</b>	<b>571,240</b>	<b>571,240</b>	<b>-6.21%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480105	Salary - Director of Planning	1	1	1	1	1	1	0.00%
480604	Salary - Executive Secretary	1	1	1	0	0	0	0.00%
490159	Salary - Assistant Certified Bldg Official	0	1	1	1	1	1	0.00%
490160	Salary - Planner	1	1	0	0	1	1	0.00%
490161	Salary - Permit Technician	0	0	0	1	1	1	0.00%
490219	Salary - Professional Engineer	1	0	0	0	0	0	0.00%
490229	Salary - Assistant Director Planning	1	1	1	1	0	0	-100.00%
490240	Salary - Zoning Enforcement Analyst	1	1	1	1	1	1	0.00%
490345	Salary - Mechanical Inspector	1	0	0	0	0	0	0.00%
490348	Salary - Building Inspector	1	1	1	0	0	0	0.00%
490626	Salary - Clerical Specialist	1	0	0	0	0	0	0.00%
490903	Salary - Multi Trades Inspector	0	1	1	2	2	2	0.00%
	<b>Total Positions</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Administration	<b>ORGANIZATION:</b>	054700

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	0	18	0	0	0	0	0
480105	Salary - Director of Planning	90,515	90,168	90,168	90,168	90,168	90,168	90,168
480604	Salary - Executive Secretary	33,015	21,538	28,000	3,960	0	0	0
490159	Salary - Assistant Certified Bldg Official	0	17,061	49,963	49,963	59,946	59,946	59,946
490160	Salary - Planner	24,271	18,236	0	0	0	34,110	34,110
490161	Salary - Permit Technician	0	0	0	24,040	23,543	23,543	23,543
490219	Salary - Professional Engineer	0	0	0	0	0	0	0
490229	Salary - Assistant Director Planning	66,676	66,421	66,420	66,420	66,420	0	0
490240	Salary - Zoning Enforcement Analyst	37,265	37,122	37,122	37,122	37,122	37,122	37,122
490337	Salary - Code Enforcement Officer	9,428	0	0	0	0	0	0
490345	Salary - Mechanical Inspector	43,964	17,025	0	0	0	0	0
490348	Salary - Building Inspector	40,609	42,224	40,454	0	0	0	0
490614	Salary - Administrative Assistant	0	0	0	0	0	0	0
490903	Salary - Multi Trades Inspector	0	0	34,110	66,064	72,718	72,718	72,718
<b>Total Salaries</b>		<b>345,743</b>	<b>309,813</b>	<b>346,237</b>	<b>337,737</b>	<b>349,917</b>	<b>317,607</b>	<b>317,607</b>
<b>Fringe:</b>								
510201	Fringe - Pension	67,611	74,720	83,875	83,875	81,811	70,702	70,702
510202	Fringe - Hospital	35,665	27,545	43,971	43,971	41,232	46,362	46,362
510206	Fringe - Medicare Insurance Tax	4,873	4,422	5,090	5,090	5,143	4,675	4,675
510207	Fringe - Life Insurance	259	120	294	294	294	294	294
510208	Fringe - FICA Tax Retirement	286	4,800	0	0	0	0	0
510209	Fringe - Car Allowance	4,819	0	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		<b>113,513</b>	<b>111,607</b>	<b>138,030</b>	<b>138,030</b>	<b>133,280</b>	<b>126,833</b>	<b>126,833</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	61,655	34,422	10,000	11,000	11,000	11,000	11,000
520204	Uniforms	1,184	0	0	0	0	0	0
520400	Office	14,036	9,696	14,000	12,000	14,000	14,000	14,000
520516	Zoning Books & Maps	617	0	1,000	1,000	1,000	1,000	1,000
531110	Professional Fees & Services	119,575	75,918	50,000	56,000	50,000	50,000	50,000
531301	Vehicle Costs - Gas & Oil	1,611	1,333	3,500	3,500	3,500	3,500	3,500
531304	Vehicle Costs R & M	2,561	801	4,000	4,000	4,000	4,000	4,000
531410	Telephone	248	2,608	4,500	5,500	5,500	5,500	5,500
531500	Printing	270	218	1,000	1,000	1,000	1,000	1,000
531900	Advertising	1,098	2,327	1,700	1,700	1,700	1,700	1,700
543002	Dues & Subscriptions	1,652	790	2,200	2,200	2,200	2,200	2,200
543003	Travel & Training	8,628	8,145	2,500	12,500	2,500	2,500	2,500
605106	Maintenance - Equipment	89	0	400	400	400	400	400
646043	Historic Preservation District Commission	3,532	33,781	30,000	36,385	30,000	30,000	30,000
<b>Total Operating &amp; Contractual</b>		<b>216,756</b>	<b>170,039</b>	<b>124,800</b>	<b>147,185</b>	<b>126,800</b>	<b>126,800</b>	<b>126,800</b>
<b>Capital Outlay:</b>								
707101	Acquisitions	0	0	0	0	0	0	0
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>676,012</b>	<b>591,459</b>	<b>609,067</b>	<b>622,952</b>	<b>609,997</b>	<b>571,240</b>	<b>571,240</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	054701

**GOAL MISSION STATEMENT**

To apply for applicable federal grants, including Community Development Block Grant, HOME Investment Partnership Program, Louisiana Emergency Shelter Grant Program and to efficiently administer federal programs and activities related to these funds.

**FUNCTION DESCRIPTION**

The Community Development Department is responsible for preparing grant applications for federal funds, preparing all associated reports, complying with all federal requirements, maintaining records according to federal guidelines, and effectively administering the following programs.

1. Housing Rehabilitation Deferred Loan Program - housing renovation for owner occupied structures with CDBG and HOME funds.
2. HOME Rental Housing Rehabilitation Program - renovation of rental property for low income tenants.
3. Code Enforcement/Demolition Program - to enforce the City's code standards on vacant structures within CDBG target areas.
4. Housing development Program - new construction of single family housing for first time home buyers.
5. Business Facade Improvement Program - facade improvement loans/grants for business located in a designated area.
6. Housing assistance Program - down payment and closing cost assistance for first time home buyers.
7. Monitor HOME activities carried out by the city's Community Housing Development Organization (CHDO).
8. Monitor all sub-recipients to ensure compliance with grant Agreements & HUD regulation including: Boys & Girls Club of Central LA, Boys Scouts of America, Caring People's Free Pharmacy, Inner-City Revitalization Corporation, Cenla Pride, Shepherd Center, Phoenix Point, and Sisterhood Neighborhood Alliance.
9. Economic Development Assistance Program.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Federal Funds Received	1,524,000	1,524,000	1,524,000
Housing Repairs - Owner Occupied	12	12	12
Home buver Training Graduates	60	60	60
Code Enforcement Inspections	150	150	150
Demolition of Vacant Structures	15	15	15
North Alex. Bovs & Girls Club	15	15	15
Free Pharmacy clients assisted	300	300	300

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	054701

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	111,452	106,355	142,348	142,348	112,208	112,208	-21.17%
FRINGE BENEFITS	44,175	50,781	54,527	54,527	54,850	54,850	0.59%
OPERATING/CONTRACTUAL	89,037	26,073	78,620	129,620	155,200	155,200	97.41%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	5,258	0	0	0	2,000	2,000	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>249,922</b>	<b>183,209</b>	<b>275,495</b>	<b>326,495</b>	<b>324,258</b>	<b>324,258</b>	<b>17.70%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
	** Note: Slots For This Department Are Budgeted In Fund 160.							

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	054701

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490116	Salary - Community Develop Administra	20,207	15,537	34,468	34,468	34,468	22,500	22,500
490161	Salary - Permit Technician	0	0	0	14,959	0	14,125	14,125
490210	Salary - Program Manager	16,710	15,339	28,487	28,487	28,487	15,656	15,656
490336	Salary - Housing Manager	25,182	24,257	28,487	0	28,487	0	0
490349	Salary - Housing Inspector	15,510	15,650	14,959	0	14,959	0	0
490618	Salary - Administrative Secretary	13,624	14,097	18,040	18,040	18,040	12,605	12,605
490626	Salary - Clerical Specialist	20,219	21,475	17,907	17,907	17,907	29,680	29,680
490903	Salary - Multi Trades Inspector	0	0	0	28,487	0	17,642	17,642
	<b>Total Salaries</b>	<b>111,452</b>	<b>106,355</b>	<b>142,348</b>	<b>142,348</b>	<b>142,348</b>	<b>112,208</b>	<b>112,208</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	26,486	30,716	37,665	37,665	37,665	32,516	32,516
510202	Fringe - Hospital	16,315	18,756	15,211	15,211	15,211	20,939	20,939
510206	Fringe - Medicare Insurance Tax	1,249	1,244	1,509	1,509	1,509	1,249	1,249
510207	Fringe - Life Insurance	125	65	142	142	142	146	146
	<b>Total Fringe</b>	<b>44,175</b>	<b>50,781</b>	<b>54,527</b>	<b>54,527</b>	<b>54,527</b>	<b>54,850</b>	<b>54,850</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	51,000	0	51,000	51,000
520204	Uniforms	0	0	600	600	600	600	600
520400	Office	6,019	1,382	6,000	6,000	6,000	5,000	5,000
520500	Operating Supplies	1,376	526	1,200	1,200	1,200	500	500
531110	Professional Fees & Services	65,915	10,138	55,000	55,000	55,000	80,000	80,000
531201	Services - Demolition	1,910	0	5,000	5,000	5,000	5,000	5,000
531205	Services- Boarding up	0	0	2,500	2,500	2,500	2,500	2,500
531301	Vehicle Costs - Gas & Oil	1,262	827	920	920	920	100	100
531304	Vehicle Costs - R & M	173	177	800	800	800	800	800
531401	Postage	460	793	800	800	800	1,000	1,000
531410	Telephone	2,114	1,972	800	800	800	1,200	1,200
531500	Printing	0	46	200	200	200	200	200
531800	Rent	3,404	3,550	2,000	2,000	2,000	4,000	4,000
531900	Advertising	0	0	300	300	300	300	300
543000	Miscellaneous	6,404	6,662	2,500	2,500	2,500	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	<b>89,037</b>	<b>26,073</b>	<b>78,620</b>	<b>129,620</b>	<b>78,620</b>	<b>155,200</b>	<b>155,200</b>
	<b>Capital Outlay:</b>							
707160	Subrecipient Grant	0	0	0	0	0	0	0
707600	Machinery & Equipment	3,558	0	0	0	0	2,000	2,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	1,700	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>5,258</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>249,922</b>	<b>183,209</b>	<b>275,495</b>	<b>326,495</b>	<b>275,495</b>	<b>324,258</b>	<b>324,258</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Planning</b>	<b>FUND:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Engineering</b>	<b>ORGANIZATION:</b>	<b>042300</b>

**GOAL MISSION STATEMENT**

The Engineering Department's function is to provide the administration, City Council and Citizens with maps, records, and files concerning widths of rights of ways and easements, municipally owned property, benchmark locations and elevations; street names and locations; drainage facilities; review construction projects; maintain records on parks and recreational facilities and bridges; enter all pertinent information into CAD System; provide usable construction estimates, permits from the Corp of Engineers on all Capital Drainage Projects; participate in planning and/or design a capital improvements and/or projects; work with all other city departments on all other city departments on maintenance and improvements projects concerning existing city facilities, provide plans, specifications, surveying, inspection and processing for various projects including streets, drainage utilities and parks for the City of Alexandria; meet with LDOTD and FHWA officials to discuss funding of Urban System Projects meeting LDOTD and FHWA requirements, coordinating plans between the consultants and LDOTD and FHWA officials; Secure Wet Lands.

**FUNCTION DESCRIPTION**

The Engineering Department handles numerous citizen complaints and questions, daily coordinates various construction activities. Our engineering technicians update the City limits and Zoning maps on an on going basis and update various other maps and records. They also draw plans for various projects, provide assistance for citizens on various matters, provide charts, graphs and maps for administration and council (as required), index and file maps and drawings, update drainage, street numbers and subdivisions maps. The survey crew provides services from construction layout to staking and/or locating right-of-ways and easements, as well as maintaining all city benchmarks. They also secure data for the preparation of Right-of-Way Maps by the Drafting Department for Urban System Projects. The construction inspector maintains constant check on consulting engineers' projects and in house designed projects. The Secretary keeps up with the enormous amount of correspondence, reports, filing and phone calls that flow this office on a daily basis. The engineers must see that the previously mentioned work is assigned and completed, as well as design and supervise city projects; handle citizens' complaints and questions; and assist the administration and council on other matters as required.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Typewritten correspondence	150,000	100,000	125,000
Meetings (in hours)	1,000	750	800
Telephone calls	16,000	16,000	16,200
Construction-in-house	40	20	25
Consultant design with City Review	50	55	75
Citizens Complaints handled by phone	900	900	1,500
Citizens Complaints handled in field	300	200	200
Modifvine City Maps w/Computer hr.	3,500	3,800	3,800

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Engineering	<b>ORGANIZATION:</b>	042300

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	527,528	530,417	540,455	495,955	540,455	540,455	0.00%
FRINGE BENEFITS	167,689	219,555	204,141	204,141	200,619	200,619	-1.73%
OPERATING/CONTRACTUAL	67,680	53,422	63,200	62,200	65,200	65,200	3.16%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	22,073	704	0	0	70,296	70,296	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>784,970</b>	<b>804,098</b>	<b>807,796</b>	<b>762,296</b>	<b>876,570</b>	<b>876,570</b>	<b>8.51%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490107	Salary - Asst City Engineer	2	2	2	2	2	2	0.00%
490110	Salary - City Engineer	1	1	1	1	1	1	0.00%
490162	Salary - Lead Engineering Technician	1	1	1	1	1	1	0.00%
490236	Salary - Land Surveyor	1	1	1	1	1	1	0.00%
490313	Salary - Survey Technician	1	1	1	1	1	1	0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1	1	0.00%
490342	Salary - Construction Inspector	1	1	1	1	1	1	0.00%
490343	Salary - Survey Party Chief	1	1	1	1	1	1	0.00%
490346	Salary - Survey Instrument Operator	1	1	1	1	1	1	0.00%
490614	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490619	Salary - Office Assistant	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Engineering	<b>ORGANIZATION:</b>	042300

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	1,030	3,427	1,800	1,800	1,800	1,800	1,800
490107	Salary - Assistant City Engineer	85,894	128,423	139,847	105,647	139,847	139,847	139,847
490110	Salary - City Engineer	83,245	82,926	82,926	82,926	82,926	82,926	82,926
490162	Salary - Lead Engineering Technician	39,906	39,753	39,752	39,752	39,752	39,752	39,752
490216	Salary - Engineering Supervisor	40,900	0	0	0	0	0	0
490236	Salary - Land Surveyor	49,850	49,659	49,660	49,660	49,660	49,660	49,660
490313	Salary - Survey Technician	26,177	26,380	26,380	26,380	26,380	26,380	26,380
490341	Salary - Engineering Technician III	34,501	34,368	34,369	34,369	34,369	34,369	34,369
490342	Salary - Construction Inspector	42,086	41,925	41,925	41,925	41,925	41,925	41,925
490343	Salary - Survey Party Chief	39,598	39,446	39,446	39,446	39,446	39,446	39,446
490346	Salary - Survey Instrument Operator	30,540	30,423	30,423	30,423	30,423	30,423	30,423
490614	Salary - Administrative Assistant	34,838	34,705	34,705	34,705	34,705	34,705	34,705
490619	Salary - Office Assistant	18,963	18,982	19,222	8,922	19,222	19,222	19,222
<b>Total Salaries</b>		<b>527,528</b>	<b>530,417</b>	<b>540,455</b>	<b>495,955</b>	<b>540,455</b>	<b>540,455</b>	<b>540,455</b>
<b>Fringe:</b>								
510201	Fringe - Pension	116,398	153,237	148,354	148,354	140,357	140,357	140,357
510202	Fringe - Hospital	44,485	59,104	48,032	48,032	52,507	52,507	52,507
510206	Fringe - Medicare Insurance Tax	6,374	6,970	7,264	7,264	7,264	7,264	7,264
510207	Fringe - Life Insurance	432	244	491	491	491	491	491
<b>Total Fringe</b>		<b>167,689</b>	<b>219,555</b>	<b>204,141</b>	<b>204,141</b>	<b>200,619</b>	<b>200,619</b>	<b>200,619</b>
<b>Operating &amp; Contractual</b>								
520105	Contract Labor	3,964	0	0	0	0	0	0
520204	Uniforms	1,748	0	0	0	0	0	0
520400	Office	10,062	5,716	10,500	10,500	10,500	10,500	10,500
520519	Operating - Drafting & Survey	8,937	6,822	7,500	7,500	7,500	7,500	7,500
531101	Fees - Recording	1,776	1,606	3,500	3,500	3,500	3,500	3,500
531110	Professional Fees & Services	5,084	5,053	2,500	2,500	2,500	2,500	2,500
531215	Fees, Licenses, & Permits	20	0	1,200	1,200	1,200	1,200	1,200
531301	Vehicle Costs - Gas & Oil	5,342	6,197	5,000	7,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	1,920	1,665	2,500	2,500	2,500	2,500	2,500
531410	Telephone	3,733	3,907	4,000	4,000	4,000	4,000	4,000
531500	Printing	174	262	1,000	1,000	1,000	1,000	1,000
531802	Rent - Copy Machine	19,114	18,665	18,000	15,000	18,000	18,000	18,000
543002	Dues & Subscriptions	155	549	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	5,555	2,860	5,000	5,000	5,000	5,000	5,000
605106	Maintenance Equipment	96	120	1,500	1,500	1,500	1,500	1,500
<b>Total Operating &amp; Contractual</b>		<b>67,680</b>	<b>53,422</b>	<b>63,200</b>	<b>62,200</b>	<b>65,200</b>	<b>65,200</b>	<b>65,200</b>
<b>Capital Outlay:</b>								
707500	Vehicles	0	0	0	0	26,075	26,075	26,075
707600	Machinery & Equipment	10,747	704	0	0	29,245	29,245	29,245
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	11,326	0	0	0	14,976	14,976	14,976
<b>Total Capital Outlay</b>		<b>22,073</b>	<b>704</b>	<b>0</b>	<b>0</b>	<b>70,296</b>	<b>70,296</b>	<b>70,296</b>
<b>TOTAL DEPARTMENT</b>		<b>784,970</b>	<b>804,098</b>	<b>807,796</b>	<b>762,296</b>	<b>876,570</b>	<b>876,570</b>	<b>876,570</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Urban Forestry	<b>ORGANIZATION:</b>	042400

**GOAL MISSION STATEMENT**

The primary goals of this department are: To develop and implement the Urban Forest Management Program for the City; Provide oversight on all capital projects regarding all horticultural and landscape architectural matters; and Review commercial projects to ensure compliance with applicable city ordinances; manage park, green space, and community center landscape maintenance contracts.

**FUNCTION DESCRIPTION**

Receives and responds to an average of (30) tree work service requests per month. Fifty percent of these requests involve trees located on private property that have low limbs that create various safety problems. In most cases, property owners are notified of the problem and required corrective actions. In case of immediate public safety or if property owners refuse to take corrective actions, the City may have the work done on their behalf. Trees located in the rights of way or other City property are inspected and either trimmed or removed depending upon the nature of the problem. All tree work is done by private contractors. The department also assists residents by providing hazard tree assessments. Provides support services to Electric Distribution's Utility Line Vegetation Management Program in determining if their contractor is following appropriate national standards and Provides assistance explaining pruning methods to residents. Conducts annual Arbor Day Program(s) with local elementary schools. Applies for and manages annual Urban and Community Forestry Grant Projects from the LDAF. Prepares annual Tree City USA Certification applications. Develops and disseminates pertinent educational material.

The Department participates in all capital and in-house projects that have a landscape or arboriculture component as part of their scope. Coordinates capital project landscape design performed by consultants. Provides design plans, specifications, and construction administration services for smaller landscape projects that do not require a consultant. Interacts with numerous consultant and City divisions and departments regarding horticultural and arboricultural matters that arise during the design, construction, and maintenance of City infrastructure.

The Department reviews all commercial building permit application for compliance with the Landscape and Tree Ordinance requirements.

The Departments prepares specifications and bid documents and manages maintenance contracts for various city parks, green-spaces, and community centers. Provides horticultural consultation for sites maintained by other City departments.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Requests for Assistance	500	700	750
Trees Trimmed	500	700	800
Trees Removed	150	350	250
Trees Planted	0	25	50
Oversight on Capital Projects	5	5	5
Landscape Ordinance Compliance Reviews	60	50	75

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Urban Forestry	<b>ORGANIZATION:</b>	042400

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	46,305	46,127	46,127	46,127	46,127	46,127	0.00%
FRINGE BENEFITS	16,015	18,968	17,331	17,331	16,997	16,997	-1.93%
OPERATING/CONTRACTUAL	348,842	237,210	237,195	302,195	263,195	263,195	10.96%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>411,162</b>	<b>302,305</b>	<b>300,653</b>	<b>365,653</b>	<b>326,319</b>	<b>326,319</b>	<b>8.54%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
490106	Salary - Landscape Architect	1	1	1	1	1	1	0.00%
490690	Salary - Student Workers	2	2	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Planning	FUND:	101
DEPARTMENT:	Urban Forestry	ORGANIZATION:	042400

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	0	0	0	0	0	0	0
490106	Salary - Landscape Architect	46,305	46,127	46,127	46,127	46,127	46,127	46,127
490690	Salary - Student Workers	0	0	0	0	0	0	0
	<b>Total Salaries</b>	<b>46,305</b>	<b>46,127</b>	<b>46,127</b>	<b>46,127</b>	<b>46,127</b>	<b>46,127</b>	<b>46,127</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	11,000	13,323	12,662	12,662	11,979	11,979	11,979
510202	Fringe - Hospital	4,314	4,974	3,958	3,958	4,307	4,307	4,307
510206	Fringe - Medicare Insurance Tax	661	649	669	669	669	669	669
510207	Fringe - Life Insurance	40	22	42	42	42	42	42
510208	Fringe - FICA Tax Retirement	0	0	0	0	0	0	0
	<b>Total Fringe</b>	<b>16,015</b>	<b>18,968</b>	<b>17,331</b>	<b>17,331</b>	<b>16,997</b>	<b>16,997</b>	<b>16,997</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520106	Contract Labor - Inmates	0	0	0	0	0	0	0
520204	Uniforms	249	0	0	0	0	0	0
520400	Office	88	405	500	500	500	500	500
520500	Operating	8,359	2,085	2,000	2,000	2,000	2,000	2,000
531115	Tree Trimming/Removal	198,984	99,520	75,000	160,000	100,000	100,000	100,000
531301	Vehicle Costs - Gas & Oil	3,195	3,901	3,530	2,530	3,530	3,530	3,530
531304	Vehicle Costs - R & M	1,467	434	2,050	2,050	2,050	2,050	2,050
531410	Telephone	703	844	575	1,575	1,575	1,575	1,575
531500	Printing	0	44	200	200	200	200	200
543002	Dues & Subscriptions	635	448	140	140	140	140	140
543003	Travel & Training	2,073	1,915	500	500	500	500	500
605106	Maintenance Equipment	0	98	200	200	200	200	200
605110	Maintenance Grounds & ROW	133,089	127,516	152,500	132,500	152,500	152,500	152,500
	<b>Total Operating &amp; Contractual</b>	<b>348,842</b>	<b>237,210</b>	<b>237,195</b>	<b>302,195</b>	<b>263,195</b>	<b>263,195</b>	<b>263,195</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>411,162</b>	<b>302,305</b>	<b>300,653</b>	<b>365,653</b>	<b>326,319</b>	<b>326,319</b>	<b>326,319</b>

*City of Alexandria*  
**Annual Operating Budget**

*Public Safety Division*



## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police	<b>ORGANIZATION:</b>	065000

## GOAL MISSION STATEMENT

To protect and serve the citizens of Alexandria while still exercising police powers over all property owned or controlled by the city of Alexandria. With the intent to foster a better quality of life for all under our jurisdiction.

## FUNCTION DESCRIPTION

The Alexandria Police Department currently provides 24 hours, 7 days a week patrol service within the city limits of Alexandria. Additionally, the department investigates criminal activities, utilizes arrest powers, maintain records, attack the infiltration of illegal narcotic activities and provides a regional training academy. Moreover, the Police Department is committed to Community Policing efforts which are enhanced by the Boat Patrol, K-9 Unit, Motorcycle and Street Level Drug Interdiction Team.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Accidents	4,680	5,104	5,614
Calls for Service	69,089	70,082	71,539
Public Service	18,957	19,346	19,703

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police	<b>ORGANIZATION:</b>	065000

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	11,033,540	10,365,859	10,119,953	10,169,188	10,128,884	10,128,884	0.09%
FRINGE BENEFITS	2,496,409	3,696,819	4,287,373	4,088,605	4,643,425	4,643,425	8.30%
OPERATING/CONTRACTUAL	2,076,616	2,061,582	1,958,371	2,126,042	2,113,371	2,113,371	7.91%
OTHER	413,976	411,806	408,960	408,960	410,090	410,090	0.28%
CAPITAL OUTLAY	963,820	593,101	347,686	606,941	551,457	551,457	58.61%
<b>TOTAL APPROPRIATIONS</b>	<b>16,984,361</b>	<b>17,129,167</b>	<b>17,122,343</b>	<b>17,399,736</b>	<b>17,847,227</b>	<b>17,847,227</b>	<b>4.23%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
440126	Salary - Police Chief	1	1	1	1	1	1	0.00%
440127	Salary - Assistant Chief	1	1	1	1	1	1	0.00%
440217	Salary - Captain	6	4	4	4	4	4	0.00%
440218	Salary - Lieutenant	11	10	10	10	10	10	0.00%
440358	Salary - Sergeant	36	36	32	32	32	32	0.00%
440359	Salary - Communications Officers	17	16	16	16	16	16	0.00%
440404	Salary - Corporal	79	78	78	78	84	84	7.69%
440405	Salary - Police Officer	32	30	30	30	28	28	-6.67%
440407	Salary - Jailers	2	2	2	2	2	2	0.00%
440408	Salary - School Patrol	20	15	15	15	15	15	0.00%
440412	Salary - Reserve Police Officer	0	0	0	20	20	20	0.00%
440616	Salary - Record Clerk	14	14	14	14	14	14	0.00%
440618	Salary - Secretary (Chief)	1	1	1	1	1	1	0.00%
490339	Salary - Accounting Technician	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>221</b>	<b>209</b>	<b>205</b>	<b>225</b>	<b>229</b>	<b>229</b>	<b>11.71%</b>
<p>Note: In this and future years, the number of positions in Officer and Corporal will float between the two ranks as an Officer will automatically attain the rank of Corporal upon completion of 12 years of service.</p>								

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police	<b>ORGANIZATION:</b>	065000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
440126	Salary - Police Chief	67,727	60,481	85,000	85,000	100,000	100,000	100,000
440127	Salary - Assistant Chief	84,309	83,986	83,986	83,986	83,986	83,986	83,986
440217	Salary - Captain	456,297	382,221	307,777	307,777	307,777	307,777	307,777
440218	Salary - Lieutenant	784,355	708,071	703,680	703,680	702,138	702,138	702,138
440358	Salary - Sergeant	2,163,194	2,079,392	1,898,330	1,891,830	1,859,570	1,859,570	1,859,570
440359	Salary - Communications Officers	628,419	603,713	602,551	596,051	585,037	585,037	585,037
440404	Salary - Corporal	3,142,054	3,328,400	3,324,636	3,324,636	3,443,337	3,443,337	3,443,337
440405	Salary - Police Officer	1,255,289	810,161	939,895	828,895	759,191	883,191	883,191
440407	Salary - Jailers	74,482	72,323	74,197	74,197	74,197	74,197	74,197
440408	Salary - School Patrol	62,242	44,044	59,813	59,813	59,813	59,813	59,813
440412	Salary - Reserve Police Officer	0	0	0	16,000	20,000	20,000	20,000
440616	Salary - Record Clerk	477,204	440,704	475,376	453,276	445,126	445,126	445,126
440618	Salary - Secretary (Chief)	41,605	40,947	40,947	40,947	40,947	40,947	40,947
490339	Salary - Accounting Technician	42,087	41,905	41,925	41,925	41,925	41,925	41,925
450001	Overtime	1,048,890	901,303	791,840	898,175	791,840	791,840	791,840
450002	Stand by Pay	21,092	22,013	32,000	32,000	32,000	32,000	32,000
450003	Accumulated Leave Pay	253,877	346,285	209,000	360,000	209,000	209,000	209,000
450004	Court Pay	45,224	64,374	33,000	33,000	33,000	33,000	33,000
450005	Holiday Pay	253,411	216,140	332,000	254,000	332,000	332,000	332,000
450006	Differential Pay	15,703	23,254	11,000	11,000	11,000	11,000	11,000
450008	Premium Pay	96,629	83,541	40,000	40,000	40,000	40,000	40,000
450010	City Supplemental Pay	19,450	12,601	33,000	33,000	33,000	33,000	33,000
	<b>Total Salaries</b>	<b>11,033,540</b>	<b>10,365,859</b>	<b>10,119,953</b>	<b>10,169,188</b>	<b>10,004,884</b>	<b>10,128,884</b>	<b>10,128,884</b>
<b>Fringe:</b>								
510201	Fringe - Pension	1,125,657	2,191,355	2,979,968	2,779,968	3,159,822	3,204,594	3,204,594
510202	Fringe - Hospital	1,202,174	1,349,092	1,137,919	1,137,919	1,225,920	1,263,668	1,263,668
510204	Fringe - Clothing Allowance	31,500	31,000	30,000	30,000	30,000	30,000	30,000
510206	Fringe - Medicare Insurance Tax	121,860	115,611	127,798	129,030	129,919	132,067	132,067
510207	Fringe - Life Insurance	8,064	4,060	7,980	7,980	7,980	8,148	8,148
510208	Fringe - FICA Tax Retirement	7,154	5,701	3,708	3,708	4,948	4,948	4,948
	<b>Total Fringe</b>	<b>2,496,409</b>	<b>3,696,819</b>	<b>4,287,373</b>	<b>4,088,605</b>	<b>4,558,589</b>	<b>4,643,425</b>	<b>4,643,425</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	0	0	0	20,000	0	0	0
520204	Uniforms	71,497	40,458	40,000	57,787	40,000	40,000	40,000
520400	Office	39,797	35,426	40,000	40,000	40,000	40,000	40,000
520500	Operating Supplies	87,711	112,434	125,545	132,995	125,545	235,545	235,545
520501	Operating - Janitorial	9,993	9,453	10,000	10,000	10,000	10,000	10,000
520504	Operating - Animal Food	4,635	5,911	6,000	6,000	6,000	6,000	6,000
520517	Operating - Crime Scene	19,935	16,755	20,000	20,000	20,000	20,000	20,000
520525	Operating - Informants	9,906	9,122	15,200	15,200	15,200	15,200	15,200
520526	Operating - Narcotics Confiscation	20,249	12,629	35,000	35,000	35,000	35,000	35,000
520557	Operating - Academy	86,578	69,924	70,000	72,000	70,000	70,000	70,000
531110	Professional Fees & Services	7,432	5,388	0	0	0	0	0
531103	Professional Fees - Veterinarian	4,225	4,103	4,000	4,000	4,000	4,000	4,000
531105	Rapides Parish Coroner	113,069	101,602	116,000	116,000	116,000	116,000	116,000
531260	Other Court Pay	100	0	500	500	500	500	500
531261	Services - Prisoner Detention	467,882	485,308	500,000	495,000	500,000	500,000	500,000
531301	Vehicle Costs - Gas & Oil	335,871	374,212	339,350	379,350	379,350	379,350	379,350
531304	Vehicle Costs - R & M	152,298	157,677	147,000	142,000	147,000	147,000	147,000
531410	Telephone	112,653	113,629	110,000	140,000	110,000	110,000	110,000
531500	Printing	1,404	1,516	3,500	3,500	3,500	3,500	3,500
531701	Utilities	137,616	129,814	154,000	144,000	154,000	154,000	154,000

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police	<b>ORGANIZATION:</b>	065000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual(Cont)</b>							
531800	Rent	39,462	36,452	39,680	39,680	39,680	39,680	39,680
543002	Dues & Subscriptions	14,900	14,900	12,000	12,000	12,000	12,000	12,000
543003	Travel & Training	56,859	48,291	40,000	41,200	40,000	40,000	40,000
543032	Community Policing Program	22,772	18,965	20,000	20,000	20,000	20,000	20,000
543033	Weed & Seed Program - Weed	1,478	9,695	0	11,199	0	0	0
543034	Weed & Seed Program - Seed	69,760	84,744	0	53,035	0	0	0
543035	Crisis Intervention Team	83,979	49,081	0	0	0	0	0
605101	Maintenance Bldg & Facilities	19,967	24,252	19,707	24,707	19,707	19,707	19,707
605106	Maintenance Equipment	84,588	89,841	90,889	90,889	95,889	95,889	95,889
	<b>Total Operating &amp; Contractual</b>	<b>2,076,616</b>	<b>2,061,582</b>	<b>1,958,371</b>	<b>2,126,042</b>	<b>2,003,371</b>	<b>2,113,371</b>	<b>2,113,371</b>
	<b>Other:</b>							
646051	Pension Merger Payment	413,976	411,806	408,960	408,960	410,090	410,090	410,090
	<b>Total Other</b>	<b>413,976</b>	<b>411,806</b>	<b>408,960</b>	<b>408,960</b>	<b>410,090</b>	<b>410,090</b>	<b>410,090</b>
	<b>Capital Outlay:</b>							
707405	Buiding Improvements	0	0	0	0	12,000	12,000	12,000
707500	Vehicles	553,034	5,620	171,594	411,594	778,899	255,199	255,199
707600	Machinery & Equipment	324,842	517,481	158,460	177,715	446,205	274,258	274,258
707700	Furniture & Fixtures	0	0	7,632	7,632	0	0	0
707702	Computer Software	60,944	70,000	10,000	10,000	10,000	10,000	10,000
707900	Animals	25,000	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>963,820</b>	<b>593,101</b>	<b>347,686</b>	<b>606,941</b>	<b>1,247,104</b>	<b>551,457</b>	<b>551,457</b>
	<b>TOTAL DEPARTMENT</b>	<b>16,984,361</b>	<b>17,129,167</b>	<b>17,122,343</b>	<b>17,399,736</b>	<b>18,224,038</b>	<b>17,847,227</b>	<b>17,847,227</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police/Fire Civil Service	<b>ORGANIZATION:</b>	065005

**GOAL MISSION STATEMENT**

To represent the public interest in matters of personnel administration, advise and assist the governing body, Mayor, Chief of both departments, with reference to the maintenance and improvements of personnel standard and administration of services, investigations of compliance with civil service laws and rules, hear and pass upon matters which are brought before it, make, alter, amend, and promulgate rules necessary to carry out effectively the provisions of law and rules, adopt and maintain a classification plan, and pass upon matters brought before it by the Mayor, Chief of Fire or Police, the State Examiner, or the Fire and Police Civil Service Board brings before it.

**FUNCTION DESCRIPTION**

- The Alexandria Municipal Fire and Police Civil Service Board:
1. Establishes and maintains employment lists for the classified services.
  2. Provides testing, notification and certification of tests for entrance and promotional applicants.
  3. Certifies to the appointing authority the names of eligible persons for employment and promotion.
  4. Adopts rules governing leaves of absence, established classes with the classified services.
  5. Conducts hearings and investigations into matters of corrective and disciplinary action or violations of civil service laws.
  6. Maintains files on all applicants, current classified employees, all former employees.
  7. Maintains files on all hearings and investigations.
  8. Maintains accurate seniority lists for the classified services.
  9. Maintains updated classification plans, laws and rules governing classified services and provides copies to Chief and Fire and Police, appointing authority and State Examiner's office.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Applications/Exams	2,000/20	2,000/20	2,000/20
Appeals	30	30	30
Rules Changes	35	35	35
Classification Changes	10	10	10
Investigations	25	25	25

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police & Fire Civil Service	<b>ORGANIZATION:</b>	065005

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	13,240	15,568	37,550	32,550	37,550	37,550	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	902	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>13,240</b>	<b>16,470</b>	<b>37,550</b>	<b>32,550</b>	<b>37,550</b>	<b>37,550</b>	<b>0.00%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Police & Fire Civil Service	<b>ORGANIZATION:</b>	065005

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	6,000	6,000	10,000	10,000	10,000	10,000	10,000
520400	Office	238	145	1,750	1,750	1,750	1,750	1,750
531110	Professional Fees And Services	5,992	8,168	20,000	15,000	20,000	20,000	20,000
531500	Printing	68	76	800	800	800	800	800
531900	Advertising	942	948	2,500	2,500	2,500	2,500	2,500
605106	Maintenance Equipment	0	231	2,500	2,500	2,500	2,500	2,500
	<b>Total Operating &amp; Contractual</b>	<b>13,240</b>	<b>15,568</b>	<b>37,550</b>	<b>32,550</b>	<b>37,550</b>	<b>37,550</b>	<b>37,550</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	902	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>902</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>13,240</b>	<b>16,470</b>	<b>37,550</b>	<b>32,550</b>	<b>37,550</b>	<b>37,550</b>	<b>37,550</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Fire	<b>ORGANIZATION:</b>	076000

GOAL MISSION STATEMENT

To save lives and prevent injury; to protect property from fire and explosion; to assist the citizens and visitors in various emergency situations. To maintain fire codes, to abate hazards, to maintain equipment and personnel and to provide extinguishment of fire or other emergency situations. To provide to the citizens and visitors of Alexandria, emergency medical assistance.

FUNCTION DESCRIPTION

Fire protection for the City of Alexandria consists of six (6) engine companies, two (2) district cars, one (1) ladder company, one (1) elevating aerial platform company. The department also has a Fire Prevention Office (investigation, inspection, and education), a fire alarm and dispatch, maintenance and an administration division. The department operates three (3) fire suppression shifts, 24 hours continuously along with Fire Alarm receiving and dispatching. Fire Administration, Fire Prevention, and Maintenance division operates 7:30 A.M. - 4:30 P.M.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Average response time (minutes)	3.00	3.00	3.00
Average Fire control time (minutes)	10.00	10.00	10.00
Public Assistance and Rescue	550	550	550
House, Business, Auto Fires	300	300	300
False Alarms	250	250	250
Emergency Medical Assistance	3,700	3,700	3,700
Total Alarms	4,800	4,800	4,800

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Fire	<b>ORGANIZATION:</b>	076000

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	6,526,521	6,255,750	6,338,864	6,392,364	6,349,169	6,349,169	0.16%
FRINGE BENEFITS	1,831,636	2,392,826	2,681,976	2,581,976	2,724,647	2,724,647	1.59%
OPERATING/CONTRACTUAL	534,871	469,245	498,850	543,950	538,850	538,850	8.02%
OTHER	1,436,925	1,438,112	1,437,000	1,437,000	1,438,444	1,438,444	0.10%
CAPITAL OUTLAY	64,644	5,963	122,340	122,340	193,605	193,605	58.25%
<b>TOTAL APPROPRIATIONS</b>	<b>10,394,597</b>	<b>10,561,896</b>	<b>11,079,030</b>	<b>11,077,630</b>	<b>11,244,715</b>	<b>11,244,715</b>	<b>1.50%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
440121	Salary - Fire Chief	1	1	1	1	1	1	0.00%
440122	Salary - 1st Assistant Chief	3	3	3	3	3	3	0.00%
440123	Salary - 2nd Assistant Chief	7	7	7	7	7	7	0.00%
440124	Salary - Chief of Fire Prevention	1	1	1	1	1	1	0.00%
440128	Salary - Chief of Communications	1	1	1	1	1	1	0.00%
440216	Salary - Captain	27	27	27	27	27	27	0.00%
440357	Salary - Communications Officer	7	7	7	7	7	7	0.00%
440360	Salary - Fire Training Officer	1	1	1	1	1	1	0.00%
440361	Salary - Fire Prevention Officer	3	3	3	3	3	3	0.00%
440362	Salary - Director of EMS	1	1	1	1	1	1	0.00%
440401	Salary - Fire Equipment Operator	33	33	33	33	33	33	0.00%
440402	Salary - Firefighter 1st Class	40	40	39	39	39	39	0.00%
440614	Salary - Chief's Secretary	1	1	1	1	1	1	0.00%
440616	Salary - Records Clerk	2	2	2	2	2	2	0.00%
440745	Salary - Mechanic	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>129</b>	<b>129</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>128</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Fire	<b>ORGANIZATION:</b>	076000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
440121	Salary - Fire Chief	88,416	88,077	88,077	88,077	88,077	88,077	88,077
440122	Salary - 1st Assistant Chief	250,649	209,664	244,612	229,612	232,743	232,743	232,743
440123	Salary - 2nd Assistant Chief	514,932	507,405	506,510	505,310	506,510	506,510	506,510
440124	Salary - Chief of Fire Prevention	62,805	63,935	65,334	65,334	65,334	65,334	65,334
440128	Salary - Chief of Communications	71,609	74,473	74,473	74,473	74,473	74,473	74,473
440216	Salary - Captain	1,490,556	1,483,008	1,489,946	1,484,146	1,495,534	1,495,534	1,495,534
440357	Salary - Communications Officer	284,706	255,162	289,711	268,211	288,357	288,357	288,357
440360	Salary - Fire Training Officer	27,233	59,500	60,690	60,690	59,500	59,500	59,500
440361	Salary - Fire Prevention Officer	122,547	127,973	130,887	130,887	132,728	132,728	132,728
440362	Salary - Director of EMS	59,136	16,014	58,909	56,809	56,100	56,100	56,100
440401	Salary - Fire Equipment Operator	1,366,439	1,389,478	1,416,114	1,406,114	1,419,146	1,419,146	1,419,146
440402	Salary - Firefighter 1st Class	1,047,738	1,068,755	1,068,234	1,048,334	1,069,314	1,069,314	1,069,314
440614	Salary - Chief's Secretary	50,088	52,091	52,091	52,091	52,091	52,091	52,091
440616	Salary - Records Clerk	56,691	55,578	56,700	56,700	57,955	57,955	57,955
440745	Salary - Mechanic	47,600	48,486	49,576	49,576	50,567	50,567	50,567
450001	Overtime	631,651	372,705	300,000	426,000	306,000	306,000	306,000
450003	Accumulated Leave Pay	35,984	75,217	24,000	70,000	24,480	24,480	24,480
450005	Holiday	307,741	278,229	363,000	320,000	370,260	370,260	370,260
450010	City Funded Supplemental Pay	10,000	30,000	0	0	0	0	0
<b>Total Salaries</b>		<b>6,526,521</b>	<b>6,255,750</b>	<b>6,338,864</b>	<b>6,392,364</b>	<b>6,349,169</b>	<b>6,349,169</b>	<b>6,349,169</b>
<b>Fringe:</b>								
510201	Fringe - Pension	882,896	1,314,307	1,735,571	1,635,571	1,828,471	1,828,471	1,828,471
510202	Fringe - Hospital	874,220	1,007,716	865,769	865,769	814,088	814,088	814,088
510206	Fringe - Medicare Insurance Tax	69,402	68,098	75,260	75,260	76,712	76,712	76,712
510207	Fringe - Life Insurance	5,118	2,705	5,376	5,376	5,376	5,376	5,376
<b>Total Fringe</b>		<b>1,831,636</b>	<b>2,392,826</b>	<b>2,681,976</b>	<b>2,581,976</b>	<b>2,724,647</b>	<b>2,724,647</b>	<b>2,724,647</b>
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	73,875	64,621	65,000	65,000	65,000	65,000	65,000
520205	Protective Clothing	16,940	17,235	18,000	18,000	18,000	18,000	18,000
520215	Operating Laundry	6,934	4,996	7,000	6,000	7,000	7,000	7,000
520400	Office	6,865	1,743	8,400	8,400	8,400	8,400	8,400
520500	Operating Supplies	54,809	44,988	30,000	45,000	30,000	30,000	30,000
520501	Operating - Janitorial	5,967	6,215	6,000	6,000	6,000	6,000	6,000
520503	Operating - Chemicals	500	0	500	500	500	500	500
520511	Operating - Photography	0	0	1,000	1,000	1,000	1,000	1,000
520514	Small Tools	1,892	2,191	2,250	2,250	2,250	2,250	2,250
520515	Operating Medical Supplies	11,561	5,323	13,000	14,100	13,000	13,000	13,000
520518	Operating - Training Materials	15,000	8,922	13,000	13,000	13,000	13,000	13,000
531107	Professional Fees - City Physician	12,820	711	12,000	12,000	12,000	12,000	12,000
531213	Services - Personnel Processing	3,588	2,955	4,200	4,200	4,200	4,200	4,200
531301	Vehicle Costs - Gas & Oil	62,981	68,204	65,550	75,550	75,550	75,550	75,550
531304	Vehicle Costs - R & M	73,715	63,610	75,000	65,000	75,000	75,000	75,000
531410	Telephone	61,990	69,384	61,900	91,900	91,900	91,900	91,900
531500	Printing	512	340	1,350	1,350	1,350	1,350	1,350
531701	Utilities	42,247	38,108	46,000	46,000	46,000	46,000	46,000
531800	Rent	2,970	3,858	3,100	3,100	3,100	3,100	3,100
543002	Dues & Subscriptions	3,773	2,223	5,000	5,000	5,000	5,000	5,000
543003	Travel & Training	33,759	29,858	17,500	17,500	17,500	17,500	17,500
605101	Maintenance Bldg & Facilities	17,269	19,870	24,500	22,500	24,500	24,500	24,500
605106	Maintenance Equipment	23,507	12,390	17,100	19,100	17,100	17,100	17,100
605126	Hazardous Material Cleanup	1,397	1,500	1,500	1,500	1,500	1,500	1,500
<b>Total Operating &amp; Contractual</b>		<b>534,871</b>	<b>469,245</b>	<b>498,850</b>	<b>543,950</b>	<b>538,850</b>	<b>538,850</b>	<b>538,850</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Safety	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Fire	<b>ORGANIZATION:</b>	076000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
646051	<b>Other:</b>							
	Pension Merger Payment	1,436,925	1,438,112	1,437,000	1,437,000	1,438,444	1,438,444	1,438,444
	<b>Total Other</b>	1,436,925	1,438,112	1,437,000	1,437,000	1,438,444	1,438,444	1,438,444
	<b>Capital Outlay:</b>							
707002	Turnout Gear	30,296	0	32,000	32,000	41,685	41,685	41,685
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	149,000	58,000	58,000
707600	Machinery & Equipment	31,956	0	90,340	90,340	90,020	90,020	90,020
707700	Office Furniture & Fixtures	0	0	0	0	3,900	3,900	3,900
707702	Computer Software	2,392	5,963	0	0	0	0	0
	<b>Total Capital Outlay</b>	64,644	5,963	122,340	122,340	284,605	193,605	193,605
	<b>Total Department</b>	10,394,597	10,561,896	11,079,030	11,077,630	11,335,715	11,244,715	11,244,715

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*City of Alexandria*  
**Annual Operating Budget**

*Human Resources*



2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Civil Service	<b>ORGANIZATION:</b>	086700

GOAL MISSION STATEMENT

The continuing goal of this department is to meet the needs of the citizens of Alexandria by obtaining employees capable of providing high-quality service. This will be accomplished by selecting applicants for the City of Alexandria's classified service on the basis of their ability to do the job without discrimination as to race, sex, age, religion, marital status, or national origin. We will retain quality employees by providing good working conditions at competitive wages, provide opportunities for advancement by filling vacancies through promotions from within when qualified employees are available, and ensure on-the-job training for those employees interested in advancement opportunities. We will serve as advisors to the Civil Service Commission, the City Council, the administration and city employees in matters relating to personnel and civil service issues, we will continuously work to formulate and update policies and procedures, as well as civil service rules, to provide a safe and pleasant working environment for all concerned. There will be an "open door" policy to provide reasonable opportunity for employees to be heard on matters pertaining to their employment with the City.

FUNCTION DESCRIPTION

Administers a system of recruitment for classified positions in the City of Alexandria, including securing and screening applications, conducting interviews and rating applicants based on qualifications. Counsel employees on various personnel and civil service issues. Advise the Civil Service Commission, Mayor, City Council, City employees, and the general public on matters regarding civil service and personnel issues. Serves as the administrative arm of the Alexandria Civil Service Commission. Directs and participates in preparing, conducting, and administering comprehensive programs for position classification, examinations and pay plan administration, as well as develops and recommends administrative service policies and procedures, outside of civil service rules and regulations in accordance with local, state, and federal laws.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Terminations Processed	300	200	180
Employment Applications Received	2,780	1,700	2,000
Communications w/ consultant on pay and classification plans	156	189	190
Counsel applicants/employees on recruitment/advancement opportunities	650	1,560	2,000
Employment Test Administered	1,200	850	1,000
Civil Service/Personnel Questions, Grievances, Investigations and Issues	15,500	3,900	5,200
Responses to Salary Surveys	140	100	200
Qualifying applicants through background and driver's license checks	1,000	1,360	1,600

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Civil Service	<b>ORGANIZATION:</b>	086700

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	165,469	170,236	174,343	156,043	174,343	174,343	0.00%
FRINGE BENEFITS	57,007	57,500	71,416	71,416	71,155	71,155	-0.37%
OPERATING/CONTRACTUAL	72,583	48,283	55,700	76,700	61,700	61,700	10.77%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	3,139	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>298,198</b>	<b>276,019</b>	<b>301,459</b>	<b>304,159</b>	<b>307,198</b>	<b>307,198</b>	<b>1.90%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490122	Salary - Director of Civil Service	1	1	1	1	1	1	0.00%
490172	Salary - Compensation Analyst	1	1	1	1	1	1	0.00%
490173	Salary - Examination Analyst	1	1	1	1	1	1	0.00%
490233	Salary - Assistant Director Civil Service	1	0	0	0	0	0	0.00%
490354	Salary - Personnel Analyst	0	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Civil Service	<b>ORGANIZATION:</b>	086700

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	743	140	0	0	0	0	0
490122	Salary - Director of Civil Service	68,752	68,489	68,489	68,489	68,489	68,489	68,489
490172	Salary - Compensation Analyst	22,185	36,459	36,459	36,459	36,459	36,459	36,459
490173	Salary - Examination Analyst	19,145	26,057	35,285	35,285	35,285	35,285	35,285
490233	Salary - Assistant Director Civil Service	54,644	39,091	0	0	0	0	0
490354	Salary - Personnel Analyst	0	0	34,110	15,810	34,110	34,110	34,110
<b>Total Salaries</b>		<b>165,469</b>	<b>170,236</b>	<b>174,343</b>	<b>156,043</b>	<b>174,343</b>	<b>174,343</b>	<b>174,343</b>
<b>Fringe:</b>								
510201	Fringe - Pension	36,771	41,667	47,857	47,857	45,277	45,277	45,277
510202	Fringe - Hospital	18,592	13,951	20,862	20,862	23,181	23,181	23,181
510206	Fringe - Medicare Insurance Tax	1,541	1,824	2,529	2,529	2,529	2,529	2,529
510207	Fringe - Life Insurance	103	58	168	168	168	168	168
<b>Total Fringe</b>		<b>57,007</b>	<b>57,500</b>	<b>71,416</b>	<b>71,416</b>	<b>71,155</b>	<b>71,155</b>	<b>71,155</b>
<b>Operating &amp; Contractual:</b>								
520400	Office	2,190	3,449	2,500	2,500	2,500	2,500	2,500
531110	Professional Fees & Services	44,080	9,013	15,000	30,000	15,000	15,000	15,000
531410	Telephone	1,475	1,339	1,000	1,000	1,000	1,000	1,000
531500	Printing	408	275	1,500	1,500	1,500	1,500	1,500
531900	Advertising	17,351	24,452	16,000	22,000	22,000	22,000	22,000
543000	Misc - Civil Service Cost	3,249	2,563	9,000	9,000	9,000	9,000	9,000
543002	Dues & Subscriptions	2,677	2,031	7,700	7,700	7,700	7,700	7,700
543003	Travel & Training	0	1,267	1,500	1,500	1,500	1,500	1,500
605106	Maintenance of Equipment	1,153	3,894	1,500	1,500	1,500	1,500	1,500
<b>Total Operating &amp; Contractual</b>		<b>72,583</b>	<b>48,283</b>	<b>55,700</b>	<b>76,700</b>	<b>61,700</b>	<b>61,700</b>	<b>61,700</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	2,050	0	0	0	0	0	0
707700	Office Furniture & Fixtures	1,089	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>3,139</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>298,198</b>	<b>276,019</b>	<b>301,459</b>	<b>304,159</b>	<b>307,198</b>	<b>307,198</b>	<b>307,198</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Human Resources	<b>ORGANIZATION:</b>	086701

GOAL MISSION STATEMENT

Our mission is to provide a capable, knowledgeable workforce, and to reduce where possible, personnel situations that could have a significant negative impact on its ability to be productive.

Human Resources goal is to assure that there are adequate personnel resources to operate the city's functions in its effort to provide quality service to the citizens.

FUNCTION DESCRIPTION

In order to achieve our goal and fulfill our mission, we will review all personnel policies and consider adjustments where necessary, constantly review and update the training needs of our workforce, and where possible, provide opportunities for in-house skill enhancements. We will establish clear guidelines for performance evaluation for all employees.

We will continue to analyze the hiring process and identify new procedures that will reduce the lag time between vacancy being created and it being filled with a qualified replacement.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
New Hires Processed	360	75	100
Status Changes Processed	700	430	430
Termination's Processed	300	19	25
Employment Applications Recorded	2,780	2,000	2,000
Employment Interviews Conducted	425	225	275
Insurance Changes Processed	18,150	15,000	15,000
Worker's Compensations Checks Rec	145	100	100
Tuition Reimbursements Processed	15	5	5
Employment Verifications Processed	500	300	300
Grievances & Issues	61,000	45,000	45,000
Personnel Policy Changes	0	3	3

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Human Resources	<b>ORGANIZATION:</b>	086701

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	275,376	258,573	218,848	231,340	246,848	260,552	19.06%
FRINGE BENEFITS	85,529	95,599	73,564	81,558	76,413	83,386	13.35%
OPERATING/CONTRACTUAL	151,161	110,286	125,655	123,655	129,655	129,655	3.18%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	749	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>512,815</b>	<b>464,458</b>	<b>418,067</b>	<b>436,553</b>	<b>452,916</b>	<b>473,593</b>	<b>8.34%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480114	Salary - Director of Human Resources	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	0	1	1	1	0.00%
490354	Salary - Personnel Analyst	4	4	4	4	4	4	200.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Human Resources	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Human Resources	<b>ORGANIZATION:</b>	086701

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	113	0	0	0	0	0	0
480114	Salary - Director of Human Resources	66,350	66,096	66,096	66,096	66,096	66,096	79,800
480604	Salary - Administrative Assistant	55,747	48,112	0	23,692	28,000	28,000	28,000
490354	Salary - Personnel Analyst	151,897	144,365	152,752	141,552	152,752	152,752	152,752
490379	Salary - Personnel Technician	1,269	0	0	0	0	0	0
<b>Total Salaries</b>		<b>275,376</b>	<b>258,573</b>	<b>218,848</b>	<b>231,340</b>	<b>246,848</b>	<b>246,848</b>	<b>260,552</b>
<b>Fringe:</b>								
510201	Fringe - Pension	58,079	66,900	53,826	58,091	58,838	58,838	61,305
510202	Fringe - Hospital	23,362	24,957	16,368	19,717	13,744	13,744	18,051
510206	Fringe - Medicare Insurance Tax	3,844	3,614	3,173	3,517	3,579	3,579	3,778
510207	Fringe - Life Insurance	244	128	197	233	252	252	252
<b>Total Fringe</b>		<b>85,529</b>	<b>95,599</b>	<b>73,564</b>	<b>81,558</b>	<b>76,413</b>	<b>76,413</b>	<b>83,386</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	1,708	0	0	0	0	0	0
520204	Uniforms	0	0	500	500	500	500	500
520400	Office	15,290	13,199	6,000	6,000	6,000	6,000	6,000
531107	Professional Fees - City Physician	8,919	8,118	12,500	11,500	12,500	12,500	12,500
531110	Professional Fees	48,821	15,444	25,155	20,155	25,155	25,155	25,155
531250	Services - Drug Testing	44,466	48,583	55,000	55,000	55,000	55,000	55,000
531410	Telephone	3,255	2,893	2,500	3,500	3,500	3,500	3,500
531500	Printing	636	684	1,500	1,500	1,500	1,500	1,500
531800	Rent	6,911	2,685	0	3,000	3,000	3,000	3,000
543002	Dues & Subscriptions	4,219	2,848	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	6,168	6,243	6,500	6,500	6,500	6,500	6,500
543017	Placques & Awards	10,768	9,589	12,000	12,000	12,000	12,000	12,000
<b>Total Operating &amp; Contractual</b>		<b>151,161</b>	<b>110,286</b>	<b>125,655</b>	<b>123,655</b>	<b>129,655</b>	<b>129,655</b>	<b>129,655</b>
<b>Capital Outlay:</b>								
707405	Building Improvement	0	0	0	0	0	0	0
707600	Machinery & Equipment	749	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>749</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>512,815</b>	<b>464,458</b>	<b>418,067</b>	<b>436,553</b>	<b>452,916</b>	<b>452,916</b>	<b>473,593</b>

*City of Alexandria*  
**Annual Operating Budget**

*Legal Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Legal	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Legal	<b>ORGANIZATION:</b>	096900

**GOAL MISSION STATEMENT**

To provide legal advice to the Mayor, City Council, and all officers, departments, boards, and agencies of the city government.

**FUNCTION DESCRIPTION**

Handle all legal instruments to which the city is a party or has an interest and represent the city in litigation, including the prosecution of ordinance violations in the City Court.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legal	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Legal	<b>ORGANIZATION:</b>	096900

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	289,433	251,339	264,820	255,820	262,760	262,760	-0.78%
FRINGE BENEFITS	84,142	76,807	81,256	81,256	70,648	70,648	-13.06%
OPERATING/CONTRACTUAL	1,089,102	800,430	628,230	932,230	628,230	628,230	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,296	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>1,463,973</b>	<b>1,128,576</b>	<b>974,306</b>	<b>1,269,306</b>	<b>961,638</b>	<b>961,638</b>	<b>-1.30%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480106	Salary - City Attorney	1	1	1	1	1	1	0.00%
480205	Salary - Asst City Attorney	2	2	2	2	2	2	0.00%
480603	Salary - Legal Secretary	1	1	1	1	1	1	0.00%
490137	Salary - Legal Secretary	1	0	0	0	0	0	0.00%
490619	Salary - Office Assistant - Part Time	1	0	0	0	0	0	0.00%
490620	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

DIVISION:	Legal	FUND:	101
DEPARTMENT:	Legal	ORGANIZATION:	096900

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
480106	Salary - City Attorney	100,600	100,214	100,214	100,214	100,214	100,214	100,214
480205	Salary - Asst City Attorney	115,294	114,852	114,852	114,852	114,852	114,852	114,852
480603	Salary - Legal Secretary	28,670	21,521	28,560	28,560	26,500	26,500	26,500
490137	Salary - Legal Secretary	27,578	0	0	0	0	0	0
490619	Salary - Office Assistant - Part Time	0	0	0	0	0	0	0
490626	Salary - Clerical Specialist	17,291	14,752	21,194	12,194	21,194	21,194	21,194
	<b>Total Salaries</b>	<b>289,433</b>	<b>251,339</b>	<b>264,820</b>	<b>255,820</b>	<b>262,760</b>	<b>262,760</b>	<b>262,760</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	41,686	46,521	48,132	48,132	47,447	47,447	47,447
510202	Fringe - Hospital	37,449	26,523	29,074	29,074	19,181	19,181	19,181
510206	Fringe - Medicare Insurance Tax	4,032	3,519	3,840	3,840	3,810	3,810	3,810
510207	Fringe - Life Insurance	237	92	210	210	210	210	210
510208	Fringe - FICA Tax	0	152	0	0	0	0	0
510209	Fringe - Car Allowance	738	0	0	0	0	0	0
	<b>Total Fringe</b>	<b>84,142</b>	<b>76,807</b>	<b>81,256</b>	<b>81,256</b>	<b>70,648</b>	<b>70,648</b>	<b>70,648</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,536	0	400	400	400	400	400
520400	Office	7,930	3,366	4,730	4,730	4,730	4,730	4,730
531110	Professional Fees & Services	939,345	684,951	500,000	893,000	500,000	500,000	500,000
531112	City Court Prosecution Services	92,792	79,550	93,000	0	93,000	93,000	93,000
531410	Telephone	6,160	3,540	6,000	4,000	6,000	6,000	6,000
531500	Printing	254	74	500	500	500	500	500
531800	Rent	0	0	1,600	1,600	1,600	1,600	1,600
543000	Miscellaneous	1,671	1,208	1,500	1,500	1,500	1,500	1,500
543002	Dues & Subscriptions	29,685	24,464	18,500	24,500	18,500	18,500	18,500
543003	Travel & Training	7,703	1,141	0	0	0	0	0
605106	Maintenance Equipment	2,026	2,136	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>1,089,102</b>	<b>800,430</b>	<b>628,230</b>	<b>932,230</b>	<b>628,230</b>	<b>628,230</b>	<b>628,230</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	1,296	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>1,296</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,463,973</b>	<b>1,128,576</b>	<b>974,306</b>	<b>1,269,306</b>	<b>961,638</b>	<b>961,638</b>	<b>961,638</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Community Services Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Community Services	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Services	<b>ORGANIZATION:</b>	101000

**GOAL MISSION STATEMENT**

The Division of Community Services' goal, as called for in Section 4-10 of the City Charter and adopted by the City Council in March 1999, was modified and expanded to reflect the change from a Department to a Division. It's mission is to provide the citizens of Alexandria quality leisure and cultural activities by operating a parks and recreations systems that enhances their quality of life by promoting use of the city's green space and community facilities while supporting the development and implementation of local non-profit programming.

**FUNCTION DESCRIPTION**

The function of the Division is based on a response to the needs of the community, neighborhood residents and community-based organization to fulfill its stated goal through the following existing or developing program: organizational support for arts agencies through the Mayoral Commission for Cultural Affairs; the Alexandria Youth Advisory Council; youth job/career fair; Homework Assistance Program; Teen Movie Night; youth leadership program; summer camps; Underwater Easter Egg Hunt; Community Events Calendars; outdoor concert series;community outreach workshops; downtown arts and music mini-festival; and special holiday events.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Community Partnership Request	25	30	50
Community Partnership Awards	15	18	15
Youth Programs	25	25	35
Attendance	25,000	26,250	27,000
Special Events	25	27	30
Attendance	30,000	35,000	40,000
Comm Outreach/Public Presentations	5	27	5
Attendance	500	35,000	500
Project Enable	3	5	5
Attendance	250	500	500
Community Calendar Editions	5	5	5
Distributed	45,000	45,000	45,000

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Community Services	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Services	<b>ORGANIZATION:</b>	101000

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	220,695	215,455	182,845	187,158	182,845	182,845	0.00%
FRINGE BENEFITS	74,993	95,510	74,619	74,619	76,149	76,149	2.05%
OPERATING/CONTRACTUAL	105,848	55,171	51,980	52,980	52,980	52,980	1.92%
OTHER	849,390	324,202	95,510	95,510	145,510	145,510	0.00%
CAPITAL OUTLAY	8,895	0	10,000	10,000	10,000	10,000	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>1,259,821</b>	<b>690,338</b>	<b>414,954</b>	<b>420,267</b>	<b>467,484</b>	<b>467,484</b>	<b>12.66%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480108	Salary - Director of Community Serv	1	1	1	1	1	1	0.00%
480206	Salary - Secretary	1	1	1	1	1	1	0.00%
490201	Salary - Special Events Coordinator	1	1	1	1	1	1	0.00%
490205	Salary - Youth Programs Coordinator	1	1	0	0	0	0	0.00%
490209	Salary - Community Outreach Crdntr	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	0	0	0	0	0.00%
490690	Salary - Student Worker	9	9	9	9	9	9	0.00%
	<b>Total Positions</b>	<b>15</b>	<b>15</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Community Services	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Services	<b>ORGANIZATION:</b>	101000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
480108	Salary - Director of Community Serv	74,951	74,664	74,664	74,664	74,664	74,664	74,664
480206	Salary - Secretary	22,068	24,046	27,065	25,565	27,065	27,065	27,065
490201	Salary - Special Events Coordinator	38,901	38,752	38,752	38,752	38,752	38,752	38,752
490205	Salary - Youth Programs Coordinator	36,073	35,935	0	8,713	0	0	0
490209	Salary - Community Outreach Crdntr	35,500	35,364	35,364	32,464	35,364	35,364	35,364
490626	Salary - Clerical Specialist	9,502	0	0	0	0	0	0
490690	Salary - Student Worker	3,700	6,694	7,000	7,000	7,000	7,000	7,000
<b>Total Salaries</b>		<b>220,695</b>	<b>215,455</b>	<b>182,845</b>	<b>187,158</b>	<b>182,845</b>	<b>182,845</b>	<b>182,845</b>
<b>Fringe:</b>								
510201	Fringe - Pension	42,848	52,308	48,268	48,268	45,667	45,667	45,667
510202	Fringe - Hospital	23,762	34,838	18,227	18,227	22,358	22,358	22,358
510206	Fringe - Medicare Insurance Tax	3,151	3,045	2,722	2,722	2,722	2,722	2,722
510207	Fringe - Life Insurance	203	104	168	168	168	168	168
510208	Fringe - FICA Tax Retirement	229	415	434	434	434	434	434
510209	Fringe - Car Allowance	4,800	4,800	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		<b>74,993</b>	<b>95,510</b>	<b>74,619</b>	<b>74,619</b>	<b>76,149</b>	<b>76,149</b>	<b>76,149</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	48,891	22,253	20,000	20,000	20,000	20,000	20,000
520204	Uniforms	500	0	0	0	0	0	0
520400	Office	3,847	5,527	4,980	4,980	4,980	4,980	4,980
531410	Telephone	3,477	2,493	3,000	4,000	4,000	4,000	4,000
531500	Printing	7,176	5,907	4,500	4,500	4,500	4,500	4,500
531900	Advertising	38,803	16,000	15,000	15,000	15,000	15,000	15,000
543002	Dues & Subscriptions	490	998	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	2,664	1,993	3,500	3,500	3,500	3,500	3,500
<b>Total Operating &amp; Contractual</b>		<b>105,848</b>	<b>55,171</b>	<b>51,980</b>	<b>52,980</b>	<b>52,980</b>	<b>52,980</b>	<b>52,980</b>
<b>Other:</b>								
543006	Programming	372,500	167,361	50,000	50,000	50,000	50,000	50,000
605101	Maintenance of Building & Facility	0	811	2,730	2,730	2,730	2,730	2,730
646009	Community Partnership Request	138,058	69,595	15,000	15,000	15,000	15,000	15,000
646014	Arts Council of Central Louisiana	45,000	22,500	0	0	0	0	0
646028	Mardi Gras	45,000	22,500	0	0	0	15,000	15,000
646029	Fourth of July Fireworks	6,480	6,480	6,480	6,480	6,480	6,480	6,480
646031	Special Events	17,788	18,000	18,000	18,000	18,000	18,000	18,000
646032	LMA Convention	52,995	0	0	0	0	0	0
646035	12 Nights of Christmas	5,150	3,300	3,300	3,300	3,300	3,300	3,300
646042	Que in on the Red	118,192	0	0	0	0	35,000	35,000
646044	SAGE	48,227	13,655	0	0	0	0	0
<b>Total Other</b>		<b>849,390</b>	<b>324,202</b>	<b>95,510</b>	<b>95,510</b>	<b>95,510</b>	<b>145,510</b>	<b>145,510</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Community Services	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Community Services	<b>ORGANIZATION:</b>	101000

GENERAL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707359	Christmas Lighting	4,395	0	10,000	10,000	10,000	10,000	10,000
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	4,500	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>8,895</b>	<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,259,821</b>	<b>690,338</b>	<b>414,954</b>	<b>420,267</b>	<b>417,484</b>	<b>467,484</b>	<b>467,484</b>
	<b>TOTAL FUND</b>	<b>55,895,261</b>	<b>48,147,256</b>	<b>52,703,480</b>	<b>56,328,652</b>	<b>57,066,600</b>	<b>56,726,192</b>	<b>56,778,869</b>

### III. SPECIAL REVENUE FUNDS

## **Special Revenue Funds**

The purpose of these funds is to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The revenues and expenditures for these funds are recognized on the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting periods in which the fund liability is incurred, if measurable.

The Special Revenue Funds contained in the section are the: Sales, Tax Fund, Hotel/Motel Tax Fund, Capital Property Tax Fund, Community Development Block Grant Fund, Home Investment Partnership Fund, and Youth Baseball Recreation Fund.

*City of Alexandria*  
**Annual Operating Budget**

*Sales Tax Fund*



2012-2013 ANNUAL BUDGET

SALES TAX FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Taxes:</b>							
311301	Sales & Use Tax - 1976	13,677,811	13,471,982	13,062,310	13,300,000	13,062,310	13,300,000	13,300,000
311304	Sales & Use Tax - 1998	13,677,811	13,472,978	13,062,310	13,300,000	13,062,310	13,300,000	13,300,000
311308	Sales & Use Tax - 2005	6,835,684	6,734,309	6,531,155	6,650,000	6,531,155	6,650,000	6,650,000
	<b>Total Taxes</b>	34,191,306	33,679,269	32,655,775	33,250,000	32,655,775	33,250,000	33,250,000
	<b>TOTAL REVENUES</b>	34,191,306	33,679,269	32,655,775	33,250,000	32,655,775	33,250,000	33,250,000

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	151
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

SALES TAX FUND

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0.00%
OTHER	34,176,088	33,674,993	32,655,775	33,250,000	33,250,000	33,250,000	1.82%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>34,176,088</b>	<b>33,674,993</b>	<b>32,655,775</b>	<b>33,250,000</b>	<b>33,250,000</b>	<b>33,250,000</b>	<b>1.82%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE

2012-2013 ANNUAL BUDGET

DIVISION:	N/A	FUND #:	151
DEPARTMENT:	N/A	ORGANIZATION:	020000

SALES TAX FUND

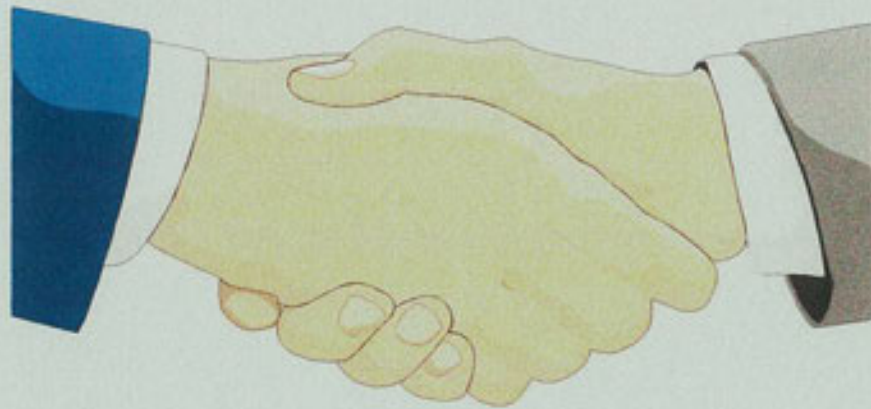
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Other:</b>							
646100	Transfer to General Fund-1976 STX	6,838,905	6,735,991	6,531,155	6,650,000	6,531,155	6,650,000	6,650,000
646102	Transfer to General Fund-1997 STX	9,189,611	8,981,985	8,708,207	8,866,667	8,708,207	8,866,667	8,866,667
646103	Transfer to GF-1997 Classified Salaries	4,488,200	4,490,993	4,354,103	4,433,333	4,354,103	4,433,333	4,433,333
646105	Transfer to General Fund-2005 STX	6,835,685	6,734,309	6,531,155	6,650,000	6,531,155	6,650,000	6,650,000
646204	Transfer to Debt - 2004 STXB	1,092,994	1,104,610	1,098,898	1,098,898	1,114,110	1,114,110	1,114,110
646208	Transfer to Debt - 2008 STXB	1,875,814	1,906,263	1,894,300	1,894,300	1,903,850	1,903,850	1,903,850
646300	Transfer to Capital Projects	3,854,879	3,720,842	3,537,957	3,656,802	3,513,195	3,632,040	3,632,040
	<b>Total Other</b>	<b>34,176,088</b>	<b>33,674,993</b>	<b>32,655,775</b>	<b>33,250,000</b>	<b>32,655,775</b>	<b>33,250,000</b>	<b>33,250,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>34,176,088</b>	<b>33,674,993</b>	<b>32,655,775</b>	<b>33,250,000</b>	<b>32,655,775</b>	<b>33,250,000</b>	<b>33,250,000</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Community Development*  
*Block Grant Fund*



**2012-2013 ANNUAL BUDGET**  
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
330212	<b>Intergovernmental:</b> Federal - HUD Grant Income 2012	0	0	0	0	0	476,716	476,716
	<b>Total Intergovernmental</b>	0	0	0	0	0	476,716	476,716
367101	<b>Investment Income:</b> Interest - Investments	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	0	0	0	0	0	0	0
344205	<b>Charges for Services:</b> Charges - Demolition	0	0	0	0	0	5,000	5,000
	<b>Total Charges for Services</b>	0	0	0	0	0	5,000	5,000
	<b>TOTAL REVENUES</b>	0	0	0	0	0	481,716	481,716

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021202

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	35,261	35,261	100%
FRINGE BENEFITS	0	0	0	0	13,240	13,240	100%
OPERATING/CONTRACTUAL	0	0	0	0	46,842	46,842	100%
OTHER	0	0	0	0	0	0	100%
CAPITAL OUTLAY	0	0	0	0	0	0	100%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,343</b>	<b>95,343</b>	<b>100%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
490116	Salary - CD Administrator	1	1	1	1	1	1	0%
490161	Salary - Permit Technician	0	0	0	1	1	1	0%
490210	Salary - Program Manager	1	1	1	1	1	1	0%
490336	Salary - Housing Manager	1	1	1	0	0	0	-100%
490349	Salary - Housing Inspector	1	1	1	0	0	0	-100%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0%
490903	Salary - Multi Trades Inspector	0	0	0	1	1	1	0%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021202

## COMMUNITY DEVELOPMENT BLOCK GRANT FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490116	Salary - CD Administrator	0	0	0	0	0	25,000	25,000
490210	Salary - Program Manager	0	0	0	0	0	5,219	5,219
490336	Salary - Housing Manager	0	0	0	0	0	0	0
490618	Salary - Administrative Secretary	0	0	0	0	0	5,042	5,042
490626	Salary - Clerical Specialist	0	0	0	0	0	0	0
	<b>Total Salaries</b>	0	0	0	0	0	35,261	35,261
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	0	0	0	7,850	7,850
510202	Fringe - Hospital	0	0	0	0	0	5,054	5,054
510206	Fringe - Medicare Insurance Tax	0	0	0	0	0	301	301
510207	Fringe - Life Insurance	0	0	0	0	0	35	35
	<b>Total Fringe</b>	0	0	0	0	0	13,240	13,240
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	542	542
531106	Professional Fees & Services - Audit	0	0	0	0	0	1,300	1,300
531110	Professional Fees & Services	0	0	0	0	0	45,000	45,000
531301	Vehicle Cost - Fuel & Oil	0	0	0	0	0	0	0
531304	Vehicle Cost - R & M	0	0	0	0	0	0	0
531401	Postage	0	0	0	0	0	0	0
531410	Telephone	0	0	0	0	0	0	0
531500	Printing	0	0	0	0	0	0	0
531900	Advertising	0	0	0	0	0	0	0
543002	Dues & Subscriptions	0	0	0	0	0	0	0
543003	Travel & Training	0	0	0	0	0	0	0
646101	Transfer to General Fund	0	0	0	0	0	0	0
969000	Contingencies	0	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	0	0	0	0	0	46,842	46,842
	<b>Other:</b>							
646332	Transfer to Capital Projects	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	95,343	95,343

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021208

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	24,211	24,211	100%
FRINGE BENEFITS	0	0	0	0	13,240	13,240	100%
OPERATING/CONTRACTUAL	0	0	0	0	78,422	78,422	100%
OTHER	0	0	0	0	0	0	100%
CAPITAL OUTLAY	0	0	0	0	0	0	100%
TOTAL APPROPRIATIONS	0	0	0	0	115,873	115,873	100%

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021208

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490161	Salary - Permit Tech	0	0	0	0	0	10,359	10,359
490210	Salary - Program Manager	0	0	0	0	0	0	0
490618	Salary - Secretary	0	0	0	0	0	1,361	1,361
490626	Salary - Clerical Specialist	0	0	0	0	0	0	0
490903	Salary - Multi-Trades Inspector	0	0	0	0	0	12,491	12,491
	<b>Total Salaries</b>	0	0	0	0	0	24,211	24,211
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	0	0	0	7,850	7,850
510202	Fringe - Hospital	0	0	0	0	0	5,054	5,054
510206	Fringe - Medicare Insurance Tax	0	0	0	0	0	301	301
510207	Fringe - Life Insurance	0	0	0	0	0	35	35
	<b>Total Fringe</b>	0	0	0	0	0	13,240	13,240
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	3,000	3,000
520511	Operating Photography	0	0	0	0	0	500	500
531101	Fees Recording	0	0	0	0	0	3,500	3,500
531106	Professional Fees & Services - Audit	0	0	0	0	0	1,500	1,500
531110	Professional Fees & Services	0	0	0	0	0	3,000	3,000
531201	Services Demolition	0	0	0	0	0	62,073	62,073
531301	Vehicle Cost - Fuel & Oil	0	0	0	0	0	200	200
531304	Vehicle Cost - R & M	0	0	0	0	0	200	200
531401	Postage	0	0	0	0	0	1,500	1,500
531410	Telephone	0	0	0	0	0	200	200
531500	Printing	0	0	0	0	0	0	0
531900	Advertising	0	0	0	0	0	200	200
543002	Dues & Subscriptions	0	0	0	0	0	549	549
543003	Travel & Training	0	0	0	0	0	2,000	2,000
646101	Transfer to General Fund	0	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	0	0	0	0	0	78,422	78,422
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	115,873	115,873

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021211

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	17,773	17,773	100%
FRINGE BENEFITS	0	0	0	0	8,512	8,512	100%
OPERATING/CONTRACTUAL	0	0	0	0	6,175	6,175	100%
OTHER	0	0	0	0	238,040	238,040	100%
CAPITAL OUTLAY	0	0	0	0	0	0	100%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270,500</b>	<b>270,500</b>	<b>100%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	160
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	021211

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490210	Salary - Program Manager	0	0	0	0	0	8,698	8,698
490336	Salary - Housing Manager	0	0	0	0	0	0	0
490349	Salary - Housing Inspector	0	0	0	0	0	0	0
490618	Salary - Secretary	0	0	0	0	0	3,782	3,782
490626	Salary - Clerical Specialist	0	0	0	0	0	0	0
490903	Salary - Multi-Trades Inspector	0	0	0	0	0	5,293	5,293
	<b>Total Salaries</b>	0	0	0	0	0	17,773	17,773
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	0	0	0	5,046	5,046
510202	Fringe - Hospital	0	0	0	0	0	3,249	3,249
510206	Fringe - Medicare Insurance Tax	0	0	0	0	0	194	194
510207	Fringe - Life Insurance	0	0	0	0	0	23	23
	<b>Total Fringe</b>	0	0	0	0	0	8,512	8,512
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	1,575	1,575
520511	Operating Photography	0	0	0	0	0	0	0
531101	Fees Recording	0	0	0	0	0	2,000	2,000
531106	Professional Fees & Services - Audit	0	0	0	0	0	800	800
531301	Vehicle Cost - Fuel & Oil	0	0	0	0	0	200	200
531304	Vehicle Cost - R & M	0	0	0	0	0	200	200
531401	Postage	0	0	0	0	0	1,000	1,000
531410	Telephone	0	0	0	0	0	200	200
531500	Printing	0	0	0	0	0	0	0
531900	Advertising	0	0	0	0	0	200	200
543002	Dues & Subscriptions	0	0	0	0	0	0	0
543003	Travel & Training	0	0	0	0	0	0	0
646101	Transfer to General Fund	0	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	0	0	0	0	0	6,175	6,175
	<b>Other:</b>							
707201	Weatherization Loans	0	0	0	0	0	238,040	238,040
	<b>Total Other</b>	0	0	0	0	0	238,040	238,040
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	270,500	270,500
	<b>TOTAL FUND</b>	0	0	0	0	0	481,716	481,716

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*City of Alexandria*  
**Annual Operating Budget**

*Home Investment  
Partnership Fund*



**2012-2013 ANNUAL BUDGET  
HOME INVESTMENT PARTNERSHIP FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Intergovernmental:</b>							
330212	Grant Income - Home 2012	0	0	0	0	0	207,891	207,891
	<b>Total Intergovernmental</b>	0	0	0	0	0	207,891	207,891
	<b>Internal Services/Interfunds:</b>							
388164	Tfr from Economic Dvlpmnt - Hotel	0	0	0	0		18,190	18,190
	<b>Total Internal Services/Interfunds</b>	0	0	0	0	0	18,190	18,190
	<b>Other:</b>							
399007	Misc Revenue-Owner Deposits	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	0	0	0	0	0	226,081	226,081

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	163
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	041204

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	10,240	10,240	100%
FRINGE BENEFITS	0	0	0	0	4,729	4,729	100%
OPERATING/CONTRACTUAL	0	0	0	0	5,820	5,820	100%
OTHER	0	0	0	0	0	0	0%
CAPITAL OUTLAY	0	0	0	0	0	0	0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,789</b>	<b>20,789</b>	<b>100%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
<p>Note: ▼ All positions are budgeted in Fund 101</p>								

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	163
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	041204

HOME INVESTMENT PARTNERSHIP FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490116	Salary - CD Administrator	0	0	0	0	0	2,500	2,500
490210	Salary - Program Manager	0	0	0	0	0	5,219	5,219
490336	Salary - Housing Manager	0	0	0	0	0	0	0
490618	Salary - Secretary	0	0	0	0	0	2,521	2,521
490626	Salary - Clerical Specialist	0	0	0	0	0	0	0
	<b>Total Salaries</b>	0	0	0	0	0	10,240	10,240
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	0	0	0	2,803	2,803
510202	Fringe - Hospital	0	0	0	0	0	1,805	1,805
510206	Fringe - Medicare Insurance Tax	0	0	0	0	0	108	108
510207	Fringe - Life Insurance	0	0	0	0	0	13	13
	<b>Total Fringe</b>	0	0	0	0	0	4,729	4,729
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	1,200	1,200
520511	Operating Photography	0	0	0	0	0	0	0
531101	Fees - Recording	0	0	0	0	0	1,200	1,200
531106	Professional Fees & Services - Audit	0	0	0	0	0	1,000	1,000
531110	Professional Fees & Services	0	0	0	0	0	1,000	1,000
531301	Vehicle Cost - Fuel & Oil	0	0	0	0	0	100	100
531304	Vehicle Cost - R & M	0	0	0	0	0	70	70
531401	Postage	0	0	0	0	0	1,000	1,000
531410	Telephone	0	0	0	0	0	50	50
531500	Printing	0	0	0	0	0	0	0
531900	Advertising	0	0	0	0	0	100	100
543002	Dues & Subscriptions	0	0	0	0	0	100	100
543003	Travel & Training	0	0	0	0	0	0	0
646101	Transfer to General Fund	0	0	0	0	0	0	0
969000	Contingency	0	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	0	0	0	0	0	5,820	5,820
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	20,789	20,789

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	163
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	041213

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0%
FRINGE BENEFITS	0	0	0	0	0	0	0%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0%
OTHER	0	0	0	0	31,184	31,184	100%
CAPITAL OUTLAY	0	0	0	0	0	0	0%
<b>TOTAL APPROPRIATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,184</b>	<b>31,184</b>	<b>100%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

DIVISION:	Planning	FUND #:	163
DEPARTMENT:	Community Development	ORGANIZATION:	041213

HOME INVESTMENT PARTNERSHIP FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>CHDO Set Aside</b>							
707160	Subrecipient Grant Agreement	0	0	0	0	0	31,184	31,184
	<b>Total Subrecipient Grant</b>	0	0	0	0	0	31,184	31,184
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	31,184	31,184

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	163
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	041214

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	0	0	0%
FRINGE BENEFITS	0	0	0	0	0	0	0%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0%
OTHER	0	0	0	0	10,395	10,395	100%
CAPITAL OUTLAY	0	0	0	0	0	0	0%
TOTAL APPROPRIATIONS	0	0	0	0	10,395	10,395	100%

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE

2012-2013 ANNUAL BUDGET

DIVISION:	Planning	FUND #:	163
DEPARTMENT:	Community Development	ORGANIZATION:	041214

HOME INVESTMENT PARTNERSHIP FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>CHDO Operating</b>							
707160	Subrecipient Grant Agreement	0	0	0	0	0	10,395	10,395
	<b>Total Subrecipient Grant</b>	0	0	0	0	0	10,395	10,395
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	10,395	10,395

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	163
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	041217

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE
SALARIES AND WAGES	0	0	0	0	0	0	0%
FRINGE BENEFITS	0	0	0	0	0	0	0%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0%
OTHER	0	0	0	0	163,713	163,713	100%
CAPITAL OUTLAY	0	0	0	0	0	0	0%
TOTAL APPROPRIATIONS	0	0	0	0	163,713	163,713	100%

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	PERCENT CHANGE

2012-2013 ANNUAL BUDGET

DIVISION:	Planning	FUND #:	163
DEPARTMENT:	Community Development	ORGANIZATION:	041217

HOME INVESTMENT PARTNERSHIP FUND

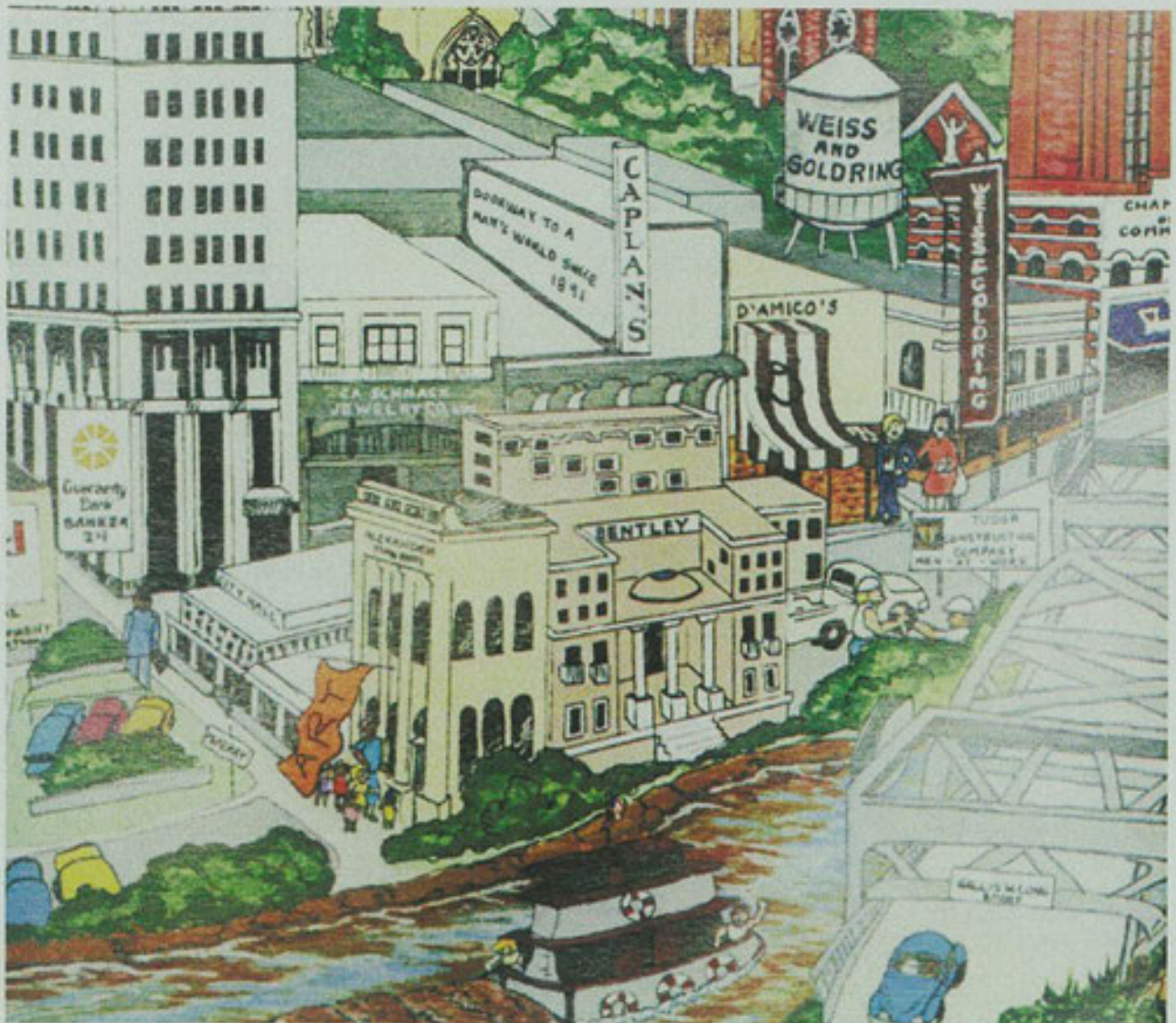
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Rental Housing Development Program:</b>							
707165	Rental Housing Development Program	0	0	0	0	0	163,713	163,713
	New Construction of Rental Housing	0	0	0	0	0	163,713	163,713
	Total Subrecipient Grant	0	0	0	0	0	163,713	163,713
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	163,713	163,713
	<b>TOTAL FUND</b>	0	0	0	0	0	226,081	226,081

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# *City of Alexandria* Annual Operating Budget

## *Economic Development - Hotel Fund*



**2012-2013 ANNUAL BUDGET  
ECONOMIC DEVELOPMENT - HOTEL  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Investment Income:</b>							
367101	Interest - Investments	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	0	0	0	0	0	0	0
	<b>Other:</b>							
379000	Land Lease - Holiday Inn	0	0	0	0	0	0	0
388205	Other - Loan Program Payments	0	0	0	0	0	0	0
399991	Use of Fund Balance - Hotel	0	0	0	0	0	18,190	18,190
	<b>Total Other</b>	0	0	0	0	0	18,190	18,190
	<b>TOTAL REVENUES</b>	0	0	0	0	0	18,190	18,190

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	164
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	020010

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0%
FRINGE BENEFITS	0	0	0	0	0	0	0%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0%
OTHER	0	0	0	0	18,190	18,190	100%
CAPITAL OUTLAY	0	0	0	0	0	0	0%
TOTAL APPROPRIATIONS	0	0	0	0	18,190	18,190	100%

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	164
<b>DEPARTMENT:</b>	Community Development	<b>ORGANIZATION:</b>	020010

ECONOMIC DEVELOPMENT - HOTEL FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Other:</b>							
533025	Downtown Revitalization Loans	0	0	0	0	0	0	0
646163	Transfer to Home Investment Fund	0	0	0	0	0	18,190	18,190
	<b>Total Other</b>	0	0	0	0	0	18,190	18,190
	<b>TOTAL DEPARTMENT</b>	0	0	0	0	0	18,190	18,190
	<b>TOTAL FUND</b>	0	0	0	0	0	18,190	18,190

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## IV. DEBT SERVICE FUNDS

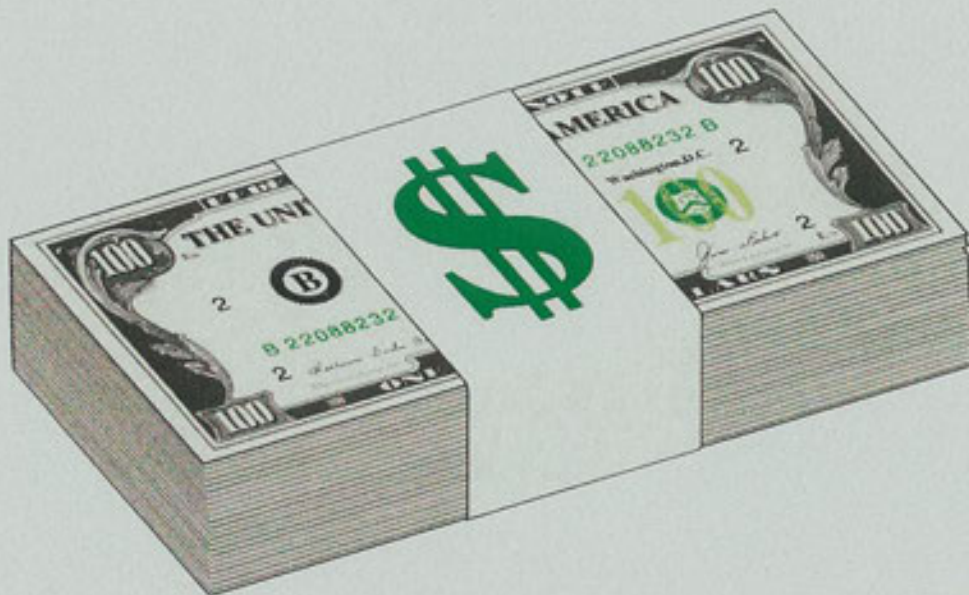
## **Debt Service Fund**

The purpose of these funds is to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The revenues and expenditures for these funds are recognized on the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

This fund is funded primarily from property taxes and sales tax revenues.

*City of Alexandria*  
**Annual Operating Budget**

*General Debt Service*  
*Combined Summary Of All Issues*



**2012-2013 ANNUAL BUDGET**  
**DEBT SERVICE FUNDS**  
**REVENUE SUMMARY**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Taxes:</b>							
311131	Taxes - Ad Valorem	757,299	770,219	763,000	780,000	780,000	780,000	780,000
	<b>Total Taxes</b>	757,299	770,219	763,000	780,000	780,000	780,000	780,000
	<b>Internal Services/Interfunds:</b>							
381151	Transfers-1976 Sales Tax	2,968,808	3,010,873	2,993,198	2,993,198	3,017,960	3,017,960	3,017,960
388296	Transfer - 1996 GO Bond Fund	1,881,238	1,894,338	1,905,338	1,905,338	1,914,238	1,914,238	1,914,238
	<b>Total Internal Services/Interfunds</b>	4,850,046	4,905,211	4,898,536	4,898,536	4,932,198	4,932,198	4,932,198
	<b>Investment Income:</b>							
367101	Interest on Investments	27,880	14,924	6,600	9,500	6,600	6,600	6,600
367115	Interest on Sales Tax Reserve	23,464	7,651	0	4,000	0	0	0
	<b>Total Investment Income</b>	51,344	22,575	6,600	13,500	6,600	6,600	6,600
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	5,658,689	5,698,005	5,668,136	5,692,036	5,718,798	5,718,798	5,718,798

## 2012-2013 ANNUAL BUDGET

DIVISION:	General Function	FUND #:	N/A
DEPARTMENT:	N/A	ORGANIZATION:	020000

## DEBT SERVICE FUND

## SUMMARY BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b> Paying Agent Fees	1,302	1,302	6,600	5,500	6,600	6,600	6,600
	<b>Operating and Contractual:</b>	1,302	1,302	6,600	5,500	6,600	6,600	6,600
	<b>Other:</b>							
800001	Interest	2,242,068	2,129,776	2,019,169	2,019,169	1,900,671	1,900,671	1,900,671
800002	Principal Payment	3,210,000	3,345,000	3,500,000	3,500,000	3,655,000	3,655,000	3,655,000
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
696000	Unappropriated	0	0	142,367	167,367	156,527	156,527	156,527
	<b>Total Other</b>	<b>5,452,068</b>	<b>5,474,776</b>	<b>5,661,536</b>	<b>5,686,536</b>	<b>5,712,198</b>	<b>5,712,198</b>	<b>5,712,198</b>
	<b>TOTAL EXPENDITURES</b>	<b>5,453,370</b>	<b>5,476,078</b>	<b>5,668,136</b>	<b>5,692,036</b>	<b>5,718,798</b>	<b>5,718,798</b>	<b>5,718,798</b>

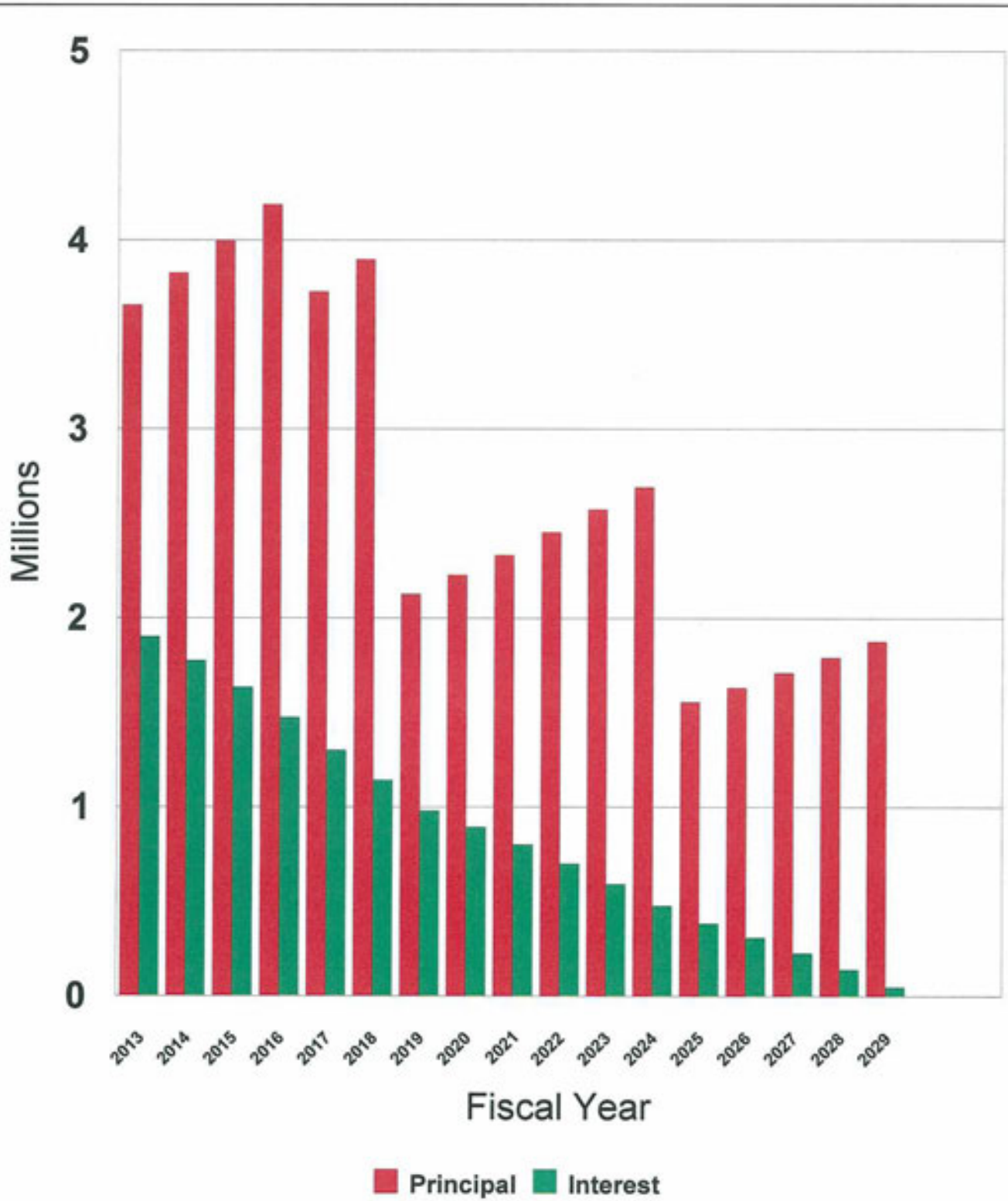
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**AMORTIZATION SCHEDULE OF DEBT SERVICE PAYMENTS  
GENERAL DEBT SERVICE SCHEDULE**

**BONDS**

Fiscal Yr Ending	Sales Tax			General Obligation		Limited Tax		Total General
	2004	2008	Total	2004	Total	2008	Total	
2013	1,114,110	1,903,850	3,017,960	623,473	623,473	1,914,238	1,914,238	5,555,670
2014	1,126,973	1,915,744	3,042,717	629,843	629,843	1,926,038	1,926,038	5,598,597
2015	1,137,623	1,923,613	3,061,236	634,785	634,785	1,931,600	1,931,600	5,627,621
2016	1,150,776	1,923,388	3,074,164	643,250	643,250	1,940,600	1,940,600	5,658,014
2017	1,161,541	1,920,888	3,082,429			1,941,600	1,941,600	5,024,029
2018	1,174,940	1,915,888	3,090,828			1,944,800	1,944,800	5,035,628
2019	1,185,560	1,919,163	3,104,723					3,104,723
2020	1,193,300	1,925,091	3,118,391					3,118,391
2021	1,203,195	1,927,206	3,130,401					3,130,401
2022	1,215,221	1,934,306	3,149,527					3,149,527
2023	1,224,329	1,936,869	3,161,198					3,161,198
2024	1,230,305	1,936,506	3,166,811					3,166,811
2025		1,937,134	1,937,134					1,937,134
2026		1,937,463	1,937,463					1,937,463
2027		1,936,000	1,936,000					1,936,000
2028		1,928,500	1,928,500					1,928,500
2029		1,921,875	1,921,875					1,921,875
<b>Total</b>	<b>14,117,873</b>	<b>32,743,481</b>	<b>46,861,354</b>	<b>2,531,350</b>	<b>2,531,350</b>	<b>11,598,875</b>	<b>11,598,875</b>	<b>60,991,579</b>
<b>% of Total</b>	<b>23.15%</b>	<b>53.69%</b>		<b>4.15%</b>		<b>19.02%</b>		<b>100.00%</b>

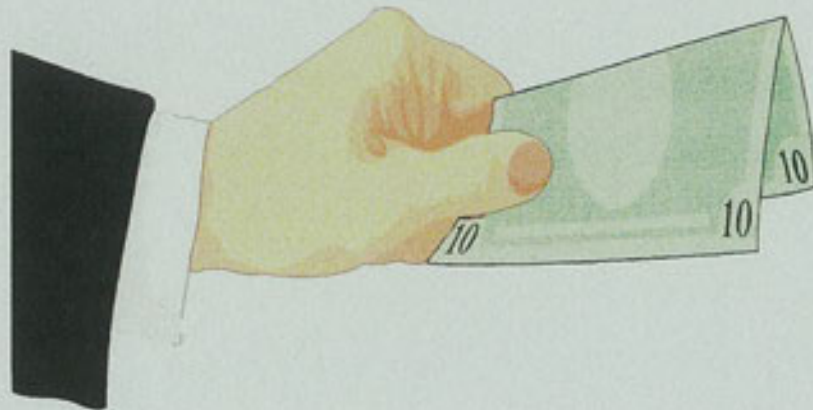
2012-2013 ANNUAL BUDGET  
GENERAL DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE



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*City of Alexandria*  
**Annual Operating Budget**

*General Debt Service*  
*Detail by Issue*



**2012-2013 ANNUAL BUDGET**  
**DEBT SERVICE-2004 GENERAL OBLIGATION BOND ISSUE**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Taxes:</b>							
311101	Taxes - Ad Valorem	757,299	770,219	763,000	780,000	780,000	780,000	780,000
	<b>Total Taxes</b>	757,299	770,219	763,000	780,000	780,000	780,000	780,000
	<b>Internal Services/Interfunds:</b>							
388296	Transfer - 1996 GO Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	0	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	8,734	6,959	1,800	4,800	1,800	1,800	1,800
	<b>Total Investment Income</b>	8,734	6,959	1,800	4,800	1,800	1,800	1,800
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	766,033	777,178	764,800	784,800	781,800	781,800	781,800

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	General Function	<b>FUND #:</b>	204GO
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

2004 GENERAL OBLIGATION BOND DEBT SERVICE FUND

EXPENDITURE DETAIL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b> Paying Agent Fees	500	500	1,800	1,800	1,800	1,800	1,800
	<b>Operating and Contractual:</b>	500	500	1,800	1,800	1,800	1,800	1,800
	<b>Other:</b>							
800001	Interest	130,228	115,978	100,633	100,633	83,473	83,473	83,473
800002	Principal Payment	475,000	495,000	520,000	520,000	540,000	540,000	540,000
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
696000	Unappropriated	0	0	142,367	162,367	156,527	156,527	156,527
	<b>Total Other</b>	605,228	610,978	763,000	783,000	780,000	780,000	780,000
	<b>TOTAL EXPENDITURES</b>	605,728	611,478	764,800	784,800	781,800	781,800	781,800

**2012-2013 ANNUAL BUDGET**  
**DEBT SERVICE-2008 LIMITED TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Internal Services/Interfunds:</b>							
388308	Transfer from Gen Cap Pro 2008 Prop T	1,881,238	1,894,338	1,905,338	1,905,338	1,914,238	1,914,238	1,914,238
	<b>Total Internal Services/Interfunds</b>	1,881,238	1,894,338	1,905,338	1,905,338	1,914,238	1,914,238	1,914,238
	<b>Investment Income:</b>							
367101	Interest on Investments	8,574	2,895	1,800	1,200	1,800	1,800	1,800
	<b>Total Investment Income</b>	8,574	2,895	1,800	1,200	1,800	1,800	1,800
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,889,812	1,897,233	1,907,138	1,906,538	1,916,038	1,916,038	1,916,038

2012-2013 ANNUAL BUDGET

DIVISION:	General Function	FUND #:	208LT
DEPARTMENT:	N/A	ORGANIZATION:	020000

2008 LIMITED TAX BOND DEBT SERVICE FUND

EXPENDITURE DETAIL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b> Paying Agent Fees	401	401	1,800	1,200	1,800	1,800	1,800
	<b>Operating and Contractual:</b>	401	401	1,800	1,200	1,800	1,800	1,800
	<b>Other:</b>							
800001	Interest	541,237	494,338	445,338	445,338	394,238	394,238	394,238
800002	Principal Payment	1,340,000	1,400,000	1,460,000	1,460,000	1,520,000	1,520,000	1,520,000
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>1,881,237</b>	<b>1,894,338</b>	<b>1,905,338</b>	<b>1,905,338</b>	<b>1,914,238</b>	<b>1,914,238</b>	<b>1,914,238</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,881,638</b>	<b>1,894,739</b>	<b>1,907,138</b>	<b>1,906,538</b>	<b>1,916,038</b>	<b>1,916,038</b>	<b>1,916,038</b>

**2012-2013 ANNUAL BUDGET**  
**DEBT SERVICE-2004 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
381151	<b>Internal Services/Interfunds:</b> Transfers-1976 Sales Tax	1,092,994	1,104,610	1,098,898	1,098,898	1,114,110	1,114,110	1,114,110
	<b>Total Internal Services/Interfunds</b>	1,092,994	1,104,610	1,098,898	1,098,898	1,114,110	1,114,110	1,114,110
	<b>Investment Income:</b>							
367101	Interest on Investments	3,896	1,575	1,500	1,000	1,500	1,500	1,500
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	3,896	1,575	1,500	1,000	1,500	1,500	1,500
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,096,890	1,106,185	1,100,398	1,099,898	1,115,610	1,115,610	1,115,610

2012-2013 ANNUAL BUDGET

DIVISION:	General Function	FUND #:	204
DEPARTMENT:	N/A	ORGANIZATION:	020000

2004 SALES TAX BONDS

EXPENDITURE DETAIL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b> Paying Agent Fees	0	0	1,500	1,000	1,500	1,500	1,500
	<b>Operating and Contractual:</b>	0	0	1,500	1,000	1,500	1,500	1,500
	<b>Other:</b>							
800001	Interest	467,378	446,110	428,898	428,898	409,110	409,110	409,110
800002	Principal Payment	610,000	640,000	670,000	670,000	705,000	705,000	705,000
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>1,077,378</b>	<b>1,086,110</b>	<b>1,098,898</b>	<b>1,098,898</b>	<b>1,114,110</b>	<b>1,114,110</b>	<b>1,114,110</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,077,378</b>	<b>1,086,110</b>	<b>1,100,398</b>	<b>1,099,898</b>	<b>1,115,610</b>	<b>1,115,610</b>	<b>1,115,610</b>

**2012-2013 ANNUAL BUDGET**  
**DEBT SERVICE-2008 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Internal Services/Interfunds:</b>							
381151	Transfers-1976 Sales Tax	1,875,814	1,906,263	1,894,300	1,894,300	1,903,850	1,903,850	1,903,850
	<b>Total Internal Services/Interfunds</b>	1,875,814	1,906,263	1,894,300	1,894,300	1,903,850	1,903,850	1,903,850
	<b>Investment Income:</b>							
367101	Interest on Investments	6,676	3,495	1,500	2,500	1,500	1,500	1,500
367115	Interest on Sales Tax Reserve	23,464	7,651	0	4,000	0	0	0
	<b>Total Investment Income</b>	30,140	11,146	1,500	6,500	1,500	1,500	1,500
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,905,954	1,917,409	1,895,800	1,900,800	1,905,350	1,905,350	1,905,350

2012-2013 ANNUAL BUDGET

DIVISION:	General Function	FUND #:	208
DEPARTMENT:	N/A	ORGANIZATION:	020000

2008 SALES TAX BONDS

EXPENDITURE DETAIL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b> Paying Agent Fees	401	401	1,500	1,500	1,500	1,500	1,500
	<b>Operating and Contractual:</b>	401	401	1,500	1,500	1,500	1,500	1,500
	<b>Other:</b>							
800001	Interest	1,103,225	1,073,350	1,044,300	1,044,300	1,013,850	1,013,850	1,013,850
800002	Principal Payment	785,000	810,000	850,000	850,000	890,000	890,000	890,000
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	5,000	0	0	0
	<b>Total Other</b>	<b>1,888,225</b>	<b>1,883,350</b>	<b>1,894,300</b>	<b>1,899,300</b>	<b>1,903,850</b>	<b>1,903,850</b>	<b>1,903,850</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,888,626</b>	<b>1,883,751</b>	<b>1,895,800</b>	<b>1,900,800</b>	<b>1,905,350</b>	<b>1,905,350</b>	<b>1,905,350</b>

## V. INTERNAL SERVICE FUNDS

## **Internal Service Fund**

The purpose of these funds is to account for financing of goods or services provided by one department or functions to other departments or functions. The revenues and expenses for these funds are recognized on the accrual basis of accounting. Revenues are recognized in the accounting periods in which they are earned and become measurable; expenses are recognized in the accounting period in which they are incurred, if measurable.

The Internal Service Funds contained in the section are the: Risk Management Fund, Employee Benefit Fund, and Unemployment Benefits Fund.

*City of Alexandria*  
**Annual Operating Budget**

*Risk Management Fund*



**2012-2013 ANNUAL BUDGET**  
**RISK MANAGEMENT FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Charges for Services:</b>							
347101	Contributions - General Fund	1,534,251	739,526	1,370,984	3,180,138	2,230,795	2,230,795	2,230,795
347401	Contributions - Utility Fund	1,072,350	536,175	758,168	1,544,968	1,174,197	1,174,197	1,174,197
347402	Contributions - Sanitation Fd	228,109	114,055	95,638	155,762	152,981	152,981	152,981
347450	Contributions - Transit Fund	331,537	165,768	99,084	103,504	150,940	150,940	150,940
	<b>Total Charges for Services</b>	<b>3,166,247</b>	<b>1,555,524</b>	<b>2,323,875</b>	<b>4,984,372</b>	<b>3,708,913</b>	<b>3,708,913</b>	<b>3,708,913</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	32,726	20,489	0	5,000	0	0	0
	<b>Total Investment Income</b>	<b>32,726</b>	<b>20,489</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
399011	Subrogation	85,385	126,298	26,000	75,004	26,000	26,000	26,000
399999	Use of Prior Year Revenues	0	0	1,500,000	0	0	0	0
	<b>Total Other</b>	<b>85,385</b>	<b>126,298</b>	<b>1,526,000</b>	<b>75,004</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>
	<b>TOTAL REVENUES</b>	<b>3,284,358</b>	<b>1,702,311</b>	<b>3,849,875</b>	<b>5,064,376</b>	<b>3,734,913</b>	<b>3,734,913</b>	<b>3,734,913</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legal	<b>FUND:</b>	551
<b>DEPARTMENT:</b>	Office of Risk Manager	<b>ORGANIZATION:</b>	031900

## GOAL MISSION STATEMENT

To protect and conserve the City of Alexandria's resources by applying risk management concepts and principles to identify and review exposures and to recommend actions to prevent, reduce to transfer various levels of risk.

## FUNCTION DESCRIPTION

Assist in the development and administration of a proactive loss control program to eliminate and reduce unsafe acts and unsafe conditions which cause injuries to employees, damage to capital resources and accelerates to eroding of the financial base. Make recommendation to protect City assets. Ensures a safe working environment for employees and the public who comes into contact with these employees and properties as services are provided. Assist the City government in minimizing the possibility of interruption of vital public services. Works toward the reduction and elimination of accidents and injuries through an effective safety/loss prevention program.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Certificates of Insurance Reviewed and Issued	475	580	600
Departmental Safety Visits	350	350	375
Correspondence Processed	4,800	4,900	5,000
Total Number of Claims	340	300	275
Total Payments to Claims	\$828,382	\$780,000	\$750,000

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legal	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Risk Management	<b>ORGANIZATION:</b>	031900

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	50,316	50,123	50,123	50,123	50,123	50,123	0.00%
FRINGE BENEFITS	12,734	15,236	14,528	14,528	13,786	13,786	-5.11%
OPERATING/CONTRACTUAL	15,623	65,663	80,224	82,224	80,224	80,224	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>78,673</b>	<b>131,022</b>	<b>144,875</b>	<b>146,875</b>	<b>144,133</b>	<b>144,133</b>	<b>-0.51%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490217	Salary - Risk Manager	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Legal	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Risk Management	<b>ORGANIZATION:</b>	031900

## RISK MANAGEMENT FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
490217	Salary - Risk Manager	50,316	50,123	50,123	50,123	50,123	50,123	50,123
	<b>Total Salaries</b>	50,316	50,123	50,123	50,123	50,123	50,123	50,123
	<b>Fringe:</b>							
510201	Fringe - Pension	11,953	14,477	13,759	13,759	13,017	13,017	13,017
510206	Fringe - Medicare Insurance Tax	740	737	727	727	727	727	727
510207	Fringe - Life Insurance	41	22	42	42	42	42	42
	<b>Total Fringes</b>	12,734	15,236	14,528	14,528	13,786	13,786	13,786
	<b>Operating and Contractual:</b>							
520204	Uniforms	500	475	500	500	500	500	500
520400	Office	220	108	500	500	500	500	500
520515	Operating Medical Supplies	144	0	15,000	15,000	15,000	15,000	15,000
531110	Professional Fees and Services	0	61,896	0	0	0	0	0
531120	Professional Fees - Registered Nurse	10,944	0	58,534	58,534	58,534	58,534	58,534
531301	Vehicle Costs - Gas & Oil	1,259	1,567	800	800	800	800	800
531304	Vehicle Costs - R & M	609	283	500	2,500	500	500	500
531410	Telephone	735	667	390	390	390	390	390
531500	Printing	0	2	200	200	200	200	200
543002	Dues & Subscriptions	1,047	523	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	165	142	2,800	2,800	2,800	2,800	2,800
	<b>Total Operating &amp; Contractual</b>	15,623	65,663	80,224	82,224	80,224	80,224	80,224
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furnitures and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	78,673	131,022	144,875	146,875	144,133	144,133	144,133

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	762,510	765,693	712,000	711,973	711,973	711,973	-0.00%
OTHER	1,861,013	2,317,142	2,993,000	4,205,528	2,878,807	2,878,807	-3.82%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>2,623,523</b>	<b>3,082,835</b>	<b>3,705,000</b>	<b>4,917,501</b>	<b>3,590,780</b>	<b>3,590,780</b>	<b>-3.08%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

## 2012-2013 ANNUAL BUDGET

DIVISION:	N/A	FUND #:	551
DEPARTMENT:	Premiums/Claims	ORGANIZATION:	020000

## RISK MANAGEMENT FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	197,220	205,740	157,000	157,000	157,000	157,000	157,000
531600	Prem/Fees Boiler	0	0	0	0	0	0	0
531601	Prem/Fees General Liability	131,096	113,484	115,000	114,990	114,990	114,990	114,990
531602	Prem/Fees Auto	0	0	0	0	0	0	0
531603	Prem/Fees Workers Compensation	169,412	173,367	175,000	174,983	174,983	174,983	174,983
531604	Prem/Fees Property	264,782	273,102	265,000	265,000	265,000	265,000	265,000
	<b>Total Operating &amp; Contractual</b>	<b>762,510</b>	<b>765,693</b>	<b>712,000</b>	<b>711,973</b>	<b>711,973</b>	<b>711,973</b>	<b>711,973</b>
	<b>Other:</b>							
531605	Claims - General Liability	149,530	415,181	642,000	599,940	611,939	611,939	611,939
531606	Claims - Auto	522,845	514,899	987,000	890,001	945,000	945,000	945,000
531607	Claims - Property	0	0	0	0	0	0	0
531608	Claims - Workers Compensation	1,188,638	1,387,062	1,364,000	1,259,873	1,321,868	1,321,868	1,321,868
999999	Unappropriated	0	0	0	1,455,714	0	0	0
	<b>Total Other</b>	<b>1,861,013</b>	<b>2,317,142</b>	<b>2,993,000</b>	<b>4,205,528</b>	<b>2,878,807</b>	<b>2,878,807</b>	<b>2,878,807</b>
	<b>TOTAL PREMIUMS &amp; CLAIMS</b>	<b>2,623,523</b>	<b>3,082,835</b>	<b>3,705,000</b>	<b>4,917,501</b>	<b>3,590,780</b>	<b>3,590,780</b>	<b>3,590,780</b>
	<b>TOTAL FUND</b>	<b>2,702,196</b>	<b>3,213,857</b>	<b>3,849,875</b>	<b>5,064,376</b>	<b>3,734,913</b>	<b>3,734,913</b>	<b>3,734,913</b>

*City of Alexandria*  
**Annual Operating Budget**

*Employee Benefits Fund*



**2012-2013 ANNUAL BUDGET**  
**EMPLOYEE BENEFITS FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Charges for Services:</b>							
388001	Charges - Employees Health	1,459,043	1,502,585	2,383,000	1,767,000	1,855,000	1,855,000	1,855,000
388002	Charges - Employer Health	5,280,859	5,985,645	5,164,000	5,304,000	5,120,000	5,120,000	5,120,000
388003	Charges - Retirees	320,634	361,753	319,421	364,421	371,000	371,000	371,000
388004	Charges - Employees Life	126,035	66,386	127,000	70,000	70,000	70,000	70,000
388005	Charges - Employer Life	37,596	18,657	37,000	18,000	18,000	18,000	18,000
	<b>Total Charges for Services</b>	<b>7,224,167</b>	<b>7,935,026</b>	<b>8,030,421</b>	<b>7,523,421</b>	<b>7,434,000</b>	<b>7,434,000</b>	<b>7,434,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	27,468	17,005	0	10,000	0	0	0
	<b>Total Investment Income</b>	<b>27,468</b>	<b>17,005</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388101	Transfers from General Fund	283,499	0	0	341,000	568,500	0	0
388401	Transfer from Utility System Fund	142,966	0	650,000	650,000	568,500	0	0
388402	Transfers from Sanitation Fund	1,108	0	0	0	0	0	0
388450	Transfers from Municipal Transit	848	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	<b>428,421</b>	<b>0</b>	<b>650,000</b>	<b>991,000</b>	<b>1,137,000</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
399999	Use of Retained Earnings	0	0	0	0	0	1,137,000	1,137,000
	<b>Total Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,137,000</b>	<b>1,137,000</b>
	<b>TOTAL REVENUES</b>	<b>7,680,056</b>	<b>7,952,031</b>	<b>8,680,421</b>	<b>8,524,421</b>	<b>8,571,000</b>	<b>8,571,000</b>	<b>8,571,000</b>



## 2012-2013 ANNUAL BUDGET

DIVISION:	N/A	FUND #:	552
DEPARTMENT:	Premiums/Claims	ORGANIZATION:	020000

## EMPLOYEE BENEFITS FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	478,320	594,492	481,421	759,421	836,000	836,000	836,000
510302	Stop Loss	639,537	651,777	278,000	278,000	278,000	278,000	278,000
531110	Professional Fees		238,458	0	0	335,000	335,000	335,000
531611	Premiums-Life Insurance	164,164	85,244	153,000	87,000	87,000	87,000	87,000
	<b>Total Operating &amp; Contractual</b>	<b>1,282,021</b>	<b>1,569,971</b>	<b>912,421</b>	<b>1,124,421</b>	<b>1,536,000</b>	<b>1,536,000</b>	<b>1,536,000</b>
	<b>Other:</b>							
531613	Claims - Health Insurance	7,205,598	6,775,334	7,768,000	7,400,000	7,035,000	7,035,000	7,035,000
	<b>Total Other</b>	<b>7,205,598</b>	<b>6,775,334</b>	<b>7,768,000</b>	<b>7,400,000</b>	<b>7,035,000</b>	<b>7,035,000</b>	<b>7,035,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>8,487,619</b>	<b>8,345,305</b>	<b>8,680,421</b>	<b>8,524,421</b>	<b>8,571,000</b>	<b>8,571,000</b>	<b>8,571,000</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Unemployment Fund*



**2012-2013 ANNUAL BUDGET  
UNEMPLOYMENT BENEFITS FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Investment Income:</b>							
367101	Interest - Investments	2,588	1,656	0	1,200	0	0	0
	<b>Total Investment Income</b>	2,588	1,656	0	1,200	0	0	0
	<b>Other:</b>							
399999	Use of Retained Earnings	0	0	10,600	9,400	10,600	10,600	10,600
	<b>Total Other</b>	0	0	10,600	9,400	10,600	10,600	10,600
	<b>TOTAL REVENUES</b>	2,588	1,656	10,600	10,600	10,600	10,600	10,600

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	553
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	0	0	0	0	0	0	0.00%
OTHER	16,250	26,771	10,600	10,600	10,600	10,600	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
TOTAL APPROPRIATIONS	16,250	26,771	10,600	10,600	10,600	10,600	0.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

DIVISION:	N/A	FUND #:	553
DEPARTMENT:	Premiums/Claims	ORGANIZATION:	020000

UNEMPLOYMENT BENEFITS FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Other</b>							
531620	Unemp Claims-General Fund	15,315	21,365	7,000	7,000	7,000	7,000	7,000
531621	Unemp Claims-Utility Fund	354	4,758	3,000	3,000	3,000	3,000	3,000
531622	Unemp Claims-Sanitation Fund	581	0	400	400	400	400	400
531623	Unemp Claims-Bus Fund	0	648	200	200	200	200	200
	<b>TOTAL DEPARTMENT</b>	<b>16,250</b>	<b>26,771</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>	<b>10,600</b>

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## VI. CAPITAL PROJECTS

## **Capital Project Fund**

The purpose of these funds is to account for financial resources to be used for the acquisition or construction of major capital facilities and infrastructure for general government and enterprise systems activities.



April 30, 2012

Honorable Mayor and  
Members of the Alexandria City Council

I am pleased to present the City of Alexandria's Annual Capital Budget and Five Year Plan for the fiscal year 2012/2013 through 2016/2017. Each capital project includes source(s) of funding; prior, current and future expenditures; and scheduling and expenditure breakdowns. The plan, as presented, balances each year's revenue sources with a current or future project's funding requirements.

The City's Charter requires the Mayor to submit to the Alexandria City Council a Capital Improvements Program covering a period of at least five years. The plan is required to be submitted at the same time the annual operation budget for the ensuring fiscal year is submitted. An appropriation approved by the council continues in force until the purpose for which it was created has been accomplished or abandoned. The Charter states that any appropriation shall be deemed abandoned if three years pass without any disbursement from or encumbrance of the appropriation.

A Five Year Capital Improvements Program requires long term planning. It also requires a constant monitoring of current trends in order to make any necessary adjustments to current and future projects proposed in the plan. Technological changes and advancements, community needs and changes in revenue sources are often the reason the City will adjust or reassess the Capital Improvements Program. The Administration and the Council have worked closely to improve the long range planning of the future of Alexandria by focusing on the community's needs and goals. They have worked diligently to establish priorities that will meet the changing needs of our community. This budget document has been designed to aid in the planning process, to provide the citizens with a better understanding of the scope and need for various projects, and to provide direction for the City of Alexandria.

### **Overview**

The 201-2013 Capital Improvements Program consists of 54 projects totaling over \$18 million. The Administration and Council are continuing their ongoing commitment to improving the City's infrastructure and quality of life for the citizens of Alexandria.

Jacques M. Roy  
Mayor



David L. Johnson  
Asst. Director of Finance  
P.O. Box 71 · Alexandria, LA 71309-0071  
Tel (318) 449-5034 · Fax (318) 449-5231  
e-mail: david.johnson@cityofalex.com

### General Capital Projects

The following is a breakdown of the General Capital Projects by Category:

Category	No. of Projects	Total
Public Enterprise	7	582,290
Drainage	8	268,000
Streets	11	3,402,710
Police	1	58,165
Fire	1	650,000
Parks/Recreation	0	-0-
Zoological Parks	0	-0-
CDBG	0	-0-
Total	<u>28</u>	<u>\$4,961,165</u>

The General Capital Projects are funded by Sales Tax Revenues, Sales Tax Revenue Bond Proceeds, Community Development Block Grant Funds, General Obligation Bond Proceeds, Urban System Funds, State and Federal Funds and Property Tax Revenues. A five year 11.25 mileage property tax dedicated to specific street and drainage projects has been approved by the voters in 1988, 1993, 1998, and 2003. This property tax renewed in 2008 for ten years. One-half of the 1976 City Sales and Use Tax is dedicated to payment of principal and interest on the sales tax bonds and capital improvements.

Projects involving economic development, construction of new facilities, renovation of existing public facilities and feasibility or master plan studies are budgeted under the Public Enterprise category. The City currently has budgeted 19 projects in this category. The 2012/2013 Budget will create 2 new projects and adjust funding for 5 others.

Work was completed in Fiscal 2012 on the Extension of Versailles Boulevard connecting Jackson Street Extension with Louisiana Highway 28 West. This 3 phase project greatly enhances surface transportation in the growing west side of Alexandria. Work also continues on the Ditch Closure Project. This project involves the replacement of open ditches with below grade drainage pipe, giving a safer and more attractive border to the street while increasing the drainage capacity to prevent flooding. Other major projects under construction include Lincoln Road which is required for the upgrade of Sugarhouse Road; Fire Station Relocation in which the City will relocate 4 of it's 6 fire stations to more strategic locations; and Masonic Drive Corridor Improvement. This project will add pedestrian friendly features such as sidewalks to the area of the City with significant recreational facilities such as the Zoo and ball parks.

The Reserve for Relocation Projects, which operate as "holding" account for the other projects. Expenditures from these accounts require Council action. The Reserve for Relocation Projects is used to "hold" Utility Funds transferred to the General Capital Projects fund for use with street or drainage projects. The reconstruction of streets or drainage systems often requires the movement or relocation of utility systems. A minimum appropriation of \$100,000 per year is typically made by the Utility Funds to the General Capital Projects Fund. Budget Amendments will be used to transfer the Utility Fund into special account numbers within a related project. If Utility Funds remain in a completed project, these funds are transferred back to the Reserve for Relocation Projects "holding" account.

### Enterprise Capital Projects

The following is a breakdown of the Enterprise Capital Projects by Category:

Category	No. of Projects	Total
Electric	8	\$3,413,099
Water	2	550,000
Gas	3	470,000
Wastewater	3	907,450
Other	3	364,000
Municipal Transit	<u>0</u>	<u>-0-</u>
Total	<u>19</u>	<u>\$5,704,549</u>

The Enterprise Capital Projects are funded by revenues generated by the City's Utility System, a Utility Revenue Bond issue, a revolving loan from the State Department of Health and Hospitals, and matching FTA grants.

At present, the City is engaging consultants to assess the needs of its Utilities System infrastructure. This will assure the ability of the 4 components; electricity, gas, water and wastewater, to provide reliable service to the customer at the existing level of service as well as provide for any anticipated growth in all areas. This assessment will materially impact future capital budgets in the Enterprise Capital Projects. At present, work begins on the 138 KV Transmission upgrade for electrical service, and work continues in the Martin Park Subdivision with the replacement of water and gas lines.

Sincerely,



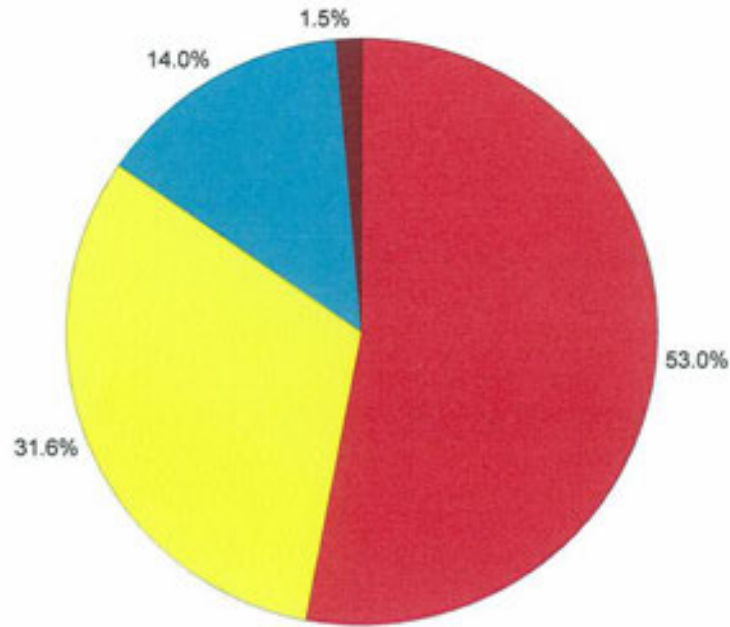
David Johnson  
Acting Director of Finance

City of Alexandria

GENERAL CAPITAL PROJECTS

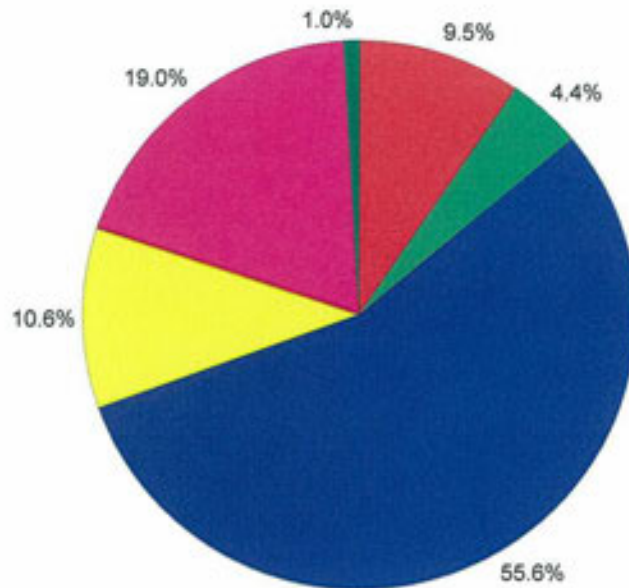
2012/2013 REVENUES AND EXPENSES

Revenues



- Sales Tax
- Property Tax
- Other
- Intergovernmental
- Interfund Transfer
- Fund Balance

Expenditures



- Public Enterprise
- Fire
- Parks
- Police
- Drainage
- Transfer Out
- Zoo
- CDBG
- Streets

**2012-2013**  
**GENERAL CAPITAL PROJECTS**  
**FIVE YEAR CAPITAL PLAN**

**PUBLIC ENTERPRISE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
059401	Reserve for Relocation Projects	552,710	(552,710)	100,000	100,000	100,000	100,000	(152,710)		400,000
050301	City Hall Plaza Sealing	531,134						0		531,134
860301	Info Technology Upgrades	215,668						0		215,668
050701	Animal Shelter Improvements	135,953						0		135,953
050710	AUMP Lower Third	3,176,069	75,000	75,000				150,000		3,326,069
050801	Building Improvements	736,317	210,000	110,000	110,000			430,000		1,166,317
050802	Roof Replacement	872,641	200,000	200,000	100,000			500,000		1,372,641
050812	Brownsfield Grants	64,479						0		64,479
050903	Fueling Depot Improvements	188,497						0		188,497
050905	City Compound Security Enhancem	29,371						0		29,371
051002	Riverfront Improvements	1,435,731						0		1,435,731
051101	Mobile Emergency Equipment	222,300						0		222,300
051102	Recreation Operations Building	226,881						0		226,881
051103	Red River Imp Venture	2,500,000	(550,000)					(550,000)		1,950,000
051104	Port of Alexandria Rail Spur Imp	539,592						0		539,592
051201	Port of Alex/Ruston Foundry	300,000						0		300,000
051202	Hodges Stockbarn Development	444,677						0		444,677
051301	Allied Health Building Improvemen	0	500,000					500,000		500,000
051302	Riverfront Center Improvements	0	700,000					700,000		700,000
<b>Total Public Enterprise</b>		<b>12,172,020</b>	<b>582,290</b>	<b>485,000</b>	<b>310,000</b>	<b>100,000</b>	<b>100,000</b>	<b>1,577,290</b>	<b>0</b>	<b>13,749,310</b>

\* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

**2012-2013**  
**GENERAL CAPITAL PROJECTS**  
**FIVE YEAR CAPITAL PLAN**

**DRAINAGE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
250203	Southern Heights Drainage	€ 205,201						0	1,000,000	1,205,201
250211	Acquisition-ROW/Servitudes	281,256	60,000	60,000	60,000	60,000	60,000	300,000		581,256
250421	Residential Ditch Closure	€ 232,739	375,000	375,000	375,000	375,000	375,000	1,875,000		2,107,739
250508	Drainage/Applebee's Doechester	@ 109,908						0		109,908
250511	Prescott/Shirley Park-Texas	€ 193,717						0	600,000	793,717
250512	Pump Station Repairs	89,862	10,000	10,000	10,000	10,000	10,000	50,000		139,862
250604	Chatlain Lake-Willow Glen Hudson	2,270,173						0		2,270,173
251003	Red River Levee Certification	283,228						0		283,228
251101	Woodale Outfall/ Railrd Ave Ph 2	1,250,070	300,000					300,000		1,550,070
251102	Woodale Outfall/ Railrd Ave Ph 3	0						0	1,715,000	1,715,000
251103	Masonic Drive RCB Extension	1,814,000						0		1,814,000
251104	Tangent Rail RCB	1,327,000	(1,327,000)					(1,327,000)		0
251105	Martin Park Drainage	650,000						0		650,000
251201	GIS Drainage Mapping	42,151						0		42,151
251301	Citywide Drainage Improvements	0	400,000					400,000		400,000
251302	Harold Glen Ditch Closure	0	360,000					360,000		360,000
251303	Albert Street Box Culvert	0	90,000					90,000		90,000
<b>Total Drainage</b>		<b>8,749,305</b>	<b>268,000</b>	<b>445,000</b>	<b>445,000</b>	<b>445,000</b>	<b>445,000</b>	<b>2,048,000</b>	<b>3,315,000</b>	<b>14,112,305</b>

\* Project Number to be Assigned


@ New or Revised Projects

Projects to be closed

**2012-2013  
GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**STREETS**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
268823	Street, Drainage, Sidewalk Repairs	985,172	375,000	375,000	375,000	375,000	375,000	1,875,000		2,860,172
269007	Sugarhouse Road - Phase 1	8,579,624	1,402,710	750,000				2,152,710	3,500,000	14,232,334
269801	Jackson St at Horseshoe Drive	€ 776,632						0		776,632
260001	Extension of Jackson Street	241,879						0		241,879
260002	Masonic @ Horseshoe Drive	389,262						0		389,262
260003	Horseshoe/Jackson-Masonic	240,491						0	8,000,000	8,240,491
260201	Lincoln/Hudson to Sugarhouse	421,758						0		421,758
260402	Recon Horseshoe/Grove-Mac	28,831						0	1,560,000	1,588,831
260407	Street Repairs	€ 447,527	50,000	50,000	50,000	50,000	50,000	250,000		697,527
260507	Aerial Photography	€ 146,796	15,000	15,000	15,000	15,000	15,000	75,000		221,796
260604	North Mall-North to Sterkx	1,969,071	800,000	800,000				1,600,000	2,365,000	5,934,071
260608	Land Acquisitions	€ 173,573	60,000	60,000	60,000	60,000	60,000	300,000		473,573
260801	6th & 7th/Cotton to Monroe	269,245	1,250,000	1,500,000	1,500,000	1,500,000		5,750,000		6,019,245
260901	Sidewalk/Intersection LS Rugg	124,831						0		124,831
261002	Traffic Signals Renovations	30,525	100,000					100,000		130,525
261003	Citywide Directional Signage	782,173						0		782,173
261004	Masonic Drive Corridor Imp	338,516						0		338,516
261005	North MacArthur Traffic Softening	2,785,315						0		2,785,315
261006	Bolton Avenue Traffic Softening	2,278,706						0		2,278,706
261101	Green Oak/ 3rd to 7th Street	956,172						0		956,172
261201	MPO Street Overlays	5,912,815						0		5,912,815
261202	ROADS Project	1,000,000	(950,000)					(950,000)		50,000
261203	Masonic Corridor Ph 2	194,690						0		194,690
261204	Hudson Bridge Hynson Bayou	100,000						0		100,000
261301	Toria Drive Extension	0	200,000					200,000		200,000
261302	Directional Signage Improvements	0	100,000					100,000		100,000
<b>Total Streets</b>		<b>29,173,604</b>	<b>3,402,710</b>	<b>3,550,000</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>500,000</b>	<b>11,452,710</b>	<b>15,425,000</b>	<b>56,051,314</b>

\* Project Number to be Assigned  
 @ New or Revised Projects  
 Projects to be closed

2012-2013

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**POLICE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
501301	Communications System Upgrade	0	58,165					58,165		58,165
<b>Total Police</b>		0	58,165	0	0	0	0	58,165	0	58,165

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**FIRE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
600503	Fire Station Relocation	2,562,326						0	8,000,000	10,562,326
601301	Pumper Truck Replacement	0	650,000					650,000		650,000
<b>Total Fire</b>		<b>2,562,326</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>8,000,000</b>	<b>11,212,326</b>

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**PARKS AND RECREATION**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
440602	Golf Course Improvments	1,192						0		1,192
440901	Recreational Park Improvements	1,493,665						0		1,493,665
<b>Total Park/Recreation</b>			1,494,857	0	0	0	0	0	0	1,494,857

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**ZOOLOGICAL PARK**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
430902	Renovation of South America Secti	2,984,181						0		2,984,181
431005	Zoo Festival Plaza	33,703						0		33,703
<b>Total Zoological Park</b>		3,017,884	0	0	0	0	0	0	0	3,017,884
<b>TOTAL GENERAL CAPITAL PROJECT</b>		57,169,996	4,961,165	4,480,000	2,755,000	2,545,000	1,045,000	15,786,165	26,740,000	99,696,161

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

**COMMUNITY DEVELOPMENT BLOCK GRANT  
FIVE YEAR CAPITAL PLAN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

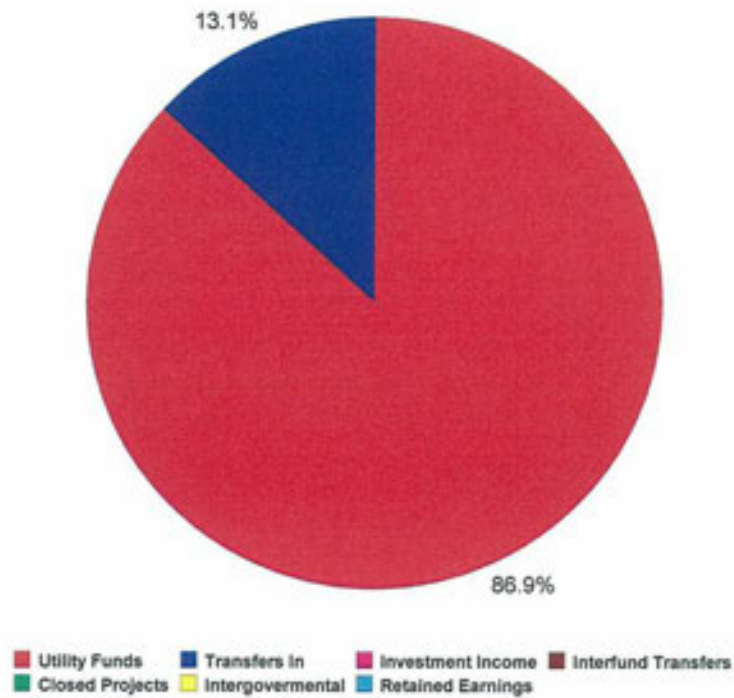
PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
000853	Green Oak Drainage Ph 2	83,361						0		83,361
000854	Monroe Street Sidewalks	5,919						0		5,919
000855	Aaron Street Sidewalks	(7,403)						0		(7,403)
<b>TOTAL CDBG</b>		<b>81,877</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>81,877</b>

- \* Project Number to be Assigned
- @ New or Revised Projects
- ▒ Projects to be closed

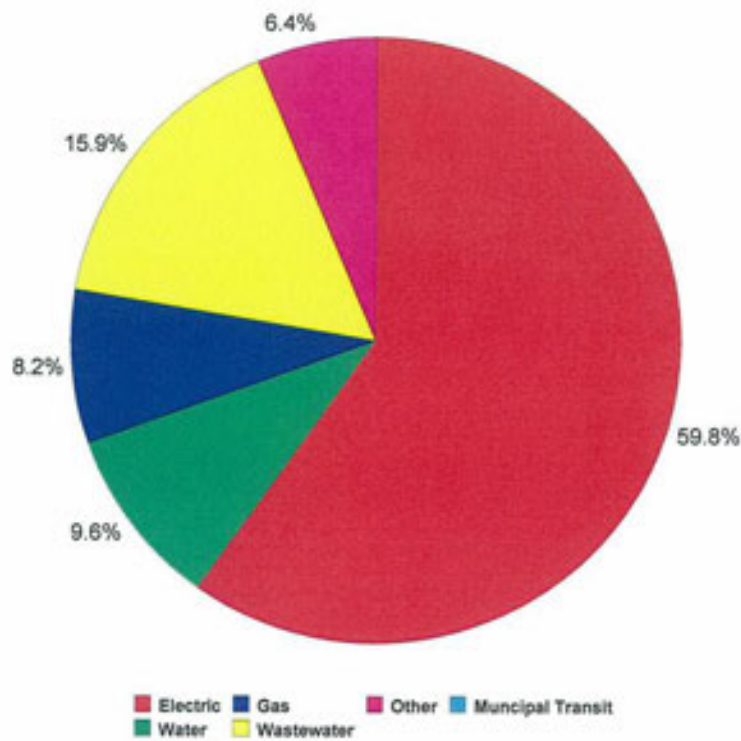
ENTERPRISE CAPITAL PROJECTS

2012/2013 REVENUES AND EXPENSES

Revenues




Expenses



**2012-2013  
ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**ELECTRIC**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
729202	Circuit Reconductoring	726,388	200,000	250,000	250,000	250,000	250,000	1,200,000		1,926,388
729505	Capacitor Bank Voltage Cntrlrs	40,066						0		40,066
720003	Replace Distribution Breakers	47,268						0		47,268
720202	Upgrade SCADA System	146,087						0		146,087
720601	138 KV Pole Change Out	401,901	250,000					250,000		651,901
720702	Substation Oil Containment	69,084						0		69,084
720704	Upgrade DG Hunter Substation	2,729						0	9,500,000	9,502,729
720801	Electric Utility Relocation	178,246	100,000	200,000	200,000	200,000	200,000	900,000		1,078,246
720803	Arterial Street Lighting Addition @	4,251						0		4,251
720804	Substation Maintenance @	150,764	115,000	115,000	115,000	115,000	115,000	575,000		725,764
720805	Distribution Feeder Maintenance @	386,563	200,000	200,000	200,000	200,000	200,000	1,000,000		1,386,563
720806	#4 Cooling Tower	47,492						0	120,000	167,492
720807	Vacuum Pump	50,000						0		50,000
720901	Upgrade Transformers at Prescott@	20,841	750,000					750,000	1,800,000	2,570,841
720903	138 KV Pilot Wire Replacement @	536,352						0	200,000	736,352
720905	Sterlx Rd Transformer Rep @	2,530,642						0		2,530,642
721001	Paint Transformer for #3 & #4	4,346						0		4,346
721002	Prescott Substation Flood Protectior	99,000						0		99,000
721003	Buhlow Bridge Relocation-Electric	53,912						0		53,912
721101	Power Generation Additions	750,000						0		750,000
721201	Turbine Inspection Units 3 & 4	300,000						0		300,000
721202	Bearing Inspection Units 3 & 4	160,000						0		160,000
721203	#3 & #4 Boiler Maint Upgrade	41,626						0		41,626
721301	Retube E Boiler Feed Water Heater	0	450,000					450,000		450,000
721302	138 KV Transmission Upgrade	0	1,348,099					1,348,099		1,348,099
<b>Total Electric</b>		<b>6,747,558</b>	<b>3,413,099</b>	<b>765,000</b>	<b>765,000</b>	<b>765,000</b>	<b>765,000</b>	<b>6,473,099</b>	<b>11,620,000</b>	<b>24,840,657</b>

\* Project Number to be Assigned  
 @ New or Revised Projects  
 Projects to be closed

**2012-2013**  
**ENTERPRISE CAPITAL PROJECTS**  
**FIVE YEAR CAPITAL PLAN**

**WATER**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
759601	Water Well Improvement	1,594						0	712,000	713,594
750004	Replace Water Lines	110,389						0	800,000	910,389
750802	Flow Meters @ Pump Stations	20,000						0		20,000
750806	Pump Station Monroe Street	70,000		150,000				150,000	450,000	670,000
750903	Water Wells @ Adams	€ 88,000						0	712,000	800,000
750904	Replace Well #926	€ 94,000						0	256,000	350,000
750905	Water Wells @ Betty St	€ 105,000						0	295,000	400,000
750906	Replace Well #911	€ 105,000						0	350,000	455,000
750908	Test & Collector Well @ Hamilt	€ 30,000						0	1,500,000	1,530,000
750909	Replace 3 Ground Storage Tanks	€ 487,739		216,331				216,331		704,070
751001	Water Well Reclamation	1,713,349		500,000	500,000	500,000	500,000	2,000,000		3,713,349
751002	SCADA System Upgrade	107,000		200,000	200,000			400,000		507,000
751003	Pump Station City Park	550,970	200,000					200,000		750,970
751004	Buhlow Bridge Relocation-Water	35,825						0		35,825
751101	Replace Downtown Water Mains	2,758,872						0		2,758,872
751102	CL2 Detection	30,000						0		30,000
751103	Install 36" Valve @ Shell Rd	15,000						0		15,000
751201	Martin Park Water Main Rep	949,155	350,000	350,000				700,000		1,649,155
751202	Replace Water Wells	682,201						0		682,201
<b>Total Water</b>		<b>7,954,094</b>	<b>550,000</b>	<b>1,416,331</b>	<b>700,000</b>	<b>500,000</b>	<b>500,000</b>	<b>3,666,331</b>	<b>5,075,000</b>	<b>16,695,425</b>

\* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2012-2013

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

GAS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
780901	Martin Park Gas Main Rep	@ 963,087	350,000					350,000		1,313,087
781201	Gas Transmission Addition	411,047	45,000					45,000		456,047
781301	Hwy 28W & Vandenburg		75,000					75,000		75,000
<b>Total Gas</b>			470,000	0	0	0	0	470,000	0	1,844,134

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

WASTEWATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST	
			12-13	13-14	14-15	15-16	16-17				
818901	Sewer Line Rehab & Replacemer	572,867	225,000					225,000		797,867	
810702	Ramada Inn Force Main	43,634						0		43,634	
810802	SCADA System Upgrade	904,022						0		904,022	
810901	Shirley Park Lift Station @	23,550	587,450					587,450		611,000	
810902	England Air Park Lift Station @	284						0		284	
810904	Collection/Treatment Painting @	790,000						0		790,000	
810905	Treatment Plant Improvements @	3,282,123						0		3,282,123	
811301	Atwood Station Odor Control	0	95,000					95,000		95,000	
*	Treatment Plant Drainage	0		465,000				465,000		465,000	
*	Lift Station Stand by Power	0		256,400				256,400		256,400	
<b>Total Wastewater</b>			<b>5,616,480</b>	<b>907,450</b>	<b>721,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,628,850</b>	<b>0</b>	<b>7,245,330</b>

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

OTHER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
860701	Telephone Network Upgrade	74,336	59,000					59,000		133,336
860702	GIS System/GPS Equipment	449,428	250,000					250,000		699,428
861301	CRM System	0	55,000							
<b>Total Other</b>		523,764	364,000	0	0	0	0	309,000	0	832,764
<b>TOTAL UTILITY CAPITAL</b>		22,216,030	5,704,549	2,902,731	1,465,000	1,265,000	1,265,000	12,547,280	16,695,000	51,458,310

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

2012-2013

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

MUNICIPAL TRANSIT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2017	TOTAL COST
			12-13	13-14	14-15	15-16	16-17			
709702	Support Equipment	5,662						0		5,662
709707	Fareboxes	17,270						0		17,270
709712	Buses	754,376						0		754,376
709714	Replace Signage	394						0		394
709716	New Terminal	0						0	3,900,000	3,900,000
709718	ADA Vehicle Equipment	25,000						0		25,000
709719	Spare Parts	490						0		490
<b>TOTAL TRANSIT</b>		<b>803,192</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,900,000</b>	<b>4,703,192</b>

- \* Project Number to be Assigned
- @ New or Revised Projects
- Projects to be closed

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## VII. ENTERPRISE FUNDS

## **Enterprise Funds**

The purpose of these funds is to account for operations that are financed and operated in a manner similar to private business enterprises in that the costs of goods and/or services to the general public to be financed through user charges. The revenues and expenses for these funds are recognized on the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the accounting period in which they are incurred, if measurable.

The Enterprise Funds contained in this section include the combined Utility System Fund; which includes Electric, Water, Gas, Wastewater Operations, Sanitation Fund, and Municipal Transit Fund.

*City of Alexandria*  
**Annual Operating Budget**

*Utility Fund Revenues*



## 2012-2013 ANNUAL BUDGET

UTILITY FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Electric Revenues</b>							
345000	Charges - Residential	12,904,622	13,801,567	12,600,000	14,300,000	12,600,000	12,600,000	12,600,000
345001	Charges - Commercial	16,701,410	16,484,669	16,200,000	17,100,000	16,200,000	16,200,000	16,200,000
345200	Charges - Penalties	1,078,530	1,088,285	850,000	1,200,000	850,000	850,000	850,000
345300	Charges - Fuel Cost	43,511,709	46,991,753	35,000,000	46,500,000	35,000,000	35,000,000	35,000,000
345600	Charges - Inspections	0	0	15,000	15,000	15,000	15,000	15,000
345900	Charges - Meters	19,996	20,219	20,000	20,000	20,000	20,000	20,000
346000	Charges - City Street Lights	282,639	282,639	282,639	282,639	282,639	282,639	282,639
346300	Charges - Pole Rental	31,240	2,490	30,000	15,000	30,000	30,000	30,000
346400	Charges - Dusk to Dawn Lights	14,232	8,661	2,000	10,000	2,000	2,000	2,000
399000	Miscellaneous Electric	19,507	27,566	10,000	15,000	10,000	10,000	10,000
	<b>Total Electric Revenues</b>	<b>74,563,885</b>	<b>78,707,849</b>	<b>65,009,639</b>	<b>79,457,639</b>	<b>65,009,639</b>	<b>65,009,639</b>	<b>65,009,639</b>
	<b>Water Revenues</b>							
345000	Charges - Residential	3,603,158	4,465,852	4,813,000	5,075,000	4,813,000	5,013,000	5,013,000
345001	Charges - Commercial	2,167,215	1,928,739	1,830,000	1,200,000	1,830,000	1,830,000	1,830,000
345200	Charges - Penalties	165,927	167,428	163,000	188,000	163,000	163,000	163,000
345800	Charges - Tap Fees	57,133	61,579	85,000	70,000	85,000	85,000	85,000
345900	Charges - Meters	28,388	18,987	30,000	23,000	30,000	30,000	30,000
346100	Charges - City Fire Hydrants	95,915	96,314	94,646	94,646	94,646	94,646	94,646
379001	Lease-Water Tower Space	20,887	22,140	19,500	19,500	19,500	19,500	19,500
399000	Miscellaneous - Water	2,542	2,846	5,000	5,000	5,000	5,000	5,000
	<b>Total Water Revenues</b>	<b>6,141,165</b>	<b>6,763,885</b>	<b>7,040,146</b>	<b>6,675,146</b>	<b>7,040,146</b>	<b>7,240,146</b>	<b>7,240,146</b>
	<b>Gas Revenues</b>							
345000	Charges - Residential	3,428,560	2,920,383	3,000,000	3,025,000	3,000,000	3,000,000	3,000,000
345200	Charges - Penalties	414,817	418,569	325,000	475,000	325,000	325,000	325,000
345300	Charges - Fuel Cost	9,562,304	7,478,755	8,000,000	7,900,000	8,000,000	8,000,000	8,000,000
345600	Charges - Inspections	337	30	10,000	10,000	10,000	10,000	10,000
345800	Charges - Tap Fees	12,690	12,255	17,000	17,000	17,000	17,000	17,000
345900	Charges - Meters	32,655	27,781	25,000	25,000	25,000	25,000	25,000
399000	Miscellaneous - Gas	7,943	7,273	5,000	5,000	5,000	5,000	5,000
	<b>Total Gas Revenues</b>	<b>13,459,306</b>	<b>10,865,046</b>	<b>11,382,000</b>	<b>11,457,000</b>	<b>11,382,000</b>	<b>11,382,000</b>	<b>11,382,000</b>
	<b>Wastewater Revenues</b>							
345000	Charges - Residential	2,735,561	2,857,303	3,414,000	4,200,000	3,414,000	3,550,000	3,550,000
345001	Charges - Commercial	625,246	1,119,229	1,059,000	469,000	1,059,000	1,059,000	1,059,000
345002	Charges - Industrial	21	21	25	25	25	25	25
345003	Charges - Pretreatment Fees	20,888	0	17,500	13,500	17,500	17,500	17,500
345800	Charges - Tap Fees	35,350	29,725	40,000	35,000	40,000	40,000	40,000
399000	Miscellaneous - Wastewater	40,805	46,890	40,000	40,000	40,000	40,000	40,000
	<b>Total Wastewater Revenues</b>	<b>3,457,871</b>	<b>4,053,168</b>	<b>4,570,525</b>	<b>4,757,525</b>	<b>4,570,525</b>	<b>4,706,525</b>	<b>4,706,525</b>
	<b>Environmental Compliance</b>							
345100	Charges-Environmental Compliance	419,479	418,166	652,941	652,941	652,941	652,941	652,941
	<b>Total Environmental Compliance</b>	<b>419,479</b>	<b>418,166</b>	<b>652,941</b>	<b>652,941</b>	<b>652,941</b>	<b>652,941</b>	<b>652,941</b>
	<b>Other Charges</b>							
345700	Charges - Service Charges	296,794	316,436	275,000	275,000	275,000	275,000	275,000
346200	Charges - Gate Lock	360	592	500	500	500	500	500
346600	Charges - Infrastructure Replacement	0	0	0	0	0	2,000,000	2,000,000
	<b>Total Other Charges</b>	<b>297,154</b>	<b>317,028</b>	<b>275,500</b>	<b>275,500</b>	<b>275,500</b>	<b>2,275,500</b>	<b>2,275,500</b>

## 2012-2013 ANNUAL BUDGET

UTILITY FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Total Charges</b>	98,338,860	101,125,142	88,930,751	103,275,751	88,930,751	91,266,751	91,266,751
	<b>Investment Income:</b>							
367101	Interest - Investments	47,898	64,564	0	30,000	0	0	0
367300	Interest - Bond Reserves	16,808	9,672	0	10,000	0	0	0
367301	Interest - Bond Sinking Funds	15,370	21,610	0	15,000	0	0	0
	<b>Total Investment Income</b>	80,076	95,846	0	55,000	0	0	0
	<b>Internal Services/Interfunds:</b>							
333402	Cost Allocation - Sanitation	141,953	160,161	141,953	160,161	141,953	141,953	160,161
333450	Cost Allocation - Bus	35,998	29,885	35,998	29,885	35,998	35,998	29,885
	<b>Total Internal Services/Interfunds</b>	177,951	190,046	177,951	190,046	177,951	177,951	190,046
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	0	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	0	0	0	0	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	39,663	0	0	0	0	0	0
398900	Misc - Cash Over/(Short)	(8,314)	285	200	200	200	200	200
399000	Miscellaneous Revenue	3,032,347	37,184	20,000	20,000	20,000	20,000	20,000
399001	Misc - Returned Checks	33,580	24,825	20,000	20,000	20,000	20,000	20,000
399002	Misc - Bad Debt Recovery	0	0	20,000	20,000	20,000	20,000	20,000
399005	Misc - Environmental Conference	27,225	31,913	30,000	30,000	30,000	30,000	30,000
399999	Use of Retained Earnings	0	0	1,121,071	1,532,249	0	2,692,103	2,701,831
	<b>Total Other</b>	3,124,501	94,207	1,211,271	1,622,449	90,200	2,782,303	2,792,031
	<b>TOTAL REVENUES</b>	101,721,388	101,505,241	90,319,973	105,143,246	89,198,902	94,227,005	94,248,828

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Administration	<b>ORGANIZATION:</b>	210500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	2,320,656	391,128	375,000	527,078	375,000	375,000	0.00%
OTHER	19,692,177	19,705,130	19,200,630	21,684,974	22,056,798	22,056,798	14.88%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>22,012,833</b>	<b>20,096,258</b>	<b>19,575,630</b>	<b>22,212,052</b>	<b>22,431,798</b>	<b>22,431,798</b>	<b>14.59%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Administration	<b>ORGANIZATION:</b>	210500

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Operating &amp; Contractual:</b>								
531106	Professional Fees - Audit	31,253	47,641	48,000	48,000	48,000	48,000	48,000
531110	Professional Fees & Services	2,246,732	302,332	200,000	382,078	200,000	200,000	200,000
531209	Services - Bank Charges	40,714	41,155	47,000	47,000	47,000	47,000	47,000
531900	Advertising	0	0	15,000	15,000	15,000	15,000	15,000
533024	Economic Development	0	0	60,000	30,000	60,000	60,000	60,000
543000	Miscellaneous Expense	1,957	0	5,000	5,000	5,000	5,000	5,000
543017	Placques & Awards	0	0	0	0	0	0	0
<b>Total Operating &amp; Contractual</b>		<b>2,320,656</b>	<b>391,128</b>	<b>375,000</b>	<b>527,078</b>	<b>375,000</b>	<b>375,000</b>	<b>375,000</b>
<b>Other:</b>								
646000	Bond Issuance Cost	0	0	0	34,217	0	0	0
646037	Emergency Storm Preparedness	31,701	138,507	0	0	0	0	0
646039	Utility Assistance Program	50,000	0	0	0	0	0	0
646052	Transfer to Utility Debt Service	4,170,560	4,163,846	4,178,711	4,485,267	5,052,988	5,052,988	5,052,988
646101	Transfer to General Fund (5%)	5,200,000	5,200,000	6,633,347	6,633,347	6,633,347	6,633,347	6,633,347
646300	Transfer to General Cap Projects	254,000	254,000	100,000	100,000	100,000	100,000	100,000
646411	Transfer to Utility Capital Projects	5,478,240	5,701,240	3,266,047	4,466,047	3,266,047	4,954,549	4,954,549
646403	Transfer to Zoo Fund	0	1,771,409	0	0	0	0	0
646404	Transfer to Golf Course Fund	0	235,115	0	0	0	0	0
646450	Transfer to Municipal Transit Fund	1,587,522	0	1,909,519	1,595,573	1,966,162	1,966,162	1,966,162
646551	Transfer to Risk Management Fund	1,072,350	536,175	758,168	1,544,968	1,174,197	1,174,197	1,174,197
646552	Transfer to Employee Benefits Fund	142,966	0	650,000	650,000	568,500	0	0
647101	Cost Allocation - General Fund	1,680,838	1,680,838	1,680,838	2,151,555	2,151,555	2,151,555	2,151,555
648101	Transfer to General Fund-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
699000	Operating Reserve	0	0	0	0	0	0	0
<b>Total Other</b>		<b>19,692,177</b>	<b>19,705,130</b>	<b>19,200,630</b>	<b>21,684,974</b>	<b>20,936,796</b>	<b>22,056,798</b>	<b>22,056,798</b>
<b>TOTAL DEPARTMENT</b>		<b>22,012,833</b>	<b>20,096,258</b>	<b>19,575,630</b>	<b>22,212,052</b>	<b>21,311,796</b>	<b>22,431,798</b>	<b>22,431,798</b>

*City of Alexandria*  
**Annual Operating Budget**

*Finance Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Budget Office	<b>ORGANIZATION:</b>	218300

**GOAL MISSION STATEMENT**

- To provide the Council, the Mayor, and the Citizens of Alexandria with accurate financial and budgetary information.
- To provide the information to the Council and the Mayor that will aid the m in the decision making process.
- To assist division and departments heads with the administration of their individual budgets.
- To assist he Director of Finance in the planning, directing and coordination of operations within the Finance Division.

**FUNCTION DESCRIPTION**

The Budget Department plans, coordinates, and organizes the preparation of the annual Operating and Five Year Capital Budget. Once adopted by the City Council, the department is responsible for overall administration of the Operating and Capital Budgets. The Budget Office oversees the printing of the final budget documents.

The Budget Office administrates the financial aspect of all City Capital Projects. Additionally, this office is responsible for the enforcement of budgetary policies, approves all budget changes, reviews financial fact sheets going to the City Council and ensures that all budget amendments adopted by the City Council are properly recorded and enforced.

The Assistant Director of Finance assists in the supervision of the departments within the Financial Division.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Budget printed	85	85	85
Department budget transfers	425	425	425
Budget Amendments	65	65	65
Accounts affected/Budget Transaction	9,700	9,700	9,700
Total active accounts	10,000	10,000	10,000
Fact sheets reviewed	300	300	300

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Budget Office	<b>ORGANIZATION:</b>	218300

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	109,919	102,324	108,684	71,584	108,684	108,684	0.00%
FRINGE BENEFITS	35,382	39,641	43,182	43,182	47,402	47,402	9.77%
OPERATING/CONTRACTUAL	20,201	17,150	28,038	26,038	28,038	28,038	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,420	0	4,000	4,000	4,000	4,000	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>166,922</b>	<b>159,115</b>	<b>183,904</b>	<b>144,804</b>	<b>188,124</b>	<b>188,124</b>	<b>2.29%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490225	Salary - Assistant Director Finance	1	1	1	1	1	1	0.00%
490227	Salary - Information Systems Analyst	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	0	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Budget Office	<b>ORGANIZATION:</b>	218300

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	1,680	106	1,013	2,013	1,013	1,013	1,013
490225	Salary - Assistant Director Finance	71,165	65,439	70,892	32,792	70,892	70,892	70,892
490227	Salary - Information Systems Analyst	37,074	36,779	36,779	36,779	36,779	36,779	36,779
<b>Total Salaries</b>		<b>109,919</b>	<b>102,324</b>	<b>108,684</b>	<b>71,584</b>	<b>108,684</b>	<b>108,684</b>	<b>108,684</b>
<b>Fringe:</b>								
510201	Fringe - Pension	26,082	29,592	29,834	29,834	28,226	28,226	28,226
510202	Fringe - Hospital	8,676	9,494	7,916	7,916	13,744	13,744	13,744
510206	Fringe - Medicare Insurance Tax	542	514	548	548	548	548	548
510207	Fringe - Life Insurance	82	41	84	84	84	84	84
510209	Fringe - Car Allowance	0	0	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		<b>35,382</b>	<b>39,641</b>	<b>43,182</b>	<b>43,182</b>	<b>47,402</b>	<b>47,402</b>	<b>47,402</b>
<b>Operating &amp; Contractual:</b>								
520204	Uniforms	166	0	300	300	300	300	300
520400	Office	2,056	2,382	3,700	3,700	3,700	3,700	3,700
531301	Vehicle Cost - Oil & Gas	27	0	288	288	288	288	288
531304	Vehicle Cost - R & M	128	0	1,250	250	1,250	1,250	1,250
531410	Telephone	2,290	2,582	2,000	3,000	2,000	2,000	2,000
531500	Printing	372	511	4,000	4,000	4,000	4,000	4,000
531800	Rent	11,549	9,886	15,000	13,000	15,000	15,000	15,000
543002	Dues & Subscriptions	590	600	500	500	500	500	500
543003	Travel & Training	3,023	1,189	1,000	1,000	1,000	1,000	1,000
<b>Total Operating &amp; Contractual</b>		<b>20,201</b>	<b>17,150</b>	<b>28,038</b>	<b>26,038</b>	<b>28,038</b>	<b>28,038</b>	<b>28,038</b>
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	1,420	0	4,000	4,000	4,000	4,000	4,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>1,420</b>	<b>0</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>TOTAL DEPARTMENT</b>		<b>166,922</b>	<b>159,115</b>	<b>183,904</b>	<b>144,804</b>	<b>188,124</b>	<b>188,124</b>	<b>188,124</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

**GOAL MISSION STATEMENT**

To provide utility customers with accurate billing and collection for electric, gas, water, wastewater, and sanitation services. Insure that customers receive accurate information on their accounts and to provide customers inquiring about their accounts with prompt information and courteous service.

**FUNCTION DESCRIPTION**

The Customer Service Department is responsible for billing approximately 25,000 customers for electric, water, gas, wastewater, and sanitation services and also collecting revenues generated. Additionally, this department is responsible for new accounts, cut-off and disconnect procedures. This department also serves as the collector of property taxes and miscellaneous receipts.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Telephone Calls	72,355	72,355	72,355
Total Customers	25,220	25,220	25,220
Work Orders	79,150	79,150	79,150
Customer Disconnects	14,200	14,200	14,200
Applications for Services	7,276	7,276	7,276

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,021,294	1,046,302	1,037,701	1,065,301	1,035,458	1,035,458	-0.22%
FRINGE BENEFITS	427,955	512,396	456,548	456,548	451,398	451,398	-1.13%
OPERATING/CONTRACTUAL	538,101	584,497	603,285	604,285	608,285	608,285	0.83%
OTHER	1,330,995	1,096,964	1,800,000	1,600,000	1,800,000	1,800,000	0.00%
CAPITAL OUTLAY	36,486	6,905	38,000	38,000	4,218	4,218	-88.90%
<b>TOTAL APPROPRIATIONS</b>	<b>3,354,831</b>	<b>3,247,064</b>	<b>3,935,534</b>	<b>3,764,134</b>	<b>3,899,359</b>	<b>3,899,359</b>	<b>-0.92%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490124	Salary - Customer Services Manager	1	1	1	1	1	1	0.00%
490131	Salary - Mail Clerk	1	1	1	1	1	1	0.00%
490218	Salary - Customer Services Supervisor	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	2	2	2	2	2	2	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490619	Salary - Office Assistant	1	0	0	0	0	0	0.00%
490642	Salary - Customer Accounts Representati	13	13	13	13	13	13	0.00%
490644	Salary - Customer Accounts Team Leade	5	5	5	5	5	5	0.00%
490646	Salary - Customer Services Representativ	8	8	8	8	8	8	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>34</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>33</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	35,066	37,289	9,790	44,790	9,790	9,790	9,790
490124	Salary - Customer Services Manager	57,369	57,149	57,149	57,149	57,149	57,149	57,149
490131	Salary - Mail Clerk	23,786	23,695	23,695	23,695	23,695	23,695	23,695
490218	Salary - Customer Services Supervisor	50,177	49,984	49,985	49,985	49,985	49,985	49,985
490230	Salary - Accountant	74,520	74,234	74,234	74,234	74,234	74,234	74,234
490618	Salary - Administrative Secretary	25,308	22,928	35,076	35,076	35,076	35,076	35,076
490642	Salary - Customer Accounts Representati	401,488	400,786	401,323	401,323	399,080	399,080	399,080
490644	Salary - Customer Accounts Team Leade	200,397	200,056	201,393	201,393	201,393	201,393	201,393
490646	Salary - Customer Services Representativ	147,179	172,706	179,700	172,300	179,700	179,700	179,700
490690	Salary - Student Worker	6,004	7,475	5,356	5,356	5,356	5,356	5,356
<b>Total Salaries</b>		<b>1,021,294</b>	<b>1,046,302</b>	<b>1,037,701</b>	<b>1,065,301</b>	<b>1,035,458</b>	<b>1,035,458</b>	<b>1,035,458</b>
<b>Fringe:</b>								
510201	Fringe - Pension	241,788	299,849	283,376	283,376	267,514	267,514	267,514
510202	Fringe - Hospital	172,245	198,746	158,215	158,215	168,960	168,960	168,960
510206	Fringe - Medicare Insurance Tax	12,291	12,660	13,281	13,281	13,248	13,248	13,248
510207	Fringe - Life Insurance	1,259	676	1,344	1,344	1,344	1,344	1,344
510208	Fringe - FICA Tax Retirement	372	465	332	332	332	332	332
<b>Total Fringe</b>		<b>427,955</b>	<b>512,396</b>	<b>456,548</b>	<b>456,548</b>	<b>451,398</b>	<b>451,398</b>	<b>451,398</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	14,784	3,734	0	0	0	0	0
520204	Uniforms	1,117	4,459	6,280	6,280	6,280	6,280	6,280
520400	Office	31,738	42,993	25,000	25,000	25,000	25,000	25,000
531109	Security	47,249	46,844	33,667	42,667	33,667	33,667	33,667
531210	Fees Substation	3,280	3,334	5,000	5,000	5,000	5,000	5,000
531211	Fees Collection Agency	39,319	49,785	25,000	25,000	25,000	25,000	25,000
531214	Fees - Billing Services	203,239	180,419	135,000	135,000	135,000	135,000	135,000
531301	Vehicle Costs - Gas & Oil	147	86	1,150	1,150	1,150	1,150	1,150
531304	Vehicle Cost - R & M	361	72	2,350	1,350	2,350	2,350	2,350
531401	Postage	61,631	69,307	185,000	173,000	185,000	185,000	185,000
531410	Telephone	21,865	19,751	14,500	19,500	19,500	19,500	19,500
531500	Printing	1,924	2,405	2,700	2,700	2,700	2,700	2,700
531701	Utilities	66,214	102,187	105,000	105,000	105,000	105,000	105,000
543002	Dues & Subscriptions	0	0	700	700	700	700	700
543003	Travel & Training	96	3,846	3,438	3,438	3,438	3,438	3,438
605101	Maintenance Building & Facilities	35,480	46,435	46,000	46,000	46,000	46,000	46,000
605106	Maintenance Equipment	9,657	8,840	12,500	12,500	12,500	12,500	12,500
<b>Total Operating and Contractual</b>		<b>538,101</b>	<b>584,497</b>	<b>603,285</b>	<b>604,285</b>	<b>608,285</b>	<b>608,285</b>	<b>608,285</b>
<b>Other:</b>								
543001	Bad Debt	1,330,995	1,096,964	1,800,000	1,600,000	1,800,000	1,800,000	1,800,000
<b>Total Other</b>		<b>1,330,995</b>	<b>1,096,964</b>	<b>1,800,000</b>	<b>1,600,000</b>	<b>1,800,000</b>	<b>1,800,000</b>	<b>1,800,000</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	23,000	23,000	0	0	0
707600	Machinery & Equipment	13,986	6,905	15,000	15,000	3,518	3,518	3,518
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	22,500	0	0	0	700	700	700
	<b>Total Capital Outlay</b>	<b>36,486</b>	<b>6,905</b>	<b>38,000</b>	<b>38,000</b>	<b>4,218</b>	<b>4,218</b>	<b>4,218</b>
	<b>TOTAL DEPARTMENT</b>	<b>3,354,831</b>	<b>3,247,064</b>	<b>3,935,534</b>	<b>3,764,134</b>	<b>3,899,359</b>	<b>3,899,359</b>	<b>3,899,359</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Field Services	<b>ORGANIZATION:</b>	218700

## GOAL MISSION STATEMENT

To provide utility customers with accurate billings and collections for electric, gas, water, wastewater, and sanitation services. Insure that customers receive accurate information on their accounts and to provide customers inquiring about their accounts with prompt information and courteous service.

## FUNCTION DESCRIPTION

The Customer Service Department is responsible for billing approximately 25,000 customers for electric, water, gas, wastewater, and sanitation services and also collecting revenues generated. Additionally, this department is responsible for new accounts, cut-off and disconnect procedures.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Telephone Calls	72,355	72,355	72,355
Total Customers	25,220	25,220	25,220
Work Orders	79,150	79,150	79,150
Customer Disconnects	14,200	14,200	14,200
Applications for Services	7,276	7,276	7,276

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Customer Field Services	<b>ORGANIZATION:</b>	218700

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	576,754	587,122	588,757	574,457	574,559	574,559	-2.41%
FRINGE BENEFITS	256,582	298,314	289,500	289,500	281,022	281,022	-2.93%
OPERATING/CONTRACTUAL	64,957	77,569	86,175	99,175	87,175	87,175	1.16%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	31,635	2,392	133,836	133,836	19,600	19,600	-85.36%
<b>TOTAL APPROPRIATIONS</b>	<b>929,928</b>	<b>965,397</b>	<b>1,098,268</b>	<b>1,096,968</b>	<b>962,356</b>	<b>962,356</b>	<b>-12.38%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490132	Salary - Supervisor Utility Field Services	1	1	1	1	1	1	0.00%
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490647	Salary - Meter Reader	11	11	11	11	11	11	0.00%
490763	Salary - Utility Service Worker	7	7	7	7	7	7	0.00%
	<b>Total Positions</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DEPARTMENT:</b>	Finance Customer Field Services	<b>FUND:</b>	401
		<b>ORGANIZATION:</b>	218700

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	52,807	51,942	10,240	60,240	10,240	10,240	10,240
490132	Salary - Supervisor Utility Field Services	42,802	42,638	42,638	42,638	42,638	42,638	42,638
490141	Salary - Crew Leader	44,104	43,032	43,935	21,735	36,569	36,569	36,569
490626	Salary - Clerical Specialist	33,222	33,094	33,095	33,095	33,095	33,095	33,095
490647	Salary - Meter Reader	179,790	194,556	235,678	193,578	235,057	235,057	235,057
490763	Salary - Utility Service Worker	224,029	221,860	223,171	223,171	216,960	216,960	216,960
	<b>Total Salaries</b>	<b>576,754</b>	<b>587,122</b>	<b>588,757</b>	<b>574,457</b>	<b>574,559</b>	<b>574,559</b>	<b>574,559</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	136,986	166,453	161,615	161,615	149,214	149,214	149,214
510202	Fringe - Hospital	114,078	126,568	121,510	121,510	125,051	125,051	125,051
510206	Fringe - Medicare Insurance Tax	4,751	4,888	5,493	5,493	5,875	5,875	5,875
510207	Fringe - Life Insurance	767	405	882	882	882	882	882
	<b>Total Fringe</b>	<b>256,582</b>	<b>298,314</b>	<b>289,500</b>	<b>289,500</b>	<b>281,022</b>	<b>281,022</b>	<b>281,022</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	10,801	0	12,000	0	0	0
520204	Uniforms	5,433	6,121	6,000	6,000	6,000	6,000	6,000
520400	Office	1,502	2,259	2,500	2,500	2,500	2,500	2,500
520500	Operating Supplies	6,058	3,635	18,000	18,000	18,000	18,000	18,000
520514	Small Tools	0	559	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Gas & Oil	36,169	39,940	38,325	39,325	39,325	39,325	39,325
531304	Vehicle Cost - R & M	8,764	7,268	11,400	11,400	11,400	11,400	11,400
531500	Printing	0	0	200	200	200	200	200
543003	Travel & Training	299	0	1,750	1,750	1,750	1,750	1,750
605106	Maintenance Equipment	6,732	6,986	7,000	7,000	7,000	7,000	7,000
	<b>Total Operating and Contractual</b>	<b>64,957</b>	<b>77,569</b>	<b>86,175</b>	<b>99,175</b>	<b>87,175</b>	<b>87,175</b>	<b>87,175</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	31,525	0	13,836	13,836	19,600	19,600	19,600
707600	Machinery & Equipment	110	2,392	120,000	120,000	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>31,635</b>	<b>2,392</b>	<b>133,836</b>	<b>133,836</b>	<b>19,600</b>	<b>19,600</b>	<b>19,600</b>
	<b>TOTAL DEPARTMENT</b>	<b>929,928</b>	<b>965,397</b>	<b>1,098,268</b>	<b>1,096,968</b>	<b>962,356</b>	<b>962,356</b>	<b>962,356</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Information Systems	<b>ORGANIZATION:</b>	218800

GOAL MISSION STATEMENT

To provide departments with the most comprehensive, professional and state-of-art Information System services. To service user departments and customers by developing and maintaining efficient, reliable and progressive information technology including technology including telecommunications, internet services, application software and network systems.

FUNCTION DESCRIPTION

The activities of the Management Information System include the following:

1. Operating
2. Programming
3. System Analysis
4. Hardware Maintenance
5. System Education and Training
6. System Evaluation and Implementation
7. Telecommunications
8. Network Development and Maintenance
9. Internet Functions and Applications

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Number of Accounts	17	17	17
Number of Transactions	17	17	17
Number of Pages Printer	115	115	115
Number of Jobs Run	21	21	21
Number of Service Calls - Hardware	26,700	26,700	26,700
Number of Service Calls - Software	8,900	8,900	8,900
Number of Documents Prepared	720	720	720

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Management Information Systems	<b>ORGANIZATION:</b>	218800

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	398,880	367,181	395,683	373,983	395,683	395,683	0.00%
FRINGE BENEFITS	148,344	172,795	166,126	166,126	161,070	161,070	-3.04%
OPERATING/CONTRACTUAL	811,080	764,206	779,225	873,225	884,225	904,225	16.04%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	269,121	153,103	283,688	289,160	290,000	290,000	2.22%
<b>TOTAL APPROPRIATIONS</b>	<b>1,627,425</b>	<b>1,457,285</b>	<b>1,624,722</b>	<b>1,702,494</b>	<b>1,730,978</b>	<b>1,750,978</b>	<b>7.77%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490123	Salary - Information Systems Manager	1	1	1	1	1	1	0.00%
490227	Salary - Information Systems Analyst	3	3	3	3	3	3	0.00%
490242	Salary - Database Manager	1	1	1	1	1	1	0.00%
490356	Salary - PC / Network Technician	4	4	3	3	3	3	0.00%
490357	Salary - Computer Operator I	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Finance	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Management Information Systems	<b>ORGANIZATION:</b>	218800

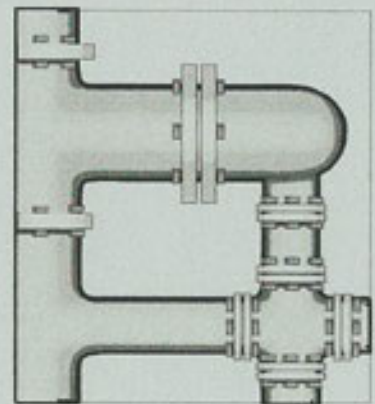
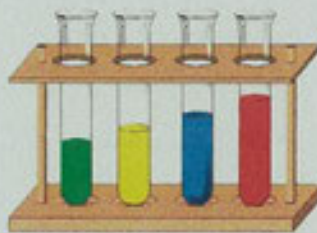
UTILITY FUND

		DEPARTMENTAL BUDGET						
CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	21,992	4,993	19,580	14,580	19,580	19,580	19,580
490123	Salary - Information Systems Manager	71,360	71,087	71,087	71,087	71,087	71,087	71,087
490227	Salary - Information Systems Analyst	115,560	115,117	115,117	115,117	115,117	115,117	115,117
490242	Salary - Database Manager	40,966	41,180	41,379	41,379	41,379	41,379	41,379
490356	Salary - PC / Network Technician	94,187	80,199	93,916	77,216	93,916	93,916	93,916
490357	Salary - Computer Operator I	28,123	28,015	28,015	28,015	28,015	28,015	28,015
490618	Salary - Administrative Secretary	26,692	26,590	26,589	26,589	26,589	26,589	26,589
	<b>Total Salaries</b>	<b>398,880</b>	<b>367,181</b>	<b>395,683</b>	<b>373,983</b>	<b>395,683</b>	<b>395,683</b>	<b>395,683</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	94,718	106,046	108,616	108,616	102,758	102,758	102,758
510202	Fringe - Hospital	47,625	61,440	51,351	51,351	52,153	52,153	52,153
510206	Fringe - Medicare Insurance Tax	5,595	5,104	5,739	5,739	5,739	5,739	5,739
510207	Fringe - Life Insurance	406	205	420	420	420	420	420
	<b>Total Fringe</b>	<b>148,344</b>	<b>172,795</b>	<b>166,126</b>	<b>166,126</b>	<b>161,070</b>	<b>161,070</b>	<b>161,070</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	974	987	2,400	2,400	2,400	2,400	2,400
520400	Office	3,490	3,654	4,000	4,000	4,000	4,000	4,000
520500	Operating Supplies	22,132	26,430	23,000	23,000	23,000	23,000	23,000
520513	Operating - Paper	8,916	6,306	19,000	11,000	19,000	19,000	19,000
531301	Vehicle Costs - Gas & Oil	1,273	807	2,725	1,725	2,725	2,725	2,725
531304	Vehicle Cost - R & M	4,097	766	5,000	3,000	5,000	5,000	5,000
531410	Telephone	38,773	39,907	39,000	39,000	39,000	39,000	39,000
531415	Internet Access	27,749	38,741	45,000	45,000	45,000	45,000	45,000
531416	Government Access Channel	0	0	0	0	0	0	20,000
531500	Printing	5	64	500	500	500	500	500
543002	Dues & Subscriptions	0	87	600	600	600	600	600
543003	Travel & Training	22,783	13,200	15,000	15,000	15,000	15,000	15,000
605106	Maintenance Equipment	351,820	236,402	300,000	345,000	345,000	345,000	345,000
605114	Maintenance Software	329,068	396,855	323,000	383,000	383,000	383,000	383,000
	<b>Total Operating and Contractual</b>	<b>811,080</b>	<b>764,206</b>	<b>779,225</b>	<b>873,225</b>	<b>884,225</b>	<b>884,225</b>	<b>904,225</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	240,810	149,786	69,688	75,160	220,000	220,000	220,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	28,311	3,317	214,000	214,000	70,000	70,000	70,000
	<b>Total Capital Outlay</b>	<b>269,121</b>	<b>153,103</b>	<b>283,688</b>	<b>289,160</b>	<b>290,000</b>	<b>290,000</b>	<b>290,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,627,425</b>	<b>1,457,285</b>	<b>1,624,722</b>	<b>1,702,494</b>	<b>1,730,978</b>	<b>1,730,978</b>	<b>1,750,978</b>

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# *City of Alexandria* **Annual Operating Budget**

## *Utility Division*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Director of Utilities	<b>ORGANIZATION:</b>	218500

**GOAL MISSION STATEMENT**

Section 4-05 of the Home Rule Charter of the city of Alexandria charges the Director of Utilities with the administration of power plants; electric lines and services; water supply and distribution; gas lines and distribution; and sewerage collection and disposal.

**FUNCTION DESCRIPTION**

The Director of Utilities manages and coordinates all utility activities for the city including: electric production, electric distribution, water, gas, wastewater, and laboratory and testing services.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Director of Utilities	<b>ORGANIZATION:</b>	218500

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	122,033	116,610	116,610	116,610	188,610	188,610	61.74%
FRINGE BENEFITS	38,586	46,637	43,202	43,202	71,922	71,922	66.48%
OPERATING/CONTRACTUAL	259,073	132,249	266,500	316,500	306,000	306,000	14.82%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	3,987	18,867	13,900	13,900	10,500	10,500	-24.46%
<b>TOTAL APPROPRIATIONS</b>	<b>423,679</b>	<b>314,363</b>	<b>440,212</b>	<b>490,212</b>	<b>577,032</b>	<b>577,032</b>	<b>31.08%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
480107	Salary - Director of Utilities	1	1	1	1	1	1	0.00%
480604	Salary - Executive Secretary	1	1	1	1	1	1	0.00%
490175	Salary - Enviro Compliance Manager	0	0	0	0	1	1	
490226	Salary - Assistant Director Utilities	1	1	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>50.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Director of Utilities	<b>ORGANIZATION:</b>	218500

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
480107	Salary - Director of Utilities	86,286	81,000	81,000	81,000	81,000	81,000	81,000
480604	Salary - Executive Secretary	35,747	35,610	35,610	35,610	35,610	35,610	35,610
490175	Salary - Enviro Compliance Manager	0	0	0	0	72,000	72,000	72,000
<b>Total Salaries</b>		<b>122,033</b>	<b>116,610</b>	<b>116,610</b>	<b>116,610</b>	<b>188,610</b>	<b>188,610</b>	<b>188,610</b>
<b>Fringe:</b>								
510201	Fringe - Pension	23,171	30,096	28,641	28,641	46,140	46,140	46,140
510202	Fringe - Hospital	8,627	9,948	7,916	7,916	18,051	18,051	18,051
510206	Fringe - Medicare Insurance Tax	1,815	1,750	1,761	1,761	2,805	2,805	2,805
510207	Fringe - Life Insurance	81	43	84	84	126	126	126
510209	Fringe - Car Allowance	4,892	4,800	4,800	4,800	4,800	4,800	4,800
<b>Total Fringe</b>		<b>38,586</b>	<b>46,637</b>	<b>43,202</b>	<b>43,202</b>	<b>71,922</b>	<b>71,922</b>	<b>71,922</b>
<b>Operating and Contractual:</b>								
520204	Uniforms	1,058	0	0	0	1,900	1,900	1,900
520400	Office	5,472	3,401	2,500	2,500	4,100	4,100	4,100
531110	Professional Fees	245,700	120,872	250,000	300,000	250,000	250,000	250,000
531123	NERC ICP	0	0	0	0	35,000	35,000	35,000
531301	Vehicle Costs - Gas & Oil	0	338	1,500	1,500	1,500	1,500	1,500
531304	Vehicle Cost - R & M	0	0	1,000	0	1,000	1,000	1,000
531410	Telephone	2,127	2,951	3,000	4,000	4,000	4,000	4,000
531500	Printing	253	386	1,500	1,500	1,500	1,500	1,500
543002	Dues & Subscriptions	1,440	795	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	3,023	3,506	5,000	5,000	5,000	5,000	5,000
<b>Total Operating and Contractual</b>		<b>259,073</b>	<b>132,249</b>	<b>266,500</b>	<b>316,500</b>	<b>306,000</b>	<b>306,000</b>	<b>306,000</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	3,698	17,800	3,900	3,900	4,500	3,500	3,500
707700	Office Furniture & Fixtures	289	0	7,500	7,500	5,000	4,000	4,000
707702	Computer Software	0	1,067	2,500	2,500	3,000	3,000	3,000
<b>Total Capital Outlay</b>		<b>3,987</b>	<b>18,867</b>	<b>13,900</b>	<b>13,900</b>	<b>12,500</b>	<b>10,500</b>	<b>10,500</b>
<b>TOTAL DEPARTMENT</b>		<b>423,679</b>	<b>314,363</b>	<b>440,212</b>	<b>490,212</b>	<b>579,032</b>	<b>577,032</b>	<b>577,032</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

GOAL MISSION STATEMENT

The mission of the City of Alexandria, Electric Production Department is to provide reliable and cost effective energy services, in a responsible and courteous manner, which meet the current future needs to our customers.

1. Customers. We will continually strive to remain customer-focused and always seek to improve the way in which we deliver services to our customers.
2. Employees. We will maintain a safe and positive work environment and provide the opportunity for professional and personal development. We will properly train employees for their responsibilities and see that they are regularly updated in current developments in their disciplines. We will ensure that employees and the community.
3. Power Supply. We will develop and maintain a reliable and secure supply of energy at a reasonable cost.

FUNCTION DESCRIPTION

D.G. Hunter Generating Station operates 24 hours a day, 7 days a week, with the capability to supply the city with electrical power to meet the needs of the citizens. Plant equipment is kept in proper working conditions to insure safe and reliable operations, allowing a unit to be started up in a minimum of four hours.

Negotiations for fuel and electrical power insures the most economical power for the citizens of Alexandria.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Reports: EPAAA, LEPA, SWPP, Dept. of Energy, NERC, FERC, DEO & Utility Data	1,300	1,389	1,500
Requisitions Processed	1,200	1,250	1,315
Invoices & Packing Slips	2,500	1,820	2,690
Cleco Interchange Calls	8,760	9,700	8,980
Interchange Log Entries	61,320	62,500	61,320
Customer Complaints & Trouble Calls	5,000	4,980	4,795

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	845,833	747,969	856,186	770,786	862,007	862,007	0.68%
FRINGE BENEFITS	330,484	353,812	368,875	368,875	372,687	372,687	1.03%
OPERATING/CONTRACTUAL	42,367,696	49,396,073	36,136,150	47,603,150	36,139,150	36,139,150	0.01%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	4,857	415,379	268,900	268,900	383,500	383,500	42.62%
<b>TOTAL APPROPRIATIONS</b>	<b>43,548,870</b>	<b>50,913,233</b>	<b>37,630,111</b>	<b>49,011,711</b>	<b>37,757,344</b>	<b>37,757,344</b>	<b>0.34%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490101	Salary - Superintendent Electric Prod	1	1	1	1	1	1	0.00%
490149	Salary - Custodial Worker	1	1	1	1	1	1	0.00%
490301	Salary - Supervisor Electric Production	1	1	1	1	1	1	0.00%
490302	Salary - Plant Maintenance Supervisor	1	1	1	1	1	1	0.00%
490369	Salary - Enviromental Technician I	1	0	0	0	0	0	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490701	Salary - Electric Plant Shift Supervisor	4	4	4	4	4	4	0.00%
490704	Salary - Maintenance Mechanic II	1	1	1	1	1	1	0.00%
490705	Salary - Electric Plant Operator II	4	4	4	4	4	4	0.00%
490707	Salary - Electric Plant Operator I	3	1	1	1	1	1	0.00%
490723	Salary - Utilities Systems Technician	2	2	2	2	2	2	0.00%
490822	Salary - Trades Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>21</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	134,588	116,131	161,256	141,256	161,256	161,256	161,256
490101	Salary - Superintendent Electric Prod	61,361	59,780	59,780	59,780	59,780	59,780	59,780
490149	Salary - Custodial Worker	20,285	20,207	20,207	20,207	20,207	20,207	20,207
490301	Salary - Supervisor Electric Production	51,036	42,429	50,834	48,334	52,862	52,862	52,862
490302	Salary - Plant Maintenance Supervisor	34,792	34,792	34,792	34,792	34,792	34,792	34,792
490369	Salary - Environmental Technician I	41,002	0	0	0	0	0	0
490618	Salary - Administrative Secretary	30,810	33,272	33,272	33,272	33,272	33,272	33,272
490701	Salary - Electric Plant Shift Supervisor	184,102	144,375	182,980	147,380	186,773	186,773	186,773
490704	Salary - Maintenance Mechanic II	41,256	41,173	41,036	41,036	41,036	41,036	41,036
490705	Salary - Electric Plant Operator II	132,790	145,864	148,409	139,409	148,409	148,409	148,409
490707	Salary - Electric Plant Operator I	24,479	24,541	25,211	25,211	25,211	25,211	25,211
490723	Salary - Utilities Systems Technician	61,739	57,918	70,922	52,622	70,922	70,922	70,922
490822	Salary - Trades Worker	27,593	27,487	27,487	27,487	27,487	27,487	27,487
<b>Total Salaries</b>		<b>845,833</b>	<b>747,969</b>	<b>856,186</b>	<b>770,786</b>	<b>862,007</b>	<b>862,007</b>	<b>862,007</b>
<b>Fringe:</b>								
510201	Fringe - Pension	193,744	216,492	235,022	235,022	223,861	223,861	223,861
510202	Fringe - Hospital	128,468	130,254	123,562	123,562	137,714	137,714	137,714
510206	Fringe - Medicare Insurance Tax	7,585	6,723	9,535	9,535	10,356	10,356	10,356
510207	Fringe - Life Insurance	687	343	756	756	756	756	756
<b>Total Fringe</b>		<b>330,484</b>	<b>353,812</b>	<b>368,875</b>	<b>368,875</b>	<b>372,687</b>	<b>372,687</b>	<b>372,687</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	5,497	5,500	5,500	5,500	5,500	5,500	5,500
520400	Office	1,982	2,201	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	15,831	15,726	17,500	17,500	17,500	17,500	17,500
520501	Operating - Janitorial	2,443	2,705	2,500	2,500	2,500	2,500	2,500
520503	Operating - Chemicals	30,943	42,153	43,000	42,000	43,000	43,000	43,000
520505	Operating - Gases	28,342	24,540	25,000	29,000	25,000	25,000	25,000
520514	Small Tools	4,488	4,281	4,500	4,500	4,500	4,500	4,500
531110	Professional Fees & Services	30,678	0	0	0	0	0	0
531215	Fees, Licenses & Permits	1,103	9,236	4,000	4,000	4,000	4,000	4,000
531301	Vehicle Costs - Gas & Oil	2,743	8,767	4,450	7,450	7,450	7,450	7,450
531304	Vehicle Costs - R & M	2,201	2,598	8,000	4,000	8,000	8,000	8,000
531410	Telephone	14,124	7,618	23,500	13,500	23,500	23,500	23,500
531500	Printing	188	213	500	500	500	500	500
531701	Utilities	9,580	10,709	14,000	14,000	14,000	14,000	14,000
543002	Dues & Subscriptions	412	1,519	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	4,378	4,507	5,200	5,200	5,200	5,200	5,200
554001	Purchases-Direct Energy Costs	33,216,250	41,737,783	26,000,000	37,500,000	26,000,000	26,000,000	26,000,000
554002	Purchases-Other Energy Costs	7,196,431	6,686,483	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000
554006	Purchases-Plant Fuel	1,277,129	482,033	600,000	600,000	600,000	600,000	600,000
605101	Maintenance Bldg & Facilities	18,958	19,344	20,000	20,000	20,000	20,000	20,000
605102	Maintenance Plant	501,849	326,741	350,000	325,000	350,000	350,000	350,000
605106	Maintenance Equipment	2,146	1,416	2,500	2,500	2,500	2,500	2,500
<b>Total Operating and Contractual</b>		<b>42,367,696</b>	<b>49,396,073</b>	<b>36,136,150</b>	<b>47,603,150</b>	<b>36,139,150</b>	<b>36,139,150</b>	<b>36,139,150</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	4,857	415,379	254,400	254,400	772,500	359,500	359,500
707700	Office Furniture & Fixtures	0	0	2,000	2,000	8,000	4,000	4,000
707702	Computer Software	0	0	12,500	12,500	20,000	20,000	20,000
	<b>Total Capital Outlay</b>	<b>4,857</b>	<b>415,379</b>	<b>268,900</b>	<b>268,900</b>	<b>800,500</b>	<b>383,500</b>	<b>383,500</b>
	<b>TOTAL DEPARTMENT</b>	<b>43,548,870</b>	<b>50,913,233</b>	<b>37,630,111</b>	<b>49,011,711</b>	<b>38,174,344</b>	<b>37,757,344</b>	<b>37,757,344</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

## GOAL MISSION STATEMENT

To provide quality electric service to residential, commercial and industrial customers by maintaining high standards of workmanship, efficiency and reliability.

## FUNCTION DESCRIPTION

Construction of new additions and extensions to the City's electrical distribution system as growth requires. Maintain existing electric distribution system by checking equipment, performing preventive maintenance and reconductoring outdated circuits as loads and schedules allow. Respond to emergency call 24 hours a day, 7 days a week. Maintain street lighting and rental lights. Provide temporary electric service for special events. Maintain and store proper documentation of all electric meters, breakers, relays, transformers and equipment in the system. Test, record and remove all PCB contaminated transformers in system. Relamp and maintain sports lighting at all Ball Parks in the City. Ensure compliance with all FERC, NERC, and SPP rules and regulations. Assist all other departments as required.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Distribution Substations	7	7	7
Substation Transformers (MVA)	350	350	360
Distribution Lines (miles)	175	181	183
Transmission Lines (miles)	17	17	17
Electric Meters	22,972	24,022	24,142
Electric Customers	27,297	28,545	28,687
Street Lights	19,500	20,001	20,501
Work Orders Completed	800	912	935
Peak Load (MW)	179	181	184

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,694,779	1,704,809	1,698,816	1,711,616	1,682,434	1,682,434	-0.96%
FRINGE BENEFITS	680,252	794,368	742,160	742,160	750,314	750,314	1.10%
OPERATING/CONTRACTUAL	1,806,743	1,762,666	1,911,475	1,863,475	1,921,475	1,921,475	0.52%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	1,580,249	1,022,461	930,989	1,910,715	1,330,222	1,330,222	42.88%
<b>TOTAL APPROPRIATIONS</b>	<b>5,762,023</b>	<b>5,284,304</b>	<b>5,283,440</b>	<b>6,227,966</b>	<b>5,684,445</b>	<b>5,684,445</b>	<b>7.59%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490102	Salary - Superintendent	1	1	0	0	0	0	0.00%
490171	Salary - Crew Supervisor Electric Dist	4	3	3	2	2	2	-33.33%
490202	Salary - Asst Superintendent	1	0	0	0	0	0	0.00%
490219	Salary - Professional Engineer	1	0	0	0	0	0	0.00%
490303	Salary - Supervisor Electric Distribution	1	1	1	1	1	1	0.00%
490316	Salary - Engineering Tech II	1	1	1	1	1	1	0.00%
490358	Salary - Electrical Inspector	2	2	2	2	2	2	0.00%
490365	Salary - SCADA Operator Electric Dist	0	0	0	4	4	4	0.00%
490367	Salary - SCADA Operator	4	4	4	0	0	0	-100.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490708	Salary - Electric Substation Supervisor	1	1	1	1	1	1	0.00%
490712	Salary - Electric Line Worker Senior	9	9	9	9	9	9	0.00%
490713	Salary - Electric Service Worker	1	1	1	1	1	1	0.00%
490715	Salary - Electric Meter Technician	2	2	2	2	2	2	0.00%
490718	Salary - Electric Line Worker	3	3	3	3	3	3	0.00%
490723	Salary - Utilities Systems Technician	1	1	1	1	1	1	0.00%
490764	Salary - Electe Substation Tech II	1	1	1	1	1	1	0.00%
490769	Salary - Electe Substation Tech I	2	2	2	2	2	2	0.00%
490820	Salary - Maintenance Worker	3	2	2	2	1	1	-50.00%
490822	Salary - Trades Worker	4	4	4	4	5	5	25.00%
490904	Salary - Supervisor Meter & Service	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>44</b>	<b>40</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	279,057	241,911	210,319	272,319	210,319	210,319	210,319
490171	Salary - Crew Supervisor Electric Dist	177,362	153,549	153,549	102,992	102,992	102,992	102,992
490303	Salary - Supervisor Electric Distribution	55,184	54,973	54,973	54,973	54,973	54,973	54,973
490316	Salary - Engineering Tech II	31,464	31,344	31,344	31,344	31,344	31,344	31,344
490358	Salary - Electrical Inspector	89,982	96,411	89,637	75,437	73,006	73,006	73,006
490365	Salary - SCADA Operator Electric Dist	0	0	0	128,731	127,264	127,264	127,264
490367	Salary - SCADA Operator	101,288	132,703	128,731	0	0	0	0
490618	Salary - Administrative Secretary	25,800	25,701	25,701	25,701	25,701	25,701	25,701
490626	Salary - Clerical Specialist	11,446	10,062	21,194	15,094	21,194	21,194	21,194
490708	Salary - Electric Substation Supervisor	48,852	48,661	48,661	48,661	48,661	48,661	48,661
490712	Salary - Electric Line Worker Senior	345,445	384,502	395,081	391,181	395,081	395,081	395,081
490713	Salary - Electric Service Worker	52,716	52,514	52,514	52,514	52,514	52,514	52,514
490715	Salary - Electric Meter Technician	72,620	72,342	72,341	72,341	72,341	72,341	72,341
490718	Salary - Electric Line Worker	93,495	90,020	90,838	88,538	90,838	90,838	90,838
490723	Salary - Utilities Systems Technician	50,731	50,537	50,537	50,537	50,537	50,537	50,537
490764	Salary - Electric Substation Tech II	49,564	49,374	49,374	49,374	49,374	49,374	49,374
490769	Salary - Electric Substation Tech I	65,122	51,262	65,081	42,381	63,674	63,674	63,674
490820	Salary - Maintenance Worker	43,083	40,841	40,840	40,840	40,440	20,420	20,420
490822	Salary - Trades Worker	101,568	118,102	118,101	118,101	118,101	141,644	141,644
490904	Salary - Supervisor Meter & Service	0	0	0	50,557	50,557	50,557	50,557
<b>Total Salaries</b>		<b>1,694,779</b>	<b>1,704,809</b>	<b>1,698,816</b>	<b>1,711,616</b>	<b>1,678,911</b>	<b>1,682,434</b>	<b>1,682,434</b>
<b>Fringe:</b>								
510201	Fringe - Pension	402,627	480,625	466,322	466,322	436,012	436,927	436,927
510202	Fringe - Hospital	255,582	292,398	252,190	252,190	289,978	289,978	289,978
510206	Fringe - Medicare Insurance Tax	20,484	20,535	22,010	22,010	21,720	21,771	21,771
510207	Fringe - Life Insurance	1,559	810	1,638	1,638	1,638	1,638	1,638
<b>Total Fringe</b>		<b>680,252</b>	<b>794,368</b>	<b>742,160</b>	<b>742,160</b>	<b>749,348</b>	<b>750,314</b>	<b>750,314</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	13,278	13,994	14,000	14,000	14,000	14,000	14,000
520400	Office	3,635	2,021	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	21,936	24,242	26,500	26,500	26,500	26,500	26,500
520514	Small Tools	13,206	5,641	13,750	13,750	13,750	13,750	13,750
531115	Tree Trimming	380,412	365,175	395,000	395,000	395,000	395,000	395,000
531301	Vehicle Costs - Gas & Oil	81,617	91,651	91,725	91,725	91,725	91,725	91,725
531304	Vehicle Costs - R & M	37,075	39,545	43,000	40,000	43,000	43,000	43,000
531410	Telephone	26,033	32,034	27,500	37,500	37,500	37,500	37,500
531500	Printing	157	1,882	5,400	5,400	5,400	5,400	5,400
531701	Utilities	195,789	213,965	202,000	192,000	202,000	202,000	202,000
543002	Dues & Subscriptions	535	421	600	600	600	600	600
543003	Travel & Training	18,981	11,579	18,500	18,500	18,500	18,500	18,500
554007	Lamp Renewals	33,771	20,064	35,000	35,000	35,000	35,000	35,000
605101	Maintenance Bldg & Facilities	25,929	6,604	39,000	29,000	39,000	39,000	39,000
605106	Maintenance Equipment	65,952	66,393	80,000	65,000	80,000	80,000	80,000
605113	Maintenance Lines & Poles	796,842	747,155	770,000	750,000	770,000	770,000	770,000
605115	Maintenance Meters	1,473	1,440	1,500	1,500	1,500	1,500	1,500
605118	Maintenance Substations	83,595	100,865	121,500	121,500	121,500	121,500	121,500
605125	PCB Disposal/Testing	6,527	17,995	21,500	21,500	21,500	21,500	21,500
<b>Total Operating and Contractual</b>		<b>1,806,743</b>	<b>1,762,666</b>	<b>1,911,475</b>	<b>1,863,475</b>	<b>1,921,475</b>	<b>1,921,475</b>	<b>1,921,475</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707101	Acquisitions	772	12,329	15,000	15,000	15,000	15,000	15,000
707300	Meters	38,332	48,424	75,000	75,000	75,000	100,000	100,000
707359	Christmas Lighting	5,568	7,311	5,600	5,600	5,600	0	0
707361	Street Lights	148,025	83,907	168,000	168,000	168,000	168,000	168,000
707363	Electric Transformers	819,396	632,936	300,000	650,000	650,000	425,000	425,000
707401	Electric Systems Additions	191,970	124,808	125,000	325,000	325,000	200,000	200,000
707405	Building Improvements	34,081	64,928	12,500	12,500	0	55,000	55,000
707500	Vehicles	138,636	0	73,000	502,726	563,000	243,600	243,600
707600	Machinery & Equipment	180,755	15,627	105,514	105,514	125,147	94,947	94,947
707700	Office Furniture and Fixtures	0	0	4,675	4,675	0	4,675	4,675
707702	Computer Software	22,714	32,191	46,700	46,700	0	24,000	24,000
	<b>Total Capital Outlay</b>	<b>1,580,249</b>	<b>1,022,461</b>	<b>930,989</b>	<b>1,910,715</b>	<b>1,926,747</b>	<b>1,330,222</b>	<b>1,330,222</b>
	<b>TOTAL DEPARTMENT</b>	<b>5,762,023</b>	<b>5,284,304</b>	<b>5,283,440</b>	<b>6,227,966</b>	<b>6,276,481</b>	<b>5,684,445</b>	<b>5,684,445</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water	<b>ORGANIZATION:</b>	237501

GOAL MISSION STATEMENT

To produce water that is good, pure, wholesome and in quantity suitable for drinking, domestic and culinary purposes. It also provides water for fire protection and delivers the water by pump stations and water mains to our customers.

FUNCTION DESCRIPTION

The Water Department monitors, inspects, repairs and maintains 52 water wells, 27,500 water meters, 500 miles of water mains, over 2,834 fire hydrants, 7 pump stations, 11 water resevoirs and delivers an average of 20 million gallons of water to its customers each day. In performing these tasks, approximately 50 corrective work orders are completed each day.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Total Water Customers	23,000	24,000	25,000
Average Daily Water Consumption	20,000,000	15,000,000	15,000,000
Work Orders	15,803	16,303	16,800

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	855,551	811,721	838,520	825,020	852,585	852,585	1.68%
FRINGE BENEFITS	391,758	449,024	421,671	421,671	402,711	402,711	-4.50%
OPERATING/CONTRACTUAL	405,186	475,023	425,827	489,827	493,827	493,827	15.97%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	274,109	234,180	285,340	285,340	391,668	391,668	37.26%
<b>TOTAL APPROPRIATIONS</b>	<b>1,926,604</b>	<b>1,969,948</b>	<b>1,971,358</b>	<b>2,021,858</b>	<b>2,140,791</b>	<b>2,140,791</b>	<b>8.59%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490103	Salary - Superintendent	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	2	2	0.00%
490167	Salary - Crew Supervisor Water Dist	5	5	5	5	5	5	0.00%
490168	Salary - Supervisor Water Distribution	1	1	1	1	1	1	0.00%
490204	Salary - Asst Superintendent	1	1	1	1	1	1	0.00%
490318	Salary - Meter Technician	3	3	3	2	2	2	0.00%
490342	Salary - Construction Inspector	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	2	2	2	2	2	2	0.00%
490624	Salary - Inventory Coordinator	0	0	0	1	1	1	0.00%
490722	Salary - Pipe Layer	3	3	3	3	3	3	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490742	Salary - Painter	1	1	1	0	0	0	-100.00%
490820	Salary - Maintenance Worker	6	5	5	5	5	5	0.00%
490905	Salary - Industrial Painter	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>27</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	37,180	27,135	20,594	28,594	20,594	20,594	20,594
490103	Salary - Superintendent	48,165	42,411	53,711	53,711	74,256	74,256	74,256
490147	Salary - Maintenance Worker Senior	40,970	45,183	45,183	45,183	45,183	45,183	45,183
490167	Salary - Crew Supervisor Water Dist	220,404	205,128	180,324	180,324	180,324	180,324	180,324
490168	Salary - Supervisor Water Distribution	44,165	44,075	44,075	44,075	44,075	44,075	44,075
490204	Salary - Asst Superintendent	5,985	21,237	50,197	50,197	50,197	50,197	50,197
490318	Salary - Meter Technician	97,554	97,449	97,448	65,836	65,836	65,836	65,836
490342	Salary - Construction Inspector	47,140	47,010	47,010	47,010	47,010	47,010	47,010
490618	Salary - Administrative Secretary	58,908	58,770	58,769	58,769	58,769	58,769	58,769
490624	Salary - Inventory Coordinator	0	0	0	31,612	31,612	31,612	31,612
490722	Salary - Pipe Layer	75,889	71,896	75,633	75,633	74,645	74,645	74,645
490738	Salary - Equipment Operator III	36,319	19,293	28,960	28,960	27,065	27,065	27,065
490742	Salary - Painter	29,955	37,520	29,841	0	0	0	0
490820	Salary - Maintenance Worker	112,917	94,614	106,775	85,275	105,954	105,954	105,954
490905	Salary - Industrial Painter	0	0	0	29,841	27,065	27,065	27,065
<b>Total Salaries</b>		<b>855,551</b>	<b>811,721</b>	<b>838,520</b>	<b>825,020</b>	<b>852,585</b>	<b>852,585</b>	<b>852,585</b>
<b>Fringe:</b>								
510201	Fringe - Pension	203,228	230,429	230,172	230,172	221,415	221,415	221,415
510202	Fringe - Hospital	177,861	208,892	179,784	179,784	169,380	169,380	169,380
510206	Fringe - Medicare Insurance Tax	9,605	9,161	10,623	10,623	10,824	10,824	10,824
510207	Fringe - Life Insurance	1,064	542	1,092	1,092	1,092	1,092	1,092
<b>Total Fringe</b>		<b>391,758</b>	<b>449,024</b>	<b>421,671</b>	<b>421,671</b>	<b>402,711</b>	<b>402,711</b>	<b>402,711</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	9,272	7,686	7,110	7,110	7,110	7,110	7,110
520400	Office	6,537	5,173	6,750	6,750	6,750	6,750	6,750
520500	Operating Supplies	9,239	9,699	10,567	10,567	10,567	10,567	10,567
520501	Operating - Janitorial	1,351	1,341	1,350	1,350	1,350	1,350	1,350
520507	Operating - Sand & Gravel	4,850	6,491	4,950	4,950	4,950	4,950	4,950
520510	Operating - Paint	8,617	8,640	8,640	8,640	8,640	8,640	8,640
520514	Small Tools	7,908	5,920	7,920	7,920	7,920	7,920	7,920
531215	Fees, Licenses & Permits	21,909	23,285	29,700	25,700	29,700	29,700	29,700
531301	Vehicle Costs - Gas & Oil	72,801	82,466	75,000	83,000	83,000	83,000	83,000
531304	Vehicle Costs - R & M	44,886	60,726	47,900	47,900	47,900	47,900	47,900
531410	Telephone	11,200	8,816	11,000	11,000	11,000	11,000	11,000
531500	Printing	3,634	2,934	8,550	8,550	8,550	8,550	8,550
543002	Dues & Subscriptions	3,560	3,566	3,600	3,600	3,600	3,600	3,600
543003	Travel & Training	16,328	6,722	6,750	6,750	6,750	6,750	6,750
605106	Maintenance Equipment	18,000	17,214	18,000	18,000	18,000	18,000	18,000
605110	Maintenance Grounds	415	523	540	540	540	540	540
605115	Maintenance Meters	107,578	67,267	67,500	77,500	77,500	77,500	77,500
605117	Maintenance Mains	57,101	156,554	110,000	160,000	160,000	160,000	160,000
<b>Total Operating and Contractual</b>		<b>405,186</b>	<b>475,023</b>	<b>425,827</b>	<b>489,827</b>	<b>493,827</b>	<b>493,827</b>	<b>493,827</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

UTILITY FUND

DEPARTMENTAL BUDGET

CODE		2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707300	Meters	150,000	91,178	100,000	100,000	100,000	100,000	100,000
707401	Water System Additions	0	126,842	100,000	100,000	100,000	100,000	100,000
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	53,801	0	69,152	69,152	156,093	156,093	156,093
707600	Machinery & Equipment	70,308	16,160	16,188	16,188	24,375	24,375	24,375
707700	Office Furniture & Fixtures	0	0	0	0	1,200	1,200	1,200
707702	Computer Software	0	0	0	0	10,000	10,000	10,000
	<b>Total Capital Outlay</b>	<b>274,109</b>	<b>234,180</b>	<b>285,340</b>	<b>285,340</b>	<b>391,668</b>	<b>391,668</b>	<b>391,668</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,926,604</b>	<b>1,969,948</b>	<b>1,971,358</b>	<b>2,021,858</b>	<b>2,140,791</b>	<b>2,140,791</b>	<b>2,140,791</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water Production	<b>ORGANIZATION:</b>	237502

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	441,201	440,462	508,228	493,384	512,897	514,720	1.28%
FRINGE BENEFITS	187,560	214,911	233,812	233,812	223,305	223,305	-4.49%
OPERATING/CONTRACTUAL	1,430,941	1,295,216	1,448,443	1,553,443	1,643,443	1,643,443	13.46%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	52,403	117,207	76,796	76,796	97,896	97,896	27.48%
<b>TOTAL APPROPRIATIONS</b>	<b>2,112,105</b>	<b>2,067,796</b>	<b>2,267,279</b>	<b>2,357,435</b>	<b>2,477,541</b>	<b>2,479,364</b>	<b>9.35%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490167	Salary - Crew Supervisor Water Dist	1	1	1	1	1	1	0.00%
490169	Salary - Supervisor Water Treatment	1	1	1	1	1	1	0.00%
490332	Salary - Water Production Operator	0	0	0	2	2	3	0.00%
490334	Salary - Water Production Operator Sr	0	0	0	4	4	4	0.00%
490367	Salary - SCADA Operator	6	6	6	0	0	0	-100.00%
490723	Salary - Utilities System Technician	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	2	2	2	2	2	2	0.00%
490742	Salary - Painter	1	1	1	0	0	0	-100.00%
490820	Salary - Maintenance Worker	1	1	1	1	1	0	0.00%
490905	Salary - Industrial Painter	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Water Production	<b>ORGANIZATION:</b>	237502

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	41,926	28,312	24,081	32,081	24,081	24,081	24,081
490147	Salary - Maintenance Worker Senior	29,121	29,065	29,065	29,065	29,065	29,065	29,065
490167	Salary - Crew Supervisor Water Dist	0	0	39,446	18,246	39,446	39,446	39,446
490169	Salary - Supervisor Water Treatment	46,138	45,962	45,962	45,962	45,962	45,962	45,962
490332	Salary - Water Production Operator	0	0	0	73,382	73,382	73,382	95,646
490334	Salary - Water Production Operator Sr	0	0	0	146,764	150,756	150,756	150,756
490367	Salary - SCADA Operator	180,231	195,271	220,146	0	0	0	0
490723	Salary - Utilities System Technician	45,842	45,622	45,622	45,622	45,622	45,622	45,622
490738	Salary - Equipment Operator III	57,296	57,077	57,077	57,077	57,077	57,077	57,077
490742	Salary - Painter	26,510	26,351	26,409	0	0	0	0
490820	Salary - Maintenance Worker	14,137	12,802	20,420	18,120	20,441	20,441	0
490905	Salary - Industrial Painter	0	0	0	27,065	27,065	27,065	27,065
	<b>Total Salaries</b>	<b>441,201</b>	<b>440,462</b>	<b>508,228</b>	<b>493,384</b>	<b>512,897</b>	<b>512,897</b>	<b>514,720</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	104,151	126,874	139,510	139,510	133,201	133,201	133,201
510202	Fringe - Hospital	77,474	82,325	86,767	86,767	83,092	83,092	83,092
510206	Fringe - Medicare Insurance Tax	5,465	5,458	6,947	6,947	6,424	6,424	6,424
510207	Fringe - Life Insurance	470	254	588	588	588	588	588
	<b>Total Fringe</b>	<b>187,560</b>	<b>214,911</b>	<b>233,812</b>	<b>233,812</b>	<b>223,305</b>	<b>223,305</b>	<b>223,305</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520500	Operating Supplies	5,737	4,494	4,500	4,500	4,500	4,500	4,500
520503	Operating Chemicals	79,970	89,560	118,250	238,250	238,250	238,250	238,250
520514	Small Tools	3,000	3,100	3,105	3,105	3,105	3,105	3,105
531701	Utilities	1,024,468	939,816	1,032,600	942,600	1,032,600	1,032,600	1,032,600
605101	Maintenance Bldg & Facilities	2,893	2,250	2,250	2,250	2,250	2,250	2,250
605106	Maintenance - Equipment	7,875	6,970	7,875	7,875	7,875	7,875	7,875
605110	Maint Grounds & Right of Way	8,614	8,995	9,000	9,000	9,000	9,000	9,000
605115	Maintenance Meters	900	0	900	900	900	900	900
605117	Maintenance Mains	32,580	38,451	45,000	40,000	45,000	45,000	45,000
605119	Maintenance Reservoirs	7,116	7,188	7,200	7,200	7,200	7,200	7,200
605121	Maintenance Wells	240,388	177,244	200,000	275,000	275,000	275,000	275,000
605123	Maintenance Pump Stations	17,400	17,148	17,763	22,763	17,763	17,763	17,763
	<b>Total Operating and Contractual</b>	<b>1,430,941</b>	<b>1,295,216</b>	<b>1,448,443</b>	<b>1,553,443</b>	<b>1,643,443</b>	<b>1,643,443</b>	<b>1,643,443</b>
	<b>Capital Outlay:</b>							
707300	Meters	13,091	16,053	15,000	15,000	15,000	15,000	15,000
707405	Building Improvements	10,426	0	0	0	9,500	9,500	9,500
707500	Vehicles	0	86,278	36,196	36,196	0	0	0
707600	Machinery & Equipment	28,886	14,876	25,600	25,600	73,396	73,396	73,396
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>52,403</b>	<b>117,207</b>	<b>76,796</b>	<b>76,796</b>	<b>97,896</b>	<b>97,896</b>	<b>97,896</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,112,105</b>	<b>2,067,796</b>	<b>2,267,279</b>	<b>2,357,435</b>	<b>2,477,541</b>	<b>2,477,541</b>	<b>2,479,364</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

**GOAL MISSION STATEMENT**

The goal and mission of the City of Alexandria, Gas Department is to continue to provide quality service to all of our residential, industrial, and commercial customers in a safe and efficient manner. While at the same time striving to meet all regulations and mandates required to satisfy the State and Federal Offices of Pipeline Safety.

The coordinating of all utility activities between engineering firms, construction contractors, and the City of Alexandria, Gas Department is mandatory.

The City of Alexandria, Gas Department inspects all new gas main lines laid by gas contractors and all work performed by gas contractors on private property, both inside and outside the city limits, to insure that the gas lines installed and the work performed on private property is in accordance with our codes and specifications to guarantee a safe operating natural gas system.

**FUNCTION DESCRIPTION**

The City of Alexandria, Gas Distribution Department provides natural gas to approximately 20,000 customers for residential, industrial, and commercial use. We maintain approximately 550 miles of main line and approximately 20,000 service lines that range in size from 1/2" to 12" pipe.

Natural gas service is provided to these customers from 32 regulator station, one (1) booster station, and one (1) meter/regulator station at the City of Alexandria, D.G. Hunter Power Plant. The natural gas to supply our customers is purchased from four (4) gate stations. Natural gas for the City of Alexandria, D.G. Hunter Power Plant is purchased from one (1) gate station. The department also maintains and services three (3) bulk odorization tank stations as well as three (3) odorant injectors.

To assist in insuring the proper and safe operation of our natural gas system, the City of Alexandria, Gas Department utilizes an up-to-date SCADA System monitored 24 hours a day/365 days a year.

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Customers (residential, industrial, & commercial)	20,000	20,000	20,000
Work Orders	7,000	7,000	7,000
Gas Inspections	1,000	1,000	1,000
Meters & Taps Installed	500	500	500
Meters Changed Out	400	400	400
Leaks Detected	600	600	600

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,423,762	1,249,186	1,322,068	1,233,268	1,314,484	1,314,484	-0.57%
FRINGE BENEFITS	562,027	608,270	595,030	595,030	601,691	601,691	1.12%
OPERATING/CONTRACTUAL	10,048,292	7,832,082	8,355,500	8,246,500	8,365,500	8,365,500	0.12%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	117,274	86,399	190,150	190,150	161,700	161,700	-14.96%
<b>TOTAL APPROPRIATIONS</b>	<b>12,151,355</b>	<b>9,775,937</b>	<b>10,462,748</b>	<b>10,264,948</b>	<b>10,443,375</b>	<b>10,443,375</b>	<b>-0.19%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490104	Salary - Superintendent	1	1	1	1	1	1	0.00%
490170	Salary - Crew Supervisor Gas Dist	6	6	6	6	6	5	0.00%
490308	Salary - Gas General Supervisor	1	1	1	1	1	1	0.00%
490318	Salary - Meter Technician	1	1	1	1	1	1	0.00%
490322	Salary - Gas System Technician	2	1	1	1	1	1	0.00%
490324	Salary - Cathodic Protection Tech	1	1	1	1	1	1	0.00%
490325	Salary - Leak Survey Technician	2	2	2	2	2	2	0.00%
490360	Salary - Gas Inspector	2	2	1	0	0	0	-100.00%
490367	Salary - SCADA Operator Gas	0	0	0	5	5	5	0.00%
490367	Salary - SCADA Operator	5	5	5	0	0	0	-100.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490721	Salary - Gas Service Technician	2	2	2	2	2	2	0.00%
490722	Salary - Pipe Layer	7	5	5	5	5	5	0.00%
490726	Salary - Pipeline Welder	2	2	2	2	2	2	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490822	Salary - Trades Worker	4	4	4	4	4	4	0.00%
490903	Salary - Multi Trades Inspector	0	0	0	1	1	1	0.00%
490908	Salary - Supervisor Cathodic Protection	0	0	0	0	0	1	0.00%
	<b>Total Positions</b>	<b>39</b>	<b>36</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	66,992	50,649	91,037	71,037	91,037	91,037	91,037
490104	Salary - Superintendent	63,893	63,648	63,647	63,647	63,647	63,647	63,647
490170	Salary - Crew Supervisor Gas Dist	292,886	248,421	261,466	229,966	240,584	240,584	203,772
490308	Salary - Gas General Supervisor	53,999	50,932	37,755	37,755	48,548	48,548	48,548
490318	Salary - Meter Technician	32,497	30,251	32,435	15,035	32,435	32,435	32,435
490322	Salary - Gas System Technician	44,171	31,131	31,130	31,130	31,130	31,130	31,130
490324	Salary - Cathodic Protection Tech	33,465	33,336	33,336	33,336	33,336	33,336	33,336
490325	Salary - Leak Survey Technician	72,616	72,337	72,337	72,337	72,337	72,337	72,337
490360	Salary - Gas Inspector	76,804	36,983	36,841	0	0	0	0
490366	Salary - SCADA Operator Gas	0	0	0	160,444	171,930	171,930	171,930
490367	Salary - SCADA Operator	156,159	157,221	160,444	0	0	0	0
490618	Salary - Administrative Secretary	38,620	38,472	38,473	38,473	38,473	38,473	38,473
490626	Salary - Clerical Specialist	29,075	28,964	28,964	28,964	28,964	28,964	28,964
490721	Salary - Gas Service Technician	72,339	64,081	64,082	64,082	64,082	64,082	64,082
490722	Salary - Pipe Layer	183,966	149,786	153,323	153,323	153,323	153,323	153,323
490726	Salary - Pipeline Welder	64,082	75,050	75,050	75,050	75,050	75,050	75,050
490738	Salary - Equipment Operator III	32,893	32,767	32,769	32,769	32,769	32,769	32,769
490822	Salary - Trades Worker	108,100	83,957	107,779	87,879	95,114	95,114	95,114
490903	Salary - Multi Trades Inspector	0	0	0	36,841	40,525	40,525	40,525
490908	Salary - Supervisor Cathodic Protection	0	0	0	0	0	0	36,812
470998	Gas Board Secretarial Fees	1,205	1,200	1,200	1,200	1,200	1,200	1,200
	<b>Total Salaries</b>	<b>1,423,762</b>	<b>1,249,186</b>	<b>1,322,068</b>	<b>1,233,268</b>	<b>1,314,484</b>	<b>1,314,484</b>	<b>1,314,484</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	318,852	352,137	362,581	362,581	341,058	341,058	341,058
510202	Fringe - Hospital	227,500	242,259	215,462	215,462	243,021	243,021	243,021
510206	Fringe - Medicare Insurance Tax	14,235	13,165	15,517	15,517	16,142	16,142	16,142
510207	Fringe - Life Insurance	1,440	709	1,470	1,470	1,470	1,470	1,470
	<b>Total Fringe</b>	<b>562,027</b>	<b>608,270</b>	<b>595,030</b>	<b>595,030</b>	<b>601,691</b>	<b>601,691</b>	<b>601,691</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	9,806	9,000	9,000	9,000	9,000	9,000	9,000
520400	Office	7,059	6,514	5,500	5,500	5,500	5,500	5,500
520500	Operating Supplies	18,422	20,260	20,000	16,000	20,000	20,000	20,000
520503	Operating - Chemicals	2,373	14,679	15,000	15,000	15,000	15,000	15,000
520514	Small Tools	3,408	1,029	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	14,879	14,980	15,000	15,000	15,000	15,000	15,000
531301	Vehicle Costs - Gas & Oil	46,552	48,831	50,600	50,600	50,600	50,600	50,600
531304	Vehicle Costs - R & M	21,267	23,855	33,200	28,200	33,200	33,200	33,200
531410	Telephone	5,485	4,766	6,000	8,000	8,000	8,000	8,000
531500	Printing	2,848	188	1,000	1,000	1,000	1,000	1,000
531701	Utilities	3,377	4,028	3,800	3,800	3,800	3,800	3,800
531800	Rent	33,873	43,581	40,000	48,000	48,000	48,000	48,000
543002	Dues & Subscriptions	990	1,090	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	17,897	6,293	7,500	7,500	7,500	7,500	7,500
554003	Purchases-Natural Gas	9,719,513	7,508,830	8,000,000	7,900,000	8,000,000	8,000,000	8,000,000
605101	Maintenance Bldg & Facilities	1,977	874	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	13,050	11,481	15,000	15,000	15,000	15,000	15,000
605115	Maintenance Meters	13,785	10,923	15,000	15,000	15,000	15,000	15,000
605117	Maintenance Mains	111,731	100,880	109,900	99,900	109,900	109,900	109,900
	<b>Total Operating and Contractual</b>	<b>10,048,292</b>	<b>7,832,082</b>	<b>8,355,500</b>	<b>8,246,500</b>	<b>8,365,500</b>	<b>8,365,500</b>	<b>8,365,500</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707300	Meters	44,923	40,329	30,000	30,000	30,000	50,000	50,000
707401	Gas System Additions	31,226	12,868	35,000	35,000	35,000	10,000	10,000
707405	Building Improvements	0	0	2,500	2,500	2,500	1,200	1,200
707500	Vehicles	0	0	30,000	30,000	60,000	35,000	35,000
707600	Machinery & Equipment	39,658	32,360	38,250	38,250	159,500	64,500	64,500
707700	Office Furniture & Fixtures	1,467	842	4,400	4,400	2,000	0	0
707702	Computer Software	0	0	50,000	50,000	1,000	1,000	1,000
	<b>Total Capital Outlay</b>	<b>117,274</b>	<b>86,399</b>	<b>190,150</b>	<b>190,150</b>	<b>290,000</b>	<b>161,700</b>	<b>161,700</b>
	<b>TOTAL DEPARTMENT</b>	<b>12,151,355</b>	<b>9,775,937</b>	<b>10,462,748</b>	<b>10,264,948</b>	<b>10,571,675</b>	<b>10,443,375</b>	<b>10,443,375</b>

**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Wastewater	<b>ORGANIZATION:</b>	258101

**GOAL MISSION STATEMENT**

To keep existing sewer system in repair and condition to meet health, D.E.Q., and E.P.A. standards for infiltration - inflow and any other sanitary conditions dealing with the entire sewer system. To insure the production of a quality dewatered sludge that can be beneficially reused. To review Plans and Specification for new sewer system.

**FUNCTION DESCRIPTION**

The Wastewater Department consist of two different operations, namely the collection and treatment of wastewater for the City of Alexandria, and is in operation 24-hours a day seven days per week. The Collection Department installs service taps, builds manholes, lays extension, and maintains lift stations. The Treatment Department operates and maintains a treatment facility that utilizes a modified activated sludge process.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2010-2011 Actual</b>	<b>2011-2012 Estimated</b>	<b>2012-2013 Projected</b>
Complaints - stop ups & alarms	6,500	6,500	6,500
Telephone calls	7,500	7,500	7,500
Correspondence	875	875	900
Radio communications	7,500	7,500	7,775
Sewer taps	275	150	175

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Wastewater Treatment	<b>ORGANIZATION:</b>	258101

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	657,017	641,296	608,300	627,200	612,270	612,270	0.65%
FRINGE BENEFITS	263,962	303,230	269,473	269,473	271,638	271,638	0.80%
OPERATING/CONTRACTUAL	807,367	716,306	1,045,428	991,428	1,055,428	1,055,428	0.96%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	57,545	157,994	168,180	200,532	198,700	198,700	18.15%
<b>TOTAL APPROPRIATIONS</b>	<b>1,785,891</b>	<b>1,818,826</b>	<b>2,091,381</b>	<b>2,088,633</b>	<b>2,138,036</b>	<b>2,138,036</b>	<b>2.23%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490105	Salary - Superintendent	1	1	1	1	1	1	0.00%
490165	Salary - Supervisor Wastewater Treatment	1	1	1	1	1	1	100.00%
490333	Salary - Wastewater Plant Operator Sr	10	9	9	8	8	8	0.00%
490368	Salary - Wastewater Treatment/SCADA	0	0	0	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490723	Salary - Utilities Systems Technician	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>15</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Wastewater Treatment	<b>ORGANIZATION:</b>	258101

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	90,962	65,025	45,125	82,125	45,125	45,125	45,125
490105	Salary - Superintendent	61,154	60,919	60,920	60,920	60,920	60,920	60,920
490165	Salary - Supervisor Wastewater Treatment	48,131	48,317	48,317	48,317	48,317	48,317	48,317
490333	Salary - Wastewater Plant Operator Sr	359,803	370,398	357,300	337,100	317,600	317,600	317,600
490368	Salary - Wastewater Treatment/SCADA	0	0	0	2,100	43,670	43,670	43,670
490618	Salary - Administrative Secretary	36,100	36,004	36,005	36,005	36,005	36,005	36,005
490626	Salary - Clerical Specialist	21,702	21,618	21,618	21,618	21,618	21,618	21,618
490723	Salary - Utilities Systems Technician	39,165	39,015	39,015	39,015	39,015	39,015	39,015
	<b>Total Salaries</b>	<b>657,017</b>	<b>641,296</b>	<b>608,300</b>	<b>627,200</b>	<b>612,270</b>	<b>612,270</b>	<b>612,270</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	156,559	181,248	166,982	166,982	159,005	159,005	159,005
510202	Fringe - Hospital	98,408	113,479	93,656	93,656	103,741	103,741	103,741
510206	Fringe - Medicare Insurance Tax	8,448	8,218	8,247	8,247	8,304	8,304	8,304
510207	Fringe - Life Insurance	547	285	588	588	588	588	588
	<b>Total Fringe</b>	<b>263,962</b>	<b>303,230</b>	<b>269,473</b>	<b>269,473</b>	<b>271,638</b>	<b>271,638</b>	<b>271,638</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	4,000	4,000	4,000	4,000	4,000	4,000	4,000
520400	Office	4,884	4,274	5,400	5,400	5,400	5,400	5,400
520500	Operating Supplies	10,463	11,943	10,000	10,000	10,000	10,000	10,000
520503	Operating - Chemicals	57,008	42,132	64,000	74,000	64,000	64,000	64,000
520512	Sludge Removal	7,414	4,552	30,000	10,000	30,000	30,000	30,000
520514	Small Tools	4,991	4,219	5,000	5,000	5,000	5,000	5,000
531206	Services - Other	1,325	11,592	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	25,775	25,500	33,500	30,500	33,500	33,500	33,500
531301	Vehicle Costs - Gas & Oil	80,602	81,845	84,695	87,695	84,695	84,695	84,695
531304	Vehicle Costs - R & M	45,500	53,025	54,100	53,100	54,100	54,100	54,100
531410	Telephone	9,456	7,815	9,000	9,000	9,000	9,000	9,000
531500	Printing	330	157	1,500	1,500	1,500	1,500	1,500
531701	Utilities	336,293	288,498	500,000	450,000	500,000	500,000	500,000
531800	Rent	3,177	6,153	10,100	10,100	10,100	10,100	10,100
543002	Dues & Subscriptions	998	665	650	650	650	650	650
543003	Travel & Training	12,659	6,095	7,300	7,300	7,300	7,300	7,300
605101	Maintenance Bldg & Facilities	18,838	19,540	20,500	19,500	20,500	20,500	20,500
605102	Maintenance Plant	165,724	124,024	176,483	186,483	186,483	186,483	186,483
605106	Maintenance Equipment	16,311	18,596	22,500	20,500	22,500	22,500	22,500
605110	Maint Grounds & Right of Way	1,619	1,681	1,700	1,700	1,700	1,700	1,700
	<b>Total Operating and Contractual</b>	<b>807,367</b>	<b>716,306</b>	<b>1,045,428</b>	<b>991,428</b>	<b>1,055,428</b>	<b>1,055,428</b>	<b>1,055,428</b>
	<b>Capital Outlay:</b>							
707401	System Additions	0	76,223	0	0	0	0	0
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	195,000	23,000	23,000
707600	Machinery & Equipment	57,545	81,771	168,180	200,532	215,700	175,700	175,700
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>57,545</b>	<b>157,994</b>	<b>168,180</b>	<b>200,532</b>	<b>410,700</b>	<b>198,700</b>	<b>198,700</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,785,891</b>	<b>1,818,826</b>	<b>2,091,381</b>	<b>2,088,633</b>	<b>2,350,036</b>	<b>2,138,036</b>	<b>2,138,036</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Wastewater Collection	<b>ORGANIZATION:</b>	258102

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	879,989	795,761	804,699	811,699	803,678	803,678	-0.13%
FRINGE BENEFITS	346,395	383,335	350,612	350,612	336,363	336,363	-4.06%
OPERATING/CONTRACTUAL	456,692	359,695	328,160	316,160	328,160	328,160	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	117,807	219,027	282,300	282,300	242,000	242,000	-14.28%
<b>TOTAL APPROPRIATIONS</b>	<b>1,800,883</b>	<b>1,757,818</b>	<b>1,765,771</b>	<b>1,760,771</b>	<b>1,710,201</b>	<b>1,710,201</b>	<b>-3.15%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490147	Salary - Maintenance Worker Senior	2	1	0	0	0	0	0.00%
490164	Salary - Supervisor Wastewater Collection	1	1	1	1	1	1	0.00%
490166	Salary - Crew Supervisor WW Line Maint	6	6	6	6	6	6	0.00%
490328	Salary - Plumbing Inspector	1	1	1	0	0	1	0.00%
490706	Salary - Maintenance Mechanic I	3	3	3	3	3	3	0.00%
490722	Salary - Pipe Layer	2	2	2	2	2	2	0.00%
490738	Salary - Equipment Operator III	3	3	3	3	3	3	0.00%
490746	Salary - Equipment Operator II	2	2	2	2	2	2	0.00%
490819	Salary - Equipment Operator I	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker	3	2	2	2	2	2	0.00%
490903	Salary - Multi Trades Inspector	0	0	0	1	1	0	0.00%
	<b>Total Positions</b>	<b>24</b>	<b>22</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Wastewater Collection	<b>ORGANIZATION:</b>	258102

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	152,090	88,228	105,215	112,215	105,215	105,215	105,215
490147	Salary - Maintenance Worker Senior	22,845	14,918	0	0	0	0	0
490164	Salary - Supervisor Wastewater Collection	53,706	53,500	53,500	53,500	53,500	53,500	53,500
490166	Salary - Crew Supervisor WW Line Mair	261,858	251,956	261,113	261,113	254,218	254,218	254,218
490328	Salary - Plumbing Inspector	39,873	39,721	39,722	0	43,694	0	43,694
490706	Salary - Maintenance Mechanic I	88,445	88,334	88,224	88,224	88,224	88,224	88,224
490722	Salary - Pipe Layer	63,472	54,362	52,311	52,311	54,213	54,213	54,213
490738	Salary - Equipment Operator III	83,532	90,534	90,537	90,537	90,537	90,537	90,537
490746	Salary - Equipment Operator II	50,520	50,514	50,422	50,422	50,422	50,422	50,422
490819	Salary - Equipment Operator I	22,807	22,782	22,815	22,815	22,815	22,815	22,815
490820	Salary - Maintenance Worker	40,841	40,912	40,840	40,840	40,840	40,840	40,840
490903	Salary - Multi Trades Inspector	0	0	0	39,722	0	43,694	0
	<b>Total Salaries</b>	<b>879,989</b>	<b>795,761</b>	<b>804,699</b>	<b>811,699</b>	<b>803,678</b>	<b>803,678</b>	<b>803,678</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	209,016	229,750	220,890	220,890	208,714	208,714	208,714
510202	Fringe - Hospital	126,603	144,033	118,532	118,532	115,792	115,792	115,792
510206	Fringe - Medicare Insurance Tax	9,891	9,089	10,308	10,308	10,975	10,975	10,975
510207	Fringe - Life Insurance	885	463	882	882	882	882	882
	<b>Total Fringe</b>	<b>346,395</b>	<b>383,335</b>	<b>350,612</b>	<b>350,612</b>	<b>336,363</b>	<b>336,363</b>	<b>336,363</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	9,029	4,776	0	0	0	0	0
520204	Uniforms	4,796	15,662	4,800	4,800	4,800	4,800	4,800
520500	Operating Supplies	16,075	4,667	14,800	14,800	14,800	14,800	14,800
520514	Small Tools	5,019	0	5,200	5,200	5,200	5,200	5,200
605106	Maintenance Equipment	25,172	23,556	28,000	26,000	28,000	28,000	28,000
605117	Maintenance Mains	167,529	154,522	147,880	142,880	147,880	147,880	147,880
605123	Maintenance Pump Stations	229,072	156,512	127,480	122,480	127,480	127,480	127,480
	<b>Total Operating and Contractual</b>	<b>456,692</b>	<b>359,695</b>	<b>328,160</b>	<b>316,160</b>	<b>328,160</b>	<b>328,160</b>	<b>328,160</b>
	<b>Capital Outlay:</b>							
707401	Wastewater Systems Additions	99,874	47,321	100,000	100,000	100,000	100,000	100,000
707405	Building Improvements	2,250	9,995	15,000	15,000	15,000	15,000	15,000
707500	Vehicles	0	107,340	42,500	42,500	248,000	110,000	110,000
707600	Machinery & Equipment	15,683	54,371	124,800	124,800	157,000	17,000	17,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>117,807</b>	<b>219,027</b>	<b>282,300</b>	<b>282,300</b>	<b>520,000</b>	<b>242,000</b>	<b>242,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,800,883</b>	<b>1,757,818</b>	<b>1,765,771</b>	<b>1,760,771</b>	<b>1,988,201</b>	<b>1,710,201</b>	<b>1,710,201</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

GOAL MISSION STATEMENT

To ensure compliance of environmental regulations mandated by State/Federal agencies (i.e. EPA, DEQ, DHHR). To enforce the City's environmental ordinances.

FUNCTION DESCRIPTION

The Environmental Services Department is responsible for:

1. Analysis of the City's drinking water.
2. Analysis of the City's wastewater discharge.
3. Administering pretreatment program.
4. Preparation of environmental reports for Utilities.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Wastewater analysis	26,000	31,200	32,500
Drinking water analysis	2,750	3,300	3,450
Commercial Users Surveys	500	550	600
Pretreatment Inspections	25	50	75

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	231,899	236,783	244,898	246,943	251,943	251,943	2.88%
FRINGE BENEFITS	90,142	105,702	98,631	98,631	90,741	90,741	-8.00%
OPERATING/CONTRACTUAL	177,771	157,909	161,825	178,825	190,825	190,825	17.92%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	14,840	21,702	11,000	11,000	32,672	32,672	197.02%
<b>TOTAL APPROPRIATIONS</b>	<b>514,652</b>	<b>522,096</b>	<b>516,354</b>	<b>535,399</b>	<b>566,181</b>	<b>566,181</b>	<b>9.65%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490232	Salary - Superintendent	1	1	1	1	1	1	0.00%
490239	Salary - Environmental Lab Supervisor	1	1	1	1	1	1	0.00%
490369	Salary - Environmental Tech I	1	1	1	1	1	1	0.00%
490378	Salary - Environmental Tech II	2	2	2	2	2	2	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	3,135	3,805	10,465	5,465	10,465	10,465	10,465
490232	Salary - Superintendent	60,592	60,360	60,360	60,360	60,360	60,360	60,360
490239	Salary - Environmental Lab Supervisor	45,123	44,950	44,950	44,950	44,950	44,950	44,950
490369	Salary - Environmental Tech I	19,518	25,891	25,891	32,936	32,936	32,936	32,936
490378	Salary - Environmental Tech II	78,320	78,020	78,021	78,021	78,021	78,021	78,021
490618	Salary - Administrative Secretary	25,211	23,757	25,211	25,211	25,211	25,211	25,211
<b>Total Salaries</b>		<b>231,899</b>	<b>236,783</b>	<b>244,898</b>	<b>246,943</b>	<b>251,943</b>	<b>251,943</b>	<b>251,943</b>
<b>Fringe:</b>								
510201	Fringe - Pension	55,106	68,382	67,225	67,225	65,429	65,429	65,429
510202	Fringe - Hospital	31,580	33,875	27,603	27,603	21,406	21,406	21,406
510206	Fringe - Medicare Insurance Tax	3,227	3,316	3,551	3,551	3,654	3,654	3,654
510207	Fringe - Life Insurance	229	129	252	252	252	252	252
<b>Total Fringe</b>		<b>90,142</b>	<b>105,702</b>	<b>98,631</b>	<b>98,631</b>	<b>90,741</b>	<b>90,741</b>	<b>90,741</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,316	1,551	1,600	1,600	1,600	1,600	1,600
520400	Office	4,711	3,804	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	34,258	33,021	35,000	40,000	40,000	40,000	40,000
520503	Operating - Chemicals	26,532	24,120	28,000	31,000	31,000	31,000	31,000
531206	Services - Other	29,564	23,091	28,000	18,000	28,000	28,000	28,000
531215	Fees, Licenses & Permits	0	0	200	200	200	200	200
531301	Vehicle Costs - Gas & Oil	2,237	2,424	5,025	4,025	5,025	5,025	5,025
531304	Vehicle Costs - R & M	354	1,087	3,500	2,500	3,500	3,500	3,500
531410	Telephone	4,819	4,225	4,000	4,000	4,000	4,000	4,000
531500	Printing	43	2,190	7,500	7,500	7,500	7,500	7,500
543002	Dues & Subscriptions	1,034	714	1,500	1,500	1,500	1,500	1,500
543003	Travel & Training	5,927	3,052	3,000	3,000	3,000	3,000	3,000
543007	Environmental Conference	51,493	49,707	30,000	51,000	51,000	51,000	51,000
605106	Maintenance Equipment	15,483	8,923	9,500	9,500	9,500	9,500	9,500
<b>Total Operating and Contractual</b>		<b>177,771</b>	<b>157,909</b>	<b>161,825</b>	<b>178,825</b>	<b>190,825</b>	<b>190,825</b>	<b>190,825</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	13,836	0	0	0	26,856	0	0
707600	Machinery & Equipment	1,004	21,320	11,000	11,000	32,672	32,672	32,672
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	382	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>14,840</b>	<b>21,702</b>	<b>11,000</b>	<b>11,000</b>	<b>59,528</b>	<b>32,672</b>	<b>32,672</b>
<b>TOTAL DEPARTMENT</b>		<b>514,652</b>	<b>522,096</b>	<b>516,354</b>	<b>535,399</b>	<b>593,037</b>	<b>566,181</b>	<b>566,181</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Compliance	<b>ORGANIZATION:</b>	258104

GOAL MISSION STATEMENT

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FUNCTION DESCRIPTION

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DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Enviromental Compliance	<b>ORGANIZATION:</b>	258104

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	141,770	91,581	408,000	408,000	408,000	408,000	0.00%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>141,770</b>	<b>91,581</b>	<b>408,000</b>	<b>408,000</b>	<b>408,000</b>	<b>408,000</b>	<b>0.00%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Compliance	<b>ORGANIZATION:</b>	258104

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating and Contractual:</b>							
520500	Operating Supplies	141,770	91,512	408,000	408,000	408,000	408,000	408,000
543003	Travel & Training	0	69	0	0	0	0	0
	<b>Total Operating and Contractual</b>	141,770	91,581	408,000	408,000	408,000	408,000	408,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	141,770	91,581	408,000	408,000	408,000	408,000	408,000

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

## GOAL MISSION STATEMENT

The City of Alexandria, Utility Service Department ensures that all Utility Department repair "cuts" are restored in a timely, efficient manner. The department handles all utility mapping and field locating resulting in a safe and productive gas, water and wastewater system.

The Utility Services Department also works in conjunction with the other city departments by making available for their use a trackhoe, backhoe, city wide welder and welding machine, and trencher, tractor/trailer (lowboy), and vaccum/jet unit.

## FUNCTION DESCRIPTION

The City of Alexandria's Utility Services Department is responsible for:

1. Operating a utility cut repair crew to handle all "cuts" for the Utility Division.
2. Handling all utility line location duties for the Utility Division.
3. Maintaining maps and "as built" drawings along with updating them as needed for the Utility Division.
4. Developing a computer operated mapping system using Autocad Software and the city of Alexandria Base Map.
5. Working in conjunction with the City of Alexandria, SCADA System.
6. Maintaining and updating data pertaining the fire flows and the wellhead protection program as well as the maintenance records of the Gas Distribution and Water Distribution System.
7. Working in conjunction with other city departments with equipment use.
8. Providing the services of a certified city welder to Utility and Public Works Divisions.
9. Developing, implementing and operating a City-Wide geographical information system. (GIS)
10. Scanning City of Alexandria Project Plans to ensure a digital set plans.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Call receive/LA One Call System	4,500	4,700	5,000
Utility Customers (Gas, Water, & Wastewater)	210	225	275
Availability Verification of Utilities	450	500	500
Welding Work Orders	340	350	375
Utility Map Information Requests	515	525	550
Computer Assisted Drawings	200	225	250
Project Scanning	250	300	325

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

## APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	529,287	540,355	567,974	540,574	567,974	567,974	0.00%
FRINGE BENEFITS	223,601	274,503	263,976	263,976	244,733	244,733	-7.29%
OPERATING/CONTRACTUAL	183,549	147,868	184,325	176,325	194,325	194,325	5.43%
OTHER	0	0	0	0	0	0	0.00%
CAPITAL OUTLAY	92,025	31,416	48,986	74,986	104,412	104,412	113.15%
<b>TOTAL APPROPRIATIONS</b>	<b>1,028,462</b>	<b>994,142</b>	<b>1,065,261</b>	<b>1,055,861</b>	<b>1,111,444</b>	<b>1,111,444</b>	<b>4.34%</b>

## PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490127	Salary - Superintendent	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	3	2	2	2	2	2	0.00%
490163	Salary - Crew Supervisor Utility Services	3	3	3	3	3	3	0.00%
490316	Salary - Engineering Technician II	3	3	3	3	3	3	0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1	1	0.00%
490347	Salary - Engineering Tech I	1	1	1	1	1	1	0.00%
490375	Salary - CAD Operator II	1	0	0	0	0	0	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490722	Salary - Pipe Layer	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490746	Salary - Equipment Operator II	2	2	2	2	2	2	0.00%
490753	Salary - Welder	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>19</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

UTILITY FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	3,049	6,547	6,977	6,977	6,977	6,977	6,977
490127	Salary - Superintendent	59,780	58,630	59,780	59,780	59,780	59,780	59,780
490147	Salary - Maintenance Worker Senior	40,584	42,557	46,084	21,784	46,084	46,084	46,084
490163	Salary - Crew Supervisor Utility Services	117,827	117,880	117,989	117,989	117,989	117,989	117,989
490316	Salary - Engineering Technician II	38,111	65,084	87,485	84,385	87,485	87,485	87,485
490341	Salary - Engineering Technician III	37,911	37,766	37,766	37,766	37,766	37,766	37,766
490347	Salary - Engineering Tech I	28,638	28,528	28,528	28,528	28,528	28,528	28,528
490375	Salary - CAD Operator II	19,560	0	0	0	0	0	0
490618	Salary - Administrative Secretary	31,111	30,992	30,992	30,992	30,992	30,992	30,992
490722	Salary - Pipe Layer	29,524	29,411	29,412	29,412	29,412	29,412	29,412
490738	Salary - Equipment Operator III	32,893	32,767	32,768	32,768	32,768	32,768	32,768
490746	Salary - Equipment Operator II	61,626	61,389	61,389	61,389	61,389	61,389	61,389
490753	Salary - Welder	28,673	28,804	28,804	28,804	28,804	28,804	28,804
<b>Total Salaries</b>		<b>529,287</b>	<b>540,355</b>	<b>567,974</b>	<b>540,574</b>	<b>567,974</b>	<b>567,974</b>	<b>567,974</b>
<b>Fringe:</b>								
510201	Fringe - Pension	125,752	156,067	155,911	155,911	147,503	147,503	147,503
510202	Fringe - Hospital	90,765	111,537	100,009	100,009	89,174	89,174	89,174
510206	Fringe - Medicare Insurance Tax	6,430	6,550	7,342	7,342	7,342	7,342	7,342
510207	Fringe - Life Insurance	654	349	714	714	714	714	714
<b>Total Fringe</b>		<b>223,601</b>	<b>274,503</b>	<b>263,976</b>	<b>263,976</b>	<b>244,733</b>	<b>244,733</b>	<b>244,733</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	4,999	4,991	5,000	5,000	5,000	5,000	5,000
520400	Office	2,732	2,261	3,150	3,150	3,150	3,150	3,150
520500	Operating Supplies	32,704	15,760	25,000	20,000	25,000	25,000	25,000
520506	Operating Concrete & Asphalt	50,931	46,729	49,000	44,000	49,000	49,000	49,000
520507	Operating - Sand & Gravel	16,059	2,896	22,000	17,000	22,000	22,000	22,000
520514	Small Tools	3,877	3,829	4,000	4,000	4,000	4,000	4,000
520519	Operating Drafting & Survey	6,610	3,990	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	350	218	500	500	500	500	500
531301	Vehicle Costs - Gas & Oil	20,730	28,113	22,225	28,225	28,225	28,225	28,225
531304	Vehicle Costs - R & M	17,912	15,408	17,000	16,000	17,000	17,000	17,000
531410	Telephone	8,367	10,574	9,480	11,480	11,480	11,480	11,480
531500	Printing	150	6	500	500	500	500	500
531800	Rent	9,466	4,899	11,470	11,470	11,470	11,470	11,470
543002	Dues & Subscriptions	1,005	435	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	1,983	1,621	2,500	2,500	4,500	4,500	4,500
605106	Maintenance Equipment	5,674	6,138	6,500	6,500	6,500	6,500	6,500
<b>Total Operating and Contractual</b>		<b>183,549</b>	<b>147,868</b>	<b>184,325</b>	<b>176,325</b>	<b>194,325</b>	<b>194,325</b>	<b>194,325</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

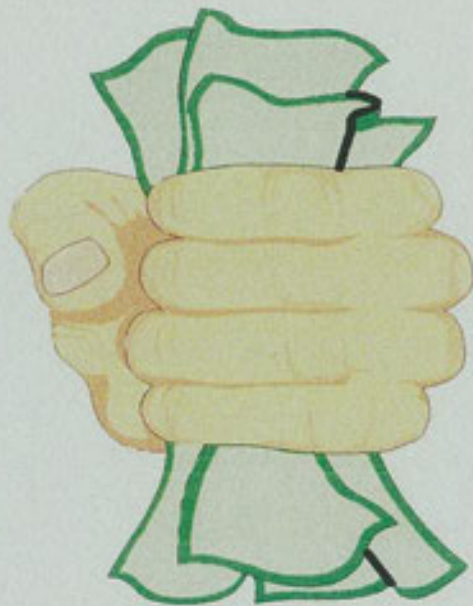
## UTILITY FUND

## DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	20,624	0	0	26,000	33,000	33,000	33,000
707600	Machinery & Equipment	63,594	14,919	31,488	31,488	151,900	44,900	44,900
707700	Office Furniture & Fixtures	3,139	0	0	0	1,912	1,912	1,912
707702	Computer Software	4,668	16,497	17,498	17,498	24,600	24,600	24,600
	<b>Total Capital Outlay</b>	<b>92,025</b>	<b>31,416</b>	<b>48,986</b>	<b>74,986</b>	<b>211,412</b>	<b>104,412</b>	<b>104,412</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,028,462</b>	<b>994,142</b>	<b>1,065,261</b>	<b>1,055,861</b>	<b>1,218,444</b>	<b>1,111,444</b>	<b>1,111,444</b>
	<b>TOTAL FUND</b>	<b>99,288,233</b>	<b>101,435,163</b>	<b>90,319,973</b>	<b>105,143,246</b>	<b>94,870,195</b>	<b>94,227,005</b>	<b>94,248,828</b>

*City of Alexandria*  
**Annual Operating Budget**

*Utility Debt Service*



2012-2013 ANNUAL BUDGET

UTILITY DEBT SERVICE  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REV	ACTUAL REV	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Internal Services &amp; Interfunds:</b>							
	Transfer to Debt Service	4,170,560	4,163,846	4,178,711	4,178,711	5,052,988	5,052,988	5,052,988
	<b>Total Revenues</b>	<u>4,170,560</u>	<u>4,163,846</u>	<u>4,178,711</u>	<u>4,178,711</u>	<u>5,052,988</u>	<u>5,052,988</u>	<u>5,052,988</u>



2012-2013 ANNUAL BUDGET

DIVISION:	N/A	N/A
DEPARTMENT:	Utility Debt Service	210500

UTILITY DEBT SERVICE FUND

DEPARTMENTAL BUDGET

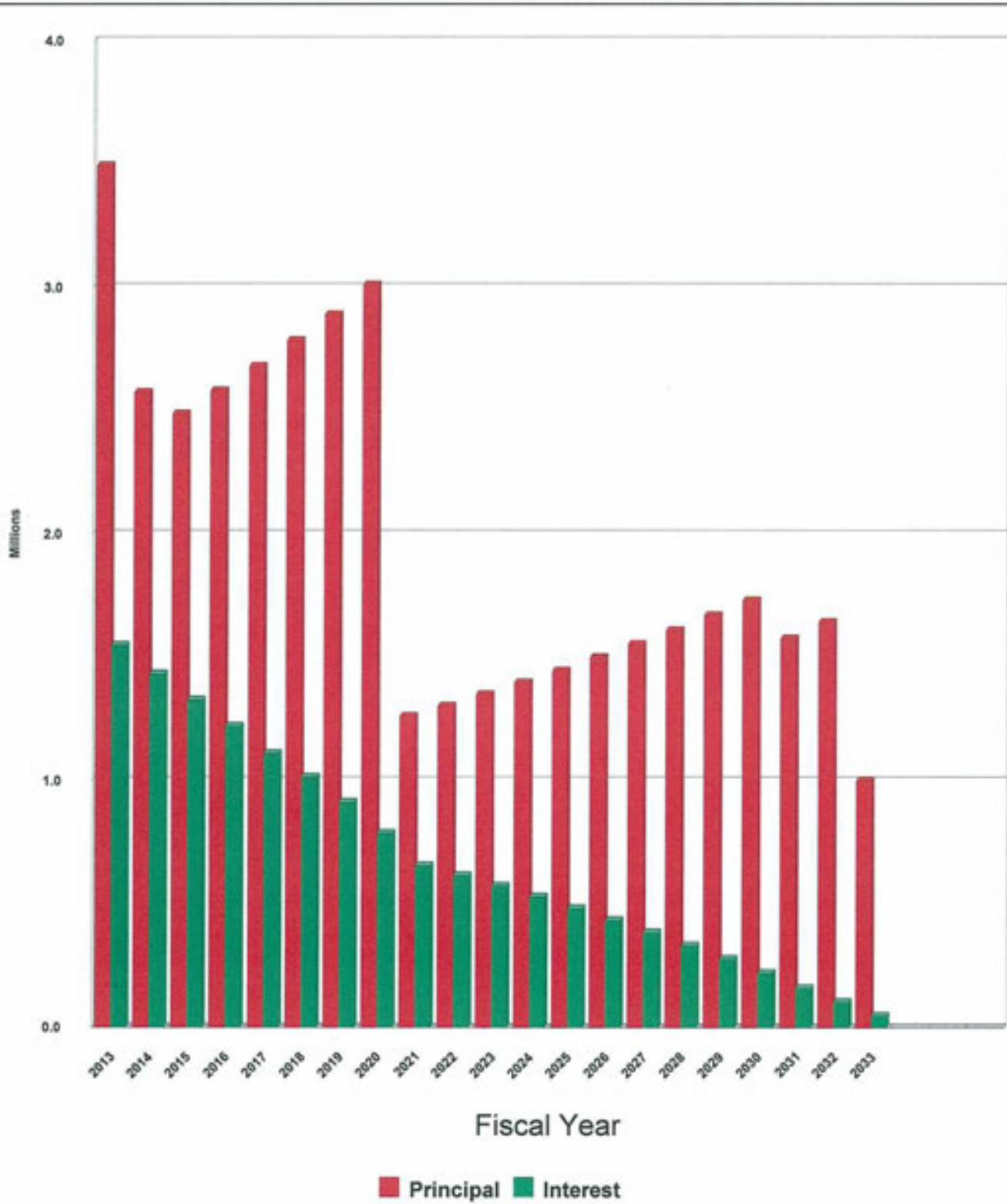
CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
800003	<b>Operating and Contractual:</b>							
	Paying Agent Fees	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Total Operating &amp; Contractual</b>	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Other:</b>							
800001	Interest - 2003 Refunded Bonds	134,225	104,162	70,913	70,913	36,613	36,613	36,613
800001	Interest - 2003 COI	27,395	22,244	16,533	16,533	10,314	10,314	10,314
800001	Interest - 2004A Rev Bonds	691,035	672,035	657,685	657,685	641,845	641,845	641,845
800001	Interest - 2004B Refunded Bonds	701,905	644,405	602,580	602,580	557,940	557,940	557,940
800001	Interest - 2010 DHH Loan	0	0	0	0	92,010	92,010	92,010
800001	Interest - 2011 DHH Loan	0	0	0	0	132,306	132,306	132,306
800001	Interest - 2012A DHH Loan	0	0	0	0	57,953	57,953	57,953
800001	Interest - 2012B DEQ Loan	0	0	0	0	20,007	20,007	20,007
800002	Principal - 2003 Refunded Bonds	925,000	950,000	980,000	980,000	1,010,000	1,010,000	1,010,000
800002	Principal - 2003 COI	150,000	155,000	160,000	160,000	165,000	165,000	165,000
800002	Principal - 2004A Rev Bonds	380,000	410,000	440,000	440,000	455,000	455,000	455,000
800002	Principal - 2004B Refunded Bonds	1,150,000	1,195,000	1,240,000	1,240,000	1,285,000	1,285,000	1,285,000
800002	Principal - 2010 DHH Loan	0	0	0	0	140,000	140,000	140,000
800002	Principal - 2011 DHH Loan	0	0	0	0	159,000	159,000	159,000
800002	Principal - 2012A DHH Loan	0	0	0	0	71,000	71,000	71,000
800002	Principal - 2012B DEQ Loan	0	0	0	0	208,000	208,000	208,000
	<b>Total Other</b>	4,159,560	4,152,846	4,167,711	4,167,711	5,041,988	5,041,988	5,041,988
	<b>TOTAL FUND</b>	4,170,560	4,163,846	4,178,711	4,178,711	5,052,988	5,052,988	5,052,988

**AMORTIZATION SCHEDULE OF DEBT SERVICE PAYMENTS  
UTILITY DEBT SERVICE SCHEDULE**

**REVENUE BONDS**

FYE	2003	2004 A	2004 B	2003 COI	2010 DHH	2011 DHH	2012A DHH	2012B DEQ	Total
2013	1,046,613	1,096,845	1,842,940	175,314	232,010	291,306	128,953	228,007	5,041,988
2014		1,095,920	1,852,965	173,528	231,880	292,616	129,814	229,066	4,005,789
2015		1,072,420	1,855,965		230,632	293,750	129,601	230,117	3,812,485
2016		1,058,920	1,855,465		230,296	293,704	130,315	231,158	3,799,858
2017		1,049,920	1,851,465		228,842	295,512	129,955	232,190	3,787,884
2018		1,055,120	1,854,465		228,298	296,114	130,521	233,214	3,797,732
2019		1,048,800	1,863,250		227,638	296,540	130,999	234,229	3,801,456
2020		1,042,050	1,863,750		226,858	297,786	131,389	235,234	3,797,067
2021		1,024,300			225,962	298,828	131,690	236,231	1,917,011
2022		1,023,875			224,946	299,662	132,887	237,219	1,918,589
2023		1,027,325			223,814	301,290	132,981	238,197	1,923,607
2024		1,029,425			223,562	302,682	132,987	239,167	1,927,823
2025		1,029,363			222,164	302,838	133,889	240,128	1,928,382
2026		1,032,913			221,648	304,788	133,688	242,077	1,935,114
2027		1,034,844			219,984	305,472	134,385	243,015	1,937,700
2028		1,035,156			219,202	306,920	134,963	243,944	1,940,185
2029		1,038,850			218,272	308,102	136,408	244,864	1,946,496
2030		1,040,075			216,196	310,020	136,720	246,772	1,949,783
2031		1,039,420				311,642	136,915	247,669	1,735,646
2032		1,046,885				312,968	136,991	248,558	1,745,402
2033		1,047,000							1,047,000
<b>Total</b>	<b>1,046,613</b>	<b>21,969,426</b>	<b>14,840,265</b>	<b>348,841</b>	<b>4,052,204</b>	<b>6,022,540</b>	<b>2,656,051</b>	<b>4,761,056</b>	<b>55,696,996</b>
<b>% of Total</b>	<b>1.88%</b>	<b>39.44%</b>	<b>26.64%</b>	<b>0.63%</b>	<b>7.28%</b>	<b>10.81%</b>	<b>4.77%</b>	<b>8.55%</b>	<b>100.00%</b>

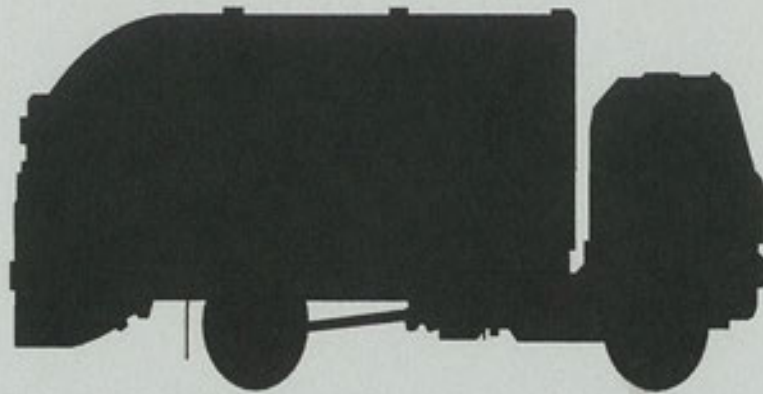
**2012-2013 ANNUAL BUDGET  
UTILITY DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



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*City of Alexandria*  
**Annual Operating Budget**

*Sanitation Fund*



## 2012-2013 ANNUAL BUDGET

SANITATION FUND  
REVENUE DETAIL

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Charges for Services:</b>							
344201	Charges - Collection Fees	3,286,201	3,248,138	3,929,369	4,007,369	4,000,000	4,000,000	4,000,000
344202	Charges - Disposal Fees	1,165,263	1,045,775	905,000	1,019,000	1,019,000	1,019,000	1,019,000
344203	Charges - Garbage Bags	32,560	35,752	0	15,000	0	0	0
	<b>Total Charges for Services</b>	<b>4,484,024</b>	<b>4,329,665</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>5,019,000</b>
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	0	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388101	Transfers - General Fund	460,213	189,517	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	<b>460,213</b>	<b>189,517</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Investment Income:</b>							
367101	Interest Revenue	5,371	4,199	0	0	0	0	0
	<b>Total Investment Income</b>	<b>5,371</b>	<b>4,199</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	13,956	0	0	0	0	0	0
399000	Miscellaneous Revenue	751	975	0	0	0	0	0
	<b>Total Other</b>	<b>14,707</b>	<b>975</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL REVENUES</b>	<b>4,964,315</b>	<b>4,524,356</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>5,019,000</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	402
<b>DEPARTMENT:</b>	Sanitation	<b>ORGANIZATION:</b>	043001

## GOAL MISSION STATEMENT

To thoroughly clean all streets of garbage and trash. Also garbage will be picked up in the alleyways on some routes. To provide some pickup at the door for the elderly and the disabled. To offer the city of Alexandria residents the best service at the minimum cost. To attain a better pickup and disposal system and a better recording system of daily operating and maintenance procedures.

## FUNCTION DESCRIPTION

The Sanitation Department is responsible for the collection of refuse (garbage) and class 3 debris, (limbs and bulky items), from the city residences and some commercial customers and delivery to the dump site. Refuse (garbage) is collected from each customer twice a week. However, holidays may effect the twice a week pickup. On each Wednesday small piles of trash will be picked up except for the weeks with holidays. We also furnish man power and equipment to other city departments removal of debris and garbage.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Numbers of routes collected	9	10	10
Number of customers collected	16,784	17,200	17,400
Commercial	395	400	420
Reduced residential	3,690	4,000	4,050
Amount of class 3 debris collected	13,712	13,800	14,000
Amount of garbage collected	17,172	17,300	17,500

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	402
<b>DEPARTMENT:</b>	Sanitation	<b>ORGANIZATION:</b>	043001

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,301,237	1,178,955	1,325,665	1,216,365	1,319,751	1,319,751	-0.45%
FRINGE BENEFITS	537,958	578,820	619,082	619,082	541,723	541,723	-12.50%
OPERATING/CONTRACTUAL	1,695,657	1,672,879	1,434,585	1,721,416	1,567,456	1,567,456	9.26%
OTHER	1,113,568	998,406	979,989	1,013,851	1,011,070	1,011,070	3.17%
CAPITAL OUTLAY	118,520	44,629	475,048	470,655	579,000	579,000	21.88%
<b>TOTAL APPROPRIATIONS</b>	<b>4,766,940</b>	<b>4,473,689</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>3.82%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490111	Salary - Superintendent - Sanitation	1	1	1	1	1	1	0.00%
490142	Salary - Crew Supervisor Sanitation	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	0	0	0	0	7	7	0.00%
490746	Salary - Equipment Operator II	19	17	17	17	10	10	-41.18%
490819	Salary - Equipment Operator I	9	8	8	8	8	8	0.00%
490827	Salary - Refuse Collector	22	20	20	20	20	20	0.00%
	<b>Total Positions</b>	<b>55</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	402
<b>DEPARTMENT:</b>	Sanitation	<b>ORGANIZATION:</b>	043001

SANITATION FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	48,767	82,495	50,000	83,000	50,000	50,000	50,000
490111	Salary - Superintendent - Sanitation	60,010	59,780	59,780	59,780	59,780	59,780	59,780
490142	Salary - Crew Supervisor Sanitation	121,685	121,219	121,219	121,219	121,219	121,219	121,219
490618	Salary - Administrative Secretary	12,881	23,766	24,717	24,717	24,717	24,717	24,717
490738	Salary - Equipment Operator III	0	0	0	0	196,676	196,676	196,676
490746	Salary - Equipment Operator II	455,468	406,184	454,581	423,281	265,656	265,656	265,656
490819	Salary - Equipment Operator I	164,939	94,636	179,838	147,938	179,391	179,391	179,391
490827	Salary - Refuse Collector	437,487	390,875	435,530	356,430	422,312	422,312	422,312
	<b>Total Salaries</b>	<b>1,301,237</b>	<b>1,178,955</b>	<b>1,325,665</b>	<b>1,216,365</b>	<b>1,319,751</b>	<b>1,319,751</b>	<b>1,319,751</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	309,432	338,415	363,888	363,888	342,737	342,737	342,737
510202	Fringe - Hospital	210,404	224,889	235,653	235,653	179,171	179,171	179,171
510206	Fringe - Medicare Insurance Tax	16,147	14,544	17,441	17,441	17,715	17,715	17,715
510207	Fringe - Life Insurance	1,975	972	2,100	2,100	2,100	2,100	2,100
	<b>Total Fringe</b>	<b>537,958</b>	<b>578,820</b>	<b>619,082</b>	<b>619,082</b>	<b>541,723</b>	<b>541,723</b>	<b>541,723</b>
	<b>Operating &amp; Contractual</b>							
520105	Contract Labor	59,863	132,497	0	173,000	23,871	23,871	23,871
520204	Uniforms	10,498	0	0	0	0	0	0
520400	Office	1,568	693	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	21,021	17,562	18,500	28,331	18,500	18,500	18,500
520508	Operating - Garbage Bags	47,361	49,532	25,000	50,000	25,000	25,000	25,000
531106	Professional Fees - Audit	2,865	938	925	925	925	925	925
531110	Professional Fees & Services	0	0	10,000	0	10,000	10,000	10,000
531212	Disposal Costs	1,084,205	1,037,533	929,000	1,037,000	1,037,000	1,037,000	1,037,000
531301	Vehicle Costs - Gas & Oil	171,971	177,522	171,150	191,150	191,150	191,150	191,150
531304	Vehicle Costs - R & M	277,124	250,964	251,750	231,750	251,750	251,750	251,750
531410	Telephone	2,940	2,987	3,000	4,000	4,000	4,000	4,000
531500	Printing	45	46	400	400	400	400	400
543003	Travel & Training	337	2,405	2,300	2,300	2,300	2,300	2,300
543017	Placques & Awards	32	66	1,060	1,060	1,060	1,060	1,060
605106	Maintenance Equipment	122	134	500	500	500	500	500
606001	Environmental/Resource Rcvry Prgm	0	0	0	0	0	0	0
606002	Litter Reduction	15,705	0	20,000	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>1,695,657</b>	<b>1,672,879</b>	<b>1,434,585</b>	<b>1,721,416</b>	<b>1,567,456</b>	<b>1,567,456</b>	<b>1,567,456</b>
	<b>Other:</b>							
543001	Bad Debt	11,645	11,645	11,645	11,645	11,645	11,645	11,645
646101	Transfer to General Fund	730,753	730,753	730,753	686,283	686,283	686,283	686,283
646551	Transfer to Risk Management Fund	228,109	114,055	95,638	155,762	152,981	152,981	152,981
646552	Transfer to Employee Benefits Fund	1,108	0	0	0	0	0	0
647401	Cost Allocation - Utility Fund	141,953	141,953	141,953	160,161	160,161	160,161	160,161
	<b>Total Other</b>	<b>1,113,568</b>	<b>998,406</b>	<b>979,989</b>	<b>1,013,851</b>	<b>1,011,070</b>	<b>1,011,070</b>	<b>1,011,070</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	402
<b>DEPARTMENT:</b>	Sanitation	<b>ORGANIZATION:</b>	043001

SANITATION FUND

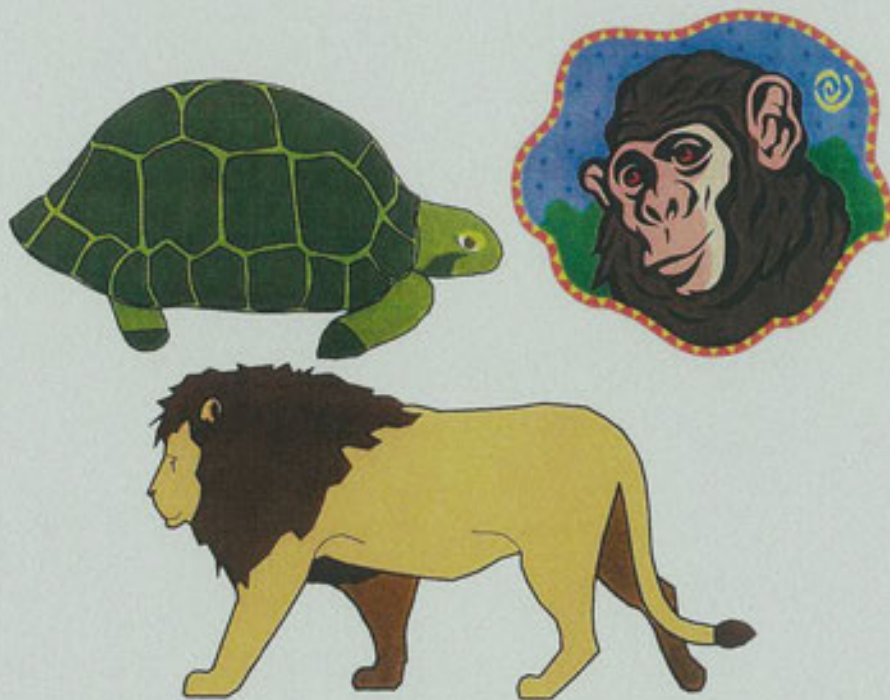
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Capital Outlay:</b>							
707102	Landfill Closure	10,803	8,029	15,000	10,607	15,000	15,000	15,000
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	101,504	36,600	457,558	457,558	564,000	564,000	564,000
707600	Machinery & Equipment	6,213	0	2,490	2,490	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>118,520</b>	<b>44,629</b>	<b>475,048</b>	<b>470,655</b>	<b>579,000</b>	<b>579,000</b>	<b>579,000</b>
	<b>TOTAL FUND</b>	<b>4,766,940</b>	<b>4,473,689</b>	<b>4,834,369</b>	<b>5,041,369</b>	<b>5,019,000</b>	<b>5,019,000</b>	<b>5,019,000</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Zoological Park Fund*



**2012-2013 ANNUAL BUDGET**  
**ZOOLOGICAL PARK FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Internal Services/Interfunds:</b>							
388101	Transfer from General Fund	2,299,606	0	1,773,686	1,971,734	1,773,686	2,084,004	2,084,004
388401	Transfer from Utility System Fund	0	1,771,409	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	2,299,606	1,771,409	1,773,686	1,971,734	1,773,686	2,084,004	2,084,004
	<b>Charges for Services:</b>							
344701	Charges - Zoological Park	263,116	280,551	378,523	204,523	204,523	204,523	204,523
	<b>Total Charges for Services</b>	263,116	280,551	378,523	204,523	204,523	204,523	204,523
	<b>Investment Income:</b>							
367101	Interest - Investments	1,432	1,186	0	0	0	0	0
	<b>Total Investment Income</b>	1,432	1,186	0	0	0	0	0
	<b>Other:</b>							
399503	Contribution from FOTAZ	5,766	0	0	0	0	0	0
	<b>Total Other</b>	5,766	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	2,569,920	2,053,146	2,152,209	2,176,257	1,978,209	2,288,527	2,288,527

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

## GOAL MISSION STATEMENT

"To promote the understand conservation of the natural world in which we live." In doing so we strive to:

1. Provide the citizens of Alexandria and Central Louisiana with recreational and educational experiences while viewing an organized collection of animals.
2. Increase services to our community by development of new educational programs and to continue with the conservation of endangered species.
3. Develop research projects in cooperation with other agencies such as colleges and universities.
4. Increase attendance through the implementation of Phase I of the Zoo's Master Plan, thereby insuring revenue and providing better living conditions for our Zoo animals.
5. Maintain standards set forth by USDA and the American Zoo and Aquarium Association for animal husbandry, thereby insuring our accreditation by AZA.

## FUNCTION DESCRIPTION

The Alexandria Zoo:

1. Serves as a community recreational facility as well as being the largest family oriented, educational tourist attraction in Central Louisiana with close to 200,000 visitors annually.
2. Serves as an educational source for thousands of school children from Rapides and the surrounding parishes. Educational programs research approximately 20,000 children and adults each year. Volunteers assist staff.
3. Actively participates conservation program for endangered and threatened wildlife, including Species Survival Plan programs nationally for Sumatran tigers, Andean condors, white-handed gibbons, manned wolf, red wolf, and jaguars.
4. Maintains 30 species of mammals, 65 species of birds, 15 species of reptiles, 10 species of fish, for a total of approximately 500 animals. Approximately 20 species exhibited at our zoo endangered or threatened species.
5. Actively promotes the appreciation and preservation of native as well as exotic wildlife.
6. Promotes cultural enrichment through special events such as concerts and other forms of entertainment in the zoo.
7. Strives to increase revenue and attendance through special events such as Zoo Boo and Holiday Light Safari.
8. Contributes to economic development since it draws a large out-of-town audience.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Special Events	12	12	12
Animals Cared For Daily	650	650	650
Health/Husbandry Records Maintained	650	650	650
Buildings Maintained	25	26	27
Grounds (acres) Maintained	33	33	33
Walk maintained (miles)	4.5	4.5	4.5
Parking Lot (# Spaces) Maintained	292	292	292
Telephone Calls	25,000	25,000	25,000
Annual Visitors	165,000	165,000	165,000
Education Program Offered	300	300	300

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	549,986	474,574	531,132	510,032	543,181	543,181	2.27%
FRINGE BENEFITS	218,736	212,123	225,929	225,929	229,050	229,050	1.38%
OPERATING/CONTRACTUAL	1,064,998	1,099,321	1,061,710	1,073,710	1,076,710	1,076,710	1.41%
OTHER	236,438	236,438	236,438	269,586	269,586	269,586	14.02%
CAPITAL OUTLAY	89,331	0	97,000	97,000	170,000	170,000	75.26%
<b>TOTAL APPROPRIATIONS</b>	<b>2,159,489</b>	<b>2,022,456</b>	<b>2,152,209</b>	<b>2,176,257</b>	<b>2,288,527</b>	<b>2,288,527</b>	<b>6.33%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490115	Salary - Zoo Director	1	1	1	1	1	1	0.00%
490154	Salary - Supervisor Zoo Facilities Maint	1	0	0	0	0	0	0.00%
490157	Salary - Veterinarin	0	1	1	1	1	1	0.00%
490174	Salary - Zoo Media Specialist	1	1	1	1	1	1	0.00%
490222	Salary - Zoo Curator - Education	1	0	0	0	0	0	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490646	Salary - Customer Services Representativ	1	1	1	1	1	1	0.00%
490845	Salary - Zoo Curator - Health	1	1	1	1	1	1	0.00%
490846	Salary - Zoo Curator - General	1	1	1	1	1	1	0.00%
490848	Salary - Zoo Keeper I	2	2	2	2	2	2	0.00%
490849	Salary - Security Officer	1	1	1	1	1	1	0.00%
490849	Salary - Security Officer Part Time	1	0	0	0	0	0	0.00%
490860	Salary - Zoo Keeper II	7	5	5	5	5	5	0.00%
	<b>Total Positions</b>	<b>20</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

ZOOLOGICAL PARK FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Salaries:</b>							
450001	Overtime	38,747	37,157	22,843	27,843	22,843	22,843	22,843
490115	Salary - Zoo Director	52,939	52,311	52,311	52,311	52,311	52,311	52,311
490154	Salary - Supervisor Zoo Facilities Maint	16,913	0	0	0	0	0	0
490157	Salary - Veterinarian	0	0	52,311	52,311	69,050	69,050	69,050
490174	Salary - Zoo Media Specialist	29,321	34,110	34,110	34,110	34,110	34,110	34,110
490618	Salary - Administrative Secretary	29,457	11,623	28,960	27,760	24,717	24,717	24,717
490624	Salary - Inventory Coordinator	38,005	38,449	38,449	38,449	38,449	38,449	38,449
490646	Salary - Customer Services Representative	20,760	21,597	21,618	17,718	21,618	21,618	21,618
490820	Salary - Maintenance Worker	5,031	0	0	0	0	0	0
490845	Salary - Zoo Curator - Health	40,299	40,299	40,145	40,145	40,145	40,145	40,145
490846	Salary - Zoo Curator - General	40,299	40,299	40,145	40,145	40,145	40,145	40,145
490848	Salary - Zoo Keeper I	45,425	43,585	45,630	32,030	45,183	45,183	45,183
490849	Salary - Security Officer	21,923	19,455	19,222	11,822	19,222	19,222	19,222
490860	Salary - Zoo Keeper II	170,867	135,689	135,388	135,388	135,388	135,388	135,388
	<b>Total Salaries</b>	<b>549,986</b>	<b>474,574</b>	<b>531,132</b>	<b>510,032</b>	<b>543,181</b>	<b>543,181</b>	<b>543,181</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	127,978	135,496	145,794	145,794	141,063	141,063	141,063
510202	Fringe - Hospital	82,413	70,220	72,316	72,316	79,995	79,995	79,995
510206	Fringe - Medicare Insurance Tax	7,132	6,105	7,147	7,147	7,320	7,320	7,320
510207	Fringe - Life Insurance	667	302	672	672	672	672	672
510208	Fringe - FICA Tax Retirement	546	0	0	0	0	0	0
	<b>Total Fringe</b>	<b>218,736</b>	<b>212,123</b>	<b>225,929</b>	<b>225,929</b>	<b>229,050</b>	<b>229,050</b>	<b>229,050</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	5,676	6,308	5,000	6,000	6,000	6,000	6,000
520204	Uniforms	4,764	3,800	6,300	6,300	6,300	6,300	6,300
520500	Operating Supplies	63,732	58,812	43,000	46,000	46,000	46,000	46,000
520502	Operating - Cleaner	6,205	5,212	5,000	5,000	5,000	5,000	5,000
520504	Operating - Animal Food	118,608	104,136	95,000	105,000	105,000	105,000	105,000
520514	Small Tools	3,939	5,422	4,850	4,850	4,850	4,850	4,850
520515	Operating Medical	11,569	14,596	17,500	17,500	17,500	17,500	17,500
520527	AZA Accreditation	0	0	500	500	500	500	500
531103	Professional Fees - Veterinarian	32,423	28,835	17,500	17,500	17,500	17,500	17,500
531110	Professional Fees & Services	2,835	8,417	0	0	0	0	0
531215	Fees, Licenses, Permits	3,155	337	2,400	2,400	2,400	2,400	2,400
531301	Vehicle Costs - Gas & Oil	3,084	3,096	3,760	4,760	4,760	4,760	4,760
531304	Vehicle Costs - R & M	5,221	7,554	8,300	6,300	8,300	8,300	8,300
531410	Telephone	11,499	8,595	9,600	8,600	9,600	9,600	9,600
531500	Printing	915	2,119	5,500	5,500	5,500	5,500	5,500
531701	Utilities	691,178	740,924	733,000	733,000	733,000	733,000	733,000
531900	Advertising	15,137	13,929	15,000	15,000	15,000	15,000	15,000
543000	Miscellaneous	210	0	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	8,245	8,250	9,000	9,000	9,000	9,000	9,000
543003	Travel & Training	1,254	1,108	2,500	2,500	2,500	2,500	2,500
605101	Maintenance Bldg & Facilities	50,139	56,555	54,000	54,000	54,000	54,000	54,000
605106	Maintenance Equipment	10,406	7,859	6,000	6,000	6,000	6,000	6,000
605120	Intern Sponsorship Program	2,001	0	4,000	4,000	4,000	4,000	4,000
605127	Special Events	12,803	13,457	13,000	13,000	13,000	13,000	13,000
605129	Holiday Light Safari	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>1,064,998</b>	<b>1,099,321</b>	<b>1,061,710</b>	<b>1,073,710</b>	<b>1,076,710</b>	<b>1,076,710</b>	<b>1,076,710</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

ZOOLOGICAL PARK FUND

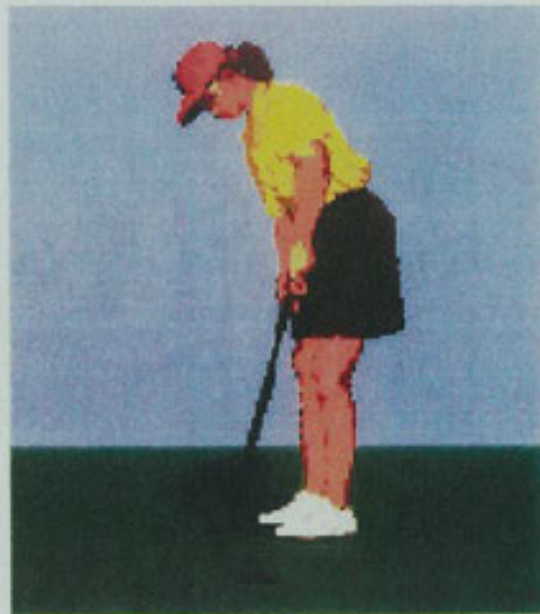
DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
647101	<b>Other:</b>							
	Cost Allocation - General Fund	236,438	236,438	236,438	269,586	269,586	269,586	269,586
	<b>Total Other</b>	236,438	236,438	236,438	269,586	269,586	269,586	269,586
	<b>Capital Outlay:</b>							
707405	Building Improvements	30,455	0	61,300	61,300	170,000	170,000	170,000
707500	Vehicles	0	0	0	0	26,534	0	0
707600	Machinery & Equipment	46,073	0	23,200	23,200	0	0	0
707700	Office Furniture & Fixtures	9,742	0	12,500	12,500	327,200	0	0
707702	Computer Software	0	0	0	0	0	0	0
707900	Animals	3,061	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	89,331	0	97,000	97,000	523,734	170,000	170,000
	<b>TOTAL DEPARTMENT</b>	2,159,489	2,022,456	2,152,209	2,176,257	2,642,261	2,288,527	2,288,527

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*City of Alexandria*  
**Annual Operating Budget**

*Golf Course Fund*



**2012-2013 ANNUAL BUDGET**  
**GOLF COURSE FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Internal Services/Interfunds:</b>							
388101	Transfer from General Fund	228,818	0	222,115	268,681	269,681	269,681	269,681
388401	Transfer from Utility System Fund	0	235,115	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	<b>228,818</b>	<b>235,115</b>	<b>222,115</b>	<b>268,681</b>	<b>269,681</b>	<b>269,681</b>	<b>269,681</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	216	20	0	0	0	0	0
	<b>Total Investment Income</b>	<b>216</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Charges for Services</b>							
344751	Charges - Tournament Fees	62,083	48,228	40,000	70,000	70,000	70,000	70,000
344752	Charges - Green Fees	313,650	308,700	315,000	290,000	290,000	290,000	290,000
344753	Charges - Cart Rental	174,298	177,303	164,000	160,000	160,000	160,000	160,000
344754	Charges - Range	42,201	38,854	39,000	30,000	30,000	30,000	30,000
344755	Charges - Restaurant	3,150	6,933	3,000	3,000	3,000	3,000	3,000
	<b>Total Charges for Services</b>	<b>595,382</b>	<b>580,018</b>	<b>561,000</b>	<b>553,000</b>	<b>553,000</b>	<b>553,000</b>	<b>553,000</b>
	<b>TOTAL REVENUES</b>	<b>824,416</b>	<b>815,153</b>	<b>783,115</b>	<b>821,681</b>	<b>822,681</b>	<b>822,681</b>	<b>822,681</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maintenance	<b>ORGANIZATION:</b>	045900

GOAL MISSION STATEMENT

To properly maintain the City's golf course.

FUNCTION DESCRIPTION

The Golf Course Maintenance Department is a service organization that performs maintenance on the City's golf course, including grounds, clubhouse, and the like.

DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maintenance	<b>ORGANIZATION:</b>	045900

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	591,238	524,064	558,350	583,350	584,350	584,350	4.66%
OTHER	41,495	41,495	41,495	55,061	55,061	55,061	32.69%
CAPITAL OUTLAY	1,833	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>634,566</b>	<b>565,559</b>	<b>599,845</b>	<b>638,411</b>	<b>639,411</b>	<b>639,411</b>	<b>6.60%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maintenance	<b>ORGANIZATION:</b>	045900

GOLF COURSE FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Operating &amp; Contractual:</b>								
520102	Maintenance Expense	265,393	228,004	245,000	258,000	258,000	258,000	258,000
520105	Contract Labor	0	0	1,000	1,000	1,000	1,000	1,000
520204	Uniforms	1,184	1,319	1,500	1,500	1,500	1,500	1,500
520500	Operating Supplies	11,652	6,462	6,000	10,000	6,000	6,000	6,000
520503	Operating Chemicals	53,336	47,613	50,000	50,000	50,000	50,000	50,000
520507	Operating Sand & Gravel	5,165	4,591	6,000	6,000	6,000	6,000	6,000
520514	Small Tools	0	0	0	0	0	0	0
531110	Professional Fees & Services	3,128	0	0	0	0	0	0
531111	Golf Course Management Fee	66,996	61,413	67,000	67,000	67,000	67,000	67,000
531209	Services - Bank Charges	9,895	9,523	7,500	7,500	7,500	7,500	7,500
531215	Fees, Licenses & Permits	0	277	50	50	50	50	50
531301	Vehicle Costs - Gas & Oil	9,342	9,214	10,000	10,000	10,000	10,000	10,000
531304	Vehicle Costs - R & M	0	0	2,000	2,000	2,000	2,000	2,000
531410	Telephone	11,022	11,162	10,800	10,800	10,800	10,800	10,800
531500	Printing	310	564	500	500	500	500	500
531601	Insurance Premiums/ Fees Gen Lia	0	0	6,000	6,000	6,000	6,000	6,000
531701	Utilities	27,369	39,100	40,000	40,000	40,000	40,000	40,000
531900	Advertising	2,359	2,145	7,500	2,500	7,500	7,500	7,500
543002	Dues & Subscriptions	735	1,120	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	375	1,715	1,500	1,500	1,500	1,500	1,500
605101	Maintenance Bldg & Facilities	0	608	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	30,699	24,642	15,000	28,000	28,000	28,000	28,000
605112	Maintenance of Golf Course	24,312	4,700	5,000	5,000	5,000	5,000	5,000
646030	Lease Obligation	67,966	69,892	69,000	69,000	69,000	69,000	69,000
969000	Contingencies	0	0	5,000	5,000	5,000	5,000	5,000
<b>Total Operating &amp; Contractual</b>		<b>591,238</b>	<b>524,064</b>	<b>558,350</b>	<b>583,350</b>	<b>584,350</b>	<b>584,350</b>	<b>584,350</b>
<b>Other:</b>								
647101	Cost Allocation - General Fund	41,495	41,495	41,495	55,061	55,061	55,061	55,061
<b>Total Other</b>		<b>41,495</b>	<b>41,495</b>	<b>41,495</b>	<b>55,061</b>	<b>55,061</b>	<b>55,061</b>	<b>55,061</b>
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	1,833	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
<b>Total Capital Outlay</b>		<b>1,833</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEPARTMENT</b>		<b>634,566</b>	<b>565,559</b>	<b>599,845</b>	<b>638,411</b>	<b>639,411</b>	<b>639,411</b>	<b>639,411</b>

*City of Alexandria*  
**Annual Operating Budget**

*Clubhouse Maintenance*



**2012-2013 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Club House Maintenance	<b>ORGANIZATION:</b>	045901

**GOAL MISSION STATEMENT**

To operate and maintain the clubhouse at the City's golf course.

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected



2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Club House Maintenance	<b>ORGANIZATION:</b>	045901

GOLF COURSE FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	178,291	148,386	165,280	165,280	165,280	165,280	165,280
520400	Office	0	0	1,320	1,320	1,320	1,320	1,320
520500	Operating Supplies	9,846	9,860	8,460	8,460	8,460	8,460	8,460
531401	Postage	565	371	600	600	600	600	600
531500	Printing	0	0	360	360	360	360	360
543002	Dues & Subscriptions	1,475	1,461	650	650	650	650	650
605101	Maintenance Bldg & Facilities	572	3,952	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	2,242	2,910	3,000	3,000	3,000	3,000	3,000
605128	Maintenance Range Ball Facility	3,096	2,782	600	600	600	600	600
	<b>Total Operating &amp; Contractual</b>	<b>196,087</b>	<b>169,722</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>196,087</b>	<b>169,722</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>	<b>183,270</b>
	<b>TOTAL FUND</b>	<b>830,653</b>	<b>735,281</b>	<b>783,115</b>	<b>821,681</b>	<b>822,681</b>	<b>822,681</b>	<b>822,681</b>

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*City of Alexandria*  
**Annual Operating Budget**

*Municipal Transit Fund*



**2012-2013 ANNUAL BUDGET**  
**MUNICIPAL TRANSIT FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL REC'D	ACTUAL REC'D	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Charges for Services:</b>							
344401	Charges - Lower Third/McArthur	37,309	35,469	57,500	48,500	57,500	57,500	57,500
344402	Charges - Broadway/Meadow	35,796	33,272	56,000	42,000	56,000	56,000	56,000
344403	Charges - Willow Glen	40,627	37,216	60,500	49,500	60,500	60,500	60,500
344404	Charges - Pineville	50,820	52,054	74,000	69,000	74,000	74,000	74,000
344405	Charges - Elliott/Cabrini	33,655	32,502	51,500	40,500	51,500	51,500	51,500
344406	Charges - Mall/Kmart	43,890	44,447	66,500	56,500	66,500	66,500	66,500
344407	Charges - England Authority	37,748	34,422	59,000	45,000	59,000	59,000	59,000
344408	Charges - Woodale Park	44,035	43,776	63,935	53,935	63,935	63,935	63,935
344409	Charges - Elderly/Handicap Van	5,935	7,214	9,000	9,000	9,000	9,000	9,000
344410	Charges - Passes	0	0	0	0	0	0	0
344999	Charges - Transit Vouchers	36,254	32,740	32,000	32,000	32,000	32,000	32,000
	<b>Total Charges for Services</b>	<b>366,069</b>	<b>353,112</b>	<b>529,935</b>	<b>445,935</b>	<b>529,935</b>	<b>529,935</b>	<b>529,935</b>
	<b>Internal Services/Interfunds:</b>							
388401	Transfers - Utility Fund	1,587,522	0	1,909,519	1,595,573	1,966,162	1,966,162	1,966,162
	<b>Total Internal Services/Interfunds</b>	<b>1,587,522</b>	<b>0</b>	<b>1,909,519</b>	<b>1,595,573</b>	<b>1,966,162</b>	<b>1,966,162</b>	<b>1,966,162</b>
	<b>Intergovernmental:</b>							
333102	Federal - FTA Grant	341,746	747,675	361,000	687,000	361,000	361,000	361,000
333105	Federal - Section 9 Planning Grant	42,099	58,825	40,000	45,000	40,000	40,000	40,000
333106	Federal-FTA Preventive Maint	300,000	108,940	0	50,000	0	0	0
333407	State - Parish Transportation	272,675	226,845	124,896	124,896	124,896	124,896	124,896
	<b>Total Intergovernmental</b>	<b>956,520</b>	<b>1,142,285</b>	<b>525,896</b>	<b>906,896</b>	<b>525,896</b>	<b>525,896</b>	<b>525,896</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	8,529	6,716	0	2,000	0	0	0
	<b>Total Investment Income</b>	<b>8,529</b>	<b>6,716</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
344501	Misc - Advertising	12,819	9,024	5,000	5,000	5,000	5,000	5,000
388200	Other-Sales of Fixed Assets	884	0	0	0	0	0	0
398900	Misc - Cash Over/(Short)	6,957	16,324	300	300	300	300	300
399000	Miscellaneous Revenue	1,489	2,253	500	500	500	500	500
399003	Misc - Bus Damages	0	0	500	500	500	500	500
	<b>Total Other</b>	<b>22,149</b>	<b>27,601</b>	<b>6,300</b>	<b>6,300</b>	<b>6,300</b>	<b>6,300</b>	<b>6,300</b>
	<b>TOTAL REVENUES</b>	<b>2,940,789</b>	<b>1,529,714</b>	<b>2,971,650</b>	<b>2,956,704</b>	<b>3,028,293</b>	<b>3,028,293</b>	<b>3,028,293</b>

## 2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	450
<b>DEPARTMENT:</b>	Municipal Transit	<b>ORGANIZATION:</b>	043900

## GOAL MISSION STATEMENT

The mission of ATRANS is to improve the quality of life of the citizens of Alexandria by providing a dependable means of transportation for those who do not own a personal vehicle or those who require alternative means of transportation. This will be accomplished by creating a transit system and a complimentary paratransit system that is dependable, yet affordable to all clients.

## FUNCTION DESCRIPTION

The municipal transit system operates eight fixed routes through out the city limits of Alexandria and Pineville as well as two specialized curb-to-curb complimentary paratransit vans for the disabled clients in the area. The bus department maintains the fleet via an in-house maintenance department. The daily operation of ATRANS are Monday-Saturday from 6:00 AM to 7:00 PM. The eight routes are designed to be rider friendly and are equipped with special equipment to make boarding, riding, and alighting more safer.

## DEMAND PERFORMANCE INDICATORS

Description	2010-2011 Actual	2011-2012 Estimated	2012-2013 Projected
Total mileage for buses	456,758	456,758	456,758
Total mileage for vans	128,495	128,495	128,495
Totals hours for Superintendent and Supervisor	13,000	13,000	13,000
Total hours for Clerical	4,500	4,500	4,500
Total hours for Operators	50,500	50,500	50,500
Total Passengers	676,442	676,442	676,442

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	450
<b>DEPARTMENT:</b>	Municipal Transit	<b>ORGANIZATION:</b>	043900

APPROPRIATION SUMMARY

DESCRIPTION	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
	ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
SALARIES AND WAGES	1,180,613	1,128,586	1,181,901	1,133,901	1,176,778	1,176,778	-0.43%
FRINGE BENEFITS	440,139	505,993	494,298	494,298	495,574	495,574	0.26%
OPERATING/CONTRACTUAL	737,559	769,653	776,496	812,496	792,496	792,496	2.06%
OTHER	752,256	585,639	518,955	516,009	563,445	563,445	8.57%
CAPITAL OUTLAY	0	1,950	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>3,110,567</b>	<b>2,991,821</b>	<b>2,971,650</b>	<b>2,956,704</b>	<b>3,028,293</b>	<b>3,028,293</b>	<b>1.91%</b>

PERSONNEL ROSTER

JOB CODE	TITLE	2009-2010	2010-2011	2011-2012		2012-2013		PERCENT CHANGE
		ACTUAL	ACTUAL	ADOPTED BUDGET	FINAL BUDGET	ADMIN APPRVD	ADOPTED	
490113	Salary - Transit Manager	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maintenance	1	1	1	1	1	1	0.00%
490140	Salary - Transit Shift Supervisor	2	1	1	1	1	1	0.00%
490151	Salary - Asst Transit Manager	1	1	1	1	1	1	0.00%
490223	Salary - Transit Analyst	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	0	0	0	0	0.00%
490750	Salary - Fleet Maintenance Tech Senior	4	4	4	4	4	4	0.00%
490751	Salary - Fleet Maintenance Tech	0	0	0	0	0	0	0.00%
490834	Salary - Fleet Service Technician	2	2	2	2	2	2	0.00%
490837	Salary - Transit Operator	21	21	21	21	21	21	0.00%
490896	Salary - Transit Operator (Part Time)	6	6	6	6	6	6	0.00%
<b>Total Positions</b>		<b>41</b>	<b>40</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>0.00%</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	450
<b>DEPARTMENT:</b>	Municipal Transit	<b>ORGANIZATION:</b>	043900

MUNICIPAL TRANSIT FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
<b>Salaries:</b>								
450001	Overtime	127,284	108,015	88,338	88,338	88,338	88,338	88,338
490113	Salary - Transit Manager	60,010	59,780	59,780	59,780	59,780	59,780	59,780
490139	Salary - Supervisor Fleet Maintenance	38,250	38,103	38,103	38,103	38,103	38,103	38,103
490140	Salary - Transit Shift Supervisor	47,010	34,362	33,756	32,656	33,756	33,756	33,756
490151	Salary - Asst Transit Manager	43,812	43,720	43,645	43,645	43,645	43,645	43,645
490223	Salary - Transit Analyst	43,162	43,162	42,996	42,996	42,996	42,996	42,996
490618	Salary - Administrative Secretary	29,692	29,578	29,578	29,578	29,578	29,578	29,578
490619	Salary - Office Assistant	0	0	0	0	0	0	0
490626	Salary - Clerical Specialist	21,701	3,295	0	0	0	0	0
490750	Salary - Fleet Maintenance Tech Senior	102,386	122,083	121,480	121,480	121,480	121,480	121,480
490751	Salary - Fleet Maintenance Tech	0	0	0	0	0	0	0
490834	Salary - Fleet Service Technician	25,467	25,272	48,912	36,112	48,912	48,912	48,912
490896	Salary - Transit Operator-Part Time	54,468	63,830	74,987	59,287	74,987	74,987	74,987
490837	Salary - Transit Operator	587,371	557,386	600,326	581,926	595,203	595,203	595,203
<b>Total Salaries</b>		<b>1,180,613</b>	<b>1,128,586</b>	<b>1,181,901</b>	<b>1,133,901</b>	<b>1,176,778</b>	<b>1,176,778</b>	<b>1,176,778</b>
<b>Fringe:</b>								
510201	Fringe - Pension	264,642	307,481	303,848	303,848	286,131	286,131	286,131
510202	Fringe - Hospital	149,661	173,767	162,846	162,846	181,914	181,914	181,914
510204	Fringe - Clothing Allowance	4,999	4,995	5,000	5,000	5,000	5,000	5,000
510206	Fringe - Medicare Insurance Tax	15,944	15,126	16,569	16,569	16,494	16,494	16,494
510207	Fringe - Life Insurance	1,280	666	1,386	1,386	1,386	1,386	1,386
510208	Fringe - FICA Tax Retirement	3,613	3,958	4,649	4,649	4,649	4,649	4,649
<b>Total Fringe</b>		<b>440,139</b>	<b>505,993</b>	<b>494,298</b>	<b>494,298</b>	<b>495,574</b>	<b>495,574</b>	<b>495,574</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	58,077	24,005	10,000	30,000	10,000	10,000	10,000
520204	Uniforms	11,473	11,498	11,500	11,500	11,500	11,500	11,500
520400	Office	2,350	3,115	3,500	3,500	3,500	3,500	3,500
520500	Operating Supplies	33,711	35,736	42,500	42,500	42,500	42,500	42,500
531106	Professional Fees - Audit	1,105	1,866	3,336	3,336	3,336	3,336	3,336
531110	Professional Fees & Services	1,746	1,213	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Gas	9,058	6,964	6,000	6,000	6,000	6,000	6,000
531302	Vehicle Costs - Diesel	351,595	420,736	403,650	417,650	417,650	417,650	417,650
531303	Vehicle Costs - Oil	10,398	13,897	11,000	11,000	11,000	11,000	11,000
531304	Vehicle Costs - R & M	137,629	194,327	203,000	203,000	203,000	203,000	203,000
531305	Vehicle Costs - Tires	27,184	26,275	26,000	26,000	26,000	26,000	26,000
531306	Vehicle Costs - Other Lubricants	6,832	4,185	7,500	7,500	7,500	7,500	7,500
541401	Postage	137	391	500	500	500	500	500
531410	Telephone	3,235	3,354	3,200	5,200	5,200	5,200	5,200
531500	Printing	507	672	3,000	3,000	3,000	3,000	3,000
531701	Utilities	5,912	6,659	6,200	6,200	6,200	6,200	6,200
543002	Dues & Subscriptions	0	0	450	450	450	450	450
543000	Miscellaneous	53,923	0	0	0	0	0	0
543003	Travel & Training	2,651	2,163	4,000	4,000	4,000	4,000	4,000
543017	Plaques & Awards	404	32	1,660	1,660	1,660	1,660	1,660
605101	Maintenance of Building & Facilities	11,658	9,596	17,000	17,000	17,000	17,000	17,000
605106	Maintenance Equipment	3,279	2,284	2,500	2,500	2,500	2,500	2,500
605107	Maintenance Radios	4,695	685	5,000	5,000	5,000	5,000	5,000
<b>Total Operating and Contual</b>		<b>737,559</b>	<b>769,653</b>	<b>776,496</b>	<b>812,496</b>	<b>792,496</b>	<b>792,496</b>	<b>792,496</b>

2012-2013 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works		450
<b>DEPARTMENT:</b>	Municipal Transit		043900

MUNICIPAL TRANSIT FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2009-2010	2010-2011	2011-2012		2012-2013		
		ACTUAL EXP	ACTUAL EXP	ADOPTED BUDGET	FINAL BUDGET	DEPT REQUEST	ADMIN APPRVD	ADOPTED
	<b>Other:</b>							
646101	Transfer to General Fund	383,873	383,873	383,873	382,620	382,620	382,620	382,620
647401	Transfer to Utility Fund	35,998	35,998	35,998	29,885	29,885	29,885	29,885
646551	Transfer to Risk Management	331,537	165,768	99,084	103,504	150,940	150,940	150,940
646552	Transfer to Employees Benefits	848	0	0	0	0	0	0
	<b>Total Other</b>	<b>752,256</b>	<b>585,639</b>	<b>518,955</b>	<b>516,009</b>	<b>563,445</b>	<b>563,445</b>	<b>563,445</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	1,950	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>1,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>3,110,567</b>	<b>2,991,821</b>	<b>2,971,650</b>	<b>2,956,704</b>	<b>3,028,293</b>	<b>3,028,293</b>	<b>3,028,293</b>

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## VIII. MISCELLANEOUS STATISTICS

## CITY OF ALEXANDRIA

### HISTORY

The City of Alexandria was founded in 1785, incorporated in 1819 and chartered in 1932. Spanish Franciscan missionaries arrived about 1690. Tradition has it that the mission they built was located within the boundaries of what is today the Rapides Cemetery in Pineville. In the early 1700's St. Denis ascended the Red River with the French and ordered the Spanish priests to leave Louisiana. The French then stationed a small detachment at the rapids in 1723. The beginning of today's crossroads was secured by "Post du Rapide".

Nature and geography played important roles in establishing twin communities on opposite banks of the Red River. In those early days, a ledge of limestone crossed the Red River forming a rapids just above what is now the site of Alexandria and Pineville. The first travelers stopped at this point rather than make the portage around the rapids - over which even a canoe could not pass for 4 or 5 months of each year during low water periods.

### GENERAL

The City of Alexandria serves as the Parish Seat and is located near the geographic center of Louisiana along the west bank of the Red River. Alexandria is central Louisiana's largest populated and commercial activity center with an estimated S.M.A. population of 155,000 plus. The Alexandria area, the "Crossroads of Louisiana", is a center for electronic media and commercial trade. The official trade area served by Alexandria contains a population in excess of 350,000. Alexandria is the eighth largest city in the state.

Alexandria adopted a City Charter which became effective in 1977 and which provides for a Mayor-Council form of government consisting of a full time Mayor and seven Councilmen, five of which are elected from districts and two of which are elected at large. The Council members elect their president, appoint the City Clerk, adopt ordinances and perform the duties outlined in the Charter. The Charter also sets forth the duties of the Mayor, who is the Chief Executive Officer of the City. The City Administration includes a Public Works Division, a Utility Division, a Finance Division, a Planning Division, a Personnel Division, a Legal Division, Community Services Division, and Police and Fire Departments.

The Charter also sets forth certain procedures relating to financial operations of the City, including but not limited to, the preparation, adoption and administration of the City budget, the adoption of supplemental and emergency appropriations, the reduction of and transfer of appropriations, (with the limitation that no appropriation for debt service on bonds of the city may be reduced or transferred) and the provision of a five year capital outlay program. The City is empowered to incur debt in accordance with the City Charter and the constitution and statutes of the State of Louisiana.

The City owns and operates its own Utilities System consisting of a combined electric power and a light plan and system, waterworks plant and system, gas system and wastewater plant and system. The City also owns and operates its own Municipal Transit and Sanitation systems.

## ECONOMY

Alexandria's economy is based upon agriculture and timber production, wholesale and retail trade, services and public sector activity. Unlike some other areas of Louisiana, it is not dependent on the oil and gas industries. Located in the fertile Red River Valley, the Alexandria area is considered as some of the best farm and timberland in the country.

Alexandria's importance in the trade sector has been enhanced by the addition of the two new regional shopping malls within the City limits. The City's per capital retail sales rate continues to reflect that Alexandria is the principal location to do business in Central Louisiana.

The vitality of Alexandria's service sector is evidenced by six major medical facilities, two four year colleges, two T.V. stations, two newspapers and 10 radio stations. The conversion of the Rapides Regional Medical Center from a public to a private facility caused a significant increase in the taxable assessed valuation of the City in 1995.

Capitalizing on Alexandria's historic and central location, a healthy tourism sector has been established with almost 2,000 guest rooms available in the City and a Convention Center combined seating capacity of approximately 9,000. Hotel occupancy in Alexandria rose from 65.1% in 1994 to 66.5% in 1995 according to PKF Consulting.

The City has had underway since 1979 a major downtown redevelopment effort. Instigated by a \$1,250,000 pledge from the City of Alexandria, private and public sector investment in projects has exceeded \$100 million in the downtown area. Growth of the City outside of the central business district continues to be strong with the addition of new retail space, apartment development, residential and commercial development. There are currently three new assisted living apartment complexes currently under construction in Alexandria.

Construction of the \$1 billion I-49 project was completed in 1996. I-49 includes 4.19 miles of interstate highways, an interchange at U.S. Highway 71, highway ramps, downtown street underpass (related to the relocation of the Missouri-Pacific Railroad from Lee Street to Elliott Street), the Sugar House Road overpass, and the rebuilding of Fulton and Casson Streets. In addition, the Corps of Engineers completed the \$1.7 billion Red River Navigation Project which connected Shreveport with the Mississippi River. This completion of this project and the development at the England Economic and Industrial Park has been a boost to development at the England Economic and Industrial Park has been a boost to development at the Port of Alexandria.

The December, 1992 closure of England Air Force Base prompted the creation of the England Economic and Industrial Development District (England Authority). The England Authority is responsible for the commercial and industrial development of the base through the reuse of the land infrastructure improvements. Commercial aviation was moved during the Summer of 1996 from Esler Regional Airport to England International Airport. They provide transportation through the use of commuter airlines who furnish regularly scheduled flight from/ to Dallas/Ft. Worth, Houston, New Orleans, Monroe, Shreveport and Memphis.

## **CULTURE, RECREATION AND TOURISM**

In October of 1996 the City of Alexandria opened the Alexandria Riverfront Center. This facilities offers 6,200 theater style seating capacity, space for 380 indoor booths, over 93,000 square feet of indoor exhibition space and an additional 12,150 square feet of covered outdoor exhibition area. A three story parking garage adjacent to the new center was constructed in the Fall of 1997. The City of Alexandria provided \$1.25 million dollars toward the construction of a \$2.6 million River Oaks Artists Studio. Construction began during the Fall of 1997. The Rapides Foundation has committed to providing \$4 million toward the construction of a new Performing Arts Complex to be located adjacent to the new River Oaks Artists Studio. Renovation of the Alexandria Museum of Art located directly behind City Hall and just down the street from the Riverfront Center will be completed during the Fall of 1997.

The City is in the process of constructing a sports complex, consisting of 12 lighted ball fields, 19 soccer fields, a jogging trail, tennis courts, and parking for over 1,000 cars. Completion is expected in the Fall of 2003.

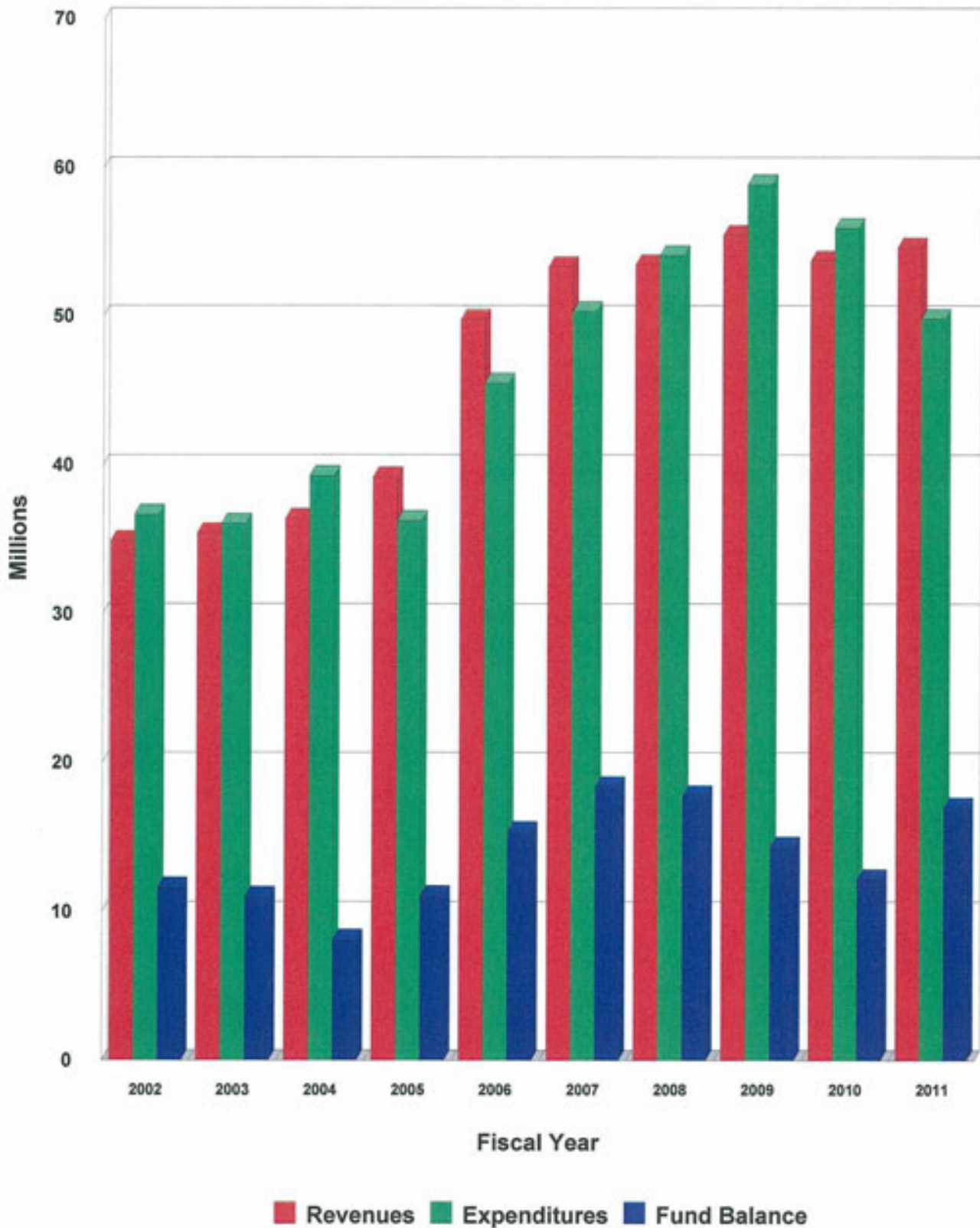
In the Alexandria area, tourists visit historical sites such as the Kent Plantation House, built in 1776; the renovated Hotel Bentley, which opened in 1908, and was the place where Generals Eisenhower, Clark and Patton planned battle strategies; the Alexandria Visual Arts Museum; the Alexandria Historical and Genealogical Library and Museum; the Louisiana Seminary Site, first home of Louisiana State University, opened in 1860 with William Tecumseh Sherman as headmaster. Other attractions included but are not limited, the Alexandria Zoological Park; recreational areas in the vicinity such as Valentine Lake, Cotile, Kincaide, Indian Creek, and Kees Parks; the Azalea Trail; Hot Wells Health Resort; Rapides Parish Coliseum; churches such as St. Francis Xavier Cathedral, Mount Olivet Church, Trinity Episcopal Church built in 1953. River Oaks Square is the site of painters, weaves, sculptors and stained glass artists creating and exhibiting their works of art.

Recreational opportunities abound in the Alexandria area with over 100 civic clubs and organizations, 26 ball fields, 14 local parks, including the Alexandria Zoological Park, theaters at Louisiana College, LSU-A and the City Park Players, and semi-professional baseball at Bringham Stadium. Alexandria also hosts several "celebrations" including Cenlabration, Christmas lighting attractions and parades, Mardi Gras parades, ... There are wonderful opportunities for visitors to our area to have a memorable experience.

2012-2013 ANNUAL BUDGET

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**GENERAL FUND**  
**TEN YEAR HISTORY OF FUND BALANCE, REVENUES, & EXPENDITURES**



## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**

<b>GENERAL FUND</b>				
<b>DESCRIPTIONS</b>	<b>4-30-02 (Actual)</b>	<b>4-30-03 (Actual)</b>	<b>4-30-04 (Actual)</b>	<b>4-30-05 (Actual)</b>
<b>REVENUES:</b>				
Taxes	7,813,363	7,884,330	8,195,362	2,226,595
Licenses and Permits	2,086,634	1,984,016	1,991,329	2,587,074
Intergovernmental	1,961,743	1,934,103	1,940,880	8,467,859
Charges for Services	638,345	935,518	1,126,528	247,829
Fines and Forfeitures	666,741	591,221	548,385	587,222
Investment Income	226,907	118,058	52,452	41,578
Other	269,053	192,868	248,041	774,020
Total Revenues	<u>13,662,786</u>	<u>13,640,114</u>	<u>14,102,977</u>	<u>14,932,177</u>
<b>EXPENDITURES:</b>				
Legislative	291,225	389,297	520,222	371,398
General Administration	4,369,400	5,630,689	5,244,331	5,602,696
Judicial	452,985	470,027	481,837	516,367
Finance	1,022,978	1,030,126	996,919	1,118,095
Planning and Development	242,628	1,245,855	1,294,425	1,433,911
Public Safety	17,223,041	15,623,172	18,770,046	17,679,448
Public Works	8,748,736	8,137,581	8,891,401	6,450,801
Debt Service	1,846,551	1,848,659	1,848,197	1,850,049
Total Expenditures	<u>34,197,544</u>	<u>34,375,406</u>	<u>38,047,378</u>	<u>35,022,765</u>
Excess/(Deficiency) of Revenues Over Expenditures	(20,534,758)	(20,735,292)	(23,944,401)	(20,090,588)
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	21,224,540	21,766,670	22,270,348	25,250,594
Operating Transfers Out	(2,441,755)	(1,665,950)	(1,207,672)	(2,204,642)
Total Other Sources/(Uses)	<u>18,782,785</u>	<u>20,100,720</u>	<u>21,062,676</u>	<u>23,045,952</u>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(1,751,973)	(634,572)	(2,881,725)	2,955,364
Fund Balance, Beginning of the Year	11,755,482	11,635,255	11,000,683	8,118,958
Fund Balance Adjustments	1,631,746	0	0	0
Fund Balance/(Deficit), End of Year	<u>11,635,255</u>	<u>11,000,683</u>	<u>8,118,958</u>	<u>11,074,322</u>
<p>Note: This is the general operating fund of the City and is used to account for operations traditionally associated with a city which are not required to be accounted for in another fund.</p>				

**2012-2013 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2002 THROUGH 2011**

**GENERAL FUND**

4-30-06 (Actual)	4-30-07 (Actual)	4-30-08 (Actual)	4-30-09 (Actual)	4-30-10 (Actual)	4-30-11 (Actual)	TOTAL
2,168,319	2,440,420	2,600,405	2,852,351	3,169,059	3,283,250	42,633,454
2,659,726	2,962,401	2,889,762	2,930,266	2,873,824	2,822,761	25,787,793
9,176,531	9,818,700	9,640,307	11,383,448	10,028,675	10,748,628	75,100,874
285,844	321,865	263,810	300,454	274,552	186,072	4,580,817
724,346	869,481	838,815	816,536	694,153	659,924	6,996,824
106,566	260,175	413,571	47,176	14,143	4,808	1,285,434
574,087	550,363	652,905	781,572	590,465	739,996	5,373,370
15,695,419	17,223,405	17,299,575	19,111,803	17,644,871	18,445,439	161,758,566
429,643	513,224	518,651	513,950	497,291	443,491	4,488,392
6,913,603	3,157,484	3,824,245	4,704,770	4,314,925	3,388,255	47,150,398
670,267	728,067	880,929	938,978	1,040,064	1,105,110	7,284,631
1,367,146	4,054,877	5,820,539	7,067,445	5,353,233	5,189,083	33,020,441
1,709,516	1,828,062	2,040,860	2,124,818	2,122,066	1,881,071	15,923,212
22,135,247	23,454,340	24,840,807	26,508,649	25,541,297	25,857,315	217,633,362
8,700,508	8,849,161	10,354,293	11,629,812	10,053,015	9,009,843	90,825,151
1,849,061	1,844,980	1,847,607	1,847,607	1,850,901	1,849,919	18,483,531
43,774,991	44,430,195	50,127,931	55,336,029	50,772,792	48,724,087	434,809,118
(28,079,572)	(27,206,790)	(32,828,356)	(36,224,226)	(33,127,921)	(30,278,648)	(273,050,552)
34,990,664	36,084,963	36,147,405	37,709,199	36,060,797	36,145,883	307,651,063
(2,613,039)	(5,862,370)	(3,919,365)	(4,913,173)	(5,122,472)	(1,059,108)	(31,009,546)
32,377,625	30,222,593	32,228,040	32,796,026	30,938,325	35,086,775	276,641,517
4,298,053	3,015,803	(600,316)	(3,428,200)	(2,189,596)	4,808,127	3,590,965
11,074,322	15,372,375	18,388,178	17,787,862	14,359,662	12,170,066	11,755,482
0	0	0	0	0	0	1,631,746
15,372,375	18,388,178	17,787,862	14,359,662	12,170,066	16,978,193	16,978,193

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**

## SPECIAL REVENUE FUNDS

DESCRIPTIONS	4-30-02 (Actual)	4-30-03 (Actual)	4-30-04 (Actual)	4-30-05 (Actual)
<b>REVENUES:</b>				
Taxes	21,052,886	21,390,287	21,820,303	23,601,445
Intergovernmental	1,616,199	1,331,494	1,269,048	1,289,703
Investment Income	54,728	19,076	9,078	7,455
Other	326,480	240,259	187,350	212,414
<b>Total Revenues</b>	<b>23,050,293</b>	<b>22,981,116</b>	<b>23,285,779</b>	<b>25,111,017</b>
<b>EXPENDITURES:</b>				
General Administration	0	0	0	0
Special Programs	1,657,684	1,175,656	1,235,037	1,085,608
Capital Outlay	546,650	406,579	450,281	586,197
<b>Total Expenditures</b>	<b>2,204,334</b>	<b>1,582,235</b>	<b>1,685,318</b>	<b>1,671,805</b>
Excess/(Deficiency) of Revenues Over Expenditures	20,845,959	21,398,881	21,600,461	23,439,212
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	83,049	26,343	39,428	63,160
Operating Transfers Out	(20,872,948)	(21,395,699)	(21,829,116)	(23,449,207)
<b>Total Other Sources/(Uses)</b>	<b>(20,789,899)</b>	<b>(21,369,356)</b>	<b>(21,789,688)</b>	<b>(23,386,047)</b>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	56,060	29,525	(189,227)	53,165
Fund Balance, Beginning of the Year	1,324,378	1,380,438	1,409,963	1,220,736
Fund Balance Adjustments	0	0	0	0
<b>Fund Balance/(Deficit), End of Year</b>	<b>1,380,438</b>	<b>1,409,963</b>	<b>1,220,736</b>	<b>1,273,901</b>

Note: Special Revenue Funds are Funds that are required by law, ordinance, etc. to be accounted for separately. The individual funds included in this history are the Sales Tax Fund, the Hotel/Motel Tax Fund, the 1987 Drainage Tax Fund, the Community Development Block Grant Fund, the Rental Rehab Fund, the Youth Baseball Recreation Fund and the Cenlabration Fund.

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**SPECIAL REVENUE FUNDS**

<b>4-30-06 (Actual)</b>	<b>4-30-07 (Actual)</b>	<b>4-30-08 (Actual)</b>	<b>4-30-09 (Actual)</b>	<b>4-30-10 (Actual)</b>	<b>4-30-11 (Actual)</b>	<b>TOTAL</b>
32,664,698	33,766,272	34,715,829	34,866,693	34,191,306	33,679,269	291,748,988
1,222,118	1,342,230	1,038,650	1,110,503	1,547,844	2,215,746	13,983,535
10,738	21,502	21,470	7,954	3,171	2,102	157,274
205,816	228,141	82,342	91,208	24,096	57,210	1,655,316
34,103,370	35,358,145	35,858,291	36,076,358	35,766,417	35,954,327	307,545,113
0	0	0	0	0	0	0
1,377,534	1,366,858	900,512	806,242	1,558,678	2,234,603	13,398,412
148,442	215,515	259,541	350,712	92,435	0	3,056,352
1,525,976	1,582,373	1,160,053	1,156,954	1,651,113	2,234,603	16,454,764
32,577,394	33,775,772	34,698,238	34,919,404	34,115,304	33,719,724	291,090,349
57,442	48,625	57,880	17,714	95,547	18,192	507,380
(32,664,698)	(33,884,046)	(34,815,788)	(34,447,038)	(34,521,635)	(33,913,186)	(291,793,361)
(32,607,256)	(33,835,421)	(34,757,908)	(34,429,324)	(34,426,088)	(33,894,994)	(291,285,981)
(29,862)	(59,649)	(59,670)	490,080	(310,784)	(175,270)	(195,632)
1,273,901	1,244,039	1,184,390	1,124,720	1,614,800	1,304,016	1,324,378
0	0	0	0	0	0	0
1,244,039	1,184,390	1,124,720	1,614,800	1,304,016	1,128,746	1,128,746

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**GENERAL DEBT SERVICE FUNDS**

DESCRIPTIONS	4-30-02 (Actual)	4-30-03 (Actual)	4-30-04 (Actual)	4-30-05 (Actual)
<b>REVENUES:</b>				
Taxes	516,011	560,379	555,766	576,612
Investment Income	119,721	52,836	64,058	44,792
Total Revenues	<u>635,732</u>	<u>613,215</u>	<u>619,824</u>	<u>621,404</u>
<b>EXPENDITURES:</b>				
Principal Retirement	2,585,000	1,620,000	1,725,000	1,810,000
Interest	793,816	582,745	415,725	817,355
Paying Agent Fees	2,954	128,533	2,435	1,203
Other	0	0	0	5,139,303
Total Expenditures	<u>3,381,770</u>	<u>2,331,278</u>	<u>2,143,160</u>	<u>7,767,861</u>
Excess/(Deficiency) of Revenues Over Expenditures	(2,746,038)	(1,718,063)	(1,523,336)	(7,146,457)
<b>OTHER FINANCING SOURCES:</b>				
COI Proceeds/Bond Refunding Proceeds	0	3,325,000	0	5,139,923
Operating Transfers In	2,655,070	1,657,194	904,061	1,657,050
Operating Transfers Out	0	(3,455,000)	0	(3,575)
Total Other Sources/(Uses)	<u>2,655,070</u>	<u>1,527,194</u>	<u>904,061</u>	<u>6,793,398</u>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(90,968)	(190,869)	(619,275)	(353,059)
Fund Balance, Beg of the Year	3,697,893	3,744,896	3,554,027	2,934,752
Fund Balance Adjustments	137,971	0	0	0
Fund Balance, End of Year	<u>3,744,896</u>	<u>3,554,027</u>	<u>2,934,752</u>	<u>2,581,693</u>

Note: These funds account for general obligation public improvement bonds, certificates of indebtedness and sales tax bonds as they mature.

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**GENERAL DEBT SERVICE FUNDS**

4-30-06 (Actual)	4-30-07 (Actual)	4-30-08 (Actual)	4-30-09 (Actual)	4-30-10 (Actual)	4-30-11 (Actual)	TOTAL
626,261	647,760	696,465	729,691	757,299	770,219	6,436,463
82,159	70,816	67,789	118,140	51,344	22,575	694,230
708,420	718,576	764,254	847,831	808,643	792,794	7,130,693
1,475,000	1,535,000	1,580,000	1,690,000	3,210,000	3,345,000	20,575,000
782,507	730,530	683,488	1,386,413	2,242,068	2,129,776	10,564,423
2,520	1,648	1,000	1,464	1,302	1,302	144,361
0	0	0	0	0	0	5,139,303
2,260,027	2,267,178	2,264,488	3,077,877	5,453,370	5,476,078	36,423,087
(1,551,607)	(1,548,602)	(1,500,234)	(2,230,046)	(4,644,727)	(4,683,284)	(29,292,394)
1,060	0	0	0	0	0	8,465,983
2,092,095	981,333	1,064,270	5,677,027	4,850,046	4,905,211	26,443,357
(403,306)	(6,872)	(1,500)	0	0	0	(3,870,253)
1,689,849	974,461	1,062,770	5,677,027	4,850,046	4,905,211	31,039,087
138,242	(574,141)	(437,464)	3,446,981	205,319	221,927	1,746,693
2,581,693	2,719,935	2,145,794	1,708,330	5,155,311	5,360,630	3,697,893
0	0	0	0	0	0	137,971
2,719,935	2,145,794	1,708,330	5,155,311	5,360,630	5,582,557	5,582,557

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**COMBINED CAPITAL PROJECTS**

DESCRIPTIONS	4-30-02 (Actual)	4-30-03 (Actual)	4-30-04 (Actual)	4-30-05 (Actual)
<b>REVENUES:</b>				
Intergovernmental	20,534	970,782	3,606,850	2,702,493
Investment Income	477,787	347,670	169,782	441,197
Other	7,576,399	2,878,320	3,624,967	3,057,845
<b>Total Revenues</b>	<b>8,074,720</b>	<b>4,196,772</b>	<b>7,401,599</b>	<b>6,201,535</b>
<b>EXPENDITURES:</b>				
General Government	0	0	0	0
Public Safety	195,002	0	0	0
Public Works	8,348,107	11,468,817	18,401,679	9,846,661
Parks and Recreation	0	0	0	0
Public Facilities	0	0	0	0
Municipal Bus System	15,934	0	0	0
Utility System	0	0	0	0
Sanitation Fund	0	0	0	0
Other	0	0	0	0
<b>Total Expenditures</b>	<b>8,559,043</b>	<b>11,468,817</b>	<b>18,401,679</b>	<b>9,846,661</b>
Excess/(Deficiency) of Revenues Over Expenditures	(484,323)	(7,272,045)	(11,000,080)	(3,645,126)
<b>OTHER FINANCING SOURCES/(USES):</b>				
Bond Proceeds (Net)	0	0	15,000,000	0
COI Proceeds	0	0	0	0
Land Sales	0	0	0	0
Operating Transfers In	9,361,995	4,639,091	5,203,178	4,047,477
Operating Transfers Out	(1,143,187)	(1,788,355)	(362,870)	(374,611)
<b>Total Other Sources/(Uses)</b>	<b>8,218,808</b>	<b>2,850,736</b>	<b>19,840,308</b>	<b>3,672,866</b>
Excess/(Deficiency) of Revenues and Other sources over Expenditures	7,734,485	(4,421,309)	8,840,228	27,740
Fund Balance, Beg of the Year	15,130,399	23,121,344	18,700,035	27,540,263
Change in Designated Fund Balance				
Audit Adjustments to Beg Fund Balance	256,460		0	
<b>Fund Balance, End of the Year</b>	<b>23,121,344</b>	<b>18,700,035</b>	<b>27,540,263</b>	<b>27,568,003</b>

Note: This schedule combines the activities of all General Capital Projects Funds.

## 2012-2013 ANNUAL BUDGET

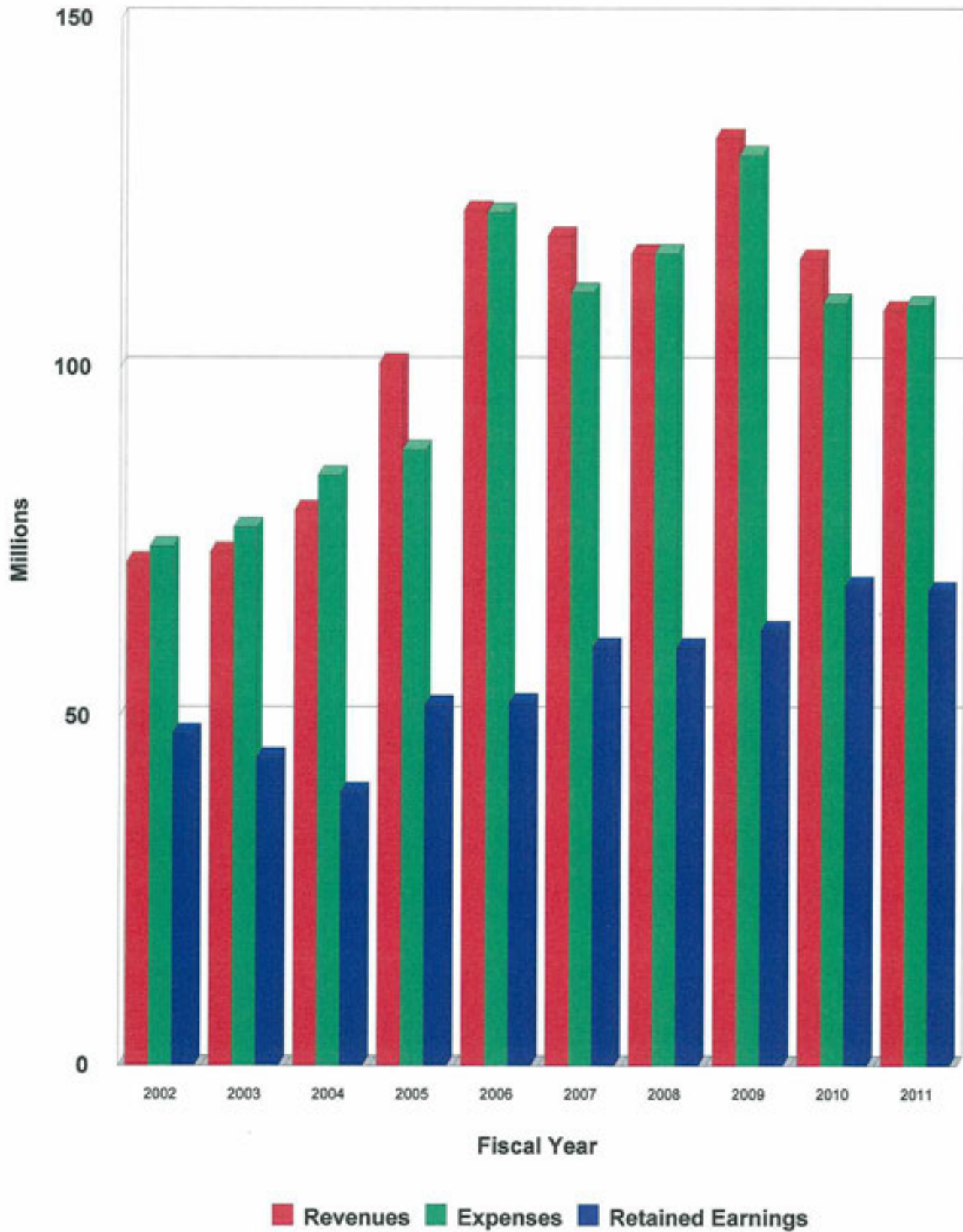
**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**COMBINED CAPITAL PROJECTS**

4-30-06 (Actual)	4-30-07 (Actual)	4-30-08 (Actual)	4-30-09 (Actual)	4-30-10 (Actual)	4-30-11 (Actual)	TOTAL
945,972	2,415,034	4,054,802	322,961	167,125	241,654	15,448,207
1,021,266	1,678,112	1,512,766	831,187	392,089	211,962	7,083,818
3,320,071	4,567,442	4,079,556	3,964,501	3,962,557	4,069,918	41,101,576
5,287,309	8,660,588	9,647,124	5,118,649	4,521,771	4,523,534	63,633,601
0	0	0	0	0	0	0
0	0	0	0	0	0	195,002
10,728,929	9,613,566	13,905,330	16,482,102	20,583,822	14,352,335	133,731,348
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	15,934
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
10,728,929	9,613,566	13,905,330	16,482,102	20,583,822	14,352,335	133,942,284
(5,441,620)	(952,978)	(4,258,206)	(11,363,453)	(16,062,051)	(9,828,801)	(70,308,683)
0	0	0	40,000,000	0	0	55,000,000
0	0	0	0	0	0	0
0	0	0	0	0	0	0
5,046,682	5,888,493	6,087,933	4,385,768	4,093,789	3,974,842	52,729,248
(365,372)	(454,189)	(459,291)	(3,713,352)	(2,323,571)	(2,339,427)	(13,324,225)
4,681,310	5,434,304	5,628,642	40,672,416	1,770,218	1,635,415	94,405,023
(760,310)	4,481,326	1,370,436	29,308,963	(14,291,833)	(8,193,386)	24,096,340
27,568,003	26,807,845	31,289,171	32,659,607	61,968,570	47,676,737	15,130,399
152						256,612
26,807,845	31,289,171	32,659,607	61,968,570	47,676,737	39,483,351	39,483,351

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COMBINED ENTERPRISE FUNDS

TEN YEAR HISTORY OF RETAINED EARNINGS, REVENUES, & EXPENSE



## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**

## COMBINED ENTERPRISE FUNDS

DESCRIPTIONS	4-30-02 (Actual)	4-30-03 (Actual)	4-30-04 (Actual)	4-30-05 (Actual)
<b>OPERATING REVENUES:</b>				
Charges for Services	70,063,697	71,620,438	77,928,766	86,566,874
Other	323,269	400,584	452,126	136,501
<b>Total Operating Revenues</b>	<b>70,386,966</b>	<b>72,021,022</b>	<b>78,380,892</b>	<b>86,703,375</b>
<b>OPERATING EXPENSES:</b>				
Production/Distribution/Treatment	45,568,988	40,045,384	44,904,455	45,132,206
Cost of Service	4,575,265	4,619,354	5,080,306	3,874,195
General and Administrative	5,919,463	17,984,134	18,527,242	21,368,719
Depreciation	5,912,744	6,158,135	6,550,766	7,129,155
<b>Total Operating Expenses</b>	<b>61,976,460</b>	<b>68,807,007</b>	<b>75,062,769</b>	<b>77,504,275</b>
Operating Income (Loss)	8,410,506	3,214,015	3,318,123	9,199,100
<b>NONOPERATING REVENUES/(EXPENSES):</b>				
Grant Revenue	613,722	987,821	753,813	954,705
Investment Income	1,122,053	528,510	364,529	658,875
Non-operating Expenses	(3,173,460)	(2,167,681)	(2,092,280)	(2,422,818)
<b>Total Nonoperating</b>	<b>(1,437,685)</b>	<b>(651,350)</b>	<b>(973,938)</b>	<b>(809,238)</b>
Income/(Loss) Before Transfers	6,972,821	2,562,665	2,344,185	8,389,862
Operating Transfers In/(Out)	(9,111,780)	(6,023,872)	(7,302,689)	(7,861,026)
Extraordinary Loss-Early extinguishment of debt	0	0	0	0
Special Item - Abandon Project				(328,772)
Capital Contributions	0	0	0	12,231,692
<b>Net Income/(Loss)</b>	<b>(2,138,959)</b>	<b>(3,461,207)</b>	<b>(4,958,504)</b>	<b>12,431,756</b>
Retained Earnings, Beg of Year	49,678,487	47,539,528	44,078,321	39,119,817
Retained Earnings Adjustments	0	0	0	0
<b>Retained Earnings, End of Year</b>	<b>47,539,528</b>	<b>44,078,321</b>	<b>39,119,817</b>	<b>51,551,573</b>

Note: These funds account for the activities of the Utility System, the Sanitation Fund, the Zoo Fund, the Golf Course Fund, and the Municipal Transit Fund.

## 2012-2013 ANNUAL BUDGET

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2002 THROUGH 2011**
**COMBINED ENTERPRISE FUNDS**

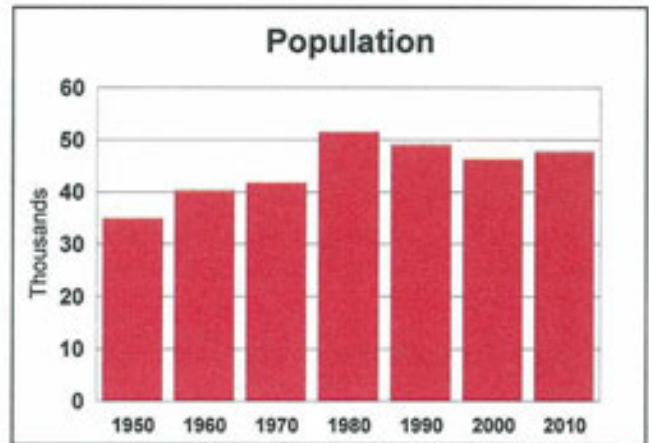
4-30-06 (Actual)	4-30-07 (Actual)	4-30-08 (Actual)	4-30-09 (Actual)	4-30-10 (Actual)	4-30-11 (Actual)	TOTAL
114,752,850	107,437,295	107,254,082	120,100,910	103,462,429	105,625,033	964,812,374
114,498	258,906	217,546	159,345	3,185,734	220,649	5,469,158
114,867,348	107,696,201	107,471,628	120,260,255	106,648,163	105,845,682	970,281,532
69,978,422	56,764,633	61,709,092	70,058,384	51,409,323	56,415,128	541,986,015
3,081,839	3,247,349	3,304,113	5,096,696	5,302,496	3,233,286	41,414,899
27,894,574	30,357,702	31,472,100	33,716,150	32,267,224	30,440,744	249,948,052
6,938,904	7,058,669	7,249,207	7,667,926	8,128,847	8,370,717	71,165,070
107,893,739	97,428,353	103,734,512	116,539,156	97,107,890	98,459,875	904,514,036
6,973,609	10,267,848	3,737,116	3,721,099	9,540,273	7,385,807	65,767,496
1,150,312	1,586,287	968,626	2,835,547	962,286	1,145,087	11,958,206
1,342,556	1,753,195	1,495,202	415,539	137,627	120,518	7,938,604
(2,221,885)	(2,362,444)	(1,882,958)	(1,544,797)	(1,482,987)	(1,642,512)	(20,993,822)
270,983	977,038	580,870	1,706,289	(383,074)	(376,907)	(1,097,012)
7,244,592	11,244,886	4,317,986	5,427,388	9,157,199	7,008,900	64,670,484
(6,242,955)	(4,419,215)	(4,377,246)	(4,981,543)	(5,254,259)	(8,646,469)	(64,221,054)
0	0	0	0	0	0	0
(1,089,138)	0	0	0	0	0	(1,417,910)
363,681	1,202,653	18,006	2,034,301	2,407,234	889,865	19,147,432
276,180	8,028,324	(41,254)	2,480,146	6,310,174	(747,704)	18,178,952
51,551,573	51,827,753	59,856,077	59,814,823	62,294,969	68,605,143	49,678,487
0	0	0	0	0	0	0
51,827,753	59,856,077	59,814,823	62,294,969	68,605,143	67,857,439	67,857,439

**2012-2013 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2012**

**POPULATION**

The following is the population of the City of Alexandria:

Year	Population	Source
1950	34,913	U.S. Census
1960	40,279	U.S. Census
1970	41,811	U.S. Census
1980	51,565	U.S. Census
1990	49,087	U.S. Census
2000	46,342	U.S. Census
2010	47,723	U.S. Census



**LARGEST EMPLOYERS**

The ten largest employers located in and around Alexandria and the number of employees is as follows:

Employer	Type of Business	2008 Total
1 Rapides Parish School Board	Education	3,200
2 Christus St. Frances Cabrini Hospital	Medical	1,700
3 Rapides Regional Medical Center	Medical	1,594
4 WalMart/Sam's Club	Retail	1,036
5 City of Alexandria	Government	897
6 Union Tank Car	Manufacturing	627
7 Rapides Parish Sheriff's Office	Government	557
8 Huey P. Long Medical Center	Medical	537
9 StarTek	Call Center	300
10 Cotton Brothers	Bakery	300
	<b>Total</b>	<b>10,748</b>

Source: Chamber of Commerce, 2008

## 2012-2013 ANNUAL BUDGET

## FINANCIAL AND STATISTICAL DATA

AS OF APRIL 30, 2012

## LEADING PROPERTY TAXPAYERS

The ten largest property taxpayers of Alexandria and their 2011 assessed valuation is as follows:

Taxpayer	Type of Business	Assessed Valuation
1. Central LA Healthcare System, LP	Hospital	12,512,787
2. Union Pacific Railroad	Railroad	6,937,910
3. Rapides Regional Medical Center	Medical Facilities	5,230,691
4. Red River Bank	Bank	5,106,382
5. Bell South Communications	Utility	5,064,754
6. Ken Moran Holdings LLC	Real Estate	5,025,791
7. Alexandria Mall LLC	Retail	3,319,010
8. Capital One	Bank	3,026,522
9. Wal Mart Stores Louisiana LLC	Retail	2,465,791
10. Hixson Autoplex	Auto Dealership	2,337,061
	Total	* <u>51,026,699</u>

\* Equals approximately 13.93% of the total assessed valuation of Alexandria for 2011.

## ASSESSED VALUATION

The assessed valuation of property in Alexandria, all of which is taxable for municipal purposes is as follows:

Tax Year	Fiscal Year	Assessed Valuation	Increase/(Decrease)	
			Amount	Percentage
2003	2004	259,025,709	7,782,317	3.1%
2004	2005	271,806,191	12,780,482	4.9%
2005	2006	286,678,337	14,872,146	5.5%
2006	2007	301,283,723	14,605,386	5.1%
2007	2008	323,937,050	22,653,327	7.5%
2008	2009	339,391,204	15,454,154	4.8%
2009	2010	352,225,258	12,834,054	3.8%
2010	2011	358,234,238	6,008,980	1.7%
2011	2012	366,352,112	8,117,874	2.3%

A breakdown of the 2011 assessed valuation of property classification is as follows:

Real Estate	258,932,181
Personal Property	91,930,119
Public Service Property	15,489,812
	<u>366,352,112</u>

## 2012-2013 ANNUAL BUDGET

**FINANCIAL AND STATISTICAL DATA**  
**AS OF APRIL 30, 2012**
**SALES TAX COLLECTIONS**

The following table reflects the 1976 sales tax collections for the past ten years.

Year	Fiscal		Percentage Inc/Dec
	Year	Amount	
2002		10,390,460	2.4%
2003		10,686,466	2.8%
2004		10,910,581	2.1%
2005		11,584,525	6.2%
2006		13,113,434	13.2%
2007		13,552,199	3.3%
2008		13,896,279	2.5%
2009		13,949,591	0.4%
2010		13,677,811	-1.9%
2011		13,471,982	-1.5%

**MILLAGE RATES**

The following is the ten year history of millage rates from 2003 to 2012:

FYE April 30	General Purpose	Debt Service	Capital Improvements	Total
2003	6.83	2.15	11.24	20.22
2004	6.83	2.15	11.24	20.22
2005	6.83	2.15	11.25	20.23
2006	6.83	2.15	11.25	20.23
2007	6.83	2.15	11.25	20.23
2008	6.83	2.15	11.25	20.23
2009	6.83	2.15	11.25	20.23
2010	6.83	2.15	11.25	20.23
2011	6.83	2.15	11.25	20.23
2012	6.83	2.15	11.25	20.23
Ten Year Avg	6.83	2.15	11.25	20.23

SOURCE: City Business Office

**2012-2013 ANNUAL BUDGET**  
**FINANCIAL AND STATISTICAL DATA**  
**AS OF APRIL 30, 2012**

**TAX COLLECTION RECORD**

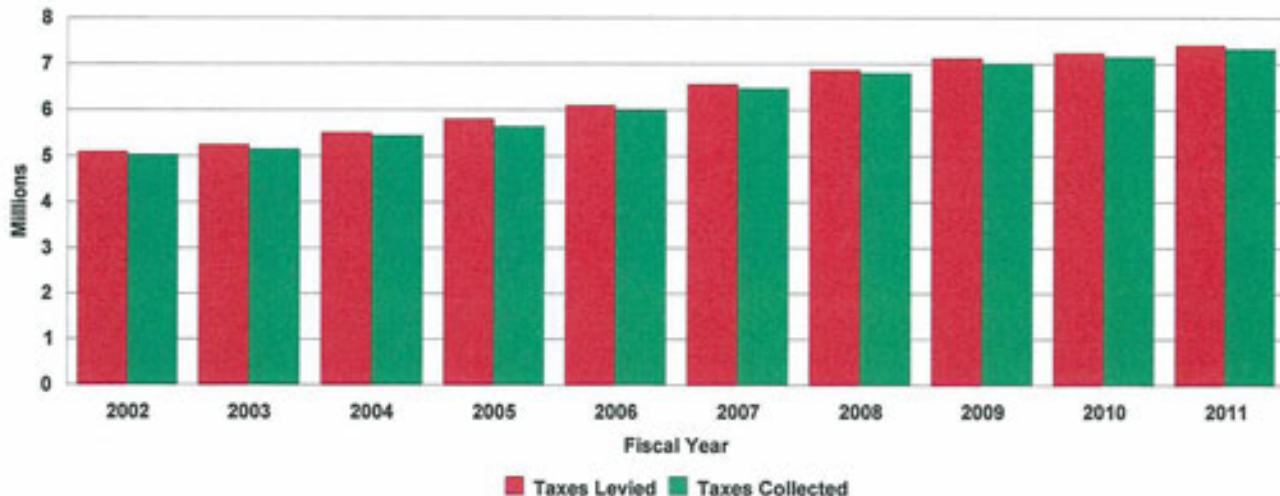
The City's ad valorem tax collections for the past ten years:

<b>Tax Year</b>	<b>Taxes Levied</b>	<b>Total Collected</b>	<b>Percent Collected</b>	<b>Taxes Over/(Short)</b>
2002	5,080,141	5,023,608	98.89%	56,533
2003	5,240,090	5,140,698	98.10%	99,392
2004	5,498,639	5,441,697	98.96%	56,942
2005	5,799,503	5,636,203	97.18%	163,300
2006	6,094,970	5,993,995	98.34%	100,975
2007	6,553,247	6,460,377	98.58%	92,870
2008	6,865,884	6,797,930	99.01%	67,954
2009	7,125,563	7,005,646	98.32%	119,917
2010	7,247,125	7,143,017	98.56%	104,108
2011	7,411,350	7,317,616	98.74%	93,734
<b>Total</b>				<b>955,725</b>

Ten year cumulative collection average                      98.47%

SOURCE: City Business Office

**AD VALOREM TAXES LEVIED & COLLECTED**



CITY OF ALEXANDRIA

## 2012-2013 ANNUAL BUDGET

**FINANCIAL AND STATISTICAL DATA**  
**AS OF APRIL 30, 2012**
**LARGEST UTILITY CUSTOMERS****ELECTRIC**

Customer	Type of Business	Gross Sales
1. Christus St. Frances Cabrini	Hospital	3,384,065
2. Rapides Regional	Hospital	2,964,099
3. Rapides Parish School Board	Government	1,393,223
4. Alexandria Mall	Retail	1,070,390
5. Wal-Mart	Retail	1,045,717
6. Cotton Brothers	Bakery	599,205
7. Sam's	Wholesaler	404,930
8. AFCO Industries	Manufacturer	400,877
9. Super One Foods	Grocery	376,192
10. Lowe's	Retail Home Improvement	340,690
TOTAL		* 11,979,388
TOTAL ELECTRIC SALES		<u>74,576,022</u>

\*Equals Approximately 16% of Total Electricity Sales

**LARGEST UTILITY CUSTOMERS****GAS**

Customer	Type of Business	Gross Sales
1. Union Tank Car	Manufacturer	1,511,046
2. Christus St. Frances Cabrini	Hospital	544,125
3. Rapides Regional	Hospital	390,205
4. England Authority	Political Subdivision	308,291
5. Cotton Brothers	Bakery	243,596
6. AFCO Industries	Manufacturer	184,233
7. Rapides Parish School Board	Political Subdivision	140,965
8. Huey Long-England Airpk	Hospital	70,679
9. Rapides Parish Detention #3	Political Subdivision	55,344
10. Work Release Detention #2	Political Subdivision	43,757
TOTAL		* 3,492,241
TOTAL GAS SALES		<u>10,545,452</u>

\*Equals Approximately 33% of Total Gas Sales

## 2012-2013 ANNUAL BUDGET

**FINANCIAL AND STATISTICAL DATA**  
**AS OF APRIL 30, 2012**
**LARGEST UTILITY CUSTOMERS**

<b>WATER</b>		
<b>Customer</b>	<b>Type of Business</b>	<b>Gross Sales</b>
1. Christus St. Frances Cabrini	Hospital	127,451
2. England Authority	Political Subdivision	104,758
3. Rapides Regional Medical Center	Hospital	62,344
4. Rapides Parish School Board	Political Subdivision	50,179
5. Durawood Treatment	Manufacturing	14,170
6. Wal-Mart	Retail	13,074
7. Work Release Detention Ctr #2	Political Subdivision	12,416
8. Latanier Water Association	Water Distribution	11,850
9. Rapides Detention Center #3	Political Subdivision	10,675
10. Alexandria Mall	Retail	10,436
TOTAL		* 417,353
TOTAL WATER SALES		<u>7,265,657</u>

\*Equals Approximately 6% of Total Water Sales

**LARGEST UTILITY CUSTOMERS**

<b>WASTEWATER</b>		
<b>Customer</b>	<b>Type of Business</b>	<b>Gross Sales</b>
1. England Authority	Political Subdivision	100,555
2. Rapides Regional Medical Center	Hospital	59,890
3. Christus St. Frances Cabrini	Hospital	43,271
4. Rapides Parish School Board	Political Subdivision	34,680
5. Rapides Detention Center #3	Political Subdivision	14,702
6. Cotton Brothers	Bakery	14,090
7. Rapides Parish Courthouse	Political Subdivision	9,957
8. Wal-Mart	Retail	9,747
9. Best Western	Hotel	8,138
10. Alexandria Mall	Retail	7,825
TOTAL		* 302,855
TOTAL WASTEWATER SALES		<u>4,563,219</u>

\*Equals Approximately 7% of Total Wastewater Sales

FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2012

GENERAL FUND

FUND BALANCE GROWTH

Year	Fund Balance	Actual Expenditures	Percent of Budget
4-30-02	11,635,255	34,197,544	34.02%
4-30-03	11,000,683	35,375,406	31.10%
4-30-04	8,118,959	38,047,377	21.34%
4-30-05	11,074,324	36,225,314	30.57%
4-30-06	15,372,377	45,464,580	33.81%
4-30-07	18,388,178	50,292,567	36.56%
4-30-08	17,787,862	54,047,297	32.91%
4-30-09	14,359,662	58,833,490	24.41%
4-30-10	12,170,066	54,233,855	22.44%
4-30-11	16,978,193	49,783,195	34.10%

GENERAL FUND

Fund Balance

