



City of Alexandria  
Annual Budget  
2020-2021



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Alexandria**

**Louisiana**

For the Fiscal Year Beginning

**May 1, 2019**

*Christopher P. Movill*

Executive Director

2020-2021 ANNUAL BUDGET

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***CITY OF ALEXANDRIA  
ELECTED OFFICIALS  
2020 - 2021***

**EXECUTIVE**

Jeffrey W. Hall

Mayor

**LEGISLATIVE**

Malcolm Larvadain

Gerber Porter

Jules Green

Harry Silver

Chuck Fowler

Jim Villard

Joseph Fuller

District One

District Two

District Three

District Four

District Five

At-Large

At-Large

**JUDICIAL**

Richard Starling, Jr.

Jerome Hopewell

City Judge

City Marshal

***CITY OF ALEXANDRIA  
EXECUTIVE OFFICERS  
2020 - 2021***

Susan Broussard	Chief of Staff
Jerrold King	Police Chief
Larry King	Fire Chief
Michael Marcotte	Director of Utilities
Monza Williams	Director of Human Resources
David Williams	City Attorney
David Johnson	Director of Finance (Interim)
Melynda Gremillion	Director of Planning (Interim)
Merriell Lawson	Director of Public Works
Daryl Terry	Commissioner of Public Safety

# 2020-2021 ANNUAL BUDGET

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March 15, 2020

Jules Green, Council President  
Members of the Council  
City of Alexandria  
Post Office Box 71  
Alexandria, LA 71309-0071

**Re: Operating & Capital Budgets - Fiscal Year 2020-2021**

Dear Councilmen:

In accordance with Section 5-03 of the Home Rule Charter, Local Act 504 of the State of Louisiana and the policy provisions set forth by the Alexandria City Council, I am pleased to submit the operating and capital budgets for Fiscal Year 2020-2021.

The 2020-2021 budget document outlines the financial plan for the City and identifies major budgetary and operational targets that provide essential services and supports quality of life for our citizens. The over-arching principle in this endeavor is the provision of services deemed to be of the greatest priority at minimal cost to the citizenry in terms of all limited resources.

It is felt by this Administration that this budget document accomplishes the above principle by examining previous experience and reprioritizing based on the most current realities faced by the City, on the local, state, and national level.

The 2020-2021 capital budget displays an example of reprioritization, with the largest project being the Reconstruction of Johnny Downs Sports Complex. On December 16, 2019, a Category 4 Tornado ripped through West Alexandria. This caused extensive damage to residences, churches, businesses, and the Johnny Downs Sports Complex. Damage included fencing, press boxes, lighting poles, grand stands and other structures. This facility is the City's largest single sports complex, serving our local citizens who participate in baseball, softball, and soccer at the complex, along with people from outside the City who participate in tournaments at the complex, contributing substantially to the local economy. From the day the storm occurred, it has been the desire and goal of this Administration and the City Council to reconstruct the Complex to serve its intended purpose.

Sincerely,

Jeffrey W. Hall

Jeffrey W. Hall  
Mayor

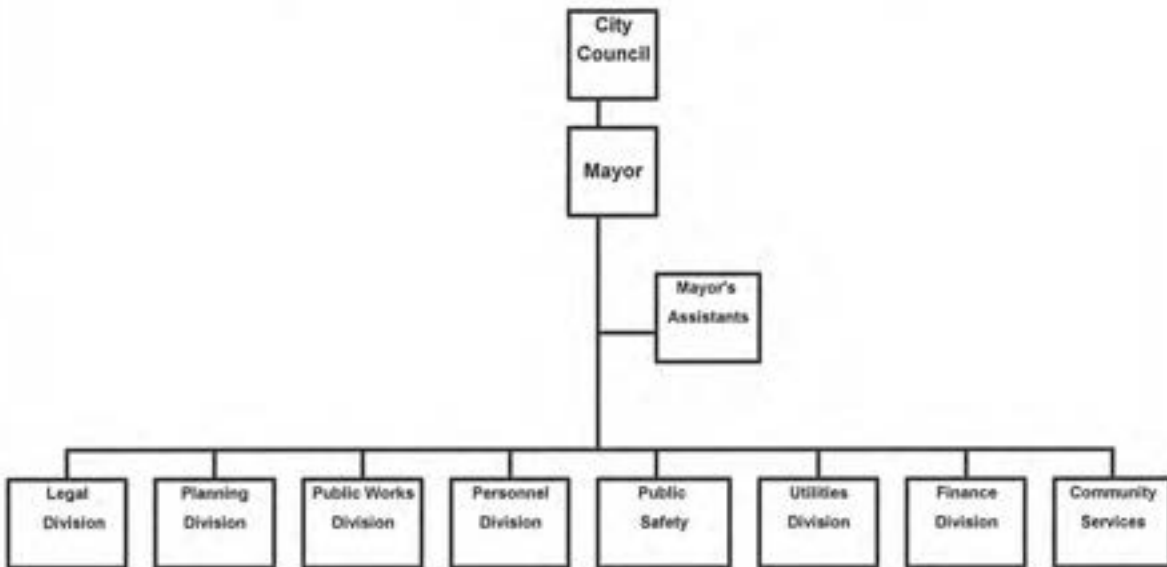


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Office of the Mayor  
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Alexandria, Louisiana 71309-0071  
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# CITY OF ALEXANDRIA

## 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 within the budget include the Pre Trial Intervention (PTI) 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
- d) Zoo Fund
- e) Golf Course Fund

### **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 appropriate these 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 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 purposes.

### **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 does it have a long-range 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 City's cash flow is normally lowest during the first four months of the fiscal 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.

**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.

**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 Officer'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. Annual Capital Improvements Budget requests are due the end of November. Annual Budget requests are 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 Officer 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 Funds and the Utility Capital Project 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 is 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 are not limited to a dollar amount but are 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.

## **CITY OF ALEXANDRIA BUDGETARY PROCESS**

Once both budgets have been balanced, final figures are compiled by the Budget Officer'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 OF COUNCIL REVIEW**

Once both budgets have been balanced, final figures are compiled by the Budget Officer's Office. A proposed budget document is prepared and submitted to the City Council by March 17 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 27<sup>th</sup>.

### **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 is prepared. The Administrative Budget Review Committee prepares and approves any additional appropriations to the budget. The Major Budget Amendment is then forwarded to the Alexandria City Council 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 Budget Review Committee. Any reductions made to the budget by the Administrative Budget Review Committee would be forwarded to the Alexandria City Council for their review and approval.

***CITY OF ALEXANDRIA***  
***Budget Preparation Manual***  
***Operating Budget***  
  
***For Fiscal Year 2020-2021***  
  
***BUDGET CALENDAR***

<b><u>DATE</u></b>	<b><u>ACTIVITY</u></b>
January 6, 2020	Budget Preparation Manual Distributed
January 17, 2020	Completed budget requests due back the Budget Office
January 2020	Budget requests reviewed and compiled by Budget Officer
February 2020	Administrative Budget Review Committee met with Department Managers to discuss new additions or request.
March 13, 2020	Administration's Recommended 2020-2021 Operating & Five Year Capital Budget submitted to the Mayor and City Council.
April 14, 2020	Public Hearing held on Budget
April 14, 2020	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. 51-2020**

**AN ORDINANCE ADOPTING THE OPERATING BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2020/2021; 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; ADOPTING THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2020/2021; APPROPRIATING FUNDS FOR THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2020/2021 AND PROVIDING FOR CAPITAL EXPENDITURES; AND OTHER MATTERS WITH RESPECT TO APPROPRIATIONS AND THE EXPENDITURE OF FUNDS PERTAINING THERETO.**

WHEREAS, the City Budget for fiscal year 2020/2021 balances anticipated revenues with reasonable and necessary expenses for General Fund operations and services; capital expenditures and City Enterprise funds in a manner proposed by the Administration in the Budget presented by the Mayor; and,

WHEREAS, the Mayor submits this Budget and recognizes the 2020/2021 City Budget is presented for consideration by the City Council during this time of public concern and urgency over the coronavirus (Covid-19) emergency and implications for our city, the State of Louisiana and our nation and our citizens; and,

WHEREAS, the city budget anticipates available revenues and proposes such reasonable expenditures necessary and proper for public services and a capital budget, consistent with current capital priorities; and,

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 2020/2021 Operating and Capital Budgets for the City as evidenced by the proposed "City of Alexandria Annual Budget 2020-2021," 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 "City of Alexandria Annual Budget 2020-2021" are incorporated by reference herein as if each is fully stated verbatim and appropriated line for line in this section in its entirety.

SECTION II. BE IT FURTHER ORDAINED, etc. that the 2020/2021 budget (FY 2021) 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. that 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 FY 2021 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 FY 2021 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; and, further providing the Section 457 deferred compensation and retirement contribution plan for the Mayor and certain unclassified employees is funded as provided in the Budget and Resolution 4277-1988 such that the city's contribution on behalf of the unclassified employee shall be the same percentage of salary as is paid on behalf of the classified employee to the City of Alexandria Employee's Retirement System subject to the limitations of Section 457.

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 and further salaries and fringe benefits of all positions shall be as designated in the 2020-2021 (FY 2021) Annual Budget, or as amended, and this budget appropriates funds for such personnel in the classified service under the salary plan of the Alexandria Civil Service Commission, including provisions for such wage adjustment for positions effected by compression in the city salary plan and such remedies as the Mayor in his discretion deems necessary and in compliance with such rules of the salary plan of the Alexandria Civil Service Commission for classified employees as the Mayor in his discretion believes required and as appropriation is made by the budget; and further, the salaries for Police Department and Fire Department personnel, who may be covered by collective bargaining agreements with the City shall be paid in accordance with the schedules and designations set out in the respective police and fire department appropriation and in compliance with the collective bargaining plans and agreements, as amended, for the police and fire union as the Mayor believes necessary (this Ordinance otherwise appropriates funds for the positions of the Fire Chief and all Assistant Chiefs of the Fire Department and the First Assistants, and the Chief of the

Police Department, if such personnel are excepted from recognition by collective bargaining agreements ); and further provided that salaries for 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.

SECTION VII. BE IT FURTHER ORDAINED, etc. the implementation of this budget shall be May 1, 2021, except as otherwise provided herein or in the opinion of the Mayor when implementation of line items hereunder are deemed 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; 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 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 31<sup>st</sup> day of March, 2020.

NOTICE PUBLISHED ON THE 3<sup>rd</sup> day of April, 2020.

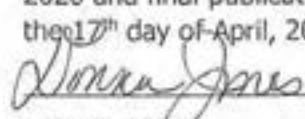
THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole after public hearing, the vote thereon being as follows:

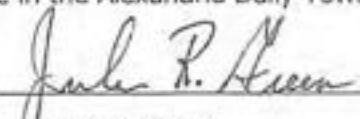
YEAS: Fowler, Porter, Fuller, Green, Larvadain

NAYS: None

ABSENT: Villard, Silver

AND THE ORDINANCE was declared adopted on this the 14<sup>th</sup> day of April, 2020 and final publication was made in the Alexandria Daily Town Talk on the 17<sup>th</sup> day of April, 2020.

  
CITY CLERK

  
PRESIDENT

  
MAYOR'S APPROVAL/VETO

APR 14 2020  
7:27



April 30, 2020

Honorable Mayor and  
Members of the Alexandria City Council

The operating budget requests for fiscal year ending April 30, 2020 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 affecting all funds:***

The 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 20.64 % effective May 1, 2020, an increase of 2.70% from the existing rate of 17.94%. The increase in cost by fund at existing staff levels follows:

General Fund	\$ 251,000
CDBG Fund	7,000
Utility Fund	300,000
Sanitation Fund	41,000
Zoo Fund	20,000
Municipal Transit	<u>34,000</u>
Total	\$ <u>653,000</u>

The Alexandria Civil Service Commission approved a raise for certain employees under civil service in order to address pay compression. The approximate cost of this raise by fund is as follows:

General Fund	\$ 140,000
CDBG Fund	8,000
Transit Fund	17,000
Utility Fund	128,000
Sanitation Fund	25,000
Zoo Fund	<u>15,000</u>
Total	\$ <u>333,000</u>

**David L. Johnson**  
Budget Officer

Post Office Box 71

Alexandria, LA 71309-0071

Tel (318) 449-5034 • Fax (318) 449-5231

email: david.johnson@cityofalex.com

Jeffrey W. Hall  
Mayor



Operating capital was reduced \$2.6 million compared to the robust total in the prior year. Operating capital totals by fund are as follows:

General Fund	\$1,966,000
Utility Fund	4,702,000
Sanitation Fund	200,000
Bus Fund	7,000
Zoo Fund	<u>127,000</u>
Total	<u>\$7,002,000</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 Fund. Combined City and Parish sales taxes account for 66% of total revenues in the General Fund. City Sales Taxes have shown increases for 6 of the last 10 years, although 1 of the 3 most recently completed years have shown decreases. Sales Taxes are by nature highly volatile in relation to the economy. Sales taxes for the 2020-2021 Fiscal Year are budgeted at the same levels as the original 2019-2020 budget. These levels approximate the actual levels of Fiscal Year 2017-2018.

Sales taxes is one area of the City’s finances that will be adversely affected by the COVID 19 pandemic. Estimates of reduced sales tax revenue over the next fiscal year vary wildly, due to the unprecedented nature of the virus. No one can accurately estimate the severity or duration of the medical effects, making forecasting the financial effects an extremely difficult task. The confidence people place in the economy relates to how much spending they are apt to do, and that is based on both fact and perception.

The Utilities System Fund contributes to the operation of other funds, including roughly 5% of its gross revenues to the General Fund and all required deficit support to the Municipal Transit Fund. These contributions are critical to the receiving funds in that without them, the operations of these funds would have to be significantly reduced. Charges for the four services (electric, water, gas, and wastewater) account for virtually all of the revenue of the system.

The electrical industry is facing little or no load growth in the last ten years due to increased efficiencies in areas such as lighting and air conditioning. The City’s Utilities System’s greatest earnings come from the sale of electricity. The lack of growth in that area could become problematic if the operating costs of the system rise significantly. As previously noted with sales taxes, COVID 19 will adversely affect utility revenues by disruption of business operations and employment for some rate payers. The degree and duration of the disruption is unknown at present due to the unpredictable properties previously noted.

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

The City has significant revenues in most of its operating funds that have allowed the City to operate without having to borrow short-term funds. The 2019-2020 Budget was prepared to utilize some of those prior year revenues as follows:

The **General Fund** is budgeted to use \$6.9 million in Fund Balance in Fiscal 2020-2021.

The **Utilities System Fund** is budgeted to use \$6.0 million in Retained Earnings in Fiscal 2020-2021.

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

The General Fund budget reflects decrease of \$2.1 million; or 3.09%, compared to the adopted budget of the previous year. As stated earlier, combined sales taxes account for 66% of all General Fund revenues. The summary below details major changes compared to the prior year adopted budget:

#### Revenues

**Internal Services/Interfunds** decreased \$1.4 million; or 12.58%, due mostly to the sum of net decreases in Cost Allocation transfers from other funds.

**Other Revenues** decreased \$.7 million; or 8.55%, from the previous year's adopted budget. The greatest change here is in the Use of Prior Year Fund Balance showing a decrease of \$.6 million. 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 financial demands, the City has in recent years budgetary funded recurring expenditures with the use of fund balance.

#### Expenditures

**Salaries and Fringe Benefits** overall decreased \$.1 million, or .34%, due to the effects of deleted positions partially offset by the previously mentioned increases in pension costs and the compression raises.

**Capital Outlay** decreased \$1.6 million; or 44.98%, compared to the prior year.

#### Executive Division

The Executive Division increased \$56,000; or 3.63%, where increases in Professional Fees more than offset net reductions of 2 employee positions.

#### Judicial Division

An increase of \$15,000; or 1.32%, was approved for the Judicial Division, due mostly to increases in pension costs and health care coverage.

#### Finance Division

The Finance Division decreased \$651,000; or 5.77% compared to the prior year. Decreases in Capital Outlay and Transfers to Other Funds more than offset the increases due to pension costs and compression raises.

#### Public Works Division

Public Works decreased \$815,000; or 6.93% compared to the prior year. Here decreases in Capital Outlay of \$1.1 million along with the reduction of 1 employee position more than offset the increases in pension cost and the compression raises.

#### Planning Division

An increase of \$32,000; or 3.05%, was approved for Planning Division. Here reduction in Capital Outlay are more than offset by the addition of 1 employee position, the pension increase, and the compression raises.

#### Public Safety Division

A decrease of \$552,000; or 1.78%, was approved for the Public Safety Division. Here decreases in Capital Outlay of \$401,000 and the reduction of 7 employee positions more than offset increases in pension rates.

#### Human Resources Division

A decrease of \$27,000; or 2.71%, was approved for this division. This is due mostly to the reduction of 1 employee position more than offsetting the increase in pension rate.

#### Legal Division

A decrease of \$12,000; or .56% was approved for this division, due mostly to changes in incumbent employees.

#### Community Services

A decrease of \$94,000; or 1.89%, was approved for this division. Here decreases in operating capital and the reduction of 2 employee positions more than offset increases in pension.

### ***Special Revenue Funds:***

The Pre Trial Intervention Fund (PTI) remains unchanged compared to the prior year.

### ***Internal Service Funds:***

The Risk Management Fund's overall budget increased \$176,000; or 3.97%, from the prior year. The sole change in revenue is a net increase in Charges for Services from the other funds totaling \$176,000. On the expense side, the sole change is an increase in Claims of \$176,000.

The Employee Benefits Fund overall budget decreased \$2.1 million; or 16.45% from the prior year. Changes in revenues include a decrease in Transfers In of \$1.4 million and net reductions in Charges for Services of \$759,000; while the only major change in expenses is a decrease in Claims of \$2.2 million.

The Unemployment Benefits Fund remains unchanged from the prior year.

### **General Capital Projects**

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

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Public Enterprise	5	500,000
Drainage	3	825,000
Streets	4	390,000
Parks	<u>1</u>	<u>7,000,000</u>
Total	<u>13</u>	<u>\$ 8,715,000</u>

The General Capital Projects are funded by Sales Tax Revenues, Property Tax Revenues, State and Federal Funds and Other Revenues. A five year 11.25 millage property tax dedicated to general capital projects has been approved by the voters in 1988, 1998, 2003, and 2008. This property tax renewed in 2018 for ten years. One-half of the 1976 Sales 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 2020/2021 Budget will add funding for 5 of these projects.

The largest increase in funding for a project this year is the Reconstruction of Johnny Downs Park. This \$7,000,000 appropriation is to restore the City's largest ballfield complex after it was severely damaged by a tornado on December 16, 2019. Johnny Downs is a significant facility to the City

both as state and regional economic draw, and as used by our citizens to occupy their children in positive endeavors.

Other major projects under construction include Masonic Drive Corridor Improvements, Street Panel Replacements, North 16<sup>th</sup> Street Bridge Replacement, and Residential Ditch Closures.

The Reserve for Relocation Project, operates 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	5	1,425,000
Water	3	1,197,000
Gas	3	352,000
Wastewater	3	2,345,000
Other	1	<u>80,000</u>
<b>Total</b>	<b><u>15</u></b>	<b>\$ <u>5,399,000</u></b>

The Enterprise Capital Projects are funded by revenues generated by the City’s Utilities System, Utility Revenue Bonds, revolving loans from the State Department of Health and Hospitals, and matching FTA grants.

The City is presently considering a major assessment of the Utilities System. 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. Meanwhile, work continues on major projects such as the Twin Bridges Road Transformer Replacement, Water Well Replacement and Reclamation, Downtown to Willow Glen Substation 138 Replacement, and Sewer Line Rehab.

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

The **Utilities System Fund's** 2020-2021 adopted budget decreased by \$9.0 million; or 7.59% compared to the prior year.

#### Revenues

The major change here is the reduction of \$4.4 million in Use of Unrestricted Retained Earnings and the elimination of the Use of Restricted Retained Earnings of \$4.0 million. Net decreases in Charges for Services account for the remainder.

#### Expenses

The greatest change is decrease of \$5.1 million in Transfers to Other Funds, followed by the elimination of the Utility Customer Rebates of \$4.0 million Other minor adjustments and the effect of the compression raises and pension costs account for the remainder.

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

Sanitation's budget decreased \$190,000; or 3.33% compared to the prior year.

In revenues, the change is reflected in decreases in Fees for Services of \$190,000.

In expenses, the greater changes are decreases in Operating Capital of \$162,000, along with Transfers to Other Funds of \$77,000. These increases are partially offset by increases in pension, healthcare, and the compression raises.

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

The Zoo's budget decreased \$822,000, or 24.80%.

In revenues, Transfers from General Fund are decreased \$804,000, while Charges for Services are decreased \$18,000.

In expenses, Capital Outlay decreased \$56,000; while Transfers to General Fund decreased \$804,000. These are partially offset by increases from the compression raises and pension cost.

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

The Golf Course's budget increased \$106,000; or 11.91%.

In revenues, Transfers from General Fund are increased \$90,000; while Charges for Services are increased \$16,000.

In expenses, Transfers to Other Funds increased \$116,000, while Capital Outlay decreased \$10,000.

***Municipal Transit Fund:***

Municipal Transit Fund's budget decreased \$216,000, or 5.79%, compared to the previous year.

In revenues, Transfers from the Utilities System Fund decreased by \$216,000.

In expenses, Operating Capital decreased \$181,000, while Transfers to Other Funds decreased \$16,000. Other minor changes account for the remainder of the difference.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Johnson", with a long, sweeping flourish extending to the right.

David Johnson, CPA  
Interim Director of Finance  
City of Alexandria

2020-2021 ANNUAL BUDGET

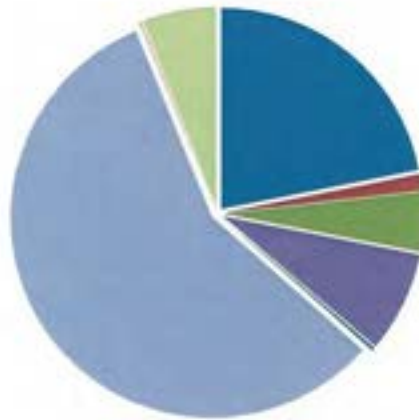
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## I. BUDGET SUMMARIES

2020-2021 ANNUAL BUDGET

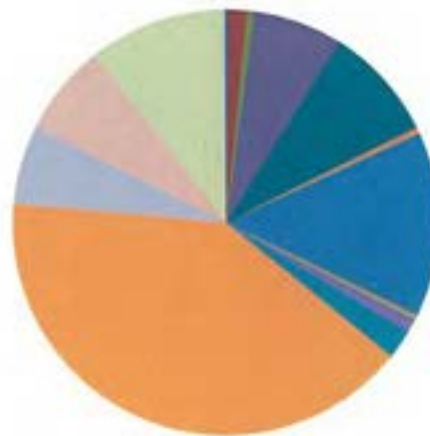
COMBINED ANNUAL BUDGET SUMMARY

Sources



- Taxes
- Licenses and Permits
- Intergovernmental
- Internal Services and Interfunds
- Fines and Forfeits
- Investment Income
- Changes for Services
- Other
- Use of Fund Balance/Retained Earnings

Uses



- Legislative
- Executive
- Judicial
- Finance
- Public Works
- Planning and Development
- Public Safety
- Civil Service
- Human Resources
- Legal
- Community Services
- Enterprise Operations
- Debt Principal & Interest
- Claims/Fees Paid
- Other - Interfund Transfers
- Excess Revenue over Expenditures

**2020-2021 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	34,287,000		2,819,575	9,654,425
Licenses and Permits	2,885,000			
Intergovernmental	9,975,000			
Internal Services and Interfunds	9,533,000			100,000
Fines and Forfeits	364,000	185,000		
Investment Income	0			
Charges for Services	220,000			
Other	324,000			
Debt Proceeds	0			
Use of Fund Balance/Retained Earnings	6,924,816			0
<b>TOTAL SOURCES OF FUNDS</b>	<b>64,512,816</b>	<b>185,000</b>	<b>2,819,575</b>	<b>9,754,425</b>
<b>USES OF FUNDS</b>				
Legislative	515,595			
Executive	1,601,489		800	500,000
Judicial	1,187,376			
Finance	6,155,919			
Public Works	10,950,320			8,215,000
Planning and Development	1,090,197			
Public Safety	30,487,329			0
Civil Service	362,996			
Human Resources	607,419			
Legal	2,185,470			
Community Services	4,891,706			
Enterprise Operations				
Debt Principal & Interest			2,818,775	
Claims/Fees Paid				
Other - Interfund Transfers	4,477,000	185,000		411,000
Excess Revenue over Expenditures				628,425
<b>TOTAL USES OF FUNDS</b>	<b>64,512,816</b>	<b>185,000</b>	<b>2,819,575</b>	<b>9,754,425</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

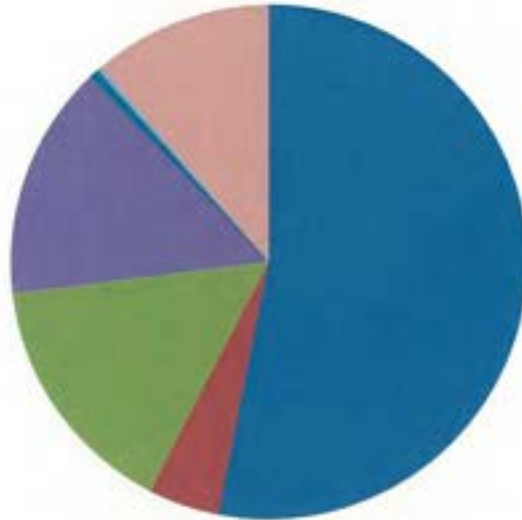
**COMBINED SUMMARY OF BUDGET BY FUND GROUPS**

PROPRIETARY FUND TYPES							COMBINED TOTAL
INTERNAL SERVICE FUNDS	UTILITY SYSTEM	SANITATION	MUNICIPAL TRANSIT SYSTEM	ZOO FUND	GOLF COURSE FUND	ENTERPRISE CAPITAL PROJECTS	
				1,195,000			47,956,000
							2,885,000
			604,000				10,579,000
500,000	169,000	146,000	2,511,000	787,000	391,000	3,731,000	17,868,000
							549,000
							0
14,836,000	103,204,000	5,363,000	393,000	510,000	605,000		125,131,000
75,000	40,000		6,000				445,000
							0
10,600	6,005,737						12,941,153
15,421,600	109,418,737	5,509,000	3,514,000	2,492,000	996,000	3,731,000	218,354,153
-----							515,595
	862,095						2,964,384
							1,187,376
	8,664,744						14,820,663
							19,165,320
							1,090,197
							30,487,329
							362,996
							607,419
75,000							2,260,470
							4,891,706
	74,465,225	4,689,000	2,756,000	2,111,000	854,000	3,731,000	88,606,225
	10,201,673						13,020,448
15,346,600							15,346,600
	15,225,000	820,000	758,000	381,000	142,000		22,399,000
							628,425
15,421,600	109,418,737	5,509,000	3,514,000	2,492,000	996,000	3,731,000	218,354,153
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CITY OF ALEXANDRIA

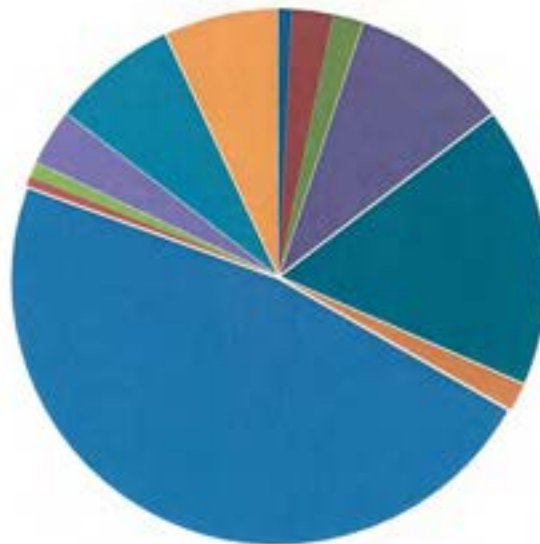
**2020-2021 ANNUAL BUDGET  
GENERAL FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



- Taxes
- Licenses & Permits
- Intergovernmental
- Internal Transfers/Interfunds
- Fines & Forfeitures
- Investment Income
- Charges for Services
- Other

**Expenditures**



- Legislative
- Executive
- Judicial
- Finance
- Public Works
- Planning
- Public Safety
- Civil Service
- Human Resources
- Legal
- Community Services
- Interfund Transfers

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS**

**GENERAL FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Adopted
Taxes	34,661,057	35,025,715	34,287,000	34,605,000	34,287,000	34,287,000	0.00%
Licenses & Permits	3,133,239	3,139,204	2,890,000	2,970,000	2,885,000	2,885,000	-0.17%
Intergovernmental	10,839,489	10,623,206	9,975,000	10,732,000	9,975,000	9,975,000	0.00%
Internal Transfers/Interfunds	10,959,023	11,032,000	10,905,000	10,905,000	9,533,000	9,533,000	-12.58%
Fines & Forfeitures	375,027	354,534	364,000	387,000	364,000	364,000	0.00%
Investment Income	101,133	177,572	0	125,000	0	0	0.00%
Charges for Services	275,230	300,260	220,000	248,000	220,000	220,000	0.00%
Other	1,436,914	762,641	7,926,216	9,575,399	7,248,816	7,248,816	-8.55%
<b>Total Revenues</b>	<b>61,781,112</b>	<b>61,415,132</b>	<b>66,567,216</b>	<b>69,547,399</b>	<b>64,512,816</b>	<b>64,512,816</b>	<b>-3.09%</b>

**EXPENDITURE SUMMARY BY DIVISION**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Legislative	477,021	440,009	521,818	521,818	515,595	515,595	-1.19%
Executive	832,772	946,868	1,545,330	1,589,330	1,601,489	1,601,489	3.63%
Judicial	1,071,316	1,140,235	1,171,909	1,189,909	1,187,376	1,187,376	1.32%
Finance	4,975,725	5,039,070	5,976,939	6,537,525	6,155,919	6,155,919	2.99%
Public Works	11,800,771	11,091,818	11,765,460	12,388,444	10,950,320	10,950,320	-6.93%
Planning	917,592	915,658	1,057,968	1,039,968	1,090,197	1,090,197	3.05%
Public Safety	27,944,316	28,470,963	31,039,512	31,503,451	30,487,329	30,487,329	-1.78%
Civil Service	188,091	214,372	345,885	311,885	362,996	362,996	4.95%
Human Resources	512,313	537,382	651,542	690,542	607,419	607,419	-6.77%
Legal	2,223,204	2,354,972	2,197,763	2,185,763	2,185,470	2,185,470	-0.56%
Community Services	3,914,375	3,844,777	4,986,090	5,279,090	4,891,706	4,891,706	-1.89%
Interfund Transfers	5,408,036	5,324,987	5,307,000	6,309,674	4,477,000	4,477,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>60,265,532</b>	<b>60,321,131</b>	<b>66,567,216</b>	<b>69,547,399</b>	<b>64,512,816</b>	<b>64,512,816</b>	<b>-3.09%</b>

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	25,508,707	26,061,395	28,112,955	27,445,955	27,567,036	27,567,036	-1.94%
Fringe Benefits	11,258,644	11,179,343	13,513,824	12,888,824	13,919,519	13,919,519	3.00%
Operating & Contractual	10,337,959	10,477,857	10,684,500	12,829,500	11,204,500	11,204,500	4.87%
Other	10,675,843	10,438,857	10,682,017	12,246,691	9,855,485	9,855,485	-7.74%
Capital Outlay	2,484,379	2,163,679	3,573,920	4,136,429	1,966,276	1,966,276	-44.98%
<b>Total Expenditures</b>	<b>60,265,532</b>	<b>60,321,131</b>	<b>66,567,216</b>	<b>69,547,399</b>	<b>64,512,816</b>	<b>64,512,816</b>	<b>-3.09%</b>

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
PRE TRIAL INTERVENTION FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	7,687	10,602	0	0	0	0	0.00%
Fines & Forfeitures	306,320	250,905	185,000	225,000	185,000	185,000	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>314,007</b>	<b>261,507</b>	<b>185,000</b>	<b>225,000</b>	<b>185,000</b>	<b>185,000</b>	<b>0.00%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	68,000	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	162,000	235,000	185,000	225,000	185,000	185,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>230,000</b>	<b>235,000</b>	<b>185,000</b>	<b>225,000</b>	<b>185,000</b>	<b>185,000</b>	<b>0.00%</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
GENERAL DEBT SERVICE FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	2,818,766	2,726,362	2,802,075	2,802,075	2,819,575	2,819,575	0.62%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,566,238	0	0	0	0	0	0.00%
Investment Income	2,216	13,713	0	12,000	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%
<b>Total Revenue</b>	<b>4,387,220</b>	<b>2,740,075</b>	<b>2,802,075</b>	<b>2,814,075</b>	<b>2,819,575</b>	<b>2,819,575</b>	<b>0.62%</b>

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	1,600	1,800	800	800	800	800	0.00%
Other	4,715,600	2,858,375	2,801,275	2,813,275	2,818,775	2,818,775	0.62%
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>4,717,200</b>	<b>2,860,175</b>	<b>2,802,075</b>	<b>2,814,075</b>	<b>2,819,575</b>	<b>2,819,575</b>	<b>0.62%</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
RISK MANAGEMENT FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	58,152	91,952	0	75,000	0	0	0.00%
Charges for Services	5,141,000	4,075,000	4,355,000	4,313,000	4,531,000	4,531,000	4.04%
Use of Property	0	0	0	0	0	0	0.00%
Other	326,791	226,075	75,000	125,000	75,000	75,000	0.00%
<b>Total Revenue</b>	<b>5,525,943</b>	<b>4,393,027</b>	<b>4,430,000</b>	<b>4,513,000</b>	<b>4,606,000</b>	<b>4,606,000</b>	<b>3.97%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	50,000	50,000	50,000	50,000	0.00%
Fringe	0	0	13,523	13,523	13,523	13,523	0.00%
Operating & Contractual	1,220,365	1,307,133	1,231,477	1,231,477	1,231,477	1,231,477	0.00%
Other	3,310,004	2,676,058	3,135,000	3,218,000	3,311,000	3,311,000	5.61%
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>4,530,369</b>	<b>3,983,191</b>	<b>4,430,000</b>	<b>4,513,000</b>	<b>4,606,000</b>	<b>4,606,000</b>	<b>3.97%</b>

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
EMPLOYEE BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,709,000	2,136,000	1,868,000	1,368,000	500,000	500,000	-73.23%
Investment Income	37,161	83,268	0	70,000	0	0	0.00%
Charges for Services	10,653,215	10,365,802	11,064,000	10,305,000	10,305,000	10,305,000	-6.86%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>12,399,376</b>	<b>12,585,070</b>	<b>12,932,000</b>	<b>11,743,000</b>	<b>10,805,000</b>	<b>10,805,000</b>	<b>-16.45%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	2,058,664	2,376,940	2,250,000	2,285,000	2,285,000	2,285,000	1.56%
Other	7,976,951	7,230,797	10,682,000	9,478,000	8,520,000	8,520,000	-20.24%
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>10,035,615</b>	<b>9,607,737</b>	<b>12,932,000</b>	<b>11,743,000</b>	<b>10,805,000</b>	<b>10,805,000</b>	<b>-16.45%</b>

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
UNEMPLOYMENT BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	2,330	3,341	0	3,000	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	10,600	10,600	10,600	0.00%
<b>Total Revenue</b>	<b>2,330</b>	<b>3,341</b>	<b>10,600</b>	<b>13,600</b>	<b>10,600</b>	<b>10,600</b>	<b>0.00%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	0	0	0	0	0	0	0.00%
Other	4,297	6,657	10,600	13,600	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>4,297</b>	<b>6,657</b>	<b>10,600</b>	<b>13,600</b>	<b>10,600</b>	<b>10,600</b>	<b>0.00%</b>

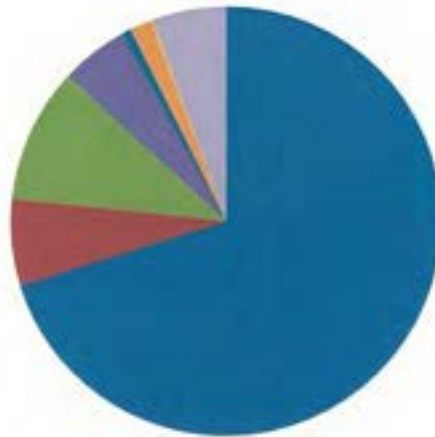
CITY OF ALEXANDRIA

2020-2021 ANNUAL BUDGET

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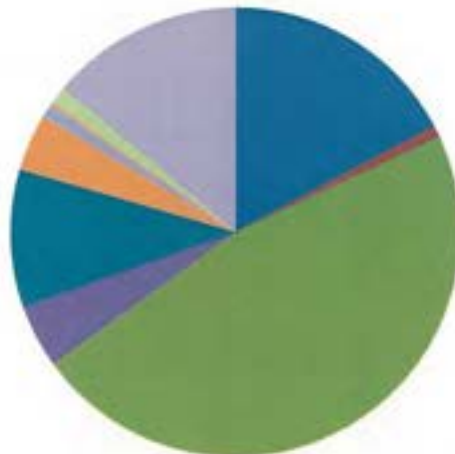
**2020-2021 ANNUAL BUDGET  
UTILITY SYSTEM FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



- Electric
- Water
- Gas
- Wastewater
- Enviromental Compliance
- Other Charges
- Investment Income
- Intergovernmental
- Interfund Transfers
- Other

**Expenses**



- Finance
- Administration
- Electric
- Water
- Gas
- Wastewater
- Enviromental Services
- Enviromental Compliance
- Utility Services
- Interfund Transfers

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS**

**UTILITY FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Electric	74,441,901	72,315,875	77,922,000	72,346,000	76,777,000	76,777,000	-1.47%
Water	7,458,054	7,606,776	7,110,000	7,525,000	7,160,000	7,160,000	0.70%
Gas	10,266,300	10,685,503	11,117,000	10,662,000	11,117,000	11,117,000	0.00%
Wastewater	5,917,368	6,442,870	5,020,000	5,930,000	5,570,000	5,570,000	10.96%
Environmental Compliance	743,040	745,340	755,000	745,000	755,000	755,000	0.00%
Other Charges	1,851,988	1,892,900	1,850,000	1,825,000	1,825,000	1,825,000	-1.35%
Investment Income	129,430	249,282	0	150,000	0	0	0.00%
Intergovernmental	2,055	0	0	0	0	0	0.00%
Interfund Transfers	151,000	174,000	174,000	174,000	169,000	169,000	-2.87%
Other	200,818	8,866	14,459,219	13,309,878	6,045,737	6,045,737	-58.19%
<b>Total Revenue</b>	<b>101,161,954</b>	<b>100,121,412</b>	<b>118,407,219</b>	<b>112,666,878</b>	<b>109,418,737</b>	<b>109,418,737</b>	<b>-7.59%</b>

**EXPENSE SUMMARY BY DIVISION**

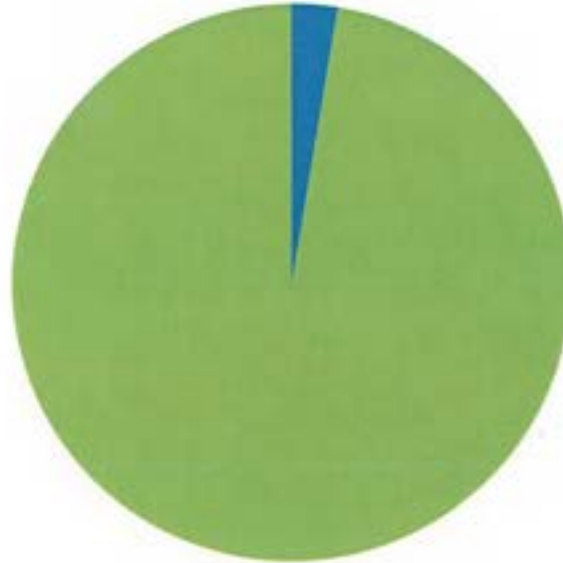
DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Finance	23,422,194	18,072,656	22,567,731	23,988,813	18,866,417	18,866,417	-16.40%
Administration	787,613	751,896	861,627	821,626	862,095	862,095	0.05%
Electric	41,848,222	43,221,347	51,612,602	46,137,545	51,449,784	51,449,784	-0.32%
Water	3,974,208	4,252,499	5,371,082	5,337,082	5,055,893	5,055,893	-5.87%
Gas	8,866,133	9,182,862	10,650,652	9,780,652	10,790,568	10,790,568	1.31%
Wastewater	4,344,036	4,100,027	4,648,171	4,813,806	4,547,751	4,547,751	-2.16%
Environmental Services	492,294	496,043	750,371	754,371	862,025	862,025	14.88%
Environmental Compliance	333,337	199,017	408,000	408,000	408,000	408,000	0.00%
Utility Services	1,063,459	1,086,405	1,210,826	1,095,826	1,351,204	1,351,204	11.59%
Interfund Transfers	22,114,708	23,954,433	20,326,157	19,529,157	15,225,000	15,225,000	-25.10%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>107,246,204</b>	<b>105,317,285</b>	<b>118,407,219</b>	<b>112,666,878</b>	<b>109,418,737</b>	<b>109,418,737</b>	<b>-7.59%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	9,934,905	10,338,701	11,104,079	11,198,079	11,311,170	11,311,170	1.86%
Fringe Benefits	4,698,652	4,514,238	4,919,478	4,765,478	5,256,591	5,256,591	6.85%
Operating & Contractual	50,246,831	51,636,745	61,348,000	56,008,000	61,522,000	61,522,000	0.28%
Other	38,893,287	35,329,098	35,721,105	34,924,105	26,626,673	26,626,673	-25.46%
Capital Outlay	3,472,529	3,498,503	5,314,557	5,771,216	4,702,303	4,702,303	-11.52%
<b>Total Expenses</b>	<b>107,246,204</b>	<b>105,317,285</b>	<b>118,407,219</b>	<b>112,666,878</b>	<b>109,418,737</b>	<b>109,418,737</b>	<b>-7.59%</b>

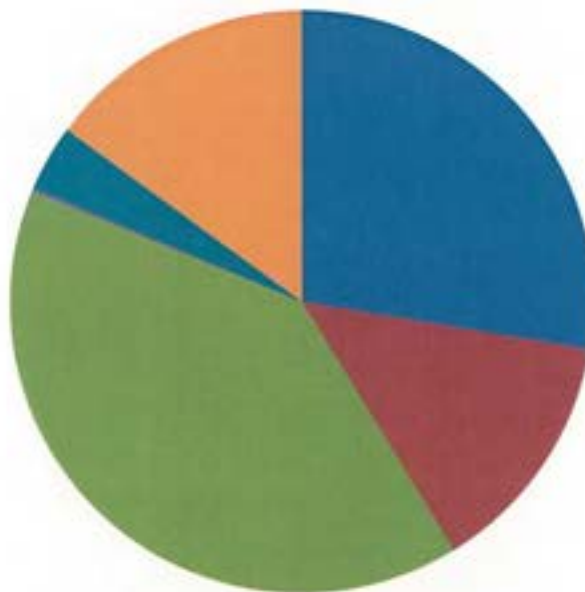
2020-2021 ANNUAL BUDGET  
SANITATION FUND  
ADOPTED BUDGET SUMMARY

### Revenues



■ Internal Service/Interfunds ■ Other ■ Charges for Services

### Expenses



■ Salaries ■ Fringe ■ Operating & Contractual ■ Other ■ Capital Outlay ■ Interfund Transfers

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
SANITATION FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	146,000	639,774	146,000	146,000	0.00%
Investment Income	13,317	21,167	0	16,000	0	0	0.00%
Charges for Services	4,802,018	4,989,997	5,553,000	5,225,000	5,363,000	5,363,000	-3.42%
Use of Property	0	0	0	0	0	0	0.00%
Other	900	4,125	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>4,816,235</b>	<b>5,015,289</b>	<b>5,699,000</b>	<b>5,880,774</b>	<b>5,509,000</b>	<b>5,509,000</b>	<b>-3.33%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	1,199,112	1,191,722	1,525,303	1,404,303	1,525,069	1,525,069	-0.02%
Fringe	567,711	489,597	700,943	650,943	750,482	750,482	7.07%
Operating & Contractual	1,806,230	2,221,336	2,201,000	2,440,000	2,201,000	2,201,000	0.00%
Other	12,000	12,000	12,000	12,000	12,000	12,000	0.00%
Capital Outlay	181,057	202,663	362,754	488,528	200,449	200,449	-44.74%
Interfund Transfers	1,014,000	885,000	897,000	885,000	820,000	820,000	-8.58%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>4,780,110</b>	<b>5,002,318</b>	<b>5,699,000</b>	<b>5,880,774</b>	<b>5,509,000</b>	<b>5,509,000</b>	<b>-3.33%</b>

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
ZOOLOGICAL PARK FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	1,207,372	1,219,945	1,195,000	1,195,000	1,195,000	1,195,000	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,660,000	1,757,435	1,591,000	2,110,900	787,000	787,000	0.00%
Investment Income	12,232	18,025	0	0	0	0	0.00%
Charges for Services	504,333	507,923	528,000	510,000	510,000	510,000	-3.41%
Use of Property	0	0	0	0	0	0	0.00%
Other	1,264	6,107	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>3,385,201</b>	<b>3,509,435</b>	<b>3,314,000</b>	<b>3,815,900</b>	<b>2,492,000</b>	<b>2,492,000</b>	<b>-24.80%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	692,120	723,341	738,903	797,903	745,213	745,213	0.85%
Fringe	296,042	293,008	303,252	314,252	335,249	335,249	10.55%
Operating & Contractual	1,109,367	1,061,184	904,000	1,296,000	904,000	904,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	27,407	173,538	182,845	222,745	126,538	126,538	-30.79%
Interfund Transfers	1,179,980	1,185,000	1,185,000	1,185,000	381,000	381,000	-67.85%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>3,304,916</b>	<b>3,436,071</b>	<b>3,314,000</b>	<b>3,815,900</b>	<b>2,492,000</b>	<b>2,492,000</b>	<b>-24.80%</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
GOLF COURSE FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	275,000	226,000	301,000	244,000	391,000	391,000	0.00%
Investment Income	3,125	11,353	0	0	0	0	0.00%
Charges for Services	605,304	622,033	589,000	628,000	605,000	605,000	2.72%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>883,429</b>	<b>859,386</b>	<b>890,000</b>	<b>872,000</b>	<b>996,000</b>	<b>996,000</b>	<b>11.91%</b>

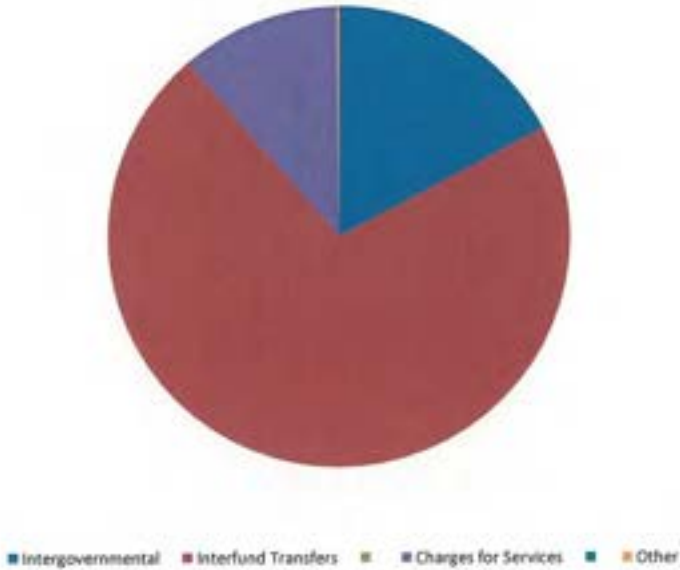
**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	772,983	763,996	854,000	836,000	854,000	854,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	7,110	5,200	10,000	10,000	0	0	0.00%
Interfund Transfers	26,000	26,000	26,000	26,000	142,000	142,000	446.15%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>806,093</b>	<b>795,196</b>	<b>890,000</b>	<b>872,000</b>	<b>996,000</b>	<b>996,000</b>	<b>11.91%</b>

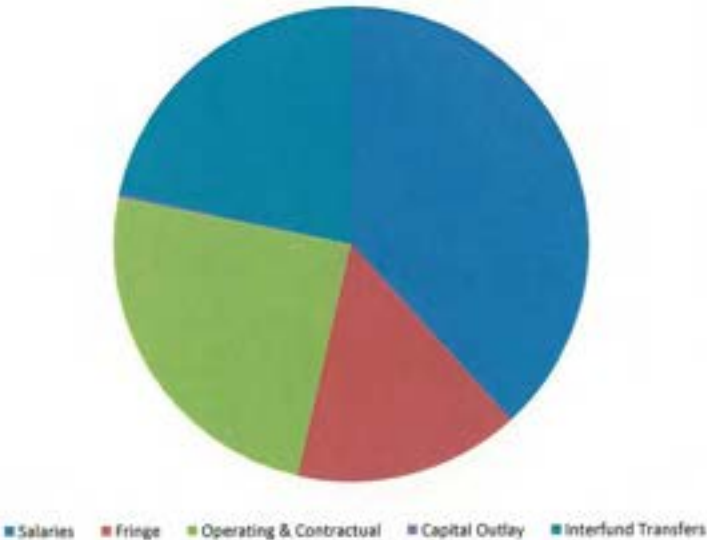
CITY OF ALEXANDRIA

2020-2021 ANNUAL BUDGET  
MUNICIPAL TRANSIT FUND  
ADOPTED BUDGET SUMMARY

Revenues



Expenses



**2020-2021 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
MUNICIPAL TRANSIT FUND**

**REVENUE SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Adopted
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	1,021,828	1,057,038	604,000	744,000	604,000	604,000	0.00%
Interfund Transfers	2,901,012	2,303,433	2,727,157	2,492,157	2,511,000	2,511,000	0.00%
Investment Income	11,954	19,235	0	10,000	0	0	0.00%
Charges for Services	390,900	431,139	393,000	393,000	393,000	393,000	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	30,671	3,001	6,000	6,000	6,000	6,000	0.00%
<b>Total Revenue</b>	<b>4,356,365</b>	<b>3,813,846</b>	<b>3,730,157</b>	<b>3,645,157</b>	<b>3,514,000</b>	<b>3,514,000</b>	<b>-5.79%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	1,202,178	1,168,422	1,341,905	1,288,905	1,345,809	1,345,809	0.29%
Fringe	501,303	446,971	562,252	467,252	539,285	539,285	-4.08%
Operating & Contractual	723,092	779,725	864,000	941,000	864,000	864,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	158,921	61,033	188,000	188,000	6,906	6,906	100.00%
Interfund Transfers	1,539,000	761,000	774,000	760,000	758,000	758,000	-2.07%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>4,124,494</b>	<b>3,217,151</b>	<b>3,730,157</b>	<b>3,645,157</b>	<b>3,514,000</b>	<b>3,514,000</b>	<b>-5.79%</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	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
Administrative Assistant	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>						
Commissioner Public Safety	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
<b>Total General Government</b>	3	3	3	3	3	3
<b>Internal Audit</b>						
Mayor's Assistant	0	0	1	1	1	1
Risk Manager	0	0	1	1	0	0
Accountant	0	0	1	1	1	1
Accounting Technician	0	0	1	1	0	0
Administrative Assistant	0	0	1	1	0	0
<b>Total Intergov't Agency</b>	0	0	5	5	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	0	0	0	0
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	2	2	2	2
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Public Relations Specialist	0	0	0	0	1	1
<b>Total Intergov't Agency</b>	7	7	7	7	8	8
<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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Finance</b>						
Director of Finance	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
<b>Total Finance</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Business Office</b>						
Business Office Manager	1	1	1	1	1	1
Customer Accounts Representative	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	3	3	3	3	3	3
Accounting Technician	3	3	3	3	3	3
<b>Total Accounting</b>	<b>7</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>						
Mail Clerk	0	0	1	1	1	1
Print Shop Coordinator	2	2	2	2	2	2
<b>Total Printing</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</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>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<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	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
<b>Total Public Works</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Code Enforcement</b>						
Superintendent	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	1
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
Code Enforcement Officer Senior	2	2	2	2	2	2
<b>Total Code Enforcement</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Engineering</b>						
Assistant City Engineer	2	2	1	1	1	1
City Engineer	1	1	1	1	1	1
Lead Engineering Technician	1	1	1	1	1	1
Land Surveyor	1	1	1	1	0	0
Engineer in Training	0	0	1	1	1	1
Survey Technician	1	1	1	1	1	1
Engineering Tech III	1	1	1	1	1	1
Construction Inspector	1	1	1	1	1	1
Survey Party Chief	1	1	1	1	1	1
Survey Instrument Operator	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
<b>Total Engineering</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>11</b>
<b>Urban Forestry</b>						
Landscape Architect	1	1	1	1	1	1
<b>Total Urban Forestry</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

GENERAL FUND						
DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Streets &amp; Parks</b>						
Superintendent-Streets	1	1	1	1	1	1
Crew Supervisor Street Maint	2	2	2	2	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	7	7	7	7	7	7
Fleet Maintenance Tech	1	1	1	1	1	1
Equipment Operator I	4	4	4	4	4	4
Maintenance Worker	3	3	3	3	3	3
Supervisor - Streets	1	1	1	1	1	1
<b>Total Streets &amp; Parks</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</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>
<b>Maintenance Public Buildings</b>						
Custodial Worker	6	6	3	3	3	3
Supervisor Custodial	1	1	0	0	0	0
Supervisor Building Maintenance	2	2	2	2	2	2
Superintendent - Building Maint	1	1	1	1	1	1
Community Center Attendant	1	1	0	0	0	0
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
Lead Custodial Worker	3	3	1	1	1	1
Building Maintenance Specialist	2	2	2	2	2	2
Mechanical Systems Technician	3	3	3	3	3	3
Crew Leader- Carpentry	1	1	1	1	1	1
<b>Total Maint.Public Bldgs.</b>	<b>29</b>	<b>29</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Motor Pool</b>						
Superintendent	1	1	1	1	1	1
Supervisor -Fleet Maintenance	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Fleet Maintenance Tech Senior	11	11	11	11	11	11
Fleet Collision Repair Tech	2	2	2	2	2	2
Fleet Service Tech	6	6	6	6	6	6
<b>Total Motor Pool</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Animal Shelter</b>						
Crew Leader	1	1	1	1	1	1
Kennel Technician	3	3	3	3	3	3
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>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Planning</b>						
Director of Planning	1	1	1	1	1	1
Historic Preservation Asst PT	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Assistant Director of Planning	0	0	0	0	1	1
Zoning Enforcement Analyst	2	2	2	2	2	2
<b>Total Planning</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>Construction Development</b>						
Permit Technician	2	2	2	2	2	2
Multi Trades Inspector	6	6	6	6	5	5
Superintendent Construction Dev	1	1	1	1	1	1
Plans Reviewer	1	1	1	1	1	1
<b>Total Construction Develop</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>9</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	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
Deputy Chief	1	1	1	1	0	0
Captain	4	4	4	4	4	4
Lieutenant	12	12	12	12	12	12
Sergeant	32	32	32	32	32	32
Communications Officer	17	17	17	17	17	17
Corporal	58	58	51	52	52	52
Police Officer	52	52	64	63	57	57
Jailer	2	2	2	2	2	2
School Patrol	15	15	15	15	15	15
Reserve Police Officer	20	20	20	20	20	20
Records Clerk	13	13	13	14	14	14
Secretary-Police Chief	1	1	1	1	1	1
Accounting Technician	1	1	1	0	0	0
<b>Total Police Department</b>	<b>230</b>	<b>230</b>	<b>235</b>	<b>235</b>	<b>228</b>	<b>228</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	34	34
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	26	26
Firefighter 1st Class	39	39	39	39	39	39
Secretary - Fire Chief	1	1	1	1	1	1
Records Clerk	2	2	2	2	2	2
<b>Total Fire Department</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>
<b>Civil Service</b>						
Director of Civil Service	1	1	1	1	1	1
Compensation Analyst	1	1	1	1	1	1
Examination Analyst	1	1	1	1	1	1
Asst Director Civil Service	1	1	1	1	1	1
Personnel Analyst	1	0	0	0	0	0
Personnel Tech	0	1	0	0	0	0
<b>Total Civil Service</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	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	1	1	1	1
Asst Director of Human Resources	0	0	1	1	1	1
Personnel Analyst	4	4	5	5	4	4
<b>Total Human Resources</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>7</b>
<b>Legal</b>						
City Attorney	1	1	1	1	1	1
Assistant City Attorney	5	5	6	6	6	6
Safe Alex Tech PT	6	6	6	6	6	6
Assistant City Attorney PT	3	3	3	3	3	3
Legal Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
<b>Total Legal</b>	<b>17</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
<b>Community Services</b>						
Director of Community Services	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Custodial Worker	0	0	3	3	3	3
Supervisor Custodial	0	0	1	1	1	1
Special Events Coordinator	1	1	1	1	1	1
Youth Programs Coordinator	1	1	2	2	2	2
Administrative Assistant	0	0	1	0	0	0
Administrative Secretary	0	0	0	1	0	0
Customer Services Representative	0	0	2	0	0	0
Lead Custodial Worker	0	0	2	2	1	1
Community Center Coordinator	0	0	2	2	2	2
Community Services Representative	0	0	0	2	2	2
Community Center Attendant PT	0	0	5	5	5	5
Student Worker	9	9	9	9	9	9
<b>Total Community Services</b>	<b>13</b>	<b>13</b>	<b>30</b>	<b>30</b>	<b>28</b>	<b>28</b>
<b>Rectn Facilities Maintenance</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker - Senior	0	0	0	9	9	9
Crew Leader Parks Maintenance	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Equipment Operator I	5	5	5	0	0	0
Equipment Operator I (Seasonal)	4	4	4	0	0	0
Maintenance Worker	4	4	4	0	0	0
Maintenance Worker (Seasonal)	3	3	3	7	7	7
Building Maintenance Specialist	1	1	1	1	1	1
<b>Total Rectn Facilities Maint.</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
Recreational Enhancement						
Mayor's Asst	1	1	1	1	1	1
Recreation Specialist PT	4	4	4	4	4	4
Student Worker	11	11	11	11	11	11
<b>Total Recreational Enhcmnt</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>TOTAL GENERAL FUND</b>	<b>641</b>	<b>641</b>	<b>664</b>	<b>664</b>	<b>651</b>	<b>651</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**CDA FUND & RISK MANAGEMENT FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
Community Development						
Administrator	1	1	1	1	1	1
Program Manager	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Multi Trades Inspector	1	1	1	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>
Office of Risk Manager						
Risk Manager	1	1	1	1	1	1
<b>Total Office of Risk Manager</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>TOTAL RISK MGMT FUND</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Budget Office</b>						
Mayor's Asst - Budget Officer	1	1	1	1	1	1
Mayor's Asst - Chief Info Officer	1	1	0	0	0	0
Assistant Director Finance	1	1	1	1	1	1
Accountant	1	1	1	1	1	1
<b>Total Budget Office</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Customer Service</b>						
Customer Service Manager	1	1	1	1	1	1
Mail Clerk	1	1	0	0	0	0
Customer Service Supervisor	1	1	1	1	1	1
Accountant	2	2	2	2	2	2
Accounting Technician	0	0	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Customer Accounts Representative	12	12	7	7	7	7
Customer Accounts Team Leader	5	5	4	4	4	4
Customer Services Representative	9	9	9	11	11	11
Utility Billing Specialist	0	0	5	5	5	5
Student Worker	1	1	1	1	1	1
<b>Total Cust.Service Dep.</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>34</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	4	4	4	4	4	4
PC / Network Technician	3	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>10</b>	<b>10</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	1	1	1	1	1	1
Professional Engineer	1	1	1	1	1	1
Assistant Director Utilities	1	1	1	1	1	1
<b>Total Utility Director</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	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
Supervisor Electric Production	1	1	1	1	1	1
Plant Maintenance Supervisor	1	1	1	1	1	1
Enviromental Tech II	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Electric Plant Shift Supervisor	5	5	5	5	5	5
Maintenance Mechanic II	1	1	1	1	1	1
Electric Plant Operator II	4	4	4	4	4	4
Maintenance Mechanic I	1	1	1	1	1	1
Electric Plant Operator I	5	5	5	5	5	5
Trades Worker	1	1	1	1	1	1
Industrial Electrician-Electric Pr	1	1	1	1	1	1
Electronic & Instr Tech-Electric	1	1	1	1	1	1
<b>Total Electric Production</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Electric Distribution</b>						
Superintendent - Electric Distribution	0	0	0	1	1	1
Maintenance Worker Senior	1	1	1	1	1	1
Crew Supervisor Electric Distribution	3	3	3	3	3	3
Supervisor Electric Distribution	1	1	1	1	1	1
Engineering Tech II	1	1	1	1	1	1
SCADA Operator - Electric Dist	4	4	4	4	4	4
Administrative Assistant	1	1	1	1	1	1
Administrative Secretary	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 Meter Technician	2	2	2	2	2	2
Electric Line Worker	3	3	3	3	3	3
Electric Substation Tech II	1	1	1	1	1	1
Electric Substation Tech I	2	2	2	2	2	2
Trades Worker	5	5	5	5	5	5
Supervisor Meter & Service	1	1	1	1	1	1
Electric Distribution Systems Tech	1	1	1	1	1	1
<b>Total Electric Distrib.Dept.</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>38</b>	<b>38</b>	<b>38</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Water Distribution</b>						
Superintendent	0	0	0	1	1	1
Maintenance Worker Senior	2	2	2	2	2	2
Crew Supervisor Water Distribution	6	6	6	6	6	6
Supervisor Water Distribution	1	1	1	1	1	1
Assistant Superintendent	1	1	1	1	1	1
Meter Technician	2	2	2	2	2	2
Construction Inspector	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Pipe Layer	4	4	4	4	4	4
Equipment Operator III	1	1	1	1	1	1
Maintenance Worker	5	5	5	5	5	5
Industrial Painter	1	1	1	1	1	1
Superintendent - Water Operations	1	1	1	1	1	1
<b>Total Water Distribution</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>28</b>	<b>28</b>	<b>28</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 Plant Operator	7	7	7	7	7	7
Equipment Operator III	2	2	2	2	2	2
Industrial Painter	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	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>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Gas Distribution</b>						
Superintendent	1	1	1	1	1	1
Crew Supervisor Gas Distribution	4	4	4	4	4	4
Gas General Supervisor	1	1	1	1	1	1
Meter Technician	1	1	1	1	1	1
Gas System Technician	2	2	2	2	2	2
Cathodic Protection Technician	1	1	1	1	1	1
Leak Survey Technician	2	2	2	2	2	2
SCADA Operator - Gas	5	5	5	5	5	5
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Gas Service Technician	1	1	1	1	1	1
Pipe Layer	5	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
Crew Supervisor Cathodic Protect	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	1	1	1
<b>Total Gas Distributin Dept.</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>Wastewater Treatment</b>						
Superintendent	0	0	0	1	1	1
Supervisor Wastewater Treatment	1	1	1	1	1	1
Wastewater Plant Operator	8	8	8	8	8	8
Wastewater Treatment/SCADA	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Asst Superintendent	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	1	1	1
<b>Total Wastewater Treat Dept.</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>15</b>
<b>Wastewater Collection</b>						
Maintenance Worker Senior	1	1	1	1	1	1
Supervisor Wastewater Collection	1	1	1	1	1	1
Crew Supervisor WW Line Maint	6	6	6	6	6	6
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	3	3	3	3	3	3
Equipment Operator I	1	1	1	1	1	1
Maintenance Worker	2	2	2	2	2	2
<b>Total Wastewater Collection</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Environmental Services</b>						
Superintendent	1	1	1	1	1	1
Environmental Lab Supervisor	1	1	1	1	1	1
Environmental Technician I	2	2	2	2	2	2
Environmental Technician II	1	1	1	1	1	1
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	2	2	2	2	2	2
Crew Supervisor Utility Services	2	2	2	2	2	2
Engineering Tech II	4	4	4	4	4	4
Engineering Tech III	1	1	1	1	1	1
Engineering Tech I	1	1	1	1	1	1
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	1	1	1	1	1	1
GIS Manager	1	1	1	1	1	1
<b>Total Utility Services</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
<b>TOTAL UTILITY FUND</b>	<b>271</b>	<b>271</b>	<b>269</b>	<b>274</b>	<b>274</b>	<b>274</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**SANITATION**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<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	7	7	7	7	7	7
Equipment Operator II	10	10	10	10	10	10
Equipment Operator I	8	8	8	8	8	8
Refuse Collector	20	20	20	20	20	20
<b>Total Sanitation Department</b>	50	50	50	50	50	50
<b>TOTAL SANITATION FUND</b>	50	50	50	50	50	50

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**ZOOLOGICAL PARK**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Zoo</b>						
Zoo Director	1	1	1	1	1	1
Supervisor Zoo Facilities Maint	1	1	1	1	1	1
Veterinarian	1	1	1	1	1	1
Zoo Media Specialist	1	1	1	1	1	1
Zoo Curator - Education	1	1	1	1	1	1
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
Trades Worker	1	1	1	1	1	1
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
Zoo Keeper II	5	5	5	5	5	5
<b>Total Zoo Department</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>
<b>TOTAL ZOO FUND</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>

**2020-2021 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**MUNICIPAL TRANSIT FUND**

DEPARTMENT	2017-2018	2018-2019	2019-2020	2020-2021		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>General Administration</b>						
Transit Manager	1	1	1	1	1	1
Transit Shift Supervisor	2	2	2	2	2	2
Asst Manager Transit	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
<b>Total Department</b>	5	5	5	5	5	5
<b>Revenue Vehicle Operating</b>						
Transit Operator	21	21	21	21	21	21
Transit Operator (PT)	10	10	10	10	10	10
<b>Total Vehicle Operator</b>	31	31	31	31	31	31
<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>	6	6	6	6	6	6
<b>Maintenance Administration</b>						
Supervisor Fleet Maintenance	1	1	1	1	1	1
<b>Total Maint Administration</b>	1	1	1	1	1	1
<b>TOTAL TRANSIT FUND</b>	43	43	43	43	43	43
<b>TOTAL CITY WIDE</b>	1,031	1,031	1,052	1,057	1,044	1,044

CITY OF ALEXANDRIA

2020-2021 ANNUAL BUDGET

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**2020-2021 ANNUAL BUDGET**

**FUND BALANCE ANALYSIS  
FOR GOVERNMENTAL FUND TYPES**

FUND	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	PROPOSED
<b>GENERAL FUND</b>			
Beginning Balance	22,347,382	23,539,827	14,602,428
Revenues	61,925,920	60,610,000	57,585,000
Expenditures	(60,733,475)	(69,547,399)	(64,512,816)
Ending Balance	23,539,827	14,602,428	7,674,612
Ending Fund Balance as % of Revenues	38.01%	24.09%	13.33%
<b>SPECIAL REVENUE FUNDS</b>			
Beginning Balance	1,442,142	1,523,162	1,523,162
Revenues	894,330	1,544,174	185,000
Expenditures	(813,310)	(1,544,174)	(185,000)
Ending Balance	1,523,162	1,523,162	1,523,162
Ending Fund Balance as % of Revenues	170.31%	98.64%	823.33%
<b>GENERAL DEBT SERVICE FUND</b>			
Beginning Balance	2,751,313	2,631,213	2,643,213
Revenues	2,740,075	2,814,075	2,819,575
Expenditures	(2,860,175)	(2,802,075)	(2,819,575)
Ending Balance	2,631,213	2,643,213	2,643,213
Ending Fund Balance as % of Revenues	96.03%	93.93%	93.75%
<b>GENERAL CAPITAL PROJECTS FUND</b>			
Beginning Balance	26,403,735	27,753,066	2,245,718
Revenues	13,145,600	24,320,034	9,754,425
Expenditures	(11,796,269)	(49,827,382)	(9,126,000)
Ending Balance	27,753,066	2,245,718	2,874,143
Ending Fund Balance as % of Revenues	211.12%	9.23%	29.47%

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.

**2020-2021 ANNUAL BUDGET**

**NET POSITION ANALYSIS  
FOR PROPRIETARY FUND TYPES**

FUND	2018-2019	2019-2020	2020-2021
	ACTUAL	ESTIMATED	PROPOSED
<b>INTERNAL SERVICE FUNDS</b>			
Beginning Balance	(13,132,480)	(9,900,519)	(9,911,119)
Revenues	16,981,437	16,259,000	15,411,000
Expenses	(13,749,476)	(16,269,600)	(15,421,600)
Ending Balance	(9,900,519)	(9,911,119)	(9,921,719)
Ending Net Position as % of Rev	-58.30%	-60.96%	-64.38%
<b>UTILITY FUND</b>			
Beginning Balance	115,847,766	110,797,315	101,527,437
Revenues	99,198,825	103,397,000	103,413,000
Expenses	(104,249,276)	(112,666,878)	(109,418,737)
Ending Balance	110,797,315	101,527,437	95,521,700
Ending Net Position as % of Rev	111.69%	98.19%	92.37%
<b>MUNICIPAL TRANSIT FUND</b>			
Beginning Balance	3,779,262	3,600,466	3,600,466
Revenues	3,813,847	3,645,157	3,514,000
Expenses	(3,992,643)	(3,645,157)	(3,514,000)
Ending Balance	3,600,466	3,600,466	3,600,466
Ending Net Position as % of Rev	94.41%	98.77%	102.46%
<b>SANITATION FUND</b>			
Beginning Balance	3,013,995	2,635,769	2,635,769
Revenues	5,015,288	5,880,774	5,509,000
Expenses	(5,393,514)	(5,880,774)	(5,509,000)
Ending Balance	2,635,769	2,635,769	2,635,769
Ending Net Position as % of Rev	52.55%	44.82%	47.84%

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.

**2020-2021 ANNUAL BUDGET**

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

**Sources of Funds**

Description	YTD Actual 03-31-20	Fiscal Year 2020 Projected	Fiscal Year 2020 Budget	% Change 2020 Proj To 2020 Budget
Taxes	32,502,362	34,605,000	34,287,000	-0.92%
Licenses & Permits	2,990,704	2,970,000	2,885,000	-2.86%
Intergovernmental	8,766,490	10,732,000	9,975,000	-7.05%
Internal Transfers/Interfunds	9,520,502	10,905,000	9,533,000	-12.58%
Fines & Forfeitures	301,133	387,000	364,000	-5.94%
Investment Income	140,239	125,000	0	-100.00%
Charges for Services	321,308	248,000	220,000	-11.29%
Other	680,101	638,000	321,000	-49.69%
Budgeted Use of Fund Balance	0	8,937,399	6,927,816	-22.49%
<b>Total Sources</b>	<b>55,222,839</b>	<b>69,547,399</b>	<b>64,512,816</b>	<b>-7.24%</b>

**Uses of Funds**

Description	YTD Actual 03-31-20	Fiscal Year 2020 Projected	Fiscal Year 2020 Budget	% Change 2020 Proj To 2020 Budget
Legislative	397,700	521,818	515,595	-1.19%
Executive	1,112,319	2,294,292	1,601,489	-30.20%
Judicial	1,092,461	1,189,909	1,187,376	-0.21%
Finance	3,299,008	6,537,525	6,155,919	-5.84%
Public Works	9,678,069	12,388,444	10,950,320	-11.61%
Planning	770,811	1,039,968	1,090,197	4.83%
Public Safety	25,731,855	31,503,451	30,487,329	-3.23%
Civil Service	179,429	311,885	362,996	16.39%
Human Resources	542,599	690,542	607,419	-12.04%
Legal	1,668,998	2,185,763	2,185,470	-0.01%
Community Services	3,557,895	4,574,128	4,891,706	6.94%
Interfund Transfers	5,155,001	6,309,674	4,477,000	-29.05%
<b>Total Uses</b>	<b>53,186,145</b>	<b>69,547,399</b>	<b>64,512,816</b>	<b>-7.24%</b>

<b>Net Change in Fund Balance</b>	<b>2,036,694</b>	<b>(8,937,399)</b>	<b>(6,927,816)</b>
<b>Beginning Fund Balance</b>		<b>22,347,382</b>	<b>13,409,983</b>
<b>Ending Fund Balance</b>		<b>13,409,983</b>	<b>6,482,167</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

**SUMMARY OF SOURCES, USES, AND CHANGES IN FUND BALANCE  
PRE-TRIAL INTERVENTION FUND**

**Sources of Funds**

Description	YTD Actual 03-31-20	Fiscal Year 2020 Projected	Fiscal Year 2021 Budget	% Change 2020 Proj To 2020 Budget
Fines & Forfeitures	184,578	225,000	185,000	-17.78%
Investment Income	9,882	0	0	0.00%
Budgeted Use of Fund Balance	0	0	0	0.00%
<b>TOTAL SOURCES</b>	<b>194,460</b>	<b>225,000</b>	<b>185,000</b>	<b>-17.78%</b>

**Uses of Funds**

Description	YTD Actual 03-31-20	Fiscal Year 2020 Projected	Fiscal Year 2021 Budget	% Change 2020 Proj To 2020 Budget
Interfund Transfers	206,250	225,000	185,000	-17.78%
Legal	0	0	0	0.00%
<b>TOTAL USES</b>	<b>206,250</b>	<b>225,000</b>	<b>185,000</b>	<b>-17.78%</b>

<b>Net Change in Fund Balance</b>	(11,790)	0	0
<b>Beginning Fund Balance</b>		996,135	996,135
<b>Ending Fund Balance</b>		996,135	996,135

2020-2021 ANNUAL BUDGET

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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.

**2020-2021 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311101	Taxes - Ad Valorem	3,658,793	3,625,778	3,535,000	3,535,000	3,535,000	3,535,000	3,535,000
311303	Taxes - Franchise	601,905	598,449	650,000	600,000	650,000	650,000	650,000
311301	Sales & Use Tax - 1976	7,593,906	7,659,968	7,508,000	7,600,000	7,508,000	7,508,000	7,508,000
311304	Sales & Use Tax - 1998	15,187,811	15,319,935	15,016,000	15,200,000	15,016,000	15,016,000	15,016,000
311308	Sales & Use Tax - 2005	7,593,863	7,659,944	7,508,000	7,600,000	7,508,000	7,508,000	7,508,000
311900	Interest - Delinquent Taxes	0	144,810	60,000	60,000	60,000	60,000	60,000
333103	Housing Authority-P.I.L.O.T	24,779	16,831	10,000	10,000	10,000	10,000	10,000
	<b>Total Taxes</b>	<b>34,661,057</b>	<b>35,025,715</b>	<b>34,287,000</b>	<b>34,605,000</b>	<b>34,287,000</b>	<b>34,287,000</b>	<b>34,287,000</b>
	<b>Licenses and Permits:</b>							
322101	Licenses - Occupational	2,862,866	2,825,198	2,700,000	2,725,000	2,700,000	2,700,000	2,700,000
322102	Licenses- Competency Cards	4,450	4,631	10,000	10,000	5,000	5,000	5,000
322201	Permits - Building	257,949	294,705	170,000	225,000	170,000	170,000	170,000
322202	Permits - Zoning	7,974	14,670	10,000	10,000	10,000	10,000	10,000
	<b>Total Licenses And Permits</b>	<b>3,133,239</b>	<b>3,139,204</b>	<b>2,890,000</b>	<b>2,970,000</b>	<b>2,885,000</b>	<b>2,885,000</b>	<b>2,885,000</b>
	<b>Intergovernmental:</b>							
311302	Parish Sales Taxes	8,239,626	8,371,898	8,170,000	8,400,000	8,170,000	8,170,000	8,170,000
333104	Federal - FEMA Fire	0	0	0	0	0	0	0
333480	Federal - FEMA Recovery	146,435	0	0	0	0	0	0
333502	State - Beer Tax	71,027	68,973	75,000	70,000	75,000	75,000	75,000
333504	State - Fire Insurance Rebate	149,812	134,393	83,000	135,000	83,000	83,000	83,000
333510	State Grant - DARE Officers	18,408	17,748	0	24,000	0	0	0
333526	State Grant - LA Comm on Law Enf	51,086	35,871	0	32,000	0	0	0
333527	Grants - Police	225,030	0	0	309,000	0	0	0
333529	State - Dept of Culture, Recreation	0	0	0	0	0	0	0
333534	Parish - Sales Tax Rebate	370,891	370,891	108,000	108,000	108,000	108,000	108,000
333536	State - Police Supplemental Pay	865,385	810,732	865,000	811,000	865,000	865,000	865,000
333537	State - Fire Supplemental Pay	638,699	658,182	639,000	658,000	639,000	639,000	639,000
333543	Federal - US Dept of Justice	22,725	22,890	0	19,000	0	0	0
333545	Federal - Drug Confiscations	9,080	9,237	35,000	52,000	35,000	35,000	35,000
333549	State - Small Business Development	15,030	5,598	0	5,000	0	0	0
333554	Federal - USDA	0	0	0	0	0	0	0
399014	State - Confiscations	16,255	116,793	0	109,000	0	0	0
	<b>Total Intergovernmental</b>	<b>10,839,489</b>	<b>10,623,206</b>	<b>9,975,000</b>	<b>10,732,000</b>	<b>9,975,000</b>	<b>9,975,000</b>	<b>9,975,000</b>
	<b>Internal Services/Interfunds:</b>							
381401	Transfer from Utility-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
333401	Cost Allocation-Utility Fund	2,781,636	2,782,000	2,782,000	2,782,000	2,104,000	2,104,000	2,104,000
333402	Cost Allocation-Sanitation Fund	534,967	535,000	535,000	535,000	467,000	467,000	467,000
333403	Cost Allocation-Zoo Fund	1,185,483	1,185,000	1,185,000	1,185,000	381,000	381,000	381,000
333404	Cost Allocation-Golf Course Fund	25,478	26,000	26,000	26,000	142,000	142,000	142,000
333450	Cost Allocation-Municipal Transit	601,459	601,000	601,000	601,000	586,000	586,000	586,000
388175	Transfers - PTI Fund	162,000	235,000	108,000	108,000	108,000	185,000	185,000
388300	Transfers - General Capital Projects	411,000	411,000	411,000	411,000	411,000	411,000	411,000
388401	Transfers-Utility System 5%	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000
	<b>Total Int Service/Interfunds.</b>	<b>10,959,023</b>	<b>11,032,000</b>	<b>10,905,000</b>	<b>10,905,000</b>	<b>9,456,000</b>	<b>9,533,000</b>	<b>9,533,000</b>

**2020-2021 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	Investment Income: Interest - Investments	101,133	177,572	0	125,000	0	0	0
	<b>Total Investment Income</b>	101,133	177,572	0	125,000	0	0	0
	<b>Fines and Forfeitures:</b>							
354701	City Court - Civil Fees	121,588	152,415	100,000	125,000	100,000	100,000	100,000
354702	City Court - Legal	42,425	34,733	45,000	42,000	45,000	45,000	45,000
354703	City Court - Fines	194,278	157,167	200,000	201,000	200,000	200,000	200,000
354705	Fines - Parking Tickets	6,899	0	1,000	1,000	1,000	1,000	1,000
354708	City Court-Police Officers Witness	7,175	7,686	12,000	12,000	12,000	12,000	12,000
354710	Fines-DWI Collections	2,662	2,533	6,000	6,000	6,000	6,000	6,000
	<b>Total Fines and Forfeitures</b>	375,027	354,534	364,000	387,000	364,000	364,000	364,000
	<b>Charges for Services:</b>							
334701	Charges - Training Academy	22,028	32,143	30,000	30,000	30,000	30,000	30,000
344001	Charges - Grass Mowing	86,554	48,442	30,000	55,000	30,000	30,000	30,000
344205	Charges - Demolition	0	4,336	0	0	0	0	0
344703	Charges - R-O-W Maintenance	60,190	60,190	60,000	60,000	60,000	60,000	60,000
344705	Charges - Animal Shelter	83,788	92,284	75,000	80,000	75,000	75,000	75,000
344708	Charges - Photo Copies	18,350	49,115	25,000	23,000	25,000	25,000	25,000
344709	Charges - Alarm Billing	4,320	13,750	0	0	0	0	0
	<b>Total Charges for Services</b>	275,230	300,260	220,000	248,000	220,000	220,000	220,000
	<b>Other:</b>							
377504	Rent - CLECO	240,319	240,324	240,000	240,000	240,000	240,000	240,000
377505	Rent - Incubator	109,340	53,581	30,000	65,000	0	0	0
377600	Rent - Bolton Avenue Center	18,486	17,700	10,000	3,000	3,000	3,000	3,000
377601	Rent - Convention Hall	71,117	55,288	55,000	15,000	15,000	15,000	15,000
377604	Rent - M.L. King Center	3,270	4,010	5,000	1,000	1,000	1,000	1,000
377605	Rent - Broadway Resource Center	11,160	6,880	12,000	2,000	2,000	2,000	2,000
377700	Rent - Harold Miles Park	4,575	0	5,000	2,000	2,000	2,000	2,000
377701	Rent - Beagle Club	1,275	0	0	0	0	0	0
377702	Rent - Farmers Market	15,605	10,505	10,000	3,000	3,000	3,000	3,000
377703	Rent - Amphitheatre	2,680	2,060	1,000	1,000	1,000	1,000	1,000
377708	Rent - Martin Center	20,593	17,330	3,000	5,000	3,000	3,000	3,000
388200	Sale of Fixed Assets	250,379	18,409	0	50,000	0	0	0
399000	Miscellaneous Revenue	313,460	282,467	45,000	245,000	45,000	45,000	45,000
399001	Misc - Return Checks	0	0	0	0	0	0	0
399004	Misc - Arts & Humanities	0	0	2,000	2,000	2,000	2,000	2,000
399015	Misc - Field Usage	975	8,297	8,000	4,000	4,000	4,000	4,000
399510	Revenue - Other	273,384	6,000	0	0	0	0	0
399524	Revenue - Other Winter Fete	100,296	39,790	0	0	0	0	0
399899	Use of Prior Year Revenues	0	0	7,500,216	8,937,399	0	6,927,816	6,927,816
	<b>Total Other</b>	1,436,914	762,641	7,926,216	9,575,399	321,000	7,248,816	7,248,816
	<b>TOTAL REVENUES</b>	61,781,112	61,415,132	66,567,216	69,547,399	57,508,000	64,512,816	64,512,816

**2020-2021 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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	177,078	176,594	176,400	176,400	176,400	176,400	0.00%
Fringe Benefits	43,019	42,970	59,446	59,446	52,007	52,007	-12.51%
Operating/Contractual	70,593	54,596	86,000	86,000	86,000	86,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	2,611	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>293,301</b>	<b>274,160</b>	<b>321,846</b>	<b>321,846</b>	<b>314,407</b>	<b>314,407</b>	<b>-2.31%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480110	Salary - City Council Persons	7	7	7	7	7	7	0.00%
	<b>Total Positions</b>	7	7	7	7	7	7	0.00%

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
480110	<b>Salaries:</b>							
	Salary - City Council Persons	177,078	176,594	176,400	176,400	176,400	176,400	176,400
	<b>Total Salaries</b>	177,078	176,594	176,400	176,400	176,400	176,400	176,400
	<b>Fringe:</b>							
510202	Fringe - Hospital	29,970	29,988	45,663	45,663	38,224	38,224	38,224
510206	Fringe - Medicare Insurance Tax	2,443	2,432	2,555	2,555	2,555	2,555	2,555
510207	Fringe - Life Insurance	158	148	294	294	294	294	294
510208	Fringe - FICA Tax Retirement	10,448	10,402	10,934	10,934	10,934	10,934	10,934
	<b>Total Fringe</b>	43,019	42,970	59,446	59,446	52,007	52,007	52,007
	<b>Operating &amp; Contractual:</b>							
531900	Advertising	20,392	22,425	31,000	31,000	31,000	31,000	31,000
533024	Economic Development	22,283	9,741	10,000	10,000	10,000	10,000	10,000
543000	Miscellaneous	19,675	9,557	15,000	15,000	15,000	15,000	15,000
543003	Travel & Training	8,243	12,873	30,000	30,000	30,000	30,000	30,000
	<b>Total Operating &amp; Contractual</b>	70,593	54,596	86,000	86,000	86,000	86,000	86,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	2,611	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	2,611	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	293,301	274,160	321,846	321,846	314,407	314,407	314,407

**2020-2021 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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	115,426	118,889	120,802	120,802	120,802	120,802	0.00%
Fringe Benefits	35,380	35,049	37,170	37,170	38,386	38,386	3.27%
Operating/Contractual	32,914	11,911	42,000	42,000	42,000	42,000	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>183,720</b>	<b>165,849</b>	<b>199,972</b>	<b>199,972</b>	<b>201,188</b>	<b>201,188</b>	<b>0.61%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480101	Salary - City Clerk	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	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>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480101	Salary - City Clerk	72,397	74,569	75,789	75,769	75,769	75,769	75,769
480604	Salary - Administrative Assistant	43,029	44,320	45,033	45,033	45,033	45,033	45,033
	<b>Total Salaries</b>	<b>115,426</b>	<b>118,889</b>	<b>120,802</b>	<b>120,802</b>	<b>120,802</b>	<b>120,802</b>	<b>120,802</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	19,407	19,043	20,869	20,869	22,085	22,085	22,085
510202	Fringe - Hospital	15,319	15,332	15,564	15,564	15,564	15,564	15,564
510206	Fringe - Medicare Insurance Tax	597	615	653	653	653	653	653
510207	Fringe - Life Insurance	57	59	84	84	84	84	84
	<b>Total Fringe</b>	<b>35,380</b>	<b>35,049</b>	<b>37,170</b>	<b>37,170</b>	<b>38,386</b>	<b>38,386</b>	<b>38,386</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	499	1,922	2,000	2,000	2,000	2,000	2,000
520400	Office	2,465	2,238	8,000	8,000	17,000	17,000	17,000
531410	Telephone	2,787	3,109	5,000	5,000	5,000	5,000	5,000
531500	Printing	0	0	0	0	0	0	0
531800	Lease	6,104	996	9,000	9,000	0	0	0
543000	Miscellaneous Expense	17,069	1,862	6,000	6,000	6,000	6,000	6,000
543003	Travel & Training	3,990	1,784	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating &amp; Contractual</b>	<b>32,914</b>	<b>11,911</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>	<b>42,000</b>
	<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>	<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>183,720</b>	<b>165,849</b>	<b>199,972</b>	<b>199,972</b>	<b>201,188</b>	<b>201,188</b>	<b>201,188</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	172,302	176,148	182,256	182,256	185,148	185,146	1.59%
Fringe Benefits	51,955	53,434	64,312	64,312	64,842	64,842	0.82%
Operating/Contractual	47,161	43,143	73,000	73,000	73,000	73,000	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>271,418</b>	<b>272,725</b>	<b>319,568</b>	<b>319,568</b>	<b>322,988</b>	<b>322,988</b>	<b>1.07%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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>
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**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480109	Salary - Mayor	121,231	124,251	125,646	125,646	128,536	128,536	128,536
480604	Salary - Executive Secretary	51,071	51,897	56,610	56,610	56,610	56,610	56,610
	<b>Total Salaries</b>	<b>172,302</b>	<b>176,148</b>	<b>182,256</b>	<b>182,256</b>	<b>185,146</b>	<b>185,146</b>	<b>185,146</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	21,511	21,912	30,765	30,765	31,253	31,253	31,253
510202	Fringe - Hospital	19,836	20,864	23,003	23,003	23,003	23,003	23,003
510206	Fringe - Medicare Insurance Tax	2,816	2,873	2,755	2,755	2,797	2,797	2,797
510207	Fringe - Life Insurance	57	50	84	84	84	84	84
510209	Fringe - Car Allowance	7,735	7,735	7,705	7,705	7,705	7,705	7,705
	<b>Total Fringe</b>	<b>51,955</b>	<b>53,434</b>	<b>64,312</b>	<b>64,312</b>	<b>64,842</b>	<b>64,842</b>	<b>64,842</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	58	1,984	1,000	1,000	4,000	4,000	4,000
531301	Vehicle Costs-Fuel	3,058	2,688	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	803	2,215	0	0	0	0	0
531410	Telephone	6,009	8,700	7,000	7,000	7,000	7,000	7,000
531500	Printing	1,751	2,748	2,000	2,000	2,000	2,000	2,000
531800	Lease	2,129	0	3,000	3,000	0	0	0
543000	Miscellaneous	16,499	15,638	22,000	22,000	22,000	22,000	22,000
543002	Dues & Subscriptions	1,000	1,402	2,000	2,000	2,000	2,000	2,000
543017	Placques & Awards	14,675	0	0	0	0	0	0
543003	Travel & Training	0	7,314	33,000	33,000	33,000	33,000	33,000
605106	Maintenance Equipment	1,179	474	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>47,161</b>	<b>43,143</b>	<b>73,000</b>	<b>73,000</b>	<b>73,000</b>	<b>73,000</b>	<b>73,000</b>
	<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>	<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>271,418</b>	<b>272,725</b>	<b>319,568</b>	<b>319,568</b>	<b>322,988</b>	<b>322,988</b>	<b>322,988</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	46,051	122,409	149,741	129,741	148,605	148,605	0.00%
Fringe Benefits	10,056	31,261	58,973	51,973	59,943	59,943	0.00%
Operating/Contractual	44,953	25,786	24,000	70,000	24,000	24,000	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>101,060</b>	<b>179,456</b>	<b>232,714</b>	<b>251,714</b>	<b>232,548</b>	<b>232,548</b>	<b>-0.07%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480204	Salary - Commisioner Public Safety	1	1	1	1	1	1	0.00%
490614	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480204	Salary - Commisioner Public Safety	4,846	85,154	91,800	91,800	91,800	91,800	91,800
490614	Salary - Administrative Assistant	27,626	15,803	32,503	17,503	31,866	31,866	31,866
490626	Salary - Clerical Specialist	13,579	21,452	25,438	20,438	24,939	24,939	24,939
	<b>Total Salaries</b>	<b>46,051</b>	<b>122,409</b>	<b>149,741</b>	<b>129,741</b>	<b>148,605</b>	<b>148,605</b>	<b>148,605</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	7,514	16,397	25,891	24,891	27,220	27,220	27,220
510202	Fringe - Hospital	1,834	13,186	30,785	24,785	30,442	30,442	30,442
510206	Fringe - Medicare Insurance Tax	669	1,610	2,171	2,171	2,155	2,155	2,155
510207	Fringe - Life Insurance	39	68	126	126	126	126	126
	<b>Total Fringe</b>	<b>10,056</b>	<b>31,261</b>	<b>58,973</b>	<b>51,973</b>	<b>59,943</b>	<b>59,943</b>	<b>59,943</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	11,378	0	0	21,000	0	0	0
520400	Office	0	0	4,000	4,000	4,000	4,000	4,000
531410	Telephone	1,158	1,290	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	3,000
543036	Small Business Development	27,983	23,789	0	25,000	0	0	0
543037	Human Relations Committee	4,434	707	15,000	15,000	15,000	15,000	15,000
	<b>Total Operating &amp; Contractual</b>	<b>44,953</b>	<b>25,786</b>	<b>24,000</b>	<b>70,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>
	<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>	<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>101,060</b>	<b>179,456</b>	<b>232,714</b>	<b>251,714</b>	<b>232,548</b>	<b>232,548</b>	<b>232,548</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Executive	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Internal Audit	<b>ORGANIZATION:</b>	020503

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Executive	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Internal Audit	<b>ORGANIZATION:</b>	020503

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	244,958	187,958	137,422	137,422	0.00%
Fringe Benefits	0	0	122,787	101,787	62,168	62,168	0.00%
Operating/Contractual	0	0	27,000	27,000	27,000	27,000	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>0</b>	<b>0</b>	<b>394,745</b>	<b>316,745</b>	<b>226,590</b>	<b>226,590</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480211	Salary - Mayor Asst Internal Audit	0	0	1	1	1	1	0.00%
490217	Salary - Risk Manager	0	0	1	1	0	0	0.00%
290230	Salary - Accountant	0	0	1	1	1	1	0.00%
490339	Salary - Accounting Technician	0	0	1	1	0	0	0.00%
490614	Salary - Administrative Assistant	0	0	1	1	0	0	0.00%
	<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Executive	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Internal Audit	<b>ORGANIZATION:</b>	020503

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	0	2,000	2,000	2,000	2,000	2,000
480211	Salary - Mayor Asst Internal Audit	0	0	98,900	98,900	96,900	96,900	96,900
490217	Salary - Risk Manager	0	0	45,198	24,198	45,198	0	0
290230	Salary - Accountant	0	0	38,522	31,522	38,522	38,522	38,522
490339	Salary - Accounting Technician	0	0	30,472	16,472	30,472	0	0
490614	Salary - Administrative Assistant	0	0	31,866	16,866	31,866	0	0
	<b>Total Salaries</b>	0	0	244,958	187,958	244,958	137,422	137,422
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	42,920	37,920	46,916	24,721	24,721
510202	Fringe - Hospital	0	0	76,105	60,105	81,033	35,370	35,370
510206	Fringe - Medicare Insurance Tax	0	0	3,552	3,552	3,552	1,993	1,993
510207	Fringe - Life Insurance	0	0	210	210	210	84	84
	<b>Total Fringe</b>	0	0	122,787	101,787	131,711	62,168	62,168
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	8,000	8,000	8,000	8,000	8,000
531410	Telephone	0	0	6,000	6,000	6,000	6,000	6,000
543002	Dues and Subscriptions	0	0	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	0	0	6,000	6,000	6,000	6,000	6,000
605106	Maintenance of Equipment	0	0	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	0	0	27,000	27,000	27,000	27,000	27,000
	<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	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>	0	0	394,745	316,745	403,669	226,590	226,590

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	357,776	379,678	448,133	419,133	500,455	500,455	11.68%
Fringe Benefits	95,510	103,859	125,170	125,170	163,908	163,908	30.95%
Operating/Contractual	7,008	11,150	25,000	157,000	155,000	155,000	520.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>460,294</b>	<b>494,687</b>	<b>598,303</b>	<b>701,303</b>	<b>819,363</b>	<b>819,363</b>	<b>36.95%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480201	Salary - Mayor's Asst Chief of Staff	1	1	1	1	1	1	0.00%
480202	Salary - Mayor's Asst	1	1	1	1	1	1	0.00%
480218	Salary - Mayor's Asst-Asst Chief	1	1	0	0	0	0	0.00%
480219	Salary - Mayor's Asst -Eco Develop	1	1	1	1	1	1	0.00%
480221	Salary - Mayor's Asst-PR Commun	1	1	2	2	2	2	0.00%
480226	Salary - Mayor's Asst-Capital Projec	1	1	1	1	1	1	0.00%
480227	Salary - Mayor's Asst	1	1	1	1	1	1	0.00%
490928	Salary - Public Relations Spec	0	0	0	0	1	1	1.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480201	Salary - Mayor's Asst Chief of Staff	68,764	80,890	97,920	97,920	97,920	97,920	97,920
480202	Salary - Mayor's Asst	59,729	59,729	60,690	60,690	60,690	60,690	60,690
480218	Salary - Mayor's Asst-Asst Chief	0	21,467	0	0	0	0	0
480219	Salary - Mayor's Asst -Eco Develop	66,505	66,555	67,626	67,626	67,626	67,626	67,626
480221	Salary - Mayor's Asst-PR Commun	47,830	49,149	99,817	99,817	99,817	99,817	99,817
480226	Salary - Mayor's Asst-Capital Projec	66,019	66,018	67,080	58,080	79,050	79,050	79,050
480227	Salary - Mayor's Asst	48,929	35,870	55,000	35,000	55,000	55,000	55,000
490928	Salary - Public Relations Spec	0	0	0	0	0	40,352	40,352
	<b>Total Salaries</b>	<b>357,776</b>	<b>379,678</b>	<b>448,133</b>	<b>419,133</b>	<b>460,103</b>	<b>500,455</b>	<b>500,455</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	38,624	43,313	66,360	66,360	68,381	76,710	76,710
510202	Fringe - Hospital	38,302	42,123	38,910	38,910	51,277	66,498	66,498
510206	Fringe - Medicare Insurance Tax	5,780	6,145	6,638	6,638	6,811	7,396	7,396
510207	Fringe - Life Insurance	129	136	252	252	252	294	294
510208	Fringe - FICA	3,038	2,228	3,410	3,410	3,410	3,410	3,410
510209	Fringe - Car Allowance	9,637	9,914	9,600	9,600	9,600	9,600	9,600
	<b>Total Fringe</b>	<b>95,510</b>	<b>103,859</b>	<b>125,170</b>	<b>125,170</b>	<b>139,731</b>	<b>163,908</b>	<b>163,908</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	29,000	0	0	0
520400	Office	490	352	5,000	5,000	5,000	5,000	5,000
531110	Professional Fees	0	0	0	100,000	0	130,000	130,000
531410	Telephone	4,604	5,138	4,000	7,000	4,000	4,000	4,000
543000	Miscellaneous	856	3,432	5,000	5,000	5,000	5,000	5,000
543003	Travel & Training	1,058	2,228	11,000	11,000	11,000	11,000	11,000
	<b>Total Operating &amp; Contractual</b>	<b>7,008</b>	<b>11,150</b>	<b>25,000</b>	<b>157,000</b>	<b>25,000</b>	<b>155,000</b>	<b>155,000</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>460,294</b>	<b>494,687</b>	<b>598,303</b>	<b>701,303</b>	<b>624,834</b>	<b>819,363</b>	<b>819,363</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	330,034	413,588	419,617	419,617	421,330	421,330	0.41%
Fringe Benefits	192,860	193,818	191,292	191,292	205,046	205,046	7.19%
Operating/Contractual	46,385	54,735	53,000	54,000	53,000	53,000	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>569,279</b>	<b>662,139</b>	<b>663,909</b>	<b>664,909</b>	<b>679,376</b>	<b>679,376</b>	<b>2.33%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480111	Salary - City Judge	51,834	52,240	51,907	51,907	53,620	53,620	53,620
480607	Salary - Deputy Clerk	203,009	263,119	267,903	267,903	267,903	267,903	267,903
480608	Salary - Clerk of Court	36,021	54,800	55,682	55,682	55,682	55,682	55,682
480609	Salary - Secretary	39,170	43,427	44,125	44,125	44,125	44,125	44,125
	<b>Total Salaries</b>	<b>330,034</b>	<b>413,586</b>	<b>419,617</b>	<b>419,617</b>	<b>421,330</b>	<b>421,330</b>	<b>421,330</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	87,288	80,967	76,167	76,167	84,969	84,969	84,969
510202	Fringe - Hospital	101,403	107,679	109,307	109,307	114,235	114,235	114,235
510206	Fringe - Medicare Insurance Tax	3,911	4,876	5,398	5,398	5,422	5,422	5,422
510207	Fringe - Life Insurance	258	296	420	420	420	420	420
	<b>Total Fringe</b>	<b>192,860</b>	<b>193,818</b>	<b>191,292</b>	<b>191,292</b>	<b>205,046</b>	<b>205,046</b>	<b>205,046</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	1,056	0	0	0	0	0	0
520400	Office	1,936	3,202	6,000	4,000	6,000	6,000	6,000
520501	Operating - Janitorial	12,725	17,189	15,000	15,000	15,000	15,000	15,000
531410	Telephone	9,704	13,277	9,000	12,000	9,000	9,000	9,000
531701	Utilities	20,364	20,417	20,000	20,000	20,000	20,000	20,000
605101	Maintenance Buildings & Facilities	600	650	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	<b>46,385</b>	<b>54,735</b>	<b>53,000</b>	<b>54,000</b>	<b>53,000</b>	<b>53,000</b>	<b>53,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>569,279</b>	<b>662,139</b>	<b>663,909</b>	<b>664,909</b>	<b>679,376</b>	<b>679,376</b>	<b>679,376</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	1,867	1,611	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	19,390	19,513	35,000	40,000	35,000	35,000	35,000
531304	Vehicle Costs - Repairs & Maint	12,130	9,224	15,000	25,000	15,000	15,000	15,000
531410	Telephone	5,348	6,563	5,000	7,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>38,735</b>	<b>36,911</b>	<b>58,000</b>	<b>75,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
	<b>Other:</b>							
646015	RPPJ Cost Share	463,302	441,185	450,000	450,000	450,000	450,000	450,000
	<b>Total Other</b>	<b>463,302</b>	<b>441,185</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>	<b>450,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>502,037</b>	<b>478,096</b>	<b>508,000</b>	<b>525,000</b>	<b>508,000</b>	<b>508,000</b>	<b>508,000</b>

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	485,671	586,357	746,000	778,000	896,000	896,000	20.11%
Other	7,803,385	7,625,556	7,887,261	9,326,935	7,057,261	7,057,261	0.00%
Capital Outlay	79,393	166,552	500,000	563,586	500,000	500,000	0.00%
<b>Total Appropriations</b>	<b>8,368,449</b>	<b>8,378,465</b>	<b>9,133,261</b>	<b>10,668,521</b>	<b>8,453,261</b>	<b>8,453,261</b>	<b>-7.45%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	4,553	10,000	28,000	10,000	10,000	10,000
531106	Professional Fees - Audit	56,370	87,465	68,000	68,000	68,000	68,000	68,000
531110	Professional Fees & Services	164,593	168,953	300,000	300,000	300,000	450,000	450,000
531122	Fees - Occupal Licenses Collection	182,550	177,018	196,000	210,000	196,000	196,000	196,000
531209	Services - Bank Charges	9,519	9,566	9,000	9,000	9,000	9,000	9,000
533024	Economic Development	14,832	52,371	75,000	75,000	75,000	75,000	75,000
543000	Miscellaneous	20,575	49,120	48,000	48,000	48,000	48,000	48,000
543002	Dues & Subscriptions	37,232	37,311	40,000	40,000	40,000	40,000	40,000
	<b>Total Operating &amp; Contractual</b>	<b>485,671</b>	<b>586,357</b>	<b>746,000</b>	<b>778,000</b>	<b>746,000</b>	<b>896,000</b>	<b>896,000</b>
	<b>Other:</b>							
520010	Supplemental Pay - Police	865,385	810,732	865,000	811,000	865,000	865,000	865,000
520011	Supplemental Pay - Fire	638,699	658,182	639,000	658,000	639,000	639,000	639,000
543012	Fire Hydrant	95,000	95,000	95,000	95,000	95,000	95,000	95,000
543013	Street Lights	283,000	283,000	283,000	283,000	283,000	283,000	283,000
543028	Election Cost	13,149	5,939	60,000	60,000	60,000	60,000	60,000
543031	Economic Development - STR	0	0	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	8,640	10,012	7,000	7,000	7,000	7,000	7,000
646006	Probation Officer	167,376	172,331	245,000	245,000	245,000	245,000	245,000
646014	Arts Council of Central Louisiana	125,000	106,250	79,000	79,000	79,000	79,000	79,000
646032	LMA Convention	0	0	0	0	0	0	0
646033	Small Business Incubator	155,175	136,902	200,000	170,000	200,000	200,000	200,000
646034	Land Lease	11,925	12,221	15,618	15,618	15,618	15,618	15,618
646037	Storm Relief	0	0	0	502,000	0	0	0
646040	Transfer to Fire Pension Fund	22,000	0	22,000	22,000	22,000	22,000	22,000
646160	Transfers to CDA Fund	36	1,553	0	0	0	0	0
646163	Transfer to HOME Investment Fund	0	1,999	0	0	0	0	0
646402	Transfer to Sanitation Fund	0	0	146,000	639,774	146,000	146,000	146,000
646403	Transfer to Zoo Fund	1,660,000	1,757,435	1,591,000	2,110,900	787,000	787,000	787,000
646404	Transfer to Golf Course Fund	275,000	226,000	301,000	244,000	391,000	391,000	391,000
646551	Transfer to Risk Management Fund	2,655,000	2,520,000	2,719,000	2,765,000	2,903,000	2,903,000	2,903,000
646552	Transfer to Employee Benefit Fund	818,000	818,000	550,000	550,000	500,000	250,000	250,000
	<b>Total Other</b>	<b>7,803,385</b>	<b>7,625,556</b>	<b>7,887,261</b>	<b>9,326,935</b>	<b>7,307,261</b>	<b>7,057,261</b>	<b>7,057,261</b>
	<b>Capital Outlay:</b>							
707600	Machinery and Equipment	79,393	166,552	500,000	563,586	500,000	500,000	500,000
	<b>Total Capital Outlay</b>	<b>79,393</b>	<b>166,552</b>	<b>500,000</b>	<b>563,586</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>8,368,449</b>	<b>8,378,465</b>	<b>9,133,261</b>	<b>10,668,521</b>	<b>8,553,261</b>	<b>8,453,261</b>	<b>8,453,261</b>

**2020-2021 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, and various committees as assigned or appointed.

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	130,621	131,696	133,816	133,816	133,815	133,815	0.00%
Fringe Benefits	42,424	40,330	38,312	38,312	40,980	40,980	6.96%
Operating/Contractual	12,799	12,939	21,000	20,000	21,000	21,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	2,000	2,000	2,000	2,000	0.00%
<b>Total Appropriations</b>	<b>185,844</b>	<b>184,965</b>	<b>195,128</b>	<b>194,128</b>	<b>197,795</b>	<b>197,795</b>	<b>1.37%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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%
	<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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480103	Salary - Director of Finance	97,200	97,273	98,838	98,838	98,838	98,838	98,838
480604	Salary - Administrative Assistant	33,421	34,423	34,978	34,978	34,977	34,977	34,977
	<b>Total Salaries</b>	130,621	131,696	133,816	133,816	133,815	133,815	133,815
	<b>Fringe:</b>							
510201	Fringe - Pension	27,885	25,772	23,636	23,636	26,304	26,304	26,304
510202	Fringe - Hospital	7,658	7,665	7,782	7,782	7,782	7,782	7,782
510208	Fringe - Medicare Insurance Tax	2,005	2,015	2,010	2,010	2,010	2,010	2,010
510207	Fringe - Life Insurance	57	59	84	84	84	84	84
510209	Fringe - Car Allowance	4,819	4,819	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	42,424	40,330	38,312	38,312	40,980	40,980	40,980
	<b>Operating &amp; Contractual:</b>							
520400	Office	5,297	4,895	10,000	8,000	10,000	10,000	10,000
531410	Telephone	6,317	7,036	6,000	7,000	6,000	6,000	6,000
543002	Dues & Subscriptions	0	230	0	0	0	0	0
543003	Travel & Training	1,185	778	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	12,799	12,939	21,000	20,000	21,000	21,000	21,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	2,000	2,000	2,000	2,000	2,000
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	2,000	2,000	2,000	2,000	2,000
	<b>TOTAL DEPARTMENT</b>	165,844	184,965	195,128	194,128	197,795	197,795	197,795

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Tax notices prepared	21,337	22,102	22,867

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	103,471	128,435	154,693	153,693	155,829	155,829	0.73%
Fringe Benefits	53,454	57,599	59,658	59,658	63,788	63,788	6.92%
Operating/Contractual	167,095	146,425	125,000	163,000	125,000	125,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	2,379	800	0	0	5,500	5,500	0.00%
<b>Total Appropriations</b>	<b>326,399</b>	<b>333,259</b>	<b>339,351</b>	<b>376,351</b>	<b>350,117</b>	<b>350,117</b>	<b>3.17%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490126	Salary - Business Office Manager	1	1	1	1	1	1	0.00%
490642	Salary - Customer Accounts Rep	2	2	2	2	2	2	0.00%
490644	Salary - Customer Accounts Team L	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	178	1,375	6,000	6,000	6,000	6,000	6,000
490126	Salary - Business Office Manager	45,030	46,380	48,946	48,946	47,986	49,905	49,905
490642	Salary - Customer Accounts Rep	22,729	48,204	56,562	55,562	55,452	55,452	55,452
490644	Salary - Customer Accounts Team L	28,050	29,912	32,185	32,185	32,185	33,472	33,472
490690	Salary - Student Worker	7,484	2,564	11,000	11,000	11,000	11,000	11,000
	<b>Total Salaries</b>	<b>103,471</b>	<b>128,435</b>	<b>154,693</b>	<b>153,693</b>	<b>152,623</b>	<b>155,829</b>	<b>155,829</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	23,114	27,386	25,778	25,779	29,231	29,893	29,893
510202	Fringe - Hospital	28,406	28,183	30,785	30,785	30,785	30,785	30,785
510206	Fringe - Medicare Insurance Tax	1,391	1,753	2,244	2,244	2,214	2,260	2,260
510207	Fringe - Life Insurance	79	118	168	168	168	168	168
510208	Fringe - FICA Tax Retirement	464	159	682	682	682	682	682
	<b>Total Fringe</b>	<b>53,454</b>	<b>57,599</b>	<b>59,658</b>	<b>59,658</b>	<b>63,080</b>	<b>63,788</b>	<b>63,788</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	16,892	0	0	0	0	0	0
520400	Office	8,320	8,079	6,000	8,000	6,000	6,000	6,000
531101	Fees Recording	25,930	50,641	17,000	55,000	17,000	17,000	17,000
531301	Vehicle Costs - Fuel & Oil	94	70	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	446	475	1,000	1,000	1,000	1,000	1,000
531401	Postage	48,367	43,552	44,000	44,000	44,000	44,000	44,000
531410	Telephone	1,987	1,554	2,000	2,000	2,000	2,000	2,000
531500	Printing	117	780	2,000	2,000	2,000	2,000	2,000
531800	Lease	945	0	0	0	0	0	0
531900	Advertising	42,968	19,366	24,000	22,000	24,000	24,000	24,000
543003	Travel & Training	134	308	5,000	5,000	5,000	5,000	5,000
543025	Tax Rolls	20,439	20,454	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	456	1,146	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating and Contractual</b>	<b>167,095</b>	<b>146,425</b>	<b>125,000</b>	<b>163,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</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	0	800	0	0	0	0	0
707700	Office Furniture & Fixtures	2,379	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	5,500	5,500	5,500
	<b>Total Capital Outlay</b>	<b>2,379</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>
	<b>TOTAL DEPARTMENT</b>	<b>326,399</b>	<b>333,259</b>	<b>339,351</b>	<b>376,351</b>	<b>348,203</b>	<b>350,117</b>	<b>350,117</b>

**2020-2021 ANNUAL BUDGET**

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

**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 Firefighter's Pension Fund.

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Payroll checks issued	23,500	23,500	23,500
Pension fund checks (fire/police)	90	90	90
Accounts payable checks issued	10,500	10,500	10,500
Journal entries posted	5,000	5,000	5,000

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	287,139	300,220	317,793	318,793	322,567	322,567	1.50%
Fringe Benefits	163,039	161,376	155,358	155,358	167,489	167,489	7.81%
Operating/Contractual	14,657	13,381	24,000	24,000	24,000	24,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,448	325	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>466,283</b>	<b>475,302</b>	<b>497,151</b>	<b>498,151</b>	<b>514,056</b>	<b>514,056</b>	<b>3.40%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490108	Salary - Accounting Manager	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	3	3	3	3	3	3	0.00%
490339	Salary - Accounting Technician	3	3	3	3	3	3	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	6,543	6,984	6,000	7,000	6,000	6,000	6,000
490108	Salary - Accounting Manager	65,037	66,988	68,066	68,066	68,066	69,427	69,427
490230	Salary - Accountant	113,921	111,871	127,201	127,201	125,661	128,943	128,943
490399	Salary - Accounting Technician	101,638	114,377	116,526	116,526	116,526	118,197	118,197
	<b>Total Salaries</b>	<b>287,139</b>	<b>300,220</b>	<b>317,793</b>	<b>318,793</b>	<b>316,253</b>	<b>322,567</b>	<b>322,567</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	69,201	65,319	57,012	57,012	65,275	66,577	66,577
510202	Fringe - Hospital	90,512	92,567	94,086	94,086	96,597	96,597	96,597
510206	Fringe - Medicare Insurance Tax	3,134	3,283	3,966	3,966	3,944	4,021	4,021
510207	Fringe - Life Insurance	192	207	294	294	294	294	294
	<b>Total Fringe</b>	<b>163,039</b>	<b>161,376</b>	<b>155,358</b>	<b>155,358</b>	<b>166,110</b>	<b>167,489</b>	<b>167,489</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	4,875	3,348	8,000	8,000	8,000	8,000	8,000
531301	Vehicle Costs - Fuel & Oil	99	33	1,000	1,000	1,000	1,000	1,000
531304	Vehicle Costs - R & M	3	32	0	0	0	0	0
531410	Telephone	2,854	3,422	4,000	4,000	4,000	4,000	4,000
543002	Dues and Subscriptions	230	408	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	3,706	4,793	4,000	4,000	4,000	4,000	4,000
605108	Maintenance of Equipment	2,790	1,345	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>14,657</b>	<b>13,381</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	1,448	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	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	325	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>1,448</b>	<b>325</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>466,283</b>	<b>475,302</b>	<b>497,151</b>	<b>498,151</b>	<b>506,363</b>	<b>514,056</b>	<b>514,056</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Requisitions/Purchase Orders Proce	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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	241,481	280,742	260,102	253,102	268,086	268,086	3.07%
Fringe Benefits	125,912	108,258	116,870	111,870	125,657	125,657	7.52%
Operating/Contractual	13,033	11,231	25,000	24,000	25,000	25,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	14,000	14,000	0	0	0.00%
<b>Total Appropriations</b>	<b>380,426</b>	<b>400,231</b>	<b>415,972</b>	<b>402,972</b>	<b>418,743</b>	<b>418,743</b>	<b>0.67%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	561	184	3,000	3,000	3,000	3,000	3,000
490109	Salary - Purchasing Manager	63,284	102,802	54,588	54,588	53,518	53,518	53,518
490135	Salary - Purchasing Technician	58,242	59,514	62,412	62,412	61,858	63,649	63,649
490238	Salary - Senior Buyer	69,011	60,440	75,380	75,380	75,380	76,937	76,937
490363	Salary - Buyer	18,255	24,706	31,081	25,081	35,996	35,996	35,996
490618	Salary - Administrative Secretary	32,128	33,096	33,641	32,641	32,981	34,986	34,986
	<b>Total Salaries</b>	241,481	280,742	260,102	253,102	262,733	268,086	268,086
	<b>Fringe:</b>							
510201	Fringe - Pension	58,184	49,308	46,662	45,662	54,229	55,334	55,334
510202	Fringe - Hospital	65,186	56,099	66,141	62,141	66,141	66,141	66,141
510206	Fringe - Medicare Insurance Tax	2,371	2,668	3,773	3,773	3,810	3,888	3,888
510207	Fringe - Life Insurance	171	183	294	294	294	294	294
	<b>Total Fringe</b>	125,912	108,258	116,870	111,870	124,474	125,657	125,657
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	4,275	4,710	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Fuel & Oil	1,288	789	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	316	542	1,000	1,000	1,000	1,000	1,000
531410	Telephone	4,599	3,507	6,000	5,000	6,000	6,000	6,000
531500	Printing	34	479	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	639	476	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	1,278	604	4,000	4,000	4,000	4,000	4,000
605106	Maintenance Equipment	604	124	4,000	4,000	4,000	4,000	4,000
	<b>Total Operating &amp; Contractual</b>	13,033	11,231	25,000	24,000	25,000	25,000	25,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	14,000	14,000	0	0	0
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	14,000	14,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	380,426	400,231	415,972	402,972	412,207	418,743	418,743

**2020-2021 ANNUAL BUDGET**

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

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Number of sheets printed (includes letterheads, envelopes, forms, and special projects)	2,000,000 Sheets	2,050,000 Sheets	2,100,000 Sheets
Special reports and projects	200 Books	225 Books	250 Books
Utility Bill Printed per month	925 Projects	1,000 Projects	1,100 Projects
	150 Sp. Projects	200 Sp. Projects	225 Sp. Projects
	28,000	28,000	28,000

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	72,456	74,647	106,259	106,259	108,325	108,325	1.94%
Fringe Benefits	48,403	47,231	66,392	66,392	89,718	69,718	5.01%
Operating/Contractual	62,624	57,169	78,000	73,000	78,000	78,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	1,590	0	0	4,800	4,800	0.00%
<b>Total Appropriations</b>	<b>183,483</b>	<b>180,637</b>	<b>250,651</b>	<b>245,651</b>	<b>260,843</b>	<b>260,843</b>	<b>4.07%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490131	Salary - Mail Clerk	0	0	1	1	1	1	0.00%
490735	Salary - Print Shop Coordinator	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	46	65	3,000	3,000	3,000	3,000	3,000
490131	Salary - Mail Clerk	0	0	27,477	27,477	27,477	28,027	28,027
490735	Salary - Print Shop Coordinator	72,410	74,582	75,782	75,782	75,782	77,298	77,298
	<b>Total Salaries</b>	<b>72,456</b>	<b>74,647</b>	<b>106,259</b>	<b>106,259</b>	<b>106,259</b>	<b>108,325</b>	<b>108,325</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	17,459	16,247	19,062	19,062	21,931	22,358	22,358
510202	Fringe - Hospital	29,974	29,984	45,663	45,663	45,663	45,663	45,663
510206	Fringe - Medicare	913	941	1,541	1,541	1,541	1,571	1,571
510207	Fringe - Life Insurance	57	59	126	126	126	126	126
	<b>Total Fringe</b>	<b>48,403</b>	<b>47,231</b>	<b>66,392</b>	<b>66,392</b>	<b>69,261</b>	<b>69,718</b>	<b>69,718</b>
	<b>Operating &amp; Contractual:</b>							
520500	Operating Supplies	3,297	1,015	2,000	2,000	2,000	2,000	2,000
531410	Telephone	210	236	1,000	1,000	1,000	1,000	1,000
531800	Lease	33,547	30,857	47,000	42,000	47,000	47,000	47,000
543003	Travel & Training	199	199	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	25,371	24,862	27,000	27,000	27,000	27,000	27,000
	<b>Total Operating &amp; Contractual</b>	<b>62,624</b>	<b>57,169</b>	<b>78,000</b>	<b>73,000</b>	<b>78,000</b>	<b>78,000</b>	<b>78,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	4,800	4,800	4,800
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	1,590	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>1,590</b>	<b>0</b>	<b>0</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>
	<b>TOTAL DEPARTMENT</b>	<b>183,483</b>	<b>180,637</b>	<b>250,651</b>	<b>245,651</b>	<b>258,320</b>	<b>260,843</b>	<b>260,843</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Pick tickets issued	3,195	3,905	4,000
Inventory 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	161,850	175,320	193,588	187,598	194,258	194,258	0.34%
Fringe Benefits	90,847	85,599	82,739	81,739	87,867	87,867	6.20%
Operating/Contractual	34,467	24,347	31,000	52,000	31,000	31,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	44,344	8,365	23,000	23,000	0	0	0.00%
<b>Total Appropriations</b>	<b>331,508</b>	<b>293,631</b>	<b>330,337</b>	<b>344,337</b>	<b>313,125</b>	<b>313,125</b>	<b>-5.21%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490136	Salary - Supervisr Central Warehou	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	5,469	5,049	9,000	9,000	9,000	9,000	9,000
490136	Salary - Supervisor Central Warehouse	44,795	46,152	46,881	46,881	46,881	47,819	47,819
490624	Salary - Inventory Coordinator	34,365	35,396	35,965	35,965	35,965	36,685	36,685
490626	Salary - Clerical Specialist	22,799	23,483	25,438	25,438	24,939	25,937	25,937
490841	Salary - Stock Clerk	54,422	65,240	76,314	70,314	74,817	74,817	74,817
	<b>Total Salaries</b>	<b>161,850</b>	<b>175,320</b>	<b>193,598</b>	<b>187,598</b>	<b>191,602</b>	<b>194,258</b>	<b>194,258</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	38,834	38,113	33,118	33,118	37,687	38,236	38,236
510202	Fringe - Hospital	49,706	44,936	46,692	45,692	46,692	46,692	46,692
510206	Fringe - Medicare Insurance Tax	2,151	2,378	2,677	2,677	2,649	2,687	2,687
510207	Fringe - Life Insurance	156	172	252	252	252	252	252
	<b>Total Fringe</b>	<b>90,847</b>	<b>85,599</b>	<b>82,739</b>	<b>81,739</b>	<b>87,280</b>	<b>87,867</b>	<b>87,867</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	9,540	0	0	20,000	0	0	0
520200	Obsolete Inventory	2,237	2,926	3,000	3,000	3,000	3,000	3,000
520204	Uniforms	1,999	2,000	2,000	2,000	2,000	2,000	2,000
520400	Office	2,603	1,249	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	3,245	2,816	4,000	4,000	4,000	4,000	4,000
520501	Operating - Janitorial	995	972	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	1,977	2,685	2,000	3,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	4,207	2,686	3,000	4,000	3,000	3,000	3,000
531410	Telephone	2,679	1,967	4,000	3,000	4,000	4,000	4,000
531500	Printing	0	69	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	1,966	2,712	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	3,019	4,265	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>34,467</b>	<b>24,347</b>	<b>31,000</b>	<b>52,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	44,344	0	23,000	23,000	0	0	0
707600	Machinery & Equipment	0	8,365	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>44,344</b>	<b>8,365</b>	<b>23,000</b>	<b>23,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>331,508</b>	<b>293,631</b>	<b>330,337</b>	<b>344,337</b>	<b>309,882</b>	<b>313,125</b>	<b>313,125</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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 Quotes	700	825	850
Request for information from shop	850	1,200	1,300

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	61,969	64,469	66,590	61,590	67,485	67,485	1.34%
Fringe Benefits	47,711	46,964	45,498	45,498	47,494	47,494	4.39%
Operating/Contractual	6,863	6,134	10,000	10,000	10,000	10,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	24,826	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>141,369</b>	<b>117,567</b>	<b>122,088</b>	<b>117,088</b>	<b>124,979</b>	<b>124,979</b>	<b>2.37%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
450001	Salaries:							
	Overtime	1,562	2,250	3,000	3,000	3,000	3,000	3,000
490624	Salary - Inventory Coordinator	36,454	37,548	38,152	38,152	38,152	38,915	38,915
490841	Salary - Stock Clerk	23,953	24,671	25,438	20,438	25,068	25,570	25,570
	<b>Total Salaries</b>	<b>61,969</b>	<b>64,469</b>	<b>66,590</b>	<b>61,590</b>	<b>66,220</b>	<b>67,485</b>	<b>67,485</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	14,933	14,030	11,946	11,946	13,668	13,929	13,929
510202	Fringe - Hospital	32,004	32,127	32,502	32,502	32,502	32,502	32,502
510206	Fringe - Medicare Insurance Tax	717	748	966	966	960	979	979
510207	Fringe - Life Insurance	57	59	84	84	84	84	84
	<b>Total Fringe</b>	<b>47,711</b>	<b>46,964</b>	<b>45,498</b>	<b>45,498</b>	<b>47,214</b>	<b>47,494</b>	<b>47,494</b>
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	547	498	1,000	1,000	1,000	1,000	1,000
520400	Office	518	936	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	348	296	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	1,835	1,404	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	1,734	1,171	1,000	1,000	1,000	1,000	1,000
531410	Telephone	1,431	1,379	2,000	2,000	2,000	2,000	2,000
605106	Maintenance Equipment	450	450	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>6,663</b>	<b>6,134</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	24,826	0	0	0	0	0	0
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>	<b>24,826</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>141,369</b>	<b>117,567</b>	<b>122,088</b>	<b>117,088</b>	<b>123,434</b>	<b>124,979</b>	<b>124,979</b>

**2020-2021 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 transit operations and sanitation.

**FUNCTION DESCRIPTION**

The Director of Public Works manages and coordinates all public work activities for the City, including Streets, Zoo, Motor Pool, Building Services, Municipal Transit, Traffic, Sanitation, Code Enforcement, Animal Control, Engineering, and Urban Forestry.

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	309,348	329,080	321,848	315,848	318,804	318,804	-0.95%
Fringe Benefits	103,745	94,155	105,109	105,109	116,910	116,910	11.23%
Operating/Contractual	25,264	23,881	40,000	68,000	40,000	40,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	5,978	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>444,335</b>	<b>447,116</b>	<b>466,957</b>	<b>488,957</b>	<b>475,714</b>	<b>475,714</b>	<b>1.88%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	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>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480104	Salary - Director of Public Works	95,523	90,892	97,920	97,920	97,920	97,920	97,920
480604	Salary - Administrative Assistant	55,762	52,597	56,702	56,702	55,590	55,590	55,590
490228	Salary - Asst Director Public Works	138,023	160,345	137,566	137,566	134,868	136,216	136,216
490818	Salary - Administrative Secretary	20,040	25,246	29,660	23,660	29,078	29,078	29,078
	<b>Total Salaries</b>	<b>309,348</b>	<b>329,080</b>	<b>321,848</b>	<b>315,848</b>	<b>317,456</b>	<b>318,804</b>	<b>318,804</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	68,357	61,054	57,139	57,139	63,433	63,712	63,712
510202	Fringe - Hospital	25,869	23,450	38,224	38,224	43,495	43,495	43,495
510206	Fringe - Medicare Insurance Tax	4,566	4,860	4,736	4,736	4,674	4,693	4,693
510207	Fringe - Life Insurance	135	139	210	210	210	210	210
510209	Fringe - Car Allowance	4,818	4,652	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>103,745</b>	<b>94,155</b>	<b>105,109</b>	<b>105,109</b>	<b>116,612</b>	<b>116,910</b>	<b>116,910</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	15,000	0	0	0
520400	Office	1,743	5,445	7,000	7,000	14,000	14,000	14,000
531301	Vehicle Costs - Fuel & Oil	4,503	3,602	7,000	5,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	4,518	4,371	4,000	4,000	4,000	4,000	4,000
531410	Telephone	9,437	9,508	10,000	10,000	10,000	10,000	10,000
531800	Lease	3,988	636	7,000	7,000	0	0	0
543003	Travel & Training	1,075	319	5,000	20,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>25,264</b>	<b>23,881</b>	<b>40,000</b>	<b>68,000</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
	<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	0	0	0
707600	Machinery & Equipment	5,978	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>5,978</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>444,335</b>	<b>447,116</b>	<b>486,957</b>	<b>488,957</b>	<b>474,068</b>	<b>475,714</b>	<b>475,714</b>

**2020-2021 ANNUAL BUDGET**

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

**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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
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

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	281,082	271,178	291,155	288,155	290,262	290,262	-0.31%
Fringe Benefits	122,436	108,955	115,836	113,836	118,930	118,930	2.67%
Operating/Contractual	258,807	355,081	324,000	504,000	469,000	469,000	44.75%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	64,817	7,522	260,047	260,047	4,523	4,523	0.00%
<b>Total Appropriations</b>	<b>727,142</b>	<b>742,736</b>	<b>991,038</b>	<b>1,166,038</b>	<b>882,715</b>	<b>882,715</b>	<b>-10.93%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490119	Salary - Superintendent Code Enfr	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	1	1	1	1	1	1	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%
490902	Salary - Code Enforcement Officer S	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>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	21,956	21,946	15,000	21,000	15,000	15,000	15,000
490119	Salary - Superintendent Code Enforc	47,565	41,510	51,767	51,767	50,752	50,752	50,752
490141	Salary - Crew Leader	37,160	38,459	38,891	38,891	38,891	40,058	40,058
490337	Salary - Code Enforcement Officer	33,094	23,080	32,503	23,503	31,866	31,866	31,866
490618	Salary - Administrative Secretary	27,386	25,730	29,660	29,660	29,078	29,078	29,078
490746	Salary - Equipment Operator II	25,308	29,330	29,660	29,660	29,660	30,846	30,846
490820	Salary - Maintenance Worker	17,630	16,284	21,216	21,216	21,216	21,216	21,216
490902	Salary - Code Enforcement Officer	70,983	74,839	72,458	72,458	70,030	71,448	71,448
	<b>Total Salaries</b>	<b>281,082</b>	<b>271,178</b>	<b>291,155</b>	<b>288,155</b>	<b>286,493</b>	<b>290,262</b>	<b>290,262</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	67,524	56,881	52,233	52,233	59,132	59,910	59,910
510202	Fringe - Hospital	50,718	48,097	59,045	57,045	54,474	54,474	54,474
510206	Fringe - Medicare Insurance Tax	3,973	3,788	4,222	4,222	4,155	4,210	4,210
510207	Fringe - Life Insurance	221	209	336	336	336	336	336
	<b>Total Fringe</b>	<b>122,436</b>	<b>108,955</b>	<b>115,836</b>	<b>113,836</b>	<b>118,097</b>	<b>118,930</b>	<b>118,930</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	78,513	86,862	75,000	220,000	220,000	220,000	220,000
520204	Uniforms	862	1,275	1,000	1,000	1,000	1,000	1,000
520400	Office	1,986	1,968	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	15,836	13,001	16,000	16,000	16,000	16,000	16,000
520503	Operating Chemicals	722	973	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	14,455	17,471	20,000	20,000	20,000	20,000	20,000
531304	Vehicle Costs R & M	24,968	32,613	33,000	68,000	33,000	33,000	33,000
531401	Postage	13,009	12,098	13,000	13,000	13,000	13,000	13,000
531410	Telephone	3,612	3,550	5,000	5,000	5,000	5,000	5,000
531500	Printing	53	858	0	0	0	0	0
531701	Utilities	100,558	180,722	155,000	155,000	155,000	155,000	155,000
531800	Lease	879	220	1,000	1,000	1,000	1,000	1,000
531900	Advertising	0	883	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	2,411	2,285	0	0	0	0	0
605106	Maintenance Equipment	943	302	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>258,807</b>	<b>355,081</b>	<b>324,000</b>	<b>504,000</b>	<b>469,000</b>	<b>469,000</b>	<b>469,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	33,715	0	93,660	93,660	22,719	0	0
707600	Machinery & Equipment	31,102	7,522	166,387	166,387	4,523	4,523	4,523
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>64,817</b>	<b>7,522</b>	<b>280,047</b>	<b>260,047</b>	<b>27,242</b>	<b>4,523</b>	<b>4,523</b>
	<b>TOTAL DEPARTMENT</b>	<b>727,142</b>	<b>742,736</b>	<b>991,038</b>	<b>1,166,038</b>	<b>900,832</b>	<b>882,715</b>	<b>882,715</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Typewritten correspondence	900	1,000	1,000
Meetings (in hours)	700	750	750
Telephone calls	10,000	10,000	10,000
Construction-in-house	40	35	40
Consultant design w/ City Review	60	65	50
Citizens Complaints by phone	800	1,000	1,000
Citizens Complaints in field	200	200	200

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Engineering</b>	<b>ORGANIZATION:</b>	<b>042300</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	592,902	488,003	573,645	523,645	514,673	514,673	-10.28%
Fringe Benefits	241,900	211,948	248,733	237,733	235,919	235,919	-5.15%
Operating/Contractual	35,872	30,454	58,000	53,000	58,000	58,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	24,354	10,083	83,816	83,816	13,950	13,950	0.00%
<b>Total Appropriations</b>	<b>895,028</b>	<b>740,488</b>	<b>964,194</b>	<b>898,194</b>	<b>822,542</b>	<b>822,542</b>	<b>-14.69%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490107	Salary - Asst City Engineer	2	2	1	1	1	1	0.00%
490110	Salary - City Engineer	1	1	1	1	1	1	0.00%
490162	Salary - Lead Engineering Technic	1	1	1	1	1	1	0.00%
490236	Salary - Land Surveyor	1	1	1	1	0	0	0.00%
490244	Salary - Engineer in Training	0	0	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%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	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>11</b>	<b>11</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Engineering	<b>ORGANIZATION:</b>	042300

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	0	1,000	1,000	1,000	1,000	1,000
490107	Salary - Assistant City Engineer	154,951	116,293	76,060	76,060	76,060	78,342	78,342
490110	Salary - City Engineer	91,883	94,639	96,162	96,162	96,162	98,085	98,085
490162	Salary - Lead Engineering Technician	44,046	45,368	46,098	46,098	46,098	47,020	47,020
490236	Salary - Land Surveyor	70,968	0	55,908	29,908	50,752	0	0
490244	Salary - Engineer in Training	0	0	51,165	27,165	40,352	40,352	40,352
490313	Salary - Survey Technician	28,725	19,446	26,860	26,860	26,859	26,859	26,859
490341	Salary - Engineering Technician III	38,080	39,223	39,853	39,853	39,854	40,651	40,651
490342	Salary - Construction Inspector	46,453	47,846	48,617	48,617	48,617	48,617	48,617
490343	Salary - Survey Party Chief	43,707	45,018	45,743	45,743	45,743	46,657	46,657
490346	Salary - Survey Instrument Operator	26,510	30,589	31,081	31,081	31,081	32,325	32,325
490618	Salary - Administrative Secretary	24,242	25,556	29,660	29,660	29,078	29,078	29,078
490626	Salary - Clerical Specialist	23,337	24,025	25,438	25,438	24,939	25,687	25,687
	<b>Total Salaries</b>	<b>592,902</b>	<b>488,003</b>	<b>573,645</b>	<b>523,645</b>	<b>556,595</b>	<b>514,673</b>	<b>514,673</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	135,409	103,506	102,912	98,912	114,882	106,230	106,230
510202	Fringe - Hospital	98,561	102,155	137,675	130,675	137,675	122,454	122,454
510206	Fringe - Medicare Insurance Tax	7,620	6,031	7,655	7,655	7,408	6,786	6,786
510207	Fringe - Life Insurance	310	256	491	491	491	449	449
	<b>Total Fringe</b>	<b>241,900</b>	<b>211,948</b>	<b>248,733</b>	<b>237,733</b>	<b>260,456</b>	<b>235,919</b>	<b>235,919</b>
	<b>Operating &amp; Contractual</b>							
520400	Office	5,588	7,278	10,000	10,000	22,000	22,000	22,000
520519	Operating - Drafting & Survey	7,700	7,154	8,000	8,000	8,000	8,000	8,000
531101	Fees - Recording	3,079	1,950	3,000	3,000	3,000	3,000	3,000
531215	Fees, Licenses, & Permits	0	700	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	4,133	4,396	9,000	6,000	9,000	9,000	9,000
531304	Vehicle Costs - R & M	366	2,841	3,000	3,000	3,000	3,000	3,000
531410	Telephone	3,723	2,470	4,000	4,000	4,000	4,000	4,000
531500	Printing	976	55	1,000	1,000	1,000	1,000	1,000
531802	Rent - Copy Machine	6,170	0	12,000	10,000	0	0	0
543002	Dues & Subscriptions	1,185	805	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	2,391	2,805	5,000	5,000	5,000	5,000	5,000
605106	Maintenance Equipment	561	0	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>35,872</b>	<b>30,454</b>	<b>58,000</b>	<b>53,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	20,104	0	80,266	80,266	0	0	0
707600	Machinery & Equipment	0	6,533	0	0	11,500	11,500	11,500
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	4,250	3,550	3,550	3,550	2,450	2,450	2,450
	<b>Total Capital Outlay</b>	<b>24,354</b>	<b>10,083</b>	<b>83,816</b>	<b>83,816</b>	<b>13,950</b>	<b>13,950</b>	<b>13,950</b>
	<b>TOTAL DEPARTMENT</b>	<b>895,028</b>	<b>740,488</b>	<b>964,194</b>	<b>898,194</b>	<b>889,001</b>	<b>822,542</b>	<b>822,542</b>

## 2020-2021 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<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 Department 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Urban Forestry	<b>ORGANIZATION:</b>	042400

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	51,110	52,643	53,490	53,490	54,559	54,559	2.00%
Fringe Benefits	20,719	19,887	18,196	18,196	19,876	19,876	9.23%
Operating/Contractual	328,736	343,577	306,000	351,000	306,000	306,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	6,825	3,600	24,119	24,119	4,500	4,500	0.00%
<b>Total Appropriations</b>	<b>407,390</b>	<b>419,707</b>	<b>401,805</b>	<b>446,805</b>	<b>384,935</b>	<b>384,935</b>	<b>-4.20%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490106	Salary - Landscape Architect	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	1	1	1	1	1	1	0.00%

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Urban Forestry	<b>ORGANIZATION:</b>	042400

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
490106	<b>Salaries:</b>							
	Salary - Landscape Architect	51,110	52,643	53,490	53,490	53,490	54,559	54,559
	<b>Total Salaries</b>	51,110	52,643	53,490	53,490	53,490	54,559	54,559
	<b>Fringe:</b>							
510201	Fringe - Pension	12,316	11,457	9,596	9,596	11,040	11,261	11,261
510202	Fringe - Hospital	7,680	7,665	7,782	7,782	7,782	7,782	7,782
510206	Fringe - Medicare Insurance Tax	714	735	776	776	776	791	791
510207	Fringe - Life Insurance	29	30	42	42	42	42	42
	<b>Total Fringe</b>	20,719	19,887	18,196	18,196	19,640	19,876	19,876
	<b>Operating &amp; Contractual:</b>							
520500	Operating	1,914	1,552	2,000	2,000	2,000	2,000	2,000
531115	Tree Trimming/Removal	150,000	154,135	130,000	170,000	130,000	130,000	130,000
531301	Vehicle Costs - Fuel & Oil	120	38	3,000	3,000	3,000	3,000	3,000
531304	Vehicle Costs - R & M	153	0	2,000	2,000	2,000	2,000	2,000
531410	Telephone	1,502	1,151	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	949	0	0	0	0	0	0
543003	Travel & Training	1,528	1,804	2,000	2,000	2,000	2,000	2,000
605110	Maintenance Grounds & ROW	172,572	184,897	165,000	170,000	165,000	165,000	165,000
	<b>Total Operating &amp; Contractual</b>	328,736	343,577	306,000	351,000	306,000	306,000	306,000
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	24,119	24,119	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	6,825	3,600	0	0	4,500	4,500	4,500
	<b>Total Capital Outlay</b>	6,825	3,600	24,119	24,119	4,500	4,500	4,500
	<b>TOTAL DEPARTMENT</b>	407,390	419,707	401,805	446,805	383,630	384,935	384,935

**2020-2021 ANNUAL BUDGET**

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

**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, flail, and slop mow ditches, canals, 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
Orders & complaints completed	400	585	700
Emergency Call-Out	0	66	91

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Streets &amp; ROW</b>	<b>ORGANIZATION:</b>	<b>042500</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,109,010	1,146,550	1,206,656	1,226,656	1,223,496	1,223,496	1.40%
Fringe Benefits	537,594	524,464	557,218	545,218	581,153	581,153	4.30%
Operating/Contractual	1,433,451	1,146,406	1,129,000	1,404,000	1,129,000	1,129,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	801,069	615,702	583,872	583,872	111,590	111,590	0.00%
<b>Total Appropriations</b>	<b>3,881,124</b>	<b>3,433,122</b>	<b>3,476,746</b>	<b>3,759,746</b>	<b>3,045,239</b>	<b>3,045,239</b>	<b>-12.41%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490125	Salary - Superintendent	1	1	1	1	1	1	0.00%
490145	Salary - Supervisor Street Maint	2	2	2	2	2	2	0.00%
490146	Salary - Crew Leader Street Maint	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	7	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	4	4	4	4	4	4	0.00%
490820	Salary - Maintenance Worker	3	3	3	3	3	3	0.00%
490919	Salary - Supervisor Streets	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	250,437	235,065	200,000	240,000	200,000	200,000	200,000
490125	Salary - Superintendent	63,231	65,128	66,176	66,176	66,176	68,823	68,823
490145	Salary - Supervisor Street Maint	83,929	86,447	87,837	87,837	87,837	89,978	89,978
490146	Salary - Crew Leader Street Maint	110,624	114,259	116,098	116,098	116,098	118,210	118,210
490147	Salary - Maintenance Worker Senior	62,424	69,004	82,190	81,190	82,189	83,573	83,573
490618	Salary - Administrative Secretary	31,292	32,231	32,749	32,749	32,749	33,404	33,404
490624	Salary - Inventory Coordinator	33,241	34,239	35,325	35,325	34,790	35,486	35,486
490738	Salary - Equipment Operator III	116,450	124,711	130,012	130,012	130,012	135,212	135,212
490746	Salary - Equipment Operator II	153,254	192,151	207,620	201,620	207,036	208,224	208,224
490751	Salary - Fleet Maintenance Technician	29,988	31,988	32,503	32,503	32,503	33,803	33,803
490819	Salary - Equipment Operator I	83,608	89,198	109,776	105,776	108,721	110,380	110,380
490820	Salary - Maintenance Worker	49,711	30,084	63,648	54,648	62,400	62,400	62,400
490919	Salary - Supervisor Streets	40,821	42,045	42,722	42,722	42,722	44,003	44,003
	<b>Total Salaries</b>	<b>1,109,010</b>	<b>1,146,550</b>	<b>1,206,656</b>	<b>1,226,656</b>	<b>1,203,235</b>	<b>1,223,496</b>	<b>1,223,496</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	263,888	248,243	216,474	221,474	248,352	252,530	252,530
510202	Fringe - Hospital	257,200	259,668	321,948	304,948	309,581	309,581	309,581
510206	Fringe - Medicare Insurance Tax	15,707	15,535	17,494	17,494	17,446	17,740	17,740
510207	Fringe - Life Insurance	798	818	1,302	1,302	1,302	1,302	1,302
	<b>Total Fringe</b>	<b>537,594</b>	<b>524,464</b>	<b>557,218</b>	<b>545,218</b>	<b>576,681</b>	<b>581,153</b>	<b>581,153</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	47,674	23,653	0	25,000	0	0	0
520106	Contract Labor - Inmates	160,097	166,271	150,000	170,000	150,000	150,000	150,000
520204	Uniforms	8,444	4,990	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	78,843	73,762	70,000	90,000	70,000	70,000	70,000
520503	Operating Chemicals	20,081	18,722	25,000	75,000	25,000	25,000	25,000
520506	Operating Concrete & Asphalt	102,497	76,654	81,000	106,000	81,000	81,000	81,000
520507	Operating - Sand & Gravel	27,000	6,826	7,000	12,000	7,000	7,000	7,000
520514	Small Tools	2,932	1,402	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	154,627	167,517	175,000	165,000	175,000	175,000	175,000
531304	Vehicle Costs - R & M	794,888	557,560	575,000	665,000	575,000	575,000	575,000
531410	Telephone	6,920	5,306	6,000	6,000	6,000	6,000	6,000
531500	Printing	187	27,280	0	0	0	0	0
531800	Lease	17,209	0	15,000	65,000	15,000	15,000	15,000
543003	Travel & Training	2,560	4,109	4,000	4,000	4,000	4,000	4,000
605106	Maintenance Equipment	9,492	12,354	13,000	13,000	13,000	13,000	13,000
	<b>Total Operating &amp; Contractual</b>	<b>1,433,451</b>	<b>1,146,406</b>	<b>1,129,000</b>	<b>1,404,000</b>	<b>1,129,000</b>	<b>1,129,000</b>	<b>1,129,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	501,768	129,140	310,480	310,480	978,658	77,400	77,400
707600	Machinery & Equipment	296,154	486,562	273,392	273,392	1,371,135	34,190	34,190
707700	Office Furniture & Fixtures	3,147	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>801,069</b>	<b>615,702</b>	<b>583,872</b>	<b>583,872</b>	<b>2,349,793</b>	<b>111,590</b>	<b>111,590</b>
	<b>TOTAL DEPARTMENT</b>	<b>3,881,124</b>	<b>3,433,122</b>	<b>3,476,746</b>	<b>3,759,746</b>	<b>5,258,709</b>	<b>3,045,239</b>	<b>3,045,239</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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 Counts	1,100	1,100	1,300
Speed Humps Installed	200	200	0

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	304,697	308,527	316,222	324,222	312,045	312,045	-1.32%
Fringe Benefits	164,720	154,386	150,690	151,690	163,338	163,338	8.39%
Operating/Contractual	95,367	104,273	99,000	112,000	99,000	99,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	15,355	26,141	107,049	210,284	20,000	20,000	0.00%
<b>Total Appropriations</b>	<b>580,139</b>	<b>591,327</b>	<b>672,961</b>	<b>798,196</b>	<b>594,383</b>	<b>594,383</b>	<b>-11.68%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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 Sign	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>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	17,298	19,477	11,000	23,000	11,000	11,000	11,000
490310	Salary - Traffic Signal Technician	83,223	73,321	87,099	83,099	79,075	79,893	79,893
490618	Salary - Administrative Secretary	29,461	30,346	30,834	30,834	30,834	31,450	31,450
490736	Salary - Superintendent Traffic Sign	55,350	57,010	57,928	57,928	57,928	59,086	59,086
490741	Salary - Sign Artist	31,519	33,825	35,325	35,325	35,325	36,738	36,738
490821	Salary - Sign & Marking Specialist	87,846	92,548	94,036	94,036	92,634	93,878	93,878
	<b>Total Salaries</b>	<b>304,697</b>	<b>306,527</b>	<b>316,222</b>	<b>324,222</b>	<b>306,796</b>	<b>312,045</b>	<b>312,045</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	73,432	66,715	56,730	57,730	63,321	64,404	64,404
510202	Fringe - Hospital	87,504	83,839	89,501	89,501	94,072	94,072	94,072
510206	Fringe - Medicare Insurance Tax	3,557	3,602	4,123	4,123	4,449	4,526	4,526
510207	Fringe - Life Insurance	227	230	336	336	336	336	336
	<b>Total Fringe</b>	<b>164,720</b>	<b>154,386</b>	<b>150,690</b>	<b>151,690</b>	<b>162,178</b>	<b>163,338</b>	<b>163,338</b>
	<b>Operating &amp; Contractual:</b>							
520500	Operating Supplies	21,779	24,957	25,000	25,000	25,000	25,000	25,000
520509	Operating - Signs	22,037	29,271	19,000	19,000	19,000	19,000	19,000
520510	Operating - Paint	8,000	8,000	13,000	13,000	13,000	13,000	13,000
531117	Street Striping	12,000	19,296	12,000	12,000	12,000	12,000	12,000
531301	Vehicle Costs - Fuel & Oil	11,789	12,460	12,000	12,000	12,000	12,000	12,000
531304	Vehicle Costs - R & M	13,996	8,259	13,000	24,000	13,000	13,000	13,000
531410	Telephone	1,967	1,502	3,000	3,000	3,000	3,000	3,000
531500	Printing	0	0	0	0	0	0	0
543003	Travel & Training	0	0	0	2,000	0	0	0
605106	Maintenance Equipment	3,799	528	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>95,367</b>	<b>104,273</b>	<b>99,000</b>	<b>112,000</b>	<b>99,000</b>	<b>99,000</b>	<b>99,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	88,254	191,489	0	0	0
707600	Machinery & Equipment	15,355	26,141	18,795	18,795	20,000	20,000	20,000
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>15,355</b>	<b>26,141</b>	<b>107,049</b>	<b>210,284</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>580,139</b>	<b>591,327</b>	<b>672,961</b>	<b>798,196</b>	<b>587,974</b>	<b>594,383</b>	<b>594,383</b>

**2020-2021 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 work is 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	854,468	917,713	800,597	754,597	787,351	787,351	-1.65%
Fringe Benefits	461,915	453,798	388,369	370,369	411,619	411,619	5.99%
Operating/Contractual	1,291,152	1,269,035	1,243,000	1,297,000	1,243,000	1,243,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	117,309	8,950	191,967	191,967	89,627	89,627	0.00%
<b>Total Appropriations</b>	<b>2,724,844</b>	<b>2,649,496</b>	<b>2,623,933</b>	<b>2,613,933</b>	<b>2,531,597</b>	<b>2,531,597</b>	<b>-3.52%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490149	Salary - Custodial Worker	6	6	3	3	3	3	0.00%
490150	Salary - Supervisor Custodial	1	1	0	0	0	0	0.00%
490153	Salary - Supervisor Building Maint	2	2	2	2	2	2	0.00%
490234	Salary - Superintendent-Bldg Maint	1	1	1	1	1	1	0.00%
490503	Salary - Community Center Attenda	1	1	0	0	0	0	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%
490823	Salary - Lead Custodial Worker	3	3	1	1	1	1	0.00%
490830	Salary - Building Maintenance Spec	2	2	2	2	2	2	0.00%
490859	Salary - Mechanical Systems Tech	3	3	3	3	3	3	0.00%
490924	Salary - Crew Leader-Carpentry	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>29</b>	<b>29</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	45,294	47,944	36,000	36,000	36,000	36,000	36,000
490149	Salary - Custodial Worker	122,588	124,998	67,383	67,383	65,867	67,439	67,439
490150	Salary - Supervisor Custodial	33,892	36,143	0	0	0	0	0
490153	Salary - Supervisor Building Maint	91,600	115,080	95,867	90,867	85,166	85,996	85,996
490234	Salary - Superintendent-Bldg Maint	63,321	65,221	66,270	66,270	66,271	67,596	67,596
490503	Salary - Community Center Attenda	897	18,885	0	0	0	0	0
490618	Salary - Administrative Secretary	27,386	28,188	29,660	29,660	29,078	29,078	29,078
490626	Salary - Clerical Specialist	18,290	11,720	25,438	24,438	24,939	24,939	24,939
490711	Salary - Electrician	12,034	13,679	33,903	28,903	33,238	33,238	33,238
490742	Salary - Painter	94,838	98,134	99,713	99,713	99,712	101,706	101,706
490748	Salary - Carpenter	85,502	84,383	97,509	91,509	96,872	98,172	98,172
490823	Salary - Lead Custodial Worker	76,531	78,534	27,939	27,939	26,859	26,859	26,859
490830	Salary - Building Maintenance Spec	48,922	38,854	62,162	52,162	60,944	60,944	60,944
490859	Salary - Mechanical Systems Tech	103,256	121,185	123,428	104,428	118,646	118,646	118,646
490924	Salary - Crew Leader-Carpentry	30,117	34,765	35,325	35,325	35,325	36,738	36,738
	<b>Total Salaries</b>	<b>854,468</b>	<b>917,713</b>	<b>800,597</b>	<b>754,597</b>	<b>778,917</b>	<b>787,351</b>	<b>787,351</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	203,629	192,506	143,548	136,548	160,317	162,058	162,058
510202	Fringe - Hospital	245,661	248,258	232,294	221,294	237,208	237,208	237,208
510206	Fringe - Medicare Insurance Tax	11,888	12,266	11,603	11,603	11,306	11,429	11,429
510207	Fringe - Life Insurance	737	768	924	924	924	924	924
	<b>Total Fringe</b>	<b>461,915</b>	<b>453,798</b>	<b>388,369</b>	<b>370,369</b>	<b>409,754</b>	<b>411,619</b>	<b>411,619</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	133,465	72,027	40,000	71,000	40,000	40,000	40,000
520106	Contract Labor-Inmates	80,048	83,134	74,000	74,000	74,000	74,000	74,000
520204	Uniforms	7,192	6,995	6,000	6,000	6,000	6,000	6,000
520400	Office	2,008	1,918	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	44,616	48,563	43,000	46,000	43,000	43,000	43,000
520501	Operating - Janitorial	47,179	39,143	16,000	25,000	16,000	16,000	16,000
520510	Operating - Paint	2,388	2,712	5,000	5,000	5,000	5,000	5,000
520514	Small Tools	1,556	7,212	5,000	5,000	5,000	5,000	5,000
520520	Operating - Locks/Keys	2,735	2,743	2,000	2,000	2,000	2,000	2,000
531301	Vehicle Costs - Fuel & Oil	31,279	32,044	40,000	34,000	40,000	40,000	40,000
531304	Vehicle Costs - R & M	21,728	21,951	28,000	23,000	28,000	28,000	28,000
531410	Telephone	10,785	11,103	12,000	12,000	12,000	12,000	12,000
531500	Printing	237	496	0	0	0	0	0
531701	Utilities	463,844	461,056	500,000	465,000	500,000	500,000	500,000
543003	Travel & Training	231	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	409,976	443,089	435,000	475,000	435,000	435,000	435,000
605106	Maintenance Equipment	4,985	5,386	10,000	10,000	10,000	10,000	10,000
605110	Maintenance Grounds & ROW	26,900	29,463	25,000	42,000	25,000	25,000	25,000
	<b>Total Operating &amp; Contractual</b>	<b>1,291,152</b>	<b>1,269,035</b>	<b>1,243,000</b>	<b>1,297,000</b>	<b>1,243,000</b>	<b>1,243,000</b>	<b>1,243,000</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	68,136	68,136	68,136
707500	Vehicles	29,860	0	98,700	98,700	63,710	0	0
707600	Machinery & Equipment	57,574	8,950	30,570	30,570	30,481	21,491	21,491
707700	Office Furniture & Fixtures	29,875	0	62,697	62,697	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	117,309	8,950	191,967	191,967	162,327	89,627	89,627
	<b>TOTAL DEPARTMENT</b>	2,724,844	2,649,496	2,623,933	2,613,933	2,593,998	2,531,597	2,531,597

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	25,792	39,812	0	0	0	0	0
520501	Operating - Janitorial	1,998	1,999	0	0	0	0	0
531410	Telephone	674	747	0	0	0	0	0
531701	Utilities	6,028	5,187	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>34,492</b>	<b>47,745</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</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>34,492</b>	<b>47,745</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Martin Community Ctr	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	23,894	28,598	0	0	0	0	0
520501	Operating - Janitorial	2,988	2,969	0	0	0	0	0
531410	Telephone	916	1,121	0	0	0	0	0
531701	Utilities	836	11,189	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	28,634	43,875	0	0	0	0	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	28,634	43,875	0	0	0	0	0

**2020-2021 ANNUAL BUDGET**

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

**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 maintaing 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
Body Shop Repairs	266	270	280
Brakes/Clutch Repairs	333	340	345
State Inspections on Road Vehicles	775	800	825

**CITY OF ALEXANDRIA**

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	775,613	795,266	878,150	858,150	885,568	885,568	0.84%
Fringe Benefits	435,903	403,096	413,269	402,269	438,964	438,964	6.22%
Operating/Contractual	112,432	99,113	88,000	129,000	88,000	88,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	112,799	62,716	115,711	115,711	161,973	161,973	0.00%
<b>Total Appropriations</b>	<b>1,436,747</b>	<b>1,360,191</b>	<b>1,495,130</b>	<b>1,505,130</b>	<b>1,574,505</b>	<b>1,574,505</b>	<b>5.31%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490118	Salary - Superintendent Fleet Maint	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maint	3	3	3	3	3	3	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%
490750	Salary - Fleet Maintenance Tech Sr	11	11	11	11	11	11	0.00%
490752	Salary - Fleet Collision Repair Tech	2	2	2	2	2	2	0.00%
490834	Salary - Fleet Service Technician	6	6	6	6	6	6	0.00%
	<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	25,453	23,103	18,000	45,000	18,000	18,000	18,000
490118	Salary - Superintendent Fleet Maint	57,866	59,602	60,560	60,560	60,561	61,772	61,772
490139	Salary - Supervisor Fleet Maintenance	119,565	120,811	123,988	123,988	123,989	126,098	126,098
490618	Salary - Administrative Secretary	29,757	17,939	29,660	29,660	29,078	29,078	29,078
490626	Salary - Clerical Specialist	21,686	21,603	25,438	25,438	24,939	25,937	25,937
490750	Salary - Fleet Maintenance Tech Se	340,905	370,826	397,963	367,963	395,493	403,484	403,484
490752	Salary - Fleet Collision Repair Tech	57,236	65,895	66,956	65,956	65,344	66,014	66,014
490834	Salary - Fleet Service Technician	123,145	115,487	155,585	139,585	153,589	155,185	155,185
	<b>Total Salaries</b>	<b>775,613</b>	<b>795,266</b>	<b>878,150</b>	<b>858,150</b>	<b>870,993</b>	<b>885,568</b>	<b>885,568</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	188,520	171,925	157,542	155,542	179,789	182,780	182,780
510202	Fringe - Hospital	238,561	219,939	241,946	232,946	242,289	242,289	242,289
510206	Fringe - Medicare Insurance Tax	10,202	10,568	12,731	12,731	12,630	12,845	12,845
510207	Fringe - Life Insurance	620	664	1,050	1,050	1,050	1,050	1,050
	<b>Total Fringe</b>	<b>435,903</b>	<b>403,096</b>	<b>413,269</b>	<b>402,269</b>	<b>435,738</b>	<b>438,964</b>	<b>438,964</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	18,431	2,231	0	0	0	0	0
520204	Uniforms	5,673	5,796	4,000	6,000	4,000	4,000	4,000
520400	Office	262	916	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	19,601	17,980	17,000	27,000	17,000	17,000	17,000
520514	Small Tools	3,885	1,497	4,000	4,000	4,000	4,000	4,000
531212	Disposal	8,780	5,464	5,000	15,000	5,000	5,000	5,000
531301	Vehicle Costs Fuel & Oil	18,561	18,705	16,000	20,000	16,000	16,000	16,000
531304	Vehicle Costs - R & M	28,465	34,112	21,000	40,000	21,000	21,000	21,000
531410	Telephone	2,912	3,276	5,000	3,000	5,000	5,000	5,000
543003	Travel & Training	458	5,318	5,000	5,000	5,000	5,000	5,000
605101	Maintenance Bldg & Facilities	0	0	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	5,404	3,818	9,000	7,000	9,000	9,000	9,000
	<b>Total Operating &amp; Contractual</b>	<b>112,432</b>	<b>99,113</b>	<b>88,000</b>	<b>129,000</b>	<b>88,000</b>	<b>88,000</b>	<b>88,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	30,563	30,563	0	0	0
707500	Vehicles	46,651	0	0	0	55,578	55,578	55,578
707600	Machinery & Equipment	53,696	45,218	62,257	62,257	79,139	79,139	79,139
707700	Office Furniture & Fixtures	0	0	0	0	5,465	5,465	5,465
707702	Computer Software	12,452	17,498	22,891	22,891	21,791	21,791	21,791
	<b>Total Capital Outlay</b>	<b>112,799</b>	<b>62,716</b>	<b>115,711</b>	<b>115,711</b>	<b>161,973</b>	<b>161,973</b>	<b>161,973</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,438,747</b>	<b>1,360,191</b>	<b>1,495,130</b>	<b>1,505,130</b>	<b>1,556,704</b>	<b>1,574,505</b>	<b>1,574,505</b>

**2020-2021 ANNUAL BUDGET**

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

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**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 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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Telephone Calls	6,500	6,500	6,500
Animals Returned to Owner	272	300	300
Animals Impounded	5,467	5,000	5,000
Animals Adopted	255	320	320
Animals Incinerated	5,942	5,300	5,300
Citations Issued	141	150	150
Animals Euthanized	4,516	4,000	4,000

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	274,584	296,749	309,477	309,477	315,627	315,627	1.99%
Fringe Benefits	125,076	119,666	116,219	116,219	121,363	121,363	4.43%
Operating/Contractual	209,962	185,437	178,000	183,000	178,000	178,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	31,274	14,163	69,000	102,749	23,700	23,700	-65.65%
<b>Total Appropriations</b>	<b>640,896</b>	<b>616,015</b>	<b>672,696</b>	<b>711,445</b>	<b>638,690</b>	<b>638,690</b>	<b>-5.06%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490144	Salary - Kennel Technician	3	3	3	3	3	3	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 Cntr	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>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	31,371	33,647	30,000	30,000	30,000	30,000	30,000
490141	Salary - Crew Leader	31,289	33,366	33,903	33,903	33,903	34,920	34,920
490144	Salary - Kennel Technician	43,296	56,050	65,852	65,852	65,852	67,412	67,412
490618	Salary - Administrative Secretary	26,066	26,850	29,660	29,660	29,078	30,242	30,242
490626	Salary - Clerical Specialist	23,483	24,187	25,438	25,438	24,939	25,937	25,937
490855	Salary - Superintendent Animal Cntr	57,901	59,638	60,598	60,598	60,598	61,810	61,810
490856	Salary - Animal Control Officer	61,176	63,011	64,026	64,026	64,026	65,306	65,306
	<b>Total Salaries</b>	<b>274,584</b>	<b>296,749</b>	<b>309,477</b>	<b>309,477</b>	<b>308,396</b>	<b>315,627</b>	<b>315,627</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	66,164	64,540	55,519	55,519	63,652	65,146	65,146
510202	Fringe - Hospital	54,951	50,826	55,834	55,834	51,263	51,263	51,263
510206	Fringe - Medicare Insurance Tax	3,732	4,046	4,488	4,488	4,473	4,576	4,576
510207	Fringe - Life Insurance	229	254	378	378	378	378	378
	<b>Total Fringe</b>	<b>125,076</b>	<b>119,666</b>	<b>116,219</b>	<b>116,219</b>	<b>119,766</b>	<b>121,363</b>	<b>121,363</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	47,382	33,855	0	0	0	0	0
520204	Uniforms	2,931	2,948	3,000	4,000	3,000	3,000	3,000
520400	Office	891	652	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	31,146	28,457	34,000	34,000	34,000	34,000	34,000
520502	Operating Cleaner	2,824	4,185	3,000	3,000	3,000	3,000	3,000
520504	Operating - Animal Food	9,960	11,310	10,000	10,000	10,000	10,000	10,000
520515	Operating Medical Supplies	1,971	1,928	2,000	2,000	2,000	2,000	2,000
531103	Professional Fees - Veterinarian	23,122	36,965	27,000	27,000	27,000	27,000	27,000
531301	Vehicle Costs - Fuel & Oil	11,811	11,807	19,000	14,000	19,000	19,000	19,000
531304	Vehicle Costs - R & M	11,015	6,230	8,000	15,000	8,000	8,000	8,000
531410	Telephone	2,494	2,268	4,000	3,000	4,000	4,000	4,000
531500	Printing	924	542	0	0	0	0	0
531701	Utilities	21,762	24,448	22,000	25,000	22,000	22,000	22,000
543003	Travel & Training	2,907	3,033	2,000	2,000	2,000	2,000	2,000
605101	Maintenance Bldg & Facilities	17,937	10,420	16,000	16,000	16,000	16,000	16,000
605106	Maintenance Equipment	21,085	6,389	27,000	27,000	27,000	27,000	27,000
	<b>Total Operating &amp; Contractual</b>	<b>209,962</b>	<b>185,437</b>	<b>178,000</b>	<b>183,000</b>	<b>178,000</b>	<b>178,000</b>	<b>178,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	4,350	27,000	60,749	23,700	23,700	23,700
707500	Vehicles	0	0	42,000	42,000	45,000	0	0
707600	Machinery & Equipment	31,274	9,813	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>31,274</b>	<b>14,163</b>	<b>69,000</b>	<b>102,749</b>	<b>68,700</b>	<b>23,700</b>	<b>23,700</b>
	<b>TOTAL DEPARTMENT</b>	<b>640,896</b>	<b>616,015</b>	<b>672,696</b>	<b>711,445</b>	<b>674,862</b>	<b>638,690</b>	<b>638,690</b>

**2020-2021 ANNUAL BUDGET**

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

**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 Planning 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 Works Division. The 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 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	054700

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	152,805	211,747	222,055	222,055	285,136	285,136	28.41%
Fringe Benefits	49,117	61,050	65,602	65,602	102,016	102,016	55.51%
Operating/Contractual	42,898	20,552	52,000	43,000	52,000	52,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	2,495	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>244,820</b>	<b>295,844</b>	<b>339,657</b>	<b>330,657</b>	<b>439,152</b>	<b>439,152</b>	<b>29.29%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480105	Salary - Director of Planning	1	1	1	1	1	1	0.00%
480230	Salary - Historic Preservation Asst-P	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490228	Salary - Asst Director of Planning	0	0	0	0	1	1	1.00%
490240	Salary - Zoning Enforcement Analyst	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>1.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	054700

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480105	Salary - Director of Planning	80,308	74,625	73,950	73,950	72,500	72,500	72,500
480230	Salary - Historic Preservation Asst-F	7,124	39,889	40,531	40,531	39,736	39,736	39,736
480604	Salary - Executive Secretary	27,700	28,531	28,990	28,990	28,422	28,422	28,422
490229	Salary - Asst Director of Planning	0	0	0	0	0	67,434	67,434
490240	Salary - Zoning Enforcement Analyst	37,673	68,702	78,584	78,584	77,044	77,044	77,044
	<b>Total Salaries</b>	<b>152,805</b>	<b>211,747</b>	<b>222,055</b>	<b>222,055</b>	<b>217,702</b>	<b>285,136</b>	<b>285,136</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	21,290	27,956	31,475	31,475	32,938	44,321	44,321
510202	Fringe - Hospital	19,799	22,673	23,346	23,346	30,785	46,006	46,006
510206	Fringe - Medicare Insurance Tax	2,385	3,232	3,300	3,300	3,237	4,215	4,215
510207	Fringe - Life Insurance	68	101	168	168	168	210	210
510208	Fringe - FICA Tax Retirement	756	2,473	2,513	2,513	2,464	2,464	2,464
510209	Fringe - Car Allowance	4,819	4,615	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>49,117</b>	<b>61,050</b>	<b>65,602</b>	<b>65,602</b>	<b>74,392</b>	<b>102,016</b>	<b>102,016</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	16,578	4,997	5,000	3,000	5,000	5,000	5,000
520400	Office	4,498	5,765	10,000	10,000	10,000	10,000	10,000
531110	Professional Fees & Services	4,052	3,888	10,000	5,000	10,000	10,000	10,000
531301	Vehicle Costs - Fuel & Oil	0	0	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs R & M	614	0	3,000	1,000	3,000	3,000	3,000
531410	Telephone	1,809	3,077	3,000	3,000	3,000	3,000	3,000
531500	Printing	203	434	1,000	1,000	1,000	1,000	1,000
531900	Advertising	1,380	937	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	1,369	0	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	7,395	1,414	3,000	3,000	3,000	3,000	3,000
605106	Maintenance - Equipment	0	0	1,000	1,000	1,000	1,000	1,000
646043	Historic Preservation Dist Commiss	5,000	40	10,000	10,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	<b>42,898</b>	<b>20,552</b>	<b>52,000</b>	<b>43,000</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</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	2,495	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>2,495</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>244,820</b>	<b>295,844</b>	<b>339,657</b>	<b>330,657</b>	<b>344,094</b>	<b>439,152</b>	<b>439,152</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Construction Developmt	<b>ORGANIZATION:</b>	054702

**GOAL MISSION STATEMENT**

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Construction Development	<b>ORGANIZATION:</b>	054702

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	410,575	405,218	448,571	435,571	411,250	411,250	-7.91%
Fringe Benefits	183,760	167,300	160,934	160,934	175,795	175,795	9.23%
Operating/Contractual	52,918	47,296	64,000	66,000	64,000	64,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	25,519	0	46,806	46,806	0	0	0.00%
<b>Total Appropriations</b>	<b>672,772</b>	<b>619,814</b>	<b>718,311</b>	<b>709,311</b>	<b>651,045</b>	<b>651,045</b>	<b>-9.36%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490161	Salary - Permit Technician	2	2	2	2	2	2	0.00%
490903	Salary - Multi Trades Inspector	6	6	6	6	5	5	0.00%
490907	Salary - Superintendent Constructio	1	1	1	1	1	1	0.00%
490911	Salary - Plans Reviewer	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>9</b>	<b>9</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Planning	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Construction Development	<b>ORGANIZATION:</b>	054702

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	11,572	8,516	10,000	14,000	10,000	10,000	10,000
490161	Salary - Permit Technician	44,762	49,917	56,562	49,562	55,452	56,561	56,561
490903	Salary - Multi Trades Inspector	258,569	247,928	274,434	272,434	272,323	236,120	236,120
490907	Salary - Superintendent Constructio	52,693	54,274	60,275	56,275	59,093	61,457	61,457
490911	Salary - Plans Reviewer	42,979	44,583	45,300	43,300	43,118	47,112	47,112
	<b>Total Salaries</b>	<b>410,575</b>	<b>405,218</b>	<b>446,571</b>	<b>435,571</b>	<b>439,986</b>	<b>411,250</b>	<b>411,250</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	98,840	88,124	80,115	80,115	90,813	84,882	84,882
510202	Fringe - Hospital	78,964	73,285	73,923	73,923	99,794	84,573	84,573
510206	Fringe - Medicare Insurance Tax	5,676	5,611	6,476	6,476	6,380	5,962	5,962
510207	Fringe - Life Insurance	280	280	420	420	420	378	378
	<b>Total Fringe</b>	<b>183,760</b>	<b>167,300</b>	<b>160,934</b>	<b>160,934</b>	<b>197,407</b>	<b>175,795</b>	<b>175,795</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	3,381	0	0	0	0	0	0
520204	Uniforms	2,373	2,642	3,000	3,000	3,000	3,000	3,000
520400	Office	3,585	4,072	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	3,161	3,247	5,000	5,000	10,000	10,000	10,000
520516	Small Tools	141	0	0	0	0	0	0
531215	Fees, Licenses, & Permits	385	0	0	0	0	0	0
531301	Vehicle Costs-Fuel & Oil	14,321	14,183	14,000	14,000	14,000	14,000	14,000
531304	Vehicle Costs-R & M	5,808	2,381	5,000	5,000	5,000	5,000	5,000
531410	Telephone	8,846	7,274	10,000	12,000	10,000	10,000	10,000
531500	Printing	317	296	4,000	4,000	4,000	4,000	4,000
531800	Lease	5,309	1,561	5,000	5,000	0	0	0
543002	Dues & Subscriptions	1,113	2,505	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	4,178	9,135	10,000	10,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	<b>52,918</b>	<b>47,296</b>	<b>64,000</b>	<b>66,000</b>	<b>64,000</b>	<b>64,000</b>	<b>64,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	25,519	0	46,806	46,806	28,398	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>25,519</b>	<b>0</b>	<b>46,806</b>	<b>46,806</b>	<b>28,398</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>672,772</b>	<b>619,814</b>	<b>718,311</b>	<b>709,311</b>	<b>729,791</b>	<b>651,045</b>	<b>651,045</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Accidents	4,820	4,653	4,700
Calls for Service	57,456	54,995	58,000
Public Service	5,168	4,960	5,200

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	9,838,967	9,713,011	10,229,590	9,910,590	9,833,399	9,833,399	-3.87%
Fringe Benefits	4,286,966	4,264,802	5,460,431	5,140,431	5,425,678	5,425,678	-0.64%
Operating/Contractual	1,881,661	2,074,553	2,354,000	2,951,000	2,354,000	2,354,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	514,180	795,811	872,742	1,164,100	526,966	526,966	0.00%
<b>Total Appropriations</b>	<b>16,521,774</b>	<b>16,848,177</b>	<b>18,916,763</b>	<b>19,166,121</b>	<b>18,140,043</b>	<b>18,140,043</b>	<b>-4.11%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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%
440129	Salary - Deputy Police Chief	1	1	1	1	0	0	0.00%
440217	Salary - Captain	4	4	4	4	4	4	0.00%
440218	Salary - Lieutenant	12	12	12	12	12	12	0.00%
440358	Salary - Sergeant	32	32	32	32	32	32	0.00%
440359	Salary - Communications Officers	17	17	17	17	17	17	0.00%
440404	Salary - Corporal	58	54	51	51	52	52	0.00%
440405	Salary - Police Officer	52	56	64	64	57	57	0.00%
440407	Salary - Jailers	2	2	2	2	2	2	0.00%
440408	Salary - School Patrol	15	15	15	15	15	15	0.00%
440412	Salary - Reserve Police Officer	20	20	20	20	20	20	0.00%
440516	Salary - Record Clerk	13	13	13	14	14	14	0.00%
440518	Salary - Secretary (Chief)	1	1	1	1	1	1	0.00%
490339	Salary - Accounting Technician	1	1	1	0	0	0	0.00%
	<b>Total Positions</b>	<b>230</b>	<b>230</b>	<b>235</b>	<b>235</b>	<b>228</b>	<b>228</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
440126	Salary - Police Chief	87,615	82,627	95,880	95,880	96,000	96,000	96,000
440127	Salary - Assistant Chief	82,512	77,165	86,539	86,539	78,325	78,325	78,325
440129	Salary - Deputy Police Chief	67,344	69,545	70,665	70,665	69,279	0	0
440217	Salary - Captain	283,826	300,514	305,350	305,350	305,831	305,831	305,831
440218	Salary - Lieutenant	733,741	784,574	804,310	800,310	794,729	794,729	794,729
440358	Salary - Sergeant	1,733,862	1,702,656	1,758,376	1,744,376	1,732,090	1,732,090	1,732,090
440359	Salary - Communications Officers	486,160	488,609	534,193	501,193	526,436	526,436	526,436
440404	Salary - Corporal	2,191,095	2,099,528	2,057,545	2,043,545	2,065,000	2,065,000	2,065,000
440405	Salary - Police Officer	1,674,641	1,534,045	2,219,520	1,869,520	2,142,000	1,965,200	1,965,200
440407	Salary - Jailers	82,211	84,677	86,040	86,040	85,033	85,033	85,033
440408	Salary - School Patrol	44,820	48,260	61,009	61,009	59,813	59,813	59,813
440412	Salary - Reserve Police Officer	0	0	10,000	10,000	10,000	10,000	10,000
440616	Salary - Record Clerk	381,335	400,917	407,063	429,063	430,459	430,459	430,459
440618	Salary - Secretary (Chief)	55,370	56,731	47,483	47,483	47,483	47,483	47,483
490339	Salary - Accounting Technician	46,454	47,847	48,617	26,617	0	0	0
450001	Overtime	985,668	933,980	792,000	858,000	792,000	792,000	792,000
450002	Stand by Pay	21,095	21,950	22,000	22,000	22,000	22,000	22,000
450003	Accumulated Leave Pay	444,091	526,092	325,000	375,000	325,000	325,000	325,000
450004	Court Pay	50,282	36,208	58,000	58,000	58,000	58,000	58,000
450005	Holiday Pay	256,850	266,847	285,000	265,000	285,000	285,000	285,000
450006	Differential Pay	15,613	15,726	11,000	11,000	11,000	11,000	11,000
450008	Premium Pay	92,064	88,313	87,000	87,000	87,000	87,000	87,000
450010	City Supplemental Pay	22,318	46,200	57,000	57,000	57,000	57,000	57,000
	<b>Total Salaries</b>	<b>9,838,967</b>	<b>9,713,011</b>	<b>10,229,590</b>	<b>9,910,590</b>	<b>10,079,478</b>	<b>9,833,399</b>	<b>9,833,399</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	2,423,791	2,471,499	3,324,927	3,074,927	3,414,827	3,317,620	3,317,620
510202	Fringe - Hospital	1,708,344	1,636,613	1,976,054	1,906,054	2,060,953	1,954,406	1,954,406
510204	Fringe - Clothing Allowance	0	0	0	0	0	0	0
510206	Fringe - Medicare Insurance Tax	141,285	140,386	146,647	146,647	145,390	141,218	141,218
510207	Fringe - Life Insurance	5,213	5,274	8,400	8,400	8,400	8,106	8,106
510208	Fringe - FICA Tax Retirement	8,333	11,030	4,403	4,403	4,328	4,328	4,328
	<b>Total Fringe</b>	<b>4,286,966</b>	<b>4,264,802</b>	<b>5,460,431</b>	<b>5,140,431</b>	<b>5,633,898</b>	<b>5,425,678</b>	<b>5,425,678</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	56,667	70,819	45,000	50,000	45,000	45,000	45,000
520204	Uniforms	36,917	55,864	35,000	48,000	35,000	35,000	35,000
520400	Office	37,458	38,861	40,000	40,000	40,000	40,000	40,000
520500	Operating Supplies	134,543	148,845	150,000	165,000	150,000	150,000	150,000
520501	Operating - Janitorial	7,041	7,824	8,000	8,000	8,000	8,000	8,000
520504	Operating - Animal Food	3,393	5,598	6,000	6,000	6,000	6,000	6,000
520517	Operating - Crime Scene	18,609	19,580	20,000	20,000	20,000	20,000	20,000
520525	Operating - Informants	10,080	9,047	15,000	15,000	15,000	15,000	15,000
520526	Operating - Narcotics Confiscation	9,488	25,471	35,000	94,000	35,000	35,000	35,000
520529	Operating - Narcotics Confiscation P	10,034	0	0	17,000	0	0	0
520557	Operating - Academy	86,223	81,867	85,000	95,000	85,000	85,000	85,000
531103	Professional Fees - Veterinarian	5,738	7,227	4,000	4,000	4,000	4,000	4,000
531105	Rapides Parish Coroner	126,915	130,063	126,000	140,000	126,000	126,000	126,000
531110	Professional Fees	18,248	87,300	0	182,000	0	0	0
531261	Services - Prisoner Detention	393,628	348,885	420,000	500,000	420,000	420,000	420,000
531301	Vehicle Costs - Fuel & Oil	302,844	312,104	350,000	330,000	350,000	350,000	350,000

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual(Cont)</b>							
531304	Vehicle Costs - R & M	248,311	337,500	240,000	375,000	240,000	240,000	240,000
531410	Telephone	137,754	138,414	130,000	130,000	130,000	130,000	130,000
531500	Printing	6,170	4,089	3,000	3,000	3,000	3,000	3,000
531701	Utilities	46,474	68,407	135,000	135,000	135,000	135,000	135,000
531800	Lease	48,851	36,090	55,000	50,000	55,000	55,000	55,000
543002	Dues & Subscriptions	19,106	18,863	12,000	19,000	12,000	12,000	12,000
543003	Travel & Training	29,691	39,519	30,000	30,000	30,000	30,000	30,000
543032	Community Policing Program	19,169	19,021	20,000	20,000	20,000	20,000	20,000
543038	Downtown Security	0	0	300,000	400,000	300,000	300,000	300,000
605101	Maintenance Bldg & Facilities	21,029	20,513	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	47,280	42,782	70,000	55,000	70,000	70,000	70,000
	<b>Total Operating &amp; Contractual</b>	<b>1,881,661</b>	<b>2,074,553</b>	<b>2,354,000</b>	<b>2,951,000</b>	<b>2,354,000</b>	<b>2,354,000</b>	<b>2,354,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	182,109	0	0
707500	Vehicles	189,008	493,015	516,105	650,463	1,030,622	305,934	305,934
707600	Machinery & Equipment	283,261	232,634	251,515	408,515	523,832	208,937	208,937
707700	Furniture & Fixtures	10,536	4,373	13,372	13,372	25,306	12,095	12,095
707702	Computer Software	31,375	65,789	91,750	91,750	153,700	0	0
707900	Animals	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>514,180</b>	<b>795,811</b>	<b>872,742</b>	<b>1,164,100</b>	<b>1,915,569</b>	<b>526,966</b>	<b>526,966</b>
	<b>TOTAL DEPARTMENT</b>	<b>16,521,774</b>	<b>16,848,177</b>	<b>18,916,763</b>	<b>19,166,121</b>	<b>19,982,945</b>	<b>18,140,043</b>	<b>18,140,043</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	19,786	12,608	31,000	31,000	31,000	31,000	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>	19,786	12,608	31,000	31,000	31,000	31,000	0.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	217	1,821	2,000	2,000	2,000	2,000	2,000
531110	Professional Fees And Services	9,604	6,874	14,000	14,000	14,000	14,000	14,000
531500	Printing	906	362	0	0	0	0	0
531900	Advertising	9,059	3,551	13,000	13,000	13,000	13,000	13,000
605106	Maintenance Equipment	0	0	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>19,786</b>	<b>12,608</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</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
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>19,786</b>	<b>12,608</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>	<b>31,000</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
<b>Total Alarms</b>	<b>4,800</b>	<b>4,800</b>	<b>4,800</b>

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	6,326,485	6,473,149	6,359,612	6,378,612	6,352,066	6,352,066	-0.12%
Fringe Benefits	2,791,269	2,843,670	3,367,836	3,234,836	3,672,218	3,672,218	8.39%
Operating/Contractual	703,007	811,965	620,000	898,000	620,000	620,000	0.00%
Other	1,280,837	1,280,641	1,282,756	1,282,756	1,286,224	1,286,224	0.00%
Capital Outlay	301,158	200,773	441,545	512,126	385,778	385,778	0.00%
<b>Total Appropriations</b>	<b>11,402,756</b>	<b>11,610,198</b>	<b>12,091,749</b>	<b>12,306,330</b>	<b>12,316,286</b>	<b>12,316,286</b>	<b>1.86%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	34	34	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	26	26	0.00%
440402	Salary - Firefighter 1st Class	39	39	39	39	39	39	0.00%
440614	Salary - Chief's Secretary	1	1	1	1	1	1	0.00%
440615	Salary - Records Clerk	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>127</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual	Actual	Adopted	Final	Dept	Admin	Adopted
		Exp	Exp	Budget	Budget	Request	Approved	
	<b>Salaries:</b>							
440121	Salary - Fire Chief	80,005	87,033	88,434	88,434	88,554	88,554	88,554
440122	Salary - 1st Assistant Chief	216,230	225,291	228,916	228,916	229,276	229,276	229,276
440123	Salary - 2nd Assistant Chief	452,327	450,605	474,292	463,292	474,120	474,120	474,120
440124	Salary - Chief of Fire Prevention	67,715	73,203	74,381	74,381	74,501	74,501	74,501
440128	Salary - Chief of Communications	46,560	48,138	48,912	48,912	50,013	50,013	50,013
440216	Salary - Captain	1,457,845	1,458,765	1,490,473	1,469,473	1,806,396	1,806,396	1,806,396
440357	Salary - Communications Officer	208,249	210,450	270,078	247,078	273,775	273,775	273,775
440360	Salary - Fire Training Officer	58,310	60,240	61,209	61,209	62,556	62,556	62,556
440361	Salary - Fire Prevention Officer	113,917	113,813	117,685	117,685	120,405	120,405	120,405
440362	Salary - Director of EMS	44,028	38,028	46,262	24,262	55,000	55,000	55,000
440401	Salary - Fire Equipment Operator	1,285,968	1,273,212	1,268,939	1,261,939	953,535	953,535	953,535
440402	Salary - Firefighter 1st Class	856,808	901,937	1,047,985	1,009,985	1,036,575	1,036,575	1,036,575
440814	Salary - Chief's Secretary	32,597	33,756	34,299	34,299	34,299	34,299	34,299
440815	Salary - Records Clerk	60,911	58,842	63,747	44,747	49,061	49,061	49,061
450001	Overtime	1,000,259	1,017,660	630,000	790,000	630,000	630,000	630,000
450003	Accumulated Leave Pay	28,829	79,310	114,000	114,000	114,000	114,000	114,000
450005	Holiday	287,527	312,866	300,000	300,000	300,000	300,000	300,000
450010	City Funded Supplemental Pay	28,400	30,000	0	0	0	0	0
	<b>Total Salaries</b>	<b>6,326,485</b>	<b>6,473,149</b>	<b>6,359,612</b>	<b>6,378,612</b>	<b>6,352,066</b>	<b>6,352,066</b>	<b>6,352,066</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	1,495,063	1,547,824	1,937,963	1,812,963	2,238,172	2,238,172	2,238,172
510202	Fringe - Hospital	1,194,473	1,193,888	1,344,358	1,316,358	1,328,078	1,328,078	1,328,078
510206	Fringe - Medicare Insurance Tax	98,375	98,505	100,181	100,181	100,634	100,634	100,634
510207	Fringe - Life Insurance	3,358	3,453	5,334	5,334	5,334	5,334	5,334
	<b>Total Fringe</b>	<b>2,791,269</b>	<b>2,843,670</b>	<b>3,387,836</b>	<b>3,234,836</b>	<b>3,672,218</b>	<b>3,672,218</b>	<b>3,672,218</b>
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	28,810	23,362	28,000	28,000	28,000	28,000	28,000
520205	Protective Clothing	14,724	14,749	15,000	15,000	15,000	15,000	15,000
520215	Operating Laundry	4,892	1,283	5,000	5,000	5,000	5,000	5,000
520400	Office	7,864	8,797	9,000	9,000	9,000	9,000	9,000
520500	Operating Supplies	48,942	49,961	45,000	45,000	45,000	45,000	45,000
520501	Operating - Janitorial	5,993	7,779	6,000	6,000	6,000	6,000	6,000
520514	Small Tools	1,719	1,936	2,000	2,000	2,000	2,000	2,000
520515	Operating Medical Supplies	16,923	16,652	17,000	17,000	17,000	17,000	17,000
520518	Operating - Training Materials	13,939	15,037	15,000	15,000	15,000	15,000	15,000
531213	Services - Personnel Processing	7,731	14,781	14,000	14,000	14,000	14,000	14,000
531301	Vehicle Costs - Fuel & Oil	77,303	92,559	75,000	85,000	75,000	75,000	75,000
531304	Vehicle Costs - R & M	302,026	389,409	175,000	450,000	175,000	175,000	175,000
531410	Telephone	46,615	41,698	70,000	55,000	70,000	70,000	70,000
531500	Printing	1,116	580	1,000	1,000	1,000	1,000	1,000
531701	Utilities	36,734	43,125	43,000	43,000	43,000	43,000	43,000
531800	Lease	3,587	0	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	2,797	4,808	5,000	5,000	5,000	5,000	5,000
543003	Travel & Training	31,075	37,729	40,000	40,000	40,000	40,000	40,000
605101	Maintenance Bldg & Facilities	29,794	27,339	30,000	32,000	30,000	30,000	30,000
605106	Maintennace Equipment	18,683	18,429	19,000	25,000	19,000	19,000	19,000
605126	Hazardous Material Cleanup	1,760	1,952	2,000	2,000	2,000	2,000	2,000

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Operating & Contractual(Cont)							
	<b>Total Operating &amp; Contractual</b>	703,007	811,965	620,000	898,000	620,000	620,000	620,000
	<b>Other:</b>							
646051	Pension Merger Payment	1,280,837	1,280,641	1,282,756	1,282,756	1,286,224	1,286,224	1,286,224
	<b>Total Other</b>	1,280,837	1,280,641	1,282,756	1,282,756	1,286,224	1,286,224	1,286,224
	<b>Capital Outlay:</b>							
707002	Turnout Gear	67,464	30,254	35,000	39,297	45,000	45,000	45,000
707405	Building Improvements	0	14,352	135,500	135,500	142,500	67,500	67,500
707500	Vehicles	26,841	35,061	50,000	50,000	321,000	130,000	130,000
707600	Machinery & Equipment	199,899	89,692	193,045	259,329	468,178	143,278	143,278
707700	Office Furniture & Fixtures	6,954	16,037	0	0	0	0	0
707702	Computer Software	0	15,377	28,000	28,000	2,500	0	0
	<b>Total Capital Outlay</b>	301,158	200,773	441,545	512,126	979,178	385,778	385,778
	<b>Total Department</b>	11,402,756	11,610,198	12,091,749	12,306,330	12,909,686	12,316,286	12,316,286

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Terminations Processed	300	200	180
Employment Applications Received	2,780	1,700	2,000
Communications w/ consultant on pay and classification plans	158	189	190
Counsel applicants/employees on opportunities	650	1,560	2,000
Employment Test Administered	1,200	850	1,000
Civil Service/Personnel Questions, Grievances, Investigations, Issues	15,500	3,900	5,200
Responses to Salary Surveys	140	100	200
Qualifying applicants through background & driver's license checks	1,000	1,380	1,600

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	114,288	139,526	200,966	175,966	204,444	204,444	1.73%
Fringe Benefits	47,045	47,764	69,919	64,919	83,552	83,552	19.50%
Operating/Contractual	26,758	27,082	75,000	71,000	75,000	75,000	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>188,091</b>	<b>214,372</b>	<b>345,885</b>	<b>311,885</b>	<b>362,996</b>	<b>362,996</b>	<b>4.95%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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 - Asst Director of Civil Service	1	1	1	1	1	1	0.00%
490379	Salary - Personnel Technician	1	1	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490122	Salary - Director of Civil Service	46,516	59,997	74,425	74,425	72,966	72,966	72,966
490172	Salary - Compensation Analyst	37,958	36,100	42,581	42,581	41,746	41,746	41,746
490173	Salary - Examination Analyst	9,734	39,647	42,581	36,581	41,746	41,746	41,746
490233	Salary - Asst Director of Civil Service	10,804	3,782	41,379	22,379	47,986	47,986	47,986
490354	Salary - Personnel Analyst	0	0	0	0	0	0	0
490379	Salary - Personnel Technician	9,276	0	0	0	0	0	0
	<b>Total Salaries</b>	<b>114,288</b>	<b>139,526</b>	<b>200,966</b>	<b>175,966</b>	<b>204,444</b>	<b>204,444</b>	<b>204,444</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	27,528	30,408	36,053	34,053	42,196	42,196	42,196
510202	Fringe - Hospital	17,862	15,320	30,785	27,785	38,224	38,224	38,224
510206	Fringe - Medicare Insurance Tax	1,582	1,949	2,913	2,913	2,964	2,964	2,964
510207	Fringe - Life Insurance	73	87	168	168	168	168	168
	<b>Total Fringe</b>	<b>47,045</b>	<b>47,764</b>	<b>69,919</b>	<b>64,919</b>	<b>83,552</b>	<b>83,552</b>	<b>83,552</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	2,399	855	10,000	10,000	10,000	10,000	10,000
531110	Professional Fees & Services	15,014	14,560	17,000	17,000	17,000	17,000	17,000
531410	Telephone	1,455	1,915	1,000	2,000	1,000	1,000	1,000
531500	Printing	81	232	1,000	1,000	1,000	1,000	1,000
531900	Advertising	1,973	1,071	20,000	15,000	20,000	20,000	20,000
543000	Miscellaneous	240	300	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	1,404	1,765	8,000	8,000	8,000	8,000	8,000
543003	Travel & Training	4,192	6,384	14,000	14,000	14,000	14,000	14,000
605106	Maintenance of Equipment	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>26,758</b>	<b>27,082</b>	<b>75,000</b>	<b>71,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
	<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>	<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>188,091</b>	<b>214,372</b>	<b>345,885</b>	<b>311,885</b>	<b>362,996</b>	<b>362,996</b>	<b>362,996</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
New Hires Processed	360	75	100
Status Changes Processed	700	430	430
Termination's Processed	300	19	25
Employment Applications worked	2,780	2,000	2,000
Employment Interviews Conducted	425	225	275
Insurance Changes Processed	18,150	15,000	15,000
Worker's Comp Checks Received	145	100	100
Employee Verification Processed	500	300	300
Grievances & Issues	61,000	45,000	45,000
Personnel Policy Changes	0	3	3

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	273,257	269,789	372,048	346,048	336,854	336,854	-9.46%
Fringe Benefits	110,759	103,901	141,494	133,494	132,565	132,565	-8.31%
Operating/Contractual	128,297	163,692	138,000	211,000	138,000	138,000	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>512,313</b>	<b>537,382</b>	<b>651,542</b>	<b>690,542</b>	<b>607,419</b>	<b>607,419</b>	<b>-6.77%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480114	Salary - Director of Human Resources	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490138	Salary - Assistant Director of HR	0	0	1	1	1	1	0.00%
490354	Salary - Personnel Analyst	4	4	5	5	4	4	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480114	Salary - Director of Human Resources	80,308	82,269	86,700	86,700	86,700	86,700	86,700
480604	Salary - Administrative Assistant	30,120	31,024	31,523	31,523	31,523	31,523	31,523
490138	Salary - Assistant Director of HR	0	1,583	41,379	41,379	47,986	47,986	47,986
490354	Salary - Personnel Analyst	162,829	154,913	212,446	186,446	210,025	170,645	170,645
	<b>Total Salaries</b>	<b>273,257</b>	<b>269,789</b>	<b>372,048</b>	<b>346,048</b>	<b>376,234</b>	<b>336,854</b>	<b>336,854</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	50,731	48,320	66,411	63,411	76,471	68,342	68,342
510202	Fringe - Hospital	55,933	51,501	69,352	64,352	74,266	59,045	59,045
510208	Fringe - Medicare Insurance Tax	3,928	3,905	5,395	5,395	5,455	4,884	4,884
510207	Fringe - Life Insurance	167	175	336	336	336	294	294
	<b>Total Fringe</b>	<b>110,759</b>	<b>103,901</b>	<b>141,494</b>	<b>133,494</b>	<b>156,528</b>	<b>132,565</b>	<b>132,565</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	18,244	22,023	18,000	18,000	18,000	18,000	18,000
531107	Professional Fees - City Physician	9,633	18,055	10,000	13,000	10,000	10,000	10,000
531110	Professional Fees	1,519	14,221	7,000	68,000	7,000	7,000	7,000
531250	Services - Drug Testing	64,714	70,428	65,000	70,000	65,000	65,000	65,000
531410	Telephone	3,212	2,425	4,000	4,000	4,000	4,000	4,000
531500	Printing	865	558	1,000	1,000	1,000	1,000	1,000
531800	Lease	5,594	0	9,000	9,000	9,000	9,000	9,000
543002	Dues & Subscriptions	1,863	3,358	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	9,140	17,211	6,000	10,000	6,000	6,000	6,000
543017	Placques & Awards	13,513	15,413	14,000	14,000	14,000	14,000	14,000
	<b>Total Operating &amp; Contractual</b>	<b>128,297</b>	<b>163,692</b>	<b>138,000</b>	<b>211,000</b>	<b>138,000</b>	<b>138,000</b>	<b>138,000</b>
	<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>	<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>512,313</b>	<b>537,382</b>	<b>651,542</b>	<b>690,542</b>	<b>670,762</b>	<b>607,419</b>	<b>607,419</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	716,595	813,972	988,828	976,828	979,037	979,037	-0.99%
Fringe Benefits	180,205	195,475	241,935	241,935	239,433	239,433	-1.03%
Operating/Contractual	1,326,404	1,345,525	967,000	967,000	967,000	967,000	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>2,223,204</b>	<b>2,354,972</b>	<b>2,197,763</b>	<b>2,185,763</b>	<b>2,185,470</b>	<b>2,185,470</b>	<b>-0.56%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480106	Salary - City Attorney	1	1	1	1	1	1	0.00%
480205	Salary - Asst City Attorney	5	6	6	6	6	6	0.00%
480228	Salary - SafeAlex Technicians - PT	6	6	6	6	6	6	0.00%
480231	Salary - Asst City Attorney Part Tim	3	3	3	3	3	3	0.00%
480503	Salary - Legal Secretary	1	1	1	1	1	1	0.00%
490620	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480106	Salary - City Attorney	105,690	102,743	107,100	107,100	107,100	107,100	107,100
480205	Salary - Asst City Attorney	273,474	334,393	450,330	450,330	450,330	450,330	450,330
480228	Salary - SafeAlex Technicians - PT	206,888	214,338	222,360	210,360	212,070	212,070	212,070
480231	Salary - Asst City Attorney Part Time	68,939	97,600	138,720	138,720	138,720	138,720	138,720
480603	Salary - Legal Secretary	38,121	40,711	44,880	44,880	44,880	44,880	44,880
490626	Salary - Clerical Specialist	23,483	24,187	25,438	25,438	24,939	25,937	25,937
	<b>Total Salaries</b>	<b>716,595</b>	<b>813,972</b>	<b>988,828</b>	<b>976,828</b>	<b>978,039</b>	<b>979,037</b>	<b>979,037</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	57,756	63,058	106,234	106,234	106,817	107,023	107,023
510202	Fringe - Hospital	89,644	93,347	93,729	93,729	91,218	91,218	91,218
510206	Fringe - Medicare Insurance Tax	10,699	12,065	14,407	14,407	14,251	14,265	14,265
510207	Fringe - Life Insurance	186	197	378	378	378	378	378
510208	Fringe - FICA Tax	17,101	22,119	22,387	22,387	21,749	21,749	21,749
510209	Fringe - Car Allowance	4,819	4,689	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>180,205</b>	<b>195,475</b>	<b>241,935</b>	<b>241,935</b>	<b>239,213</b>	<b>239,433</b>	<b>239,433</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	11,756	8,023	6,000	6,000	6,000	6,000	6,000
520514	Operating - SafeAlex	3,991	9,425	25,000	25,000	25,000	25,000	25,000
531110	Professional Fees & Services	1,266,291	1,279,903	900,000	900,000	900,000	900,000	900,000
531410	Telephone	6,797	7,980	6,000	6,000	6,000	6,000	6,000
531301	Vehicle Costs - Fuel & Oil	0	433	0	0	0	0	0
531304	Vehicle Costs - R & M	0	103	0	0	0	0	0
531500	Printing	95	561	0	0	0	0	0
543000	Miscellaneous	0	1,076	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	25,599	24,220	26,000	26,000	26,000	26,000	26,000
543003	Travel & Training	11,875	0	0	0	0	0	0
605106	Maintenance Equipment	0	13,801	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>1,326,404</b>	<b>1,345,525</b>	<b>967,000</b>	<b>967,000</b>	<b>967,000</b>	<b>967,000</b>	<b>967,000</b>
	<b>Capital Outlay:</b>							
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>2,223,204</b>	<b>2,354,972</b>	<b>2,197,763</b>	<b>2,185,763</b>	<b>2,184,252</b>	<b>2,185,470</b>	<b>2,185,470</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Community Services	<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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
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 & 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Community Services</b>	<b>FUND #:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Parks &amp; Recreation</b>	<b>ORGANIZATION:</b>	<b>044100</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	559,031	557,539	552,776	571,776	556,611	556,611	0.69%
Fringe Benefits	226,951	234,358	241,834	233,834	266,460	266,460	10.18%
Operating/Contractual	1,076,648	1,055,790	1,037,000	1,140,000	1,037,000	1,037,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	258,728	188,472	238,246	238,246	106,029	106,029	0.00%
<b>Total Appropriations</b>	<b>2,121,358</b>	<b>2,036,159</b>	<b>2,069,856</b>	<b>2,183,856</b>	<b>1,966,100</b>	<b>1,966,100</b>	<b>-5.01%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490117	Salary-Superintendent Parks & Rec	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Sr	0	0	0	0	9	9	0.00%
490330	Salary - Crew Leader Parks Maint	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	5	5	5	5	0	0	0.00%
490819	Salary - Equipment Operator I (Snl)	4	4	4	4	0	0	0.00%
490820	Salary - Maintenance Worker	4	4	4	4	0	0	0.00%
490820	Salary - Maintenance Worker (Snl)	3	3	3	3	7	7	0.00%
490830	Salary - Building Maintenance Spec	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Community Services	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Parks & Recreation	<b>ORGANIZATION:</b>	044100

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	132,737	111,752	45,000	87,000	45,000	45,000	45,000
490117	Salary-Superintendent Parks & Rec	50,155	51,660	54,588	54,588	53,518	55,124	55,124
490147	Salary - Maintenance Worker Sr	0	0	0	0	225,870	225,870	225,870
490330	Salary - Crew Leader Parks Maint	94,099	110,689	112,449	112,449	112,449	113,559	113,559
490618	Salary - Administrative Secretary	27,935	28,772	29,660	29,660	29,235	29,820	29,820
490819	Salary - Equipment Operator I	117,067	134,239	136,401	136,401	0	0	0
490899	Salary - Equipment Operator I (Snl)	51,118	6,647	35,431	35,431	0	0	0
490820	Salary - Maintenance Worker	28,915	59,549	86,136	74,136	0	0	0
490830	Salary - Building Maintenance Spec	16,328	28,983	31,081	20,081	30,472	30,472	30,472
490898	Salary - Maintenance Worker (Snl)	40,677	25,268	22,030	22,030	56,766	56,766	56,766
	<b>Total Salaries</b>	<b>559,031</b>	<b>557,539</b>	<b>552,778</b>	<b>571,776</b>	<b>553,310</b>	<b>556,611</b>	<b>556,611</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	114,562	113,500	88,860	92,860	102,489	103,171	103,171
510202	Fringe - Hospital	99,203	110,488	140,764	128,764	151,071	151,071	151,071
510206	Fringe - Medicare Insurance Tax	7,785	7,709	8,017	8,017	8,022	8,069	8,069
510207	Fringe - Life Insurance	364	400	630	630	630	630	630
510208	Fringe - FICA Tax Retirement	5,037	2,261	3,563	3,563	3,519	3,519	3,519
	<b>Total Fringe</b>	<b>226,951</b>	<b>234,358</b>	<b>241,834</b>	<b>233,834</b>	<b>265,731</b>	<b>266,460</b>	<b>266,460</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	83,294	97,969	50,000	103,000	50,000	50,000	50,000
520204	Uniforms	3,639	3,599	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	67,781	70,963	75,000	75,000	75,000	75,000	75,000
520503	Operating Chemicals	5,629	1,449	5,000	5,000	5,000	5,000	5,000
520514	Small Tools	1,262	0	3,000	3,000	3,000	3,000	3,000
531208	Services - Plumbing	8,302	5,395	9,000	9,000	9,000	9,000	9,000
531301	Vehicle Costs - Fuel & Oil	63,045	66,680	81,000	71,000	81,000	81,000	81,000
531304	Vehicle Costs - R & M	54,780	57,230	65,000	65,000	65,000	65,000	65,000
531410	Telephone	7,172	7,252	7,000	7,000	7,000	7,000	7,000
531701	Utilities	162,315	157,032	160,000	170,000	160,000	160,000	160,000
543003	Travel & Training	1,261	2,379	3,000	3,000	3,000	3,000	3,000
605101	Maintenance Bldg & Facilities	43,877	34,010	30,000	50,000	30,000	30,000	30,000
605103	Maintenance Bringham Golf Course	20,560	24,076	25,000	35,000	25,000	25,000	25,000
605105	Maintenance Johnny Downs Park	264,931	268,002	260,000	280,000	260,000	260,000	260,000
605106	Maintenance Equipment	3,392	2,890	5,000	5,000	5,000	5,000	5,000
605108	Maintenance Ball Parks	131,588	107,153	110,000	110,000	110,000	110,000	110,000
605124	Bringham Stadium	19,014	17,864	20,000	20,000	20,000	20,000	20,000
646030	Lease Obligations	134,806	133,847	126,000	126,000	126,000	126,000	126,000
	<b>Total Operating &amp; Contractual</b>	<b>1,076,648</b>	<b>1,055,790</b>	<b>1,037,000</b>	<b>1,140,000</b>	<b>1,037,000</b>	<b>1,037,000</b>	<b>1,037,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	7,205	102,398	133,398	133,398	130,468	29,359	29,359
707500	Vehicles	188,161	0	25,648	25,648	0	0	0
707600	Machinery & Equipment	63,362	86,074	76,098	76,098	301,515	76,670	76,670
707700	Office Furniture & Fixtures	0	0	3,102	3,102	0	0	0
	<b>Total Capital Outlay</b>	<b>258,728</b>	<b>188,472</b>	<b>238,246</b>	<b>238,246</b>	<b>431,983</b>	<b>106,029</b>	<b>106,029</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,121,358</b>	<b>2,036,159</b>	<b>2,069,856</b>	<b>2,183,856</b>	<b>2,288,024</b>	<b>1,966,100</b>	<b>1,966,100</b>

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Community Services</b>	<b>FUND:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Community Developmt</b>	<b>ORGANIZATION:</b>	<b>054701</b>

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Federal Funds Received	1,524,000	1,524,000	1,524,000
Housing Repairs-Owner Occupied	12	12	12
Home buyer Training Graduates	60	60	60
Code Enforcement Inspections	150	150	150
Demolition of Vacant Structures	15	15	15
North Alex. Boys & Girls Club	15	15	15
Free Pharmacy clients assisted	300	300	300

**CITY OF ALEXANDRIA**

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	72,572	69,741	154,746	154,746	154,746	154,746	0.00%
Fringe Benefits	104,871	89,732	56,652	56,652	56,652	56,652	0.00%
Operating/Contractual	87,748	101,425	127,500	227,500	247,500	247,500	94.12%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	25,000	7,317	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>290,191</b>	<b>268,215</b>	<b>338,898</b>	<b>438,898</b>	<b>458,898</b>	<b>458,898</b>	<b>35.41%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
	Note: Slots for this department are budgeted in the Community Development Fund.							

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490116	Salary - Community Develop Admin	24,663	20,067	36,000	36,000	36,000	36,000	36,000
490210	Salary - Program Manager	15,326	16,056	35,000	35,000	35,000	35,000	35,000
490618	Salary - Administrative Secretary	14,509	7,420	15,000	15,000	15,000	15,000	15,000
490628	Salary - Clerical Specialist	18,074	24,942	27,000	27,000	27,000	27,000	27,000
490903	Salary - Multi Trades Inspector	0	1,256	41,746	41,746	41,746	41,746	41,746
	<b>Total Salaries</b>	<b>72,572</b>	<b>69,741</b>	<b>154,746</b>	<b>154,746</b>	<b>154,746</b>	<b>154,746</b>	<b>154,746</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	51,738	48,416	29,082	29,082	29,082	29,082	29,082
510202	Fringe - Hospital	50,123	38,153	24,923	24,923	24,923	24,923	24,923
510208	Fringe - Medicare Insurance Tax	2,878	3,029	2,605	2,605	2,605	2,605	2,605
510207	Fringe - Life Insurance	132	134	42	42	42	42	42
	<b>Total Fringe</b>	<b>104,871</b>	<b>89,732</b>	<b>56,652</b>	<b>56,652</b>	<b>56,652</b>	<b>56,652</b>	<b>56,652</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	27	5,816	15,000	15,000	15,000	15,000	15,000
520400	Office	4,339	4,412	6,000	6,000	6,000	6,000	6,000
531110	Professional Fees & Services	6,975	0	15,000	15,000	15,000	15,000	15,000
531201	Services - Demolition	67,805	79,971	80,000	180,000	200,000	200,000	200,000
531205	Services- Boarding up	0	0	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	741	35	1,000	1,000	1,000	1,000	1,000
531304	Vehicle Costs - R & M	534	114	1,000	1,000	1,000	1,000	1,000
531401	Postage	0	0	1,000	1,000	1,000	1,000	1,000
531410	Telephone	4,541	5,299	1,000	1,000	1,000	1,000	1,000
531500	Printing	58	1,298	0	0	0	0	0
531800	Lease	572	948	4,000	4,000	4,000	4,000	4,000
531900	Advertising	0	0	0	0	0	0	0
543000	Miscellaneous	1,391	171	500	500	500	500	500
543003	Travel & Training	765	3,361	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>87,748</b>	<b>101,425</b>	<b>127,500</b>	<b>227,500</b>	<b>247,500</b>	<b>247,500</b>	<b>247,500</b>
	<b>Capital Outlay:</b>							
707160	Subrecipient Grant	25,000	0	0	0	0	0	0
707600	Machinery & Equipment	0	7,317	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>25,000</b>	<b>7,317</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>290,191</b>	<b>268,215</b>	<b>338,898</b>	<b>438,898</b>	<b>458,898</b>	<b>458,898</b>	<b>458,898</b>

**2020-2021 ANNUAL BUDGET**

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

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	96,236	123,734	680,300	589,300	631,118	631,118	-7.23%
Fringe Benefits	28,801	35,728	307,894	263,894	264,324	264,324	-14.15%
Operating/Contractual	52,017	71,666	306,000	395,000	281,000	281,000	-8.17%
Other	583,879	516,544	437,000	562,000	437,000	437,000	0.00%
Capital Outlay	2,949	4,802	0	0	5,340	5,340	0.00%
<b>Total Appropriations</b>	<b>763,882</b>	<b>752,474</b>	<b>1,731,194</b>	<b>1,810,194</b>	<b>1,618,782</b>	<b>1,618,782</b>	<b>-6.49%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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%
490149	Salary - Custodial Worker	0	0	3	3	3	3	0.00%
490150	Salary - Supervisor Custodial	0	0	1	1	1	1	0.00%
490201	Salary - Special Events Coordinator	1	1	1	1	1	1	0.00%
490205	Salary - Youth Programs Coordinatc	1	1	2	2	2	2	0.00%
490614	Salary - Administrative Assistant	0	0	1	0	0	0	0.00%
490618	Salary - Administrative Secretary	0	0	0	1	0	0	0.00%
490646	Salary - Customer Service Rep	0	0	2	0	0	0	0.00%
490823	Salary - Lead Custodial Worker	0	0	2	2	1	1	0.00%
490909	Salary - Community Center Coordin	0	0	2	2	2	2	0.00%
490927	Salary - Community Services Rep	0	0	0	2	2	2	0.00%
490894	Salary - Community Center Attd PT	0	0	5	5	5	5	0.00%
490690	Salary - Student Worker	9	9	9	9	9	9	0.00%
	<b>Total Positions</b>	<b>13</b>	<b>13</b>	<b>30</b>	<b>30</b>	<b>28</b>	<b>28</b>	<b>-6.49%</b>

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	132	0	0	25,000	0	0	0
480108	Salary - Director of Community Serv	0	37,529	86,700	61,700	86,700	86,700	86,700
480206	Salary - Secretary	27,946	28,476	28,933	28,933	32,503	32,503	32,503
490149	Salary - Custodial Worker	0	0	65,556	59,556	64,504	65,598	65,598
490150	Salary - Supervisor Custodial	0	0	36,725	36,725	36,725	37,827	37,827
490201	Salary - Special Events Coordinator	18,803	33,607	41,159	32,159	40,352	40,352	40,352
490205	Salary - Youth Programs Coordinato	16,151	0	78,584	52,584	77,044	77,044	77,044
490614	Salary - Administrative Assistant	0	0	32,503	0	0	0	0
490618	Salary - Administrative Secretary	0	0	0	17,503	29,076	0	0
490646	Salary - Customer Service Rep	0	0	50,876	43,876	0	0	0
490823	Salary - Lead Custodial Worker	0	0	53,720	53,720	52,666	27,665	27,665
490909	Salary - Community Center Coordin	0	0	64,794	64,794	74,796	74,796	74,796
490927	Salary - Community Services Rep	0	0	0	0	49,878	49,878	49,878
490898	Salary - Community Center Attd PT	0	82	101,750	73,750	99,755	99,755	99,755
490690	Salary - Student Worker	33,204	24,040	39,000	39,000	39,000	39,000	39,000
	<b>Total Salaries</b>	<b>96,236</b>	<b>123,734</b>	<b>680,300</b>	<b>589,300</b>	<b>683,001</b>	<b>631,118</b>	<b>631,118</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	8,422	11,762	95,416	81,416	106,516	95,581	95,581
510202	Fringe - Hospital	15,318	17,050	188,144	158,144	175,791	145,349	145,349
510206	Fringe - Medicare Insurance Tax	1,340	1,824	9,924	9,924	9,963	9,193	9,193
510207	Fringe - Life Insurance	57	68	882	882	882	798	798
510208	Fringe - FICA Tax Retirement	3,664	3,141	8,728	8,728	8,603	8,603	8,603
510209	Fringe - Car Allowance	0	1,883	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>28,801</b>	<b>35,728</b>	<b>307,894</b>	<b>263,894</b>	<b>306,555</b>	<b>264,324</b>	<b>264,324</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	31,005	44,160	149,000	238,000	149,000	149,000	149,000
520400	Office	4,260	5,143	5,000	5,000	5,000	5,000	5,000
520500	Operating	0	0	50,000	50,000	50,000	25,000	25,000
520501	Operating Janitorial	0	0	26,000	26,000	26,000	26,000	26,000
531410	Telephone	3,313	3,442	10,000	10,000	10,000	10,000	10,000
531500	Printing	9,810	2,639	4,000	4,000	4,000	4,000	4,000
531701	Utilities	0	0	43,000	43,000	43,000	43,000	43,000
531900	Advertising	0	14,132	15,000	15,000	15,000	15,000	15,000
543002	Dues & Subscriptions	520	354	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	3,109	1,796	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	<b>52,017</b>	<b>71,666</b>	<b>306,000</b>	<b>395,000</b>	<b>306,000</b>	<b>281,000</b>	<b>281,000</b>
	<b>Other:</b>							
543006	Programming	216,870	190,211	200,000	200,000	200,000	200,000	200,000
605101	Maintenance of Building & Facility	377	1,860	3,000	3,000	3,000	3,000	3,000
646009	Community Partnership Request	38,400	38,803	30,000	55,000	30,000	30,000	30,000
646014	Arts Council	0	0	0	0	0	0	0
646028	Mardi Gras	30,000	29,486	30,000	30,000	30,000	30,000	30,000
646029	Fourth of July Fireworks	0	7,000	7,000	7,000	7,000	7,000	7,000
646031	Special Events	15,104	28,230	28,000	28,000	28,000	28,000	28,000
646035	12 Nights of Christmas	17,266	33,190	39,000	39,000	39,000	39,000	39,000

**2020-2021 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2016-2017	2017-2018	2018-2019		2019-2020		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
646042	Other: Continued Red River Festival	265,862	187,764	100,000	200,000	100,000	100,000	100,000
	<b>Total Other</b>	583,879	516,544	437,000	562,000	437,000	437,000	437,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	2,949	4,802	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	5,340	5,340	5,340
	<b>Total Capital Outlay</b>	2,949	4,802	0	0	5,340	5,340	5,340
	<b>TOTAL DEPARTMENT</b>	763,882	752,474	1,731,194	1,810,194	1,737,896	1,618,782	1,618,782

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Community Services	<b>FUND:</b>	101
<b>DEPARTMENT:</b>	Recreation Enhancemnt	<b>ORGANIZATION:</b>	101060

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Community Services	<b>FUND #:</b>	101
<b>DEPARTMENT:</b>	Alexandria Recreational Enhancement	<b>ORGANIZATION:</b>	101060

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	137,428	137,427	179,465	179,465	179,465	179,465	0.00%
Fringe Benefits	34,322	37,460	41,677	41,677	43,461	43,461	4.28%
Operating/Contractual	690	611	0	0	0	0	0.00%
Other	544,440	574,931	625,000	625,000	625,000	625,000	0.00%
Capital Outlay	22,064	37,500	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>738,944</b>	<b>787,929</b>	<b>846,142</b>	<b>846,142</b>	<b>847,926</b>	<b>847,926</b>	<b>0.21%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480223	Salary - Mayoral Asst-Rec Coordina	1	1	1	1	1	1	0.00%
480229	Salary - Recreational Specialist PT	4	4	4	4	4	4	0.00%
490690	Salary - Student Worker	11	11	11	11	11	11	0.00%
	<b>Total Positions</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Community Services</b>	<b>FUND #:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Alexandria Recreational Enhancement</b>	<b>ORGANIZATION:</b>	<b>101060</b>

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	234	105	0	0	0	0	0
480223	Salary - Mayoral Asst-Rec Coordina	64,970	65,019	66,065	66,065	66,065	66,065	66,065
480229	Salary - Recreational Specialist PT	32,450	29,907	62,400	62,400	62,400	62,400	62,400
490690	Salary - Student Worker	39,774	42,396	51,000	51,000	51,000	51,000	51,000
	<b>Total Salaries</b>	<b>137,428</b>	<b>137,427</b>	<b>179,465</b>	<b>179,465</b>	<b>179,465</b>	<b>179,465</b>	<b>179,465</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	15,656	14,151	11,852	11,852	13,636	13,636	13,636
510202	Fringe - Hospital	12,281	16,890	20,149	20,149	20,149	20,149	20,149
510206	Fringe - Medicare Insurance Tax	1,913	1,900	2,603	2,603	2,603	2,603	2,603
510207	Fringe - Life Insurance	29	30	42	42	42	42	42
510208	Fringe - FICA Tax Retirement	4,463	4,489	7,031	7,031	7,031	7,031	7,031
	<b>Total Fringe</b>	<b>34,322</b>	<b>37,460</b>	<b>41,877</b>	<b>41,877</b>	<b>43,461</b>	<b>43,461</b>	<b>43,461</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
531410	Telephone	690	611	0	0	0	0	0
543003	Travel & Training	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>690</b>	<b>611</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
543009	Recreation Athletics & Sporting Eve	115,525	74,859	142,000	142,000	142,000	142,000	142,000
543011	Recreation Cultural & Arts	304,268	391,062	374,000	174,000	174,000	174,000	174,000
543014	Recreation Programming	124,647	109,010	109,000	109,000	109,000	109,000	109,000
646037	Winterfete	0	0	0	200,000	200,000	200,000	200,000
	<b>Total Other</b>	<b>544,440</b>	<b>574,931</b>	<b>625,000</b>	<b>625,000</b>	<b>625,000</b>	<b>625,000</b>	<b>625,000</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	22,064	37,500	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>22,064</b>	<b>37,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>738,944</b>	<b>787,929</b>	<b>846,142</b>	<b>846,142</b>	<b>847,926</b>	<b>847,926</b>	<b>847,926</b>
	<b>TOTAL FUND</b>	<b>60,265,532</b>	<b>60,321,131</b>	<b>66,567,216</b>	<b>69,547,399</b>	<b>69,862,523</b>	<b>64,512,816</b>	<b>64,512,816</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.

**2020-2021 ANNUAL BUDGET**  
**PRE-TRIAL INTERVENTION FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
354709	Fines and Forfeitures: Fines-PTI Collections	308,320	250,905	185,000	225,000	185,000	185,000	185,000
	<b>Total Fines and Forfeitures</b>	308,320	250,905	185,000	225,000	185,000	185,000	185,000
367101	Investment Income: Interest - Investments	7,687	10,602	0	0	0	0	0
	<b>Total Investment Income</b>	7,687	10,602	0	0	0	0	0
	<b>TOTAL REVENUES</b>	314,007	261,507	185,000	225,000	185,000	185,000	185,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	175
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

**PRE-TRIAL INTERVENTION FUND**

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	68,000	0	0	0	0	0	0.00%
Other	162,000	235,000	185,000	225,000	185,000	185,000	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>230,000</b>	<b>235,000</b>	<b>185,000</b>	<b>225,000</b>	<b>185,000</b>	<b>185,000</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	175
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

**PRE-TRIAL INTERVENTION FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
648045	Operating & Contractual: Services - Pre Trial Intervention	68,000	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	68,000	0	0	0	0	0	0
646101	Other: Transfer to General Fund	162,000	235,000	185,000	225,000	185,000	185,000	185,000
	<b>Total Other</b>	162,000	235,000	185,000	225,000	185,000	185,000	185,000
	<b>TOTAL EXPENDITURES</b>	230,000	235,000	185,000	225,000	185,000	185,000	185,000
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2020-2021 ANNUAL BUDGET

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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.

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**2020-2021 ANNUAL BUDGET**

**DEBT SERVICE FUNDS  
REVENUE SUMMARY**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311131	Taxes - Ad Valorem	0	0	0	0	0	0	0
311301	Sales & Use Tax 1976	2,818,766	2,726,362	2,802,075	2,802,075	2,819,575	2,819,575	2,819,575
	<b>Total Taxes</b>	2,818,766	2,726,362	2,802,075	2,802,075	2,819,575	2,819,575	2,819,575
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	1,566,238	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	1,566,238	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	2,216	13,713	0	12,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	2,216	13,713	0	12,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	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>	4,387,220	2,740,075	2,802,075	2,814,075	2,819,575	2,819,575	2,819,575

**2020-2021 ANNUAL BUDGET**

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

**DEBT SERVICE FUND**

**SUMMARY BUDGET**

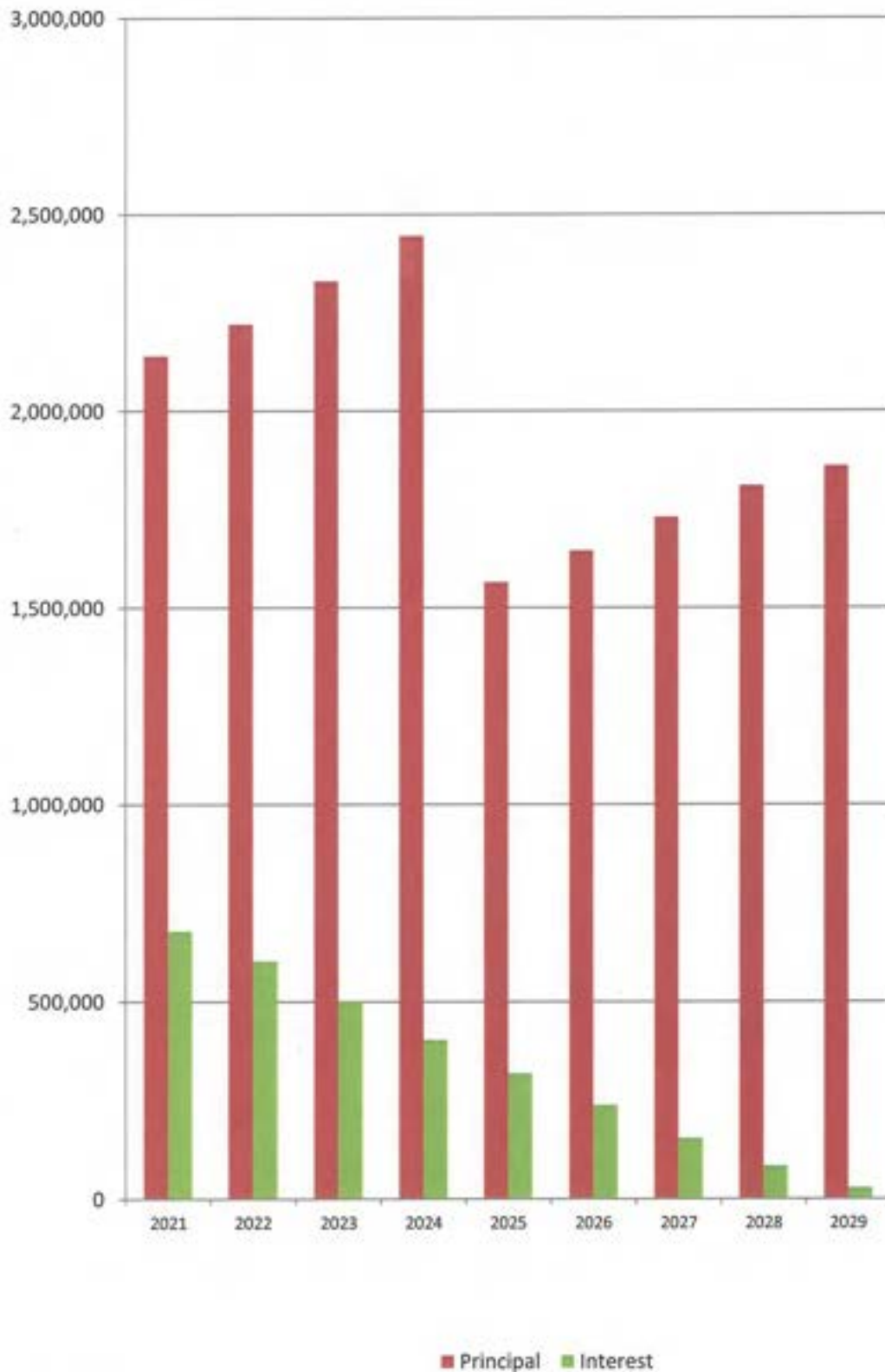
CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	1,600	1,800	800	800	800	800	800
	Operating and Contractual:	1,600	1,800	800	800	800	800	800
	<b>Other:</b>							
800001	Interest	945,600	799,675	736,275	736,275	678,775	678,775	678,775
800002	Principal Payment	3,770,000	1,985,000	2,065,000	2,065,000	2,140,000	2,140,000	2,140,000
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	73,700	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	12,000	0	0	0
	<b>Total Other</b>	4,715,600	2,858,375	2,801,275	2,813,275	2,818,775	2,818,775	2,818,775
	<b>TOTAL EXPENDITURES</b>	4,717,200	2,860,175	2,802,075	2,814,075	2,819,575	2,819,575	2,819,575

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

**BONDS**

Fiscal Yr Ending	Sales Tax		Total General
	2014	2015	
2021	930,825	1,887,950	2,818,775
2022	941,025	1,881,900	2,822,925
2023	952,100	1,880,800	2,832,900
2024	956,038	1,892,200	2,848,238
2025		1,882,975	1,882,975
2026		1,882,725	1,882,725
2027		1,883,350	1,883,350
2028		1,892,950	1,892,950
2029		1,887,900	1,887,900
<b>Total</b>	<b>3,779,988</b>	<b>16,972,750</b>	<b>20,752,738</b>
<b>% of Total</b>	<b>18.21%</b>	<b>81.79%</b>	<b>100.00%</b>

**2020-2021 ANNUAL BUDGET  
GENERAL DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



**2020-2021 ANNUAL BUDGET**  
**DEBT SERVICE - 2008 LIMITED TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	1,566,238	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	1,566,238	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	826	0	0	0	0	0	0
	<b>Total Investment Income</b>	826	0	0	0	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	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>	1,567,064	0	0	0	0	0	0

**2020-2021 ANNUAL BUDGET**

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

**2008 LIMITED TAX BOND DEBT SERVICE FUND**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	400	0	0	0	0	0	0
	Operating and Contractual:	400	0	0	0	0	0	0
	<b>Other:</b>							
800001	Interest	74,800	0	0	0	0	0	0
800002	Principal Payment	1,870,000	0	0	0	0	0	0
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	0	0	0	0
	<b>Total Other</b>	1,944,800	0	0	0	0	0	0
	<b>TOTAL EXPENDITURES</b>	1,945,200	0	0	0	0	0	0

**2020-2021 ANNUAL BUDGET**  
**DEBT SERVICE - 2008 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	1,227,286	0	0	0	0	0	0
	<b>Total Taxes</b>	1,227,286	0	0	0	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax 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	627	0	0	0	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	627	0	0	0	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	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>	1,227,913	0	0	0	0	0	0

**2020-2021 ANNUAL BUDGET**

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

**2008 SALES TAX BOND FUNDS**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	400	1,000	0	0	0	0	0
	Operating and Contractual:	400	1,000	0	0	0	0	0
	<b>Other:</b>							
800001	Interest	75,325	23,600	0	0	0	0	0
800002	Principal Payment	1,125,000	1,180,000	0	0	0	0	0
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	73,700	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	0	0	0	0
	<b>Total Other</b>	1,200,325	1,277,300	0	0	0	0	0
	<b>TOTAL EXPENDITURES</b>	1,200,725	1,278,300	0	0	0	0	0

**2020-2021 ANNUAL BUDGET**  
**DEBT SERVICE - 2014 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	922,400	931,025	917,125	917,125	931,225	931,225	931,225
	<b>Total Taxes</b>	922,400	931,025	917,125	917,125	931,225	931,225	931,225
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax 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	478	5,765	0	4,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	478	5,765	0	4,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	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>	922,878	936,790	917,125	921,125	931,225	931,225	931,225

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	General Function	<b>FUND #:</b>	214
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

**2014 SALES TAX BOND FUNDS**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	400	400	400	400	400	400	400
	Operating and Contractual:	400	400	400	400	400	400	400
	Other:							
800001	Interest	210,275	192,525	166,725	166,725	135,825	135,825	135,825
800002	Principal Payment	695,000	720,000	750,000	750,000	795,000	795,000	795,000
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	4,000	0	0	0
	<b>Total Other</b>	<b>905,275</b>	<b>912,525</b>	<b>916,725</b>	<b>920,725</b>	<b>930,825</b>	<b>930,825</b>	<b>930,825</b>
	<b>TOTAL EXPENDITURES</b>	<b>905,675</b>	<b>912,925</b>	<b>917,125</b>	<b>921,125</b>	<b>931,225</b>	<b>931,225</b>	<b>931,225</b>

**2020-2021 ANNUAL BUDGET**

**DEBT SERVICE - 2015 SALES TAX BONDS  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	669,080	1,795,337	1,884,950	1,884,950	1,888,350	1,888,350	1,888,350
	<b>Total Taxes</b>	669,080	1,795,337	1,884,950	1,884,950	1,888,350	1,888,350	1,888,350
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax 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	285	7,948	0	8,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	285	7,948	0	8,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	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>	669,365	1,803,285	1,884,950	1,892,950	1,888,350	1,888,350	1,888,350

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	General Function	<b>FUND #:</b>	215
<b>DEPARTMENT:</b>	N/A	<b>ORGANIZATION:</b>	020000

**2015 SALES TAX BOND FUNDS**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	400	400	400	400	400	400	400
	Operating and Contractual:	400	400	400	400	400	400	400
	<b>Other:</b>							
800001	Interest	585,200	583,550	569,550	569,550	542,950	542,950	542,950
800002	Principal Payment	80,000	85,000	1,315,000	1,315,000	1,345,000	1,345,000	1,345,000
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	8,000	0	0	0
	<b>Total Other</b>	665,200	668,550	1,884,550	1,892,550	1,887,950	1,887,950	1,887,950
	<b>TOTAL EXPENDITURES</b>	665,600	668,950	1,884,950	1,892,950	1,888,350	1,888,350	1,888,350

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## 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.

**2020-2021 ANNUAL BUDGET**

**RISK MANAGEMENT FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
347101	Contributions - General Fund	2,655,000	2,520,000	2,719,000	2,765,000	2,903,000	2,903,000	2,903,000
347401	Contributions - Utility Fund	1,489,000	1,219,000	1,275,000	1,213,000	1,272,000	1,272,000	1,272,000
347402	Contributions - Sanitation Fd	183,000	194,000	206,000	194,000	205,000	205,000	205,000
347450	Contributions - Transit Fund	814,000	142,000	155,000	141,000	151,000	151,000	151,000
	<b>Total Charges for Services</b>	<b>5,141,000</b>	<b>4,075,000</b>	<b>4,355,000</b>	<b>4,313,000</b>	<b>4,531,000</b>	<b>4,531,000</b>	<b>4,531,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	58,152	91,952	0	75,000	0	0	0
	<b>Total Investment Income</b>	<b>58,152</b>	<b>91,952</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
399010	Misc Revenue - Stop Loss	0	0	0	0	0	0	0
399011	Subrogation	326,791	226,075	75,000	125,000	75,000	75,000	75,000
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>326,791</b>	<b>226,075</b>	<b>75,000</b>	<b>125,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
	<b>TOTAL REVENUES</b>	<b>5,525,943</b>	<b>4,393,027</b>	<b>4,430,000</b>	<b>4,513,000</b>	<b>4,606,000</b>	<b>4,606,000</b>	<b>4,606,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Risk Manager	<b>ORGANIZATION:</b>	031900

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	50,000	50,000	50,000	50,000	0.00%
Fringe Benefits	0	0	13,523	13,523	13,523	13,523	0.00%
Operating/Contractual	50	3	11,477	11,477	11,477	11,477	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</b>	<b>3</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Risk Manager	<b>ORGANIZATION:</b>	031900

**RISK MANAGEMENT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
490217	<b>Salaries:</b> Salary - Risk Manager	0	0	50,000	50,000	50,000	50,000	50,000
	<b>Total Salaries</b>	0	0	50,000	50,000	50,000	50,000	50,000
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	12,756	12,756	12,756	12,756	12,756
510208	Fringe - Medicare Insurance Tax	0	0	725	725	725	725	725
510207	Fringe - Life Insurance	0	0	42	42	42	42	42
	<b>Total Fringes</b>	0	0	13,523	13,523	13,523	13,523	13,523
	<b>Operating and Contractual:</b>							
520400	Office	0	0	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Gas & Oil	0	0	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	0	0	3,477	3,477	3,477	3,477	3,477
531410	Telephone	50	3	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	0	0	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	50	3	11,477	11,477	11,477	11,477	11,477
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0		0	0	0
707600	Machinery & Equipment	0	0	0		0	0	0
707700	Office Furnitures and Fixtures	0	0	0		0	0	0
707702	Computer Software	0	0	0		0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	50	3	75,000	75,000	75,000	75,000	75,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Legal	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Premiums & Claims	<b>ORGANIZATION:</b>	020000

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	1,220,315	1,307,130	1,220,000	1,220,000	1,220,000	1,220,000	0.00%
Other	3,310,004	2,676,058	3,135,000	3,218,000	3,311,000	3,311,000	5.61%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>4,530,319</b>	<b>3,983,188</b>	<b>4,355,000</b>	<b>4,438,000</b>	<b>4,531,000</b>	<b>4,531,000</b>	<b>4.04%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Legal	<b>FUND #:</b>	551
<b>DEPARTMENT:</b>	Premiums & Claims	<b>ORGANIZATION:</b>	020000

**RISK MANAGEMENT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	210,000	210,000	210,000	210,000	210,000	210,000	210,000
531601	Prem/Fees General Liability	235,364	338,606	235,000	235,000	235,000	235,000	235,000
531603	Prem/Fees Workers Compensation	324,808	303,165	325,000	325,000	325,000	325,000	325,000
531604	Prem/Fees Property	450,143	455,359	450,000	450,000	450,000	450,000	450,000
	<b>Total Operating &amp; Contractual</b>	1,220,315	1,307,130	1,220,000	1,220,000	1,220,000	1,220,000	1,220,000
	<b>Other:</b>							
531605	Claims - General Liability	955,309	302,611	446,000	405,000	413,000	413,000	413,000
531606	Claims - Auto	605,405	333,654	971,000	1,016,000	1,067,000	1,067,000	1,067,000
531607	Claims - Property	0	0	0	0	0	0	0
531608	Claims - Workers Compensation	1,749,290	2,039,793	1,718,000	1,797,000	1,831,000	1,831,000	1,831,000
	<b>Total Other</b>	3,310,004	2,676,058	3,135,000	3,218,000	3,311,000	3,311,000	3,311,000
	<b>TOTAL PREMIUMS &amp; CLAIMS</b>	4,530,319	3,983,188	4,355,000	4,438,000	4,531,000	4,531,000	4,531,000
	<b>TOTAL FUND</b>	4,530,369	3,983,191	4,430,000	4,513,000	4,606,000	4,606,000	4,606,000

**2020-2021 ANNUAL BUDGET**

**EMPLOYEE BENEFITS FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
388001	Charges - Employees Health	2,113,792	2,100,601	2,201,000	2,101,000	2,101,000	2,101,000	2,101,000
388002	Charges - Employer Health	7,691,967	7,424,672	7,980,000	7,450,000	7,450,000	7,450,000	7,450,000
388003	Charges - Retirees	720,241	694,011	778,000	630,000	630,000	630,000	630,000
388004	Charges - Employees Life	103,998	109,889	88,000	100,000	100,000	100,000	100,000
388005	Charges - Employer Life	23,217	36,629	17,000	24,000	24,000	24,000	24,000
	<b>Total Charges for Services</b>	<b>10,653,215</b>	<b>10,365,802</b>	<b>11,064,000</b>	<b>10,305,000</b>	<b>10,305,000</b>	<b>10,305,000</b>	<b>10,305,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	37,161	83,268	0	70,000	0	0	0
	<b>Total Investment Income</b>	<b>37,161</b>	<b>83,268</b>	<b>0</b>	<b>70,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388101	Transfers from General Fund	818,000	818,000	550,000	550,000	500,000	250,000	250,000
388401	Transfer from Utility System Fund	891,000	1,318,000	1,318,000	818,000	500,000	250,000	250,000
	<b>Total Internal Services/Interfunds</b>	<b>1,709,000</b>	<b>2,136,000</b>	<b>1,868,000</b>	<b>1,368,000</b>	<b>1,000,000</b>	<b>500,000</b>	<b>500,000</b>
	<b>Other:</b>							
399999	Use of Retained Earnings	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL REVENUES</b>	<b>12,399,376</b>	<b>12,585,070</b>	<b>12,932,000</b>	<b>11,743,000</b>	<b>11,305,000</b>	<b>10,805,000</b>	<b>10,805,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	552
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	2,058,664	2,376,940	2,250,000	2,265,000	2,285,000	2,285,000	1.56%
Other	7,976,951	7,230,797	10,682,000	9,478,000	8,520,000	8,520,000	-20.24%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>10,035,615</b>	<b>9,607,737</b>	<b>12,932,000</b>	<b>11,743,000</b>	<b>10,805,000</b>	<b>10,805,000</b>	<b>-16.45%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	552
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

**EMPLOYEE BENEFITS FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
510301	Operating/Contractual: Administrative Expenses	562,061	631,423	775,000	675,000	770,000	770,000	770,000
510302	Stop Loss	1,029,836	1,313,240	1,000,000	1,075,000	1,000,000	1,000,000	1,000,000
531110	Professional Fees	355,506	297,508	370,000	370,000	370,000	370,000	370,000
531611	Premiums-Life Insurance	111,261	134,769	105,000	145,000	145,000	145,000	145,000
	<b>Total Operating &amp; Contract</b>	<b>2,058,664</b>	<b>2,376,940</b>	<b>2,250,000</b>	<b>2,265,000</b>	<b>2,285,000</b>	<b>2,285,000</b>	<b>2,285,000</b>
531613	<b>Other:</b> Claims - Health Insurance	7,976,951	7,230,797	10,682,000	9,478,000	9,020,000	8,520,000	8,520,000
	<b>Total Other</b>	<b>7,976,951</b>	<b>7,230,797</b>	<b>10,682,000</b>	<b>9,478,000</b>	<b>9,020,000</b>	<b>8,520,000</b>	<b>8,520,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>10,035,615</b>	<b>9,607,737</b>	<b>12,932,000</b>	<b>11,743,000</b>	<b>11,305,000</b>	<b>10,805,000</b>	<b>10,805,000</b>

**2020-2021 ANNUAL BUDGET**  
**UNEMPLOYMENT BENEFITS FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	Investment Income: Interest - Investments	2,330	3,341	0	3,000	0	0	0
	<b>Total Investment Income</b>	2,330	3,341	0	3,000	0	0	0
399999	Other: Use of Retained Earnings	0	0	10,600	10,600	10,600	10,600	10,600
	<b>Total Other</b>	0	0	10,600	10,600	10,600	10,600	10,600
	<b>TOTAL REVENUES</b>	2,330	3,341	10,600	13,600	10,600	10,600	10,600

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	553
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	4,297	6,657	10,600	13,600	10,600	10,600	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	4,297	6,657	10,600	13,600	10,600	10,600	0.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	N/A	<b>FUND #:</b>	553
<b>DEPARTMENT:</b>	Premiums/Claims	<b>ORGANIZATION:</b>	020000

**UNEMPLOYMENT BENEFITS FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other</b>							
531620	Unemp Claims-General Fund	4,096	6,478	7,000	10,000	7,000	7,000	7,000
531621	Unemp Claims-Utility Fund	201	179	3,000	3,000	3,000	3,000	3,000
531622	Unemp Claims-Sanitation Fund	0	0	400	400	400	400	400
531623	Unemp Claims-Bus Fund	0	0	200	200	200	200	200
	<b>TOTAL DEPARTMENT</b>	4,297	6,657	10,600	13,600	10,600	10,600	10,600

## 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, 2020

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 years 2020/2021 through 2024/2025. 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 estimated revenue sources with a current or future project's estimated funding requirements.

The City's Home Rule Charter requires the Mayor to submit to the Alexandria City Council a Capital Improvements Program covering a minimum of 5 years. The plan is required to be submitted at the same time as the annual operating budget for the upcoming fiscal year. An appropriation approved by the Council continues in force until the purpose for which it was created is fulfilled or abandoned. The Charter states that any appropriation shall be deemed abandoned if 3 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 necessary adjustments to current and future projects proposed in the plan, particularly in times of uncertainty like the present one. The environment in the which the City exists is highly fluid, requiring constant reassessing of the prioritization of projects under contemplation. The Administration and Council of the City of Alexandria remain engaged in this process for the benefit of its citizenry.

Jeffrey W. Hall  
Mayor



David L. Johnson  
Budget Officer  
Post Office Box 71  
Alexandria, LA 71309-0071  
Tel (318) 449-5034 · Fax (318) 449-5231  
email: 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	5	500,000
Drainage	3	825,000
Streets	4	390,000
Parks	1	7,000,000
Total	13	\$ 8,715,000

The General Capital Projects are funded by Sales Tax Revenues, Property Tax Revenues, State and Federal Funds and Other Revenues. A five year 11.25 millage property tax dedicated to general capital projects has been approved by the voters in 1988, 1998, 2003, and 2008. This property tax renewed in 2018 for ten years. One-half of the 1976 Sales 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 2020/2021 Budget will add funding for 5 of these projects.

The largest increase in funding for a project this year is the Reconstruction of Johnny Downs Park. This \$7,000,000 appropriation is to restore the City's largest ballfield complex after it was severely damaged by a tornado on December 16, 2019. Johnny Downs is a significant facility to the City both as state and regional economic draw, and as used by our citizens to occupy their children in positive endeavors.

Other major projects under construction include Masonic Drive Corridor Improvements, Street Panel Replacements, North 16<sup>th</sup> Street Bridge Replacement, and Residential Ditch Closures.

The Reserve for Relocation Project, operates 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	5	1,425,000
Water	3	1,197,000
Gas	3	352,000
Wastewater	3	2,345,000
Other	1	<u>80,000</u>
<b>Total</b>	<b><u>15</u></b>	<b>\$ <u>5,399,000</u></b>

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

The City is presently considering a major assessment of the Utilities System. 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. Meanwhile, work continues on major projects such as the Twin Bridges Road Transformer Replacement, Water Well Replacement and Reclamation, Downtown to Willow Glen Substation 138 Replacement, and Sewer Line Rehab.

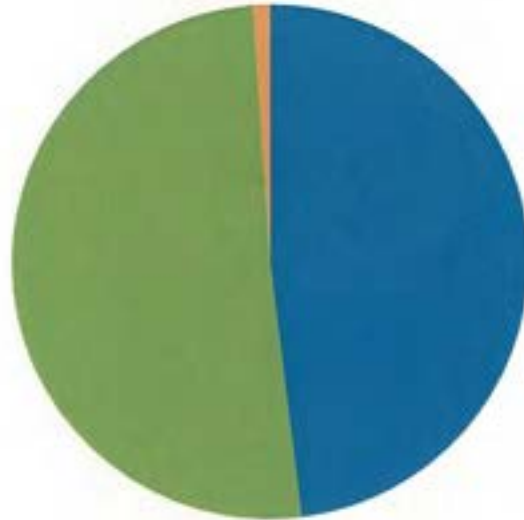
Sincerely,



David Johnson, CPA  
Interim Director of Finance  
City of Alexandria

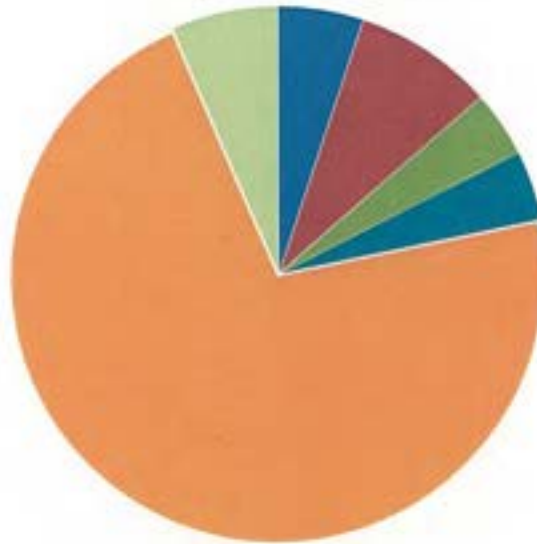
**GENERAL CAPITAL PROJECTS  
REVENUES & EXPENDITURES  
FISCAL YEAR 2020-2021**

**Revenues**



■ Sales Tax ■ Closed Projects ■ Property Tax ■ Intergovernmental ■ Fund Balance ■ Interfund Transfer

**Expenditures**



■ Public Enterprise ■ Drainage ■ Streets ■ Fire ■ Transfer Out ■ Parks ■ Zoo ■ Police ■ Unappropriated

2020-2021

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

PUBLIC ENTERPRISE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
059401	Reserve for Relocation Projects	419,838	100,000	100,000	100,000	100,000	100,000	500,000		919,838
050301	City Hall Renovation	5,596,005		1,000,000				1,000,000	4,000,000	10,596,005
800301	Information Upgrades	370,562	220,000					220,000		590,562
050710	AJMP Lower Third	270,489						0		270,489
050801	Building Improvements	377,905	75,000	150,000				225,000		602,905
050802	Roof Replacement	547,225	75,000	150,000				225,000		772,225
051103	Red River Imp Venture	2,787,728						0		2,787,728
051104	Port of Alexandria Rail Spur Imp	57,224						0		57,224
051201	Port of Alex/Ruston Foundry	131,736						0		131,736
051302	Riverfront Center Improvements	26,098						0		26,098
051401	Energy Renovations	247,567						0		247,567
051502	Riverfront Improvements	463,267						0		463,267
051503	Two Way Communications Upgrade	13,657						0		13,657
051601	Convention Hall Improvements	81,592						0		81,592
051604	Amphitheatre Improvements	7,111						0		7,111
051702	Security Improvements	18,425	30,000	30,000	30,000	30,000	30,000	150,000		168,425
051703	Naval Reserve Building Demolition	(3,263)						0		(3,263)
051704	Public Safety Datacenter Renovation	57,570						0		57,570
051801	Riverfront Center Waterproofing/Roofr	824,519						0		824,519
<b>Total Public Enterprise</b>		12,295,255	500,000	1,430,000	130,000	130,000	130,000	2,320,000	4,000,000	18,815,255

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**DRAINAGE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
250211	Acquisition-ROW/Servitudes	289,475						0		289,475
250421	Residential Ditch Closure	1,572,319	375,000	375,000	375,000	375,000	375,000	1,875,000		3,447,319
250512	Pump Station Repairs	129,662						0		129,662
250604	Chatlain Lake-Willow Glen Hudson	160,539						0		160,539
251003	Red River Levee Certification	80,284						0		80,284
251105	Martin Park/Airview Terrace St & Dmg	1,245,582						0		1,245,582
251701	Woodale Outfall/ Ratlrd Ave Ph 4	1,272,760						0		1,272,760
251801	Mall Ditch Improvements	1,247,125	250,000	250,000				500,000		1,747,125
251802	Hwy 28 West Drainage Canal	913,304		300,000				300,000		1,213,304
252101	Martin Park Outfall Improvements		200,000	315,000				515,000		515,000
<b>Total Drainage</b>		<b>6,911,250</b>	<b>825,000</b>	<b>1,240,000</b>	<b>375,000</b>	<b>375,000</b>	<b>375,000</b>	<b>3,190,000</b>	<b>0</b>	<b>10,101,250</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

**2020-2021  
GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**STREETS**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
268823	Street, Drainage, Sidewalk Repairs	2,004,588	250,000	500,000	500,000	500,000	500,000	2,250,000		4,254,588
269007	Sugarhouse Road - Phase 1	8,531,063						0	3,500,000	12,031,063
269801	Jackson St at Horseshoe Drive	133,799						0		133,799
260507	Aerial Photography	144,844	15,000	15,000	15,000	15,000	15,000	75,000		219,844
260604	North Mall-North to Steix	462,992						0	3,000,000	3,462,992
260608	Land Acquisitions	194,559		50,000	50,000		50,000	150,000		344,559
261002	Traffic Signals Renovations	250,078	25,000	25,000	25,000	25,000	25,000	125,000		375,078
261203	Masonic Corridor Ph 2	1,514,369						0		1,514,369
261302	Directional Signage & Striping	357,100	100,000	100,000	100,000	100,000	100,000	500,000		657,100
261501	Hudson Bridge Chadlain Canal	1,582						0		1,582
261602	MPO Panel Replacement	20,566						0		20,566
261603	Industrial Park Road Reconstruction	630,266						0		630,266
261702	Horseshoe Drive Improvements	1,756,275						0		1,756,275
261801	N. 16th Street Bridge Replacement	1,604,960						0		1,604,960
261802	Pitts St/Broadway to Applewhite	496,523						0		496,523
262001	England Drive Sidewalks	262,500						0		262,500
262002	Third Street/Rapides Ave Reconstructi	251,563						0		251,563
262003	Zoo Parking Lot Resurfacing	67,500						0		67,500
262004	Street Surface Assessment	25,000			25,000			25,000		50,000
<b>Total Streets</b>		<b>18,710,127</b>	<b>390,000</b>	<b>690,000</b>	<b>715,000</b>	<b>640,000</b>	<b>690,000</b>	<b>3,125,000</b>	<b>6,500,000</b>	<b>28,335,127</b>

- \* Project Number to be Assigned
- Ⓢ New or Revised Projects
- Projects to be closed

2020-2021

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**POLICE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
501401	Pistol Range Improvements	104,713						0		104,713
501502	Pistol Range Classroom	2,031						0		2,031
501701	Public Safety Security System	24,068						0		24,068
501702	Body/Vehicle Camera System	10,583						0		10,583
<b>Total Police</b>		<b>141,395</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>141,395</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**FIRE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
602001	Aerial Platform Truck	1,436,453						0		1,436,453
<b>Total Fire</b>		1,436,453	0	0	0	0	0	0	0	1,436,453

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- ⊖ Projects to be closed

2020-2021

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**PARKS AND RECREATION**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
440901	Recreational Park Improvements	1,114,633						0		1,114,633
441501	Johnny Downs Park Improvements	20,694						0		20,694
441801	Civil Rights Monument	498,200						0		498,200
441802	Links on the Bayou Improvements	712,597						0		712,597
441803	Bringhurst Park Renovation	94,800						0		94,800
441804	Tennis Court Additions	211,672						0		211,672
442001	Reconstruct Johnny Downs Complex	500,000	7,000,000					7,000,000		7,500,000
<b>Total Park/Recreation</b>		<b>3,152,596</b>	<b>7,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000,000</b>	<b>0</b>	<b>10,152,596</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**ZOOLOGICAL PARK**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
431401	AV System	7,827						0		7,827
431501	Zoo Improvements	550,279						0		550,279
431801	Tiger Building Replacement	650,000						0		650,000
431803	Zoo Master Plan/Feasibility Study	154,998						0		154,998
<b>Total Zoological Park</b>			<b>1,363,104</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,363,104</b>
<b>Total General Capital Projects</b>			<b>44,010,180</b>	<b>8,715,000</b>	<b>3,360,000</b>	<b>1,220,000</b>	<b>1,145,000</b>	<b>1,195,000</b>	<b>10,500,000</b>	<b>70,145,180</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			

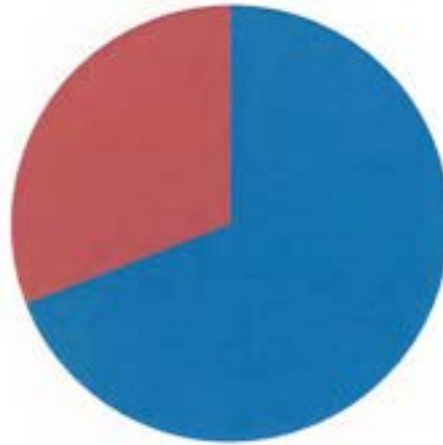
TOTAL CDBG

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- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

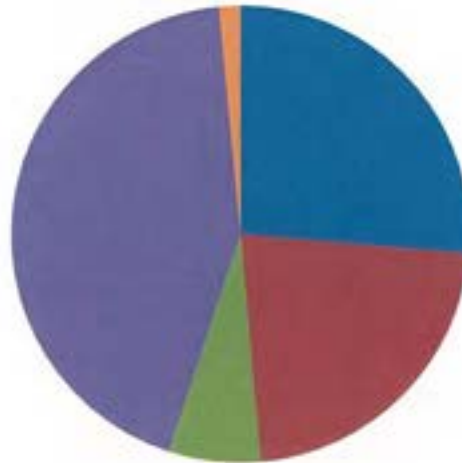
**ENTERPRISE CAPITAL PROJECTS  
REVENUES & EXPENSES  
FISCAL YEAR 2020-2021**

**Revenues**



■ Utility Funds ■ Closed Projects ■ Intergovernmental ■ Sales Tax

**Expenses**



■ Electric ■ Water ■ Gas ■ Wastewater ■ Unappropriated ■ Other ■ Bus

2020-2021

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

ELECTRIC

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
720002	Circuit Reconducting	890,335		250,000	250,000	250,000	250,000	1,000,000		1,880,335
720003	Replace Distribution Breakers	30,333						0		30,333
720601	138 KV Pole Change Out	0		300,000	300,000			600,000		600,000
720801	Electric Utility Relocation	468,826		200,000	200,000	200,000	200,000	800,000		1,268,826
720804	Substation Maintenance	317,009		250,000	275,000	275,000		800,000		1,117,009
720805	Distribution Feeder Maintenance	478,924	200,000	200,000	200,000	200,000	200,000	1,000,000		1,478,924
720903	138 KV Pilot Wire Replacement	617,628						0		617,628
721302	138 KV Transmission Upgrade	460,318	(285,000)					(285,000)		175,318
721401	DG Hunter Units #5-11	829,519						0		829,519
721502	Bayou Cove #1 Comb Inspection	300,000						0		300,000
721503	Bayou Cove #1 Capital Imp	75,000						0		75,000
721701	Willow Glen Transformer Rep	180,797	(165,000)					(165,000)		25,797
721702	Rep Twin Bridges Autotransformer	1,540,860	(1,100,000)					(1,100,000)		830,440
721704	MacArthur Drive Lighting Replacement	172,125	350,000					350,000		522,125
721801	Demolition DG Hunter 1-4	119,104		125,000	125,000	125,000		375,000		494,104
721802	Prescott 2400V Conversion	466,413	125,000					125,000		591,413
721901	Downtown-Willow Glen 138 KV Rebuilt	603,004		315,000				315,000	4,000,000	4,918,004
721902	DG Hunter #5-11 Major Maintenance	700,000	350,000					350,000		1,050,000
721903	DG Hunter #5-11 Stack Testing	58,502		75,000				75,000		133,502
722101	Upgrade 138KV Stations to 2000A	0	400,000					400,000		400,000
*	Power Plant GSU Switch Upgrade	0						0	287,500	287,500
*	Paint Substation Transformers/Switchg	0						0	125,000	125,000
*	Replace Bayou Rapides Switchgr #1	0						0	775,000	775,000
*	Replace Prescott Switchgear #1	0						0	675,000	675,000
*	Replace Prescott Transformer #2	0						0	900,000	900,000
*	Willow Glen Breaker & Switch Rep	0						0	2,000,000	2,000,000
*	Twin Bridges Breaker & Switch Rep	0						0	2,000,000	2,000,000
<b>Total Electric</b>		<b>8,308,697</b>	<b>(125,000)</b>	<b>1,715,000</b>	<b>1,350,000</b>	<b>1,050,000</b>	<b>650,000</b>	<b>4,640,000</b>	<b>10,782,500</b>	<b>24,100,783</b>

- \* Project Number to be Assigned
- ⊖ New or Revised Projects
- Projects to be closed

2020-2021

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**WATER**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
750004	Waterline Replacement & Rehab	927,630	500,000	750,000	750,000	750,000	750,000	3,500,000		4,427,630
751001	Water Well Reclamation	935,098	500,000	1,000,000	750,000	750,000		3,000,000		3,935,098
751201	Marlin Park Water Main Rep	538,205						0		538,205
751202	Replace Water Walls	848,340			750,000	750,000	750,000	2,250,000		3,098,340
751302	McNitt Field Water Feeder Line	471,123		450,000	450,000			900,000		1,371,123
751602	Fire Hydrant Thread Standardization	82,260						0		82,260
751701	Rosalino Tank Repair & Paint	31,389						0		31,389
751702	TRC Rechlorination Station	239,000						0		239,000
751704	Water Main Rep-Legacy System	61,447		500,000	650,000	650,000	500,000	2,300,000		2,361,447
751901	Water Well Meter Replacement	405,367						0		405,367
752001	Martha Lane/Paris St Water	850,000						0		850,000
752101	Adams Station Equipment Storage	0	197,000					197,000		197,000
*	Kisatchie By Pass Phase I	0						0	2,429,000	2,429,000
*	Adams Tank Repair & Paint	0						0	1,177,000	1,177,000
*	12" Main Bennett to Tulane	0						0	389,000	389,000
*	Industrial Park Tank Repair & Paint	0						0	900,000	900,000
*	Hamilton Street Tank Painting	0						0	160,000	160,000
*	24" Main Annadale Road	0						0	790,000	790,000
*	12" Main England Dr to Highway 1	0						0	869,000	869,000
*	Sterks Road Materials Storage Cover	0						0	175,000	175,000
*	Highway 1 South Wellfield Ph 1	0						0	1,195,000	1,195,000
*	Highway 1 South Wellfield Ph 2	0						0	3,526,000	3,526,000
*	Adams Pump Station Line Renovation	0						0	1,935,000	1,935,000
<b>Total Water</b>		<b>5,389,859</b>	<b>1,197,000</b>	<b>2,700,000</b>	<b>3,350,000</b>	<b>2,900,000</b>	<b>2,000,000</b>	<b>12,147,000</b>	<b>13,545,000</b>	<b>31,081,859</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**GAS**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
780901	Martin Park Gas Main Rep	97,547						0		97,547
781401	Gas SCADA Upgrade	87,184	102,000					102,000		189,184
781503	Gas Main Extension 8" Port	29,450						0	130,000	159,450
781704	Cloverleaf Gas Extension	118,000	(118,000)					(118,000)		0
781801	Lower 3rd/W Sandy Bayou Gas	348,364	150,000	360,000				510,000		858,364
781901	Wells Boulevard Gas Rep	582,740						0		582,740
781902	Enterprise/Acadian Interconnect	277,911						0		277,911
782101	MADP Reverification	0	100,000	300,000				400,000		400,000
*	Jackson Street Gas Replacement	0				500,000	500,000	1,000,000	300,000	1,300,000
*	Grundy Cooper Gas Replacement	0				300,000	300,000	600,000	300,000	900,000
*	Alexandria West Side Gas Feed	0				650,000	1,300,000	1,950,000	4,550,000	6,500,000
*	Zone 15 Gas Replacement	0						0	300,000	300,000
*	Bayou Rapides Rd Gas Extension	0						0	250,000	250,000
*	Regulator/Meter Station Refurb	0						0	250,000	250,000
*	Jefferson Heights Gas Relocation	0						0	300,000	300,000
*	Lee Street Ext/Kees Ave Gas	0						0	300,000	300,000
<b>Total Gas</b>		<b>1,541,196</b>	<b>234,000</b>	<b>660,000</b>	<b>0</b>	<b>1,450,000</b>	<b>2,100,000</b>	<b>4,444,000</b>	<b>6,680,000</b>	<b>12,665,196</b>

- \* Project Number to be Assigned
- ⊗ New or Revised Projects
- Projects to be closed

2020-2021

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**WASTEWATER**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
818901	Sewer Line Rehab & Replacement	1,182,544	470,000	250,000	1,000,000	750,000	500,000	2,970,000		4,152,544
810701	Reconstruct Baffle Walls	95,513	1,125,000					1,125,000		1,220,513
810904	Collection/Treatment Painting	895,300						0		895,300
811501	Lift Station Upgrades	635,000	0	220,000	250,000	220,000		890,000		1,325,000
811701	Wastewater Main Rep - Legacy System	66,548	0			650,000	650,000	1,300,000	1,300,000	2,666,548
811801	Vehicle Storage Building	274,540						0		274,540
812001	Dechlorination Facility Improvements	138,600						0		138,600
812101	Marye Street Sewer	0	750,000	750,000				1,500,000		1,500,000
*	Aerator Mooring @ Plant	0						0	875,000	875,000
*	Windemere Lift Station Gravity Sewer	0						0	1,592,000	1,592,000
*	Engine Replacement-Jones St Lift Stat	0						0	2,400,000	2,400,000
*	Martin Park Flood Control Stand By	0						0	156,000	156,000
*	Treatment Plant Roadway Lighting	0						0	375,000	375,000
*	Highway 28 W Sewer Improvements	0						0	1,570,000	1,570,000
*	Main Lift Stations Renovation	0						0	4,148,000	4,148,000
*	W Sandy Bayou Flood Control Stand B	0						0	548,000	548,000
*	Downtown Sewer Line Rehab	0						0	6,000,000	6,000,000
*	West Alexandria Treatment Plant	0						0	57,910,000	57,910,000
*	Perimeter Fence Treatment Plant	0						0	356,000	356,000
*	Treatment Plant Drainage	0						0	485,000	485,000
*	Calvert Street Lift Station	0						0	6,600,000	6,600,000
<b>Total Wastewater</b>		<b>3,288,245</b>	<b>2,345,000</b>	<b>1,220,000</b>	<b>1,250,000</b>	<b>1,620,000</b>	<b>1,150,000</b>	<b>7,585,000</b>	<b>84,293,000</b>	<b>95,166,245</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- Projects to be closed

2020-2021

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

OTHER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
860701	Telephone Network Upgrade	145,768						0		145,768
860702	GIS System/GPS Equipment	237,483	80,000	100,000	100,000	100,000	100,000	480,000		717,483
861802	Council Chambers Broadcast Upgrade	8,655						0		8,655
*	Utility Division Central Office	0						0	625,000	625,000
<b>Total Other</b>		<b>391,906</b>	<b>80,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>480,000</b>	<b>625,000</b>	<b>1,496,906</b>
<b>TOTAL UTILITY CAPITAL</b>		<b>18,919,903</b>	<b>3,731,000</b>	<b>6,395,000</b>	<b>6,050,000</b>	<b>7,120,000</b>	<b>6,000,000</b>	<b>29,296,000</b>	<b>115,905,500</b>	<b>164,121,403</b>

- \* Project Number to be Assigned
- ⊕ New or Revised Projects
- ⊖ Projects to be closed

2020-2021

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**MUNICIPAL TRANSIT**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2025	TOTAL COST
			20-21	21-22	22-23	23-24	24-25			
709702	Support Equipment	21,555						0		21,555
709706	Surveillance Equipment	20,071						0		20,071
709709	ADA Vans	40,190		250,000				250,000	250,000	540,190
709710	Replace Support Vehicles	35,000						0		35,000
709711	Misc Shop Equipment	8,097		10,000				10,000		18,097
709712	Buses	2,183,726						0	1,000,000	3,183,726
709721	Copier	145						0		145
709722	Terminal Improvements	(5,227)						0		(5,227)
709723	Radio Upgrades	48,007						0		48,007
<b>TOTAL TRANSIT</b>		<b>2,351,564</b>	<b>0</b>	<b>260,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,000</b>	<b>1,250,000</b>	<b>3,840,009</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.

**2020-2021 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Electric Revenues</b>							
345000	Charges - Residential	12,177,506	11,210,118	12,600,000	12,200,000	12,200,000	12,200,000	12,200,000
345001	Charges - Commercial	14,491,354	14,462,416	15,200,000	14,700,000	14,500,000	14,500,000	14,500,000
345004	Charges - Energy Sales	4,309,803	5,434,091	3,000,000	4,300,000	3,000,000	3,000,000	3,000,000
345200	Charges - Penalties	557,810	497,800	450,000	505,000	450,000	450,000	450,000
345300	Charges - Fuel Cost	42,506,549	40,373,847	46,297,000	40,311,000	46,297,000	46,297,000	46,297,000
345900	Charges - Meters	29,089	20,817	20,000	20,000	20,000	20,000	20,000
346000	Charges - City Street Lights	283,000	283,000	283,000	283,000	283,000	283,000	283,000
346300	Charges - Pole Rental	555	555	30,000	0	0	0	0
346400	Charges - Dusk to Dawn Lights	17,785	16,655	2,000	2,000	2,000	2,000	2,000
399000	Miscellaneous Electric	66,450	16,576	40,000	25,000	25,000	25,000	25,000
	<b>Total Electric Revenues</b>	<b>74,441,901</b>	<b>72,315,875</b>	<b>77,922,000</b>	<b>72,346,000</b>	<b>76,777,000</b>	<b>76,777,000</b>	<b>76,777,000</b>
	<b>Water Revenues</b>							
345000	Charges - Residential	4,428,409	4,589,061	4,500,000	4,550,000	4,500,000	4,500,000	4,500,000
345001	Charges - Commercial	2,179,013	2,218,556	1,950,000	2,200,000	2,000,000	2,000,000	2,000,000
345200	Charges - Penalties	621,415	566,685	440,000	560,000	440,000	440,000	440,000
345800	Charges - Tap Fees	62,535	59,630	70,000	60,000	70,000	70,000	70,000
345900	Charges - Meters	34,717	39,785	30,000	35,000	30,000	30,000	30,000
346100	Charges - City Fire Hydrants	95,600	96,500	95,000	95,000	95,000	95,000	95,000
379001	Lease-Water Tower Space	29,909	31,748	20,000	20,000	20,000	20,000	20,000
399000	Miscellaneous - Water	6,456	4,811	5,000	5,000	5,000	5,000	5,000
	<b>Total Water Revenues</b>	<b>7,456,054</b>	<b>7,606,776</b>	<b>7,110,000</b>	<b>7,525,000</b>	<b>7,160,000</b>	<b>7,160,000</b>	<b>7,160,000</b>
	<b>Gas Revenues</b>							
345000	Charges - Residential	2,687,013	2,264,418	2,200,000	2,320,000	2,200,000	2,200,000	2,200,000
345001	Charges - Commercial	756,298	984,412	700,000	775,000	700,000	700,000	700,000
345200	Charges - Penalties	522,377	549,742	170,000	520,000	170,000	170,000	170,000
345300	Charges - Fuel Cost	6,228,487	6,821,530	8,000,000	7,000,000	8,000,000	8,000,000	8,000,000
345800	Charges - Tap Fees	24,925	20,581	17,000	17,000	17,000	17,000	17,000
345900	Charges - Meters	37,875	35,288	25,000	25,000	25,000	25,000	25,000
399000	Miscellaneous - Gas	9,325	9,532	5,000	5,000	5,000	5,000	5,000
	<b>Total Gas Revenues</b>	<b>10,266,300</b>	<b>10,685,503</b>	<b>11,117,000</b>	<b>10,662,000</b>	<b>11,117,000</b>	<b>11,117,000</b>	<b>11,117,000</b>
	<b>Wastewater Revenues</b>							
345000	Charges - Residential	4,263,221	4,663,684	3,750,000	4,300,000	4,000,000	4,000,000	4,000,000
345001	Charges - Commercial	1,623,021	1,740,946	1,200,000	1,600,000	1,500,000	1,500,000	1,500,000
345800	Charges - Tap Fees	16,840	19,300	30,000	15,000	30,000	30,000	30,000
399000	Miscellaneous - Wastewater	14,286	18,940	40,000	15,000	40,000	40,000	40,000
	<b>Total Wastewater Revenues</b>	<b>5,917,368</b>	<b>6,442,870</b>	<b>5,020,000</b>	<b>5,930,000</b>	<b>5,570,000</b>	<b>5,570,000</b>	<b>5,570,000</b>
	<b>Environmental Compliance</b>							
345100	Charges-Environmental Compliance	743,040	745,340	755,000	745,000	755,000	755,000	755,000
	<b>Total Enviro Compliance</b>	<b>743,040</b>	<b>745,340</b>	<b>755,000</b>	<b>745,000</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>

**2020-2021 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other Charges</b>							
345700	Charges - Service Charges	360,770	348,050	300,000	300,000	300,000	300,000	300,000
346600	Charges - Infrastructure Replacement	1,491,218	1,544,850	1,550,000	1,525,000	1,525,000	1,525,000	1,525,000
	<b>Total Other Charges</b>	<b>1,851,988</b>	<b>1,892,900</b>	<b>1,850,000</b>	<b>1,825,000</b>	<b>1,825,000</b>	<b>1,825,000</b>	<b>1,825,000</b>
	<b>Total Charges</b>	<b>100,678,651</b>	<b>99,689,264</b>	<b>103,774,000</b>	<b>99,033,000</b>	<b>103,204,000</b>	<b>103,204,000</b>	<b>103,204,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	106,692	137,861	0	150,000	0	0	0
367300	Interest - Bond Reserves	11,386	18,338	0	0	0	0	0
367301	Interest - Bond Sinking Funds	11,352	93,083	0	0	0	0	0
	<b>Total Investment Income</b>	<b>129,430</b>	<b>249,282</b>	<b>0</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
333402	Cost Allocation - Sanitation	131,000	156,000	156,000	156,000	148,000	148,000	148,000
333450	Cost Allocation - Bus	20,000	18,000	18,000	18,000	21,000	21,000	21,000
	<b>Total Internal Services/Interfunds</b>	<b>151,000</b>	<b>174,000</b>	<b>174,000</b>	<b>174,000</b>	<b>169,000</b>	<b>169,000</b>	<b>169,000</b>
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	2,055	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	<b>2,055</b>	<b>0</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	132,834	(38,259)	0	0	0	0	0
398900	Misc - Cash Over/(Short)	807	(844)	0	0	0	0	0
399000	Miscellaneous Revenue	52,002	31,044	20,000	20,000	20,000	20,000	20,000
399001	Misc - Returned Checks	15,175	16,925	20,000	20,000	20,000	20,000	20,000
399996	Use of Restricted Retained Earnings	0	0	4,000,000	4,000,000	0	0	0
399999	Use of Retained Earnings	0	0	10,419,219	9,269,878	0	6,005,737	6,005,737
	<b>Total Other</b>	<b>200,818</b>	<b>8,866</b>	<b>14,459,219</b>	<b>13,309,878</b>	<b>40,000</b>	<b>6,045,737</b>	<b>6,045,737</b>
	<b>TOTAL REVENUES</b>	<b>101,161,954</b>	<b>100,121,412</b>	<b>118,407,219</b>	<b>112,666,878</b>	<b>103,413,000</b>	<b>109,418,737</b>	<b>109,418,737</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Utility Administration	<b>ORGANIZATION:</b>	210500

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	998,821	567,724	657,000	1,631,000	807,000	807,000	22.83%
Other	38,795,123	34,129,098	34,521,105	33,724,105	25,426,673	25,426,673	0.00%
Capital Outlay	0	0	0	70,219	0	0	0.00%
<b>Total Appropriations</b>	<b>39,793,944</b>	<b>34,696,822</b>	<b>35,178,105</b>	<b>35,425,324</b>	<b>26,233,673</b>	<b>26,233,673</b>	<b>-25.43%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Utility Administration	<b>ORGANIZATION:</b>	210500

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
531108	Professional Fees - Audit	55,310	41,043	58,000	58,000	58,000	58,000	58,000
531110	Professional Fees & Services	667,404	312,778	375,000	800,000	375,000	525,000	525,000
531209	Services - Bank Charges	191,188	213,903	159,000	235,000	159,000	159,000	159,000
533024	Economic Development	0	0	60,000	30,000	60,000	60,000	60,000
543000	Miscellaneous Expense	5,129	0	5,000	5,000	5,000	5,000	5,000
646037	Storm Relief	79,790	0	0	503,000	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>998,821</b>	<b>567,724</b>	<b>657,000</b>	<b>1,631,000</b>	<b>657,000</b>	<b>807,000</b>	<b>807,000</b>
	<b>Other:</b>							
646000	Bond Issuance Cost	0	0	0	0	0	0	0
646046	Utility Rebates	6,500,346	0	4,000,000	4,000,000	4,000,000	0	0
646052	Transfer to Utility Debt Service	10,180,069	10,174,665	10,194,948	10,194,948	10,194,948	10,201,673	10,201,673
646101	Transfer to General Fund (5%)	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000
646300	Transfer to General Cap Projects	99,996	100,000	100,000	100,000	100,000	100,000	100,000
646411	Transfer to Utility Capital Projects	8,768,700	10,975,000	6,811,000	6,811,000	6,811,000	3,731,000	3,731,000
646450	Transfer to Municipal Transit Fund	2,901,012	2,303,433	2,727,157	2,492,157	2,727,157	2,511,000	2,511,000
646551	Transfer to Risk Management Fund	1,489,000	1,219,000	1,275,000	1,213,000	1,272,000	1,272,000	1,272,000
646552	Transfer to Employee Benefits Fund	891,000	1,318,000	1,374,000	874,000	500,000	250,000	250,000
647101	Cost Allocation - General Fund	2,708,000	2,782,000	2,782,000	2,782,000	2,104,000	2,104,000	2,104,000
648101	Transfer to General Fund-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
	<b>Total Other</b>	<b>38,795,123</b>	<b>34,129,098</b>	<b>34,521,105</b>	<b>33,724,105</b>	<b>32,966,105</b>	<b>25,426,673</b>	<b>25,426,673</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	70,219	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,219</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>39,793,944</b>	<b>34,696,822</b>	<b>35,178,105</b>	<b>35,425,324</b>	<b>33,623,105</b>	<b>26,233,673</b>	<b>26,233,673</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Finance</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Budget Office</b>	<b>ORGANIZATION:</b>	<b>218300</b>

**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 them in the decision making process.
- To assist division and departments heads with the administration of their individual budgets.
- To assist the 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 administers 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 Budget Officer assists in the supervision of the departments within the Financial Division.

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Budget printed	85	85	85
Department budget transfers	425	425	425
Budget Amendments	65	65	65
Accounts w/ Budget Transactions	9,700	9,700	9,700
Total active accounts	10,000	10,000	10,000
Fact sheets reviewed	300	300	300

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Budget Office	<b>ORGANIZATION:</b>	218300

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	124,299	156,215	182,628	156,628	195,832	195,832	7.23%
Fringe Benefits	39,412	41,070	65,397	60,397	70,886	70,886	8.39%
Operating/Contractual	18,887	8,021	15,000	15,000	15,000	15,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	749	15,983	5,000	5,000	5,000	5,000	0.00%
<b>Total Appropriations</b>	<b>183,347</b>	<b>221,289</b>	<b>268,025</b>	<b>237,025</b>	<b>286,718</b>	<b>286,718</b>	<b>6.97%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480207	Salary - Mayoral Asst - Budget Officer	1	1	1	1	1	1	0.00%
480233	Salary - Mayoral Asst - CIO	1	1	0	0	0	0	0.00%
490225	Salary - Assistant Director Finance	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	1	1	1	1	1	1	0.00%
490926	<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Budget Office	<b>ORGANIZATION:</b>	218300

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	2,979	1,980	1,000	1,000	1,000	1,000	1,000
480207	Salary - Mayoral Asst - Budget Officer	85,889	85,953	87,336	87,336	87,336	87,336	87,336
480233	Salary - Mayoral Asst - CIO	0	31,789	0	0	0	0	0
490225	Salary - Assistant Director Finance	0	0	55,000	29,000	67,434	67,434	67,434
490230	Salary - Accountant	35,431	36,493	39,292	39,292	38,522	40,062	40,062
	<b>Total Positions</b>	<b>124,299</b>	<b>156,215</b>	<b>182,628</b>	<b>156,628</b>	<b>194,292</b>	<b>195,832</b>	<b>195,832</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	19,980	23,212	31,837	29,837	36,817	37,135	37,135
510202	Fringe - Hospital	17,492	15,384	30,785	27,785	30,785	30,785	30,785
510206	Fringe - Medicare Insurance Tax	1,883	2,408	2,649	2,649	2,818	2,840	2,840
510207	Fringe - Life Insurance	57	66	126	126	126	126	126
	<b>Total Fringe</b>	<b>39,412</b>	<b>41,070</b>	<b>65,397</b>	<b>60,397</b>	<b>70,546</b>	<b>70,886</b>	<b>70,886</b>
	<b>Operating &amp; Contractual:</b>							
520400	Office	1,104	1,620	7,000	7,000	7,000	7,000	7,000
531410	Telephone	3,185	2,756	4,000	4,000	4,000	4,000	4,000
531500	Printing	764	721	2,000	2,000	2,000	2,000	2,000
531800	Lease	10,830	29	0	0	0	0	0
543003	Travel & Training	3,004	2,895	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	<b>18,867</b>	<b>8,021</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	15,983	0	0	0	0	0
707700	Office Furniture & Fixtures	749	0	5,000	5,000	5,000	5,000	5,000
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>749</b>	<b>15,983</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>183,347</b>	<b>221,289</b>	<b>268,025</b>	<b>237,025</b>	<b>284,838</b>	<b>286,718</b>	<b>286,718</b>

## 2020-2021 ANNUAL BUDGET

<b>DIVISION:</b>	Administration	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,030,032	1,045,137	1,073,538	1,203,538	1,114,936	1,114,936	3.86%
Fringe Benefits	486,480	461,323	425,389	444,389	524,180	524,180	23.22%
Operating/Contractual	819,800	808,692	910,000	1,167,000	934,000	934,000	2.64%
Other	98,164	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0.00%
Capital Outlay	12,344	0	0	0	39,700	39,700	0.00%
<b>Total Appropriations</b>	<b>2,446,820</b>	<b>3,515,152</b>	<b>3,608,927</b>	<b>4,014,927</b>	<b>3,812,816</b>	<b>3,812,816</b>	<b>5.65%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490124	Salary - Customer Services Manager	1	1	1	1	1	1	0.00%
490131	Salary - Mail Clerk	1	1	0	0	0	0	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%
490339	Salary - Accounting Technician	0	0	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490642	Salary - Customer Accounts Rep	12	12	7	7	7	7	0.00%
490644	Salary - Customer Accounts Team Lead	5	5	4	4	4	4	0.00%
490648	Salary - Customer Services Rep	9	9	9	11	11	11	0.00%
490926	Salary - Utility Billing Specialist	0	0	5	5	5	5	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Administration</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Customer Service</b>	<b>ORGANIZATION:</b>	<b>218600</b>

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	88,102	104,590	50,000	180,000	50,000	50,000	50,000
490124	Salary - Customer Services Manager	63,321	65,221	66,270	66,270	64,048	64,048	64,048
490131	Salary - Mail Clerk	26,254	27,042	0	0	0	0	0
490218	Salary - Customer Services Supervisor	55,383	57,044	57,963	57,963	49,663	49,663	49,663
490230	Salary - Accountant	74,312	77,921	84,236	84,236	77,044	77,044	77,044
490339	Salary - Accounting Technician	0	0	32,473	32,473	32,473	33,447	33,447
490618	Salary - Administrative Secretary	27,386	21,734	29,660	29,660	29,667	29,667	29,667
490642	Salary - Customer Accounts Rep	323,488	331,322	205,805	205,805	202,475	204,030	204,030
490644	Salary - Customer Accounts Team Lead	168,927	165,530	139,482	139,482	138,265	140,109	140,109
490646	Salary - Customer Services Rep	194,499	187,783	228,942	228,942	274,329	277,821	277,821
490926	Salary - Utility Billing Specialist	0	0	167,707	167,707	175,965	178,107	178,107
490690	Salary - Student Worker	8,360	6,950	11,000	11,000	11,000	11,000	11,000
	<b>Total Salaries</b>	<b>1,030,032</b>	<b>1,045,137</b>	<b>1,073,538</b>	<b>1,203,538</b>	<b>1,104,929</b>	<b>1,114,936</b>	<b>1,114,936</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	235,002	225,216	190,627	209,627	225,783	227,848	227,848
510202	Fringe - Hospital	236,776	220,723	217,210	217,210	278,094	278,094	278,094
510206	Fringe - Medicare Insurance Tax	13,401	14,066	15,568	15,568	16,028	16,170	16,170
510207	Fringe - Life Insurance	782	887	1,302	1,302	1,386	1,386	1,386
510208	Fringe - FICA Tax Retirement	519	431	682	682	682	682	682
	<b>Total Fringe</b>	<b>486,480</b>	<b>461,323</b>	<b>425,389</b>	<b>444,389</b>	<b>521,973</b>	<b>524,180</b>	<b>524,180</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	153,954	190,954	150,000	440,000	150,000	150,000	150,000
520204	Uniforms	6,615	6,681	7,000	7,000	7,000	7,000	7,000
520400	Office	64,589	70,006	50,000	75,000	50,000	50,000	50,000
531109	Security	65,572	60,024	62,000	62,000	62,000	62,000	62,000
531210	Fees Substation	594	0	5,000	5,000	5,000	5,000	5,000
531211	Fees Collection Agency	108,838	88,613	150,000	120,000	150,000	150,000	150,000
531214	Fees - Billing Services	57,337	47,801	60,000	60,000	60,000	60,000	60,000
531301	Vehicle Costs - Fuel & Oil	1,813	1,954	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	60	669	2,000	2,000	2,000	2,000	2,000
531401	Postage	188,103	168,678	235,000	210,000	235,000	235,000	235,000
531410	Telephone	16,886	13,151	20,000	17,000	20,000	20,000	20,000
531500	Printing	2,908	3,280	5,000	5,000	5,000	29,000	29,000
531701	Utilities	87,654	85,682	100,000	100,000	100,000	100,000	100,000
531800	Lease	1,451	0	0	0	0	0	0
543002	Dues & Subscriptions	265	0	0	0	0	0	0
543003	Travel & Training	3,534	9,280	6,000	6,000	6,000	6,000	6,000
605101	Maintenance Building & Facilities	56,762	58,979	46,000	46,000	46,000	46,000	46,000
605106	Maintenance Equipment	2,865	2,940	10,000	10,000	10,000	10,000	10,000
	<b>Total Operating and Contractual</b>	<b>819,800</b>	<b>808,692</b>	<b>910,000</b>	<b>1,167,000</b>	<b>910,000</b>	<b>934,000</b>	<b>934,000</b>
	<b>Other:</b>							
543001	Bad Debt	98,164	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
	<b>Total Other</b>	<b>98,164</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Customer Service	<b>ORGANIZATION:</b>	218600

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	29,800	29,800	29,800
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	12,344	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	9,900	9,900	9,900
	<b>Total Capital Outlay</b>	12,344	0	0	0	39,700	39,700	39,700
	<b>TOTAL DEPARTMENT</b>	2,446,820	3,515,152	3,608,927	4,014,927	3,776,602	3,812,816	3,812,816

## 2020-2021 ANNUAL BUDGET

<b>DIVISION:</b>	Administration	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Administration</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Customer Field Services</b>	<b>ORGANIZATION:</b>	<b>218700</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	575,645	578,306	619,774	620,774	616,112	616,112	-0.59%
Fringe Benefits	296,250	228,256	348,226	313,226	276,372	276,372	-20.63%
Operating/Contractual	65,871	78,019	95,000	92,000	95,000	95,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	45,573	90,436	106,100	106,100	0.00%
<b>Total Appropriations</b>	<b>937,766</b>	<b>884,581</b>	<b>1,108,573</b>	<b>1,116,436</b>	<b>1,093,584</b>	<b>1,093,584</b>	<b>-1.35%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490132	Salary - Supervisor Utility Field Service	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>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Administration	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Customer Field Services	<b>ORGANIZATION:</b>	218700

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	108,314	121,960	50,000	120,000	50,000	50,000	50,000
490132	Salary - Supervisor Utility Field Service	47,243	71,134	41,159	41,159	41,159	41,159	41,159
490141	Salary - Crew Leader	37,962	46,426	33,903	33,903	33,903	33,903	33,903
490626	Salary - Clerical Specialist	36,669	29,127	25,438	25,438	24,939	24,939	24,939
490647	Salary - Meter Reader	146,006	157,551	279,818	226,818	276,824	276,824	276,824
490763	Salary - Utility Service Worker	199,451	152,108	189,456	173,456	189,267	189,287	189,287
	<b>Total Salaries</b>	<b>575,645</b>	<b>578,306</b>	<b>619,774</b>	<b>620,774</b>	<b>616,112</b>	<b>616,112</b>	<b>616,112</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	132,669	109,845	111,193	106,193	127,161	127,161	127,161
510202	Fringe - Hospital	157,219	110,814	227,162	197,162	139,390	139,390	139,390
510206	Fringe - Medicare Insurance Tax	5,896	7,163	8,989	8,989	8,939	8,939	8,939
510207	Fringe - Life Insurance	466	434	882	882	882	882	882
	<b>Total Fringe</b>	<b>296,250</b>	<b>228,256</b>	<b>348,226</b>	<b>313,226</b>	<b>276,372</b>	<b>276,372</b>	<b>276,372</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	3,515	4,883	5,000	5,000	5,000	5,000	5,000
520400	Office	13	1,134	7,000	7,000	7,000	7,000	7,000
520500	Operating Supplies	9,234	17,101	15,000	17,000	15,000	15,000	15,000
531301	Vehicle Costs - Fuel & Oil	26,723	30,365	42,000	37,000	42,000	42,000	42,000
531304	Vehicle Cost - R & M	13,331	12,397	12,000	12,000	12,000	12,000	12,000
543003	Travel & Training	0	0	2,000	2,000	2,000	2,000	2,000
605106	Maintenance Equipment	13,055	12,149	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating and Contractual</b>	<b>65,871</b>	<b>78,019</b>	<b>95,000</b>	<b>92,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	45,573	90,436	52,100	52,100	52,100
707600	Machinery & Equipment	0	0	0	0	54,000	54,000	54,000
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>0</b>	<b>0</b>	<b>45,573</b>	<b>90,436</b>	<b>106,100</b>	<b>106,100</b>	<b>106,100</b>
	<b>TOTAL DEPARTMENT</b>	<b>937,766</b>	<b>884,581</b>	<b>1,108,573</b>	<b>1,116,436</b>	<b>1,093,584</b>	<b>1,093,584</b>	<b>1,093,584</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
Service Calls - Hardware	26,700	26,700	26,700
Service Calls - Software	8,900	8,900	8,900
Number of Documents Prepared	720	720	720

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Management Information Systems	<b>ORGANIZATION:</b>	218800

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	325,974	368,532	406,715	395,715	416,237	416,237	2.34%
Fringe Benefits	160,822	272,992	185,718	179,718	186,439	186,439	0.39%
Operating/Contractual	1,035,240	1,255,216	1,209,000	1,211,000	1,209,000	1,209,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	652,989	814,505	928,825	937,825	852,950	852,950	-8.17%
<b>Total Appropriations</b>	<b>2,175,025</b>	<b>2,709,245</b>	<b>2,730,258</b>	<b>2,724,258</b>	<b>2,664,626</b>	<b>2,664,626</b>	<b>-2.40%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490123	Salary - Information Systems Manage	1	1	1	1	1	1	0.00%
490227	Salary - Information Systems Analyst	4	4	4	4	4	4	0.00%
490356	Salary - PC / Network Technician	3	3	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>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Management Information Systems	<b>ORGANIZATION:</b>	218800

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	3,698	10,271	15,000	15,000	15,000	15,000	15,000
490123	Salary - Information Systems Manage	52,757	54,339	57,453	57,453	56,326	58,016	58,016
490227	Salary - Information Systems Analyst	152,219	170,474	172,985	172,985	172,985	176,444	176,444
490358	Salary - PC / Network Technician	87,839	107,061	108,802	108,802	108,802	110,624	110,624
490357	Salary - Computer Operator I	0	0	22,815	11,815	26,333	26,333	26,333
490618	Salary - Administrative Secretary	29,461	24,387	29,660	29,660	29,235	29,820	29,820
	<b>Total Salaries</b>	<b>325,974</b>	<b>366,532</b>	<b>406,715</b>	<b>395,715</b>	<b>408,681</b>	<b>416,237</b>	<b>416,237</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	78,541	181,629	72,963	71,963	84,353	85,912	85,912
510202	Fringe - Hospital	77,673	86,262	106,439	101,439	94,072	94,072	94,072
510206	Fringe - Medicare Insurance Tax	4,365	4,839	5,896	5,896	5,925	6,035	6,035
510207	Fringe - Life Insurance	243	262	420	420	420	420	420
	<b>Total Fringe</b>	<b>160,822</b>	<b>272,992</b>	<b>185,718</b>	<b>179,718</b>	<b>184,770</b>	<b>186,439</b>	<b>186,439</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	0	0	0	0	0	0	0
520400	Office	2,095	4,121	4,000	4,000	4,000	4,000	4,000
520500	Operating Supplies	14,524	14,529	15,000	15,000	15,000	15,000	15,000
520513	Operating - Paper	6,272	5,563	12,000	12,000	12,000	12,000	12,000
531301	Vehicle Costs - Fuel & Oil	741	1,279	3,000	3,000	3,000	3,000	3,000
531304	Vehicle Cost - R & M	1,835	1,245	5,000	3,000	5,000	5,000	5,000
531410	Telephone	19,073	20,742	35,000	25,000	35,000	35,000	35,000
531415	Internet Access	45,299	45,766	45,000	45,000	45,000	45,000	45,000
531416	Government Access Channel	0	206	15,000	15,000	15,000	15,000	15,000
543003	Travel & Training	18,700	8,231	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	179,782	215,969	225,000	220,000	225,000	225,000	225,000
605114	Maintenance Software	746,919	937,565	830,000	846,000	830,000	830,000	830,000
646037	Storm Relief	0	0	0	3,000	0	0	0
	<b>Total Operating and Contractual</b>	<b>1,035,240</b>	<b>1,255,216</b>	<b>1,209,000</b>	<b>1,211,000</b>	<b>1,209,000</b>	<b>1,209,000</b>	<b>1,209,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	20,741	0	0	0	0	0	0
707600	Machinery & Equipment	408,630	751,967	492,280	492,280	645,000	426,250	426,250
707700	Office Furniture & Fixtures	0	0	0	0	415,500	426,700	426,700
707702	Computer Software	223,618	62,538	436,545	445,545	0	0	0
	<b>Total Capital Outlay</b>	<b>652,989</b>	<b>814,505</b>	<b>928,825</b>	<b>937,825</b>	<b>1,060,500</b>	<b>852,950</b>	<b>852,950</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,175,025</b>	<b>2,709,245</b>	<b>2,730,258</b>	<b>2,724,258</b>	<b>2,862,951</b>	<b>2,664,626</b>	<b>2,664,626</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	218500

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	201,562	204,661	342,556	280,556	343,196	343,196	0.19%
Fringe Benefits	67,547	64,411	117,071	102,071	126,899	126,899	8.39%
Operating/Contractual	518,504	479,972	392,000	428,000	392,000	392,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	2,952	10,000	10,999	0	0	-100.00%
<b>Total Appropriations</b>	<b>787,613</b>	<b>751,996</b>	<b>861,627</b>	<b>821,626</b>	<b>862,095</b>	<b>862,095</b>	<b>0.05%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	1	1	1	1	1	1	0.00%
490219	Salary - Professional Engineer	1	1	1	1	1	1	0.00%
490226	Salary - Assistant Director Utilities	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>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Division Director	<b>ORGANIZATION:</b>	218500

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480107	Salary - Director of Utilities	100,781	100,856	102,479	102,479	102,479	102,479	102,479
480604	Salary - Executive Secretary	39,456	40,640	41,294	41,294	41,294	41,294	41,294
490175	Salary - Enviro Compliance Manager	61,325	63,165	68,783	68,783	67,434	70,131	70,131
490219	Salary - Professional Engineer	0	0	65,000	34,000	61,859	61,859	61,859
490226	Salary - Assistant Director Utilities	0	0	65,000	34,000	67,433	67,433	67,433
	<b>Total Salaries</b>	<b>201,562</b>	<b>204,661</b>	<b>342,556</b>	<b>280,556</b>	<b>340,499</b>	<b>343,196</b>	<b>343,196</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	44,279	41,083	61,017	51,017	70,279	70,836	70,836
510202	Fringe - Hospital	15,319	15,329	46,006	41,006	46,006	46,006	46,006
510206	Fringe - Medicare Insurance Tax	3,044	3,091	5,038	5,038	5,008	5,047	5,047
510207	Fringe - Life Insurance	86	89	210	210	210	210	210
510209	Fringe - Car Allowance	4,819	4,819	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>67,547</b>	<b>64,411</b>	<b>117,071</b>	<b>102,071</b>	<b>126,303</b>	<b>126,899</b>	<b>126,899</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	1,876	1,152	1,000	1,000	1,000	1,000	1,000
520400	Office	5,340	7,497	7,000	7,000	7,000	7,000	7,000
531110	Professional Fees	388,219	389,728	300,000	315,000	300,000	300,000	300,000
531123	NERC ICP	82,170	40,357	50,000	70,000	50,000	50,000	50,000
531301	Vehicle Costs - Fuel & Oil	1,936	1,878	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	1,057	271	1,000	1,000	1,000	1,000	1,000
531410	Telephone	6,583	6,651	6,000	7,000	6,000	6,000	6,000
531500	Printing	531	4,245	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	27,858	26,600	18,000	18,000	18,000	18,000	18,000
543003	Travel & Training	2,934	1,593	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating and Contractual</b>	<b>518,504</b>	<b>479,972</b>	<b>392,000</b>	<b>428,000</b>	<b>392,000</b>	<b>392,000</b>	<b>392,000</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	0	0	4,500	5,499	0	0	0
707700	Office Furniture & Fixtures	0	2,952	5,500	5,500	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>2,952</b>	<b>10,000</b>	<b>10,999</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>787,613</b>	<b>751,996</b>	<b>861,627</b>	<b>821,626</b>	<b>858,802</b>	<b>862,095</b>	<b>862,095</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Reports: EPAAA, LEPA, SWPP, Dept. of Energy, NERC, FERC, DEQ & Utility Date	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 C	5,000	4,980	

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Electric Production</b>	<b>ORGANIZATION:</b>	<b>227100</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	975,090	973,470	1,130,772	1,045,772	1,124,238	1,124,238	-0.58%
Fringe Benefits	396,669	360,964	444,956	414,956	489,953	489,953	10.11%
Operating/Contractual	32,096,333	32,992,185	40,728,000	34,678,000	40,728,000	40,728,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	56,730	0	95,000	95,000	0	0	0.00%
<b>Total Appropriations</b>	<b>33,524,822</b>	<b>34,326,619</b>	<b>42,398,728</b>	<b>36,233,728</b>	<b>42,342,191</b>	<b>42,342,191</b>	<b>-0.13%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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%
490378	Salary - Environmental Tech II	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490701	Salary - Electric Plant Shift Supervisor	5	5	5	5	5	5	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%
490706	Salary - Maintenance Mechanic I	1	1	1	1	1	1	0.00%
490707	Salary - Electric Plant Operator I	5	5	5	5	5	5	0.00%
490822	Salary - Trades Worker	1	1	1	1	1	1	0.00%
490914	Salary - Industrial Electrician-Electric	1	1	1	1	1	1	0.00%
490915	Salary - Elec & Insrt Tech-Electric Pro	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	165,483	156,036	160,000	160,000	160,000	160,000	160,000
490101	Salary - Superintendent Electric Prod	65,895	67,283	67,268	67,268	67,268	69,959	69,959
490149	Salary - Custodial Worker	22,389	23,081	23,432	23,432	23,432	23,901	23,901
490301	Salary - Supervisor Electric Production	53,634	55,439	56,648	56,648	56,648	56,648	56,648
490302	Salary - Plant Maintenance Supervisor	38,531	23,073	41,159	41,159	41,159	41,159	41,159
490378	Salary - Environmental Tech II	41,679	42,625	43,620	43,620	43,621	45,365	45,365
490618	Salary - Administrative Secretary	26,068	26,850	29,660	29,660	29,078	30,242	30,242
490701	Salary - Electric Plant Shift Supervisor	170,464	194,815	234,536	234,536	232,587	232,587	232,587
490704	Salary - Maintenance Mechanic II	33,416	34,848	36,384	25,384	37,797	37,797	37,797
490705	Salary - Electric Plant Operator II	112,961	131,040	139,684	128,684	136,316	136,316	136,316
490706	Salary - Maintenance Mechanic I	33,503	27,968	35,325	29,325	33,238	33,238	33,238
490707	Salary - Electric Plant Operator I	108,518	90,244	150,080	121,080	146,554	146,554	146,554
490822	Salary - Trades Worker	23,967	10,279	29,129	15,129	27,726	27,726	27,726
490914	Salary - Industrial Electrician-Electric	37,794	40,507	41,159	41,159	41,159	42,394	42,394
490915	Salary - Elec & Inert Tech-Electric Prod	40,788	49,412	42,688	28,688	40,352	40,352	40,352
	<b>Total Salaries</b>	<b>975,090</b>	<b>973,470</b>	<b>1,130,772</b>	<b>1,045,772</b>	<b>1,116,935</b>	<b>1,124,238</b>	<b>1,124,238</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	233,337	207,986	202,861	192,861	230,534	232,042	232,042
510202	Fringe - Hospital	150,160	139,837	224,651	204,651	240,558	240,558	240,558
510206	Fringe - Medicare Insurance Tax	12,583	12,556	16,394	16,394	16,197	16,303	16,303
510207	Fringe - Life Insurance	589	585	1,050	1,050	1,050	1,050	1,050
	<b>Total Fringe</b>	<b>396,669</b>	<b>380,964</b>	<b>444,956</b>	<b>414,956</b>	<b>488,339</b>	<b>489,953</b>	<b>489,953</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	2,124	0	35,000	0	0	0
520204	Uniforms	13,050	14,197	14,000	14,000	14,000	14,000	14,000
520400	Office	265	356	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	14,714	7,572	20,000	15,000	20,000	20,000	20,000
520501	Operating - Janitorial	2,398	2,479	3,000	3,000	3,000	3,000	3,000
520503	Operating - Chemicals	132,195	107,842	200,000	175,000	200,000	200,000	200,000
520505	Operating - Gases	8,504	9,430	26,000	26,000	26,000	26,000	26,000
520514	Small Tools	1,394	24	4,000	4,000	4,000	4,000	4,000
531215	Fees, Licenses & Permits	0	0	4,000	4,000	4,000	4,000	4,000
531301	Vehicle Costs - Fuel & Oil	2,760	2,657	7,000	4,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	856	3,154	3,000	6,000	3,000	3,000	3,000
531410	Telephone	1,053	1,125	6,000	3,000	6,000	6,000	6,000
531500	Printing	69	302	0	0	0	0	0
531701	Utilities	2,917	3,233	7,000	5,000	7,000	7,000	7,000
543002	Dues & Subscriptions	461	0	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	1,551	3,121	5,000	5,000	5,000	5,000	5,000
554001	Purchases-Direct Energy Costs	25,454,905	26,158,979	31,000,000	27,000,000	31,000,000	31,000,000	31,000,000
554002	Purchases-Other Energy Costs	6,295,706	6,340,797	9,000,000	7,000,000	9,000,000	9,000,000	9,000,000
554006	Purchases-Plant Fuel	0	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	17,473	10,351	20,000	20,000	20,000	20,000	20,000
605102	Maintenance Plant	145,142	324,045	400,000	350,000	400,000	400,000	400,000
605106	Maintenance Equipment	920	397	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating and Contractual</b>	<b>32,096,333</b>	<b>32,992,185</b>	<b>40,728,000</b>	<b>34,678,000</b>	<b>40,728,000</b>	<b>40,728,000</b>	<b>40,728,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Production	<b>ORGANIZATION:</b>	227100

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	30,000	30,000	0	0	0
707500	Vehicles	56,730	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	35,000	35,000	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	30,000	30,000	0	0	0
	<b>Total Capital Outlay</b>	56,730	0	95,000	95,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	33,524,822	34,326,619	42,398,728	36,233,728	42,333,274	42,342,191	42,342,191

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Bayou Cove	<b>ORGANIZATION:</b>	227101

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Production - Bayou Cove	<b>ORGANIZATION:</b>	227101

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	2,325,898	2,620,036	2,700,000	2,650,000	2,700,000	2,700,000	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>2,325,898</b>	<b>2,620,036</b>	<b>2,700,000</b>	<b>2,650,000</b>	<b>2,700,000</b>	<b>2,700,000</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Production - Bayou Cove	<b>ORGANIZATION:</b>	227101

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
531110	Operating and Contractual: Professional Fees & Services	726,073	898,541	1,100,000	1,050,000	1,100,000	1,100,000	1,100,000
554006	Purchases-Plant Fuel	1,599,825	1,721,495	1,600,000	1,600,000	1,600,000	1,600,000	1,600,000
	<b>Total Operating and Contractual</b>	2,325,898	2,620,036	2,700,000	2,650,000	2,700,000	2,700,000	2,700,000
	<b>TOTAL DEPARTMENT</b>	2,325,898	2,620,036	2,700,000	2,650,000	2,700,000	2,700,000	2,700,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Electric Distribution</b>	<b>ORGANIZATION:</b>	<b>227200</b>

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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
Peak Load (MW)	179	181	184

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,760,142	1,818,201	1,862,819	1,906,819	1,903,486	1,903,486	2.18%
Fringe Benefits	816,842	787,996	786,829	769,829	890,747	890,747	13.21%
Operating/Contractual	2,267,453	2,376,886	2,102,000	2,611,000	2,102,000	2,102,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,153,065	1,291,809	1,762,226	1,966,169	1,511,360	1,511,360	-14.24%
<b>Total Appropriations</b>	<b>5,997,502</b>	<b>6,274,692</b>	<b>6,513,874</b>	<b>7,253,817</b>	<b>6,407,593</b>	<b>6,407,593</b>	<b>-1.63%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490102	Salary - Superintendent Electric Dist	0	0	0	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490171	Salary - Crew Supervisor Electric Dist	3	3	3	3	3	3	0.00%
490303	Salary - Supervisor Electric Distributio	1	1	1	1	1	1	0.00%
490316	Salary - Engineering Tech II	1	1	1	1	1	1	100.00%
490365	Salary - SCADA Operator Electric Dis	4	4	4	4	4	4	0.00%
490618	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490708	Salary - Electric Substation Superviso	1	1	1	1	1	1	0.00%
490712	Salary - Electric Line Worker Senior	9	9	9	9	9	9	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%
490764	Salary - Electc Substation Tech II	1	1	1	1	1	1	0.00%
490769	Salary - Electc Substation Tech I	2	2	2	2	2	2	0.00%
490822	Salary - Trades Worker	5	5	5	5	5	5	0.00%
490904	Salary - Supervisor Meter & Service	1	1	1	1	1	1	0.00%
490917	Salary - Electric Distribution System T	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	325,797	353,269	250,000	332,000	250,000	250,000	250,000
490102	Salary - Superintendent Electric Dist	0	0	0	50,000	61,859	61,859	61,859
490147	Salary - Maintenance Worker Senior	26,434	27,227	27,665	27,665	27,665	28,495	28,495
490171	Salary - Crew Supervisor Electric Dist	164,187	169,112	171,833	171,833	171,833	171,833	171,833
490303	Salary - Supervisor Electric Distributio	60,451	62,265	63,267	63,267	63,267	63,267	63,267
490318	Salary - Engineering Tech II	28,915	33,366	33,903	33,903	33,903	35,259	35,259
490365	Salary - SCADA Operator Electric Dis	139,091	147,247	147,879	147,879	147,878	151,602	151,602
490614	Salary - Administrative Assistant	30,470	31,384	32,503	32,503	31,889	32,846	32,846
490618	Salary - Administrative Secretary	27,934	21,677	29,660	29,660	29,078	29,078	29,078
490708	Salary - Electric Substation Superviso	53,917	84,382	56,428	51,428	61,263	61,263	61,263
490712	Salary - Electric Line Worker Senior	440,672	424,286	489,430	431,430	436,589	438,735	438,735
490715	Salary - Electric Meter Technician	68,864	67,895	72,705	72,705	72,705	73,638	73,638
490718	Salary - Electric Line Worker	63,670	107,425	109,152	105,152	107,400	107,400	107,400
490764	Salary - Electric Substation Tech II	54,707	56,268	57,255	48,255	57,330	57,330	57,330
490769	Salary - Electric Substation Tech I	76,344	71,735	84,980	84,980	84,981	85,775	85,775
490822	Salary - Trades Worker	89,851	48,560	142,253	110,253	140,033	141,199	141,199
490904	Salary - Supervisor Meter & Service	58,185	59,931	60,895	60,895	60,895	60,895	60,895
490917	Salary - Electric Distribution System T	50,653	52,172	53,011	53,011	53,012	53,012	53,012
	<b>Total Salaries</b>	<b>1,760,142</b>	<b>1,818,201</b>	<b>1,862,819</b>	<b>1,906,819</b>	<b>1,891,580</b>	<b>1,903,486</b>	<b>1,903,486</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	424,059	388,032	334,194	334,194	390,424	392,879	392,879
510202	Fringe - Hospital	368,009	374,350	424,067	407,067	468,673	468,673	468,673
510206	Fringe - Medicare Insurance Tax	23,805	24,630	27,014	27,014	27,429	27,599	27,599
510207	Fringe - Life Insurance	969	984	1,554	1,554	1,596	1,596	1,596
	<b>Total Fringe</b>	<b>816,842</b>	<b>787,996</b>	<b>786,829</b>	<b>769,829</b>	<b>888,122</b>	<b>890,747</b>	<b>890,747</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	9,884	0	0	0	0	0
520204	Uniforms	13,750	12,277	14,000	14,000	14,000	14,000	14,000
520400	Office	3,678	3,898	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	21,012	39,660	40,000	40,000	40,000	40,000	40,000
520514	Small Tools	12,526	9,334	14,000	14,000	14,000	14,000	14,000
531115	Tree Trimming	627,275	733,244	400,000	600,000	400,000	400,000	400,000
531301	Vehicle Costs - Fuel & Oil	68,014	76,255	80,000	75,000	80,000	80,000	80,000
531304	Vehicle Costs - R & M	60,322	78,307	80,000	85,000	60,000	60,000	60,000
531410	Telephone	58,743	57,178	65,000	70,000	65,000	65,000	65,000
531701	Utilities	189,312	160,105	190,000	170,000	190,000	190,000	190,000
543002	Dues & Subscriptions	493	168	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	11,496	750	19,000	19,000	19,000	19,000	19,000
554007	Lamp Renewals	15,227	12,637	35,000	35,000	35,000	35,000	35,000
605101	Maintenance Bldg & Facilities	28,044	24,635	32,000	32,000	32,000	32,000	32,000
605106	Maintenance Equipment	39,090	64,001	70,000	70,000	70,000	70,000	70,000
605113	Maintenance Lines & Poles	1,045,489	998,500	950,000	1,100,000	950,000	950,000	950,000
605115	Maintenance Meters	0	0	2,000	2,000	2,000	2,000	2,000
605118	Maintenance Substations	72,749	93,998	110,000	95,000	110,000	110,000	110,000
605125	PCB Disposal/Testing	233	2,057	15,000	15,000	15,000	15,000	15,000
646037	Storm Relief	0	0	0	169,000	0	0	0
	<b>Total Operating and Contractual</b>	<b>2,267,453</b>	<b>2,376,886</b>	<b>2,102,000</b>	<b>2,611,000</b>	<b>2,102,000</b>	<b>2,102,000</b>	<b>2,102,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Electric Distribution	<b>ORGANIZATION:</b>	227200

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707101	Acquisitions	0	0	15,000	15,000	15,000	0	0
707300	Meters	112,608	102,451	200,000	207,988	200,000	194,000	194,000
707359	Christmas Lighting	18,277	0	0	0	0	0	0
707361	Street Lights	188,953	298,866	200,000	200,000	200,000	194,000	194,000
707363	Electric Transformers	240,288	398,625	425,000	425,000	425,000	412,250	412,250
707401	Electric Systems Additions	186,511	131,267	200,000	200,000	200,000	194,000	194,000
707405	Building Improvements	149,935	74,007	65,000	65,000	354,000	24,250	24,250
707500	Vehicles	177,153	208,605	271,651	467,606	250,516	159,000	159,000
707600	Machinery & Equipment	47,974	26,544	200,675	200,675	325,775	163,445	163,445
707700	Office Furniture and Fixtures	1,698	294	7,400	7,400	9,500	6,000	6,000
707702	Computer Software	29,668	50,960	177,500	177,500	186,000	164,415	164,415
	<b>Total Capital Outlay</b>	<b>1,153,065</b>	<b>1,291,809</b>	<b>1,762,226</b>	<b>1,966,169</b>	<b>2,165,791</b>	<b>1,511,360</b>	<b>1,511,360</b>
	<b>TOTAL DEPARTMENT</b>	<b>5,997,502</b>	<b>6,274,692</b>	<b>6,513,874</b>	<b>7,253,817</b>	<b>7,047,493</b>	<b>6,407,593</b>	<b>6,407,593</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Total Water Customers	27,500	27,500	28,000
Average Daily Water Consumption	15,000,000	15,000,000	15,000,000
Work Orders	20,000	21,400	22,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	709,825	762,826	952,436	983,436	1,025,408	1,025,406	7.66%
Fringe Benefits	341,754	332,089	481,055	431,055	518,155	518,155	12.38%
Operating/Contractual	319,810	487,448	458,000	449,000	458,000	458,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	463,501	481,465	711,126	711,126	463,817	463,817	-34.78%
<b>Total Appropriations</b>	<b>1,834,890</b>	<b>2,063,828</b>	<b>2,582,617</b>	<b>2,574,617</b>	<b>2,465,378</b>	<b>2,465,378</b>	<b>-4.54%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490103	Salary - Superintendent Water	0	0	0	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	2	2	0.00%
490167	Salary - Crew Supervisor Water Dist	6	6	6	6	6	6	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	2	2	2	2	2	2	0.00%
490342	Salary - Construction Inspector	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	100.00%
490722	Salary - Pipe Layer	4	4	4	4	4	4	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker	5	5	5	5	5	5	0.00%
490905	Salary - Industrial Painter	1	1	1	1	1	1	0.00%
490923	Salary - Superintendent Water Ops	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	61,475	76,577	40,000	104,000	40,000	40,000	40,000
490103	Salary - Superintendent Water	0	0	0	50,000	65,000	65,000	65,000
490147	Salary - Maintenance Worker Senior	32,823	24,441	53,719	47,719	52,664	52,664	52,664
490167	Salary - Crew Supervisor Water Dist	177,689	162,191	234,052	220,052	249,319	250,105	250,105
490168	Salary - Supervisor Water Distribution	41,048	44,857	45,579	45,579	45,579	45,579	45,579
490204	Salary - Asst Superintendent	0	23,349	46,102	46,102	46,102	46,102	46,102
490318	Salary - Meter Technician	47,044	65,032	71,326	65,326	61,553	61,553	61,553
490342	Salary - Construction Inspector	12,408	38,786	39,410	31,410	38,522	38,522	38,522
490618	Salary - Administrative Secretary	25,762	25,972	29,660	28,660	29,078	30,242	30,242
490626	Salary - Clerical Specialist	21,310	18,920	25,438	25,438	24,939	24,939	24,939
490722	Salary - Pipe Layer	100,075	107,657	118,640	104,640	117,476	119,848	119,848
490738	Salary - Equipment Operator III	27,712	31,988	32,503	12,503	32,503	33,803	33,803
490820	Salary - Maintenance Worker	57,905	34,244	106,080	92,080	104,000	104,000	104,000
490905	Salary - Industrial Painter	29,988	31,988	31,866	31,866	31,866	31,866	31,866
490923	Salary - Superintendent Water Ops	74,586	76,824	78,061	78,061	78,060	81,183	81,183
	<b>Total Salaries</b>	<b>709,825</b>	<b>762,826</b>	<b>952,436</b>	<b>983,436</b>	<b>1,016,661</b>	<b>1,025,408</b>	<b>1,025,406</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	170,481	165,835	170,868	165,868	209,840	211,644	211,644
510202	Fringe - Hospital	161,062	165,327	275,242	250,242	290,463	290,463	290,463
510206	Fringe - Medicare Insurance Tax	9,614	10,351	13,811	13,811	14,746	14,872	14,872
510207	Fringe - Life Insurance	577	576	1,134	1,134	1,176	1,176	1,176
	<b>Total Fringe</b>	<b>341,754</b>	<b>332,089</b>	<b>461,055</b>	<b>431,055</b>	<b>516,225</b>	<b>518,155</b>	<b>518,155</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	15,567	0	0	0	0	0
520204	Uniforms	8,152	8,768	7,000	7,000	7,000	7,000	7,000
520400	Office	6,505	5,773	7,000	7,000	7,000	7,000	7,000
520500	Operating Supplies	7,793	9,409	10,000	10,000	10,000	10,000	10,000
520501	Operating - Janitorial	0	954	1,000	1,000	1,000	1,000	1,000
520507	Operating - Sand & Gravel	0	0	5,000	5,000	5,000	5,000	5,000
520510	Operating - Paint	9,000	4,500	9,000	9,000	9,000	9,000	9,000
520514	Small Tools	1,183	4,956	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	13,188	14,136	40,000	30,000	40,000	40,000	40,000
531301	Vehicle Costs - Fuel & Oil	48,307	55,727	83,000	68,000	83,000	83,000	83,000
531304	Vehicle Costs - R & M	45,485	55,776	60,000	60,000	60,000	60,000	60,000
531410	Telephone	1,619	1,808	7,000	3,000	7,000	7,000	7,000
531500	Printing	217	986	5,000	5,000	5,000	5,000	5,000
543002	Dues & Subscriptions	1,050	1,261	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	4,318	7,528	7,000	7,000	7,000	7,000	7,000
605106	Maintenance Equipment	9,260	2,070	10,000	10,000	10,000	10,000	10,000
605115	Maintenance Meters	54,522	33,944	60,000	60,000	60,000	60,000	60,000
605117	Maintenance Mains	109,211	264,285	140,000	160,000	140,000	140,000	140,000
	<b>Total Operating and Contractual</b>	<b>319,810</b>	<b>487,448</b>	<b>458,000</b>	<b>449,000</b>	<b>458,000</b>	<b>458,000</b>	<b>458,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Water Distribution	<b>ORGANIZATION:</b>	237501

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707300	Meters	299,865	218,363	260,000	260,000	260,000	234,000	234,000
707401	Water System Additions	0	0	165,000	165,000	165,000	130,000	130,000
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	77,647	44,827	159,293	159,293	171,397	39,372	39,372
707600	Machinery & Equipment	80,557	218,275	125,633	125,633	383,297	60,445	60,445
707700	Office Furniture & Fixtures	5,432	0	1,200	1,200	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>463,501</b>	<b>481,465</b>	<b>711,126</b>	<b>711,126</b>	<b>979,694</b>	<b>463,817</b>	<b>463,817</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,834,890</b>	<b>2,063,828</b>	<b>2,582,617</b>	<b>2,574,617</b>	<b>2,970,580</b>	<b>2,465,378</b>	<b>2,465,378</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Water Production	<b>ORGANIZATION:</b>	237502

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	625,558	617,770	608,537	657,537	625,864	625,864	2.85%
Fringe Benefits	308,820	284,522	293,029	298,029	286,816	286,816	-2.12%
Operating/Contractual	1,070,262	1,176,730	1,430,000	1,350,000	1,430,000	1,430,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	133,678	109,649	456,899	456,899	247,835	247,835	-45.76%
<b>Total Appropriations</b>	<b>2,139,318</b>	<b>2,188,671</b>	<b>2,788,465</b>	<b>2,762,465</b>	<b>2,590,515</b>	<b>2,590,515</b>	<b>-7.10%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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%
490351	Salary - Water Plant Operator	7	7	7	7	7	7	0.00%
490738	Salary - Equipment Operator III	2	2	2	2	2	2	0.00%
490905	Salary - Industrial Painter	1	1	1	1	1	1	0.00%
490916	Salary - Elec & Insrt Tech-WastewW	1	1	1	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>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Water Production	<b>ORGANIZATION:</b>	237502

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2016-2017	2017-2018	2018-2019		2019-2020		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	101,092	96,423	40,000	108,000	40,000	40,000	40,000
490147	Salary - Maintenance Worker Senior	33,245	21,761	27,665	27,665	27,665	28,772	28,772
490167	Salary - Crew Supervisor Water Dist	46,239	47,261	48,201	48,201	48,201	48,201	48,201
490169	Salary - Supervisor Water Treatment	54,854	56,445	57,354	57,354	57,354	57,354	57,354
490351	Salary - Water Plant Operator	258,566	272,359	289,734	279,734	303,694	303,694	303,694
490738	Salary - Equipment Operator III	49,120	52,892	65,006	65,006	64,369	64,369	64,369
490905	Salary - Industrial Painter	36,499	23,317	32,503	23,503	32,503	33,478	33,478
490916	Salary - Elec & Insr Tech-Wastew/W	45,943	47,312	48,074	48,074	48,073	49,996	49,996
	<b>Total Salaries</b>	<b>625,556</b>	<b>617,770</b>	<b>608,537</b>	<b>657,537</b>	<b>621,859</b>	<b>625,864</b>	<b>625,864</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	149,236	133,799	105,838	119,838	121,318	122,145	122,145
510202	Fringe - Hospital	151,768	141,966	178,316	169,316	155,656	155,656	155,656
510206	Fringe - Medicare Insurance Tax	8,449	8,380	8,287	8,287	8,369	8,427	8,427
510207	Fringe - Life Insurance	367	377	588	588	588	588	588
	<b>Total Fringe</b>	<b>309,820</b>	<b>284,522</b>	<b>293,029</b>	<b>298,029</b>	<b>285,931</b>	<b>286,816</b>	<b>286,816</b>
	<b>Operating and Contractual:</b>							
520500	Operating Supplies	4,225	4,414	5,000	5,000	5,000	5,000	5,000
520503	Operating Chemicals	83,284	133,826	200,000	170,000	200,000	200,000	200,000
520514	Small Tools	2,480	604	3,000	3,000	3,000	3,000	3,000
531701	Utilities	858,914	893,319	925,000	905,000	925,000	925,000	925,000
605101	Maintenance Bldg & Facilities	616	1,761	2,000	2,000	2,000	2,000	2,000
605106	Maintenance - Equipment	4,649	4,312	8,000	8,000	8,000	8,000	8,000
605110	Maint Grounds & Right of Way	267	0	6,000	6,000	6,000	6,000	6,000
605117	Maintenance Mains	729	8,088	60,000	60,000	60,000	60,000	60,000
605119	Maintenance Reservoirs	6,741	3,654	8,000	8,000	8,000	8,000	8,000
605121	Maintenance Wells	102,270	124,587	200,000	170,000	200,000	200,000	200,000
605123	Maintenance Pump Stations	6,087	2,165	13,000	13,000	13,000	13,000	13,000
	<b>Total Operating and Contractual</b>	<b>1,070,262</b>	<b>1,176,730</b>	<b>1,430,000</b>	<b>1,350,000</b>	<b>1,430,000</b>	<b>1,430,000</b>	<b>1,430,000</b>
	<b>Capital Outlay:</b>							
707300	Meters	7,019	0	20,000	20,000	20,000	10,000	10,000
707405	Building Improvements	78,260	0	75,000	75,000	76,000	73,000	73,000
707500	Vehicles	0	29,448	193,900	193,900	39,372	39,372	39,372
707600	Machinery & Equipment	48,399	80,203	167,999	167,999	325,268	89,463	89,463
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	36,000	36,000	36,000
	<b>Total Capital Outlay</b>	<b>133,678</b>	<b>109,649</b>	<b>456,899</b>	<b>456,899</b>	<b>496,638</b>	<b>247,835</b>	<b>247,835</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,139,318</b>	<b>2,188,671</b>	<b>2,788,465</b>	<b>2,762,465</b>	<b>2,834,428</b>	<b>2,590,515</b>	<b>2,590,515</b>

## 2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,242,843	1,296,892	1,386,895	1,347,895	1,357,507	1,357,507	-2.12%
Fringe Benefits	629,527	582,452	674,899	649,899	698,158	698,158	3.45%
Operating/Contractual	6,700,740	7,115,106	8,413,000	7,505,000	8,413,000	8,413,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	293,023	188,412	175,858	277,858	321,903	321,903	83.05%
<b>Total Appropriations</b>	<b>8,866,133</b>	<b>9,182,862</b>	<b>10,650,652</b>	<b>9,780,652</b>	<b>10,790,568</b>	<b>10,790,568</b>	<b>1.31%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490104	Salary - Superintendent	1	1	1	1	1	1	0.00%
490170	Salary - Crew Supervisor Gas Dist	4	4	4	4	4	4	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	2	2	2	2	2	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%
490367	Salary - SCADA Operator Gas	5	5	5	5	5	5	0.00%
490818	Salary - Administrative Secretary	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%
490721	Salary - Gas Service Technician	1	1	1	1	1	1	0.00%
490722	Salary - Pipe Layer	5	5	5	5	5	5	0.00%
490728	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%
490908	Salary - Supervisor Cathodic Protection	1	1	1	1	1	1	0.00%
490916	Salary - Electronic & Instrumentation	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Gas Distribution	<b>ORGANIZATION:</b>	247800

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	92,605	127,459	75,000	130,000	75,000	75,000	75,000
490104	Salary - Superintendent	68,468	99,789	60,275	60,275	59,093	59,093	59,093
490170	Salary - Crew Supervisor Gas Dist	154,364	174,801	179,817	171,817	163,218	164,744	164,744
490308	Salary - Gas General Supervisor	53,791	65,139	48,414	48,414	48,873	48,873	48,873
490318	Salary - Meter Technician	29,866	30,939	31,257	31,257	31,257	32,507	32,507
490322	Salary - Gas System Technician	70,541	68,284	73,431	73,431	72,699	74,885	74,885
490324	Salary - Cathodic Protection Tech	36,936	38,045	38,657	38,657	38,657	39,430	39,430
490325	Salary - Leak Survey Technician	64,507	68,376	74,458	74,458	74,457	75,296	75,296
490366	Salary - SCADA Operator Gas	177,044	183,188	194,750	191,750	194,751	197,286	197,286
490618	Salary - Administrative Secretary	23,565	14,260	29,660	25,660	29,078	29,078	29,078
490624	Salary - Inventory Coordinator	35,026	36,078	36,658	36,658	36,658	37,758	37,758
490626	Salary - Clerical Specialist	5,013	15,243	25,438	20,438	24,939	24,939	24,939
490721	Salary - Gas Service Technician	25,878	21,034	32,503	32,503	32,503	32,503	32,503
490722	Salary - Pipe Layer	131,752	114,896	157,208	125,208	151,330	151,330	151,330
490726	Salary - Pipeline Welder	57,171	87,717	89,128	89,128	89,129	90,085	90,085
490738	Salary - Equipment Operator III	36,307	8,992	36,890	28,890	31,866	31,866	31,866
490822	Salary - Trades Worker	97,682	58,898	116,516	90,516	111,918	111,918	111,918
490908	Salary - Supervisor Cathodic Protection	43,643	43,747	45,676	37,676	38,522	38,522	38,522
490916	Salary - Electronic & Instrumentation	38,684	40,207	41,159	41,159	41,159	42,394	42,394
	<b>Total Salaries</b>	<b>1,242,843</b>	<b>1,296,892</b>	<b>1,386,895</b>	<b>1,347,895</b>	<b>1,345,107</b>	<b>1,357,507</b>	<b>1,357,507</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	297,617	256,710	248,809	241,809	277,631	280,188	280,188
510202	Fringe - Hospital	315,059	308,628	405,027	387,027	397,245	397,245	397,245
510206	Fringe - Medicare Insurance Tax	15,965	16,271	19,593	19,593	19,076	19,255	19,255
510207	Fringe - Life Insurance	886	843	1,470	1,470	1,470	1,470	1,470
	<b>Total Fringe</b>	<b>629,527</b>	<b>582,452</b>	<b>674,899</b>	<b>649,899</b>	<b>695,422</b>	<b>698,158</b>	<b>698,158</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	22,448	15,792	0	0	0	0	0
520204	Uniforms	8,997	10,615	9,000	9,000	9,000	9,000	9,000
520400	Office	5,967	5,998	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	15,336	12,854	12,000	12,000	12,000	12,000	12,000
520503	Operating - Chemicals	14,765	19,788	20,000	25,000	20,000	20,000	20,000
520514	Small Tools	3,978	1,154	4,000	4,000	4,000	4,000	4,000
531124	Regulatory Compliance	39,468	35,686	45,000	40,000	45,000	45,000	45,000
531215	Fees, Licenses & Permits	20,042	20,444	25,000	25,000	25,000	25,000	25,000
531301	Vehicle Costs - Fuel & Oil	37,703	40,847	55,000	40,000	55,000	55,000	55,000
531304	Vehicle Costs - R & M	24,698	20,353	27,000	27,000	27,000	27,000	27,000
531410	Telephone	2,718	1,546	4,000	4,000	4,000	4,000	4,000
531500	Printing	943	785	0	0	0	0	0
531701	Utilities	3,295	1,252	4,000	4,000	4,000	4,000	4,000
531800	Lease	46,441	46,441	48,000	44,000	48,000	48,000	48,000
543002	Dues & Subscriptions	500	1,031	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	3,870	8,338	10,000	10,000	10,000	10,000	10,000
554003	Purchases-Natural Gas	6,287,017	6,682,783	8,000,000	7,000,000	8,000,000	8,000,000	8,000,000
605101	Maintenance Bldg & Facilities	1,057	0	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	12,432	10,791	15,000	15,000	15,000	15,000	15,000
605115	Maintenance Meters	14,658	12,927	15,000	30,000	15,000	15,000	15,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Gas Distribution</b>	<b>ORGANIZATION:</b>	<b>247800</b>

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
605117	Operating and Contractual (Cont): Maintenance Mains	134,411	165,681	110,000	206,000	110,000	110,000	110,000
	<b>Total Operating and Contractual</b>	<b>6,700,740</b>	<b>7,115,106</b>	<b>8,413,000</b>	<b>7,505,000</b>	<b>8,413,000</b>	<b>8,413,000</b>	<b>8,413,000</b>
	<b>Capital Outlay:</b>							
707300	Meters	194,700	175,839	100,000	202,000	200,000	180,000	180,000
707401	Gas System Additions	3,583	3,523	10,000	10,000	10,000	10,000	10,000
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	33,050	0	60,358	60,358	118,100	74,600	74,600
707600	Machinery & Equipment	61,690	7,222	5,500	5,500	292,357	53,311	53,311
707700	Office Furniture & Fixtures	0	1,828	0	0	3,992	3,992	3,992
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>293,023</b>	<b>188,412</b>	<b>175,858</b>	<b>277,858</b>	<b>624,449</b>	<b>321,903</b>	<b>321,903</b>
	<b>TOTAL DEPARTMENT</b>	<b>8,866,133</b>	<b>9,182,862</b>	<b>10,650,652</b>	<b>9,780,652</b>	<b>11,077,978</b>	<b>10,790,568</b>	<b>10,790,568</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Wastewater</b>	<b>ORGANIZATION:</b>	<b>258101</b>

**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**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Wastewater Treatment	<b>ORGANIZATION:</b>	258101

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	644,856	684,305	709,631	763,631	754,775	754,775	6.36%
Fringe Benefits	326,635	305,051	297,809	290,809	337,275	337,275	13.25%
Operating/Contractual	1,027,145	915,189	1,103,000	1,099,000	1,103,000	1,103,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	410,414	186,898	282,850	308,485	402,058	402,058	42.15%
<b>Total Appropriations</b>	<b>2,409,050</b>	<b>2,091,443</b>	<b>2,393,290</b>	<b>2,461,925</b>	<b>2,597,108</b>	<b>2,597,108</b>	<b>8.52%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490105	Salary - Superintendent Wastewater	0	0	0	1	1	1	0.00%
490165	Salary - Supervisor Wastewater Treat	1	1	1	1	1	1	0.00%
490352	Salary - Wastewater Plant Operator	8	8	8	8	8	8	0.00%
490368	Salary - Wastewater Treatment/SCAD	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%
490901	Salary - Asst Superintendent	1	1	1	1	1	1	0.00%
490916	Salary - Elec & Insrt Tech-WastewW	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Wastewater Treatment	<b>ORGANIZATION:</b>	258101

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	118,040	124,642	75,000	125,000	75,000	75,000	75,000
490105	Salary - Superintendent Wastewater	0	0	0	50,000	65,000	65,000	65,000
490165	Salary - Supervisor Wastewater Treat	53,536	55,142	56,030	56,030	56,029	57,150	57,150
490352	Salary - Wastewater Plant Operator	356,693	366,705	368,931	352,931	356,391	360,155	360,155
490368	Salary - Wastewater Treatment/SCAD	49,357	50,842	51,656	51,656	51,656	51,656	51,656
490618	Salary - Administrative Secretary	507	17,777	29,660	29,660	29,078	29,078	29,078
490626	Salary - Clerical Specialist	23,494	24,671	25,438	22,438	24,939	24,939	24,939
490901	Salary - Asst Superintendent	0	0	57,674	30,674	45,198	45,198	45,198
490916	Salary - Elec & Instrt Tech-Wastew/W	43,229	44,526	45,242	45,242	45,242	46,599	46,599
	<b>Total Salaries</b>	<b>644,856</b>	<b>684,305</b>	<b>709,631</b>	<b>763,631</b>	<b>748,533</b>	<b>754,775</b>	<b>754,775</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	155,135	148,667	127,309	126,309	154,498	155,786	155,786
510202	Fringe - Hospital	162,564	146,755	159,620	153,620	169,913	169,913	169,913
510206	Fringe - Medicare Insurance Tax	8,591	9,258	10,292	10,292	10,857	10,946	10,946
510207	Fringe - Life Insurance	345	371	588	588	630	630	630
	<b>Total Fringe</b>	<b>326,635</b>	<b>305,051</b>	<b>297,809</b>	<b>290,809</b>	<b>335,898</b>	<b>337,275</b>	<b>337,275</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	4,000	4,000	4,000	4,000	4,000	4,000	4,000
520400	Office	4,522	5,238	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	13,199	12,631	10,000	12,000	10,000	10,000	10,000
520503	Operating - Chemicals	61,129	48,239	70,000	70,000	70,000	70,000	70,000
520512	Sludge Removal	9,092	4,367	12,000	12,000	12,000	12,000	12,000
520514	Small Tools	2,668	2,663	5,000	5,000	5,000	5,000	5,000
531206	Services - Other	3,200	1,600	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	28,396	31,845	34,000	34,000	34,000	34,000	34,000
531301	Vehicle Costs - Fuel & Oil	70,514	81,290	119,000	84,000	119,000	119,000	119,000
531304	Vehicle Costs - R & M	63,667	90,751	73,000	70,000	73,000	73,000	73,000
531410	Telephone	1,304	755	7,000	3,000	7,000	7,000	7,000
531701	Utilities	582,766	439,135	525,000	555,000	525,000	525,000	525,000
531800	Lease	453	253	10,000	10,000	10,000	10,000	10,000
543002	Dues & Subscriptions	0	0	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	5,316	7,206	8,000	8,000	8,000	8,000	8,000
605101	Maintenance Bldg & Facilities	15,197	14,973	20,000	20,000	20,000	20,000	20,000
605102	Maintenance Plant	152,368	152,576	170,000	180,000	170,000	170,000	170,000
605106	Maintenance Equipment	9,354	16,972	22,000	18,000	22,000	22,000	22,000
605110	Maint Grounds & Right of Way	0	695	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating and Contractual</b>	<b>1,027,145</b>	<b>915,189</b>	<b>1,103,000</b>	<b>1,099,000</b>	<b>1,103,000</b>	<b>1,103,000</b>	<b>1,103,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	85,000	0	0
707500	Vehicles	0	39,612	44,500	44,500	230,275	80,675	80,675
707600	Machinery & Equipment	410,414	147,286	236,550	262,185	490,481	314,481	314,481
707700	Office Furniture & Fixtures	0	0	1,800	1,800	6,902	6,902	6,902
	<b>Total Capital Outlay</b>	<b>410,414</b>	<b>186,898</b>	<b>282,850</b>	<b>308,485</b>	<b>812,658</b>	<b>402,058</b>	<b>402,058</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,409,050</b>	<b>2,091,443</b>	<b>2,393,290</b>	<b>2,461,925</b>	<b>3,000,089</b>	<b>2,597,108</b>	<b>2,597,108</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Wastewater Collection	<b>ORGANIZATION:</b>	258102

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	881,410	981,647	890,282	970,282	899,812	899,812	1.07%
Fringe Benefits	407,689	416,497	394,899	408,899	417,251	417,251	5.66%
Operating/Contractual	438,374	339,320	353,000	356,000	353,000	353,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	207,513	271,120	616,700	616,700	280,580	280,580	-54.50%
<b>Total Appropriations</b>	<b>1,934,986</b>	<b>2,008,584</b>	<b>2,254,881</b>	<b>2,351,881</b>	<b>1,950,643</b>	<b>1,950,643</b>	<b>-13.49%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490164	Salary - Supervisor WW Collection	1	1	1	1	1	1	0.00%
490166	Salary - Crew Supervisor WW Line	6	6	6	6	6	6	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	3	3	3	3	3	3	0.00%
490819	Salary - Equipment Operator I	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Wastewater Collection	<b>ORGANIZATION:</b>	258102

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	211,161	255,195	105,000	225,000	105,000	105,000	105,000
490147	Salary - Maintenance Worker Senior	10,634	1,722	26,859	26,859	26,859	26,859	26,859
490164	Salary - Supervisor WW Collection	49,151	50,626	51,441	51,441	51,441	52,984	52,984
490166	Salary - Crew Supervisor WW Line	270,212	287,961	282,766	271,766	277,752	282,950	282,950
490706	Salary - Maintenance Mechanic I	97,027	85,480	104,763	82,763	104,760	107,555	107,555
490722	Salary - Pipe Layer	53,568	58,380	59,320	59,320	59,320	61,692	61,692
490738	Salary - Equipment Operator III	94,010	99,621	101,225	101,225	101,224	102,960	102,960
490746	Salary - Equipment Operator II	68,476	87,683	88,980	88,980	88,980	91,352	91,352
490819	Salary - Equipment Operator I	13,421	26,434	26,860	26,860	26,860	26,860	26,860
490820	Salary - Maintenance Worker	13,750	27,545	43,068	36,068	41,600	41,600	41,600
	<b>Total Salaries</b>	<b>881,410</b>	<b>981,647</b>	<b>890,282</b>	<b>970,282</b>	<b>883,796</b>	<b>899,812</b>	<b>899,812</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	212,166	210,221	159,719	175,719	182,416	185,725	185,725
510202	Fringe - Hospital	183,895	193,366	222,140	220,140	217,555	217,555	217,555
510206	Fringe - Medicare Insurance Tax	11,083	12,312	12,116	12,116	12,813	13,047	13,047
510207	Fringe - Life Insurance	545	598	924	924	924	924	924
	<b>Total Fringe</b>	<b>407,689</b>	<b>416,497</b>	<b>394,899</b>	<b>408,899</b>	<b>413,708</b>	<b>417,251</b>	<b>417,251</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	4,975	5,551	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	19,774	23,329	23,000	23,000	23,000	23,000	23,000
520514	Small Tools	3,998	1,827	5,000	5,000	5,000	5,000	5,000
531800	Lease	23,580	22,500	0	0	0	0	0
605106	Maintenance Equipment	24,895	12,798	26,000	26,000	26,000	26,000	26,000
605117	Maintenance Mains	139,604	105,132	147,000	137,000	147,000	147,000	147,000
605123	Maintenance Pump Stations	162,439	168,183	147,000	160,000	147,000	147,000	147,000
646037	Emergency Relief	59,111	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	<b>438,374</b>	<b>339,320</b>	<b>353,000</b>	<b>356,000</b>	<b>353,000</b>	<b>353,000</b>	<b>353,000</b>
	<b>Capital Outlay:</b>							
707401	Wastewater Systems Additions	61,198	39,974	100,000	100,000	100,000	65,000	65,000
707405	Building Improvements	24,890	12,565	30,000	30,000	29,000	29,000	29,000
707500	Vehicles	96,716	157,847	385,000	385,000	85,500	0	0
707600	Machinery & Equipment	24,709	60,734	101,700	101,700	582,900	186,580	186,580
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>207,513</b>	<b>271,120</b>	<b>616,700</b>	<b>616,700</b>	<b>797,400</b>	<b>280,580</b>	<b>280,580</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,934,988</b>	<b>2,008,584</b>	<b>2,254,881</b>	<b>2,351,881</b>	<b>2,447,904</b>	<b>1,950,643</b>	<b>1,950,643</b>

**2020-2021 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	241,207	254,178	260,780	260,780	267,424	267,424	2.55%
Fringe Benefits	123,933	121,422	114,091	114,091	122,601	122,601	7.46%
Operating/Contractual	97,269	108,360	190,000	194,000	190,000	190,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	29,885	12,083	185,500	185,500	282,000	282,000	52.02%
<b>Total Appropriations</b>	<b>492,294</b>	<b>496,043</b>	<b>750,371</b>	<b>754,371</b>	<b>862,025</b>	<b>862,025</b>	<b>14.88%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	2	2	2	2	2	2	0.00%
490378	Salary - Environmental Tech II	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>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	4,624	5,731	5,000	5,000	5,000	5,000	5,000
490232	Salary - Superintendent	55,359	57,020	60,275	60,275	59,093	60,866	60,866
490239	Salary - Environmental Lab Supervisor	43,929	45,372	46,102	46,102	46,102	47,485	47,485
490369	Salary - Environmental Tech I	70,861	77,340	78,584	78,584	78,584	81,728	81,728
490378	Salary - Environmental Tech II	39,048	40,507	41,159	41,159	41,159	42,394	42,394
490618	Salary - Administrative Secretary	27,386	28,208	29,660	29,660	29,078	29,951	29,951
	<b>Total Salaries</b>	<b>241,207</b>	<b>254,178</b>	<b>260,780</b>	<b>260,780</b>	<b>259,016</b>	<b>267,424</b>	<b>267,424</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	58,125	55,322	46,784	46,784	53,461	55,196	55,196
510202	Fringe - Hospital	62,437	62,543	63,273	63,273	63,273	63,273	63,273
510206	Fringe - Medicare Insurance Tax	3,199	3,379	3,782	3,782	3,757	3,880	3,880
510207	Fringe - Life Insurance	172	178	252	252	252	252	252
	<b>Total Fringe</b>	<b>123,933</b>	<b>121,422</b>	<b>114,091</b>	<b>114,091</b>	<b>120,743</b>	<b>122,601</b>	<b>122,601</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,660	1,757	2,000	2,000	2,000	2,000	2,000
520400	Office	2,979	4,227	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	33,049	21,074	40,000	40,000	40,000	40,000	40,000
520503	Operating - Chemicals	28,100	36,677	36,000	36,000	36,000	36,000	36,000
531206	Services - Other	19,186	25,998	25,000	25,000	25,000	25,000	25,000
531301	Vehicle Costs - Fuel & Oil	624	322	3,000	1,000	3,000	3,000	3,000
531304	Vehicle Costs - R & M	1,979	0	4,000	2,000	4,000	4,000	4,000
531410	Telephone	661	689	4,000	2,000	4,000	4,000	4,000
531500	Printing	0	1,124	5,000	5,000	5,000	5,000	5,000
543002	Dues & Subscriptions	1,600	543	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	1,461	1,620	3,000	3,000	3,000	3,000	3,000
543007	Environmental Conference	0	0	51,000	51,000	51,000	51,000	51,000
605106	Maintenance Equipment	5,970	14,329	10,000	20,000	10,000	10,000	10,000
	<b>Total Operating and Contractual</b>	<b>97,289</b>	<b>108,360</b>	<b>190,000</b>	<b>194,000</b>	<b>190,000</b>	<b>190,000</b>	<b>190,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	150,000	150,000	350,000	250,000	250,000
707500	Vehicles	27,700	0	0	0	0	0	0
707600	Machinery & Equipment	0	12,083	35,500	35,500	27,300	27,300	27,300
707700	Office Furniture & Fixtures	2,185	0	0	0	4,700	4,700	4,700
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>29,885</b>	<b>12,083</b>	<b>185,500</b>	<b>185,500</b>	<b>382,000</b>	<b>282,000</b>	<b>282,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>492,294</b>	<b>496,043</b>	<b>750,371</b>	<b>754,371</b>	<b>951,759</b>	<b>862,025</b>	<b>862,025</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Enviro Compliance	<b>ORGANIZATION:</b>	258104

**GOAL MISSION STATEMENT**

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Environmental Compliance	<b>ORGANIZATION:</b>	258104

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
520105	Operating and Contractual: Contract Labor	0	0	0	0	0	0	0
520500	Operating Supplies	333,337	199,017	408,000	408,000	408,000	408,000	408,000
	<b>Total Operating and Contractual</b>	333,337	199,017	408,000	408,000	408,000	408,000	408,000
707405	Capital Outlay: 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>	333,337	199,017	408,000	408,000	408,000	408,000	408,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Utility Services</b>	<b>ORGANIZATION:</b>	<b>258900</b>

**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 vacuum/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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**CITY OF ALEXANDRIA**

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	596,462	598,561	676,716	604,716	666,345	666,345	-1.53%
Fringe Benefits	295,272	255,193	310,110	288,110	310,859	310,859	0.24%
Operating/Contractual	113,087	108,824	185,000	164,000	185,000	185,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	58,638	123,827	39,000	39,000	189,000	189,000	384.62%
<b>Total Appropriations</b>	<b>1,063,459</b>	<b>1,086,405</b>	<b>1,210,826</b>	<b>1,095,826</b>	<b>1,351,204</b>	<b>1,351,204</b>	<b>11.59%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490127	Salary - Superintendent	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	2	2	0.00%
490163	Salary - Crew Supervisor Utility Service	2	2	2	2	2	2	0.00%
490316	Salary - Engineering Technician II	4	4	4	4	4	4	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%
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%
490919	Salary - GIS Manager	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Utility Services</b>	<b>ORGANIZATION:</b>	<b>258900</b>

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	4,786	10,084	12,000	12,000	12,000	12,000	12,000
490127	Salary - Superintendent	66,237	66,194	69,321	63,321	56,326	56,326	56,326
490147	Salary - Maintenance Worker Senior	52,697	41,560	55,330	44,330	52,666	52,666	52,666
490163	Salary - Crew Supervisor Utility Servic	82,364	87,054	90,231	90,231	90,232	92,418	92,418
490316	Salary - Engineering Technician II	121,656	123,710	135,612	129,612	134,947	135,984	135,984
490341	Salary - Engineering Technician III	41,845	46,220	37,773	37,773	37,772	37,772	37,772
490347	Salary - Engineering Tech I	0	0	26,409	19,409	30,472	30,472	30,472
490618	Salary - Administrative Secretary	34,339	35,369	35,938	35,938	35,938	36,657	36,657
490722	Salary - Pipe Layer	32,588	37,350	29,660	29,660	29,660	29,660	29,660
490738	Salary - Equipment Operator III	36,307	37,396	37,997	31,997	32,503	32,503	32,503
490746	Salary - Equipment Operator II	49,405	35,202	63,596	50,596	64,846	65,562	65,562
490753	Salary - Welder	29,288	33,366	33,903	33,903	33,903	34,920	34,920
490919	Salary - GIS Manager	44,950	45,056	48,946	25,946	47,043	49,425	49,425
	<b>Total Salaries</b>	<b>596,462</b>	<b>598,561</b>	<b>676,716</b>	<b>604,716</b>	<b>658,308</b>	<b>666,345</b>	<b>666,345</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	143,222	124,689	121,401	115,401	135,878	137,533	137,533
510202	Fringe - Hospital	143,998	122,417	178,659	162,659	163,438	163,438	163,438
510206	Fringe - Medicare Insurance Tax	7,605	7,687	9,294	9,294	9,027	9,132	9,132
510207	Fringe - Life Insurance	447	400	756	756	756	756	756
	<b>Total Fringe</b>	<b>295,272</b>	<b>255,193</b>	<b>310,110</b>	<b>288,110</b>	<b>309,099</b>	<b>310,859</b>	<b>310,859</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	4,645	3,897	4,000	4,000	4,000	4,000	4,000
520400	Office	985	1,432	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	14,255	16,012	25,000	21,000	25,000	25,000	25,000
520506	Operating Concrete & Asphalt	15,308	13,884	46,000	34,000	46,000	46,000	46,000
520507	Operating - Sand & Gravel	1,889	1,983	16,000	16,000	16,000	16,000	16,000
520514	Small Tools	1,309	1,226	4,000	4,000	4,000	4,000	4,000
520519	Operating Drafting & Survey	5,032	3,857	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Fuel & Oil	28,310	28,884	36,000	31,000	36,000	36,000	36,000
531304	Vehicle Costs - R & M	21,645	16,015	17,000	17,000	17,000	17,000	17,000
531410	Telephone	10,124	11,985	12,000	12,000	12,000	12,000	12,000
531500	Printing	154	209	0	0	0	0	0
531800	Lease	0	1,352	5,000	5,000	5,000	5,000	5,000
543002	Dues & Subscriptions	215	30	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	3,636	3,864	5,000	5,000	5,000	5,000	5,000
605106	Maintenance Equipment	5,580	2,194	6,000	6,000	6,000	6,000	6,000
	<b>Total Operating and Contractual</b>	<b>113,087</b>	<b>108,824</b>	<b>185,000</b>	<b>164,000</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Utility Services	<b>ORGANIZATION:</b>	258900

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2016-2017	2017-2018	2018-2019		2019-2020		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	5,000	5,000	0	0	0
707500	Vehicles	24,172	29,547	0	0	231,000	145,000	145,000
707600	Machinery & Equipment	34,466	94,280	34,000	34,000	284,000	44,000	44,000
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>	58,638	123,827	39,000	39,000	515,000	189,000	189,000
	<b>TOTAL DEPARTMENT</b>	1,063,459	1,086,405	1,210,826	1,095,826	1,667,407	1,351,204	1,351,204
	<b>TOTAL FUND</b>	107,246,204	105,317,285	118,407,219	112,666,678	119,938,794	109,418,737	109,418,737

**2020-2021 ANNUAL BUDGET**

**UTILITY DEBT SERVICE  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Internal Services & Interfunds: Transfer to Debt Service	10,180,069	10,180,069	10,194,948	10,194,948	10,201,673	10,201,673	10,201,673
	<b>Total Revenues</b>	10,180,069	10,180,069	10,194,948	10,194,948	10,201,673	10,201,673	10,201,673



**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b> N/A	<b>N/A</b>
<b>DEPARTMENT:</b> Utility Debt Service	<b>210500</b>

**UTILITY DEBT SERVICE FUND**

**DEPARTMENTAL BUDGET**

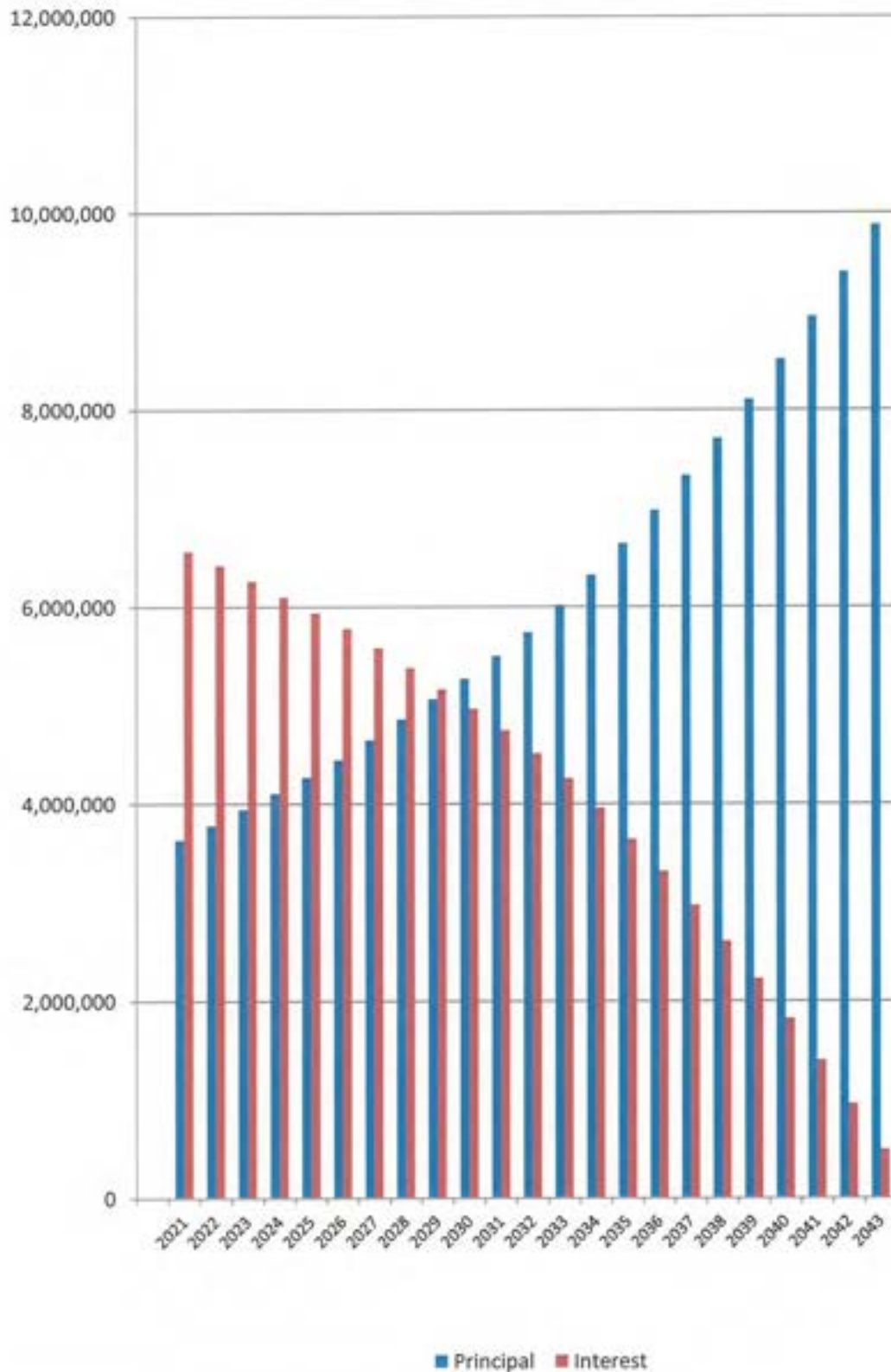
CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Total Operating &amp; Contractual</b>	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Other:</b>							
800001	Interest - 2010 DHH Loan	82,214	76,761	71,173	71,173	65,447	65,447	65,447
800001	Interest - 2011 DHH Loan	125,270	118,749	112,021	112,021	105,053	105,053	105,053
800001	Interest - 2012A DHH Loan	55,856	52,958	49,956	49,956	46,851	46,851	46,851
800001	Interest - 2012B DEQ Loan	33,155	31,084	28,994	28,994	26,885	26,885	26,885
800001	Interest - 2013A Refunding Bonds	313,450	276,450	237,850	237,850	188,100	188,100	188,100
800001	Interest - 2013B Refunding Bonds	363,717	327,381	283,073	283,073	233,605	233,605	233,605
800001	Interest - 2013A Revenue Bonds	4,662,244	4,662,244	4,662,244	4,662,244	4,662,244	4,662,244	4,662,244
800001	Interest - 2014 Revenue Bonds	1,264,163	1,255,038	1,243,637	1,243,637	1,231,488	1,231,488	1,231,488
800002	Principal - 2010 DHH Loan	158,000	162,000	166,000	166,000	170,000	170,000	170,000
800002	Principal - 2011 DHH Loan	189,000	195,000	202,000	202,000	209,000	209,000	209,000
800002	Principal - 2012A DHH Loan	84,000	87,000	90,000	90,000	93,000	93,000	93,000
800002	Principal - 2012B DEQ Loan	218,000	220,000	222,000	222,000	224,000	224,000	224,000
800002	Principal - 2013A Refunding Bonds	925,000	965,000	995,000	995,000	1,045,000	1,045,000	1,045,000
800002	Principal - 2013B Refunding Bonds	1,330,000	1,365,000	1,415,000	1,415,000	1,465,000	1,465,000	1,465,000
800002	Principal - 2013A Revenue Bonds	0	0	0	0	0	0	0
800002	Principal - 2014 Revenue Bonds	365,000	380,000	405,000	405,000	425,000	425,000	425,000
	<b>Total Other</b>	10,169,069	10,174,665	10,183,948	10,183,948	10,190,673	10,190,673	10,190,673
	<b>TOTAL FUND</b>	10,180,069	10,185,665	10,194,948	10,194,948	10,201,673	10,201,673	10,201,673

**AMORTIZATION SCHEDULE OF DEBT SERVICE PAYMENTS  
UTILITY DEBT SERVICE SCHEDULE**

**REVENUE BONDS**

FYE	2010 DHH	2011 DHH	2012A DHH	2012B DEQ	2013A Ref	2013B Ref	2013A URB	2014 URB	Total
2021	235,447	314,053	139,851	250,885	1,233,100	1,698,605	4,662,244	1,656,467	10,190,672
2022	233,581	313,842	140,643	250,757	1,230,850	1,701,807	4,662,244	1,661,613	10,195,337
2023	231,579	314,390	140,296	250,610	1,231,100	1,704,632	4,662,244	1,664,363	10,199,214
2024	230,437	314,662	139,846	250,444	613,600	1,076,628	5,617,244	1,955,563	10,198,424
2025	228,124	313,658	140,293	250,259			7,309,044	1,959,363	10,200,741
2026	226,673	314,413	139,601	251,055			7,326,644	1,956,763	10,215,149
2027	224,049	313,857	139,806	250,823			7,331,144	1,962,963	10,222,642
2028	222,287	314,025	139,873	250,571			7,338,394	1,962,563	10,227,713
2029	220,352	313,882	140,802	250,301			7,332,894	1,960,763	10,218,994
2030	217,245	314,429	140,559	251,011			7,339,344	1,962,563	10,225,151
2031		314,631	140,177	250,693			7,564,631	1,967,813	10,237,945
2032		314,488	139,657	250,356			7,569,475	1,970,313	10,244,289
2033							8,296,950	1,970,063	10,267,013
2034							8,304,450	1,972,063	10,276,513
2035							8,312,176	1,971,063	10,283,239
2036							8,317,138	1,972,063	10,289,201
2037							8,323,750	1,974,813	10,298,563
2038							8,331,288	1,979,063	10,310,351
2039							8,339,000	1,984,563	10,323,563
2040							8,347,500	1,981,063	10,328,563
2041							8,359,250	1,982,925	10,342,175
2042							8,368,250	1,980,987	10,349,237
2043							8,373,750	1,990,250	10,364,000
2044									
<b>Total</b>	<b>2,269,774</b>	<b>3,770,330</b>	<b>1,681,404</b>	<b>3,007,765</b>	<b>4,308,650</b>	<b>6,181,672</b>	<b>170,389,048</b>	<b>44,400,046</b>	<b>236,008,689</b>
% of Total	0.96%	1.60%	0.71%	1.27%	1.83%	2.62%	72.20%	18.81%	100.00%

**2020-2021 ANNUAL BUDGET  
UTILITY DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



**2020-2021 ANNUAL BUDGET**

**SANITATION FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344201	Charges - Collection Fees	3,655,232	3,552,324	3,850,000	3,815,000	3,615,000	3,753,000	3,753,000
344202	Charges - Disposal Fees	1,084,682	1,378,152	1,850,000	1,550,000	1,550,000	1,550,000	1,550,000
344203	Charges - Garbage Bags	62,104	59,521	53,000	60,000	60,000	60,000	60,000
	<b>Total Charges for Services</b>	<b>4,802,018</b>	<b>4,989,997</b>	<b>5,553,000</b>	<b>5,225,000</b>	<b>5,225,000</b>	<b>5,363,000</b>	<b>5,363,000</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	0	0	146,000	639,774	146,000	146,000	146,000
	<b>Total Internal Services/Interfunds</b>	<b>0</b>	<b>0</b>	<b>146,000</b>	<b>639,774</b>	<b>146,000</b>	<b>146,000</b>	<b>146,000</b>
	<b>Investment Income:</b>							
367101	Interest Revenue	13,317	21,167	0	16,000	0	0	0
	<b>Total Investment Income</b>	<b>13,317</b>	<b>21,167</b>	<b>0</b>	<b>16,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	0	3,825	0	0	0	0	0
399000	Miscellaneous Revenue	900	300	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>900</b>	<b>4,125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL REVENUES</b>	<b>4,816,235</b>	<b>5,015,289</b>	<b>5,699,000</b>	<b>5,880,774</b>	<b>5,371,000</b>	<b>5,509,000</b>	<b>5,509,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND:</b>	<b>402</b>
<b>DEPARTMENT:</b>	<b>Sanitation</b>	<b>ORGANIZATION:</b>	<b>043001</b>

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>402</b>
<b>DEPARTMENT:</b>	<b>Sanitation</b>	<b>ORGANIZATION:</b>	<b>043001</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,199,112	1,191,722	1,525,303	1,404,303	1,525,069	1,525,069	-0.02%
Fringe Benefits	567,711	489,597	700,943	650,943	750,482	750,482	7.07%
Operating/Contractual	1,806,230	2,221,336	2,201,000	2,440,000	2,201,000	2,201,000	0.00%
Other	1,026,000	897,000	909,000	897,000	832,000	832,000	-8.47%
Capital Outlay	181,057	202,663	362,754	488,528	200,449	200,449	-44.74%
<b>Total Appropriations</b>	<b>4,780,110</b>	<b>5,002,318</b>	<b>5,699,000</b>	<b>5,880,774</b>	<b>5,509,000</b>	<b>5,509,000</b>	<b>-3.33%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	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	7	7	7	7	7	7	0.00%
490746	Salary - Equipment Operator II	10	10	10	10	10	10	0.00%
490819	Salary - Equipment Operator I	8	8	8	8	8	8	0.00%
490827	Salary - Refuse Collector	20	20	20	20	20	20	0.00%
	<b>Total Positions</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0.00%</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	113,276	101,066	120,000	165,000	120,000	120,000	120,000
490111	Salary - Superintendent - Sanitation	52,692	54,169	55,041	55,041	55,041	56,692	56,692
490142	Salary - Crew Supervisor Sanitation	115,232	119,983	121,914	121,914	121,914	125,162	125,162
490618	Salary - Administrative Secretary	27,386	28,208	29,660	25,660	29,078	29,078	29,078
490738	Salary - Equipment Operator III	167,616	190,625	230,746	213,746	226,884	230,784	230,784
490746	Salary - Equipment Operator II	252,647	254,341	303,816	283,816	302,652	308,727	308,727
490819	Salary - Equipment Operator I	103,088	122,036	214,880	164,880	212,242	213,317	213,317
490827	Salary - Refuse Collector	367,275	321,294	449,246	374,246	436,880	441,309	441,309
	<b>Total Salaries</b>	<b>1,199,112</b>	<b>1,191,722</b>	<b>1,525,303</b>	<b>1,404,303</b>	<b>1,504,691</b>	<b>1,525,069</b>	<b>1,525,069</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	267,550	255,786	273,640	273,640	310,572	314,775	314,775
510202	Fringe - Hospital	264,037	217,774	405,119	355,119	413,244	413,244	413,244
510206	Fringe - Medicare Insurance Tax	14,941	14,913	20,084	20,084	20,106	20,363	20,363
510207	Fringe - Life Insurance	1,183	1,124	2,100	2,100	2,100	2,100	2,100
	<b>Total Fringe</b>	<b>567,711</b>	<b>489,597</b>	<b>700,943</b>	<b>650,943</b>	<b>746,024</b>	<b>750,482</b>	<b>750,482</b>
	<b>Operating &amp; Contractual</b>							
520105	Contract Labor	115,297	143,924	20,000	246,000	20,000	20,000	20,000
520204	Uniforms	11,983	11,998	12,000	15,000	12,000	12,000	12,000
520400	Office	143	532	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	20,164	19,510	22,000	22,000	22,000	22,000	22,000
520508	Operating - Garbage Bags	59,042	58,612	59,000	59,000	59,000	59,000	59,000
531212	Disposal Costs	1,088,066	1,439,913	1,650,000	1,550,000	1,650,000	1,650,000	1,650,000
531301	Vehicle Costs - Fuel & Oil	149,456	165,663	178,000	163,000	178,000	178,000	178,000
531304	Vehicle Costs - R & M	357,174	375,088	250,000	375,000	250,000	250,000	250,000
531410	Telephone	3,793	3,477	4,000	4,000	4,000	4,000	4,000
531500	Printing	95	152	0	0	0	0	0
543003	Travel & Training	907	1,947	3,000	3,000	3,000	3,000	3,000
543017	Placques & Awards	0	0	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	110	520	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>1,806,230</b>	<b>2,221,336</b>	<b>2,201,000</b>	<b>2,440,000</b>	<b>2,201,000</b>	<b>2,201,000</b>	<b>2,201,000</b>
	<b>Other:</b>							
543001	Bad Debt	12,000	12,000	12,000	12,000	12,000	12,000	12,000
646101	Transfer to General Fund	700,000	535,000	535,000	535,000	467,000	467,000	467,000
646551	Transfer to Risk Management Fund	183,000	194,000	206,000	194,000	205,000	205,000	205,000
647401	Cost Allocation - Utility System Fund	131,000	156,000	156,000	156,000	148,000	148,000	148,000
	<b>Total Other</b>	<b>1,026,000</b>	<b>897,000</b>	<b>909,000</b>	<b>897,000</b>	<b>832,000</b>	<b>832,000</b>	<b>832,000</b>

CITY OF ALEXANDRIA

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707102	Landfill Closure	0	0	0	0	0	0	0
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	147,038	200,259	350,000	475,774	934,652	200,449	200,449
707600	Machinery & Equipment	32,267	0	6,600	6,600	0	0	0
707700	Office Furniture & Fixtures	1,752	2,404	6,154	6,154	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	181,057	202,663	362,754	488,528	934,652	200,449	200,449
	<b>TOTAL FUND</b>	4,780,110	5,002,318	5,699,000	5,880,774	6,218,367	5,509,000	5,509,000

**2020-2021 ANNUAL BUDGET**

**ZOOLOGICAL PARK FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
311101	<b>Taxes:</b>							
	Taxes - Ad Valorem	1,207,372	1,219,945	1,195,000	1,195,000	1,195,000	1,195,000	1,195,000
	<b>Total Taxes</b>	1,207,372	1,219,945	1,195,000	1,195,000	1,195,000	1,195,000	1,195,000
388101	<b>Internal Services/Interfunds:</b>							
	Transfer from General Fund	1,660,000	1,757,435	1,591,000	2,110,900	787,000	787,000	787,000
	<b>Total Internal Services/Interfunds</b>	1,660,000	1,757,435	1,591,000	2,110,900	787,000	787,000	787,000
344701	<b>Charges for Services:</b>							
	Charges - Zoological Park	504,333	507,923	528,000	510,000	510,000	510,000	510,000
	<b>Total Charges for Services</b>	504,333	507,923	528,000	510,000	510,000	510,000	510,000
367101	<b>Investment Income:</b>							
	Interest - Investments	12,232	18,025	0	0	0	0	0
	<b>Total Investment Income</b>	12,232	18,025	0	0	0	0	0
388200	<b>Other:</b>							
	Other - Sale of Fixed Assets	1,264	6,107	0	0	0	0	0
399503	Contribution from FOTAZ	0	0	0	0	0	0	0
	<b>Total Other</b>	1,264	6,107	0	0	0	0	0
	<b>TOTAL REVENUES</b>	3,385,201	3,509,435	3,314,000	3,815,900	2,492,000	2,492,000	2,492,000

## 2020-2021 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, maned 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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected
Special Events	12	12	12
Animals Cared For Daily	650	650	650
Health/Other 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
Annual Visitors	165,000	165,000	165,000
Education Program Offered	300	300	300

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>403</b>
<b>DEPARTMENT:</b>	<b>Zoological Park</b>	<b>ORGANIZATION:</b>	<b>044300</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	692,120	723,341	738,903	797,903	745,213	745,213	0.85%
Fringe Benefits	296,042	293,008	303,252	314,252	335,249	335,249	10.55%
Operating/Contractual	1,109,367	1,061,184	904,000	1,296,000	904,000	904,000	0.00%
Other	1,179,980	1,185,000	1,185,000	1,185,000	381,000	381,000	-67.85%
Capital Outlay	27,407	173,538	182,845	222,745	126,538	126,538	-30.79%
<b>Total Appropriations</b>	<b>3,304,916</b>	<b>3,436,071</b>	<b>3,314,000</b>	<b>3,815,900</b>	<b>2,492,000</b>	<b>2,492,000</b>	<b>-24.80%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490115	Salary - Zoo Director	1	1	1	1	1	1	0.00%
490154	Salary - Supervisor Zoo Facilities Maint	1	1	1	1	1	1	0.00%
490157	Salary - Veterinarian	1	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	1	1	1	1	1	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 Rep	1	1	1	1	1	1	0.00%
490822	Salary - Trades Worker	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%
490860	Salary - Zoo Keeper II	5	5	5	5	5	5	0.00%
	<b>Total Positions</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

**ZOO FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	111,575	113,031	35,000	140,000	35,000	35,000	35,000
490115	Salary - Zoo Director	57,961	59,700	63,096	63,096	61,859	63,096	63,096
490154	Salary - Supervisor Zoo Facilities Maint	45,071	46,423	47,170	47,170	47,170	47,170	47,170
490157	Salary - Veterinarian	70,702	72,823	73,995	73,995	73,995	76,955	76,955
490174	Salary - Zoo Media Specialist	37,794	40,497	41,159	41,159	41,159	42,394	42,394
490222	Salary - Zoo Curator - Education	34,488	18,304	42,581	38,581	41,746	41,746	41,746
490618	Salary - Administrative Secretary	26,068	10,867	29,660	29,660	29,078	29,078	29,078
490624	Salary - Inventory Coordinator	30,116	31,020	35,325	35,325	34,632	36,017	36,017
490646	Salary - Customer Services Rep	5,856	19,295	25,438	13,438	24,939	24,939	24,939
490822	Salary - Trades Worker	27,726	28,658	29,129	29,129	29,129	30,295	30,295
490845	Salary - Zoo Curator - Health	37,762	36,210	42,581	29,581	41,746	41,746	41,746
490846	Salary - Zoo Curator - General	44,310	45,815	46,552	46,552	46,552	47,949	47,949
490848	Salary - Zoo Keeper I	29,453	34,239	53,719	42,719	53,192	53,192	53,192
490849	Salary - Security Officer	20,793	21,411	21,852	21,852	21,852	22,727	22,727
490860	Salary - Zoo Keeper II	112,445	145,048	151,646	145,646	151,064	152,909	152,909
	<b>Total Salaries</b>	<b>692,120</b>	<b>723,341</b>	<b>738,903</b>	<b>797,903</b>	<b>733,113</b>	<b>745,213</b>	<b>745,213</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	165,191	156,773	132,559	150,559	151,314	153,813	153,813
510202	Fringe - Hospital	120,830	125,719	159,182	152,182	169,832	169,832	169,832
510206	Fringe - Medicare Insurance Tax	9,573	10,031	10,713	10,713	10,631	10,806	10,806
510207	Fringe - Life Insurance	448	485	798	798	798	798	798
	<b>Total Fringe</b>	<b>296,042</b>	<b>293,008</b>	<b>303,252</b>	<b>314,252</b>	<b>332,575</b>	<b>335,249</b>	<b>335,249</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	66,275	4,152	5,000	16,000	5,000	5,000	5,000
520204	Uniforms	4,411	5,211	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	89,287	81,133	80,000	85,000	80,000	80,000	80,000
520502	Operating - Cleaner	4,974	4,865	5,000	5,000	5,000	5,000	5,000
520504	Operating - Animal Food	114,452	128,360	115,000	130,000	115,000	115,000	115,000
520514	Small Tools	4,231	4,300	5,000	5,000	5,000	5,000	5,000
520515	Operating Medical	41,222	25,330	18,000	28,000	18,000	18,000	18,000
531103	Professional Fees - Veterinarian	1,531	10,161	25,000	15,000	25,000	25,000	25,000
531209	Services - Bank Charges	10,927	11,324	10,000	10,000	10,000	10,000	10,000
531215	Fees, Licenses, Permits	2,315	256	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	3,582	3,834	7,000	5,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	9,228	4,198	7,000	7,000	7,000	7,000	7,000
531410	Telephone	5,752	5,585	8,000	7,000	8,000	8,000	8,000
531500	Printing	6,055	6,294	6,000	6,000	6,000	6,000	6,000
531701	Utilities	588,793	618,860	470,000	795,000	470,000	470,000	470,000
531900	Advertising	12,223	12,336	12,000	12,000	12,000	12,000	12,000
543000	Miscellaneous	974	0	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	10,910	15,432	9,000	29,000	9,000	9,000	9,000
543003	Travel & Training	2,217	2,825	3,000	3,000	3,000	3,000	3,000
605101	Maintenance Bldg & Facilities	105,761	96,068	75,000	91,000	75,000	75,000	75,000
605106	Maintenance Equipment	11,567	9,167	20,000	15,000	20,000	20,000	20,000
605120	Intern Sponsorship Program	0	312	4,000	4,000	4,000	4,000	4,000
605127	Special Events	12,680	11,181	10,000	18,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	<b>1,109,367</b>	<b>1,061,184</b>	<b>904,000</b>	<b>1,296,000</b>	<b>904,000</b>	<b>904,000</b>	<b>904,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	403
<b>DEPARTMENT:</b>	Zoological Park	<b>ORGANIZATION:</b>	044300

**ZOO FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
647101	<b>Other:</b>							
	Cost Allocation - General Fund	1,179,980	1,185,000	1,185,000	1,185,000	381,000	381,000	381,000
	<b>Total Other</b>	1,179,980	1,185,000	1,185,000	1,185,000	381,000	381,000	381,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	48,000	48,000	125,000	40,000	40,000
707500	Vehicles	0	0	0	20,636	24,987	0	0
707600	Machinery & Equipment	23,414	118,496	121,657	140,239	113,011	85,243	85,243
707700	Office Furniture & Fixtures	3,993	54,335	13,188	13,870	1,295	1,295	1,295
707702	Computer Software	0	0	0	0	0	0	0
707900	Animals	0	707	0	0	0	0	0
	<b>Total Capital Outlay</b>	27,407	173,538	182,845	222,745	264,293	126,538	126,538
	<b>TOTAL DEPARTMENT</b>	3,304,916	3,436,071	3,314,000	3,815,900	2,614,981	2,492,000	2,492,000

**2020-2021 ANNUAL BUDGET**

**GOLF COURSE FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
388101	Internal Services/Interfunds: Transfer from General Fund	275,000	228,000	301,000	244,000	391,000	391,000	391,000
	<b>Total Internal Services/Interfunds</b>	275,000	228,000	301,000	244,000	391,000	391,000	391,000
367101	Investment Income: Interest - Investments	3,125	11,353	0	0	0	0	0
	<b>Total Investment Income</b>	3,125	11,353	0	0	0	0	0
	<b>Total Charges for Services</b>							
344751	Charges - Tournament Fees	60,365	75,682	62,000	85,000	62,000	62,000	62,000
344752	Charges - Green Fees	335,497	332,677	315,000	330,000	330,000	330,000	330,000
344753	Charges - Cart Rental	166,008	169,564	171,000	169,000	169,000	169,000	169,000
344754	Charges - Range	42,733	43,585	38,000	41,000	41,000	41,000	41,000
344755	Charges - Restaurant	701	526	3,000	3,000	3,000	3,000	3,000
	<b>Total Charges for Services</b>	605,304	622,033	589,000	628,000	605,000	605,000	605,000
	<b>TOTAL REVENUES</b>	883,429	859,386	890,000	872,000	996,000	996,000	996,000

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maint	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	286,947	276,242	313,000	293,000	313,000	313,000	313,000
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	1,020	1,243	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	6,644	11,986	10,000	10,000	10,000	10,000	10,000
520503	Operating Chemicals	54,153	64,812	50,000	58,000	50,000	50,000	50,000
520507	Operating Sand & Gravel	5,814	7,022	6,000	9,000	6,000	6,000	6,000
531111	Golf Course Management Fee	61,413	55,830	67,000	63,000	67,000	67,000	67,000
531209	Services - Bank Charges	12,521	13,305	10,000	10,000	10,000	10,000	10,000
531301	Vehicle Costs - Gas & Oil	11,283	12,169	12,000	12,000	12,000	12,000	12,000
531410	Telephone	1,853	852	3,000	3,000	3,000	3,000	3,000
531500	Printing	835	1,553	0	0	0	0	0
531601	Insurance Premiums/ Fees Gen Lia	0	0	0	0	0	0	0
531701	Utilities	22,528	31,150	40,000	35,000	40,000	40,000	40,000
531900	Advertising	10	150	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	3,098	3,876	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	1,621	1,399	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	565	982	2,000	2,000	2,000	2,000	2,000
605106	Maintenance Equipment	23,503	29,642	25,000	30,000	25,000	25,000	25,000
605112	Maintenance of Golf Course	10,189	9,458	9,000	9,000	9,000	9,000	9,000
646030	Lease Obligation	66,901	46,290	72,000	67,000	72,000	72,000	72,000
969000	Contingencies	0	0	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>570,898</b>	<b>567,961</b>	<b>632,000</b>	<b>614,000</b>	<b>632,000</b>	<b>632,000</b>	<b>632,000</b>
	<b>Other:</b>							
647101	Cost Allocation - General Fund	26,000	26,000	26,000	26,000	142,000	142,000	142,000
	<b>Total Other</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>26,000</b>	<b>142,000</b>	<b>142,000</b>	<b>142,000</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	7,110	5,200	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>7,110</b>	<b>5,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>604,008</b>	<b>599,161</b>	<b>658,000</b>	<b>640,000</b>	<b>774,000</b>	<b>774,000</b>	<b>774,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Club House Maint	<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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 Projected



**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	179,876	170,432	200,000	200,000	200,000	200,000	200,000
520400	Office	4,686	6,455	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	8,166	12,590	9,000	9,000	9,000	9,000	9,000
543002	Dues & Subscriptions	0	0	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	3,067	2,979	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	3,815	3,579	3,000	3,000	3,000	3,000	3,000
605128	Maintenance Range Ball Facility	2,475	0	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>202,085</b>	<b>196,035</b>	<b>222,000</b>	<b>222,000</b>	<b>222,000</b>	<b>222,000</b>	<b>222,000</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	10,000	10,000	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>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>202,085</b>	<b>196,035</b>	<b>232,000</b>	<b>232,000</b>	<b>222,000</b>	<b>222,000</b>	<b>222,000</b>
	<b>TOTAL FUND</b>	<b>806,093</b>	<b>795,196</b>	<b>890,000</b>	<b>872,000</b>	<b>996,000</b>	<b>996,000</b>	<b>996,000</b>

**2020-2021 ANNUAL BUDGET**

**MUNICIPAL TRANSIT FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344401	Charges - Lower Third/McArthur	43,254	49,412	44,000	44,000	44,000	44,000	44,000
344402	Charges - Broadway/Meadow	42,779	46,261	42,000	42,000	42,000	42,000	42,000
344403	Charges - Willow Glen	38,591	39,810	38,000	38,000	38,000	38,000	38,000
344404	Charges - Pineville	58,975	60,293	60,000	60,000	60,000	60,000	60,000
344405	Charges - Elliott/Cabrini	32,862	34,703	32,000	32,000	32,000	32,000	32,000
344406	Charges - Mall/Kmart	43,994	44,669	46,000	46,000	46,000	46,000	46,000
344407	Charges - England Authority	33,781	32,923	40,000	40,000	40,000	40,000	40,000
344408	Charges - Woodale Park	48,109	48,430	53,000	53,000	53,000	53,000	53,000
344409	Charges - Elderly/Handicap Van	5,776	3,973	6,000	6,000	6,000	6,000	6,000
344999	Charges - Transit Vouchers	42,779	70,665	32,000	32,000	32,000	32,000	32,000
	<b>Total Charges for Services</b>	<b>390,900</b>	<b>431,139</b>	<b>393,000</b>	<b>393,000</b>	<b>393,000</b>	<b>393,000</b>	<b>393,000</b>
	<b>Internal Services/Interfunds:</b>							
388401	Transfers - Utility Fund	2,901,012	2,303,433	2,727,157	2,492,157	2,727,157	2,511,000	2,511,000
	<b>Total Internal Services/Interfunds</b>	<b>2,901,012</b>	<b>2,303,433</b>	<b>2,727,157</b>	<b>2,492,157</b>	<b>2,727,157</b>	<b>2,511,000</b>	<b>2,511,000</b>
	<b>Intergovernmental:</b>							
333102	Federal - FTA Grant	895,853	875,042	479,000	650,000	479,000	479,000	479,000
333105	Federal - Section 9 Planning Grant	0	0	0	0	0	0	0
333106	Federal-FTA Preventive Maint	0	0	0	0	0	0	0
333407	State - Parish Transportation	125,975	181,996	125,000	94,000	125,000	125,000	125,000
	<b>Total Intergovernmental</b>	<b>1,021,828</b>	<b>1,057,038</b>	<b>604,000</b>	<b>744,000</b>	<b>604,000</b>	<b>604,000</b>	<b>604,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	11,954	19,235	0	10,000	0	0	0
	<b>Total Investment Income</b>	<b>11,954</b>	<b>19,235</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
344501	Misc - Advertising	0	5,996	5,000	5,000	5,000	5,000	5,000
388200	Other-Sales of Fixed Assets	179	(25,009)	0	0	0	0	0
398900	Misc - Cash Over/(Short)	17,919	13,615	0	0	0	0	0
399000	Miscellaneous Revenue	12,573	8,399	1,000	1,000	1,000	1,000	1,000
399003	Misc - Bus Damages	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>30,671</b>	<b>3,001</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
	<b>TOTAL REVENUES</b>	<b>4,356,365</b>	<b>3,813,846</b>	<b>3,730,157</b>	<b>3,645,157</b>	<b>3,730,157</b>	<b>3,514,000</b>	<b>3,514,000</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND:</b>	<b>450</b>
<b>DEPARTMENT:</b>	<b>Municipal Transit</b>	<b>ORGANIZATION:</b>	<b>043900</b>

**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	2018-2019 Estimated	2019-2020 Estimated	2020-2021 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

CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	450
<b>DEPARTMENT:</b>	Municipal Transit	<b>ORGANIZATION:</b>	043900

**APPROPRIATION SUMMARY**

DESCRIPTION	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	1,202,178	1,168,422	1,341,905	1,288,905	1,345,809	1,345,809	0.29%
Fringe Benefits	501,303	446,971	582,252	467,252	539,285	539,285	-4.08%
Operating/Contractual	723,092	779,725	864,000	941,000	864,000	864,000	0.00%
Other	1,539,000	761,000	774,000	760,000	758,000	758,000	-2.07%
Capital Outlay	158,921	61,033	188,000	188,000	6,906	6,906	0.00%
<b>Total Appropriations</b>	<b>4,124,494</b>	<b>3,217,151</b>	<b>3,730,157</b>	<b>3,645,157</b>	<b>3,514,000</b>	<b>3,514,000</b>	<b>-5.79%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2017-2018	2018-2019	2019-2020		2020-2021		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490113	Salary - Transit Manager	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maint	1	1	1	1	1	1	0.00%
490140	Salary - Transit Shift Supervisor	2	2	2	2	2	2	0.00%
490151	Salary - Asst Transit Manager	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490750	Salary - Fleet Maintenance Tech Sr	4	4	4	4	4	4	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 (PT)	10	10	10	10	10	10	0.00%
	<b>Total Positions</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>0.00%</b>

**2020-2021 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>450</b>
<b>DEPARTMENT:</b>	<b>Municipal Transit</b>	<b>ORGANIZATION:</b>	<b>043900</b>

**MUNICIPAL TRANSIT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	183,329	178,405	133,000	133,000	133,000	133,000	133,000
490113	Salary - Transit Manager	52,643	54,222	57,453	57,453	56,325	56,325	56,325
490139	Salary - Supervisor Fleet Maintenance	42,423	43,485	44,185	44,185	44,185	45,069	45,069
490140	Salary - Transit Shift Supervisor	73,016	72,093	74,552	74,552	74,552	75,309	75,309
490151	Salary - Asst Transit Manager	48,358	49,821	50,610	50,610	50,610	51,622	51,622
490618	Salary - Administrative Secretary	32,961	33,562	34,300	34,300	34,300	35,671	35,671
490750	Salary - Fleet Maintenance Tech Sen	142,144	128,667	144,702	139,702	144,037	146,273	146,273
490834	Salary - Fleet Service Technician	52,683	41,924	54,857	47,857	49,878	49,878	49,878
490896	Salary - Transit Operator-Part Time	76,226	73,221	88,242	76,242	88,242	88,242	88,242
490837	Salary - Transit Operator	498,395	493,022	660,004	631,004	657,089	664,420	664,420
	<b>Total Salaries</b>	<b>1,202,178</b>	<b>1,168,422</b>	<b>1,341,905</b>	<b>1,288,905</b>	<b>1,332,218</b>	<b>1,345,809</b>	<b>1,345,809</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	269,780	234,938	224,908	179,908	256,762	259,567	259,567
510202	Fringe - Hospital	205,262	185,633	306,027	256,027	248,340	248,340	248,340
510204	Fringe - Clothing Allowance	4,149	4,987	5,000	5,000	5,000	5,000	5,000
510206	Fringe - Medicare Insurance Tax	16,583	16,126	19,460	19,460	19,322	19,521	19,521
510207	Fringe - Life Insurance	803	734	1,386	1,386	1,386	1,386	1,386
510208	Fringe - FICA Tax Retirement	4,726	4,553	5,471	5,471	5,471	5,471	5,471
	<b>Total Fringe</b>	<b>501,303</b>	<b>446,971</b>	<b>562,252</b>	<b>467,252</b>	<b>536,281</b>	<b>539,285</b>	<b>539,285</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	5,019	0	10,000	10,000	10,000	10,000	10,000
520204	Uniforms	10,995	11,640	12,000	12,000	12,000	12,000	12,000
520400	Office	2,757	2,851	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	33,162	36,682	40,000	37,000	40,000	40,000	40,000
531106	Professional Fees - Audit	1,234	1,354	4,000	4,000	4,000	4,000	4,000
531110	Professional Fees & Services	3,827	3,637	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Gas	2,218	5,383	6,000	6,000	6,000	6,000	6,000
531302	Vehicle Costs - Diesel	336,813	344,302	450,000	365,000	450,000	450,000	450,000
531303	Vehicle Costs - Oil	10,598	10,925	11,000	11,000	11,000	11,000	11,000
531304	Vehicle Costs - R & M	255,327	302,238	243,000	410,000	243,000	243,000	243,000
531305	Vehicle Costs - Tires	25,039	23,841	26,000	26,000	26,000	26,000	26,000
531306	Vehicle Costs - Other Lubricants	3,876	7,462	8,000	8,000	8,000	8,000	8,000
531410	Telephone	3,668	3,822	7,000	5,000	7,000	7,000	7,000
531500	Printing	1,037	1,957	3,000	3,000	3,000	3,000	3,000
531701	Utilities	7,884	6,764	8,000	8,000	8,000	8,000	8,000
543003	Travel & Training	4,228	451	4,000	4,000	4,000	4,000	4,000
543017	Plaques & Awards	0	40	1,000	1,000	1,000	1,000	1,000
605101	Maintenance of Building & Facilities	13,374	13,143	15,000	15,000	15,000	15,000	15,000
605106	Maintenance Equipment	1,809	2,965	3,000	3,000	3,000	3,000	3,000
605107	Maintenance Radios	227	268	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating and Contractual</b>	<b>723,092</b>	<b>779,725</b>	<b>864,000</b>	<b>941,000</b>	<b>864,000</b>	<b>864,000</b>	<b>864,000</b>

**2020-2021 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	2017-2018	2018-2019	2019-2020		2020-2021		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other:</b>							
646101	Transfer to General Fund	705,000	601,000	601,000	601,000	586,000	586,000	586,000
647401	Transfer to Utility Fund	814,000	18,000	18,000	18,000	21,000	21,000	21,000
646551	Transfer to Risk Management	20,000	142,000	155,000	141,000	151,000	151,000	151,000
	<b>Total Other</b>	<b>1,539,000</b>	<b>761,000</b>	<b>774,000</b>	<b>760,000</b>	<b>758,000</b>	<b>758,000</b>	<b>758,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	4,740	2,348	160,000	160,000	0	0	0
707500	Vehicles	142,084	25,832	0	0	0	0	0
707600	Machinery & Equipment	12,097	32,443	28,000	28,000	6,700	6,906	6,906
707700	Office Furniture & Fixtures	0	410	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>158,921</b>	<b>61,033</b>	<b>188,000</b>	<b>188,000</b>	<b>6,700</b>	<b>6,906</b>	<b>6,906</b>
	<b>TOTAL DEPARTMENT</b>	<b>4,124,494</b>	<b>3,217,151</b>	<b>3,730,157</b>	<b>3,645,157</b>	<b>3,497,199</b>	<b>3,514,000</b>	<b>3,514,000</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 flights 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 facility 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.

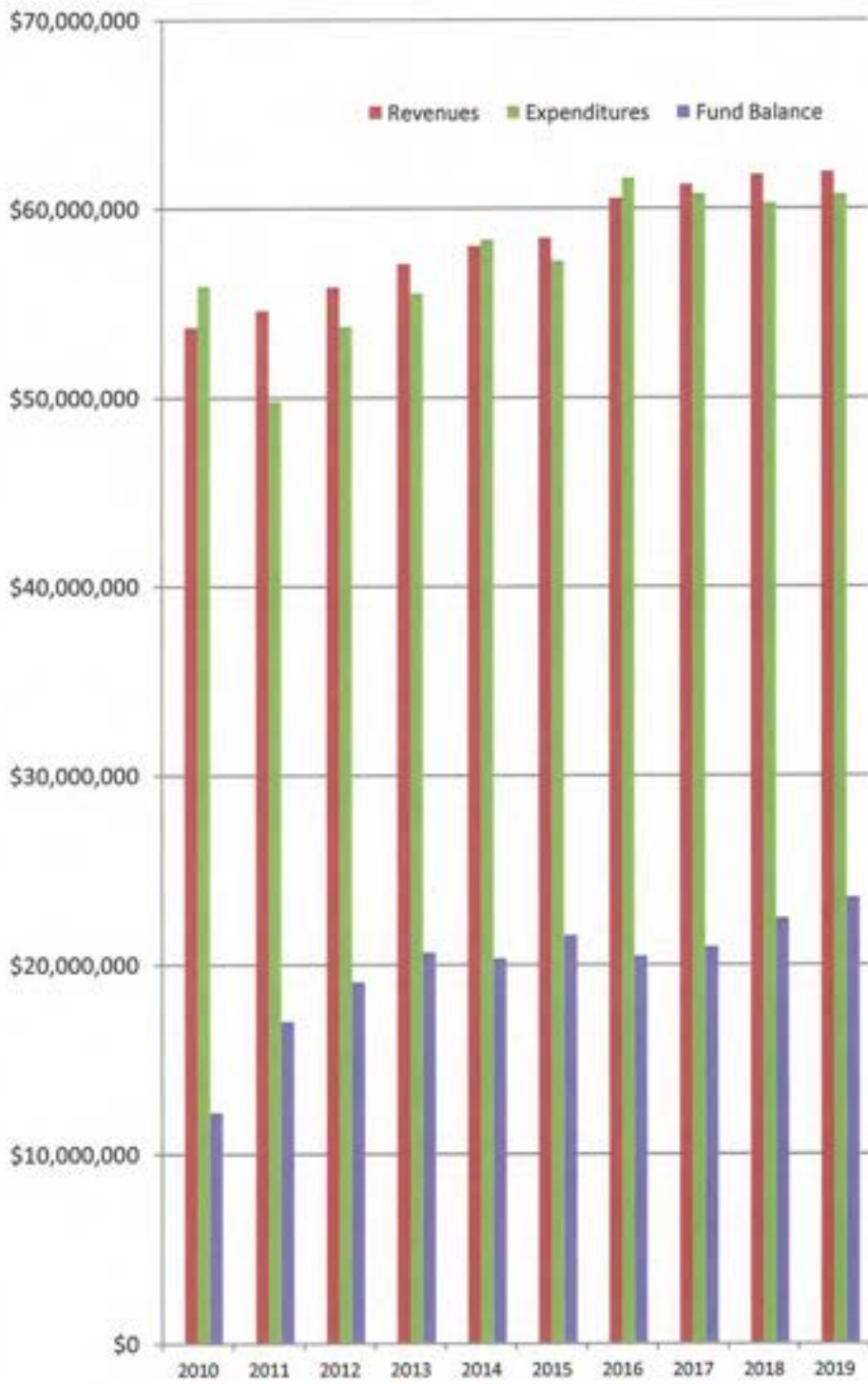
In the Alexandria area, tourists visit historical sites such as the Kent Plantation House, built in 1776; the renovated Hotel Bentley, which opened in 1908, and was the place where Generals Eisenhower, Clark and Patton planned battle strategies; the Alexandria Visual Arts Museum; the Alexandria Historical 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, weavers, 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 Bringhurst Stadium. Alexandria also hosts several "celebrations" including Cenlbration, Christmas lighting attractions and parades, Mardi Gras parades, ... There are wonderful opportunities for visitors to our area to have a memorable experience.

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2020-2021 ANNUAL BUDGET  
GENERAL FUND

TEN YEAR HISTORY OF FUND BALANCE, REVENUES, & EXPENDITURES



**2020-2021 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2010 THROUGH 2019**

<b>GENERAL FUND</b>				
<b>DESCRIPTIONS</b>	<b>4-30-10 (Actual)</b>	<b>4-30-11 (Actual)</b>	<b>4-30-12 (Actual)</b>	<b>4-30-13 (Actual)</b>
<b>REVENUES:</b>				
Taxes	3,169,059	3,283,250	3,198,187	3,291,022
Licenses and Permits	2,873,824	2,822,761	2,942,326	2,875,496
Intergovernmental	10,028,675	10,748,628	10,089,358	10,156,272
Charges for Services	274,552	186,072	236,088	357,971
Fines and Forfeitures	694,153	659,924	550,838	646,493
Investment Income	14,143	4,808	18,696	20,525
Other	590,465	739,996	677,254	950,811
Total Revenues	<u>17,644,871</u>	<u>18,445,439</u>	<u>17,712,738</u>	<u>18,298,590</u>
<b>EXPENDITURES:</b>				
Legislative	497,291	443,491	410,269	415,213
General Administration	4,314,925	3,388,255	2,961,260	4,881,950
Judicial	1,040,064	1,105,110	1,116,508	970,435
Finance	5,353,233	5,189,083	4,916,063	5,147,848
Planning and Development	2,122,066	1,881,071	1,857,102	2,041,069
Public Safety	25,541,297	25,857,315	25,689,398	27,000,874
Public Works	10,053,015	9,009,843	9,180,358	8,742,762
Debt Service	1,850,901	1,849,919	1,846,072	1,581,320
Total Expenditures	<u>50,772,792</u>	<u>48,724,087</u>	<u>47,977,030</u>	<u>50,781,471</u>
Excess/(Deficiency) of Revenues Over Expenditures	(33,127,921)	(30,278,648)	(30,264,292)	(32,482,881)
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	36,060,797	36,145,883	38,122,013	38,745,201
Operating Transfers Out	(5,122,472)	(1,059,108)	(5,761,553)	(4,708,819)
Total Other Sources/(Uses)	<u>32,796,026</u>	<u>30,938,325</u>	<u>32,360,460</u>	<u>34,036,382</u>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(2,189,596)	4,808,127	2,096,168	1,553,501
Fund Balance, Beginning of the Year	14,359,662	12,170,066	16,978,193	19,074,361
Fund Balance Adjustments	0	0	0	0
Fund Balance/(Deficit), End of Year	<u>12,170,066</u>	<u>16,978,193</u>	<u>19,074,361</u>	<u>20,627,862</u>

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.

**2020-2021 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2010 THROUGH 2019**

**GENERAL FUND**

<b>4-30-14 (Actual)</b>	<b>4-30-15 (Actual)</b>	<b>4-30-16 (Actual)</b>	<b>4-30-17 (Actual)</b>	<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>TOTAL</b>
39,618,991	33,357,377	34,802,549	34,230,322	34,661,057	35,536,503	225,148,317
2,980,016	3,174,057	3,140,840	3,014,712	3,133,239	3,139,204	30,096,475
2,289,701	10,572,580	10,722,559	10,863,874	10,839,489	10,623,206	96,934,342
349,191	313,160	272,294	220,963	275,230	300,260	2,785,781
675,131	515,753	517,779	450,182	375,027	354,534	5,439,815
20,249	21,885	53,204	91,219	101,133	177,572	523,424
579,974	846,794	862,542	1,059,749	1,436,914	762,641	8,507,140
<b>46,513,253</b>	<b>48,801,606</b>	<b>50,371,767</b>	<b>49,931,021</b>	<b>50,822,089</b>	<b>50,893,920</b>	<b>369,435,294</b>
416,299	343,803	364,355	407,334	477,021	440,009	4,215,085
5,514,973	6,724,249	6,882,692	9,112,616	7,670,755	8,310,715	59,762,390
976,451	983,235	939,971	1,018,840	1,071,316	1,140,235	10,362,165
6,127,998	5,433,613	5,356,975	5,010,145	4,975,725	5,039,070	52,549,753
1,191,189	1,156,257	1,075,844	1,088,083	916,909	915,658	14,245,248
27,746,834	25,946,626	26,135,016	28,364,037	26,663,479	27,190,342	266,135,218
10,734,261	10,788,587	12,137,541	11,891,518	11,800,771	11,091,818	105,430,474
1,279,580	1,272,795	1,272,795	1,278,472	1,280,837	1,280,641	14,793,332
<b>53,987,585</b>	<b>52,649,165</b>	<b>54,165,189</b>	<b>58,171,045</b>	<b>54,856,813</b>	<b>55,408,488</b>	<b>527,493,665</b>
(7,474,332)	(3,847,559)	(3,793,422)	(8,240,024)	(4,034,724)	(4,514,568)	(158,058,371)
11,483,242	9,623,947	10,147,517	11,321,780	10,959,023	11,032,000	213,641,403
(4,339,293)	(4,551,845)	(7,437,685)	(2,590,626)	(5,408,036)	(5,324,987)	(46,304,424)
<b>7,143,949</b>	<b>5,072,102</b>	<b>2,709,832</b>	<b>8,731,154</b>	<b>5,550,987</b>	<b>5,707,013</b>	<b>167,336,979</b>
(330,383)	1,224,543	(1,083,590)	491,130	1,516,263	1,192,445	9,278,608
20,627,862	20,297,479	21,522,022	20,438,432	20,929,562	22,445,825	14,359,662
0	0	0	0	0	(98,443)	(98,443)
<b>20,297,479</b>	<b>21,522,022</b>	<b>20,438,432</b>	<b>20,929,562</b>	<b>22,445,825</b>	<b>23,539,827</b>	<b>23,539,827</b>

**2020-2021 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2010 THROUGH 2019**

**SPECIAL REVENUE FUNDS**

DESCRIPTIONS	4-30-10 (Actual)	4-30-11 (Actual)	4-30-12 (Actual)	4-30-13 (Actual)
<b>REVENUES:</b>				
Taxes	34,191,306	33,679,269	34,689,006	35,392,573
Intergovernmental	1,547,844	2,215,746	2,478,896	763,031
Fines and Forfeitures	0	0	0	0
Investment Income	3,171	2,102	823	549
Other	24,096	57,210	34,531	45,214
<b>Total Revenues</b>	<b>35,766,417</b>	<b>35,954,327</b>	<b>37,203,256</b>	<b>36,201,367</b>
<b>EXPENDITURES:</b>				
General Administration	0	0	0	0
Special Programs	1,558,678	2,234,603	2,488,542	786,121
Capital Outlay	92,435	0	0	0
<b>Total Expenditures</b>	<b>1,651,113</b>	<b>2,234,603</b>	<b>2,488,542</b>	<b>786,121</b>
Excess/(Deficiency) of Revenues Over Expenditures	34,115,304	33,719,724	34,714,714	35,415,246
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	95,547	18,192	28,020	13,825
Operating Transfers Out	(34,521,635)	-33,913,186	(34,684,536)	(35,387,962)
<b>Total Other Sources/(Uses)</b>	<b>(34,426,088)</b>	<b>(33,894,994)</b>	<b>(34,656,516)</b>	<b>(35,374,137)</b>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(310,784)	-175,270	58,198	41,109
Fund Balance, Beginning of the Year	1,614,800	1,304,016	1,128,746	1,186,944
Fund Balance Adjustments	0	0	0	0
<b>Fund Balance/(Deficit), End of Year</b>	<b>1,304,016</b>	<b>1,128,746</b>	<b>1,186,944</b>	<b>1,228,053</b>

Note: Special Revenue Funds are Funds that are required by law, ordinance, etc. to be accounted for separately. This history includes funds such as the Pre-Trial Intervention Fund, the Community Development Block Grant Fund, the HUD Emergency Shelter Fund, the HOME Fund, the Economic Development Hotel Fund, and the ARRA Fund.

**2020-2021 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2010 THROUGH 2019**

**SPECIAL REVENUE FUNDS**

<b>4-30-14 (Actual)</b>	<b>4-30-15 (Actual)</b>	<b>4-30-16 (Actual)</b>	<b>4-30-17 (Actual)</b>	<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>TOTAL</b>
0	0	0	0	0	0	137,952,154
1,221,613	1,061,939	570,575	668,621	818,025	573,958	11,920,248
258,664	841,176	384,818	291,223	306,320	250,905	
348	229	3,949	7,183	7,860	11,876	38,090
40,202	32,154	43,687	7,112	74,178	54,039	412,423
1,520,827	1,935,498	1,003,029	974,139	1,206,383	890,778	150,322,915
0	0	0	0	0	0	0
1,765,691	1,159,685	684,353	805,013	906,925	578,311	12,967,922
0	0	0	0	0	0	92,435
1,765,691	1,159,685	684,353	805,013	906,925	578,311	13,060,357
(244,864)	775,813	318,676	169,126	299,458	312,467	137,262,558
1,999	19,101	0	30,571	1,768	3,552	212,575
(158,664)	(108,000)	(120,000)	(235,000)	(162,000)	(235,000)	(139,525,983)
(156,665)	(88,899)	(120,000)	(204,429)	(160,232)	(231,448)	(139,313,408)
(401,529)	686,914	198,676	(35,303)	139,226	81,019	282,256
1,228,053	826,524	1,513,438	1,712,114	1,676,811	1,816,037	1,614,800
0	0	0	0	0	0	0
826,524	1,513,438	1,712,114	1,676,811	1,816,037	1,897,056	1,897,056

**2020-2021 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2010 THROUGH 2019**

**GENERAL DEBT SERVICE FUNDS**

DESCRIPTIONS	4-30-10 (Actual)	4-30-11 (Actual)	4-30-12 (Actual)	4-30-13 (Actual)
<b>REVENUES:</b>				
Taxes	757,299	770,219	787,672	787,776
Investment Income	51,344	22,575	12,477	8,093
<b>Total Revenues</b>	<b>808,643</b>	<b>792,794</b>	<b>800,149</b>	<b>795,869</b>
<b>EXPENDITURES:</b>				
Principal Retirement	3,210,000	3,345,000	3,500,000	3,655,000
Interest	2,242,068	2,129,776	2,019,169	1,900,671
Paying Agent Fees	1,302	1,302	1,382	1,301
Other	0	0	0	0
<b>Total Expenditures</b>	<b>5,453,370</b>	<b>5,476,078</b>	<b>5,520,551</b>	<b>5,556,972</b>
Excess/(Deficiency) of Revenues Over Expenditures	(4,644,727)	(4,683,284)	(4,720,402)	(4,761,103)
<b>OTHER FINANCING SOURCES:</b>				
COI Proceeds/Bond Refunding Proceeds	0	0	0	0
Operating Transfers In	4,850,046	4,905,211	4,942,741	4,979,096
Operating Transfers Out	0	0	0	0
<b>Total Other Sources/(Uses)</b>	<b>4,850,046</b>	<b>4,905,211</b>	<b>4,942,741</b>	<b>4,979,096</b>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	205,319	221,927	222,339	217,993
Fund Balance, Beg of the Year	5,155,311	5,360,630	5,582,557	5,804,896
Fund Balance Adjustments	0	0	0	0
<b>Fund Balance, End of Year</b>	<b>5,360,630</b>	<b>5,582,557</b>	<b>5,804,896</b>	<b>6,022,889</b>

Note: These funds account for general obligation public improvement bonds, limited tax bonds, and sales tax bonds as they mature.

**2020-2021 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2010 THROUGH 2019**

**GENERAL DEBT SERVICE FUNDS**

<b>4-30-14 (Actual)</b>	<b>4-30-15 (Actual)</b>	<b>4-30-16 (Actual)</b>	<b>4-30-17 (Actual)</b>	<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>TOTAL</b>
3,603,766	2,855,722	2,960,255	2,832,998	2,818,766	2,726,362	20,600,835
5,175	3,788	2,278	224	2,215	13,713	121,882
3,608,941	2,859,510	2,962,533	2,833,222	2,820,981	2,740,075	21,022,717
3,825,000	3,220,000	21,345,793	3,570,000	3,770,000	1,985,000	51,425,793
1,773,598	1,433,770	1,414,656	1,056,986	945,600	799,675	15,715,969
800	10,319,134	1,402	1,600	1,600	1,800	10,331,623
0	0	0	0	0	0	0
5,599,398	14,972,904	22,761,851	4,628,586	4,717,200	2,786,475	77,473,385
(1,990,457)	(12,113,394)	(19,799,318)	(1,795,364)	(1,896,219)	(46,400)	(56,450,668)
0	7,596,268	17,402,576	0	0	0	24,998,844
1,926,038	4,875,211	2,196,477	1,942,000	1,566,238	0	32,183,058
0	(2,943,111)	(238,521)	0	0	(73,700)	(3,255,332)
1,926,038	9,528,368	19,360,532	1,942,000	1,566,238	(73,700)	53,926,570
(64,419)	(2,585,026)	(438,786)	146,636	(329,881)	(120,100)	(2,524,098)
6,022,889	5,958,470	3,373,444	2,934,658	3,081,294	2,751,313	5,155,311
0	0	0	0	0	0	0
5,958,470	3,373,444	2,934,658	3,081,294	2,751,313	2,631,213	2,631,213

**2020-2021 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2010 THROUGH 2019**

**COMBINED CAPITAL PROJECTS**

DESCRIPTIONS	4-30-10 (Actual)	4-30-11 (Actual)	4-30-12 (Actual)	4-30-13 (Actual)
<b>REVENUES:</b>				
Taxes	0	0	0	0
Intergovernmental	187,125	241,654	635,473	3,843,920
Investment Income	392,089	211,962	117,049	128,858
Other	3,962,557	4,089,918	4,121,484	4,337,679
<b>Total Revenues</b>	<b>4,521,771</b>	<b>4,523,534</b>	<b>4,874,006</b>	<b>8,310,457</b>
<b>EXPENDITURES:</b>				
General Government	0	0	0	0
Public Safety	0	0	0	0
Public Works	20,583,822	14,352,335	7,041,866	17,449,760
Parks and Recreation	0	0	0	0
Public Facilities	0	0	0	0
Municipal Bus System	0	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>20,583,822</b>	<b>14,352,335</b>	<b>7,041,866</b>	<b>17,449,760</b>
Excess/(Deficiency) of Revenues Over Expenditures	(16,062,051)	(9,828,801)	(2,167,860)	(9,139,303)
<b>OTHER FINANCING SOURCES/(USES):</b>				
Bond Proceeds (Net)	0	0	0	0
COI Proceeds	0	0	0	0
Land Sales	0	0	0	0
Operating Transfers In	4,093,789	3,974,842	3,996,581	4,109,149
Operating Transfers Out	(2,323,571)	(2,339,427)	(2,674,132)	(3,172,614)
<b>Total Other Sources/(Uses)</b>	<b>1,770,218</b>	<b>1,635,415</b>	<b>1,322,449</b>	<b>936,535</b>
Excess/(Deficiency) of Revenues and Other sources over Expenditures	(14,291,833)	(8,193,386)	(845,411)	(8,202,768)
Fund Balance, Beg of the Year	61,968,570	47,676,737	39,483,351	38,637,940
Change in Designated Fund Balance Audit Adjustments to Beg Fund Balance				
<b>Fund Balance, End of the Year</b>	<b>47,676,737</b>	<b>39,483,351</b>	<b>38,637,940</b>	<b>30,435,172</b>

Note: This schedule combines the activities of all General Capital Projects Funds.

**2020-2021 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2010 THROUGH 2019**

**COMBINED CAPITAL PROJECTS**

<b>4-30-14 (Actual)</b>	<b>4-30-15 (Actual)</b>	<b>4-30-16 (Actual)</b>	<b>4-30-17 (Actual)</b>	<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>TOTAL</b>
7,713,069	9,120,290	9,408,645	9,623,429	9,786,008	10,002,360	55,653,801
1,022,961	1,557,581	820,508	1,967,314	1,503,232	1,915,964	13,675,732
88,423	82,547	112,953	210,606	199,471	298,138	1,842,096
0	0	0	0	0	755,439	17,247,077
8,824,453	10,760,418	10,342,106	11,801,349	11,488,711	12,971,901	88,418,706
0	0	0	0	0	0	0
0	0	0	0	0	0	0
8,877,898	14,066,889	5,348,299	11,367,035	9,016,007	11,378,968	119,482,879
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
8,877,898	14,066,889	5,348,299	11,367,035	9,016,007	11,378,968	119,482,879
(53,445)	(3,306,471)	4,993,807	434,314	2,472,704	1,592,933	(31,064,173)
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	1,100,000	1,000,000	0	0	0	2,100,000
100,000	119,101	100,000	100,000	99,996	173,700	16,867,158
(2,338,092)	(2,425,065)	(2,384,571)	(2,385,971)	(2,165,096)	(417,301)	(22,625,840)
(2,238,092)	(1,205,964)	(1,284,571)	(2,285,971)	(2,065,100)	(243,601)	(3,658,682)
(2,291,537)	(4,512,435)	3,709,236	(1,851,657)	407,604	1,349,332	(34,722,855)
30,435,172	28,650,987	24,138,552	27,847,788	25,996,131	26,403,735	61,968,570
507,352						507,352
28,650,987	24,138,552	27,847,788	25,996,131	26,403,735	27,753,067	27,753,067

**2020-2021 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2010 THROUGH 2019**

**COMBINED ENTERPRISE FUNDS**

DESCRIPTIONS	4-30-10 (Actual)	4-30-11 (Actual)	4-30-12 (Actual)	4-30-13 (Actual)
<b>OPERATING REVENUES:</b>				
Charges for Services	103,462,429	105,625,033	103,898,516	99,264,998
Other	3,185,734	220,649	235,232	298,243
Total Operating Revenues	106,648,163	105,845,682	104,133,748	99,563,241
<b>OPERATING EXPENSES:</b>				
Production/Distribution/Treatment	51,409,323	56,415,128	49,794,427	43,600,716
Utility Rebates	0	0	0	0
Cost of Service	5,302,496	3,233,286	29,407,469	29,229,743
General and Administrative	32,267,224	30,440,744	4,051,900	5,861,134
Depreciation	8,128,847	8,370,717	8,486,271	8,264,714
Total Operating Expenses	97,107,890	98,459,875	91,720,067	86,956,307
Operating Income (Loss)	9,540,273	7,385,807	12,413,681	12,608,934
<b>NONOPERATING REVENUES/(EXPENSES):</b>				
Property Taxes				
Grant Revenue	962,286	1,145,087	624,485	834,007
Investment Income	137,627	120,518	83,216	111,817
Non-operating Expenses	(1,482,987)	(1,642,512)	(1,575,247)	(1,539,839)
Total Nonoperating	(383,074)	(376,907)	(667,546)	(594,015)
Income/(Loss) Before Transfers	9,157,199	7,008,900	11,746,135	12,012,919
Operating Transfers In/(Out):	(5,254,259)	(8,646,469)	(8,112,252)	(6,805,089)
Extraordinary Loss-Early Ext of Debt	0	0	0	0
Special Item - Abandon Project	0	0	1,898,286	0
Bond Issuance Premium	0	0	0	0
Capital Contributions	2,407,233	889,864	2,276,986	4,093,232
Change in Net Position	6,310,173	(747,705)	7,809,155	9,301,062
Net Position, Beg of Year	108,412,827	114,723,000	113,975,295	121,784,450
Net Position Adjustments	0	0	0	(251,308)
Net Position, End of Year	114,723,000	113,975,295	121,784,450	130,834,204

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.

**2020-2021 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2010 THROUGH 2019**

**COMBINED ENTERPRISE FUNDS**

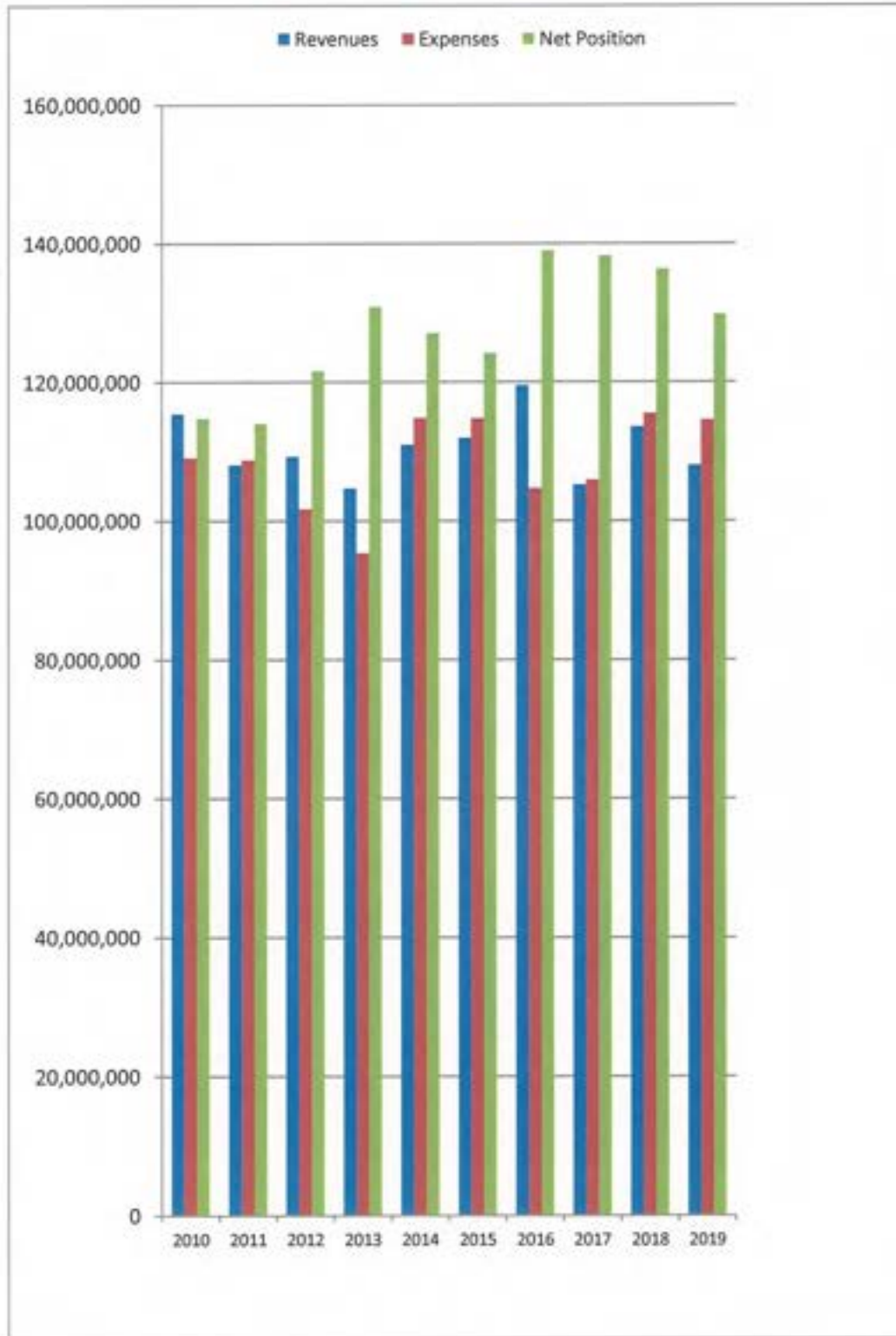
4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)	4-30-18 (Actual)	4-30-19 (Actual)	TOTAL
103,602,327	109,147,906	106,150,936	101,083,577	106,762,581	104,986,300	1,043,964,803
216,025	205,169	6,668,736	575,079	207,912	137,766	11,950,545
103,818,352	109,353,075	112,819,672	101,658,656	106,970,493	105,104,066	1,055,915,148
53,578,607	54,528,888	37,567,636	36,808,905	39,637,453	40,904,054	464,265,137
0	0	0	0	6,008,261	279,598	6,287,859
29,315,217	28,962,107	30,478,809	34,060,012	34,996,383	38,508,390	263,493,912
7,430,786	7,177,688	5,680,752	4,887,391	5,827,806	4,875,825	108,501,250
8,226,658	9,013,643	9,313,178	12,331,295	12,773,134	13,132,123	98,020,580
98,551,268	99,682,326	83,060,375	88,087,603	99,243,037	97,699,990	940,568,738
5,267,084	9,670,749	29,759,297	13,571,053	7,727,456	7,404,076	115,346,410
	1,127,494	1,146,571	1,191,243	1,207,372	1,219,945	5,892,625
1,181,726	869,882	1,137,124	1,149,180	1,122,326	958,595	10,184,698
99,771	126,093	153,329	265,737	322,970	558,214	1,979,292
(2,963,529)	(5,576,249)	(6,482,573)	(7,000,605)	(6,935,441)	(6,996,904)	(42,195,886)
(1,682,032)	(3,452,780)	(4,045,549)	(4,394,445)	(4,282,773)	(4,260,150)	(24,139,271)
3,585,052	6,217,969	25,713,748	9,176,608	3,444,683	3,143,926	91,207,139
(9,632,808)	(8,274,298)	(9,257,212)	(10,787,486)	(9,254,161)	(9,812,264)	(85,636,298)
0	0	0	0	0	0	0
0	(1,220,135)	0	0	0	0	678,151
1,627,635	0	0	0	0	0	1,627,635
580,570	410,607	297,212	869,587	3,672,563	106,417	15,804,271
(3,839,551)	(2,865,857)	16,753,748	(741,291)	(1,936,915)	(6,561,921)	23,480,898
130,834,204	126,994,653	122,191,141	138,944,889	138,203,598	136,266,683	108,412,827
	(1,937,655)	0	0	0	0	(2,188,963)
126,994,653	122,191,141	138,944,889	138,203,598	136,266,683	129,704,762	129,704,762

2020-2021 ANNUAL BUDGET

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2020-2021 ANNUAL BUDGET  
COMBINED ENTERPRISE FUNDS

TEN YEAR HISTORY OF NET POSITION, REVENUES, & EXPENSE

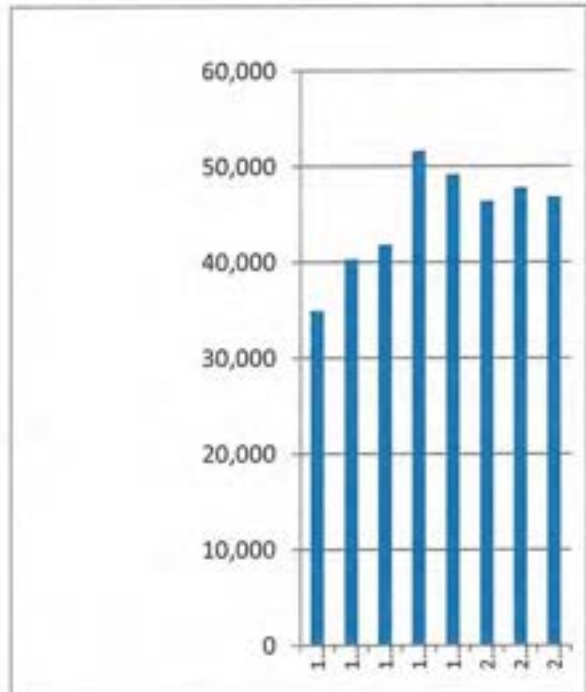


**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**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
2019	46,776	U.S. Census estimate



**LARGEST EMPLOYERS**

The ten largest employers located in and around Alexandria and the number of employees is as follows:

Employer	Type of Business	Total
1 Rapides School Board	Education	3,000
2 Christus St. Frances Cabrini Hospital	Medical	1,247
3 Rapides Regional	Medical	1,200
4 VA Medical Center	Medical	925
5 City of Alexandria	Government	900
6 Union Tank	Manufacturing	620
7 Proctor & Gamble	Manufacturing	600
8 Central Louisiana State Hospital	Mental Health Care <sup>1</sup>	550
9 Camp Beauregard	Military	405
10 Rapides Parish Sheriff's Dept	Government	325
	<b>Total</b>	<b>9,772</b>

Source: England Airpark

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**LEADING PROPERTY TAXPAYERS**

The ten largest property taxpayers of Alexandria and their 2018 assessed valuation is as follows:

	Taxpayer	Type of Business	Assessed Valuation
1.	Central LA Healthcare System, LP	Hospital	12,782,450
2.	Red River Bank	Bank	7,526,021
3.	Rapides Regional Medical Center	Medical Facilities	6,811,268
4.	Stella Jones Corporation	Wood Products	4,399,997
5.	Union Pacific	Railroad	3,828,420
6.	Alexandria Mall LLC	Retail	3,281,500
7.	Bell South Communications	Utility	2,498,097
8.	Alexandria Lincoln Road LLC	Shopping Center	2,166,100
9.	CLASC Building LLC	Medical Facilities	2,162,300
10.	Walmart Stores Louisiana	Retail	1,944,750
	<b>Total</b>		<b>* 47,400,903</b>

\* Equals approximately 11.61% of the total assessed valuation of Alexandria for 2018.

**ASSESSED VALUATION**

The assessed valuation of property in Alexandria, all of which is taxable for municipal purposes is as follows:

Tax Year Year	Fiscal Year	Assessed Valuation	Increase/(Decrease)	
			Amount	Percentage
2011	2012	366,352,112	366,352,112	2.3%
2012	2013	366,401,651	49,539	0.0%
2013	2014	372,299,033	5,897,382	1.6%
2014	2015	375,831,271	3,532,238	0.9%
2015	2016	380,516,599	4,685,328	1.2%
2016	2017	393,792,039	13,275,440	3.5%
2017	2018	399,124,251	5,332,212	1.4%
2018	2019	403,280,627	4,156,376	1.0%
2019	2020	408,273,174	4,992,547	1.2%

A breakdown of the 2019 assessed valuation of property classification is as follows:

Real Estate	300,893,590
Personal Property	97,584,189
Public Service Property	9,795,395
	<u>408,273,174</u>

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**SALES TAX COLLECTIONS**

The following table reflects the 1978 sales tax collections for the past ten years.

Fiscal		Percentage
Year	Amount	Inc/Dec
2010	13,677,811	-1.9%
2011	13,471,982	-1.5%
2012	13,876,909	3.0%
2013	14,157,237	2.0%
2014	14,759,638	4.3%
2015	14,706,527	-0.4%
2016	15,335,867	4.3%
2017	15,002,574	-2.2%
2018	15,187,811	1.2%
2019	15,319,935	0.9%

**MILLAGE RATES**

The following is the ten year history of millage rates from 2009 to 2018:

FYE	General	Debt	Capital	Zoo &	
April 30	Purpose	Service	Improvements	Recreation	Total
2010	6.83	2.15	11.25	0.00	20.23
2011	6.83	2.15	11.25	0.00	20.23
2012	6.83	2.15	11.25	0.00	20.23
2013	6.83	2.15	11.25	0.00	20.23
2014	6.83	0.00	11.25	6.00	24.08
2015	6.93	0.00	11.25	6.00	24.18
2016	6.98	0.00	11.51	6.05	24.54
2017	6.98	0.00	11.51	6.05	24.54
2018	6.98	0.00	11.51	6.05	24.54
2019	6.98	0.00	11.51	6.05	24.54
Ten Year Avg	6.90	0.86	11.35	3.62	22.73

SOURCE: City Business Office

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**TAX COLLECTION RECORD**

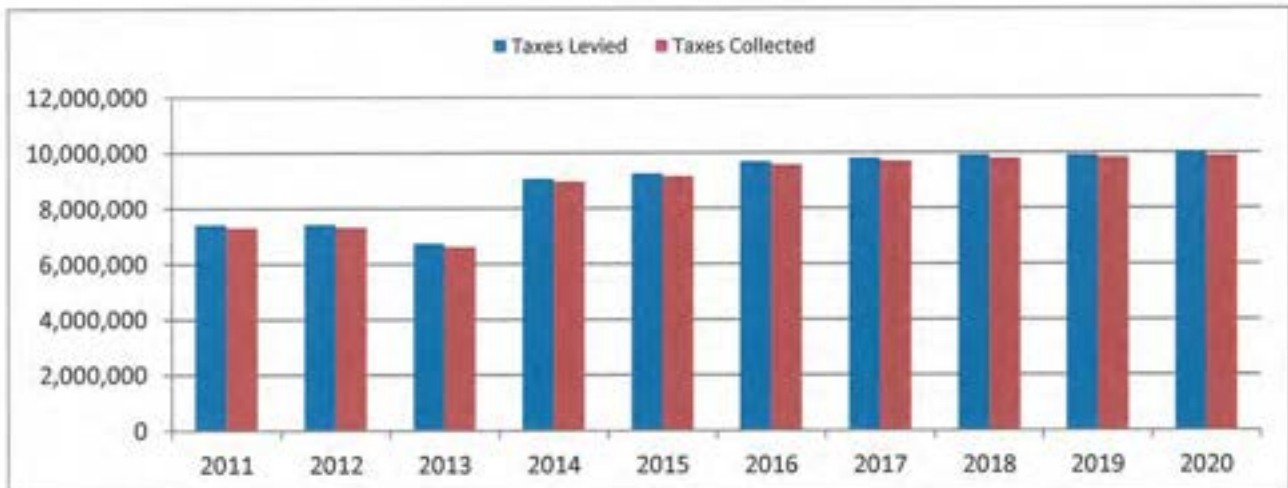
The City's ad valorem tax collections for the past ten years:

Tax Year	Taxes Levied	Total Collected	Percent Collected	Taxes Over/(Short)
2011	7,411,350	7,307,242	98.60%	104,108
2012	7,412,346	7,318,612	98.74%	93,734
2013	6,731,197	6,618,770	98.33%	112,427
2014	9,050,048	8,960,021	99.01%	64,190
2015	9,241,395	9,142,055	98.93%	99,340
2016	9,663,715	9,558,657	98.91%	105,058
2017	9,794,567	9,688,311	98.92%	106,256
2018	9,896,564	9,790,308	98.93%	106,256
2019	9,896,464	9,822,454	99.25%	74,010
2020	10,019,081	9,888,791	98.70%	130,290
Total				<u>995,669</u>

Ten year cumulative collection average 98.83%

SOURCE: City Business Office

**AD VALOREM TAXES LEVIED & COLLECTED**



CITY OF ALEXANDRIA

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**LARGEST UTILITY CUSTOMERS**

**ELECTRIC**

Customer	Type of Business	Gross Sales
1. Rapides Regional Medical Center	Hospital	2,638,511
2. Christus St. Frances Cabrini	Hospital	2,416,293
3. Rapides Parish School Board	Political Subdivision	2,094,360
4. Wal-Mart	Retail	1,103,568
5. Alexandria Mall	Retail	759,054
6. Central LA Surgical Hospital	Hospital	542,321
7. Rapides Parish Police Jury	Political Subdivision	451,135
8. Sam's	Wholesaler	424,709
9. AFCO	Manufacturing	424,398
10. Hexion Speciality Chemicals	Chemicals	359,590
TOTAL		* 11,213,939
TOTAL ELECTRIC SALES		<u>70,766,799</u>

\*Equals Approximately 16% of Total Electricity Sales

**LARGEST UTILITY CUSTOMERS**

**GAS**

Customer	Type of Business	Gross Sales
1. Union Tank Car	Manufacturing	939,451
2. Christus St. Frances Cabrini	Hospital	479,575
3. Rapides Regional Medical Center	Hospital	332,938
4. Diamond B Construction	Contractor	289,837
5. Rapides Parish School Board	Political Subdivision	242,346
6. AFCO Industries	Manufacturing	138,260
7. Gilchrist Construction	Contractor	105,092
8. Central LA Surgical Hospital	Hospital	66,379
9. Louisiana Special Ed Center	School	65,894
10. Rapides Parish Sheriff	Political Subdivision	61,320
TOTAL		* 2,721,092
TOTAL GAS SALES		<u>8,406,164</u>

\*Equals Approximately 32% of Total Gas Sales

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**LARGEST UTILITY CUSTOMERS**

WATER		
Customer	Type of Business	Gross Sales
1. Town of Woodworth	Political Subdivision	88,963
2. Rapides Regional Medical Center	Hospital	69,729
3. Alexandria Housing Authority	Political Subdivision	65,177
4. Rapides Parish School Board	Political Subdivision	57,862
5. Christus St. Frances Cabrini	Hospital	42,235
6. Rapides Island Water Association	Water District	41,070
7. Rapides Parish Police Jury	Political Subdivision	27,816
8. W A Carruth Properties	Real Estate Management	26,653
9. Southern Textile Services	Healthcare Support	20,267
10. Hexion Speciality Chemicals	Chemicals	19,253
TOTAL		* 459,025
TOTAL WATER SALES		<u>7,718,249</u>

\*Equals Approximately 6% of Total Water Sales

**LARGEST UTILITY CUSTOMERS**

WASTEWATER		
Customer	Type of Business	Gross Sales
1. Rapides Parish Sewer District #1	Political Subdivision	179,244
2. LSUA	Univesity	118,619
3. Rapides Regional Medical Center	Hospital	100,373
4. Alexandria Housing Authority	Political Subdivision	74,247
5. Christus St. Frances Cabrini	Hospital	54,029
6. Rapides Parish Police Jury	Political Subdivision	48,137
7. W A Carruth Properties	Real Estate Management	46,965
8. Rapides Parish School Board	Political Subdivision	44,914
9. Southern Textile Services	Healthcare Support	42,186
10. Rapides Parish Detention Center 2	Political Subdivision	32,702
TOTAL		* 741,416
TOTAL WASTEWATER SALES		<u>6,829,612</u>

\*Equals Approximately 11% of Total Wastewater Sales

**2020-2021 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2020**

**GENERAL FUND**

**FUND BALANCE GROWTH**

Fiscal Year	Fund Balance	Actual Expenditures	Percent of Budget
2010	12,170,068	55,895,270	21.77%
2011	16,978,192	49,783,196	34.10%
2012	19,074,361	53,738,581	35.49%
2013	20,632,474	65,240,290	31.63%
2014	20,297,480	58,326,877	34.80%
2015	21,522,023	57,201,010	37.63%
2016	20,438,434	61,617,747	33.17%
2017	20,929,562	60,761,671	34.45%
2018	22,347,382	60,266,580	37.08%
2019	23,539,827	60,733,475	38.76%

**GENERAL FUND**

