

2022-2023 ANNUAL BUDGET

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

EMPLOYEE BENEFITS FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Operating/Contractual:							
510301	Administrative Expenses	569,580	879,769	770,000	570,000	560,000	560,000	
510302	Stop Loss	1,182,192	1,355,923	1,000,000	1,300,000	1,000,000	1,000,000	
531110	Professional Fees	348,587	410,822	370,000	400,000	370,000	370,000	
531611	Premiums-Life Insurance	193,882	191,356	145,000	145,000	145,000	145,000	
	Total Operating & Contractual	2,294,241	2,837,870	2,285,000	2,415,000	2,075,000	2,075,000	0
	Other:							
531613	Claims - Health Insurance	7,816,562	8,517,085	8,520,000	10,000,000	9,000,000	10,100,000	
	Total Other	7,816,562	8,517,085	8,520,000	10,000,000	9,000,000	10,100,000	0
	TOTAL DEPARTMENT	10,110,803	11,354,955	10,805,000	12,415,000	11,075,000	12,175,000	0

2022-2023 ANNUAL BUDGET

**UNEMPLOYMENT BENEFITS FUND
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	Investment Income:							
	Interest - Investments	2,610	742	0	600	0	0	
	Total Investment Income	2,610	742	0	600	0	0	0
	Other:							
399999	Use of Retained Earnings	0	0	10,600	10,000	10,600	10,600	
	Total Other	0	0	10,600	10,000	10,600	10,600	0
	TOTAL REVENUES	2,610	742	10,600	10,600	10,600	10,600	0

2022-2023 ANNUAL BUDGET

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

UNEMPLOYMENT BENEFITS FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Other							
531620	Unemp Claims-General Fund	8,260	8,457	7,000	7,000	7,000	7,000	
531621	Unemp Claims-Utility Fund	0	997	3,000	3,000	3,000	3,000	
531622	Unemp Claims-Sanitation Fund	0	6,040	400	400	400	400	
531623	Unemp Claims-Bus Fund	1,034	0	200	200	200	200	
	TOTAL DEPARTMENT	9,294	15,494	10,600	10,600	10,600	10,600	0

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

PUBLIC ENTERPRISE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
059401	Reserve for Relocation Projects	379,838	100,000	100,000	100,000	100,000	100,000	500,000		879,838
050301	City Hall Renovation	5,583,480						0	4,000,000	9,583,480
860301	Information Upgrades	976,275						0		976,275
050710	AUMP Lower Third	270,489						0		270,489
050801	Building Improvements	420,431						0		420,431
050802	Roof Replacement	276,222						0		276,222
050812	Brownsfields Grant	214,828						0		214,828
051103	Red River Imp Venture	2,208,710						0		2,208,710
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	222,810						0		222,810
051502	Riverfront Improvements	463,267						0		463,267
051601	Convention Hall Improvements	81,592						0		81,592
051702	Security Improvements	78,425	30,000	30,000	30,000	30,000	30,000	150,000		228,425
051704	Public Safety Datacenter Renovation	21,297						0		21,297
051801	Riverfront Center Waterproofing/Roofir	801,778						0		801,778
052201	Transfer Station/Landfill	3,000,000						0		3,000,000
*	City Compound Eaves & Soffit Repair	0	500,000					500,000		500,000
*	Adoption Center Animal Shelter	0	150,000					150,000		150,000
Total Public Enterprise		15,214,500	780,000	130,000	130,000	130,000	130,000	1,300,000	4,000,000	20,514,500

* Project Number to be Assigned

Ⓜ New or Revised Projects

🗑 Projects to be closed

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

DRAINAGE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
250211	Acquisition-ROW/Servitudes	256,665						0		256,665
250421	Residential Ditch Closure	857,797	375,000	375,000	375,000	375,000	375,000	1,875,000		2,732,797
250512	Pump Station Repairs	77,300						0		77,300
251003	Red River Levee Certification	80,284						0		80,284
251105	Martin Park/Airview Terrace St & Drng	447,133						0		447,133
251701	Woodale Outfall/ Railrd Ave Ph 4	13,681						0		13,681
251801	Mall Ditch Improvements	94,856						0		94,856
251802	Hwy 28 West Drainage Canal	1,213,099						0		1,213,099
252101	Martin Park Outfall Improvements	513,750						0		513,750
252201	Acadian Village Drainage	300,000						0		0
252202	Deerfield Flood Protection	350,000						0		350,000
252203	Willow Glen Drainage	350,000						0		350,000
252204	Horseshoe Canal Hardening	2,274,000						0		2,274,000
252205	Chatlain Overflow Structure	10,750,000	1,500,000	1,500,000	1,250,000			4,250,000		15,000,000
*	Fairground/Machine Shop Flood Contr	0	4,500,000					4,500,000		4,500,000
Total Drainage		17,578,565	6,375,000	1,875,000	1,625,000	375,000	375,000	10,625,000	0	27,903,565

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

STREETS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
268823	Street, Drainage, Sidewalk Repairs	1,136,961	500,000	500,000	500,000	500,000	500,000	2,500,000		3,636,961
269007	Sugarhouse Road - Phase 1	9,021,824						0	3,500,000	12,521,824
269801	Jackson St at Horseshoe Drive	758,116						0		758,116
260507	Aerial Photography	107,134	15,000	15,000	15,000	15,000	15,000	75,000		182,134
260604	North Mall-North to Sterkx	262,992						0	3,000,000	3,262,992
260608	Land Acquisitions	225,559	50,000		50,000			100,000		325,559
261002	Traffic Signals Renovations	171,376	25,000	25,000	25,000	25,000	25,000	125,000		296,376
261203	Masonic Corridor Ph 2	1,485,397						0		1,485,397
261302	Directional Signage & Striping	435,468	100,000	100,000	100,000	100,000	100,000	500,000		935,468
261603	Industrial Park Road Reconstruction	171,358						0		171,358
261801	N. 16th Street Bridge Replacement	2,039,748						0		2,039,748
262001	England Drive Sidewalks	262,500						0		262,500
262002	Third Street/Rapides Ave Reconstruction	3,353,383						0		3,353,383
262004	Street Surface Assessment	602		25,000				25,000		25,602
262201	Elliott Street Reconstruction	1,950,000						0		1,950,000
*	MPO Asphaltic Street Rehab		4,900,000					4,900,000		4,900,000
*	Foisy Street Reconstruction		500,000	4,125,000				4,625,000		4,625,000
*	Heyman Lane Bridge							0	1,320,000	1,320,000
*	Versailles Boulevard Roundabouts							0	960,000	960,000
*	Tulane Bridge Replacement							0	1,850,000	1,850,000
*	6th Street Reconstruction							0	960,000	960,000
*	Olcult Street Reconstruction							0	425,000	425,000
Total Streets		21,382,418	6,090,000	4,790,000	690,000	640,000	640,000	12,850,000	12,015,000	46,247,418

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

2022-2023

**GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN**

POLICE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
501401	Pistol Range Improvements	104,713						0		104,713
502101	Public Safety Training Impr	150,000						0		150,000
Total Police		254,713	0	0	0	0	0	0	0	254,713

* Project Number to be Assigned

Ⓜ New or Revised Projects

Ⓜ Projects to be closed

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

FIRE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST	
			22-23	23-24	24-25	25-26	26-27				
*	Pumper Truck #30		965,000					965,000		965,000	
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	Total Fire		0	965,000	0	0	0	0	965,000	0	965,000
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* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

**GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN**

PARKS AND RECREATION

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST	
			22-23	23-24	24-25	25-26	26-27				
440901	Recreational Park Improvements	802,506						0		802,506	
441801	Civil Rights Monument	498,200						0		498,200	
441802	Links on the Bayou Improvements	322,692	125,000					125,000		447,692	
441803	Bringinghurst Park Renovation	94,800						0		94,800	
441804	Tennis Court Additions	211,672						0		211,672	
442001	Reconstruct Johnny Downs Complex	3,740,543						0		3,740,543	
*	Recreation Office @ Johnny Downs	0	1,175,000					1,175,000		1,175,000	
*	Park Playground Equipment	0	925,000					925,000		925,000	
Total Park/Recreation			5,670,413	2,225,000	0	0	0	0	2,225,000	0	7,895,413

* Project Number to be Assigned

@ New or Revised Projects

{ Projects to be closed

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

ZOOLOGICAL PARK

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
431401	AV System	7,827	35,000					0		7,827
431501	Zoo Improvements	494,606	495,000					0		494,606
431801	Tiger Building Replacement	650,000	650,000	2,500,000	2,500,000			0		650,000
431803	Zoo Master Plan/Feasibility Study	108,615						0		108,615
Total Zoological Park		1,261,048	1,180,000	2,500,000	2,500,000	0	0	0	0	1,261,048
Total General Capital Projects		61,361,657	17,615,000	9,295,000	4,945,000	1,145,000	1,145,000	27,965,000	16,015,000	105,041,657

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

GENERAL CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			

TOTAL CDBG			0	0	0	0	0	0	0	0	0
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* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

**ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN**

ELECTRIC

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
729202	Circuit Reconductoring	365,323	250,000	250,000	250,000	250,000	250,000	1,250,000		1,615,323
720003	Replace Distribution Breakers	30,333	(15,000)					(15,000)		15,333
720601	138 KV Pole Change Out	169,200	300,000					300,000		469,200
720801	Electric Utility Relocation	334,497	150,000	200,000	200,000	200,000		750,000		1,084,497
720804	Substation Maintenance	321,857	275,000	275,000	275,000	275,000	275,000	1,375,000		1,696,857
720805	Dislribution Feeder Maintenance	540,726	100,000	200,000	200,000	200,000	200,000	900,000		1,440,726
720903	138 KV Pilot Wire Replacement	591,410	200,000	225,000				425,000		1,016,410
721302	138 KV Transmission Upgrade	153,951						0		175,318
721502	Bayou Cove #1 Comb Inspection	300,000	(100,000)					(100,000)		200,000
721503	Bayou Cove #1 Capital Imp	75,000						0		75,000
721702	Rep Twin Bridges Autotransformer	143,152						0		830,446
721704	MacArthur Drive Lighting Replacement	327,574		584,000				584,000		911,574
721801	Demolition DG Hunter 1-4	119,104						0		119,104
721802	Prescott 2400V Conversion	2,603,562	50,000					50,000		2,653,562
721901	Downtown-Willow Glen 138 KV Rebuik	97,604						0	4,000,000	4,097,604
721902	DG Hunter #5-11 Major Maintenance	953,104						0		953,104
721903	DG Hunter #5-11 Stack Testing	129,002	(60,000)					(60,000)		69,002
722201	TB3 to TB4 15kV Tieline	33,200	(33,200)					(33,200)		0
722202	Roof Improvements/Replacements	32,900	(32,900)					(32,900)		0
722203	Step Up Transformer Switch Scheme	239,700						0		239,700
*	Retune Engines	0	35,000					35,000		35,000
*	BYC 1 Hot Gas Parth	0	1,600,000					1,600,000		1,600,000
*	Replace Feeder Cables-Plant, Twin Bri	0	200,000	200,000	200,000	200,000	200,000	1,000,000		1,000,000
*	Versailles Load Projection Increase	0	200,000	200,000	200,000	200,000	200,000	1,000,000		1,000,000
*	12k Overhaul	0						0	1,500,675	1,500,675
*	Automation Upgrade	0						0	650,000	650,000
*	6k Overhaul	0						0	4,600,000	4,600,000
*	Prechamber Replacement	0						0	65,000	65,000
*	Power Plant GSU Switch Upgrade	0						0	287,500	287,500
*	Paint Substation Transformers/Swtlchg	0						0	125,000	125,000
*	Replace Bayou Rapides Switchgr #1	0						0	2,275,000	2,275,000
*	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
Total Electric		7,561,199	3,118,900	2,134,000	1,325,000	1,325,000	1,125,000	9,027,900	19,078,175	36,375,935

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

WATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
750004	Waterline Replacement & Rehab	1,187,357	500,000	750,000	750,000	750,000	750,000	3,500,000		4,687,357
751001	Water Well Reclamation	1,909,711	250,000	750,000				1,000,000		2,909,711
751201	Martin Park Water Main Rep	405,814						0		405,814
751202	Replace Water Wells	1,453,527		1,250,000	750,000			2,000,000		3,453,527
751302	McNutt Field Water Feeder Line	432,373		450,000				450,000		882,373
751602	Fire Hydrant Thread Standardization	32,260						0		32,260
751702	TRC Rechlorination Station	165,622						0		165,622
751704	Water Main Rep-Legacy System	0		650,000	500,000	650,000		1,800,000		1,800,000
751901	Water Well Meter Replacement	205,387						0		205,387
752001	Martha Lane/Paris St Water	817,363						0		817,363
752101	Adams Station Equipment Storage	181,720						0		181,720
752201	Kisatchie Stand By Generation	1,100,000						0		1,100,000
752202	Water Storage Security Cameras	415,950						0		415,950
752203	Ground Storage Tower & Roof	155,100						0		155,100
752204	Adams Tank Repair & Paint	1,850,000						0		1,850,000
752205	Lead/Copper Corrosion Control	1,700,000						0		1,700,000
752206	Kisatchie By Pass Phase I	1,095,000						0		1,095,000
*	LSL Inventory Project		600,000					600,000		600,000
*	Sierkx Road Materials Storage Cover	0						0	175,000	0
*	12" Main Bennell 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
*	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
*	2 Way Radio Water	0						0	120,000	120,000
*	Russell/Rogers/Gay Rd Water Rep	0						0	975,000	975,000
Total Water		13,107,184	1,350,000	3,850,000	2,000,000	1,400,000	750,000	9,350,000	11,034,000	33,316,184

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

GAS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
780901	Martin Park Gas Main Rep	97,547	(97,547)					(97,547)		0
781401	Gas SCADA Upgrade	285,064	47,109					47,109		332,173
781704	Cloverleaf Gas Ext	73,320	(73,320)					(73,320)		0
781801	Lower 3rd/W Sandy Bayou Gas	487,242						0		487,242
781901	Wells Boulevard Gas Rep	511,760						0		511,760
781902	Enterprise/Acadian Interconnect	192,402	(192,402)					(192,402)		0
782101	MAOP Reverification	476,000		376,000				376,000		376,000
782201	Odorization Station City Gate 1 & 4	94,846		94,846				94,846		94,846
782202	Olde Town @ Red River Gas Ext	168,260	218,260					218,260		218,260
782203	Jackson Street Gas Replacement	300,000		500,000	500,000			1,000,000		1,000,000
*	Gas Main Service Rehab	0	200,000	250,000	250,000	250,000	250,000	1,200,000		1,200,000
*	Fairfield West Subdivison Gas	0	250,000					250,000		250,000
*	Stracener/South Street Gas	0						0	300,000	0
*	Grundy Cooper Gas Replacement	0						0	900,000	0
*	Alexandria West Side Gas Feed	0						0	6,500,000	6,500,000
*	Zone 15 Gas Replacement	0						0	300,000	300,000
*	Bayou Rapides Rd Gas Extension	0						0	250,000	0
*	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
Total Gas		1,039,106	352,100	1,220,846	750,000	250,000	250,000	2,822,946	9,100,000	12,120,281

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

WASTEWATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
818901	Sewer Line Rehab & Replacement	824,038	750,000	750,000	750,000	750,000	750,000	3,750,000		4,574,038
810701	Reconstruct Baffle Walls	1,777						0		1,777
810904	Collection/Treatment Painting	212,585						0		212,585
811501	Lift Station Upgrades	603,906		220,000	250,000			470,000		1,073,906
811701	Wastewater Main Rep - Legacy System	0		650,000	650,000	650,000		1,950,000	1,300,000	3,250,000
811801	Vehicle Storage Building	230,089						0		230,089
812001	Dechlorination Facility Improvements	10,542						0		10,542
812101	Marye Street Sewer	747,595						0	750,000	1,497,595
812201	Aerator Mooring @ Plant	822,500						0		0
812202	Treatment Plant Roadway Lighting	176,250						0	175,000	351,250
812203	SCADA Tower Replacement	126,900						0	175,000	301,900
*	Windemere Lift Station Gravity Sewer	0						0	1,592,000	1,592,000
*	Engine Replacement-Jones St Lift Stati	0						0	2,400,000	2,400,000
*	Martin Park Flood Control Stand By	0						0	156,000	156,000
*	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	546,000	546,000
*	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	456,000	456,000
*	Treatment Plant Drainage	0						0	465,000	465,000
*	Calvert Street Lift Station	0						0	6,600,000	6,600,000
*	Wastewater Equipment Storage Cover	0						0	195,000	195,000
*	Wastewater Admin Refurb/Additiona	0						0	600,000	600,000
Total Wastewater		3,756,182	750,000	1,620,000	1,650,000	1,400,000	750,000	6,170,000	85,038,000	94,141,682

* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2022-2023

ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN

OTHER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST
			22-23	23-24	24-25	25-26	26-27			
860701	Telephone Network Upgrade	248,513						0		248,513
860702	GIS System/GPS Equipment	306,101		100,000	100,000	100,000	100,000	400,000		706,101
861802	Council Chambers Broadcast Upgrade	8,655						0		8,655
862201	Customer Service HVAC System	1,000,000						0		1,000,000
Total Other		1,563,269	0	100,000	100,000	100,000	100,000	400,000	0	1,963,269
TOTAL UTILITY CAPITAL		27,850,608	5,571,000	8,924,846	5,825,000	4,475,000	2,975,000	27,770,846	124,250,175	179,871,629

- * Project Number to be Assigned
- Ⓞ New or Revised Projects
- ☐ Projects to be closed

2022-2023

**ENTERPRISE CAPITAL PROJECTS
FIVE YEAR CAPITAL PLAN**

MUNICIPAL TRANSIT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2027	TOTAL COST	
			22-23	23-24	24-25	25-26	26-27				
709702	Support Equipment	0						0		0	
709706	Surveillance Equipment	0						0		0	
709709	ADA Vans	0	294,960					294,960		294,960	
709710	Replace Support Vehicles	0						0		0	
709711	Misc Shop Equipment	0	402,834					402,834		402,834	
709712	Buses	2,368,917						0		2,368,917	
709721	Copier	0						0		0	
709722	Terminal Improvements	0						0		0	
709723	Radio Upgrades	0						0		0	
TOTAL TRANSIT			2,368,917	697,794	0	0	0	0	697,794	0	3,066,711

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

2022-2023 ANNUAL BUDGET

**UTILITIES SYSTEM FUND
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Electric Revenues							
345000	Charges - Residential	13,340,839	13,561,159	12,200,000	12,700,000	12,200,000	12,200,000	
345001	Charges - Commercial	14,371,100	13,749,195	14,500,000	14,300,000	14,500,000	14,500,000	
345004	Charges - Energy Sales	4,810,906	6,760,636	3,000,000	4,000,000	3,000,000	3,000,000	
345200	Charges - Penalties	535,168	425,841	450,000	450,000	450,000	450,000	
345300	Charges - Fuel Cost	38,547,153	35,540,187	46,297,000	38,297,000	46,297,000	46,297,000	
345900	Charges - Meters	31,379	22,425	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	
346300	Charges - Pole Rental	0	217,976	0	0	0	0	
346400	Charges - Dusk to Dawn Lights	17,356	17,917	2,000	2,000	2,000	2,000	
399000	Miscellaneous Electric	16,594	3,356	25,000	15,000	25,000	25,000	
	Total Electric Revenues	71,953,495	70,581,692	76,777,000	70,067,000	76,777,000	76,777,000	0
	Water Revenues							
345000	Charges - Residential	4,851,965	4,826,222	4,500,000	4,700,000	4,600,000	4,600,000	
345001	Charges - Commercial	2,240,139	2,338,970	2,000,000	2,200,000	2,100,000	2,100,000	
345200	Charges - Penalties	613,991	443,450	440,000	440,000	440,000	440,000	
345800	Charges - Tap Fees	33,605	41,025	70,000	45,000	70,000	70,000	
345900	Charges - Meters	39,625	29,990	30,000	30,000	30,000	30,000	
346100	Charges - City Fire Hydrants	96,075	95,400	95,000	95,000	95,000	95,000	
379001	Lease-Water Tower Space	41,356	33,273	20,000	20,000	20,000	20,000	
399000	Miscellaneous - Water	3,918	6,118	5,000	5,000	5,000	5,000	
	Total Water Revenues	7,920,674	7,814,448	7,160,000	7,535,000	7,360,000	7,360,000	0
	Gas Revenues							
345000	Charges - Residential	2,358,167	3,277,313	2,200,000	2,300,000	2,200,000	2,200,000	
345001	Charges - Commercial	862,590	769,041	700,000	750,000	750,000	750,000	
345200	Charges - Penalties	522,906	565,626	170,000	470,000	470,000	470,000	
345300	Charges - Fuel Cost	4,600,563	4,121,709	8,000,000	6,500,000	8,000,000	8,000,000	
345800	Charges - Tap Fees	14,700	25,590	17,000	17,000	17,000	17,000	
345900	Charges - Meters	41,360	85,640	25,000	25,000	25,000	25,000	
399000	Miscellaneous - Gas	15,097	17,920	5,000	5,000	5,000	5,000	
	Total Gas Revenues	8,415,383	8,862,839	11,117,000	10,067,000	11,467,000	11,467,000	0
	Wastewater Revenues							
345000	Charges - Residential	5,076,501	5,510,413	4,000,000	4,800,000	4,800,000	4,800,000	
345001	Charges - Commercial	1,818,513	1,787,877	1,500,000	1,700,000	1,650,000	1,650,000	
345800	Charges - Tap Fees	15,350	26,115	30,000	20,000	30,000	30,000	
399000	Miscellaneous - Wastewater	10,200	98,040	40,000	40,000	40,000	40,000	
	Total Wastewater Revenues	6,920,564	7,422,445	5,570,000	6,560,000	6,520,000	6,520,000	0
	Environmental Compliance							
345100	Charges-Environmental Compliance	761,576	719,086	755,000	755,000	755,000	755,000	
	Total Enviro Compliance	761,576	719,086	755,000	755,000	755,000	755,000	0

2022-2023 ANNUAL BUDGET

**UTILITIES SYSTEM FUND
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Received	Actual Received	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	Other Charges							
345700	Charges - Service Charges	318,325	236,233	300,000	300,000	300,000	300,000	
346600	Charges - Infrastructure Replacement	1,509,894	1,546,748	1,525,000	1,525,000	1,525,000	1,525,000	
	Total Other Charges	1,828,219	1,782,981	1,825,000	1,825,000	1,825,000	1,825,000	0
	Total Charges	97,799,911	97,183,491	103,204,000	96,809,000	104,704,000	104,704,000	0
	Investment Income:							
367101	Interest - Investments	121,430	43,369	0	45,000	0	0	
367300	Interest - Bond Reserves	15,367	3,995	0	0	0	0	
367301	Interest - Bond Sinking Funds	93,895	5,953	0	0	0	0	
	Total Investment Income	230,692	53,317	0	45,000	0	0	0
	Internal Services/Interfunds:							
333402	Cost Allocation - Sanitation	156,000	116,000	116,000	116,000	116,000	116,000	
333450	Cost Allocation - Bus	18,000	16,000	16,000	16,000	16,000	16,000	
	Total Internal Services/Interfunds	174,000	132,000	132,000	132,000	132,000	132,000	0
	Intergovernmental:							
333480	Federal - FEMA Recovery	0	0	0	0	0	0	
333480	Federal - Homeland Security	0	62,933	0	0	0	0	
	Total Intergovernmental	0	62,933	0	0	0	0	0
	Other:							
388200	Other - Sale of Fixed Assets	53,318	16,399	0	0	0	0	
398900	Misc - Cash Over/(Short)	(3,412)	(40,214)	0	0	0	0	
399000	Miscellaneous Revenue	45,152	10,827	20,000	20,000	20,000	20,000	
399001	Misc - Returned Checks	14,165	5,450	20,000	20,000	20,000	20,000	
399996	Use of Restricted Retained Earnings	0	0	0	0	0	0	
399999	Use of Retained Earnings	0	0	6,612,817	6,967,162	0	7,748,758	
	Total Other	109,223	(7,538)	6,652,817	7,007,162	40,000	7,788,758	0
	TOTAL REVENUES	98,313,826	97,424,203	109,988,817	103,993,162	104,876,000	112,624,758	0

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND #:	401
DEPARTMENT:	Utility Administration	ORGANIZATION:	210500

APPROPRIATION SUMMARY

DESCRIPTION	2019-2020	2020-2021	2021-2022		2022-2023		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	568,152	403,415	807,000	1,268,000	807,000	0	-100.00%
Other	26,671,741	26,079,554	25,474,628	26,243,628	27,257,619	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
Total Appropriations	27,239,893	26,482,969	26,281,628	27,511,628	28,064,619	0	-100.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2019-2020	2020-2021	2021-2022		2022-2023		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND #:	401
DEPARTMENT:	Utility Administration	ORGANIZATION:	210500

UTILITIES SYSTEM FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Operating & Contractual:							
531106	Professional Fees - Audit	55,722	45,731	58,000	48,000	58,000	58,000	
531110	Professional Fees & Services	272,029	119,769	525,000	450,000	525,000	525,000	
531209	Services - Bank Charges	233,173	235,401	159,000	235,000	159,000	159,000	
533024	Economic Development	0	0	60,000	30,000	60,000	60,000	
543000	Miscellaneous Expense	4,945	2,514	5,000	5,000	5,000	5,000	
646037	Storm Relief	2,283	0	0	500,000	0	0	
	Total Operating & Contractual	568,152	403,415	807,000	1,268,000	807,000	807,000	0
	Other:							
646000	Bond Issuance Cost	0	1,826,808	0	0	0	0	
646046	Utility Rebates	500,000	9,631	0	0	0	0	
646052	Transfer to Utility Debt Service	6,698,584	10,201,673	9,430,628	9,430,628	9,438,619	9,438,619	
646101	Transfer to General Fund (5%)	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000	
646300	Transfer to General Cap Projects	100,000	100,000	100,000	100,000	100,000	100,000	
646411	Transfer to Utility Capital Projects	6,811,000	2,532,442	5,652,000	5,652,000	5,652,000	5,571,000	
646450	Transfer to Municipal Transit Fund	2,492,157	2,522,000	1,568,000	1,588,000	2,500,000	2,725,000	
646551	Transfer to Risk Management Fund	1,213,000	1,156,000	1,243,000	1,169,000	1,232,000	1,232,000	
646552	Transfer to Employee Benefits Fund	818,000	250,000	0	823,000	410,000	710,000	
647101	Cost Allocation - General Fund	2,782,000	2,224,000	2,224,000	2,224,000	2,224,000	2,224,000	
648101	Transfer to General Fund-Other	24,000	24,000	24,000	24,000	24,000	24,000	
	Total Other	26,671,741	26,079,554	25,474,628	26,243,628	26,813,619	27,257,619	0
	Capital Outlay:							
707600	Machinery & Equipment	2,800	0	0	0	0	0	
	Total Capital Outlay	2,800	0	0	0	0	0	0
	TOTAL DEPARTMENT	27,239,893	26,482,969	26,281,628	27,511,628	27,620,619	28,064,619	0

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND:	401
DEPARTMENT:	Budget Office	ORGANIZATION:	218300

GOAL MISSION STATEMENT

- To provide the Council, the Mayor, and the Citizens of Alexandria with accurate financial and budgetary information.
- To provide the information to the Council and the Mayor that will aid them in the decision making process.
- To assist division and departments heads with the administration of their individual budgets.
- To assist he Director of Finance in the planning, directing and coordination of operations within the Finance Division.

FUNCTION DESCRIPTION

The Budget Department plans, coordinates, and organizes the preparation of the annual Operating and Five Year Capital Budget. Once adopted by the City Council, the department is responsible for overall administration of the Operating and Capital Budgets. The Budget Office oversees the printing of the final budget documents.

The Budget Office administrates the financial aspect of all City Capital Projects. Additionally, this office is responsible for the enforcement of budgetary policies, approves all budget changes, reviews financial fact sheets going to the City Council and ensures that all budget amendments adopted by the City Council are properly recorded and enforced.

The Budget Officer assists in the supervision of the departments within the Financial Division.

DEMAND PERFORMANCE INDICATORS

Description	2020-2021 Estimated	2021-2022 Estimated	2022-2023 Projected
Budget printed			
Department budget transfers			
Budget Amendments			
Accounts w/ Budget Transactions			
Total active accounts			
Fact sheets reviewed			

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND #:	401
DEPARTMENT:	Budget Office	ORGANIZATION:	218300

APPROPRIATION SUMMARY

DESCRIPTION	2019-2020	2020-2021	2021-2022		2022-2023		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	103,873	42,569	196,633	156,633	219,089	0	-100.00%
Fringe Benefits	33,250	17,194	82,526	70,526	92,480	0	-100.00%
Operating/Contractual	6,491	5,688	15,000	15,000	15,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	5,000	5,000	5,000	0	-100.00%
Total Appropriations	143,614	65,451	299,159	247,159	331,569	0	-100.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480207	Salary - Mayoral Asst - Budget Officer	1	1	1	1	1		0.00%
490225	Salary - Assltant Director Finance	1	1	1	1	1		0.00%
490230	Salary - Accountant	1	1	1	1	1		0.00%
490926	Total Positions	3	3	3	3	3	0	0.00%

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND #:	401
DEPARTMENT:	Budget Office	ORGANIZATION:	218300

UTILITIES SYSTEM FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Salaries:							
450001	Overtime	225	2,352	1,000	4,000	1,000	1,000	
480207	Salary - Mayoral Asst - Budget Officer	64,830	0	87,336	87,336	93,636	101,127	
490225	Salary - Assistant Director Finance	0	0	67,434	24,434	67,434	72,829	
490230	Salary - Accountant	38,818	40,217	40,863	40,863	40,864	44,133	
	Total Positions	103,873	42,569	196,633	156,633	202,934	219,089	0
	Fringe:							
510201	Fringe - Pension	18,175	8,786	38,108	34,108	45,737	47,737	
510202	Fringe - Hospital	13,405	7,810	41,440	33,440	41,440	41,440	
510206	Fringe - Medicare Insurance Tax	1,619	568	2,852	2,852	2,944	3,177	
510207	Fringe - Life Insurance	51	30	126	126	126	126	
	Total Fringe	33,250	17,194	82,526	70,526	90,247	92,480	0
	Operating & Contractual:							
520400	Office	1,933	2,646	7,000	7,000	7,000	7,000	
531410	Telephone	2,992	2,445	4,000	4,000	4,000	4,000	
531500	Printing	541	597	2,000	2,000	2,000	2,000	
531800	Lease	240	0	0	0	0	0	
543003	Travel & Training	785	0	2,000	2,000	2,000	2,000	
	Total Operating & Contractual	6,491	5,688	15,000	15,000	15,000	15,000	0
	Capital Outlay:							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	5,000	5,000	0	5,000	
707702	Computer Software	0	0	0	0	0	0	
	Total Capital Outlay	0	0	5,000	5,000	0	5,000	0
	TOTAL DEPARTMENT	143,614	65,451	299,159	247,159	308,181	331,569	0

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND:	401
DEPARTMENT:	Customer Service	ORGANIZATION:	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	2020-2021 Estimated	2021-2022 Estimated	2022-2023 Projected
Telephone Calls			
Total Customers			
Work Orders			
Customer Disconnects			
Applications for Services			

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND #:	401
DEPARTMENT:	Customer Service	ORGANIZATION:	218600

APPROPRIATION SUMMARY

DESCRIPTION	2019-2020	2020-2021	2021-2022		2022-2023		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,069,130	863,648	1,112,071	1,025,071	1,165,916	0	-100.00%
Fringe Benefits	383,216	330,858	567,763	500,763	555,686	0	-100.00%
Operating/Contractual	1,058,686	1,425,208	934,000	1,362,000	934,000	0	-100.00%
Other	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0	0.00%
Capital Outlay	0	20,498	312,000	312,000	300,000	0	0.00%
Total Appropriations	3,711,032	3,840,212	4,125,834	4,399,834	4,155,602	0	-100.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490124	Salary - Customer Services Manager	1	1	1	1	1		0.00%
490218	Salary - Asst Mgr Customer Service	1	1	1	1	1		0.00%
490230	Salary - Accountant	2	2	2	2	2		0.00%
490339	Salary - Accounting Technician	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490642	Salary - Customer Accounts Rep	7	7	7	7	7		0.00%
490644	Salary - Customer Accounts Team Ld	4	4	4	4	4		0.00%
490646	Salary - Customer Services Rep	11	11	11	11	11		0.00%
490926	Salary - Utility Billing Specialist	5	5	5	5	5		0.00%
490690	Salary - Student Worker	1	1	1	1	1		0.00%
	Total Positions	34	34	34	34	34	0	0.00%

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND #:	401
DEPARTMENT:	Customer Service	ORGANIZATION:	218600

UTILITIES SYSTEM FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Salaries:							
450001	Overtime	101,773	76,122	50,000	80,000	50,000	50,000	
490124	Salary - Customer Services Manager	98,423	64,795	65,329	65,329	64,048	69,172	
490218	Salary - Asst Mgr Customer Service	38,173	51,725	50,656	50,656	49,663	53,636	
490230	Salary - Accountant	54,152	57,190	78,584	59,584	77,044	83,208	
490339	Salary - Accounting Technician	33,097	33,720	34,116	34,116	33,447	36,123	
490618	Salary - Administrative Secretary	27,656	31,318	31,471	31,471	30,854	33,322	
490642	Salary - Customer Accounts Rep	172,312	129,255	198,815	181,815	197,967	213,801	
490644	Salary - Customer Accounts Team Ld	134,730	84,203	127,749	98,749	126,531	136,654	
490646	Salary - Customer Services Rep	219,837	158,930	281,599	229,599	276,844	298,990	
490926	Salary - Utility Billing Specialist	175,294	161,407	182,752	182,752	166,677	180,010	
490690	Salary - Student Worker	13,683	14,983	11,000	11,000	11,000	11,000	
	Total Salaries	1,069,130	863,648	1,112,071	1,025,071	1,084,075	1,165,916	0
	Fringe:							
510201	Fringe - Pension	183,650	174,042	213,390	196,390	247,770	266,668	
510202	Fringe - Hospital	183,028	142,939	336,178	286,178	270,039	270,039	
510206	Fringe - Medicare Insurance Tax	14,848	12,007	16,127	16,127	15,723	16,911	
510207	Fringe - Life Insurance	842	700	1,386	1,386	1,386	1,386	
510208	Fringe - FICA Tax Retirement	848	1,170	682	682	682	682	
	Total Fringe	383,216	330,858	567,763	500,763	535,600	555,686	0
	Operating and Contractual:							
520105	Contract Labor	436,865	509,778	150,000	450,000	150,000	150,000	
520204	Uniforms	5,323	3,101	7,000	7,000	7,000	7,000	
520400	Office	81,615	54,806	50,000	50,000	50,000	50,000	
531109	Security	42,155	295,898	62,000	250,000	62,000	62,000	
531210	Fees Substation	0	0	5,000	5,000	5,000	5,000	
531211	Fees Collection Agency	81,958	131,916	150,000	90,000	150,000	150,000	
531214	Fees - Billing Services	55,785	49,215	60,000	55,000	60,000	60,000	
531301	Vehicle Costs - Fuel & Oil	2,408	1,627	2,000	2,000	2,000	2,000	
531304	Vehicle Cost - R & M	142	849	2,000	2,000	2,000	2,000	
531401	Postage	209,645	212,050	235,000	225,000	235,000	235,000	
531410	Telephone	11,704	11,571	20,000	15,000	20,000	20,000	
531500	Printing	3,919	2,378	29,000	29,000	29,000	29,000	
531701	Utilities	82,268	89,822	100,000	100,000	100,000	100,000	
543003	Travel & Training	5,923	6,621	6,000	6,000	6,000	6,000	
605101	Maintenance Building & Facilities	30,624	45,196	46,000	66,000	46,000	46,000	
646037	Emergency Relief - Laura	0	3,389	0	0	0	0	
605106	Maintenance Equipment	8,352	6,991	10,000	10,000	10,000	10,000	
	Total Operating and Contractual	1,058,686	1,425,208	934,000	1,362,000	934,000	934,000	0
	Other:							
543001	Bad Debt	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	
	Total Other	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	401
DEPARTMENT:	Customer Service	218600

UTILITIES SYSTEM FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	Capital Outlay:							
707405	Building Improvements	0	20,498	312,000	312,000	0	300,000	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	Total Capital Outlay	0	20,498	312,000	312,000	0	300,000	0
	TOTAL DEPARTMENT	3,711,032	3,840,212	4,125,834	4,399,834	3,753,675	4,155,602	0

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND:	401
DEPARTMENT:	Customer Field Services	ORGANIZATION:	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	2020-2021 Estimated	2021-2022 Estimated	2022-2023 Projected
Telephone Calls			
Total Customers			
Work Orders			
Customer Disconnects			
Applications for Services			

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND #:	401
DEPARTMENT:	Customer Field Services	ORGANIZATION:	218700

APPROPRIATION SUMMARY

DESCRIPTION	2019-2020	2020-2021	2021-2022		2022-2023		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	531,574	374,376	623,987	507,987	668,978	0	-100.00%
Fringe Benefits	191,350	134,533	266,970	228,970	327,511	0	-100.00%
Operating/Contractual	79,267	61,138	95,000	111,000	95,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	89,612	67,427	203,500	203,500	58,000	0	0.00%
Total Appropriations	891,803	637,474	1,189,457	1,051,457	1,149,489	0	-100.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490132	Salary - Supervisor Utility Field Service	1	1	1	1	1		0.00%
490141	Salary - Crew Leader	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490647	Salary - Meter Reader	11	11	11	11	11		0.00%
490763	Salary - Utility Service Worker	7	7	7	7	7		0.00%
	Total Positions	21	21	21	21	21	0	0.00%

2022-2023 ANNUAL BUDGET

DIVISION:	Administration	FUND #:	401
DEPARTMENT:	Customer Field Services	ORGANIZATION:	218700

UTILITIES SYSTEM FUND

DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Salaries:							
450001	Overtime	97,786	56,819	50,000	60,000	50,000	50,000	
490132	Salary - Supervisor Utility Field Servic	41,476	35,464	41,982	41,982	41,982	45,341	
490141	Salary - Crew Leader	34,164	34,254	34,581	34,581	34,581	37,347	
490626	Salary - Clerical Specialist	25,131	24,939	25,438	17,438	24,939	26,934	
490647	Salary - Meter Reader	182,996	79,629	279,818	205,818	275,327	297,352	
490763	Salary - Utility Service Worker	150,021	143,271	192,168	148,168	196,302	212,004	
	Total Salaries	531,574	374,376	623,987	507,987	623,131	668,978	0
	Fringe:							
510201	Fringe - Pension	95,296	73,950	120,927	97,927	143,878	154,465	
510202	Fringe - Hospital	87,563	54,126	136,111	121,111	162,460	162,460	
510206	Fringe - Medicare Insurance Tax	7,399	6,092	9,050	9,050	9,039	9,704	
510207	Fringe - Life Insurance	1,092	365	882	882	882	882	
	Total Fringe	191,350	134,533	266,970	228,970	316,259	327,511	0
	Operating and Contractual:							
520204	Uniforms	4,535	3,958	5,000	5,000	5,000	5,000	
520400	Office	1,588	7,181	7,000	7,000	7,000	7,000	
520500	Operating Supplies	15,487	9,492	15,000	15,000	15,000	15,000	
531301	Vehicle Costs - Fuel & Oil	31,010	2,294	42,000	32,000	42,000	42,000	
531304	Vehicle Cost - R & M	13,195	14,608	12,000	28,000	12,000	12,000	
543003	Travel & Training	1,505	1,190	2,000	2,000	2,000	2,000	
605106	Maintenance Equipment	11,947	22,415	12,000	22,000	12,000	12,000	
	Total Operating and Contractual	79,267	61,138	95,000	111,000	95,000	95,000	0
	Capital Outlay:							
707500	Vehicles	89,612	53,225	54,000	54,000	0	58,000	
707600	Machinery & Equipment	0	14,202	149,500	149,500	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	Total Capital Outlay	89,612	67,427	203,500	203,500	0	58,000	0
	TOTAL DEPARTMENT	891,803	637,474	1,189,457	1,051,457	1,034,390	1,149,489	0

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND:	401
DEPARTMENT:	Information Systems	ORGANIZATION:	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	2020-2021 Estimated	2021-2022 Estimated	2022-2023 Projected
Number of Accounts			
Number of Transactions			
Number of Pages Printer			
Number of Jobs Run			
Service Calls - Hardware			
Service Calls - Software			
Number of Documents Prepared			

2022-2023 ANNUAL BUDGET

DIVISION:	Finance	FUND #:	401
DEPARTMENT:	Management Information Systems	ORGANIZATION:	218800

APPROPRIATION SUMMARY

DESCRIPTION	2019-2020	2020-2021	2021-2022		2022-2023		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	380,200	386,133	424,263	424,263	479,818	0	-100.00%
Fringe Benefits	154,689	164,424	192,021	178,021	213,435	0	-100.00%
Operating/Contractual	1,143,020	1,143,020	1,209,000	1,527,000	1,209,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	764,893	764,893	746,500	748,699	708,200	0	-100.00%
Total Appropriations	2,442,802	2,458,470	2,571,784	2,877,983	2,610,453	0	-100.00%

PERSONNEL ROSTER

JOB CODE	TITLE	2019-2020	2020-2021	2021-2022		2022-2023		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490123	Salary - Information Systems Manage	1	1	1	1	1		0.00%
490227	Salary - Information Systems Analyst	4	4	4	4	4		-100.00%
490242	Salary - Database Manager	0	0	0	1	1		0.00%
490356	Salary - PC / Network Technician	3	3	3	3	3		0.00%
490357	Salary - Computer Operator I	1	1	1	0	0		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
	Total Positions	10	10	10	10	10	0	-100.00%