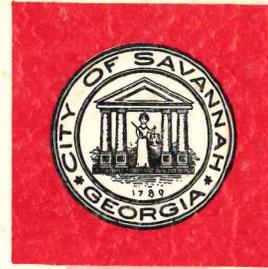


SHV. CO. OF SAVANNAH
(DUP 1) BLACKBURN



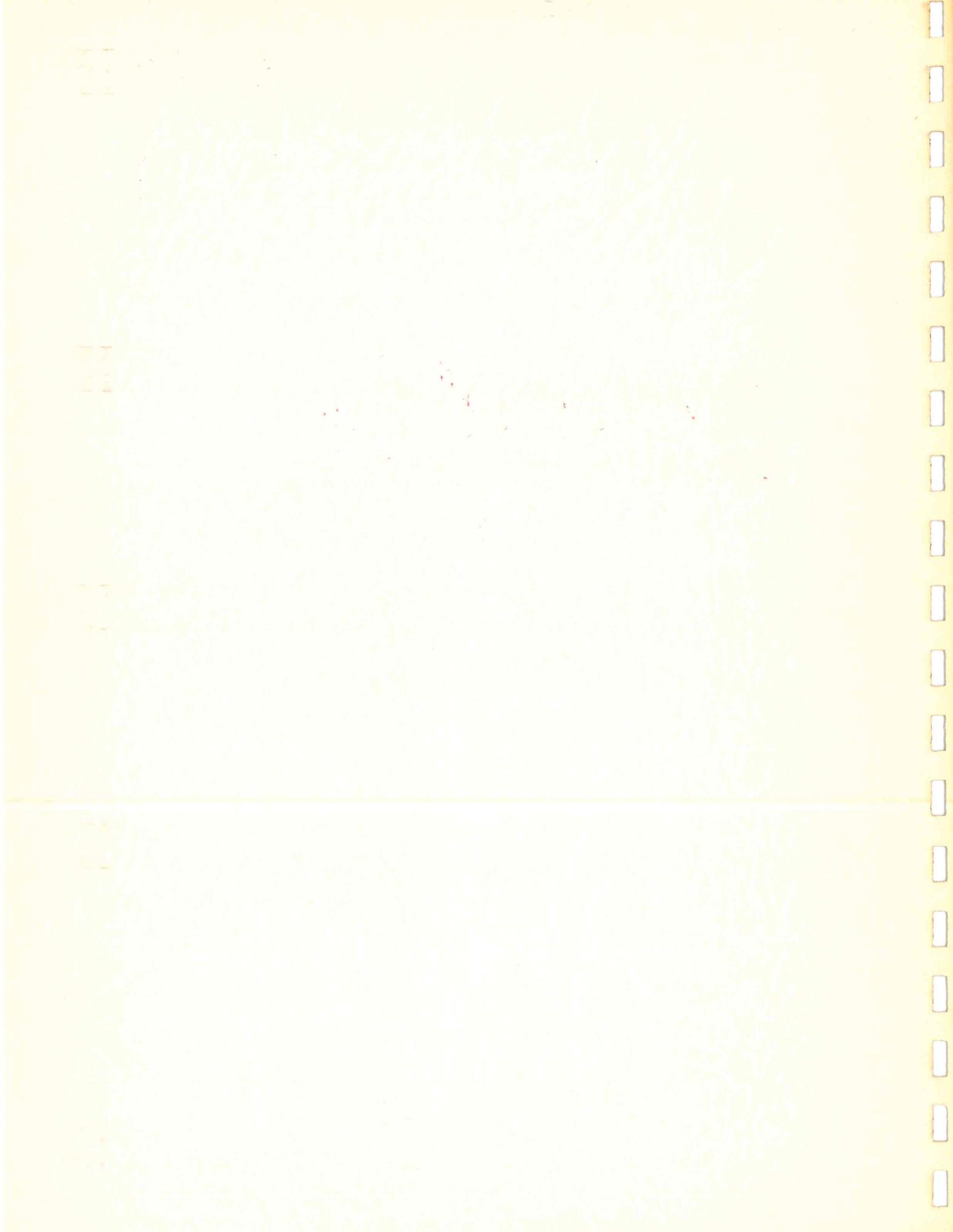
General Budget

1965

CITY OF
SAVANNAH

GEORGIA





CITY OF SAVANNAH, GEORGIA

ANNUAL BUDGET

FISCAL YEAR

January 1, 1965 through December 31, 1965

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SECTION I

SUMMARY

November 17, 1964

Mayor and Aldermen
City of Savannah
Savannah, Georgia

Gentlemen:

The attached document contains the budget proposals for 1965. Four budgets are presented: the General Fund budget; the Water and Sewer Fund budget; the Capital Improvement budget; and the Industrial and Domestic Water Supply Commission's budget. Each of the four budgets, as proposed, is balanced.

General Fund Budget

Expenditures

The proposed 1965 budget for the General Fund totals \$7,706,086. A summary of this budget with the budgets for prior years is shown in the table beginning on page 6. The table on page 10 breaks this budget down by major expenditure items.

A comparison of the proposed General Fund budget with the 1964 General Fund budget will show a number of differences:

1. Personal Services costs proposed for 1965 are some \$445,000 more than they were in 1964. Most of this increase will be used for pay adjustments. These proposed pay adjustments are described elsewhere in this message.
2. The Contractual Services costs show an increase in 1965 of nearly \$100,000 over the 1964 budget figure. Much of this increase is caused by the City's change to a computer operation in the Data Processing Center and by creation of the Central Garage operation and the related expansion of the Vehicle Maintenance program.
3. Capital Outlay expenditures proposed for 1965 are about \$300,000 less than they were in 1964. This decrease is caused by a reduction in equipment replacement costs in 1965.

The General Fund budget for 1965 proposed a number of programs which should be specifically noted:

Continuation of the Police Reorganization Program. The General Fund budget proposed a continuation of the reorganization program in the Police Department which has been started in 1964. Specifically in 1965, we hope to implement within the Police Department:

1. A more effective patrol program.
2. A more reliable and accurate records program and an effective reporting program.
3. A sound program of crime analysis and police operations planning.
4. A reorganized and more meaningful training program.
5. A more efficient communications system.

It should also be noted that the Police Department will be moving into remodeled quarters sometime in July 1965. These remodeled quarters will permit a more effective operation of the administrative offices of the department.

As a part of the police reorganization program, this budget recommends the following expenditures.

1. Police Salaries: Effective January 1st, it is proposed that the pay ranges for sworn police officers be changed as shown in the following table:

	<u>Present Pay Range</u>	<u>Proposed Pay Range</u>
Patrolmen	16, 17	19
Sergeant	19, 20	22
Lieutenant	22, 23	25
Captain	25	28

The proposed changes are in accord with the recommendations of the police survey made by the Public Administration Service.

Salary deficiencies in the Police Department continue to handicap the Department in its efforts to attract and retain qualified personnel. Personnel records show that, for the period January 1st to September 1, 1964, the Police Department appointed 12 patrolmen and separated 11 patrolmen. The records also show that during the same period, the Department had an average of 14 unfilled patrol positions per month.

The salary adjustments proposed in this budget, we hope, will be of some help in correcting these problems.

Additional Personnel. To implement the plan of reorganization which has been recommended for the Police Department, it is necessary to increase the authorized strength of the Department. This budget provides funds to add six patrolmen, four sergeants and one lieutenant. The added cost of this personnel is approximately \$60,000.

The plan of reorganization for the Police Department also included a proposal that the duties of the sallyport officer, which are actually court functions, be transferred to the Recorder's Court. Additional personnel will be needed by the Court to perform the sallyport officer functions. The proposed budget includes approximately \$12,000 to supply the three additional personnel to the Court.

Salary Adjustments. In addition to the pay adjustments proposed for the Police Department, the following pay adjustments are also proposed:

1. Firemen Salaries: Effective January 1st, it is proposed that the various ranks within the firefighting personnel be given a 10% increase in salary. This adjustment will bring fire salaries more nearly in line with those paid in other jurisdictions.
2. Other City Employees: Effective January 1st, it is proposed that salaries of all employees, other than police and firemen, be increased 5%. This adjustment is to cover cost-of-living increases, as well as to make salaries of City employees more competitive with those in competing employment.

Central Garage. In 1964, authority was given by the Mayor and Aldermen to establish a Central Garage. This was done for two major reasons:

1. To provide a more effective vehicular maintenance program, by consolidating all vehicular maintenance functions.
2. To enable the City to meet the vehicle inspection requirements which have been established by the State.

Facilities to house the new Central Garage operation are now under construction, and will be complete early in 1965. This proposed

budget includes \$65,000 which will be used in 1965 to acquire maintenance parts for vehicles, and to provide the additional staff needed to place the garage on two eight-hour shift operations.

Other Programs. As part of the General Fund program of work for 1965, a number of studies will be made by City personnel for the purpose of strengthening the effectiveness and efficiency of a number of City programs.

One such study will inventory the City's street system to identify the full extent of our street maintenance needs, so that a more effective street maintenance program can be established. This study will also provide information about the City's street system that is required by the Chatham Urban Transportation Study.

Another study will analyze the operation of the City's drainage maintenance program in an effort to find ways to strengthen the effectiveness of this program.

Another study will be designed to find and correct deficiencies in the City's accounting system. It appears now that at least \$20,000 annually can be saved through a reorganization of the accounting program.

Yet another study will attempt to develop a more effective indexing system for minutes and other City records, through the use of data processing equipment.

Revenues

Revenue estimates for the General Fund on a cash receipts basis total \$7,706,086 for 1965. A breakdown of revenue projections for the General Fund by source can be found in the table which begins on page 3. The 1965 budget proposes no new revenue sources for 1965.

Water and Sewer Fund Budget

Expenditures

The proposed Water and Sewer Fund budget for 1965 totals \$2,689,221. A breakdown by expenditure item and a comparison of this budget with the budgets of prior years is shown in the tables on pages 314 and 315.

The major increases in the budget over that for 1964 result from a number of factors.

1. Debt Service requirements for the Water and Sewer Fund are some \$74,300 higher in 1965 than they were in 1964. The major causes of this increase are the added sinking fund payments of \$39,300 for the 1964 revenue bond issue and \$35,000 for the added debt payments for the proposed 1965 revenue bond issue.
2. Funds are provided for a 5% salary increase for employees of the Water and Sewer Fund.
3. In 1965, the water and sewer operations in Wilmington Park and Islandwood will be added to the City water and sewer system. The cost increases in the Water and Sewer Fund resulting from this addition will be offset by the income that will be received from these two operations.

Revenues

Revenue estimates for the Water and Sewer Fund on a cash receipts basis total \$2,689,221. A breakdown of this projected revenue by source is described in the table on page 313. This budget proposes no major changes in the revenue program of the Water and Sewer Fund in 1965.

Capital Improvement Budget

The proposed Capital Improvement budget for 1965 totals \$1,462,500. Proposed expenditures in this budget include:

1.	Library improvements	\$ 200,000
2.	Drainage improvements	95,000
3.	Street paving	125,500
4.	Water and sewer system projects	1,000,000
5.	Miscellaneous	<u>42,000</u>
	Total	\$1,462,500

Included in these Capital Improvement budgets are many projects of major importance, among which the following deserve special notice:

- a. Funds to pay the City's share of paving (including necessary storm drainage, water lines and sewage lines) approximately three miles of residential streets.

- b. Addition to the Maint Library that will more than double the available, usable floor space of this important service center.
- c. Hard surfacing of three tennis courts at Daffin Park.
- d. Traffic Engineering projects that include the signaling of four intersections and the construction of left turn lanes on Abercorn at DeRenne, in order to meet expanding traffic volumes.
- e. In 1964 the Capital Improvements Program included funds to construct a fire training tower recommended by the National Board of Fire Underwriters. In 1965 funds are proposed to begin installation of recommended supplemental fire hydrants to further improve fire protection and fire insurance rates.
- f. Funds are provided to meet the present service level requirements of the rapidly expanding Water and Sewer system.

To finance the water and sewer improvements included in the Capital Improvement budget, it is recommended that Water and Sewer bonds in the amount of \$1,000,000 be issued in 1965. Funds for the other projects will come from current revenues in the amount of \$413,000 and from unused street paving bonds in the amount of \$49,500.

Industrial and Domestic Water Supply Commission Budget

The Industrial and Domestic Water Supply Commission has proposed a budget for 1965 which totals \$714,037. The only major changes from 1964 budget proposed in this operation are land acquisition for drainage purposes, repair of water storage tank and repair of settling basins at an estimated cost of \$39,700.

These then are the highlights of the budget proposals for 1965. We feel that the budget proposals are sound and that if adopted will permit a continuation in the efforts to improve our services to the public.

Respectfully submitted.



Arthur A. Mendonsa
City Manager

SUMMARY OF REVENUE AND EXPENDITURES BY FUNDREVENUE

Operating Funds	
General	\$ 7,706,086
Water and Sewer	2,689,221
Total Operating Funds	<u>\$10,395,307</u>
Industrial and Domestic Water Supply Commission*	\$ 714,037
Revolving Fund**	\$ 570,695

EXPENDITURES

Operating Funds	
General	\$ 7,706,086
Water and Sewer	2,689,221
Total Operating Funds	<u>\$10,395,307</u>
Industrial and Domestic Water Supply Commission	\$ 714,037
Revolving Fund	\$ 570,695

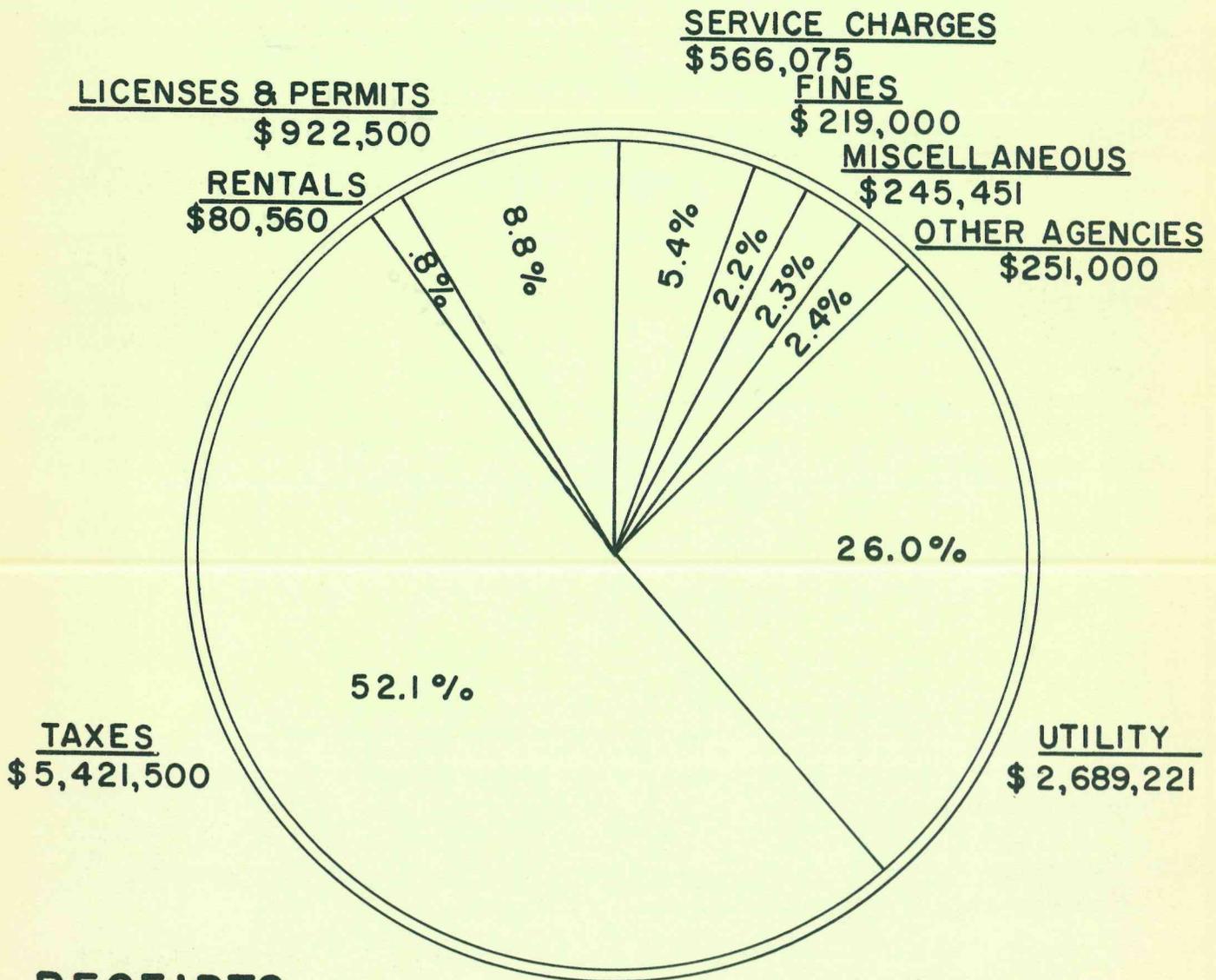
* This is a separate fund that operates on income earned from water sales to industrial plants.

** The Revolving Fund receives its income from charge backs to operating fund departments for services rendered to them.



SAVANNAH

TOTAL RECEIPTS \$ 10,395,307

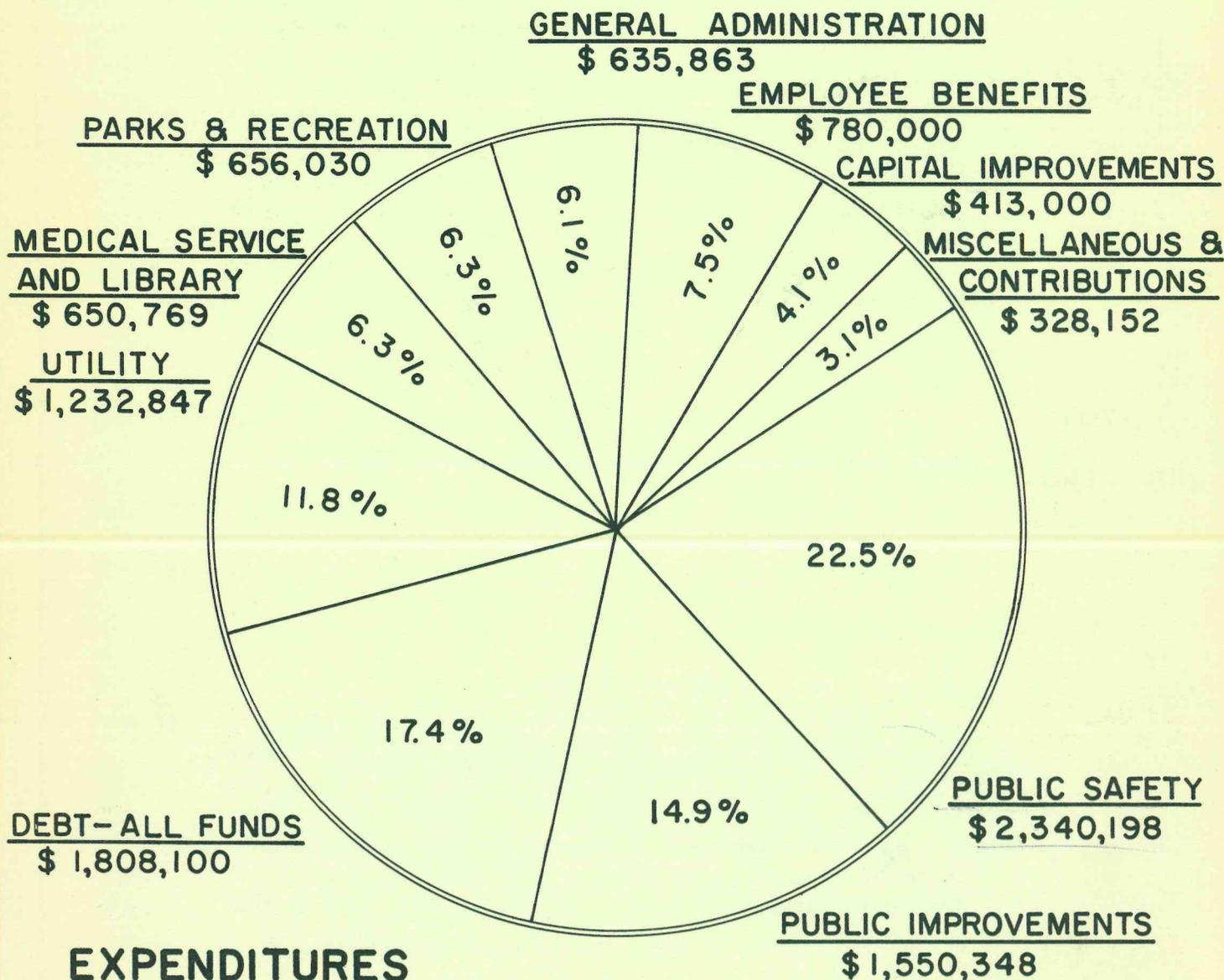


RECEIPTS

GENERAL, WATER AND SEWER FUNDS.

GEORGIA

TOTAL EXPENDITURES \$10,395,307



EXPENDITURES

GENERAL, WATER AND SEWER FUNDS.

SUMMARY OF CAPITAL OUTLAY EXPENDITURESGENERAL FUND

<u>Account No.</u>		<u>Replacement</u>	<u>Addition</u>
		\$	\$
0100	CITY MANAGER		
	Office		
	Office Equipment		163
	Total	\$ 0	\$ 163
0300	RECORDER'S COURT		
	Office Equipment	\$ 568	\$
	Total	\$ 568	\$ 0
1400	FINANCE		
1410	Director's Office		
	File Cabinet	\$ 88	\$
	Office Equipment		785
1442	Delinquent Revenue Collection		
	Typewriter	240	
1443	Parking Lot		
	Metal Office Building		1,000
1452	Supplies Management		
	Storage Bins		750
1460	Research and Budget		
	Office Equipment		365
	Total	\$ 328	\$2,900
1600	PERSONNEL		
	20 School Desks	\$	\$ 270
	Office Equipment		500
	Total	\$ 0	\$ 770
	PUBLIC IMPROVEMENTS		
2010	Director's Office		
2020	Engineering		
	Calculator	\$	\$ 850
	Station Wagon	1,850	
	Carry-all	2,150	
	Office Equipment		500
2030	Streets & Sanitation Office		
	Pick-up Truck		1,750
	Office Equipment	1,500	300
	Radio		675

<u>Account</u>	<u>Replacement</u>	<u>Addition</u>
	\$	\$
2031 Paved Streets and Sidewalks		
Asphalt Roller	5,800	
2032 Maintenance Unpaved Streets		
Three Dump Trucks	8,550	
2040 Drainage Maintenance		
19,000 GVW Truck	3,450	
Pick-up Truck		1,800
2051 Refuse Collection		
Five Packer Trucks	50,550	
Pick-up Truck	1,450	
30 Dumpmaster Containers		10,000
2052 Refuse Disposal		
Poles and Lights		300
2053 Street Cleaning		
Dump Truck	3,575	
Double Gutter Mobile Sweeper	12,800	
Two Hand Mowers	200	200
2060 Inspectional Services		
Test Meter		150
Total	\$91,875	\$16,525
TRAFFIC ENGINEERING		
2410 Administration and Research		
Office Equipment	\$ 619	\$
2420 Traffic Control Maintenance		
Arrow Signal		52
Night Flashing Signal		300
2430 Parking Meter Maintenance		
Electric Drill		95
50 Parking Meters	2,200	
Total	\$ 2,819	\$ 447
POLICE		
2610 Chief's Office		
File Cabinet	\$ 75	\$
2612 Planning and Research		
Office Equipment		960
2613 Staff and Inspection		
Office Equipment		935
Two Manual Typewriters		520
2621 Training		
Office Equipment		915
2622 Records and Communications		
Six cylinder Van	2,100	

1965 BUDGET

<u>Account</u>	<u>Replacement</u>	<u>Addition</u>
	\$	\$
Office Equipment		1,035
Elevator File		4,450
Duplicating Machines		2,000
Dry Process Copying Machine		500
Two Transcribers		500
Five Dictating Machines		1,250
Evidence Processing Kit		295
Automatic Recorder		1,000
Emergency generator for base radio		2,185
Four Polaroid Cameras		500
2626 Central Detention and Service Unit		
Two Gas Heaters	750	
75 Mattress Covers	225	
Total	<u>\$ 3,150</u>	<u>\$17,045</u>
 FIRE		
2840 Firefighting		
Chairs	\$ 264	\$
Fire Hose	5,493	
Fog Nozzles	690	
Salvage Covers	210	
Total	<u>\$ 6,657</u>	<u>\$ 0</u>
 LIBRARY		
2910 Main Library		
Step Ladder	\$ 72	\$
Book Trucks	187	
Display Shelves	80	
2960 Ola Wyeth		
Table	40	
2980 Waters Avenue		
15 Card Catalog Drawers	154	
Total	<u>\$ 533</u>	<u>\$ 0</u>
 RECREATION		
3010 Director's Office		
Office Furniture and Equipment	\$ 525	\$
3020 Sports		
Office Furniture	250	
3030 Playgrounds		
Playground Equipment	3,000	
Office Furniture	493	

<u>Account</u>		<u>Replacement</u>	<u>Addition</u>
3040	Golden Age		
	Office Equipment	\$	\$ 740
3062	Grayson Stadium		
	Lawn Mower	150	
3070	Building and Grounds Maintenance		
	Tractor	3,200	
	Total	<u>\$ 7,618</u>	<u>\$ 740</u>
PARK AND TREE			
3210	Director's Office		
	Office Equipment	\$ 200	\$
	Remote Radio Transmitter		200
3220	Park Maintenance		
	Automobile	1,725	
	Two 18,000 GVW Platform Trucks	5,700	
	Two 21" Power Mowers	180	
	Six 1/2 H. P. Gravely Tractor	650	
	Radio, 2-Way Mobile Unit		675
	Mechanized Sweeper		950
3230	Tree Maintenance		
	Two 18,000 GVW Platform Trucks	5,500	
	Two 21" Power Saws	400	
3241	Bonaventure Cemetery		
	Two 21" Power Mowers	180	
	Rest Room for Employees		1,350
3242	Greenwich Cemetery		
	21" Power Mower	90	
	Six 1/2 H. P. Gravely Tractor	650	
3243	Laurel Grove - North Cemetery		
	21" Power Mower	90	
	Six 1/2 H. P. Gravely Tractor	650	
3244	Laurel Grove - South Cemetery		
	Six 1/2 H. P. Gravely Tractor	650	
	Total	<u>\$16,665</u>	<u>\$ 3,175</u>
	TOTAL GENERAL FUND	<u><u>\$130,213</u></u>	<u><u>\$41,765</u></u>

REVOLVING FUND

DATA PROCESSING			
5000	Data Processing		
	Office Equipment	\$ 2,000	\$
	Total	<u>\$ 2,000</u>	<u>\$ 0</u>

<u>Account</u>		<u>Replacement</u>	<u>Addition</u>
FINANCE			
5100	Custodial		
	Drinking Fountains	\$ 1,800	\$
	Total	\$ 1,800	\$ 0
CENTRAL SERVICES			
5210	Central Garage		
	One radio and automobile	\$	\$ 2,500
	One 5000 GVW Pickup Truck	1,700	
5220	Electrical Maintenance		
	One ton truck with	3,155	
	lift device		2,000
	Electric Drive Pipe Machine		500
	Test Set		690
	Telescoping Scaffold		425
5221	Shops and Building Maintenance		
	One 5,000 GVW Pickup Truck	1,600	
5230	Electronic Equipment Repair		
	Automobile		1,800
	Total	\$ 6,455	\$ 7,915
	TOTAL REVOLVING FUND	<u>\$10,255</u>	<u>\$ 7,915</u>

WATER AND SEWER FUND

PUBLIC IMPROVEMENTS			
7010	Water Supply and Treatment		
	One V-Notch Chlorinator	\$ 3,000	\$
7020	Water Distribution		
	Two Tapping Machines	700	
	Pump	1,300	
	Dump Truck	3,700	
	Back Hoe	8,500	
	Pick up Truck	1,700	
	24000 GVW Dump Truck	4,600	
7050	Sewage Collection		
	One Ton Pickup Truck	1,700	
	Compressor	5,500	
	Back Hoe	8,200	
	Eductor	13,500	
	Two Dump Trucks	7,200	
	Radio		675

<u>Account</u>	<u>Replacement</u>	<u>Addition</u>
Total	\$ 1,300	\$
	<u>\$60,900</u>	<u>\$ 0</u>
FINANCE		
7230	Water Service Office	
	Office Furniture	\$ 350
INTERDEPARTMENTAL		
	Capital Improvements	
TOTAL WATER AND SEWER FUND	<u>\$61,250</u>	<u>\$ 675</u>
<u>INDUSTRIAL AND DOMESTIC WATER SUPPLY FUND</u>		
8000	Treatment and Distribution	
	One Hydraulic Fork Lift	\$ 650
	One Two Pen Press. Recorder	650
	Chlorinator for Raw Water	4,000
	Air Compressor	500
	4-Door Sedan Automobile	1,500
	Chlorinator for Lathrop Booster Sta.	
	Standby engine for emergency use	1,100
	Purchase of land	15,000
		8,864
Total	<u>\$ 7,300</u>	<u>\$24,964</u>
TOTAL I AND D WATER SUPPLY FUND	<u>\$ 7,300</u>	<u>\$24,964</u>

SECTION II

GENERAL FUND

ESTIMATED CURRENT REVENUE BY FUND AND SOURCEGENERAL FUND

	<u>Actual</u> <u>1963</u>	<u>Budget</u> <u>1964</u>	<u>Estimated</u> <u>1965</u>
<u>Property Tax</u>			
Real Estate (Current)	\$2,780,438	\$2,825,000	\$3,150,000
Personal Property (Current)	810,759	825,000	885,000
Public Utility (Current)	454,291	454,000	450,000
Real Estate (Delinquent)	402,565	390,000	250,000
Personal (Delinquent)	172,958	180,000	115,000
Total Property Tax	<u>\$4,621,011</u>	<u>\$4,674,000</u>	<u>\$4,850,000</u>
<u>Tax Fees and Interest</u>			
Execution Fees	\$ 32,594	\$ 20,000	\$ 22,000
Interest (Delinquent)	19,323	19,000	19,000
Total Fees and Int.	<u>\$ 51,917</u>	<u>\$ 39,000</u>	<u>\$ 41,000</u>
<u>Other Tax</u>			
Alcoholic Beverages	\$ 229,668	\$ 237,000	\$ 245,500
Insurance Premiums	184,534	290,000	285,000
Total Other Tax	<u>\$ 414,202</u>	<u>\$ 527,000</u>	<u>\$ 530,500</u>
<u>Licenses and Permits</u>			
Business Licenses	\$ 827,740	\$ 810,000	\$ 846,000
Musical Units	6,387	6,300	0
Min. Pool & Shuffle Bds.	2,550	2,500	0
Street Maintenance Tags	61,300	62,000	61,000
Dog Badges	16,851	16,000	15,500
Total Licenses	<u>\$ 914,828</u>	<u>\$ 896,800</u>	<u>\$ 922,500</u>
<u>Fines, Forfeits and Penalties</u>			
Court Fines - Regular	\$ 220,515	\$ 276,000	\$ 170,000
Court Fines - Traffic	77,490	74,000	49,000
Total Fines	<u>\$ 298,005</u>	<u>\$ 350,000</u>	<u>\$ 219,000</u>
<u>Interest</u>			
Investments	\$ 18,696	\$ 10,000	\$ 36,000
Perpetuity Lots	33,768	32,000	34,500
Bond Fund Investments	10,945	3,000	3,500
Ground Rents	241	250	250
Pension Fund	37,453	29,000	35,000
Discounts	9,962	10,000	11,000
Total Interest	<u>\$ 111,065</u>	<u>\$ 84,250</u>	<u>\$ 120,250</u>

	Actual 1963	Budget 1964	Estimated 1965
<u>Rents</u>			
Dock - Visitor	\$ 580	\$ 480	\$ 480
Gamble Building	4,200	4,200	4,200
Golf Course	5,086	5,000	5,200
Jones & Hill Garage	180	180	180
Park and Shop Garage	15,000	15,000	15,000
Recorder's Court	1,999	2,000	2,000
Recreation	600	600	600
Dept. of Public Welfare	900	900	900
Powder Magazine	840	1,080	600
Tots & Teens Riding Academy	0	0	600
Total Rents	\$ 29,385	\$ 29,440	\$ 29,760
<u>Other Agencies</u>			
State Intangible Tax	\$ 68,404	\$ 68,000	\$ 68,000
District Authority	3,874	3,600	3,000
Housing Authority	43,042	48,000	51,000
State Paving Maint.	64,373	64,000	129,000
Total Other Agencies	\$ 179,693	\$ 183,600	\$ 251,000
<u>Inspection Fees</u>			
Building	\$ 17,888	\$ 17,000	\$ 19,000
Electrical	8,788	12,000	12,000
Plumbing	15,285	18,000	17,000
Gas	522	0	201
Total Inspection Fees	\$ 42,483	\$ 47,000	\$ 48,201
<u>Stadiums and Auditoriums</u>			
Auditorium	\$ 4,007	\$ 15,000	\$ 8,500
Sports Arena	6,186	7,000	7,300
Grayson Stadium	4,489	4,500	5,500
Memorial Stadium	7,237	7,500	7,500
Swimming Pools	13,461	13,000	8,000
Concession Profits	13,446	13,000	14,000
Total Stadiums	\$ 48,826	\$ 60,000	\$ 50,800
<u>Charges</u>			
Accident Reporting	\$ 553	\$ 500	\$ 2,500
Advertising Fees	1,788	1,600	1,800
Bonaventure Cemetery	13,975	14,000	43,000
Greenwich Cemetery	11,395	12,000	9,000
Laurel Grove Cemetery	13,587	6,000	6,000

	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Estimated 1965</u>
<u>Charges, Continued</u>			
Dispensary Fees	\$ 49,492	\$ 50,000	\$ 74,000
Electrical Exam Fees	356	350	350
Fire Protection Fees	34,201	34,000	35,000
Grass Cutting Fees	1,844	1,000	0
Harbor Fees	19,146	18,000	20,000
Library Fees	9,846	10,000	10,000
Parking Lot	11,545	11,000	11,250
Parking Meters	137,260	139,000	156,000
Recording Fees	94	100	150
Recreation Fees	3,952	4,000	4,500
Refuse Dumping Fees	9,232	9,000	10,000
Services to I and D	4,080	3,600	3,600
Telephone Locations	450	450	750
Traffic Moving Reporting	1,852	1,800	1,800
Transfer of Licenses	357	350	375
Interdepartmental Charges	0	20,000	16,000
Services to W & S Fund	0	155,836	160,000
Total Charges	<u>\$ 325,005</u>	<u>\$ 492,586</u>	<u>\$ 566,075</u>
<u>Other Revenues</u>			
Prior Years' Income	\$ 0	\$ 41,450	\$ 40,000
Sale of Property	17,116	5,000	20,000
Miscellaneous	45,163	27,000	17,000
Total Other Revenues	<u>\$ 62,279</u>	<u>\$ 73,450</u>	<u>\$ 77,000</u>
TOTAL GENERAL FUND	<u><u>\$7,098,699</u></u>	<u><u>\$7,457,126</u></u>	<u><u>\$7,706,086</u></u>

COMPARISON OF EXPENDITURES BY FUNCTIONS

<u>Account</u>	<u>GENERAL FUND</u>		
	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Legislative	\$ 45,039	\$ 60,110	\$ 60,752
City Manager			
Office	\$ 38,994	\$ 47,277	\$ 44,902
Service Desk	4,064	3,856	7,810
Public Information	6,668	9,502	11,530
Total	<u>\$ 49,726</u>	<u>\$ 60,635</u>	<u>\$ 64,242</u>
Recorder's Court	\$ 35,022	\$ 40,725	\$ 50,475
Legal	\$ 22,930	\$ 23,040	\$ 23,040
Registrations and Elections	\$ 2,460	\$ 10,920	\$ 3,765
Finance			
Director's Office	\$ 15,736	16,569	19,156
Accounting	48,185	79,098	95,903
Tax Assessor	52,068	57,274	59,890
Current Revenue Collection	72,924	66,597	69,544
Delinquent Revenue Collection	46,478	45,932	39,985
Parking Lot	3,673	4,890	4,863
Purchasing	33,970	26,605	26,769
Supplies Management	NA	20,531	21,151
Research and Budget	10,962	22,569	33,220
Powder Magazine	484	0	900
Total	<u>\$284,480</u>	<u>\$340,065</u>	<u>\$371,381</u>
Personnel	\$ 39,080	\$ 52,542	\$ 61,708
Public Improvements			
Director's Office	\$ 22,371	\$ 31,423	\$ 35,694
Engineering	55,683	70,853	76,096
Streets and Sanitation Office	26,598	32,581	51,167
Paved Streets and Sidewalks	126,516	130,026	133,935
Maintenance Unpaved Streets	150,316	225,260	186,810
Drainage Maintenance	68,585	122,127	98,954
Refuse Collection	612,568	600,463	632,840
Refuse Disposal	44,326	77,410	51,807

<u>ACCOUNT</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Public Improvements (Continued)	\$	\$	\$
Street Cleaning	196,268	188,883	187,743
Inspectional Services	46,626	53,102	55,058
Total	<u>\$1,349,857</u>	<u>\$1,532,128</u>	<u>\$1,510,104</u>
Traffic Engineering			
Administration & Research	\$ 24,133	\$ 24,475	\$ 30,970
Traffic Control Maint.	45,091	66,620	72,367
Parking Meter Maint.	25,685	39,262	12,773
Street Lighting	118,470	120,841	122,180
Total	<u>\$213,379</u>	<u>\$251,198</u>	<u>\$238,290</u>
Police			
Chief's Office	\$ 18,260	20,156	21,865
Vice Unit	0	0	25,011
Planning & Research	0	0	11,342
Staff & Inspection	0	12,853	18,886
Training	0	9,626	16,246
Records & Communication	81,949	97,859	221,000
Central Detention & Service	132,038	142,277	147,375
Investigation Unit	150,166	160,390	104,348
Youth & Women's Unit	0	9,506	22,596
Patrol	646,090	683,286	598,154
Total	<u>\$1,028,503</u>	<u>\$1,135,953</u>	<u>\$1,186,823</u>
Fire			
Chief's Office	\$ 17,072	\$ 16,344	\$ 17,278
Training	0	1,652	1,587
Alarms & Communications	21,510	49,214	49,887
Vehicle Maintenance	18,209	11,163	11,244
Fire Prevention	28,553	26,747	25,572
Firefighting	763,717	832,227	809,517
Total	<u>\$849,061</u>	<u>\$937,347</u>	<u>\$915,085</u>
Library			
Main Library	\$ 0	\$168,903	\$169,687
Carnegie	0	32,999	35,173
Carnegie Sub-branches	0	4,795	5,597
Ola Wyeth	0	8,989	9,739
Waters Avenue	0	4,970	5,132
Bookmobile	0	4,749	6,976
Total	<u>\$204,627</u>	<u>\$225,405</u>	<u>\$232,304</u>

<u>Account</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Recreation			
Director's Office	\$ 17,138	\$ 19,298	\$ 21,218
Sports	0	53,549	45,930
Playgrounds	0	84,270	88,266
Golden Age	28,653	30,547	35,973
Swimming Pooles	16,936	22,002	18,225
Auditorium	28,282	20,531	17,982
Grayson Stadium	19,883	20,486	23,860
Memorial Stadium	14,440	12,429	11,016
Sports Center	10,454	11,321	9,968
Bldg. & Ground Maint.	157,699	63,568	66,043
Total	<u>\$293,485</u>	<u>\$338,001</u>	<u>\$338,481</u>
Park and Tree			
Director's Office	\$ 13,770	\$ 17,690	\$ 24,815
Park Maintenance	104,172	124,085	118,661
Tree Maintenance	38,355	56,090	48,570
Bonaventure Cemetery	48,983	54,087	54,527
Greenwich Cemetery	21,694	27,071	25,015
Laurel Grove-North	24,623	26,899	29,235
Laurel Grove-South	15,598	16,499	16,726
Total	<u>\$ 267,195</u>	<u>\$ 322,421</u>	<u>\$ 317,549</u>
Medical Services			
Physician	\$ 11,808	\$ 11,883	\$ 11,808
Dispensary	<u>\$ 115,613</u>	<u>108,010</u>	<u>114,968</u>
Total	<u>\$ 127,421</u>	<u>\$ 119,893</u>	<u>\$ 126,776</u>
Interdepartmental			
Employee Benefits	\$ 393,926	\$ 425,000	\$ 430,500
Judgments and Losses	20,000	12,000	12,000
Contingencies	0	21,088	105,000
Debt Service	697,510	771,871	761,699
Pay Adjustments	0	25,000	310,000
Capital Improvements Program	0	163,044	43,027
Total	<u>\$1,111,436</u>	<u>\$1,418,003</u>	<u>\$1,662,226</u>
Non-Departmental			
Planning - M. P. C.	\$ 23,066	\$ 23,370	\$ 26,494
Zoning & Subdivisions M. P. C.	14,934	14,630	13,750
Housing Hygiene	33,900	34,100	35,889
Other Contributions	479,540	516,640	467,152
Total	<u>\$ 551,440</u>	<u>\$ 588,740</u>	<u>\$ 543,085</u>

<u>Account</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Electrical - Radio			
Electrical Maintenance	\$ 51,802	\$ 0	\$ 0
Electrical Equipment			
Repair	18,581	0	0
Total	<u>\$ 70,383*</u>	<u>0</u>	<u>0</u>
Custodian & Property	\$ 132,002*	0	0
TOTAL OPERATING EXPENSE	<u>\$6,677,526</u>	<u>\$7,457,126</u>	<u>\$7,706,086</u>
Prior Year's Liabilities	\$ 450,000		
GRAND TOTAL EXPENDITURE	<u>\$7,127,526</u>	<u>\$7,457,126</u>	<u>\$7,706,086</u>

*These activities are included as a part of the Revolving Fund in 1964 and 1965.

COMPARISON OF EXPENDITURES BY OBJECTGENERAL FUND

<u>Object</u>	<u>Budget 1964.</u>	<u>Proposed 1965</u>	<u>Adopted Budget 1965</u>
Personal Services	\$4, 177, 964	\$4, 623, 650	
Contractual Services	1, 320, 709	1, 421, 345	
Commodities	660, 420	684, 387	
Capital Outlay	526, 162*	215, 005*	
Debt Service	771, 871	761, 699	
GRAND TOTAL	\$7, 457, 126	\$7, 706, 086	

*Includes \$163, 044 payment in 1964 and \$43, 027 payment in 1965 to Capital Improvements Program.

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
LEGISLATIVE	0100	General Gov't	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 29,370	\$ 33,876	\$ 34,812	\$
Contractual Services	12,253	22,949	22,365	
Commodities	3,416	2,985	3,575	
Capital Outlay	0	300	0	
TOTAL	\$ 45,039	\$ 60,110	\$ 60,752	\$
Budgeted Man Years	10	11	11	
SUMMARY BY ACTIVITIES				
Legislative	\$ <u>45,039</u>	\$ <u>60,110</u>	\$ <u>60,752</u>	\$
GRAND TOTAL	\$45,039	\$60,110	\$60,752	

CITY OF SAVANNAH, GEORGIA

LEGISLATIVE

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$33,876	\$34,812	
Contractual Services	22,949	22,365	
Commodities	2,985	3,575	
Capital Outlay	<u>300</u>	<u>0</u>	
TOTAL	\$60,110	\$60,752	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. No major changes are anticipated.	\$	\$

PROGRAM CHANGES

1. A Clerk Typist II position (range 14) is deleted and a Clerk Stenographer II position (range 16) is added to provide for an improved staff for Clerk of Council activities.	552	
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MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None.

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Legislative	0100	LEGISLATIVE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 29,370	\$ 33,876	\$ 34,812	\$
Contractual Services	12,253	22,949	22,365	
Commodities	3,416	2,985	3,575	
Capital Outlay	0	300	0	
TOTAL	\$ 45,039	\$ 60,110	\$ 60,752	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual	Budget	Budget		
			1963	1964	1965		
Mayor	-	\$ Unclass.	1	1	1	\$ 7,500	\$ 7,500
Aldermen	-	Unclass.	6	6	6	7,200	7,200
Special Investigator	-	Unclass.	1	1	1	5,880	5,880
Confidential Secretary	-	Unclass.	1	1	1	3,792	4,176
Clerk of Council	20	384-490	1	1	1	5,880	5,880
Clerk Typist II	14	288-366	0	1	0	3,624	0
Clerk Stenographer II	16	316-404	0	0	1	0	4,176
Total 105						\$33,876	\$34,812
GRAND TOTAL			10	11	11	\$33,876	\$34,812

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Legislative	Account Number 0100	Department: LEGISLATIVE
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Program Description:

The powers of Government of the City of Savannah are vested in the Mayor and Aldermen as provided by State Law and the City Charter.

Comments on Budgeted Program:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">Net Program Change</td> <td style="text-align: right;">\$+550</td> </tr> <tr> <td>Net Current Level Change</td> <td style="text-align: right;">0</td> </tr> <tr> <td style="padding-left: 40px;">Net Change</td> <td style="text-align: right; border-top: 1px solid black;">\$+550</td> </tr> </table>	Net Program Change	\$+550	Net Current Level Change	0	Net Change	\$+550
Net Program Change	\$+550						
Net Current Level Change	0						
Net Change	\$+550						
<p><u>Program Change</u> Clerk Typist II position deleted and Clerk Stenographer II position added to improve the staff of the Clerk of Council Activity. (\$+550)</p> <p><u>Current Level Change</u> Merit Pay \$+300 Office Equipment -300</p>							

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

CITY MANAGER

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$36,924	\$39,840	
Contractual Services	17,966	18,979	
Commodities	2,710	5,260	
Capital Outlay	<u>3,035</u>	<u>163</u>	
TOTAL	\$60,635	\$64,242	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit pay revisions.	\$2,300	\$
2. Building maintenance costs decline as major improvements were completed in 1964.		1,100
3. Capital outlay requirements for automotive replacement and office equipment decrease.		3,000
4. Travel expenditures are reduced.		500
5. Redistribution of custodial service charges result in an increase for the Service Desk Activity.	3,400	
6. Requirements for printing and office supplies decrease in 1965.		300

PROGRAM CHANGES

1. Annual report for City is proposed.	3,000
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MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None.

PERFORMANCE DATA

Activity Title:	Account Number	Department:
City Manager's Office	0202	CITY MANAGER

Program Description:

The City Manager is responsible for the execution of policies adopted by the Mayor and Aldermen. He directs and coordinates all City Departments, except those governed by Boards or Commissions.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>\$-2,500</u>
Net Change	\$-2,500

Program Changes

None

Current Level Change

Communication Charges	\$ -100	Misc. Commodities	\$ -100
Merit Raises	+2,300	Office Furniture	-200
Transportation	-500	Vehicular Equipment	-2,700
Bldg. Maintenance	-1,200		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Council agendas prepared	52	53	52
Petitions reviewed	NA	538	575
Council petition agendas prepared	52	53	52
Memoranda to Mayor & Aldermen	264	324	325
Memoranda to Department Heads	652	696	750
Letters written	NA	468	500

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Service Desk	0204	CITY MANAGER		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 3,679	\$ 3,456	\$ 3,984	\$
Contractual Services	300	300	3,726	
Commodities	85	100	100	
Capital Outlay	0	0	0	
TOTAL	\$ 4,064	\$ 3,856	\$ 7,810	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Information Clerk	14	\$ 288-366	1	1	1	\$ 3,456	\$ 3,984
Total 105						\$3,456	\$3,984
GRAND TOTAL			1	1	1	\$3,456	\$3,984

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Service Desk	Account Number: 0204	Department: CITY MANAGER
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Program Description:

The Information Clerk receives service requests from citizens and forwards these requests to the appropriate departments and divisions. Periodic analysis of the type and number of service requests received is made as a part of the continuous evaluation to strengthen the City's services.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>+\$3,900</u>
Net Change	<u>+\$3,900</u>

Program Change

No changes are anticipated.

Current Level Change

Merit Raises	+\$ 500
Custodial Services	+ 3,400

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Service request calls received	NA	12,036	13,000
Recorder calls received	NA	963	1,000
Calls referred to other agencies	NA	1,890	1,900
General information provided:			
At window	NA	9,915	9,950
By telephone	NA	10,650	10,700

PERFORMANCE DATA

Activity Title: Public Information	Account Number: 0206	Department: CITY MANAGER
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Program Description:
 This activity includes funds for the publication of periodic reports regarding accomplishments of the City government. Also membership fees for National and State organizations to which the City belongs are budgeted for the activity.

Comments on Budgeted Program:	Net Program Change	\$+2,700
	Net Current Level Change	-600
	Net Change	\$+2,100
 <u>Program Change</u>		
Funds are provided for an Annual Report for the City (\$+3,000). Dues and subscriptions increase (\$+500) while advertising decreases(\$-800).		
 <u>Current Level Change</u>		
Misc. Contractual Services	\$-300	
Printing & Office Supplies	-300	

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

RECORDER'S COURT

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$33,516	\$44,060	
Contractual Services	4,575	4,097	
Commodities	2,005	1,750	
Capital Outlay	<u>630</u>	<u>568</u>	
TOTAL	\$40,725	\$50,475	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Turnover results in lower Personal Services requirements for 1965.	\$	\$ 400

PROGRAM CHANGES

1. Three additional clerical personnel were added to the staff in accordance with recommendations provided by a Public Administration Service study of the Court.	11,376	
2. The addition of clerical staff eliminates the need for vacation relief.		496

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None		
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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Recorder's Court	0300	RECORDER'S COURT		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 30,409	\$ 33,516	\$ 44,060	\$
Contractual Services	3,402	4,574	4,097	
Commodities	947	2,005	1,750	
Capital Outlay	264	630	568	
TOTAL	\$ 35,022	\$ 40,725	\$ 50,475	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Judge	-	\$12,500	1.00	1.00	1.00	12,500	12,500
Clerk - Recorder's Court	21	404-514	1.00	1.00	1.00	5,592	5,592
Clerk III	16	316-404	-	-	3.00	0	11,376
Clerk Stenographer II	16	316-404	1.00	1.00	1.00	3,792	3,888
Bailiff - Recorder's Court	15	302-384	1.00	1.00	1.00	4,392	3,792
Clerk II	13	274-348	2.00	2.00	2.00	6,744	6,912
Vacation Relief	10	236-302	.15	.15	-	496	0
Total 105						\$33,516	\$44,060
GRAND TOTAL			6.15	6.15	9.00	\$33,516	\$44,060

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Recorder's Court	Account Number: 0300	Department: RECORDER'S COURT
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Program Description:

The Recorder's Court is officially designated as a Court of Record. It has jurisdiction to try all offenses against the laws and ordinances of the City of Savannah, and also Chatham County offenses by virtue of contract with the County Commissioners and serves as a Committal Court for all State offenses.

Comments on Budgeted Program:

Program Change

Provision is made for three additional clerical personnel at a cost of +\$11,376. Vacation relief no longer required(-\$496).

Net Program Change	\$10,880
Net Current Level Change	- 1,125
Net Change	\$+ 9,755

Current Level Change

Transportation	-\$200
Dues, subscriptions	- 275
Office Supplies	- 250
Turnover	- 400

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Traffic Cases	18,388	15,000	20,000
Criminal Cases	7,774	6,500	8,500
Warrants Issued	1,876	3,500	4,500

LEGAL

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$17,000	\$17,000	
Contractual Services	5,690	5,690	
Commodities	350	350	
Capital Outlay	<u>0</u>	<u>0</u>	
TOTAL	\$23,040	\$23,040	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	<u>\$</u>	<u>\$</u>
1. No changes proposed.		

PROGRAM CHANGES

1. None

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Legal	1000	LEGAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 17,004	\$ 17,000	\$ 17,000	\$
Contractual Services	5,602	5,690	5,690	
Commodities	324	350	350	
Capital Outlay	0	0	0	
TOTAL	\$ 22,930	\$ 23,040	\$ 23,040	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
City Attorney	-	Unclass.	1.0	1.0	1.0	\$ 8,000	\$ 8,000
Assistant City Attorney	-	Unclass.	.5	.5	.5	4,500	4,500
Assistant City Attorney	-	Unclass	.5	.5	.5	4,500	4,500
Total 105						\$17,000	\$17,000
GRAND TOTAL			2.0	2.0	2.0	\$17,000	\$17,000

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Legal	Account Number: 1000	Department: LEGAL
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Program Description:

This department represents the City in all suits, litigations and necessary hearings. The department prepares ordinances and necessary documents as required by official action of the Mayor and Aldermen and reviews and approves all other contracts and other legal instruments of the City. This department also investigates and processess all claims against the City.

Comments on Budgeted Program:

Net Program Change	\$	0
Net Current Level Change		0
Net Change	\$	0

Program Change

No program change expected.

Current Level Change

No anticipated current level changes in 1965.

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

REGISTRATIONS AND ELECTIONS

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 0	\$ 0	
Contractual Services	2,405	3,765	
Commodities	15	0	
Capital Outlay	<u>8,500</u>	<u>0</u>	
TOTAL	\$10,920	\$3,765	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. No additional voting machines are to be purchased in 1965.	\$	\$ 8,500
2. Rental charge for storage increases due to additional machines purchased in 1964.	600	
3. The payment for voting machines purchased in a previous year is budgeted. In previous years this was an unbudgeted item.	910	

PROGRAM CHANGES

1. None

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Registrations and Elections	1200	REGISTRATIONS AND ELECTIONS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	2,460	2,405	3,765	
Commodities	0	15	0	
Capital Outlay	0	8,500	0	
TOTAL	\$ 2,460	\$ 10,920	\$ 3,765	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Registrations and Elections	Account Number: 1200	Department: REGISTRATIONS AND ELECTIONS
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Program Description:
 This activity is responsible for the maintenance and safe keeping of all voting machines, and the general expense of all City elections. This department is also responsible for the registration of city voters. Registration, however, is handled by the County Board of Registrars, through an agreement with Chatham County.

Comments on Budgeted Program:	Net Program Change	0
	Net Current Level Change	<u>\$-7,150</u>
	Net Change	<u>\$-7,150</u>
 <u>Program Change</u>		
No cost change anticipated.		
 <u>Current Level Change</u>		
New voting machines	\$-8,500	
Rent	+ 600	
Machine purchase payment	+ 900	
Maintenance service	- 150	

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
FINANCE	1410-20-30-41 42-43-51-52-60	General Government	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 192,597	\$ 213,721	\$ 222,758	\$
Contractual Services	60,346	98,101	120,150	
Commodities	23,514	24,773	25,245	
Capital Outlay	8,023	3,470	3,228	
TOTAL	\$ 284,480	\$ 340,065	\$ 371,381	\$
Budgeted Man Years	45.28	47.95	46.35	
SUMMARY BY ACTIVITIES				
Director's Office	\$ 15,736	\$ 16,569	\$ 19,156	\$
Accounting	48,185	79,098	95,903	
Tax Assessor	52,068	57,274	59,890	
Current Revenue Collection	72,924	66,597	69,544	
Delinquent Revenue Collection	46,478	45,932	39,985	
Parking Lot	3,673	4,890	4,863	
Purchasing	33,970	26,605	26,769	
Supplies Management	N. A.	20,531	21,151	
Research and Budget	10,962	22,569	33,220	
Powder Magazine	484	0	900	
GRAND TOTAL	\$284,480	\$340,065	\$371,381	

CITY OF SAVANNAH, GEORGIA

<u>Object</u>	<u>FINANCE</u>		
	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$213, 721	\$222, 758	
Contractual Services	98, 101	120, 150	
Commodities	24, 773	25, 245	
Capital Outlay	<u>3, 470</u>	<u>3, 228</u>	
TOTAL	\$340, 065	\$371, 381	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. The 1965 budget provides for merit raises granted in July of 1964, step increases granted at the satisfactory completion of probationary period and other pay adjustments.	9, 000	
2. Several positions in the 1964 budget were approved to begin during the year. The 1965 budget reflects the full year's salaries for these positions.	4, 450	
3. Redistribution of custodial services according to cost decreases the charge to the Finance Department.		2, 450
4. Data Processing charges increase. This is a result of a redistribution according to service rendered, and the performance of a special study of accounting systems in 1965.	17, 500	
5. Office equipment requirements decrease in 1965.		2, 300
6. Electrical and building maintenance service charges budgeted in the Finance Department in 1964 are now included in the Custodial Service charge back. This redistribution re-		

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
sults in a decrease of electrical and building maintenance charges to the Finance Department.		900
7. Funds are provided for anticipated increase in professional services costs for the Accounting Office.	4,500	
8. The Powder Magazine requires a new roof in 1965.	900	

PROGRAM CHANGES

1. An Account Clerk position is reclassified to an Accountant for improved service in the Accounting Activity.	1,900	
2. A Clerk Typist II position in the Accounting Office is deleted. A Clerk Stenographer II position is added to the Finance Director's Office for one half year. The transfer and reclassification of this position will provide for the basis of a clerical pool for the Finance Department. In addition the proposed Clerk Stenographer II will assist other departments when Stenos are absent for long periods of time for vacations or extended sicknesses.	1,560	1,560
3. One Administrative Analyst is added to the Research and Budget Office staff. This Analyst will participate in various research projects that are aimed at improving and strengthening municipal services through recommending more efficient operations.	6,300	
4. One Revenue Investigator position is deleted due to improved systems and operating procedures.		3,792
5. Two clerical positions are deleted in the Treasurer's Office due to improved systems and procedures. The main improvement has been in the area of parking ticket procedures although other improvements have been made which have assisted in the elimination of these two clerical positions.		5,808

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
6. Provisions is made for centralized budgeting of advertising expenses for purchase of routine commodities and contractual services. In previous years attempts have been made to distribute advertising costs to the various using activities. This practice has proved to be both time consuming and inaccurate.	350	
7. The Parking Lot Attendent Station at the Municipal Parking Lot requires replacement. The present unit is of wood construction and the roof requires replacement. In addition, the present facility does not permit adequate protection from the weather for the attendant and appropriate sight control of the Parking Lot. The wooden building will be replaced with a metal type building.	1,000	
8. The first phase of the warehouse stocking study is completed in 1964. This study recommends the installation of modern, up to date bins that provide for effective and efficient means of commodity storage.	750	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. The Research and Budget Division's request for six additional Analysts and for necessary clerical assistance was reduced to one employee. The Research and Budget Division's request was based on the comprehensive Research and Budget program that would assist in the development of work measurement standards throughout the City's organization. In addition, this program would provide necessary staff time to help departments plan programs three or more years ahead.	30,800
2. Request of the Purchasing Division to add an additional Buyer to their staff was deleted.	5,213
3. Request of the Director's Office for an Administrative Analyst to assist the Director with short research projects, routine financial reporting, and assist in the development of department wide systems and procedures was deleted.	5,793

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
4. Purchasing Office request for \$2,780 worth of new bins to provide for additional storage of warehouse commodities was decreased.		2,037
5. Purchasing Office request for an additional Clerk Typist was deleted as it is anticipated that the routine purchasing clerical work load will decrease as a result of the accounting system study proposed for 1965.		3,966

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Director's Office	1410	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 14,034	\$ 14,496	\$ 16,296	\$
Contractual Services	912	1,727	1,637	
Commodities	290	346	350	
Capital Outlay	500	0	873	
TOTAL	\$ 15,736	\$ 16,569	\$ 19,156	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Finance Director	34	\$ 756-966	1	1	1	\$ 10,512	\$ 10,008
Account Clerk	16	316-404	1	1	1	3,984	4,392
Clerk Stenographer II	16	316-404	-	-	.5	0	1,896
Total 105						\$14,496	\$16,296
GRAND TOTAL			2	2	2.5	\$14,496	\$16,296

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Director's Office	Account Number: 1410	Department: FINANCE
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Program Description:

The Finance Director is responsible for directing, supervising, and coordinating the activities of the Finance Department.

Comments on Budgeted Program:	Net Program Change	+\$2,700
	Net Current Level Change	- 100
	Net Change	+\$2,600

Program Change

A Clerk Stenographer II position for one-half year (+\$1,896) and office equipment (+\$773) are added. This will provide flexible clerical assistance to the various activities of the Finance Department. Two clerical positions are being deleted in other activities of the department.

Current Level Change

Personal Services	-\$100	Custodial Services	-\$300
Office Equipment	+ 100	Transportation	+ 200

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Petitions processed	NA	65	75
Letters written	NA	130	145
Inter-departmental memos	NA	250	275
Intra-departmental memos	NA	125	135
Investments reviewed	NA	50	70
Special Inquireies answered	NA	25	30
Employee Requisitions approved	NA	15	15
Personnel actions papers approved	NA	130	125
Pensioners added (net)	NA	13	16

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Accounting	1420	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 29,863	\$ 40,308	\$ 40,704	\$
Contractual Services	15,813	35,790	52,199	
Commodities	2,335	3,000	3,000	
Capital Outlay	174	0	0	
TOTAL	\$ 48,185	\$ 79,098	\$ 95,903	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Comptroller	29	\$ 594-756	.36	1.00	1.00	7,488	7,848
Accountant	24	466-594	1.29	1.00	2.00	5,844	12,360
Bookkeeping Mach. Opr.	16	316-404	1.00	1.00	1.00	3,984	3,984
Clerk Stenographer II	16	316-404	.36	1.00	1.00	3,984	4,176
Account Clerk	16	316-404	2.72	4.00	3.00	15,552	12,336
Clerk Typist II	14	288-316	1.00	1.00	0	3,456	0
Total 105						\$40,308	\$40,704
GRAND TOTAL			<u>6.73</u>	<u>9.00</u>	<u>8.00</u>	<u>\$40,308</u>	<u>\$40,704</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA**Activity Title:**

Accounting

Account Number

1420

Department:

FINANCE

Program Description:

This activity maintains the general ledger on all City funds, maintains various internal controls over all collections and disbursements, prepares periodic financial reports, supervises preparation of payrolls, maintains various insurance records, invests all funds not currently needed, disburses on all City obligations, periodically audits specific receivable accounts, reconciles bank balances, prepares special financial reports, and assists in the development of the financial program of the City.

Comments on Budgeted Program:

Net Program Change	-\$ 1,724
Net Current Level Change	+ 18,500
Net Change	<u>+\$16,776</u>

Program Change

A Clerk Typist II position is deleted (-\$3,624) due to operating efficiencies. An Accountant position is added in lieu of an Account Clerk position (+\$1,900).

Current Level Change

Merit Pay	+\$2,100	Custodial Services	+\$800
Professional Fees	+ 4,300	Communications	+ 100
Data Processing	+12,800		

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET
	1963	1964	1965
Prepare Journal entries	1,089	1,452	1,452
Post General & Subsidiary Ledgers	1,089	30,419	30,419
Prepare Trial Balances	156	240	240
Letters & Service Orders typed	4,150	2,379	2,379
Sundry Bills made	200	2,652	2,652
Pre-audit of Req., S/O, & Bud. Ad.	12,000	14,961	14,961
Vouchers issued by office	1,650	1,663	1,663
Vouchers & misc. documents filed	27,200	25,789	25,789
Acc. & Damage Reports processed	1,000	1,158	1,158
Analysis of Sundry accounts	38	72	72
Audit Treasurer's Daily Reports	253	255	254
Special studies - Man Hours	NA	322	322
Insurance Premium Tax Returns	NA	2,376	2,376
Post Audit - Service Orders	3,750	6,477	6,477
Reconcile Bank Accounts	288	318	318
Outside Auditing - Hours	NA	280	320
Bonds and Coupons handled	NA	3,888	3,888
Weekly & Semi-monthly Payrolls	76	76	76
Other misc. items processed	NA	5,875	5,875

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Tax Assessor	1430	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 38,745	\$ 39,464	\$ 42,344	\$
Contractual Services	9,991	14,386	14,046	
Commodities	3,332	3,424	3,500	
Capital Outlay	0	0	0	
TOTAL	\$ 52,068	\$ 57,274	\$ 59,890	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Tax Assessor	28	\$ 566-720	1.00	1.00	1.00	\$ 6,792	\$ 7,488
Property Appraiser	20	384-490	1.00	1.00	1.00	5,088	4,848
Clerk IV	19	366-466	2.00	2.00	2.00	8,784	10,176
Clerk III	16	316-404	0	0	1.00	0	3,792
Clerk II	13	274-348	4.00	4.00	3.00	14,184	11,064
Clerk Stenographer I	13	274-348	1.00	1.00	1.00	3,624	3,984
Clerk I (P. S.)	10	236-302	.70	.35	.35	992	992
Total 105						\$39,464	\$42,344
GRAND TOTAL			<u>9.70</u>	<u>9.35</u>	<u>9.35</u>	<u>\$39,464</u>	<u>\$42,344</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Tax Assessor	Account Number: 1430	Department: FINANCE
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Program Description:

This activity values and assesses all real and personal property within the City which is liable for taxation.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	+\$2600
No change included at this time.	Net Change	+\$2600

Current Level Change

Merit Pay	+\$2,900
Professional Fees	+ 600
Data Processing	+ 200
Custodial Services	- 1,100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>REAL PROPERTY</u>			
Valuation Changes, Address			
Changes & Transfers Processed	3,938	5,500	12,000
Properties Inspected in Field	2,000(Est)	2,500	2,500
New Improvements Added	620	550	700
Improvements Razed	137	200	250
Objections to Valuation Processed	238	175	7,000
Properties Checked for D. P. I.	1,308	1,400	2,000
Properties Checked for Fire Dept.	322	350	400
Number Parcels Added to Digest	No Record	100	100
<u>PERSONAL PROPERTY</u>			
Indv. Per. Prop. Renditions Rec'd.	23,153	27,000	27,000
Bus. Per. Prop. Renditions Rec'd.	2,025	2,800	3,000
Indv. Per. Prop. Assessments	Not available	3,000	3,000
Bus. Per. Prop. Assessments	Not available	700	700
Indv. Per. Prop. Accts. Cancelled	Not available	300	300
Bus. Per. Prop. Accts. Cancelled	Not available	50	100
Total Per. Prop. Accounts Billed	28,500(Est)	30,000	34,000
Automobile Assessments Made	6,682	6,000	5,500

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Current Revenue Collection	1441	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 46,639	\$ 36,036	\$ 30,624	\$
Contractual Services	18,322	21,336	29,795	
Commodities	7,963	9,225	9,125	
Capital Outlay	0	0	0	
TOTAL	\$ 72,924	\$ 66,597	\$ 69,544	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
City Treasurer	28	\$ 566-720	1.0	.5	.5	\$ 3,564	\$ 3,744
Clerk IV	19	366-466	1.0	1.0	1.0	5,088	5,088
Clerk III	16	316-404	2.3	0	0	0	0
Clerk II	13	274-348	4.0	4.0	4.0	13,824	14,160
Clerk I	10	232-302	2.0	2.0	0	5,952	0
Account Clerk	16	316-404	1.0	1.0	1.0	3,984	4,176
Parking Meter Coin Coll.	12	260-332	1.0	1.0	1.0	3,624	3,456
Total 105						\$36,036	\$30,624
GRAND TOTAL			12.3	9.5	7.5	\$36,036	\$30,624

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Current Revenue Collection	1441	FINANCE

Program Description:

This activity is responsible for the collection of all revenues of the City; the issuance of business licenses, permits, street maintenance badges, and dog tags; the deposit of all monies collected by the City; and the preparation of daily cash receipt reports.

Comments on Budgeted Program:	Net Program Change	-\$6,000
<u>Program Change</u>	Net Current Level Change	+ 8,950
Two Clerk II positions have been deleted due to improved systems(-\$6,000)	Net Change	+\$2,950

Current Level Change

Merit Pay	+\$ 600
Data Processing	+ 10,200
Professional Fees	- 550
Custodial Services	- 1,100
Miscellaneous	- 200

WORK LOAD STATISTICS	ACTUAL 1963*	ESTIMATE 1964	BUDGET 1965
Queries received	7,000	6,000	6,000
Business Licenses collected	6,500	6,500	7,000
Miscellaneous Licenses collected-			
Street Maintenance, Dog Tags	5,000	6,000	6,500
Real Property Accounts collected	45,000	50,000	50,000
Personal Property Accounts collected	33,500	37,500	46,500
Miscellaneous Accounts collected	130,000	150,000	150,000
Number of Payments received by mail	175,000	200,000	215,000
Amount of payments received by mail	\$ 7,650,000	\$ 8,100,000	\$ 9,000,000
Number of payments received over counter	45,000	50,000	55,000
Amount of payments received over counter	\$ 850,000	\$ 900,000	\$ 1,000,000
Real Estate transfers checked	4,300	4,500	4,500
Parking Meters collected from	95,000	96,000	97,000
Traffic Citations paid over counter	0	5,200	5,000
Traffic Citations paid by mail	10,000	10,000	10,000
Police Station	10,000	10,000	10,000
Traffic Citations paid at Box at City Hall	0	100	1,000
Traffic Citations paid-Recorder's Court	800	1,000	1,300
Traffic Citations to Traffic Eng.	1,500	1,500	1,000

*Estimated.

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Delinquent Revenue Collections	1442	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 24,327	\$ 25,848	\$ 22,416	\$
Contractual Services	11,798	12,859	11,804	
Commodities	6,577	5,525	5,525	
Capital Outlay	3,776	1,700	240	
TOTAL	\$ 46,478	\$ 45,932	\$ 39,985	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Assistant City Treasurer	23	444-566	.50	1.00	1.00	\$ 6,792	\$ 6,792
Revenue Investigator	16	316-404	3.00	3.00	2.00	11,952	8,160
Account Clerk	16	316-404	1.00	1.00	1.00	3,984	4,176
Clerk Stenographer I	13	274-348	0	1.00	0	3,120	0
Clerk II	13	274-348	.19	0	1.00	0	3,288
City Marshal	30		.50	0	0	0	0
Clerk Typist II	14		2.00	0	0	0	0
Total 105						\$25,848	\$22,416
GRAND TOTAL			<u>7.19</u>	<u>6.00</u>	<u>5.00</u>	<u>\$25,848</u>	<u>\$22,416</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA**Activity Title:**

Delinquent Revenue Collections

Account Number

1442

Department:

FINANCE

Program Description:

The personnel of this activity are responsible for the collection of all delinquent receipts owed the City, which include taxes, water and sewer bills, business licenses and permits, insurance premiums, street maintenance tags, and other types of licenses, permits and receipts.

Comments on Budgeted Program:Program Change

A Revenue Investigator position is deleted due to operating economies (-\$3,800). No other major changes are anticipated.

Net Program Change - \$3,800

Net Current Level Change - 1,100

Net Change - \$5,900

Current Level Change

Merit Pay +\$ 400
Data Processing + 600
Custodial Services - 300
Equipment Replacement - 1,100

Insurance -\$ 300
Professional Fees- 200
Miscellaneous - 200

WORK LOAD STATISTICS	ACTUAL 1963*	ESTIMATE 1964	BUDGET 1965
Queries received	4,000	4,500	5,000
Business Licenses collected	900	1,000	1,150
Real Property Accounts collected	6,000	6,550	7,000
Personal Property Accounts collected	8,500	10,000	12,000
Paving Accounts collected	100	120	150
Miscellaneous Accounts collected	900	1,000	1,100
No. of Payments by Mail	13,000	15,000	17,000
Amt. of Payments by Mail	664,200	666,000	697,500
No. of Payments at Counter	3,400	3,670	4,400
Amt. of Payments at Counter	73,800	74,000	77,500
Telephone Checks made	3,500	4,320	4,000
Field Investigations made	2,800	3,000	3,500
Licenses issued as result of Field Investigation	100	100	300
Summons, Garnishments delivered	40	50	50
No. License Transfers processed	175	200	250
Parcels of Real Property Sold	300	325	200
No. of miscellaneous unclaimed items sold	175	200	250
*Estimate			

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Parking Lot	1443	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 3,470	\$ 4,696	\$ 3,630	\$
Contractual Services	108	86	125	
Commodities	95	108	108	
Capital Outlay	0	0	1,000	
TOTAL	\$ 3,673	\$ 4,890	\$ 4,863	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Laborer	10	\$ 236-302	1	1	1	\$ 2,675	\$ 2,880
Total 105						\$2,675	\$2,880
Extra help, vacation relief and overtime						2,021	750
Total 155						\$2,021	\$ 750
GRAND TOTAL			1	1	1	\$4,696	\$3,630

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Parking Lot	Account Number: 1443	Department: FINANCE
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Program Description:

This division operates the City Parking Lot.

Comments on Budgeted Program:	Net Program Change	-0-
<u>Program Change</u>	Net Current Level Change	-0-
No major changes are anticipated.	Net Change	-0-
 <u>Current Level Change</u>		
Building Replacement	+\$1,000	
Reduced Sick Leave Relief	- 1,200	
Merit Pay	+ 200	

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Purchasing	1451	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 27,426	\$ 18,312	\$ 20,328	\$
Contractual Services	1,852	7,268	4,916	
Commodities	1,616	1,025	1,525	
Capital Outlay	3,076	0	0	
TOTAL	\$ 33,970	\$ 26,605	\$ 26,769	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Purchasing Agent	28	\$ 566-720	1.00	1.00	1.00	\$ 6,792	\$ 7,488
Buyer	21	404-514	.36	1.00	1.00	5,088	5,592
Clerk Typist II	14	288-366	1.00	1.44	2.00	3,456	7,248
Clerk Typist I	11	248-316	1.00	.56	0	2,976	0
Total 105						\$18,312	\$20,328
GRAND TOTAL			<u>3.36</u>	<u>4.00</u>	<u>4.00</u>	<u>\$18,312</u>	<u>\$20,328</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Purchasing	Account Number 1451	Department: FINANCE
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Program Description:

This activity is responsible for the purchase of materials, supplies and equipment used by the City Departments. The activity also advertises, receives and tabulates the bids for contracts which are to be let by other departments.

Comments on Budgeted Program:	Net Program Change	+\$350
<u>Program Change</u>	Net Current Level Change	- 150
Provision is made for payment of routine advertising expenses(+350). This cost has previously been distributed to other activities. This practice is inefficient and not accurate.	Net Change	+\$200
<u>Current Level Change</u>		
Merit Pay	+\$1,200	Custodial Service
Reclassification	+ 800	Office Supplies
Data Processing	- 2,800	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Requisition for Material & Supplies Processed	8,173	8,320	8,450
Specifications prepared	295	224	275
Written Bids and contracts received	1,586	1,706	2,000
Value awarded	\$2,200,000	\$2,609,938	\$3,000,000
Oral Bids received	4,765	6,842	5,700
Value awarded	\$ 127,550	\$ 193,212	\$ 165,000
Telephone calls made	7,562	8,186	8,000
Telephone calls received	16,087	16,056	16,500
Salesmen interviewed	2,675	2,358	2,560
Supply catalogs maintained	1,543	1,690	1,750
Purchase Orders processed	8,081	8,136	8,200
Commodities on Purchase Agreements: Number	75	84	125
Agreements: Value	\$ 397,000	\$ 488,502	\$ 750,000
General Correspondence prepared	1,401	1,724	1,500
Outgoing mail stamped-			
Purchasing	14,500	15,102	16,000
Total All Departments outgoing mail stamped	421,000	437,700	440,000
Office Supply Requisitions filled	1,560	1,074	1,500
Monthly reports-Xerox, Office Supplies, Custodial Charges	36	42	42
Weekly Mail Report All Depts.	52	52	52

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Supplies Management	1452	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ N. A.	\$ 15,647	\$ 17,040	\$
Contractual Services	N. A.	3,529	2,711	
Commodities	N. A.	855	650	
Capital Outlay	N. A.	500	750	
TOTAL	\$ N. A.	\$ 20,531	\$ 21,151	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Warehouse Supervisor	17	\$ 332-424	1	1	1	\$ 3,984	\$ 4,608
Storekeeper	15	302-384	2	2	2	7,608	8,170
Clerk II	13	274-348	1	1	1	3,456	3,792
Total 105						\$15,048	\$16,570
Overtime						599	470
Total 155						\$ 599	\$ 470
GRAND TOTAL			<u>4</u>	<u>4</u>	<u>4</u>	<u>\$15,647</u>	<u>\$17,040</u>

PERFORMANCE DATA

Activity Title: Supplies Management	Account Number: 1452	Department: FINANCE
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Program Description:

This activity is directed by the Purchasing Agent and is responsible for the stocking and issuing of a wide variety of materials and supplies to the operating departments and divisions of the City.

Comments on Budgeted Program:	Net Program Change	+ \$750
<u>Program Change</u>	Net Current Level Change	- 150
Provision is made for installation of a portion of total requirements for new, modern storage bins (\$750).	Net Change	+ \$600
<u>Current Level Change</u>		
Merit Pay +\$1,500	Transportation	- \$150
Overtime - 100	Electrical Maintenance	- 300
Equipment Replacement - 500	Building Maintenance	- 600

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Line items issued over counter	276,000	324,256	350,000
Line items issued after regular hours	350	244	250
Issue receipts prepared	7,300	9,234	9,500
Items posted to records	15,600	16,242	17,000
Requisitions for Material & Supplies prepared	756	1,710	1,800
Monthly charge reports prepared	12	12	12
Items placed in inventory	289,000	295,980	300,000

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Research and Budget	1460	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 8,093	\$ 18,914	\$ 29,376	\$
Contractual Services	1,066	1,120	2,017	
Commodities	1,306	1,265	1,462	
Capital Outlay	497	1,270	365	
TOTAL	\$ 10,962	\$ 22,569	\$ 33,220	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Research and Budget Director	32	\$ 686-876	1.0	1.0	0	\$ 8,640	\$ 0
R & B. Coordinator	29	594-756	0	0	1.0	0	8,232
Administrative Analyst	23	444-566	1.0	1.6	3.0	8,258	17,352
Clerk Typist II	14	288-366	0	.5	1.0	<u>2,016</u>	<u>3,792</u>
Total 105						\$18,914	\$29,376
GRAND TOTAL			<u>2.0</u>	<u>3.1</u>	<u>5.0</u>	<u>\$18,914</u>	<u>\$29,376</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Research and Budget	Account Number: 1460	Department: FINANCE	
Program Description: Under the direction of the Finance Director the Research and Budget Division prepares the proposed annual budget and administers the budget as adopted by the Mayor and Aldermen. This division also studies and reviews operating procedures and departmental programs.			
Comments on Budgeted Program:			
		Net Program Change	+\$6,300
		Net Current Level Change	+ 4,350
		Net Change	+\$10,650
<u>Program Change</u> One Administrative Analyst is added to assist in the development of more efficient municipal services (\$6,300).			
<u>Current Level Change</u>			
Merit Pay	+\$ 300	Full year salaries for positions	
Custodial Service	+ 700	approved to begin during 1964 - +\$4,650	
Office Equipment	- 1,300		
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Employee Requisitions processed	147	450	450
Quota Revisions reviewed	3	55	35
Travel Requests processed	175	75	75
Budget Adjustments reviewed	20	325	350
Letters written	NA	110	135
Memoranda prepared	NA	140	150

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE Powder Magazine		ACTIVITY ACCOUNT NO. 1470		DEPARTMENT FINANCE	
MAJOR OBJECT CLASSIFICATION		ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services		\$	\$	\$	\$
Contractual Services		484	0	900	
Commodities					
Capital Outlay					
TOTAL		\$ 484	\$ 0	\$ 900	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

PERSONNEL

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$30,641	\$34,264	
Contractual Services	15,941	20,364	
Commodities	4,915	6,310	
Capital Outlay	<u>1,045</u>	<u>770</u>	
TOTAL	\$52,542	\$61,708	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. Data Processing charges increase due to changes in charge backs for services. In addition, the Data Processing Center will provide added services to the Personnel Department, particularly in the form of statistical analysis, record maintenance and routine recruitment.	1,700	
2. A revised custodial services charge back system requires the Personnel Department to pay a larger share of custodial services.	1,000	
3. Dues and subscription requirements decrease.		400
4. Current level maintenance requirements for the Personnel Offices are deleted in 1965 as these services are provided by the custodial activity. Office equipment expenditures decrease.		500
5. The 1965 budget provides for merit raises granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	1,900	
6. Travel expenses for 1965 decrease.		600

	Increase \$	Decrease \$
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PROGRAM CHANGE

- | | | | |
|----|---|-------|--|
| 1. | Funds have been provided for soundproofing and partitioning a part of the present Personnel Office. In addition, a vacant section of the Gamble Building will be painted so as to provide larger testing facilities for the Personnel Department. | 2,930 | |
| 2. | Provision is made for printing a Personnel Manual and Employee Handbook, revised Personnel Forms Manual, revised Personnel Rules Manual and a revised Position Classification Plan. | 1,500 | |
| 3. | Additional funds are provided for improved professional assistance in test services. | 500 | |
| 4. | Funds are provided for a part time clerical position. This employee assists the department with routine typing of announcements, newsletters, manuals and miscellaneous employee rosters. In addition, the employee serves as departmental receptionist and assists in various recruitment phases of the department's activities. | 1,728 | |

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

- | | | | |
|----|---|--|-------|
| 1. | A request to add a Clerk-Typist II position for half a year and related office equipment was deleted. | | 2,467 |
| 2. | Request for additional electric typewriters, typing tables and chairs for additional employees and for the testing program of the department were deleted. | | 1,270 |
| 3. | A copying machine and a duplicating machine was deleted. The department can use the central equipment currently available. | | 2,100 |
| 4. | A program request to provide for a comprehensive employee training program was deleted due to lack of funds. This program change request included personnel, special tuition and course fees as well as necessary printing and office equipment and other | | |

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
costs related to comprehensive training program.		14,489
5. Request for an actuarial study of the City's retirement and pension programs was deleted.		9,000
6. Request for the purchase of a vision testing machine was deleted as deletion of request for additional personnel reduced staff time available and consequently eliminated man power required to operate the vision testing program.		675
7. Request for purchase of an automobile was denied. The pool car can be used by this department.		1,750
8. Request for an Employees' Suggestion Program and Service Award Program was deleted due to lack of available funds.		1,633

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Personnel	1600	PERSONNEL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 20,318	\$ 30,641	\$ 34,264	\$
Contractual Services	15,685	15,941	20,364	
Commodities	2,175	4,915	6,310	
Capital Outlay	902	1,045	770	
TOTAL	\$ 39,080	\$ 52,542	\$ 61,708	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Personnel Director	32	\$ 686-876	1.00	1.00	1.00	\$ 9,072	\$ 10,008
Personnel Technician	23	444-566	1.00	2.00	2.00	10,529	11,074
Personnel Clerk	16	316-404	.43	1.00	1.00	3,792	3,984
Clerk Stenographer II	16	316-404	1.00	1.00	1.00	3,792	3,888
Clerk Typist II	14	288-366	2.00	1.00	1.50	3,456	5,310
Total 105						\$30,641	\$34,264
GRAND TOTAL			5.43	6.00	6.50	\$30,641	\$34,264

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Personnel	1600	PERSONNEL

Program Description: This department assists all other departments and divisions of the City to obtain and retain capable and effective employees. The department conducts a program of recruitment and examination; maintains and administers the pay and classification plans; conducts and assists in departmental training programs, carries on a city-wide safety program; handles personnel transactions in relation to hiring, transfer, probations, promotions, attendance, leaves, separations, and appeals of grievances, and conducts studies essential to a sound personnel program.

Comments on Budgeted Program:	Net Program Change	+\$6,600
<u>Program Change</u>	Net Current Level Change	+\$2,600
Funds are provided for a part time	Net Change	+\$9,200

clerical position (+\$1700). This employee assists with general typing and other clerical assignments related to increased workload. Several manuals will be published in 1965 (+1500). Soundproofing a part of present office and improved testing area is proposed (+2930). Improved test service (+500).

Current Level Change

Merit Pay and Salary Adjustments	\$+1,900	Custodial Service	+ 1,000
Transportation	- 600	Office Equipment	- 500
Data Processing	+1,700	Miscellaneous	- 900

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Recruitment and Selection:			
Advertisements published	134	170	167
Applications	1,848	2,088	2,297
Written examinations held	99	200	170
Examinees, written exams	991	1,300	1,254
Oral examinations held	22	25	24
Examinees, oral exams	126	200	180
Agility tests given	7	25	24
Examinees, agility tests	40	114	129
Performance examinations held	10	32	35
Examinees, performance exams	35	700	700
Appointments	242	314	345
Personnel Actions:			
Promotions	NA	48	55
Demotions	NA	6	7
Transfers	NA	50	55
Suspensions	143	21	20
Separations	286	240	211
Classification and Pay:			
Classes created	42	20	20
Classes abolished	27	15	20
Pay Range changes	1,200	20	26
Union Committee Meetings	11	12	12

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
PUBLIC IMPROVEMENTS	2010-20-30-31-32 40-51-52-53-60	Public Improvements	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 883,468	\$971,479	\$ 999,739	\$
Contractual Services	121,370	141,583	123,730	
Commodities	225,803	266,782	278,235	
Capital Outlay	119,216	152,284	108,400	
TOTAL	\$1,349,857	\$1,532,128	\$1,510,104	\$
Budgeted Man Years	267	272.3	275.5	
SUMMARY BY ACTIVITIES				
Director's Office	\$ 22,371	\$ 31,423	\$ 35,694	\$
Engineering	55,683	70,853	76,096	
Streets and Sanitation Office	26,598	32,581	51,167	
Paved Streets and Sidewalks	126,516	130,026	133,935	
Maintenance Unpaved Streets	150,316	225,260	186,810	
Drainage Maintenance	68,585	122,127	98,954	
Refuse Collection	612,568	600,463	632,840	
Refuse Disposal	44,326	77,410	51,807	
Street Cleaning	196,268	188,883	187,743	
Inspectional Service	<u>46,626</u>	<u>53,102</u>	<u>55,058</u>	
GRAND TOTAL	\$1,349,857	\$1,532,128	\$1,510,104	

CITY OF SAVANNAH, GEORGIA

PUBLIC IMPROVEMENTS

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$971,479	\$999,739	
Contractual Services	141,485	123,730	
Commodities	266,782	278,235	
Capital Outlay	<u>152,284</u>	<u>108,400</u>	
TOTAL	\$1,532,030	\$1,510,104	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Provision is made for merit increases granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 13,900	\$
2. Salary savings deductions have decreased as turnover and vacancies have been less than anticipated.	3,250	
3. Operating economies have made possible a savings in overtime allocations.		2,000
4. The replacement of vehicular and construction equipment decreases in 1965.		29,400
5. Custodial services costs decrease in 1965.		1,300
6. Radio and electrical maintenance service charges increase in 1965 as these charges are more accurately distributed.	1,200	
7. The charge back by the Shops and Building Maintenance activity increases in 1965. The Shops and Building Maintenance activity will provide additional maintenance to various departmental facilities in 1965.	4,450	
8. Various operating supplies such as construction materials and repair parts were under budgeted in		

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1964. The 1965 budget includes a minimum of funds required to finance the current level program.	6,200	
9. A revised allowance schedule for Inspectors increases transportation cost in the department.	1,100	
10. Accurate distribution of insurance costs increase the allocation to this department in 1965.	950	

PROGRAM CHANGES

1. The Harbor Master's secretary is transferred to the Director's Office from the office of the Clerk of Council. This employee will continue to maintain the Harbor Master's records. This additional employee will also assist the department with increased clerical work loads. 3,600
2. An Inspector for an expanded streets, sidewalk, and weed inspection program is proposed. This position will allow higher level administrative personnel which have previously carried on the inspection program to more effectively use their time. It is also anticipated to begin a routine inspection program of all streets cuts in order to guarantee proper replacement. 6,600
3. The addition of an Engineering Aide III and an Engineering Aide II is proposed in 1965. These employees will assist a Streets Administrator in developing a comprehensive street construction and maintenance program for the City of Savannah. The Aides will primarily conduct a street inventory required by the Chatham Urban Transportation Study. The information gathered by this study will be used in developing comprehensive recommendations for a more adequate program of street maintenance for the City of Savannah in 1966. 10,972
4. In 1964 a new canal and drainage maintenance crew was added. The crew was added in order to operate a newly acquired large drainage machine. The request for the crew and the machine did not include necessary transportation to the work sites for the

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
crew. This transportation will also provide for the routine transportation for necessary small repair parts and lubrication equipment.	2,200	
5. A motor grader and an Equipment Operator III are deleted for the proposed budget. The motor grader and Operator are used primarily as a back-up crew and at times when expensive unpaved street maintenance work must be done after weeks of rain. The present unpaved street maintenance program does not require the routine presence of the grader and Equipment Operator.		8,200
6. Funds are provided for a calculator for the Engineering Activity. This calculator is necessary for making numerous computations in preparing plans and specifications for City projects.	← 850	
7. Request to add a laborer for six months and a lawn mower for expanded weed and grass control on City property in the downtown area is added.	1,600	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. Request to add an additional Clerk Stenographer to the Director's Office was deleted.	4,602
2. Request to purchase an automobile for the Engineering Office was deleted.	2,675
3. Request to add an Engineering Aide III and two Engineering Aide I's in the Engineering Office to handle increased work load was deleted.	12,816
4. A blueprint machine for use in the Engineering Office was deleted.	1,575
5. An additional street maintenance crew and infrared heater and asphalt roller to provide for an Asphalt Street Preventive Maintenance Program was deleted because of lack of funds.	54,816

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
6. An additional street maintenance crew and equipment to provide for a Concrete Street Preventive Maintenance Program was deleted because of lack of funds.		47,636
7. Request to add a construction crew and equipment to the Paved Street Maintenance Activity for the purpose of paving badly deteriorated streets was deleted because of lack of funds.		212,272
8. Request to make extensive repairs to dump trucks in the Unpaved Street Maintenance Activity was deleted because these vehicles are to be replaced in 1965.		10,000
9. Request to add a dump truck to the Drainage Maintenance Activity was deleted because improvements in operating efficiency at the Central Garage will make equipment more readily available for use by this Activity.		4,150
10. Request to add two additional crews to the Drainage Maintenance Activity for improved maintenance of storm drainage ditches was deleted.		111,772
11. Request to add an additional Dumpmaster route to the Refuse Collection Activity was deleted as a portion of this work can be performed by existing personnel and equipment.		48,217
12. Request to add four-man cabs to trucks in the Refuse Collection Activity was deleted.		4,200
13. Funds to make repairs to the existing double-gutter broom mobile sweeper were deleted because this equipment is to be replaced in 1965.		6,050
14. Funds to make repairs to a dump truck in the Street Cleaning Activity were deleted because this vehicle is to be replaced in 1965.		1,500
15. A request to add an additional chipper crew and equipment to the Street Cleaning Activity was deleted.		17,634

	<u>Increase</u>	<u>Decrease</u>
16. Funds to provide for purchasing three automobiles and radios for the Inspectional Services Activity was deleted.	\$	\$ 9,225
17. Request for an Administrative Assistant to assist the Streets Administrator was deleted.		5,300
18. A request to replace a 1957 bulldozer used at the landfill is deleted from the 1965 budget. The bulldozer will be replaced in 1964.		24,000

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Director's Office	2010	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 20,166	\$ 24,283	\$ 28,792	\$
Contractual Services	683	6,165	5,417	
Commodities	922	975	1,485	
Capital Outlay	600	0	0	
TOTAL	\$ 22,371	\$ 31,423	\$ 35,694	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Director	35	\$ 794-1014	1	1	1	\$ 11,040	\$ 11,592
Engineering Aide III	21	404-514	-	1	1	3,867	5,008
Engineering Clerk	16	316-404	1	1	1	4,392	4,392
Clerk Stenographer II	16	316-404	1	1	1	3,984	4,176
Clerk Typist II	14	288-366	1	-	1	0	3,624
Total 105						\$23,283	\$28,792
Extra Help						1,000	0
Total 155						\$1,000	\$ 0
GRAND TOTAL			4	4	5	\$24,283	\$28,792

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Director's Office	Account Number: 2010	Department: PUBLIC IMPROVEMENTS
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Program Description:

The Director is responsible for planning, staffing, directing, and coordinating the public improvement activities of the City.

Comments on Budgeted Program:

Program Change

The Harbor Master Clerk is transferred from Legislative (+3,600). The position will also assist the Director's Office in meeting increased clerical workload.

Current Level Change

Merit Pay	+1,900	Harbor Clearance	+ 250
Overtime	-1,000	Office Supplies	+ 200
Motor Fuels	+ 200	Bldg. Maintenance	- 250
Custodial Service	- 600		

Net Program Change	+ \$3,600
Net Current Level Change	+ 700
Net Change	+ \$4,300

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Memos prepared	NA	1,360	1,425
Letters written	NA	750	800
Purchase requisitions reviewed	NA	2,400	2,500
Personnel requisitions reviewed	NA	75	80
Petitions reviewed	NA	300	325
Contractor's estimates checked	NA	750	800
Engineer's invoices checked	NA	100	150
Service orders filed	NA	16,750	17,000
Personnel strength per work day	NA	3-3/4	5

PERFORMANCE DATA

Activity Title: Engineering	Account Number 2020	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity prepares and/or reviews plans, specifications, cost estimates and contract documents for all City construction work. The Engineering Administrator supervises the work of the building, plumbing and electrical inspectors of the City. The activity also issues permits for work in City streets and administers the assessment paving program.

Comments on Budgeted Program:Program Change

Funds are provided to purchase badly needed technical engineering manuals (+\$150). Allocation is made for the purchase of a calculator (+850).

Current Level Change

Merit Pay	+\$	500
Increased Salary Savings	-	800
Misc. Contractual Services	-	850

Net Program Change	+\$1,000
Net Current Level Change	+\$4,250
Net Change	+\$5,250
Custodial Services	+ 600
Repair Parts	+ 300
Equipment Replacement	+4,500

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Memorandums prepared	792	550	575
Letters written	503	300	300
Service requests and inquiries	10,560	10,000	10,000
Purchase requisitions	200	30	50
Personnel requisitions	30	15	8
Petitions processed	250	225	250
Plans prepared - Water Projects	5	9	10
Sewer Projects	20	9	10
Storm Drainage Projects	25	20	25
Subdivision Plans checked	20	60	55
Special Studies - Man Hours	156	300	300
Construction projects supervised	16	120	120
Estimates prepared or checked	150	165	115
Fieldwork:			
Inspections: Street	3,168	1,000	1,200
Water	100	70	125
Sewer	100	100	125
Drainage	125	300	300
Surveying:			
Survey-Miles	30	35	37
Levels-Miles	40	45	47
Checks after construction LF	15,000	17,000	19,000

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Streets and Sanitation Office	2030	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 23,950	\$ 25,505	\$ 39,400	\$
Contractual Services	1,427	4,156	5,492	
Commodities	1,221	1,405	2,050	
Capital Outlay	0	1,515	4,225	
TOTAL	\$ 26,598	\$ 32,581	\$ 51,167	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Streets Administrator	32	\$ 686-876	1	1	1	9,528	9,528
Engineering Aide III	21	404-514	-	-	1	0	4,848
Engineering Aide II	17	332-424	-	-	1	0	3,984
Sidewalk, St., & Weed Insp.	18	348-444	-	-	1	0	4,176
Clerk-Stenographer II	16	316-404	1	1	1	3,984	4,392
Clerk III	16	316-404	3	3	3	11,568	12,472
Total 105						\$25,080	\$39,400
Overtime						425	0
Total 155						\$ 425	\$ 0
GRAND TOTAL			5	5	8	\$25,505	\$39,400

PERFORMANCE DATA

Activity Title:	Account Number	Department:	
Streets and Sanitation Office	2030	PUBLIC IMPROVEMENTS	
Program Description:			
<p>The Streets Administrator coordinates, supervises and schedules the work program of the Street Maintenance divisions. Clerical work for the sanitation activity is also performed by this office.</p>			
Comments on Budgeted Program:			
	Net Program Change	+\$17,600	
<u>Program Changes</u>	Net Current Level Change	+ 1,100	
A Sidewalk, Street and Weed Inspector	Net Change	+\$18,700	
<p>(+\$4,200) is added to inspect street maintenance repairs and to make property ownership investigations. An Engineering Aide III (+\$4,900) and an Engineering Aide II (+\$4,000) are added to perform and maintain a street inventory. Office supplies, purchases, vehicles and Data Processing services (+\$4,500) will be required to support these increased levels.</p>			
<u>Current Level Changes</u>			
Merit Increases	+\$1,000	Office Equip. +\$1,500 Misc. Cont. Ser. -400	
Insurance	+ 300	Vehicular Equip. - 1,500 Misc. Comm. +200	
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Letters and Memos prepared	NA	750	1,000
Purchase Requisitions initiated	NA	2,300	2,700
Petitions reviewed	NA	55	70
Service Requests completed	NA	10,000	10,000
Service Orders prepared	NA	80	100
Bills prepared and mailed	NA	200	200
Stencils Cut	NA	175	200
Monthly Reports prepared	NA	45	45
Misc. Reports prepared	NA	100	125
Vehicle accidents investigated and reports prepared	NA	70	70
Equip. specifications prepared	NA	42	45
Personnel Transactions:			
Employee Requisitions	NA	50	50
Sick Leave Forms	NA	1,200	1,200
Time Cards checked	NA	19,000	19,000
Personal Injury reports	NA	180	200
Letters to City Physician	NA	140	150
Other Personnel Forms	NA	250	250
Street Inventory:			
(Inspected, Tabulated, Recorded)			
Blocks	NA	NA	6,000
Intersections	NA	NA	6,000

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Paves Streets and Sidewalks	2031	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 59,000	\$ 66,705	\$ 68,193	\$
Contractual Services	7,644	6,442	7,642	
Commodities	49,648	51,909	52,300	
Capital Outlay	10,224	4,970	5,800	
TOTAL	\$ 126,516	\$ 130,026	\$ 133,935	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
St. Maintenance Foreman II	20	\$ 384-490	1	1	1	\$ 4,608	\$ 4,848
Equipment Operator III	16	316-404	1	1	1	3,984	3,984
St. Maintenance Foreman I	15	302-384	2	2	2	7,440	7,776
Equipment Operator I	12	260-332	6	6	6	19,728	19,686
St. Maintenceman II	12	260-332	3	3	3	9,528	9,864
St. Maintenceman I	11	248-316	7	7	7	21,408	21,612
Total						\$66,696	\$67,770
Less Salary Savings (1%)						1,091	677
Total 105						\$65,605	\$ 677
Overtime						1,100	1,100
Total 155						\$ 1,100	\$ 1,100
GRAND TOTAL			20	20	20	\$66,705	\$68,193

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Paved Streets and Sidewalks	Account Number: 2031	Department: PUBLIC IMPROVEMENTS
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Program Description:
This activity is responsible for maintaining 261 miles of permanently surfaced streets and over 200 miles of concrete sidewalks.

Comments on Budgeted Program:	Net Program Change	0	
<u>Program Change</u>	Net Current Level Change	+\$3,900	
No major cost changes are anticipated.	Net Change	+\$3,900	
Current Level Change			
Merit Pay	+\$1,100	Communications	+ 300
Decreased Salary		Machinery Maintenance	- 2,000
Savings	+ 400	Shops & Bldg. Maint.	+ 1,750
Equipment Rental	+ 800	Equipment Replacement	+ 800
Misc. Commodities	+ 750		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Streets:			
Service requested completed	NA	1,000	250
Asphalt repairs made, sq. yds.	13,764	10,000	13,000
Asphalt repairs made, tons	3,441	2,000	3,500
Concrete repairs made, sq. yds.	1,572	2,200	2,200
Concrete repairs made, cu. yds.	262	400	600
Sidewalks:			
Service requests completed	340	450	500
Concrete repairs made, sq. yds.	5,906	12,000	14,000
Concrete repairs made, cu. yds.	984	1,400	1,700
Lineal ft. of curbs replaced	520	1,000	1,000
Repair notices issued	35	200	800

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Maintenance Unpaved Streets	2032	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 94,983	\$ 104,024	\$ 100,783	\$
Contractual Services	17,200	20,353	20,752	
Commodities	17,433	54,493	56,725	
Capital Outlay	20,700	46,390	8,550	
TOTAL	\$ 150,316	\$ 225,260	\$ 186,810	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Streets Superintendent	24	\$ 466-594	1	1	1	\$ 5,888	\$ 6,168
Street Maintenance Foreman II	18	348-444	2	2	2	8,568	8,784
Equipment Operator III	16	316-404	6	8	7	33,792	29,728
Equipment Operator II	12	288-366	3	1	1	3,984	3,984
Equipment Operator I	12	260-332	16	16	16	<u>51,432</u>	<u>52,216</u>
Total						\$103,664	\$100,880
Less Salary Savings (2%)						<u>2,077</u>	<u>2,097</u>
Total 105						\$101,587	\$ 98,783
Overtime						<u>2,437</u>	<u>2,000</u>
Total 155						\$ 2,437	\$ 2,000
GRAND TOTAL			<u>28</u>	<u>28</u>	<u>27</u>	<u>\$104,024</u>	<u>\$100,783</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Maintenance Unpaved Streets	Account Number: 2032	Department: PUBLIC IMPROVEMENTS
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Program Description:
This activity is responsible for maintaining 97 miles of unpaved streets and 85 miles of lanes.

Comments on Budgeted Program:	Net Program Change	-\$ 8,200	
	Net Current Level Change	- 30,250	
	Net Change	-\$38,450	
 <u>Program Change</u>			
One Equipment Operator III and a motor grader are deleted (-\$8,200).			
<u>Current Level Change</u>			
Merit Pay	+\$1,200	Equipment Replacement	-\$33,600
Overtime	- 400	Radio Maintenance	- 300
Insurance	+ 450	Miscellaneous	- 1,300
Shops & Bldg. Maint.	+ 1,500	Tools	- 1,000
Equipment Maint.	+ 3,200		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Service Requests	NA	2,000	2,250
Miles of streets graded	738	750	750
Miles of streets stabilized w/clay	NA	30	40
Cubic yds. of clay for stabilization	NA	7,500	10,000
Cubic yds of rock placed in streets	2,404	2,100	2,500
Cubic yds of dirt placed in streets	32,000	33,000	35,000
Cubic yds of dirt placed in lanes	1,875	3,000	4,500
Miles of lanes graded	NA	62	70
Cubic yds of rock placed in lanes	NA	750	800

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Drainage Maintenance	2040	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 60,070	\$ 72,892	\$ 73,033	\$
Contractual Services	1,934	6,649	7,351	
Commodities	6,223	14,086	13,320	
Capital Outlay	358	28,500	5,250	
TOTAL	\$ 68,585	\$ 122,127	\$ 98,954	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Sewage & Drainage Foreman II	18	348-444	1.0	1.0	1.0	\$ 4,392	\$ 4,608
Equipment Operator III	16	316-404	1.0	1.9	2.0	7,768	8,528
Equipment Operator II	14	288-366	1.0	1.0	1.0	3,456	3,498
Sewage & Drainage Foreman I	14	288-366	1.0	1.0	1.0	3,792	3,792
Equipment Operator I	12	260-332	-	.9	1.0	2,600	3,204
Sewage & Drain. Ser-man II	12	260-332	6.0	7.0	7.0	22,680	23,016
Sewage & Drain. Ser-man I	11	248-316	9.0	8.0	8.0	24,384	24,816
Total						\$69,072	\$71,462
Less Salary Savings						0	-1,429
Total 105						\$69,072	\$70,033
Overtime						3,820	3,000
Total 155						\$3,820	\$3,000
GRAND TOTAL			19.0	20.8	21.0	\$72,892	\$73,033

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Drainage Maintenance	2040	PUBLIC IMPROVEMENTS

Program Description:

This activity maintains approximately 150 miles of drainage ditches and canals throughout the City. This activity also maintains and repairs flood gates, culverts, headwalls and related drainage facilities.

Comments on Budgeted Program:

Net Program Change	+\$ 2,200
Net Current Level Change	- 25,400
Net Change	<u>-\$23,200</u>

Program Change

One additional pick-up truck is provided for the new canal and large drainage ditch maintenance crew (+\$2,200). This vehicle will provide necessary transportation to work site, and also carry daily maintenance tools and lubrication equipment.

Current Level Change

Increased Salary Savings	-\$1,400	Equipment replacement	-\$25,000
Merit Pay	+ 1,400	Radio & Electrical Maint.	+ 400
Year's salary for Yumbo crew	+ 1,000	Equipment Maintenance	- 1,800

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Service requests	NA	400	500
Miles of Canals & large drainage ditches	40	40	40
Miles cleaned	12	12	20
Miles widened	2	3	3
Miles newly cut	0	0.1	0.1
Miles of small ditches (less than 3 ft. deep & 5 ft. wide)	149	150	150
Miles cleaned	126.2	140	140
Miles newly cut	0.5	1	1.5
Flood gates	28	28	28
Cleaned	60	60	60
Repaired	15	20	20
Greased	50	56	60
Installed	2	0	0
Culverts	4,500	4,500	4,500
Cleaned, feet	3,000	6,000	6,000
Repaired, feet	150	45	50
Installed, feet	110	125	150
Headwalls, man hrs. repaired	100	100	125
Man hrs, built	100	25	100
Moving voting machines, man hrs.	48	200	200
Unloading material, man hrs.	575	550	575
Maint. oxidation ponds, man hrs.	2,150	3,000	3,000
Cleaning sludge beds, man hrs.	1,950	1,800	2,100
Acres oxidation ponds maintained	41.7	41.7	41.7

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Refuse Collection	2051	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 417,533	\$ 435,096	\$ 444,401	\$
Contractual Services	57,102	53,239	34,039	
Commodities	85,580	82,979	92,400	
Capital Outlay	52,353	29,149	62,000	
TOTAL	\$ 612,568	\$ 600,463	\$ 632,840	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Sanitation Superintendent	24	\$ 466-594	1	1	1	\$ 6,792	\$ 6,792
Sanitation Supervisor	18	348-444	6	6	5	25,920	22,848
Clerk III	16	316-404	1	1	1	4,848	4,848
Dumpmaster Truck Opr.	15	302-384	6	6	6	22,080	22,752
Packer Truck Operator	13	274-348	29	29	29	99,888	102,618
Equipment Operator I	12	260-332	4	4	4	13,152	13,222
Laborer	10	236-302	88	88	88	259,008	264,552
Total						\$431,688	\$437,632
Less Salary Savings (1%)						8,634	4,376
Total 105						\$423,054	\$433,256
Overtime						12,042	11,145
Total 155						\$ 12,042	\$ 11,145
GRAND TOTAL			135	135	134	\$435,096	\$444,401

PERFORMANCE DATA

Activity Title: Refuse Collection	Account Number: 2051	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity is responsible for the collection of refuse in the City. Each year this activity collects more than 100 million pounds of garbage and refuse. This activity operates 32 packer-type trucks and 5 skow-body trucks.

Comments on Budgeted Program:

Program Change

No program changes are planned.

Current Level Change

Merit Increase	+\$6,000
Less Salary Savings	+ 4,250
Overtime	- 1,100
Insurance	+ 200
Rentals	-21,100
Machinery Maint.	+ 1,000
Radio-Elec. Maint.	+ 900

Net Program Change	0
Net Current Program Change	+\$32,300
Net Change	+\$32,300
Operating Supplies	+ 8,800
Opr. & Const. Equip.	+ 5,000
Vehicular	+ 28,000
Miscellaneous	+ 350

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
REFUSE COLLECTION:			
Tons of residential garbage collected	31,491	34,000	35,000
Tons of residential trash collected	7,845	10,000	12,000
Tons of commercial collections	13,073	15,000	19,000
Times Dumpmaster containers emptied	115,112	110,000	120,000
Containers services	NA	1,000	1,200
Dead animals picked up on street	776	1,000	1,200
Dead animals collected from Humane Society	6,029	6,500	7,000
Tons of brush-chips hauled	NA	325	400

100

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Refuse Disposal	2052	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 22,347	\$ 28,957	\$ 28,884	\$
Contractual Services	5,357	7,502	6,478	
Commodities	16,369	17,664	16,145	
Capital Outlay	253	23,287	300	
TOTAL	\$ 44,326	\$ 77,410	\$ 51,807	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Landfill Supervisor	18	\$ 348-444	1	1	1	\$ 4,848	\$ 4,848
Equipment Operator III	16	316-404	3	3	3	12,824	12,576
Equipment Operator II	14	288-366	1	1	1	3,984	3,984
Equipment Operator I	12	260-332	2	2	2	6,576	6,576
Total 105						\$28,232	\$27,984
Overtime						725	900
Total 155						\$ 725	\$ 900
			7	7	7	\$28,957	\$28,884

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Refuse Disposal	Account Number: 2052	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity operates and maintains a sanitary landfill which provides a disposal site for refuse collected by the City of Savannah and private collectors in Chatham County. Each year, some 5 acres of low land is reclaimed through the landfill operation.

Comments on Budgeted Program:

Program Change

No major cost changes are anticipated.

Current Level Change

Turnover	-\$ 200
Overtime	+ 200
Machinery Maintenance	- 2,850
Electrical Maintenance	- 400

Net Program Change	0
Net Current Level Change	-\$25,600
Net Change	-\$25,600

Operating Supplies	+ 400
Equipment Replacement	- 23,000
Shops & Bldg. Maint.	+ 250

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
REFUSE DISPOSAL:			
Tons of refuse received from:			
City forces			
Refuse collection	52,309	55,000	58,000
Street cleaning division	18,912	20,000	22,000
Sewer maintenance division	1,502	1,600	18,000
Private Garbage Services	7,730	8,800	10,000
Individuals (Miscellaneous)	709	1,000	1,100

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Street Cleaning	2053	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 99,435	\$ 109,620	\$ 112,140	\$
Contractual Services	22,491	23,292	21,268	
Commodities	43,752	37,498	37,560	
Capital Outlay	30,590	18,473	16,775	
TOTAL	\$ 196,268	\$ 188,883	\$ 187,743	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 65	Budget 65		
Street Cleaning Supervisor	19	\$ 366-466	1.0	1.0	1.0	\$ 4,608	\$ 4,848
Equipment Operator	14	288-366	12.0	12.0	12.0	47,256	47,448
Equipment Operator I	12	260-332	3.0	3.0	3.0	9,864	9,864
Labor Foreman	12	260-332	2.0	2.0	2.0	6,912	7,080
Citation Writer	11	248-316	2.0	2.0	2.0	6,744	6,744
Laborer	10	236-302	11.0	11.5	12.0	34,236	35,856
Total 105						\$109,620	\$111,840
Overtime						0	300
Total 155						\$ 0	\$ 300
GRAND TOTAL			31.0	31.5	32.0	\$109,620	\$112,140

PERFORMANCE DATA

Activity Title: Street Cleaning	Account Number: 2053	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity mechanically sweeps the paved streets with curbing in the City, supervises the weed mowing program, and cuts grass on city rights-of-way and on various city properties. The cost of grass cutting work is ~~more~~ than \$13,000.

Comments on Budgeted Program:

Program Change

One additional laborer for a half year and a lawn mower are added to provide for increased weed and grass control (+1,600).

Current Level Change

Merit Raise + 800	Operating Supplies - 1,150
Overtime + 300	Motor Fuels - 500
Machinery Maint. -2,300	Repair Parts + 1,000
Radio Maint. + 400	Tools + 250
Shops & Bldg. Maint. + 300	Equipment Replacement - 1,900

Net Program Change	+\$1,600
Net Current Level Change	- 2,800
Net Change	- 1,200

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
STREET CLEANING:			
Curb miles swept	26,240	27,000	33,000
Hours sweeper operated	6,810	6,900	7,200
Tons of refuse removed by sweepers	18,912	20,000	22,000
Illegal parking citations issued	6,124	8,000	8,500
Letters written for lot clearing	306	400	450
Lots cleared by City	25	25	25
Lots cleared by owner at City's request	422	600	500
Lots ordered cleared by City, under contract	103	30	30
Area private lots cut, acres	50	100	100
Area City lots cut, acres	5	5	5
Hours grass mowers operated	1,900	2,200	2,200
Lanes and sidewalks cleaned, miles	100	115	125

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Inspectional Service	2060	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 40,208	\$ 45,480	\$ 45,540	\$
Contractual Services	3,340	5,724	7,243	
Commodities	1,435	1,898	2,125	
Capital Outlay	1 643		150	
TOTAL	\$ 46,626	\$ 53,102	\$ 55,058	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Plumbing Inspector II	22	\$ 424-540	1	1	1	\$ 6,480	\$ 6,480
Electrical Inspector II	22	424-540	1	1	1	6,480	6,480
Building Inspector II	22	424-540	1	1	1	6,480	6,480
Plumbing Inspector I	19	366-466	1	1	1	4,848	4,608
Electrical Inspector I	19	366-466	1	1	1	4,848	4,848
Building Inspector I	19	366-466	0	1	1	4,392	4,500
Clerk-Stenographer II	16	316-404	1	1	1	3,792	3,984
Permit Clerk	14	288-366	1	1	1	4,176	4,176
Permit Investigator	14	288-366	1	1	1	3,984	3,984
Total 105						\$45,480	\$45,540
GRAND TOTAL			<u>8</u>	<u>9</u>	<u>9</u>	<u>\$45,480</u>	<u>\$45,540</u>

PERFORMANCE DATA

Activity Title: Inspectional Services	Account Number: 2060	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity is responsible for enforcing the building, plumbing, electrical and zoning codes of the City. This division also provides plumbing inspection service in the unincorporated areas of Chatham County through an agreement with Commissioners of Chatham County.

Comments on Budgeted Program:Program Change

No major cost changes are anticipated.

Current Level Changes

Car Allowance	+ 600
Other Transportation	+ 500
Equipment	+ 200

Net Program Change	0
Net Current Level Change	+\$2,000
Net Change	+\$2,000

Custodial Services	- 300
Communications	+ 300
Office Supplies	+ 200

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Building:			
Building Permits issued	922	1,100	1,300
Building Permit Inspections Made	2,500	4,500	6,000
Other Inspections Made	100	150	300
Electrical:			
Permits issued	2,900	3,800	3,800
Permit Inspections made	2,900	5,500	5,000
Reinspections	6,000	7,000	7,000
Other Inspections	700	700	750
Plumbing:			
Permits issued	818	1,000	950
Permit Inspections made	9,423	9,700	9,700
Other Inspections made	1,429	1,500	1,500
Tap-in Permits issued:			
City	280	250	250
County	509	475	500

CITY OF SAVANNAH, GEORGIA

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
TRAFFIC ENGINEERING	2410-20-30-40	Traffic Engineering	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 46,858	\$ 45,686	\$ 48,018	\$
Contractual Services	121,487	143,740	158,656	
Commodities	27,111	31,974	28,350	
Capital Outlay	17,923	29,798	3,266	
TOTAL	\$ 213,379	\$ 251,198	\$ 238,290	\$
Budgeted Man Years	12.00	11.00	10.25	
SUMMARY BY ACTIVITIES				
Administration and Research	\$ 24,133	\$ 24,475	\$ 30,970	\$
Traffic Control Maintenance	45,091	66,620	72,367	
Parking Meter Maintenance	25,685	39,262	12,773	
Street Lighting	<u>118,470</u>	<u>120,841</u>	<u>122,180</u>	
GRAND TOTAL	\$213,379	\$251,198	\$238,290	

CITY OF SAVANNAH, GEORGIA

TRAFFIC ENGINEERING

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 45,686	\$ 48,018	
Contractual Services	143,740	158,656	
Commodities	31,974	28,350	
Capital Outlay	<u>29,798</u>	<u>3,266</u>	
TOTAL	\$251,198	\$238,290	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. The 1965 budget provides for merit increases granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 1,550	\$
2. In 1964 an extensive, one time major parking meter replacement program was implemented. In 1965 parking meter replacement costs reduced to the routine replacement cost.		26,300
3. In 1964 the Traffic Engineering Department was not charged for Custodial Services. The redistribution of these services according to actual usage increases the cost to the Traffic Engineering Department.	4,400	
4. Redistribution of the Shops and Building Maintenance charges according to actual use increases these costs to the Traffic Engineering Department.	750	
5. Equipment replacement costs will not be as high as those of 1964.		300
6. Operating supplies for the department decrease due to economy in operation.		3,500

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
8. In 1964 the Traffic Engineering Department began the installation of reflectorized street name signs. In previous years these street name signs were manufactured and installed by the Street Maintenance Activity. The salary of a full time seasonal laborer used on the street market sign program is reflected for the first time in 1965.	710	
9. Electrical maintenance service funds are increased to provide for a more adequate service level by the Electrical Maintenance Activity.		8,300

PROGRAM CHANGES

1. The 1965 budget anticipates the installation of approximately three additional mercury vapor street lights per month in various sections of the City	760	
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MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. The request to replace 200 17 year old parking meters was deleted, because 100 are to be replaced in 1964, and funds were not available for the remainder.		8,800
2. Request for installation or improvement of various signal installations throughout the City was deleted. These improvements will be considered as a part of the total Capital Improvements Program for the year of 1965.		5,000
3. Request for the purchase for a rock drill used in breaking sidewalks was deleted.		900

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Administration & Research	2410	TRAFFIC ENGINEERING		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 22,556	\$ 22,910	\$ 24,264	\$
Contractual Services	1,169	1,068	5,597	
Commodities	408	497	490	
Capital Outlay	0	0	619	
TOTAL	\$ 24,133	\$ 24,475	\$ 30,970	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Traffic Engineer	32	\$ 686-876	1	1	1	\$ 10,008	\$ 10,512
Assistant Traffic Engineer	23	444-566	0	0	1	0	5,592
Traffic Analyst	21	404-514	1	1	0	5,592	0
Engineering Aide II	17	332-424	1	1	1	3,686	4,176
Clerk Typist II	14	288-366	1	1	1	3,624	3,984
Total 105						\$22,910	\$24,264
GRAND TOTAL			4	4	4	\$22,910	\$24,264

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA**Activity Title:**

Administration & Research

Account Number

2410

Department:

TRAFFIC ENGINEERING

Program Description:

This activity investigates, analyzes, and recommends on traffic control problems; designs traffic signal and street light installations; designs and recommends on matters relating to traffic flow on various streets and thoroughfares throughout the City.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	+\$6,500
Net Change	+\$6,500

Program Change

No change is currently planned.

Current Level Change

Merit pay	+\$1,350
Communications	+ 150
Custodial Service	+ 4,400
Office Furn. & Equip.	+ 600

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Memo's written	NA	470	480
Letters written	NA	170	180
Material requisitions	NA	290	300
Personnel requisitions	NA	9	7
Collision diagrams prepared	NA	110	120
Traffic counts made	NA	58	30
Signal surveys	NA	75	70
Painting surveys	NA	55	60
Sign surveys	NA	150	50

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Traffic Control Maintenance	2420	TRAFFIC ENGINEERING		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 14,005	\$ 14,808	\$ 15,786	\$
Contractual Services	1,763	21,771	30,874	
Commodities	22,800	28,805	25,355	
Capital Outlay	6,523	1,236	352	
TOTAL	\$ 45,091	\$ 66,620	\$ 72,367	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Traffic Maintenance Foreman	18	\$ 348-444	1.00	1.00	1.00	\$ 4,608	\$ 4,608
Traffic Maintenance man II	14	288-366	1.00	1.00	1.00	3,792	3,792
Traffic Maintenance man I	12	260-332	2.00	2.00	2.00	6,396	6,576
Laborer	10	236-302	-	-	.25	0	710
Total 105						\$14,796	\$15,686
Overtime						12	100
Total 155						\$ 12	\$ 100
GRAND TOTAL			4.00	4.00	4.25	\$14,808	\$15,786

PERFORMANCE DATA

Activity Title:	Account Number	Department:	
Traffic Control Maintenance	2420	TRAFFIC ENGINEERING	
Program Description:			
This activity is responsible for the installation and maintenance of the 4,000 traffic signs, 100 miles of pavement markings, 550 crosswalks, 1,500 parking stalls, and various curb markings throughout the City. This division also directs and supervises the installation of traffic signals. The actual work is performed by the City's Electrical Activity.			
Comments on Budgeted Program:			
		Net Program Change	\$ 0
		Net Current Level Change	+ 5,760
		Net Change	+ 5,760
<u>Program Change</u>			
No change is anticipated			
<u>Current Level Change</u>			
Merit raises	+\$ 200	Shops & Bldg. Maint.	+\$ 750
Personal Services	+ 710	Misc. Commodities	+ 200
Overtime	+ 100	Operating Sup.	- 7,800
Electrical Maint.	+ 8,300	Sup. & Materials	+ 4,100
		Opr. & Const. Equip.	- 900
		Radio Maint.	+ 100
WORK LOAD STATISTICS			
	ACTUAL	ESTIMATE	BUDGET
	1963	1964	1965
Center & Lane lines newly painted	1.4	1.25	1.5
Center & Lane lines repainted	100	92	82
Crosswalks remarked	532	200	215
Feet of curb repainted	8,000	3,700	5,500
Signs replaced	890	3,000	2,000
Per cent of total	15%	45%	30%
Street name Signs installed	0	400	150
Per cent of total	0	10%	4%

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE Parking Meter Maintenance	ACTIVITY ACCOUNT NO. 2430	DEPARTMENT TRAFFIC ENGINEERING		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 10,297	\$ 7,968	\$ 7,968	\$
Contractual Services	85	75	25	
Commodities	3,903	2,657	2,485	
Capital Outlay	11,400	28,562	2,295	
TOTAL	\$ 25,685	\$ 39,262	\$ 12,773	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
Meter Repair Supervisor	14	\$ 288-366	1	1	1	\$ 4,176	\$ 4,176
Parking Meter Repairman	11	248-316	2	1	1	3,792	3,792
Total 105						\$7,968	\$7,968
GRAND TOTAL			<u>3</u>	<u>2</u>	<u>2</u>	<u>\$7,968</u>	<u>\$7,968</u>

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA

Activity Title: Parking Meter Maintenance	Account Number: 2430	Department: TRAFFIC ENGINEERING
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Program Description:
This activity is responsible for the maintenance of approximately 1,800 parking meters.

Comments on Budgeted Program:	Net Program Change	\$ 0
	Net Current Level Change	- 26,500
	Net Change	<u>- \$26,500</u>

Program Change
None

Current Level Change

Repair parts and equipment	-\$ 400
Operational and constructional equipment	- 26,300
Supplies and materials - construction	+ 200

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Meters repaired in shop	980	400	500
Meters repaired on street	3,107	2,200	1,800
Meters replaced	206	661	200
Meters repainted	0	300	300

ACTIVITY DETAIL

ACTIVITY TITLE Street and Signal Lighting	ACTIVITY ACCOUNT NO. 2440	DEPARTMENT TRAFFIC ENGINEERING		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	118,470	120,826	122,160	
Commodities	0	0	20	
Capital Outlay	0	0	0	
TOTAL	\$ 118,470	\$ 120,826	\$ 122,180	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

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PERFORMANCE DATA**Activity Title:**

Street and Signal Lighting

Account Number

2440

Department:

TRAFFIC ENGINEERING

Program Description:

This activity pays the operation and maintenance costs for 2,850 street lights and for night lights in various parks and squares.

Comments on Budgeted Program:

Net Program Change	+\$ 750
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Program Change

Net Current Level Change	+ 550
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Three new street lights will be added each month at requested locations (+\$750).

Net Change	+\$1,300
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Current Level Change

Utilities	+\$550
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WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Number of Street Lights	2,847	2,919	2,991
Number of lights in squares and parks	48	50	54

CITY OF SAVANNAH, GEORGIA

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
POLICE	2610-11-12-13- 21-22-26-31-32-40	Public Safety	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 793,675	\$ 867,461	\$ 924,292	\$
Contractual Services	87,967	75,715	106,136	
Commodities	117,916	132,107	136,200	
Capital Outlay	28,945	60,670	20,195	
TOTAL	\$1,028,503	\$ 1,135,953	\$ 1,186,823	\$
Budgeted Man Years	207.9	218.4	231.8	
SUMMARY BY ACTIVITIES				
Chief's Office	\$ 18,260	\$ 20,156	\$ 21,865	\$
Vice Unit	0	0	25,011	
Staff and Inspection	0	0	18,886	
Planning and Research	0	12,853	11,342	
Training	0	9,626	16,246	
Records and Communications	81,949	97,859	221,000	
Central Detention & Services Unit	132,038	142,277	147,375	
Investigations Unit	150,166	160,390	104,348	
Youth and Women's Unit	0	9,506	22,596	
Patrol	<u>646,090</u>	<u>683,286</u>	<u>598,154</u>	
GRAND TOTAL	\$1,028,503	\$1,135,953	\$ 1,186,823	

CITY OF SAVANNAH, GEORGIA

POLICE

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 867,461	\$ 924,292	
Contractual Services	76,715	106,136	
Commodities	132,107	136,200	
Capital Outlay	<u>60,670</u>	<u>20,195</u>	
TOTAL	\$1,135,953	\$1,186,823	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. Merit raises and step increases granted at the end of the probationary period increase personal service charges.	30,000	
2. Experience shows that salary savings were under budgeted in 1964.		10,200
3. Overtime requirements for the department increase.	1,000	
4. Vehicle replacement costs decrease for 1965 because of purchases made in 1964.		44,200
5. Implementation of a departmental reorganization will result in decreased expenses for office equipment.		4,400
6. Increases in activity service levels result in increased costs for miscellaneous commodities.	1,050	
7. Charges for professional fees increase in 1965.	3,900	
8. Charges for contractual services decrease in 1965.		1,200
9. Operating supplies and equipment requirements decrease in 1965.		5,100
10. Salaries for positions added during 1964 are budgeted for the full year of 1965.	1,900	

PROGRAM CHANGES

<u>Increase</u>	<u>Decrease</u>
\$	\$

- | | |
|---|---------------|
| <p>1. Implementation of a departmental reorganization as recommended by the Public Administration Service requires the addition of new personnel, operating equipment and increases in contractual services:</p> <p>a. An additional Sergeant is added to the Youth and Woman's Unit.</p> <p>b. A Lieutenant, a Switchboard Operator and two Sergeants are added and rentals are increased for the Records and Communications Activity to provide an improved PBX communications system.</p> <p>c. New operating equipment as recommended by the Public Administration Service is provided for the Records and Communications Activity.</p> <p>d. A more complete Unit Record system will be provided for the Records and Communications Activity.</p> <p>e. A Sergeant and three Patrolmen are added to the Patrol Activity.</p> <p>f. Required office equipment is added to the Planning and Research Activity.</p> <p>g. A Patrolman, Clerk Stenographer I, and a Clerk Typist I are added to the Staff and Inspection Activity.</p> <p>h. Two Patrolmen are added to the Training Activity. Required office equipment for this Activity is also budgeted.</p> | <p>79,700</p> |
| <p>2. Vehicle maintenance for the Police Department will be performed by the Central Garage in 1965. The cost of this service will be totally offset by the deletion of three Automotive Mechanics and a reduction in operating supplies. The \$15,000 increase in contractual services resulting from this change is correspondingly offset by reductions in personal services and commodities charges.</p> | <p>0</p> |

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
<u>MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS</u>		
1. An 8,000 gallon gasoline tank was deleted as Police vehicles will be serviced at the Central Garage in 1965.		1,489
2. Requests for the replacement of office equipment were deleted.		2,475

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Chief's Office	2610	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 13,853	\$ 16,512	\$ 18,408	\$
Contractual Services	599	1,944	1,707	
Commodities	1,725	1,650	1,675	
Capital Outlay	2,083	50	75	
TOTAL	\$ 18,260	\$ 20,156	\$ 21,865	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Chief	33	\$ 720-920	1	1	1	\$ 10,008	\$ 10,008
Sergeant	19	366-466	1	1	1	4,608	4,608
Clerk Stenographer II	16	316-404	-	.5	1	1,896	3,792
Total 105						\$16,512	\$18,408
GRAND TOTAL			<u>2</u>	<u>2.5</u>	<u>3</u>	<u>\$16,512</u>	<u>\$18,408</u>

PERFORMANCE DATA

Activity Title: Chief's Office	Account Number 2610	Department: POLICE
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Program Description:
The Police Chief is responsible for planning and directing the work of all activities of the Police Department.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	+\$1,700
No change is anticipated.	Net Change	+\$1,700
 <u>Current Level Change</u>		
Dues and Subscriptions	-\$ 200	
Personal Services	+ 1,900	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Number of memos prepared	414	350	663
Number of letters written	327	825	542
Number of personnel requisitions prepared	53	70	70
Number of internal personnel investigations	20	5	17
Number of special reports prepared	41	25	126

ACTIVITY DETAIL

ACTIVITY TITLE Vice Unit	ACTIVITY ACCOUNT NO. 2611	DEPARTMENT POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$	\$	\$ 23,112	\$
Contractual Services			1,074	
Commodities			825	
Capital Outlay			0	
TOTAL	\$	\$	\$ 25,011	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Sergeant	20	\$ 384-490			1		\$ 5,088
Patrolman	17	332-424			4		<u>18,024</u>
Total 105							\$23,112
GRAND TOTAL					<u>5</u>		<u>\$23,112</u>

PERFORMANCE DATA

Activity Title: Vice Unit	Account Number: 2611	Department: POLICE
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Program Description:

This activity is responsible for investigating liquor law violations, gambling, prostitution and other related offenses, narcotics traffic, and general vice repression.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>+\$25,000</u>
Net Change	+\$25,000

Program Change

No change is planned.

Current Level Change

This activity is created as a result of a comprehensive police survey. All costs in this activity are transferred from other activities within the department.

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Planning and Research	2612	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$	\$ 9,168	\$ 9,072	\$
Contractual Services		575	260	
Commodities		800	1,050	
Capital Outlay		2,310	960	
TOTAL	\$	\$ 12,853	\$ 11,342	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Planning & Research Supv.	22	\$ 424-540		1	1	\$ 5,880	\$ 5,088
Patrolman	16	316-404		-	1	0	3,984
Clerk Stenographer I	13	274-348		1	-	3,288	0
Total 105						\$9,168	\$9,072
GRAND TOTAL				2	2	\$9,168	\$9,072

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Planning and Research	Account Number 2612	Department: POLICE
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Program Description:
This activity is responsible for analyzing, evaluating, planning, and budgeting police activities.

Comments on Budgeted Program:

Net Program Change	+\$1,650
Net Current Level Change	- 3,100
Net Change	<u>-\$1,450</u>

Program Change
One Patrolman is added to this activity and a Clerk Steno I is deleted (+\$700). Additional office equipment is required to implement this change (+\$950).

Current Level Change

Personal Services	-\$ 800	Building and fixed equip,	-\$500
Contractual Services	- 300		
Clothing & personal supplies	+ 300		
Office equipment	- 1,800		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Research reports prepared	NA	10	30
Special reports made	NA	6	25

PERFORMANCE DATA

Activity Title: Staff and Inspections Unit	Account Number 2613	Department: POLICE
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Program Description:

This activity is responsible for reviewing personnel development, practices and integrity. It also maintains intelligence on known criminals and attempts at organized crime.

Comments on Budgeted Program:	Net Program Change	+\$11,650
	Net Current Level Change	+ 7,250
	Net Change	+\$18,900
 <u>Program Change</u>		
One Patrolman, one Clerk-Steno I, and a Clerk-Typist I are added to this activity (+\$10,200). Additional office equipment is also required (+\$1,450).		
<u>Current Level Change</u>		
Personal Services	+\$6,200	
Misc. Contractual Services	+ 400	
Misc. Commodities	+ 650	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Investigations made (internal and others)	NA	81	100
Intelligence reports made	NA	24	35

ACTIVITY DETAIL

ACTIVITY TITLE Training	ACTIVITY ACCOUNT NO. 2621	DEPARTMENT POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$	\$ 5,088	\$ 13,056	\$
Contractual Services		1,490	775	
Commodities		2,083	1,500	
Capital Outlay		965	915	
TOTAL	\$	\$ 9,626	\$ 16,246	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Lieutenant	22	\$ 424-540		1	1	\$ 5,088	\$ 5,088
Patrolman	16	316-404		-	2	<u>0</u>	<u>7,968</u>
Total 105						\$5,088	\$13,056
GRAND TOTAL				<u>1</u>	<u>3</u>	<u>\$5,088</u>	<u>\$13,056</u>

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Training	2621	POLICE

Program Description:

The Training Unit has responsibility for personnel records, applicant investigation, training, awards and disciplinary action.

Comments on Budgeted Program:	Net Program Change	+ \$8,900
<u>Program Change</u>	Net Current Level Change	- 2,300
Two Patrolmen are added (+\$8,000).	Net Change	+ \$6,600
Additional office equipment is also required (+900).		
<u>Current Level Change</u>		
Transportation	- \$ 300	
Office Equipment	- 1,000	
Professional Fees	- 400	
Misc. Commodities	+ 100	
Misc. Operating		
Equipment	- 700	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>Basic Training:</u>			
Number of classes	1	1	12
Hours per course	80	80	192
Students per class	10	9	13
Student hours of training	800	720	14,880
<u>In-Service Training:</u>			
Number of classes		14	12
Hours per class		24	192
Students per class		6	13
Student hours of training		2,016	14,880
<u>Supervision Courses:</u>			
Number of classes			2
Hours per course			2,880
Students per class			15
Student hours of training			5,760

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Records and Communications	2622	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 56,295	\$ 78,264	\$ 168,038	\$
Contractual Services	22,365	13,304	28,042	
Commodities	2,361	4,603	9,105	
Capital Outlay	928	1,688	15,815	
TOTAL	\$ 81,949	\$ 97,859	\$ 221,000	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Captain	25	490-624	1	1	1	\$ 6,480	\$ 6,480
Identification Technician II	25	490-624	1	1	-	5,328	0
Lieutenant	22	422-540	1	-	1	0	5,088
Sergeant	19	366-466	-	-	6	0	27,960
Clerk III	16	316-404	-	1	1	4,176	4,392
Public Safety Director	16	316-404	3	3	-	12,336	0
Patrolman	16	316-404	3	3	22	12,528	89,424
Identification Technician I	16	316-404	3	3	-	13,032	0
Clerk-Stenographer I	13	274-348	1	1	3	3,120	10,872
Switchboard Operator	11	248-316	-	3	4	9,072	12,840
Clerk Typist I	11	248-316	3	3	3	9,072	9,864
Clerk I	10	236-302	1	1	2	3,120	6,408
Total						\$78,264	\$173,328
Less Salary Savings (4%)						0	-5,290
Total 105						\$78,264	\$168,038
GRAND TOTAL			17	20	43	\$78,264	\$168,038

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Records and Communications	2622	POLICE

Program Description:

This activity is responsible for complaint reception, dispatch of police assignments, maintenance and analysis of all criminal and traffic records, all identification and fingerprint services, and staff review of police reports.

Comments on Budgeted Program:	Net Program Change	+\$36,800
	Net Current Level Change	+ 86,300
	Net Change	+\$123,100

Program Change

A Lieutenant (+\$5,100), Switchboard Operator (+\$3,800), additional operating equipment (+\$13,700), and rental charges (+\$5,600) are added to implement new procedures in this activity. A complete unit record data processing system (+\$8,600) is also initiated.

Current Level Change

Personal Services	+\$82,400	Salary Savings	-\$5,300	Vehicular	
Merit Increases	+ 3,700	Misc. Commodities	+ 4,700	Equipment	+\$2,100
Misc. Cont. Ser.	+ 400	Office Equipment	- 1,700		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Persons fingerprinted	5,241	6,266	6,300
Photos made	8,265	8,699	10,000
R dio calls made	NA	30,998	32,000
Additional backup units dispatched	NA	17,995	19,000

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Central Detention & Service Unit	2626	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 83,672	\$ 94,104	\$ 82,264	\$
Contractual Services	16,539	16,297	34,656	
Commodities	30,810	29,112	29,480	
Capital Outlay	1,017	2,764	975	
TOTAL	\$ 132,038	\$ 142,277	\$ 147,375	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Lieutenant	22	\$ 424-540	2	1	1	\$ 5,328	\$ 5,088
Sergeant	19	366-466	2	1	2	4,608	9,456
Auto Mechanic II	19	366-466	1	1	-	4,888	0
Auto Mechanic I	17	332-424	2	3	-	8,744	0
Patrolman	16	316-404	1	3	4	11,952	16,536
Storekeeper	15	302-384	-	1	1	3,624	3,792
Domestic Relations Officer II	15	302-384	1	1	-	4,392	0
Domestic Relations Officer I	13	274-348	1	1	-	3,792	0
Guard	12	260-332	5	5	5	16,512	17,128
Utilityman	11	248-316	1	1	1	3,624	3,624
Matron	9	224-288	8	8	8	23,952	23,952
Cook	8	214-274	2	1	1	2,688	2,688
Total 105						\$94,104	\$82,264
GRAND TOTAL			<u>26</u>	<u>26</u>	<u>23</u>	<u>\$94,104</u>	<u>\$82,264</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Gen. Detention & Service Unit	2626	POLICE

Program Description:

This activity is responsible for custody and care of prisoners at the City jail and at Travis Field Stockade. Prisoners not confined to jail proper are assigned to building and ground cleaning and maintenance, food preparation and serving, and manual work for other departments.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	+\$5,100
Net Change	+\$5,100

Program Change

Vehicle maintenance is to be performed by the Central Garage. The cost of this service is totally offset by the transfer of personnel and miscellaneous commodities to the Garage.

Current Level Change

Merit increases	+\$2,500	Building Maint.	-\$650
Utilities	+ 4,450	Electrical Maint.	- 350
Operational Equip.	- 1,100	Misc. Commodities	+ 250

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Arrests and detention	10,499	10,066	11,000
Meals served at Travis Field	66,567	65,572	68,000
Meals served at City jail	87,173	89,280	90,000
Average daily jail population	29	28	30
Vehicle maintenance performed (hours)	NA	5,760	0

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Investigations Unit	2631	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$127,430	\$126,683	\$88,309	\$
Contractual Services	2,507	4,309	4,389	
Commodities	11,923	12,598	11,650	
Capital Outlay	8,306	16,800	0	
TOTAL	\$150,166	\$160,390	\$104,348	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Captain	25	\$ 490-624	1	1	-	\$ 6,348	\$ 0
Lieutenant	22	422-540	1	1	1	5,268	5,088
Sergeant	20	384-490	3	3	3	14,364	13,824
Patrolman	17	322-424	14	22	16	92,932	71,208
Clerk Stenographer I	13	274-348	2	2	-	6,912	0
Total						\$125,824	\$90,120
Less Salary Savings (2%)						-1,141	-1,811
Total 105						\$124,683	\$88,309
Overtime						2,000	0
Total 155						\$2,000	\$ 0
GRAND TOTAL			21	29	20	\$126,683	\$88,309

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Investigations Unit	Account Number: 2631	Department: POLICE
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Program Description:
This activity is responsible for the detection, apprehension and prosecution of criminals not arrested by the patrol force, and recovering lost or stolen property.

Comments on Budgeted Program:	Net Program Change	0	
<u>Program Change</u>	Net Current Level Change	-\$56,000	
No change is planned.	Net Change	-\$56,000	
<u>Current Level Change</u>			
Personal services	-\$35,700	Repair Equipment	+ 500
Merit Increases	+ 1,400	Office Equipment	- 1,200
Overtime	- 2,000	Vehicular Equipment	- 14,600
Salary Savings	- 2,000	Operating Equipment	- 1,000
Transportation	- 200	Misc. Commodities	- 500
Radio Maintenance	+ 300		
Clothing & Personal Supplies	- 1,000		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Offenses investigated	15,980	16,202	17,000
Offenses cleared by investigation and arrest	8,692	7,909	8,000
Autos recovered stolen locally	284	300	325
Autos recovered stolen elsewhere	20	18	20
Value other stolen property	\$680,534.54	\$752,523.00	\$800,000.00
Value property recovered	\$383,219.20	\$414,180.00	\$500,000.00

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Youth and Womens Unit	2632	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$	\$ 8,629	\$ 21,336	\$
Contractual Services		192	510	
Commodities		685	750	
Capital Outlay		0	0	
TOTAL	\$	\$ 9,506	\$ 22,596	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Sergeant	19	\$ 366-466	-	-	1	\$ 0	\$ 4,392
Patrolman	17	332-424	2	2	2	8,629	8,568
Policewoman	17	332-424	-	-	2	0	8,376
Total 105						\$8,629	\$21,336
GRAND TOTAL			2	2	5	\$8,629	\$21,336

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Youth and Womens Unit	2632	POLICE

Program Description:
 This activity is responsible for detention, care and rehabilitation of juvenile and women offenders. It was included in the Investigation Unit in 1964.

Comments on Budgeted Program:

Net Program Change	+\$ 4,400
Net Current Level Change	+ 8,700
Net Change	<u>+\$13,100</u>

Program Change
 One Sergeant (+\$4,400) is added to improve supervision of this activity.

Current Level Change

Personal Services	+\$8,300
Transportation	+ 250
Clothing & personal supplies	+ 150

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Juvenile offenses	1,960	800	950
Juvenile arrests	1,787	650	700
Female arrests	1,483	1,173	1,500

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Patrol	2640	POLICE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 512,424	\$ 529,013	\$ 484,281	\$
Contractual Services	45,954	37,604	34,358	
Commodities	71,100	80,576	79,515	
Capital Outlay	16,612	36,093	0	
TOTAL	\$ 646,090	\$ 683,286	\$ 598,154	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Captain	25	\$ 490-624	1	2	1	12,336	6,792
Lieutenant	22	424-540	3	4	5	21,312	27,432
Sergeant	20	384-490	1	1	-	5,208	0
Sergeant	19	366-466	14	16	12	71,360	57,984
Patrolman	17	332-424	3	3	6	13,608	25,752
Patrolman	16	316-404	84	96	83	377,922	337,600
Clerk I	10	236-302	1	1	-	2,976	0
Meter Checker	7	204-260	4	3	3	8,400	7,454
School Crossing Guard	1	152-194	9.9	9.9	13.8	18,396	25,820
Total						\$531,518	\$488,834
Less Salary Savings (4%)						-14,505	-19,553
Total 105						\$517,013	\$469,281
Overtime						12,000	15,000
Total 155						\$12,000	\$15,000
GRAND TOTAL			119.9	135.9	123.8	\$529,013	\$484,281

PERFORMANCE DATA

Activity Title: Patrol	Account Number 2640	Department: POLICE
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Program Description:

The patrol force performs all police functions, but its principal duties are to prevent violations of laws, suppress disturbances, arrest offenders and to aid all citizens by giving them information and other forms of help, as circumstances require. It also enforces traffic laws, regulates flow of traffic and educates the public in traffic safety. This activity also includes Traffic which was separately budgeted in 1964.

Comments on Budgeted Program:

Net Program Change	+\$ 15,800
Net Current Level Change	- 100,900
Net Change	<u>-\$ 85,100</u>

Program Change

Four new positions, one Sergeant and three Patrolmen have been added to this activity (+\$15,800).

Current Level Change

Personal Services - \$75,000	Prof. Fees + \$ 4,300	Repair Pts. - \$2,400
Merit Increases + 17,700	Equip. Rental - 8,000	Opr. Equip. - 3,100
Overtime + 3,000	Vehicular Equip. - 31,700	Clothing & pers.
Salary Savings - 5,100	Misc. Capital Outlay - 1,700	Supplies + 1,100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Miles patrolled	1,436,717	1,481,133	1,600,000

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
FIRE	2810, 21, 22, 23, 30, 40, 50	Public Safety	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$759,366	\$ 799,768	\$819,614	\$
Contractual Services	24,341	61,889	61,619	
Commodities	28,332	26,875	27,195	
Capital Outlay	37,022	48,815	6,657	
TOTAL	\$849,061	\$ 937,347	\$915,085	\$
Budgeted Man Years	187	190	190	
SUMMARY BY ACTIVITIES				
	\$	\$	\$	\$
Chief's Office	17,072	16,344	17,278	
Fire Training		1,652	1,587	
Fire Alarms and Communications	21,510	49,214	49,887	
Vehicle Maintenance	18,209	11,163	11,244	
Fire Prevention	28,553	26,747	25,572	
Fire Fighting	<u>763,717</u>	<u>832,227</u>	<u>809,517</u>	
GRAND TOTAL	\$849,061	\$937,347	\$915,085	

CITY OF SAVANNAH, GEORGIA

FIRE

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$799,768	\$819,614	
Contractual Services	61,889	61,619	
Commodities	26,875	27,195	
Capital Outlay	<u>48,815</u>	<u>6,657</u>	
TOTAL	\$937,347	\$915,085	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. The 1965 Budget provides for merit raises granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 12,900	\$
2. The replacement of vehicular equipment decreases in 1965.		42,300
3. Salary savings are reduced from 1964.	7,200	
4. Building maintenance costs have an overall decrease.		2,200
5. Electrical and Radio Maintenance costs have increased.	500	
6. Miscellaneous contractual items increase.	1,630	

PROGRAM CHANGES

1. None

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. One 1,000 gallon per minute pumper was deleted. 30,000

	<u>Increase</u>	<u>Decrease</u>
2. A request to appoint a full-time Director of Training was deleted.	\$	\$ 6,800
3. A 100 foot aerial ladder truck was deleted because this equipment is to be purchased in 1964.		50,000

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Chief's Office	2810	FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 13,467	\$ 13,992	\$ 14,904	\$
Contractual Services	352	1,184	1,359	
Commodities	780	972	1,015	
Capital Outlay	2,473	196	0	
TOTAL	\$ 17,072	\$ 16,344	\$ 17,278	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Fire Chief	33	\$ 720-920	1	1	1	\$ 10,008	\$ 10,512
Clerk Stenographer II	16	316-404	1	1	1	<u>3,984</u>	<u>4,392</u>
Total 105						\$13,992	\$14,904
GRAND TOTAL			<u>2</u>	<u>2</u>	<u>2</u>	<u>\$13,992</u>	<u>\$14,904</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Chief's Office	Account Number: 2810	Department: FIRE
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Program Description:

This office is responsible for directing and coordinating the activities of the Fire Department.

Comments on Budgeted Program:

<u>Program Change</u>		Net Program Change	0
No Significant Change		Net Current Level Change	<u>+\$970</u>
<u>Current Level Change</u>		Net Change	<u>+\$970</u>
Merit Raises	+\$900		
Office Equipment	- 200		
Misc. Contr. Services	+ 100		
Transporation	+ 70		
Maint. Machinery	+ 100		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Special requests and queries		350	380
Personnel requisitions processed	25	20	20
Purchase requisitions processed	480	600	600
Memos. prepared	300	200	250
Letters Written	780	375	400
Number of County fire service bills prepared	350	490	510

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE Fire Training	ACTIVITY ACCOUNT NO. 2821	DEPARTMENT FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ NA	\$ 980	\$ 942	\$
Contractual Services	NA	402	420	
Commodities	NA	270	225	
Capital Outlay	NA	0	0	
TOTAL	\$ NA	\$ 1,652	\$ 1,587	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
*Battalion Chief (Assigned Drillmaster)	26	\$ 514-654	0	0	0	\$ 312	\$ 312
*Captain (To assist Drillmaster)	20	384-490	0	0	0	480	480
Total 105						\$ 792	\$ 792
Overtime						188	150
Total 155						\$ 188	\$ 150
GRAND TOTAL			0	0	0	\$ 980	\$ 942

*Assignment pay shown.
These officers are included in Firefighting Activity.

PERFORMANCE DATA

Activity Title: Fire Training	Account Number: 2821	Department: FIRE
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Program Description:

This activity is responsible for the Fire Department's training program which includes rookie training as well as post-entry training for experienced firemen. Training is carried on in the various stations, in centralized classes, and in the field. The activity also maintains a training record for each member of the department.

Comments on Budgeted Program:

Program Change

No change anticipated.

Current Level Change

Miscellaneous - \$100

Net Program Change	0
Net Current Level Change	-\$100
Net Change	-\$100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Station training:			
Hours of instruction given stations by training personnel or by officer in charge	NA	4785	4785
Number of students	NA	144	144
Hours of training per student	NA	156	156
Total man hours of training	NA	22,696	22,696
Field training:			
Hours of instruction given in field by training personnel or by officer in charge	NA	870	870
Number of students	NA	144	144
Hours of training per student	NA	29	29
Total man hours of training	NA	4163	4163
Total average hours training per student yearly	NA	185	185

ACTIVITY DETAIL

ACTIVITY TITLE Fire Alarms and Communications	ACTIVITY ACCOUNT NO. 2822	DEPARTMENT FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 12,882	\$ 13,302	\$ 13,276	\$
Contractual Services	7,864	35,779	36,356	
Commodities	765	133	255	
Capital Outlay	0	0	0	
TOTAL	\$ 21,511	\$ 49,214	\$ 49,887	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 64	BUDGET 65
			Actual 63	Budget 64	Budget 65		
Public Safety Dispatcher	16	\$ 316-404	3	3	3	\$ 13,176	\$ 13,176
Total 105						\$13,176	\$13,176
Overtime						126	100
Total 155						<u>\$126</u>	<u>\$100</u>
GRAND TOTAL			<u>3</u>	<u>3</u>	<u>3</u>	<u>\$13,302</u>	<u>\$13,276</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Fire Alarm and Communications	Account Number: 2822	Department: FIRE
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Program Description:

This activity is responsible for receiving alarms for fires or other emergencies, and for dispatching personnel and equipment to these emergencies. The Communications Office maintains up-to-date maps of station districts and locations.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	<u>+\$700</u>
No significant change anticipated	Net Change	<u>+\$700</u>
<u>Current Level Change</u>		
Electrical Maintenance	+\$300	
Radio Maintenance	+\$200	
Miscellaneous	+\$200	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Telephone calls for actual fires	1200	1000	1050
Telephone calls for false alarms	100	65	58
Alarm system calls for actual fires	80	118	118
Alarm system calls for false alarms	350	45	45
ADT alarms for actual fires	5	10	10
ADT false alarms	10	6	6
Other notification of fires	NA	36	36
Calls received for public service including calls for the inhalator	NA	572	575

ACTIVITY DETAIL

ACTIVITY TITLE Vehicle Maintenance	ACTIVITY ACCOUNT NO. 2823	DEPARTMENT FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 9,869	\$ 10,302	\$ 10,276	\$
Contractual Services	6,338	308	358	
Commodities	1,368	553	610	
Capital Outlay	634	0	0	
TOTAL	\$ 18,209	\$ 11,163	\$ 11,244	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Fire Equipment Supervisor	19	\$ 366-466	1	1	1	\$ 5,328	\$ 5,328
Fire Equipment Mechanic	17	332-424	1	1	1	4,848	4,848
Total 105						\$10,176	\$10,176
Overtime						126	100
Total 155						126	100
GRAND TOTAL			<u>2</u>	<u>2</u>	<u>2</u>	<u>\$10,302</u>	<u>\$10,276</u>

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA

Activity Title: Vehicle Maintenance	Account Number 2823	Department: FIRE
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Program Description:

This activity is responsible for major and minor repairs to fire apparatus and automobiles. The activity also does miscellaneous welding work on equipment and maintains all air masks of the department.

Comments on Budgeted Program:Program Change

No significant changes included

Current Level Change

Miscellaneous +\$100

Net Program Change	0
Net Current Level Change	+\$100
Net Change	+\$100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Less than 12,000 G. V. W. equip- ment:			
Number of repairs	132	75	75
Man hours	1,320	575	575
Hose Wagons:			
Number of repairs	17	10	10
Man hours	167	75	75
Man hours spent on hydraulic systems	6	10	10
Pumper-booster equipment:			
Number of repairs	152	125	125
Man hours	1,378	1,980	1,980
Man hours spent on hydraulic system	26	110	110
Aerial ladder equipment:			
Number of repairs	42	30	30
Man hours	384	225	225
Man hours on hydraulic systems	47	275	275
Man hours spent on miscellaneous items (building repairs, hose repairs, refilling air masks, etc.)		356	356
Gallons of gasoline issued	17,385	16,000	16,250

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Fire Prevention	2830	FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 21,054	\$ 23,184	\$ 23,452	\$
Contractual Services	696	980	1,230	
Commodities	432	700	890	
Capital Outlay	6,371	1,883	0	
TOTAL	\$ 28,553	\$ 26,747	\$ 25,572	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 64	BUDGET 65
			Actual 63	Budget 64	Budget 65		
Fire Prevention Chief	20	\$ 384-490	1	1	1	\$ 5,088	\$ 5,328
Fire Marshal	17	332-424	1	1	1	4,848	4,848
Fire Prevention Inspector	17	332-424	3	3	3	<u>13,176</u>	<u>13,176</u>
Total						\$23,112	\$23,353
Less Salary Savings						54	0
Total 105						<u>\$23,058</u>	<u>\$23,353</u>
Overtime						126	100
Total 155						<u>\$126</u>	<u>\$100</u>
GRAND TOTAL			<u>5</u>	<u>5</u>	<u>5</u>	<u>\$23,184</u>	<u>\$23,452</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Fire Prevention	Account Number: 2830	Department: FIRE
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Program Description:

This activity is responsible for inspecting of all types of buildings on regular and special call basis. This activity also investigates suspected arsons, inspects for fire hazards, and instructs in fire prevention and fire safety.

Comments on Budgeted Program:Program Change

No changes anticipated

Current Level Change

Merit Raise	+\$ 300
Equip. Replacement	- 1900
Miscellaneous	+ 400

Net Program Change	0
Net Current Level Change	<u>-\$1200</u>
Net Change	<u>-\$1200</u>

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Number of inspections		4832	4832
Public buildings		1000	1000
Dwellings		850	950
Mercantile		1800	1800
Manufacturing		35	50
Others		600	600
Number of fires investigated		350	350
Determined accidental		240	240
Determined suspicious		45	45
Undetermined origin		61	61
Incendiary		4	4
Number of public appearances		45	45
Number of fire regulation citations issued		4	4
Value of property damaged by fire	\$769,786	\$775,500	\$750,000

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Firefighting	2840	FIRE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 701,780	\$ 738,009	\$ 756,764	\$
Contractual Services	9,426	23,236	21,896	
Commodities	24,967	24,246	24,200	
Capital Outlay	27,544	46,736	6,657	
TOTAL	\$ 763,717	\$ 832,227	\$ 809,517	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Battalion Chief (Assigned Assistant Chief)	27	\$ 540-686	1	1	1	\$ 6,792	\$ 7,128
Battalion Chief	25	490-624	3	3	3	18,504	18,816
Fire Captain	19	366-466	30	30	30	141,840	144,336
Fire Engineer	17	332-424	30	30	30	131,760	133,488
Fire Officer	16	316-404	111	114	114	448,964	455,744
Total						\$747,860	\$759,512
Less Salary Savings (5%)						-10,980	-3,798
Total 105						\$736,880	\$755,714
Overtime						1,129	1,050
Total 155						\$1,129	\$1,050
GRAND TOTAL			175	178	178	\$738,009	\$756,764

PERFORMANCE DATA

Activity Title: Firefighting	Account Number: 2840	Department: FIRE
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Program Description:

The Firefighting activity is responsible for extinguishing fires in the corporate limits of the City and at locations in the County which have contracted for fire protection service. This activity also inspects homes for fire hazards during Fire Prevention Week and carries out periodic hydrant inspections.

Comments on Budgeted Program:		Net Program Change	0
<u>Program Change</u>		Net Current Level Change	+\$22,800
No change is expected for the year.		Net Change	+\$22,800
<u>Current Level Change</u>			
Equipment Replacement	-37,100	Radio Maintenance	+ 200
Merit Raises	+11,700	Other Equipment	- 3,300
Reduced Salary Savings	+ 7,200	Bldg. Maintenance	- 2,200
Clothing	+ 800	Repair Parts	- 200
Machinery Maintenance	+ 300	Transporation	- 200

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Number of calls answered	1010	1700	1700
For public service including calls for the inhalator	250*	575	575
For false alarms	460	100	100
For fires	1200	1000	1000

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
LIBRARY	2910-2930-2940 2960-2980-2990	LIBRARY	GENERAL	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE	BUDGET	ESTIMATED REQUIREMENTS	ADOPTED BUDGET
	1963	1964	1965	
Personal Services	\$ 161,144	\$ 177,360	\$ 187,130	\$
Contractual Services	31,406	32,199	33,806	
Commodities	10,440	9,825	10,835	
Capital Outlay	1,637	6,021	533	
TOTAL	\$ 204,627	\$ 225,405	\$ 232,304	\$
Budgeted Man Years	40.00	42.33	43.86	
SUMMARY BY ACTIVITIES				
Main Library	\$ NA	\$ 168,903	\$ 169,687	\$
Carnegie	NA	32,999	35,173	
Carnegie Sub-branches	NA	4,795	5,597	
Ola Wyeth	NA	8,989	9,739	
Waters Avenue	NA	4,970	5,132	
Bookmobile	NA	<u>4,749</u>	<u>6,976</u>	
GRAND TOTAL	NA	\$ 225,405	\$ 232,304	

CITY OF SAVANNAH, GEORGIA

<u>Object</u>	<u>LIBRARY</u>		
	<u>1964 Budget</u>	<u>1965 Recom- mendations</u>	<u>1965 Adopted Budget</u>
Personal Services	\$177,360	\$187,130	
Contractual Services	32,199	33,806	
Commodities	9,825	10,835	
Capital Outlay	<u>6,021</u>	<u>533</u>	
TOTAL	\$225,405	\$232,304	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit and probation completion raises result in an increase in Personal Services.	\$ 5,500	\$
2. Other pay adjustments made during 1964 require a current level increase for Personal Services in 1965.	5,800	
3. Several positions in the 1964 budget were approved to begin during the year. the 1965 budget reflects the full year's salaries for these positions.	1,500	
4. In 1964 social security was budgeted in the Library Department. In 1965 this social security is budgeted along with other social security for City employees.		4,000
5. Additional savings from vacant positions and turnover are anticipated in 1965.		1,000
6. The allocation for overtime and vacation relief is increased in 1965 due to added operating hours and an increase in loans on weekends.	700	
7. Capital expenditure requirements for the Library will decrease in 1965. The anticipated building program at the Main Library will include some of the more routine capital expenditure items.		5,400

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
8. Redistribution of custodial services according to cost increases the service cost to the Library.	500	

PROGRAM CHANGES

1. Provision is made for a small amount of additional custodial help on weekends. At the present time, the absence of custodial help requires the regular library staff to carry out some routine custodial duties and in closing buildings on weekends.	500	
2. Additional funds are provided in order to complete a portion of the badly needed repairs to the Carnegie Library building. This building has not received routine maintenance over the past several years. The additional maintenance work will be handled by the City Shops and Building Maintenance Activity.	1,000	
3. Additional Page time is included for Carnegie and Carnegie Sub-branches. The additional Page time will allow senior staff members to provide a more adequate level of service to borrowers particularly in the reference area. In addition, the Page time will allow the Carnegie Sub-branches to be opened three afternoons per week rather than two afternoons per week.	900	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. Request for a lawn sprinkler system at the Carnegie Library was deleted.		500
2. A request for City funds to provide for the construction of a major addition to the Main Library building was transferred to the Capital Improvements Program.		200,000

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Director's Office and Main Library	2910	LIBRARIES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ N. A.	\$ 129,458	\$ 134,167	\$
Contractual Services	N. A.	24,139	24,381	
Commodities	N. A.	9,825	10,800	
Capital Outlay	N. A.	5,481	339	
TOTAL	\$ N. A.	\$ 168,903	\$ 169,687	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Library Director	32	\$ 686-876	N. A.	1.00	1.00	\$ 9,528	\$ 10,008
Librarian III	28	566-720		2.60	2.60	18,196	19,469
Librarian II	25	490-624		3.00	3.00	19,440	20,376
Librarian I	22	424-540		5.10	4.04	27,568	23,614
Pre-Librarian	19	366-466		1.40	2.45	6,193	10,296
Clerk IV	19	366-466		1.00	1.00	4,848	4,770
Clerk-Typist II	14	288-366		1.00	1.00	3,456	3,792
Library Assistant	13	274-348		2.50	2.45	8,347	8,282
Clerk II	13	274-348		1.00	1.00	3,288	3,456
Clerk-Typist I	11	248-316		2.50	3.00	6,096	9,360
Clerk I	10	235-302		2.00	2.00	5,664	5,928
Custodial Worker I	8	214-274		2.20	2.45	5,813	6,622
Library Page	1	152-194		5.20	4.85	10,904	9,228
Total						\$129,341	\$135,201
Less Salary Savings						<u>1,083</u>	<u>2,704</u>
Total 105						\$128,258	\$132,497
Overtime						<u>1,200</u>	<u>1,670</u>
Total 155						\$ 1,200	\$ 1,670
GRAND TOTAL				30.50	30.84	\$129,458	\$134,167

PERFORMANCE DATA**Activity Title:****Account Number****Department:**

Director's Office and Main Library

2910

LIBRARIES

Program Description:

The Main Library is headquarters for the Savannah library system. Library service provided at the main building includes reference services, reading rooms which include loan services and story hours for young people. As the headquarters, the Main Library provides technical processing service as well as reference and clerical support for the branches and sub-branches within the system.

Comments on Budgeted Program:Program Change

Additional custodial help (+500) is proposed. Net Change

Net Program Change

+\$500

Net Current Level Change

+\$250

+\$750

Current Level Change

Merit Pay +\$3400

Pay Range Adjustment + 5100

Office Supplies + 450

Misc. Commodities + 550

Increased Salary Savings + 1600

Capital Outlay

-\$5,100

Overtime

+ 500

Social Security

- 2,800

Misc. Contractual

Services

- 250

WORK LOAD STATISTICS**ACTUAL
1963****ESTIMATE
1964****BUDGET
1965**

Books added to the collection	17,826	21,150	20,500
Records added to the collection	405	250	300
Books withdrawn	13,563	13,000	11,000
Mending	2,007	2,200	2,400
Total Technical Services	33,801	36,600	34,200
Book and Magazine Loans, Adult	208,032	215,000	220,000
Framed Picture Loans, Adult	954	900	900
Record Loans, Adult	7,259	8,000	8,200
Books in the Collection, Adult	67,697	68,645	65,845
Books and Magazine Loans, Juvenile	129,720	132,000	135,000
Book and Magazine Loans, Juvenile-School	7,760	10,000	11,000
Framed Picture Loans, Juvenile	6	10	10
Record Loans, Juvenile	509	500	500
Number of Story Hours, Juvenile	83	80	80
Attendance of Story Hours, Juvenile	948	1,200	1,200
Books in the Collection, Juvenile	26,384	26,300	27,200

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE Carnegie	ACTIVITY ACCOUNT NO. 2930	DEPARTMENT LIBRARY		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ NA	\$ 27,486	\$ 28,748	\$
Contractual Services	NA	5,159	6,390	
Commodities	NA	0	35	
Capital Outlay	NA	354	0	
TOTAL	\$ NA	\$ 32,999	\$ 35,173	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Librarian II	25	490-624	NA	1.00	1.00	6,480	6,792
Librarian I	22	424-540	NA	1.20	1.42	6,193	7,485
Pre-Librarian	19	366-466	NA	1.00	1.00	4,608	4,608
Library Assistant	13	274-348	NA	1.80	1.80	5,918	6,331
Custodial Worker I	8	214-274	NA	1.00	.80	2,568	2,150
Library Page	1	152-194	NA	.60	.75	1,094	1,382
Total						\$26,861	\$28,748
Social Security						625	0
Total 105						\$27,486	\$28,748
GRAND TOTAL			NA	6.60	6.77	\$27,486	\$28,748

PERFORMANCE DATA**Activity Title:****Account Number****Department:**

Carnegie

2930

LIBRARY

Program Description:

This branch of the library system offers loan service, a limited reference service, and story hour for children. The staff provides professional and clerical assistance to the Carnegie sub-branches.

Comments on Budgeted Program:

Net Program Change	+\$1,300
Net Current Level Change	+ 900
Net Change	+\$2,200

Program Change

Allocation of additional time from Shops and Building Maintenance Activity is provided in order to make a portion of badly needed repairs (+\$1,000). Additional page time is proposed (+\$274). The page will relieve senior staff members from more routine work.

Current Level Change

Merit Raises	+\$ 800	Social Security	-\$600	Miscellaneous	-\$300
Pay Range Adj.	+ 1,400	Office Equip.	- 400		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Book and magazine loans, Adult	13,884	13,000	14,000
Book and magazine loans, Juvenile			
In the Library	35,215	36,000	37,000
In the Schools	27,707	28,000	29,000
Total Juvenile	62,922	64,000	66,000
Total Loans	75,806	77,000	80,000
Number of Story Hours	47	50	50
Story Hour attendance	919	1,200	1,200
Reference Queries	NA	5,000	5,500
Books in the collection			
Adult	10,536	10,960	11,360
Juvenile	18,196	19,325	20,424
Total books in the collection	28,732	30,285	31,784

ACTIVITY DETAIL

ACTIVITY TITLE Carnegie Sub-branches	ACTIVITY ACCOUNT NO. 2940	DEPARTMENT LIBRARY		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES	BUDGET	ESTIMATED REQUIREMENTS	FINAL ALLOWANCE
Personal Services	\$ NA	\$ 4,757	\$ 5,597	\$
Contractual Services	NA	38	0	
Commodities	NA	0	0	
Capital Outlay	NA	0	0	
TOTAL	\$ NA	\$ 4,795	\$ 5,597	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Library Assistant	13	\$ 274-348	NA	1.20	1.20	3,946	4,205
Library Page	1	152-194	NA	.40	.75	730	1,392
Total						\$4,676	\$5,597
Social Security						81	0
Total 105						\$4,757	\$5,597
GRAND TOTAL			NA	1.60	1.95	\$4,757	\$5,597

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA**Activity Title:**

Carnegie Sub-branches

Account Number

2940

Department:

LIBRARY

Program Description:

Each of the three sub-branches are located in public housing developments. These sub-branches provide a limited loan service to adult and juvenile borrowers and story hour program for children.

Comments on Budgeted Program:

Net Program Change +\$600

Program Change

Net Current Level Change 200

Additional Page Time(+\$638) is provided to assist in service of these three branch libraries. These facilities will be open three afternoons per week in 1965 compared to two afternoons in 1964.

Net Change +\$800

Current Level Change

Merit Pay +\$250

Social Security - 150

Pay Adjustment + 100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>Robert Hitch</u>			
Book and Magazine Loans, Adult	2,023	1,900	2,000
Book and Magazine Loans, Juvenile	10,594	9,500	10,500
Number of Story Hours	30	50	50
Story Hour Attendance	410	1,500	1,500
Books in Collection, Adult	1,365	1,400	1,400
Books in Collection, Juvenile	3,079	3,250	3,250
<u>Herbert Kayton</u>			
Book and Magazine Loans, Adult	8	1,200	1,400
Book and Magazine Loans, Juvenile	64	8,800	9,000
Number of Story Hours	1	10	20
Story Hour Attendance	29	200	500
Books in the Collection, Adult	1,664	1,750	1,750
Books in the Collection, Juvenile	4,114	4,300	4,300
<u>Yamacraw Village</u>			
Book and Magazine Loans, Adult	4,237	700	1,500
Book and Magazine Loans, Juvenile	7,971	1,200	8,000
Number of Story Hours	13	4	50
Story Hour Attendance	172	100	1,200
Books in the Collection, Adult	1,930	2,000	2,000
Books in the Collection, Juvenile	4,225	4,225	4,225

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA

Activity Title:

Account Number

Department:

Ola Wyeth

2960

LIBRARY

Program Description:

This is a downtown branch of the library system and offers loan service and a limited reference service to citizens.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	+\$750
Net Change	<u>+\$750</u>

Program Change

No major cost change anticipated.

Current Level Change

Merit Raises	+\$300	Miscellaneous Cont. Ser.	+\$300
Pay Range Adj.	+ 500	Furniture	- 150
Reduced Salary Savings	+ 800		
Reduced Personnel	- 800		
Social Security	- 200		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Book and Magazine Laons, Adult	25,145	25,500	26,000
Book and Magazine Loans, Juvenile	1,609	1,600	1,700
Total Queries	2,696	2,700	2,800
Books in the Collection	10,480	10,950	11,650

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Waters Avenue Branch	2980	LIBRARY		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ N. A.	\$ 4,080	\$ 4,233	\$
Contractual Services	N. A.	890	745	
Commodities	N. A.	0	0	
Capital Outlay	N. A.	0	154	
TOTAL	\$ N. A.	\$ 4,970	\$ 5,132	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Pre-Librarian	19	\$ 366-466	N. A.	.80	.80	\$ 3,341	\$ 3,629
Library Page	1	152-194		.20	.30	<u>602</u>	<u>604</u>
Total 105						\$3,943	\$4,233
Social Security						<u>137</u>	<u>0</u>
Total Social Security						\$ 137	\$ 0
GRAND TOTAL				<u>1.00</u>	<u>1.10</u>	<u>\$4,080</u>	<u>\$4,233</u>

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA**Activity Title:****Account Number****Department:**

Waters Avenue

2980

LIBRARY

Program Description:

This branch offers loan service and a limited reference service to citizens.

Comments on Budgeted Program:Program Change

No changes are anticipated

Current Level Change

Social Security -\$150

Merit Raises + 300

Insurance - 150

Card Catalog + 150

Net Program Change 0

Net Current Level Change +\$150

Net Change +\$150

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Queries	1,232	1,300	1,400
Books and magazine loans, Adult	7,077	7,500	8,000
Book and magazine loans, Juvenile	37,998	40,000	41,000
Total Loans	45,075	47,500	49,000
Number of Story Hours	6	6	6
Attendance at Story Hours	140	59	100
Books in collection, Adult	4,088	3,930	4,180
Books in collection, Juvenile Public Library	5,012	5,200	5,650
Books in collection, Juvenile Romana Riley School	2,679	3,189	3,340

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Bookmobiles	Account Number: 2990	Department: LIBRARY
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Program Description:

This activity is a mobile extension of the library loan system. The bookmobile activity does not provide a reference service to its users.

Comments on Budgeted Program:	Net Program Change	+\$1,900
<u>Program Change</u>	Net Current Level Change	+ 300
Additional staff time is provided for this rapidly growing program. The cost of the added help (+\$1,900) is offset by decreases in staff time assigned to other Library activities.	Net Change	+\$2,200

Current Level Changes

Merit Raises	+\$400	Social Security	- 150
Decreased Salary Savings	- 100	Pay Range Adjustment	+ 150

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Book Loans, Adult	66,453	70,000	75,000
Book Loans, Juvenile	99,493	100,000	101,000
Book Loans, Juvenile (School)	95,875	105,000	110,000
Number of Story Hours	12	12	12
Attendance at Story Hours	474	505	500
Books in the Collection, Adult	16,621	17,948	19,248
Books in the Collection, Juvenile	20,064	22,900	25,500

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
RECREATION	3010-20-30-40- 50-61-62-63-64-70	Recreation	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$162,824	\$ 209,435	\$212,438	\$
Contractual Services	58,758	63,065	68,668	
Commodities	46,630	48,636	49,017	
Capital Outlay	25,273	16,865	8,358	
TOTAL	\$293,485	\$ 338,001	\$338,481	\$
Budgeted Man Years	54.49	59.87	61.71	
SUMMARY BY ACTIVITIES				
Director's Office	\$ 17,138	\$ 19,298	\$ 21,218	\$
Sports	0	53,549	45,930	
Playgrounds	0	84,270	88,266	
Golden Age	28,653	30,547	35,973	
Swimming Pools	16,936	22,002	18,225	
Auditorium	28,282	20,531	17,982	
Grayson Stadium	19,883	20,486	23,860	
Memorial Stadium	14,440	12,429	11,016	
Sports Center	10,454	11,321	9,968	
Building & Ground Maintenance	<u>157,699</u>	<u>63,568</u>	<u>66,043</u>	
GRAND TOTAL	\$293,485	\$338,001	\$338,481	

CITY OF SAVANNAH, GEORGIA

RECREATION

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$209,435	\$212,438	
Contractual Services	63,065	68,668	
Commodities	48,636	49,017	
Capital Outlay	<u>16,865</u>	<u>8,358</u>	
TOTAL	\$338,001	\$338,481	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. Merit and probation completion raises result in an increase in personal services.	5,300	
2. Personnel turnover results in lower pay steps.		500
3. Overtime requirements decrease due to operating efficiency.		2,100
4. 1965 salary savings are increased over 1964 budgeted salary savings		2,100
5. Tennis Court renovation is included in the 1965 Capital Improvements Program. In 1964 the renovation of a portion of the tennis court at Daffin Park was included in the operating budget.		5,600
6. Expenditures for capital items decrease. In 1964 two trucks were purchased (\$3,600) whereas none are to be purchased in 1965. Miscellaneous replacement expenditures also decrease.		6,600
7. Utility costs decrease slightly due to reduced operating hours and usage of the swimming pool in particular.		500
8. Electrical maintenance service. In 1964 this service was charged back to using departments for the first time. In 1965 the revised distribution results in an increased charge to the Recreation Department. This charge more accurately reflects actual costs.	1,800	

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
9. Revised distribution of Radio Maintenance and custodial services to reflect actual cost results in an increase.	700	
10. Reallocation of funds providing for maintenance of buildings and recreation equipment results in a decrease in the commodities code for building materials and in the contractual services expenditure code for maintenance of buildings. It is anticipated in 1965 to use the services of the Shops and Building Maintenance Activity to perform many of the routine carpentry and painting activities previously performed by Recreation personnel. The proposed reassignment of work provides for a reduction in the expenditure codes cited above.		4,000
11. Transportation fees (+\$500) and professional fees (-\$300) result in an increase.	200	
12. The proposed budget includes funds to provide for services by the Shops and Building Maintenance Activity. This activity will assist the Recreation Department in routine painting and carpentry activities.	3,700	

PROGRAM CHANGES

1. Provision is made for operation of a new Golden Age Drop-In Center located on West 36th Street. This Center began operation in late 1964. The 1965 budget reflects the first full year's operating costs for this center. 4,800
2. Funds are provided for the operation of a new playground in the Kayton Homes area. The construction of this playground was completed in 1964 and the 1965 budget reflects the first year's operation of this new play area. 3,800
3. Funds are provided for the beginning of a routine playground equipment replacement program. There are approximately 250 pieces of playground equipment throughout the City with a total value of approximately \$60,000. The proposed allocation will provide for the replacement of a small

	<u>Increase</u>	<u>Decrease</u>
	\$3,000	\$
number of the total in the Recreation system.		
4. Provision is made for installation of a telephone at the Sports Center. The 1964 budget does not provide for a telephone and absence of a telephone requires inefficient use of personnel time in receiving and sending routine information.	100	
5. Increased usage of various recreational areas for active sports during night hours have increased. The usage of ball fields at night reduces the need for additional facilities but does require the presence of maintenance personnel to prepare these fields for usage.	1,000	
6. Experience shows that requirements for personnel at the swimming pools are too high.		2,700

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. Requests for additional facilities or renovation of existing facilities have been deleted in their entirety. All of these requests will be considered in the 1965 Capital Improvements Program. The requests are:		
a. Renovation of Sophonia Tompkins Recreation building dressing rooms.	(\$10,000)	
b. Lighted softball field	(\$18,100)	
c. Grayson Stadium renovation	(\$13,850)	
d. Asphalt tennis court	(\$ 4,185)	
e. Lighted baseball field	(\$40,700)	
f. Filldirt at W. Gwinnett recreational area.	(\$ 7,000)	
g. 3 asphalt tennis courts	(\$ 7,000)	106,435
2. A request for a part time Clerk Typist I in the Director's Office is deleted. The new office facilities to be constructed in late 1964 should provide for improved office efficiency and subsequently improved service level.		1,488

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
3. Request for City participation in sending local championship sporting teams to national and state tournaments was reduced.		810
4. Request to rent additional facilities for basketball games was reduced. The request for rentals to provide for 98 additional games was reduced to approximately 30 additional games.		600
5. The request for the new Golden Age Drop-In Center on W. 36th Street was approved but from the total request of \$6,236 only \$4,824 was approved.		1,412
6. Request for an air-conditioner in the Cunningham Golden Age Center was deleted.		305
7. The request for a Recreation Leader and necessary operating supplies at the Kayton Homes recreation area was approved for a total of \$3,784. This approval represents a reduction of the original request of \$2,072.		2,072.
8. Request for additional Recreation Leaders and Aides to participate in a special summer recreation program was deleted as no funds were available.		2,080
9. Request for installation of lights at the Forrest Hills playground area was deleted.		800
10. The request to paint the Daffin Park and Sophonia Tompkins swimming pools was deleted.		2,200
11. Request for the installation of metal sun shade shelters at Daffin Park and Sophonia Tompkins swimming pools was deleted.		1,600
12. Request for \$1,700 overtime for the Auditorium was reduced to \$1,000.		700
13. Request for installation of a telephone answering service at the Facilities Supervisor's office was denied. Arrangements should be made to provide for the answering of telephone calls to the		

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
Facilities Supervisor's office by personnel in the Recreation Director's office.		215
14. Request for installation of approximately 270 additional seats in the Auditorium was deleted.		8,976
15. Request for purchase of a vacuum cleaner at the Auditorium was deleted as this equipment will be purchased in 1964.		275
16. Overtime request in Grayson Stadium was reduced from \$1,700 to \$1,200.		500
17. The overtime request of \$1,986 for Memorial Stadium was decreased to \$1,250.		736
18. Request to paint light poles at Memorial Stadium and reweld steps on these poles was deleted.		1,200
19. Request for overtime of \$1,524 was reduced to \$1,250 for the Sports Center.		274
20. Request for purchase of a gasoline pump at the Recreation Maintenance Center was deleted. This request will be considered in further detail as the Central Garage develops. Request for construction of a concrete floor at the Recreation Maintenance Center in Daffin Park was deleted.		1,060
21. Request for additional operational equipment used in construction of various wooden recreation equipment and in maintenance of recreation equipment and facilities was deleted as the Shops and Building Maintenance Activity will provide necessary skilled carpentry work assistance to the Recreation Department.		858
22. Provision for additional rental for baseball games played at Grayson Stadium by the Savannah River and Oglethorpe Leagues was deleted.		2,700

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Director's Office	3010	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 14,121	\$ 14,760	\$ 16,008	\$
Contractual Services	1,965	2,875	3,537	
Commodities	607	1,173	1,148	
Capital Outlay	445	490	525	
TOTAL	\$ 17,138	\$ 19,298	\$ 21,218	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Recreation Director	30	\$ 624-794	1	1	1	7,848	8,232
Clerk-Stenographer	13	260-332	2	2	2	6,912	7,776
Total 105						\$14,760	\$16,008
GRAND TOTAL			3	3	3	\$14,760	\$16,008

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Director's Office	Account Number: 3010	Department: Recreation	
Program Description: The Director's Office is responsible for supervising and coordinating the program of the Recreation Department.			
Comments on Budgeted Program: Program Change No significant changes are anticipated.		Net Program Change Net Current Level Change Net Change	0 +\$1,900 +\$1,900
Current Level Change			
Merit raises	+\$1,200		
Custodial Services	+ 500		
Utilities	+ 100		
Transporation	+ 100		
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Phone Calls Received	20,800 Est.	21,000	22,500
Reports Handled & Checked	1,036	1,200	1,500
Reports Prepared	900	950	1,000
Visits to Office by Public	9,000	9,340	9,600
Meetings	200	210	225
Items Filed	12,900	13,100	13,400
Bank Deposits	130	142	150
Keys Issued	1,000	1,350	1,600
Minutes Recorded and Prepared	130	142	150
Personnel Requisitions Prepared	60	58	65
Purchase Requisitions Prepared	400	500	550
Service Orders Prepared	475	500	550
Payrolls Prepared	100	120	130
Memos Prepared	575	550	625
Letters Written	725	750	800
Sheets Mimeographed	35,000	38,500	42,000
Schedules	75	80	90
New Releases	80	90	100

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Sports	3020	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ NA	\$ 11,926	\$ 10,465	\$
Contractual Services	NA	22,885	22,695	
Commodities	NA	12,959	12,520	
Capital Outlay	NA	5,779	250	
TOTAL	\$ NA	\$ 53,549	\$ 45,930	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Recreation Supervisor	21	404-514	1.0	1.0	1.0	\$ 5,088	\$ 5,088
Laborer	10	236-302	1.0	1.0	1.0	2,976	2,976
Recreation Leader I	8	214-274		.5	.5	1,344	1,284
Total 105						\$9,408	\$9,348
Overtime						2,518	1,117
Total 155						\$2,518	\$1,117
GRAND TOTAL			2.0	2.5	2.5	\$11,926	\$10,465

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Sports	Account Number: 3020	Department: RECREATION
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Program Description:

This activity assists in the development and programming of sports activities of all types.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>-\$7,500</u>
Net Change	<u>-\$7,500</u>

Program Change

No change anticipated.

Current Level Change

Overtime	- \$1,400
Misc. Contractual Services	- 300
Misc. Commodities	- 300
Capital Improvements	- 5,500

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Adult Basketball Games	120	186	220
Adult Softball Games	600	680	750
Youth Softball Games	100	120	150
Adult Baseball Games	50	75	100
Youth Baseball Games	300	350	400
Track and Field	1	1	2
Tennis Tournaments	2	2	4
Tennis Classes	30	40	55
Courts Leveled and Marked	400	426	450
Archery Tournaments	6	12	18
Model Airplane Tournaments	0	0	0
Special Programs and Tournaments	2	5	8
Special Exhibitions	0	0	0
Swimming Meets	0	0	0
Soccer Games	15	34	45
Game Officials Assigned	2,460	2,550	3,025
Diamonds assigned for League Play	1,200	1,315	1,425
Organization Meetings	38	52	65

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Playgrounds	3030	RECREATION

Program Description:

This activity is responsible for organizing and administering the neighborhood playground program. The program consists of organized games, simple crafts, and other sporting activities. A pool of fifty-two part time recreation personnel direct these programs at twenty-four different outdoor areas throughout the City.

Comments on Budgeted Program:

Net Program Change	+\$6,800
Net Current Level Change	<u>- 2,800</u>
Net Change	+\$4,000

Program Change

Additional Recreation Leader, Professional fees, and operating supplies to provide for a new playground in Kayton Homes area (+\$3,800). A program to routinely replace playground equipment is started (+\$3,000).

Current Level Change

Increased Salary Savings	-\$1,000	Misc. Commodities	-\$ 400
Personnel turnover	- 500	Capital Outlay	- 1,300
Professional fees	+ 400		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Basketball games played	NA	500	550
Softball games played	NA	900	1,000
Football games played	NA	600	650
Low organized games played	NA	40,000	45,000
Craft articles made	4,000	7,000	7,500
Instruction periods by leaders	NA	16,000	17,000
Equipment issued	NA	37,000	40,000
Volunteer workers	25	170	200
Tournaments	NA	250	300
Special events	NA	1,000	1,200
Parties and dances	110	140	300
Family picnics (attendance)	2,500	6,000	7,000
Exhibits	NA	10	12
Fish Lake attendance	10,000	11,000	12,000
Officials assigned	NA	400	500
Individuals using areas	16,000	24,000	25,000
Total participation	1,800,000	2,000,000	2,000,000

CITY OF SAVANNAH, GEORGIA

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Golden Age	3040	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 17,609	\$ 19,744	\$ 24,137	\$
Contractual Services	3,075	2,600	4,351	
Commodities	7,031	7,195	6,745	
Capital Outlay	938	1,008	740	
TOTAL	\$ 28,653	\$ 30,547	\$ 35,973	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Recreation Supervisor	21	\$ 404-514	1.00	1.00	1.00	\$ 4,848	\$ 5,328
Recreation Leader II	14	288-366	1.65	1.65	1.65	5,647	6,573
Recreation Leader I	8	214-274	2.47	3.05	3.46	9,060	10,324
Custodial Worker I	8	214-274	0	0	.74	0	1,912
Total 105						\$19,555	\$24,137
Overtime						189	0
Total 155						\$ 189	\$ 0
GRAND TOTAL			<u>5.12</u>	<u>5.70</u>	<u>6.85</u>	<u>\$19,744</u>	<u>\$24,137</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Golden Age	Account Number: 3040	Department: RECREATION
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Program Description:

The Golden Age recreation program serves the senior citizens of the community. The program includes art and crafts, games, field trips, and other activities.

Comments on Budgeted Program:	Net Program Change	+\$4,800
<u>Program Change</u>	Net Current Level Change	+ 600
Appropriation for new drop-in center on the West side of the City, additional Recreation Leader and Custodial Services, Contractual Services and Commodities for the new center (+\$4,800).	Net Change	+\$5,400
<u>Current Level Change</u>	Building Materials	-\$ 700
Merit Raises +\$2,200	Misc. Commodities	- 200
Overtime - 200	Capital Outlay	- 1,000
Misc. Contractual + 500		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964		BUDGET 1965	
	Participants	No.	Part.	No.	Part.
Club Members	45,576	2,800	55,000	3,200	63,000
Club Meetings		1,582	45,050	1,642	53,000
Special Programs-Parties, etc.		298	13,748	338	15,048
Table Games-Cards, Bingo, etc.		2,095	15,623	2,200	17,623
Craft Items Made		22,000	22,000	25,000	25,000
Art Classes		102	1,382	120	1,800
Dances		54	3,078	60	4,000
Exhibits		50	3,366	50	5,000
Special Activities-Bus Trip, Bowling, Fish Rodeo, etc.		60	1,989	75	2,589
Meetings attended by Supervisor		425	15,000	575	22,000
Community Craft Sewing		8,000	6,000	10,000	10,000
Nutritional Lunches			6,000		7,000
May Day Observances		2	875	2	400
Founders Day Celebration		2	325	2	400

PERFORMANCE DATA

Activity Title: Swimming Pools	Account Number: 3050	Department: RECREATION		
Program Description: This activity operates the City's three swimming pools. Activities at the pools include competitive swimming events, educational classes for beginning swimmers, classes in boating safety and general swimming recreation.				
Comments on Budgeted Program:				
		Net Program Change	- \$3,000	
		Net Current Level Change	- 800	
		Net Change	- \$3,800	
<u>Program Change</u> Reduced requirements for personnel at pools (-\$2,700) result from less public participation. Decreased night activities at pools cause reduction in utilities (-\$300).				
<u>Current Level Change</u>				
Reduced Salary Savings	+\$ 100			
Merit Increases	+ 100			
Electrical Maintenance	+ 300			
Capital Outlay	- 1,300			
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE No or Spec. 1964 part		BUDGET No or Spec. 1965 part
<u>DAFFIN</u>				
Swimmers under 12	NA	400	15,000	400 14,000
Swimmers over 12	NA	8,000	3,500	7,000 3,500
Swimming lessons	NA	1,500	40,000	1,500 40,000
Water content tests	NA		1,200	1,200
Accident reports	NA		9	9
Wash and scrub bathhouse	NA		90	90
Sweep down and remove litter	NA		90	90
Boat safety classes	NA	70	250	100 250
<u>TOMPKINS</u>				
Swimmers under 12	NA	100	1,000	100 1,000
Swimmers over 12	NA	700	650	700 650
Swimming lessons	NA	1,000	2,000	1,000 2,000
Water content tests	NA		900	900
Wash and scrub bathhouse	NA		90	90
Sweep down and remove litter	NA		80	90
Filter cleaned	NA		140	140
<u>SUNSHINE POOL</u>				
No. using pool	NA	200	400	200 400

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL**ACTIVITY TITLE**

Auditorium

ACTIVITY ACCOUNT NO.

3061

DEPARTMENT

RECREATION

MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES	BUDGET	ESTIMATED REQUIREMENTS	FINAL ALLOWANCE
	1963	1964	1965	
Personal Services	\$ 11,786	\$ 9,740	\$ 10,040	\$
Contractual Services	12,690	8,107	5,973	
Commodities	2,012	2,169	1,969	
Capital Outlay	1,794	515	0	
TOTAL	\$ 28,282	\$ 20,531	\$ 17,982	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Facilities Custodian	21	\$ 404-514	.5	.5	.5	\$ 2,944	\$ 2,944
Laborer	10	236-302	1.0	1.0	1.0	2,976	2,976
Custodial Worker I	8	214-274	1.0	1.0	1.0	<u>3,120</u>	<u>3,120</u>
Total 105						\$9,040	\$9,040
Overtime						700	1,000
Total 155						<u>\$ 700</u>	<u>\$1,000</u>
GRAND TOTAL			<u>2.5</u>	<u>2.5</u>	<u>2.5</u>	<u>\$9,740</u>	<u>\$10,040</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Auditorium	Account Number: 3061	Department: RECREATION
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Program Description:

This activity operates and maintains the City's Auditorium.

Comments on Budgeted Program:

Program Change

No major Changes are anticipated.

Net Program Change	0
Net Current Level Change	-\$2,500
Net Change	-\$2,500

Current Level Change

Utilities	-\$ 300	Radio Maintenance	+\$200
Fees, Professional	- 700	Materials, Bldg.	
Maintenance, Bldgs.,		and Improvements	- 200
and Improvements	- 1000	Capital Outlay	- 500
Electrical Maintenance	- 300		
Overtime	+ 300		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
No. of times stage used	66	116	125
No. of times stage and platform used	3	4	6
No. of times P. A. system used	36	45	50
No. of times Gregory Hall used	0	2	3
No. of times lounge used	0	2	3
No. of times seats used	36	45	50
No. of times page used	0	2	4

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Grayson Stadium	3062	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 8,188	\$12,944	\$ 13,600	\$
Contractual Services	7,785	5,342	7,910	
Commodities	1,914	2,200	2,200	
Capital Outlay	1,996	0	150	
TOTAL	\$ 19,883	\$20,486	\$ 23,860	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Facilities Supervisor	23	444-566	1.0	1.0	1.0	6,168	6,480
Facilities Custodian	21	404-514	.5	.5	.5	2,944	2,944
Laborer	10	236-302	1.0	1.0	1.0	2,832	2,976
Total 105						\$11,944	\$12,400
Overtime						1,000	1,200
Total 155						\$ 1,000	\$ 1,200
GRAND TOTAL			2.5	2.5	2.5	\$12,944	\$13,600

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Grayson Stadium	Account Number: 3062	Department: RECREATION
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Program Description:
This activity is responsible for the operation and maintenance of Grayson Stadium.

Comments on Budgeted Program:	Net Program Change	+\$1,000
<u>Program Change</u>	Net Current Level Change	+\$2,300
An increase in Shops and Building	Net Change	+\$3,300
Maintenance for carpenter work to be performed by the City Carpenter Shop instead of Departmental personnel (+\$1,000).		
<u>Current Level Change</u>		
Overtime	+\$200	
Merit Raises	+ 100	
Electrical Maintenance	+1600	
Operational and Construction		
Equipment	+ 100	
Reclassification	+ 300	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
No. of general field events	5	8	12
Day Games	60	88	100
Night Games	70	87	105
Times Seats used	85	122	140
Under Stand used	3	12	25
P. A. System used	85	122	140
Dressing Rooms used	57	10	15

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Memorial Stadium	3063	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 7,327	\$ 4,962	\$ 4,226	\$
Contractual Services	5,753	5,547	5,520	
Commodities	1,136	1,270	1,270	
Capital Outlay	224	650	0	
TOTAL	\$ 14,440	\$ 12,429	\$ 11,016	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Laborer	10	\$ 236-302	1	1	1	\$ 2,976	\$ 2,976
Total 105						\$2,976	\$2,976
Overtime						1,986	1,250
Total 155						\$1,986	\$1,250
GRAND TOTAL			1	1	1	\$4,962	\$4,226

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Memorial Stadium	Account Number: 3063	Department: RECREATION
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Program Description:
This activity operates and maintains Memorial Stadium.

Comments on Budgeted Program:	Net Program Change	\$ 0
	Net Current Level Change	-\$1,400
	Net Change	-\$1,400
<u>Program Change</u> No change anticipated.		
<u>Current Level Change</u>		
Overtime	-\$ 700	Maint., Bldg. & Imp. -\$1,000
Utilities	- 400	Equipment Replacement - 650
Electrical Maint.	+ 100	
Shops & Bldg. Maint.	+ 1,250	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Number of day games	1	1	3
Number of night games	24	28	30
Number of other field events	2	3	5
Number of times seats used:			
One side	0	2	3
Two sides	27	30	36
Number of times Press Box used	25	32	36
Number of times P. A. system used	27	32	38
Number of times dressing rooms used	25	29	33

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Sports Center	3064	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 4,877	\$ 4,500	\$ 4,226	\$
Contractual Services	3,522	3,943	4,242	
Commodities	1,555	1,650	1,500	
Capital Outlay	500	1,228	0	
TOTAL	\$ 10,454	\$ 11,321	\$ 9,968	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Laborer	10	\$ 236-302	1	1	1	\$ 2,976	\$ 2,976
Total 105						\$2,976	\$2,976
Overtime						1,524	1,250
Total 155						\$1,524	\$1,250
GRAND TOTAL			1	1	1	\$4,500	\$4,226

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Sports Center	Account Number: 3064	Department: RECREATION
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Program Description:
This activity maintains and operates the City's Sports Center.

Comments on Budgeted Program:	Net Program Change	+\$ 100
<u>Program Change</u>	Net Current Level Change	- 1,400
Allocation for a telephone at Sports Center (+\$100)	Net Change	-\$1,300
<u>Current Level Change</u>		
Overtime - \$300		
Utilities + 400		
Maint. Bldg. & Imp. - 300		
Electrical Maint. + 100		
Materials, Bldg. & Imp. - 100		
Capital Outlay -1200		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Floor used with Ring	27	32	35
Floor used without Ring	59	65	70
Folding Seats Used	86	97	105
Bleachers Used	86	97	105

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Building & Grounds Maintenance	3070	RECREATION		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 87,160	\$ 52,911	\$ 54,456	\$
Contractual Services	21,163	1,757	3,587	
Commodities	30,679	4,800	4,800	
Capital Outlay	18,697	4,100	3,200	
TOTAL	\$157,699	\$ 63,568	\$ 66,043	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Recreation Supervisor	21	404-514	1	1	1	\$ 4,848	\$ 5,088
Recreation Maint. Foreman II	18	348-444	1	1	1	4,392	4,848
Recreation Maint. Foreman I	15	302-384	0	1	1	3,624	4,176
Equipment Operator II	14	288-366	1	1	1	3,984	3,792
Equipment Operator I	12	260-332	2	2	2	6,408	6,716
Utilityman	11	248-316	1	2	2	6,096	6,096
Laborer (FP)	10	236-302	6	6	6	17,424	17,784
Laborer (PT)	10	236-302	2	2	2	5,664	5,664
Total						\$52,440	\$54,164
Less Salary Savings (5%)						1,529	2,708
Total 105						\$50,911	\$51,456
Overtime						2,000	3,000
Total 155						\$ 2,000	\$ 3,000
GRAND TOTAL			14	16	16	\$52,911	\$54,456

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Building and Ground Maintenance	3070	RECREATION

Program Description:

This unit is responsible for maintaining all ball fields, playground equipment, playgrounds, basketball courts, football fields, and other recreational equipment and recreation areas used or operated by the Recreation Department.

Comments on Budgeted Program:	Net Program Change	+\$3,000
<u>Program Change</u>	Net Current Level Change	- 400
Additional allocation for overtime require- ments of sports events (+\$1,000). Travel allowance for one Recreation Supervisor (+\$480). Allocation for Shops and Building Maintenance is increased (+\$1,500) to relieve Recreation personnel of some routine maintenance work.	Net Change	+\$2,600
<u>Current Level Change</u>		
Merit Raises	+\$1,700	
Increased Salary Savings	- 1,200	
Capital Outlay	- 900	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Acres of grass cut	NA	4,170	5,212
Areas of grass cut	NA	712	890
Acres of areas raked	NA	294	294
Acres of grass fertilized	NA	54	54
Sq. ft. hand trimming w/shovel	NA	410,625	410,625
Sq. ft. game areas leveled	NA	518,800	518,500
Lineal ft. game areas marked	NA	510,260	510,260
Sq. ft. areas paper picked up	NA	106,796,000	106,796,000
Cu. ft. material & trash hauled	NA	3,178	3,178
Bleacher units moved	NA	38	50
Repairs to playground equipment	NA	794	850
Miscellaneous repairs	NA	770	810
Repairs to rolling equipment	NA	92	100
Units rolling equipment serviced	NA	144	160
Man hours operating rolling equip.	NA	260	360
Units new equip. built, installed	NA	550	600
Sq. ft. of paint applied	NA	65,496	66,000
Rooms janitorial service	NA	2,164	2,164
Cu. ft. of concrete poured	NA	742	2,000
Ft. of Pipe Laid	NA	1,377	1,000
Odd Jobs Completed	NA	830	1,000

CITY OF SAVANNAH, GEORGIA

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
PARK AND TREE	3210-20-30-41 42-43-44	Parks	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 233,574	\$ 263,757	\$ 271,561	\$
Contractual Services	3,492	11,386	10,883	
Commodities	13,199	15,593	15,265	
Capital Outlay	16,930	31,685	19,840	
TOTAL	\$ 267,195	\$ 322,421	\$ 317,549	\$
Budgeted Man Years	80	82	82	
SUMMARY BY ACTIVITIES				
Director's Office	\$ 13,770	\$ 17,690	\$ 24,815	\$
Park Maintenance	104,172	124,085	118,661	
Tree Maintenance	38,355	56,090	48,570	
Bonaventure Cemetery	48,983	54,087	54,527	
Greenwich Cemetery	21,694	27,071	25,015	
Laurel Grove - North Cemetery	24,623	26,899	29,235	
Laurel Grove - South Cemetery	15,598	16,499	16,726	
GRAND TOTAL	\$267,195	\$322,421	\$317,549	

CITY OF SAVANNAH, GEORGIA

PARK AND TREE

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$263,757	\$271,561	
Contractual Services	11,386	10,883	
Commodities	15,593	15,265	
Capital Outlay	<u>31,685</u>	<u>19,840</u>	
TOTAL	\$322,421	\$317,549	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit and probation completion raises result in an increase in Personal Services.	\$ 8,000	\$
2. Maintenance of building requirements decrease as the Park and Tree field activities will be moved from old buildings presently located to the east of Laurel Grove Cemetery to a new field office at the City Lot.		2,600
3. Redistribution of Electrical Maintenance service charges to accurately reflect actual service causes a decrease in this department.		4,600
4. The total of salary savings deducted from the Park and Tree Department has been low according to 1964 experience. The salary saving deduction on various Park and Tree accounts increases in 1965.		1,000
5. Equipment replacement requirements throughout the department decrease in 1965.		13,300
6. Repair parts for operating equipment increase slightly for 1965.	700	

<u>PROGRAM CHANGES</u>	<u>Increase Decrease</u>	
	<u>\$</u>	<u>\$</u>
1. Provision is made for installation of a remote base station in the Director's Office. At present radio communications between the Director's Office and the field require the presence of a vehicle at the Director's Office as no radio is located in the office.	300	
2. An Automotive Mechanic I is transferred to the Central Garage from the Park Maintenance Activity. The salary of this employee (\$4,000) is deleted and appropriate contractual service code is increased by a similar amount.	0	
3. Provision is made for purchase of an additional two-way radio for the foreman in charge of Park Maintenance. At present, this individual has no radio available to him.	675	
4. The purchase of a mechanical sweeper to improve leaf raking in various parks is proposed. It is anticipated that this sweeper will be able to do approximately three to four times as much as the present procedure of hand raking. The additional capacity provided by this mechanical sweeper will be used to improve park maintenance service.	900	
5. The construction of an employee restroom at the Bonaventure Cemetery is anticipated. No restroom is presently available at Bonaventure Cemetery to the 16 employees assigned to this cemetery.	1,300	
6. An Administrative Assistant is added to the Director's Office to handle various office responsibilities.	4,848	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

- | | |
|--|--------|
| 1. The request for a hydraulic hoist tree truck was deleted as it is anticipated to purchase this truck in 1964. | 15,894 |
|--|--------|

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
2. A request for the purchase of an additional pick-up truck was denied. This pick-up truck was to be used by the present Tree Maintenance foreman who is currently using one of the regular crew trucks. With the addition of the hydraulic hoist truck a rearrangement of equipment assignment can be made that will more efficiently assign equipment to Tree Maintenance Activity personnel. A radio for the additional truck was also deleted.		2,425
3. The request for an additional laborer at Bonaventure Cemetery was denied. It is anticipated that improved operating procedures and crew assignment in the various cemetery activities will produce additional man power.		2,832
4. The request for a Clerk II to handle various records and business transactions for Bonaventure and Greenwich Cemeteries was deleted. From information available it is not possible to fully justify the addition of this employee.		3,288
5. A request for installation of a base station and transmitter in the Director's Office for communication in the Parks Department radio system was reduced to a remote base station. This will provide adequate communications within the department.		600

PERFORMANCE DATA

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Activity Title: Director's Office	Account Number: 3210	Department: PARK AND TREE
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Program Description:

The Director's Office is responsible for directing, supervising and coordinating the activities of the Park and Tree Department.

Comments on Budgeted Program:Program Change

Allocation is made for a radio remote

Station and a telephone line to the base station at City Lot to provide adequate

communication between the Director's Office and mobile units (+\$300). An Administrative Assistant is also added (+4,848).

Current Level Change

Merit Raises +\$1,700

Custodial Service + 200

Misc. Commodities + 100

Net Program Change +\$5,148

Net Current Level Change + 2,000

Net Change +\$7,148

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Water accounts mailed	483	425	430
Care of Lot accounts mailed	NA	131	135
Perpetuity agreements typed and mailed	54	55	75
Work Orders prepared	2,234	1,630	3,000
Letters Written	75	100	150
Police accident bills made	5	5	10
Memo's written	30	40	75
Memorial permits issued	150	196	250
Purchase Requisitions prepared	40	26	50
Personnel Requisitions prepared	15	23	30
Employee interviews held	30	41	75
Employee accident reports	10	14	15
Employee sick leave reports	50	42	75
Service Orders prepared	500	163	500
Cemetery petitions reviewed	20	20	30
Cemetery burials recorded	500	406	600

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Park Maintenance	3220	PARK AND TREE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 91,299	\$ 98,105	\$ 96,016	\$
Contractual Services	983	7,330	6,645	
Commodities	5,485	6,185	6,120	
Capital Outlay	6,405	12,465	9,880	
TOTAL	\$ 104,172	\$ 124,085	\$ 118,661	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Park Maint. Foreman II	18	348-444	1	0	0	\$ 0	\$ 0
Park Maint. Foreman I	14	288-366	2	2	2	7,248	7,416
Equipment Operator I	12	260-332	6	7	7	22,680	23,352
Park Maintenceman II	12	260-332	1	1	1	3,288	3,624
Park Maintenceman I	11	248-316	6	5	5	18,288	16,296
Laborer	10	236-302	14	16	16	43,380	47,052
Auto Mechanic I	17	332-424	1	1	0	3,984	0
Total						\$98,868	\$97,740
Less Salary Savings (2.5%)						-1,483	-2,444
Total 105						\$97,385	\$95,296
Overtime						720	720
Total 155						\$ 720	\$ 720
GRAND TOTAL			31	32	31	\$98,105	\$96,016

PERFORMANCE DATA

Activity Title:	Account Number	Department:			
Park Maintenance	3220	PARK AND TREE			
Program Description: This activity is responsible for the development, beautification and maintenance of park areas within the City. The activity maintains approximately twenty squares in the central business district and 175 acres of other developed parks and center plats throughout the City.					
Comments on Budgeted Program: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <u>Program Change</u> Allocation is made to provide a two-way mobile radio unit for this activity (+\$700). A mechanical sweeper is provided to improve Park Maintenance Service (+900). <u>Current Level Change</u> Increased Salary Savings -\$1,000 Merit Increases + 2,900 Electrical Maintenance - 4,600 </td> <td style="width: 50%; vertical-align: top;"> Net Program Change +\$1,600 Net Current Level Change - 7,000 Net Change -\$5,400 Misc. Commodities - 100 Equipment Replacement - 4,200 </td> </tr> </table>				<u>Program Change</u> Allocation is made to provide a two-way mobile radio unit for this activity (+\$700). A mechanical sweeper is provided to improve Park Maintenance Service (+900). <u>Current Level Change</u> Increased Salary Savings -\$1,000 Merit Increases + 2,900 Electrical Maintenance - 4,600	Net Program Change +\$1,600 Net Current Level Change - 7,000 Net Change -\$5,400 Misc. Commodities - 100 Equipment Replacement - 4,200
<u>Program Change</u> Allocation is made to provide a two-way mobile radio unit for this activity (+\$700). A mechanical sweeper is provided to improve Park Maintenance Service (+900). <u>Current Level Change</u> Increased Salary Savings -\$1,000 Merit Increases + 2,900 Electrical Maintenance - 4,600	Net Program Change +\$1,600 Net Current Level Change - 7,000 Net Change -\$5,400 Misc. Commodities - 100 Equipment Replacement - 4,200				
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965		
Shrubs and other ornamentals planted	8,191	5,000	5,000		
Mowing approximately 180 acres cut minimum 25 times per yr.	4,500	4,500	4,600		
Raking approximately 150 acres 3 times per year.	450	450	462		
Approximately 30 acres raked each week	1,560	1,560	1,560		
Weeding and Edging	2,243 hr.	2,250 hr.	2,250 hr.		
Spraying - 315 gallons 1963	359 hr.	350 hr.	350 hr.		
Pruning	522 hr.	500 hr.	500 hr.		
Watering	2,202	2,500 hr.	2,500 hr.		
Fertilizing	6,400 lbs.	9,100 lbs.	7,000 lbs.		
Benches repaired	196	200	200		

CITY OF SAVANNAH, GEORGIA

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ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Tree Maintenance	3230	PARK AND TREE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 24,236	\$ 36,071	\$ 37,156	\$
Contractual Services	303	614	599	
Commodities	3,820	5,405	4,915	
Capital Outlay	9,996	14,000	5,900	
TOTAL	\$ 38,355	\$ 56,090	\$ 48,570	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Park Maint. Foreman I	14	\$ 288-366	0	0	1	\$ 0	\$ 3,498
Equipment Operator I	12	260-332	2	2	1	6,408	3,288
Tree Trimmer II	12	260-332	5	5	5	16,608	17,280
Tree Trimmer I	11	248-316	4	4	4	11,904	12,420
Total						\$34,920	\$36,486
Less Salary Savings (2%)						- 349	- 730
Total 105						\$34,571	\$35,756
Overtime						1,500	1,400
Total 155						1,500	1,400
GRAND TOTAL			11	11	11	\$36,071	\$37,156

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Tree Maintenance	Account Number: 3230	Department: PARK AND TREE
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Program Description:

This unit is responsible for the planting, and removal of trees located on or above City property. Tree work includes trimming, special tree surgery, stump removal, pruning and disposal of all tree trunks, stumps, limbs and other debris.

Comments on Budgeted Program:

Program Change

No significant program change is anticipated in 1965.

Current Level Change

Merit Raises	+\$1,200
Overtime	- 100
Building Materials	- 300
Repair Parts	- 200
Equipment Replacement	- 8,100

Net Program Change

0

Net Current Level Change

-\$7,500

Net Change

-\$7,500

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Trees Planted	278	500	600
Trees Trimmed	4,816	5,000	6,000
Trees Removed	401	350	350
Stumps Removed	228	200	500

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Bonaventure Cemetery	3241	PARK AND TREE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 46,087	\$ 50,089	\$ 50,689	\$
Contractual Services	757	850	910	
Commodities	1,775	1,338	1,398	
Capital Outlay	364	1,810	1,530	
TOTAL	\$ 48,983	\$ 54,087	\$ 54,527	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Cemetery Supervisor II	16	\$ 316-404	1	1	1	\$ 3,984	\$ 3,984
Park Maintenceman II	12	260-332	1	1	1	3,288	3,288
Equipment Operator I	12	260-332	1	1	1	3,120	3,288
Park Maintenceman I	11	248-316	4	4	4	12,192	12,480
Laborer	10	236-302	9	9	9	26,640	26,784
Total 105						\$49,224	\$49,824
Overtime						865	865
Total 155						\$ 865	\$ 865
GRAND TOTAL			<u>16</u>	<u>16</u>	<u>16</u>	<u>\$50,089</u>	<u>\$50,689</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:																			
Bonaventure Cemetery	3241	PARK AND TREE																			
Program Description: The work program of this activity includes the sale of lots, interments, disinterments, and the maintenance of the entire cemetery area, including perpetual care of lots, roadways, borders and landscaped areas.																					
<table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Comments on Budgeted Program:</td> <td style="width: 25%;">Net Program Change</td> <td style="width: 25%; text-align: right;">+\$1,300</td> </tr> <tr> <td><u>Program Change</u></td> <td>Net Current Level Change</td> <td style="text-align: right;">- 900</td> </tr> <tr> <td>Funds are provided to construct a restroom for employees (+\$1300)</td> <td>Net Change</td> <td style="text-align: right;">+ 400</td> </tr> <tr> <td colspan="3"><u>Current Level Change</u></td> </tr> <tr> <td>Merit raises</td> <td style="text-align: right;">+\$ 600</td> <td></td> </tr> <tr> <td>Equipment</td> <td style="text-align: right;">- 1,500</td> <td></td> </tr> </table>				Comments on Budgeted Program:	Net Program Change	+\$1,300	<u>Program Change</u>	Net Current Level Change	- 900	Funds are provided to construct a restroom for employees (+\$1300)	Net Change	+ 400	<u>Current Level Change</u>			Merit raises	+\$ 600		Equipment	- 1,500	
Comments on Budgeted Program:	Net Program Change	+\$1,300																			
<u>Program Change</u>	Net Current Level Change	- 900																			
Funds are provided to construct a restroom for employees (+\$1300)	Net Change	+ 400																			
<u>Current Level Change</u>																					
Merit raises	+\$ 600																				
Equipment	- 1,500																				
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965																		
Interments: Care of Lots: includes weekly raking, also trimming shrubs and trees, cutting grass, watering and removal of rubbish as needed. Perpetual Care: Annual Care Perpetual Care Area General Care of Total Area	292 1,572 121 40acres 100acres	300 1,600 129 40acres 100acres	315 1,625 135 40acres 100acres																		

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Greenwich Cemetery	3242	PARK AND TREE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 20,707	\$ 22,784	\$ 22,664	\$
Contractual Services	177	873	722	
Commodities	728	839	889	
Capital Outlay	82	2,575	740	
TOTAL	\$ 21,694	\$ 27,071	\$ 25,015	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Cemetery Supervisor I	14	\$ 288-366	1	1	1	\$ 3,792	\$ 3,624
Park Maintenceman II	12	260-332	1	1	1	3,288	3,288
Park Maintenceman I	11	248-316	2	2	2	6,240	6,240
Laborer	10	236-302	3	3	3	8,784	8,832
Total 105						\$22,104	\$21,984
Overtime						680	680
Total 155						\$ 680	\$ 680
GRAND TOTAL			7	7	7	\$22,784	\$22,664

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Greenwich Cemetery	Account Number: 3242	Department: PARK AND TREE
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Program Description:

The work program of this activity includes the sale of lots, interments, disinterments, and the maintenance of the entire cemetery area, including perpetual care of lots, roadways, borders and landscaped areas.

Comments on Budgeted Program:

Program Change

No program change is anticipated.

Current Level Change

Merit Raises	+\$	200
Personnel Turnover	-	300
Misc. Cont. Services	-	100
Bldgs. & Fixed Equip.	-	800
Equipment Replacement	-	1,000

Net Program Change	0
Net Current Level Change	-\$2,000
Net Change	-\$2,000

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Interments	127	130	140
Care of Lots:			
Perpetual care	3	3	3
Annual care	2	5	5
Perpetual Care Area	90 Acres	90 Acres	90 Acres
General Care of Total Area	125 Acres	125 Acres	125 Acres

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Laurel Grove - North	3243	PARK AND TREE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 23,341	\$ 25,292	\$ 26,948	\$
Contractual Services	584	383	418	
Commodities	615	1,134	1,129	
Capital Outlay	83	90	740	
TOTAL	\$ 24,623	\$ 26,899	\$ 29,235	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual	Budget	Budget		
			1963	1964	1965		
Cemetery Supervisor II	16	316-404	1	1	1	\$ 3,792	\$ 4,176
Park Maintenceman II	12	260-332	1	1	1	3,120	3,456
Park Maintenceman I	11	248-316	2	2	2	6,240	6,744
Laborer	10	236-302	4	4	4	11,760	12,192
Total 105						\$24,912	\$26,568
Overtime						380	380
Total 155						\$ 380	\$ 380
GRAND TOTAL			8	8	8	\$25,292	\$26,948

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Laurel Grove-North	Account Number: 3243	Department: PARK AND TREE
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Program Description:

The work program of this activity includes the sale of lots, interments, disinterments and the maintenance of the entire cemetery area, including perpetual care of lots, roadways, borders and landscaped areas.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	+ 2,300
No Change is expected.	Net Change	+\$2,300
<u>Current Level Change</u>		
Merit Raises	+\$1,700	
Operational Equipment	+ 600	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Interments	72	90	90
Lots in perpetual care	598	610	610
General care of total area	(Acres) 57	(Acres) 57	(Acres) 57

PERFORMANCE DATA

Activity Title: Laurel Grove South	Account Number: 3244	Department: PARK AND TREE
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Program Description:

The work program of this activity includes the sale of lots, interments and dis-interments and the maintenance of the entire cemetery area, including perpetual care of lots, roadways, borders and landscaped areas.

Comments on Budgeted Program:

Program Change

No Program Change is anticipated.

Net Program Change

-\$ 0

Net Current Level Change

+ 250

Net Change

+ \$250

Current Level Change

Merit Raises +\$150

Operational Equipment +\$100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Interments	121	160	160
Lots on perpetual care	27	28	29
General care of total area	(Acres) 61	(Acres) 61	(Acres) 61

MEDICAL SERVICES

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$27,340	\$27,624	
Contractual Services	1,678	2,352	
Commodities	90,875	96,800	
Capital Outlay	<u>0</u>	<u>0</u>	
TOTAL	\$119,893	\$126,776	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. Salary adjustment to reflect corrected cost of a part-time custodial worker results in an increase.	300	
2. Allotment for payment of insurance increases.	450	
3. Current level drug requirements increase.	6,000	
4. Miscellaneous commodities decrease in 1965.		75

PROGRAM CHANGES

- No major program changes resulting in expenditures are expected.

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

- None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
City Physician	3410	MEDICAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 10,440	\$ 10,440	\$ 10,440	\$
Contractual Services	1,068	1,068	1,068	
Commodities	300	375	300	
Capital Outlay	0	0	0	
TOTAL	\$ 11,808	\$ 11,883	\$ 11,808	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
City Physician	-	Unclass.	1	1	1	8,328	8,328
Assistant City Physicain	-	Unclass.	1	1	1	2,112	2,112
Total 105						\$10,440	\$10,440
GRAND TOTAL			<u>2</u>	<u>2</u>	<u>2</u>	<u>\$10,440</u>	<u>\$10,440</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: City Physician	Account Number: 3410	Department: MEDICAL SERVICES
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Program Description:

The City Physician is responsible for a wide range of medical service both to City employees and indigent citizens. The physician's office examines all applicants for city work, treats city employees for both minor and major injuries at the office or at the hospital, examines employees returning to work after extended illness or injury, examines prisoners and prescribes treatment for them, and makes outpatient calls to indigent citizens who are referred to the physician by the County Nursing Service or the Memorial Hospital Clinic.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	-\$75
No changes are expected	Net Change	-\$75

<u>Current Level Change</u>	
Miscellaneous Commodities	-\$75

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Dispensary	3420	MEDICAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 16,809	\$ 16,900	\$ 17,184	\$
Contractual Services	446	610	1,284	
Commodities	98,359	90,500	96,500	
Capital Outlay	0	0	0	
TOTAL	\$115,614	\$ 108,010	\$114,968	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Pharmacist II	-	Unclass.	1.0	1.0	1.0	\$ 8,100	8,100
Pharmacist I	-	Unclass.	1.0	1.0	1.0	7,800	7,800
Custodial Worker I	8	214-274	.2	.2	.5	<u>1,000</u>	<u>1,284</u>
Total 105						\$16,900	\$17,184
GRAND TOTAL			<u>2.2</u>	<u>2.2</u>	<u>2.5</u>	<u>\$16,900</u>	<u>\$17,184</u>

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Dispensary	Account Number: 3420	Department: MEDICAL SERVICES
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Program Description:
This activity dispenses drugs for a nominal charge to qualified indigents.

Comments on Budgeted Program:	Net Program Change 0
<u>Program Change</u>	Net Current Level Change +\$6,750
No program changes are anticipated.	Net Change +\$6,750
<u>Current Level Change</u>	
Salary Adjustment +\$ 300	
Insurance + 450	
Drugs + 6,000	

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Prescriptions Filled	95,000	72,780	73,000

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
INTERDEPARTMENTAL	3610-20-30-40 50 and 60		General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 401,472	\$ 450,000	\$ 740,500	\$
Contractual Services	12,454	33,088	117,000	
Commodities	0	0	0	
Debt Service	697,510	771,871	761,699	
Capital Outlay	0	163,044	43,027	
TOTAL	\$1,111,436	\$1,418,003	\$1,662,226	\$
Budgeted Man Years				
SUMMARY BY ACTIVITIES				
Employee Benefits	\$ 393,926	\$ 425,000	\$ 430,500	\$
Judgments and Losses	20,000	12,000	12,000	
Contingencies	0	21,088	105,000	
Debt Service	697,510	771,871	761,699	
Pay Adjustment	0	25,000	310,000	
Capital Improvements Program	0	163,044	43,027	
GRAND TOTAL	\$1,111,436	\$1,418,003	\$1,662,226	

CITY OF SAVANNAH, GEORGIA

INTERDEPARTMENTAL

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom. mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$450,000	\$740,500	
Contractual Services	33,088	117,000	
Debt Service	771,871	761,699	
Capital Outlay	<u>163,044</u>	<u>43,027</u>	
TOTAL	\$1,418,003	\$1,662,226	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Pension payments to retired City employees decrease in 1965.	\$	\$ 5,550
2. FICA cost to the City increases as a result of increased total payroll.	7,000	
3. Funds are added to the Contingencies Activity. Transfers to other activities during the first six months of 1964 had reduced Contingencies to the \$21,088 shown.	18,900	
4. Debt Service decreases in 1965 in the General Fund.		10,200
5. Additional funds are provided for pay adjustments for city employees. A total of \$310,000 is allocated for this purpose in the General Fund and \$40,000 in the Water and Sewer Fund.	285,000	
6. Redistribution of costs to General Fund and Water and Sewer Fund causes a decrease in the General Fund participation in the Capital Improvements Program.		120,000
7. FICA charges to the Library are deleted from the Library and included in this account.	4,000	

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
<u>PROGRAM CHANGES</u>		
1. The added cost of the Central Garage is budgeted in the Contingencies account. Distribution of these funds will be made during 1965 when sufficient information is available for accurate cost distribution to using departments.	65,000	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Employee Benefits	3610	INTERDEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 393,472	\$ 425,000	\$ 430,500	\$
Contractual Services	454	0	0	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 393,926	\$ 425,000	\$ 430,500	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual	Budget	Budget		
FICA		\$				78,000	89,000
Pensions						310,550	305,000
Claims						8,000	8,000
Group Insurance						<u>28,450</u>	<u>28,500</u>
GRAND TOTAL						\$425,000	\$430,500

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA

Activity Title: Employee Benefits	Account Number: 3610	Department: INTERDEPARTMENTAL
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Program Description:

This account includes the following city payments for employees:

- Social Security
- Pensions
- Employee Claims
- Group Insurance

Comments on Budgeted Program:	Net Program Change	+ 0
	Net Current Level Change	<u>+\$5,500</u>
	Net Change	+\$5,500

Program Change

None

Current Level Change

Group Insurance	+\$ 50
Pensions	- 5,550
FICA	+11,000

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

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PERFORMANCE DATA

Activity Title:

Account Number

Department:

Judgment and Losses

3620

INTERDEPARTMENTAL

Program Description:

This activity provides for claims against the City under Workmen's Compensation Laws.

Comments on Budgeted Program:

Net Program Change	-0-
Net Current Level Change	-0-
Net Change	-0-

No Change Anticipated.

WORK LOAD STATISTICS

ACTUAL

ESTIMATE

BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Contingencies	3630	INTERDEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	0	21,088	105,000	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 0	\$ 21,088	\$105,000	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
Central Garage Contingencies		\$				\$	\$ 65,000
							40,000
Total							\$105,000

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Contingencies	3630	INTERDEPARTMENTAL

Program Description:

Each year the City experiences expenditures which could not be reasonably forecast. This account provides for this occurrence.

Comments on Budgeted Program:

Net Program Change	+\$65,000
Net Current Level Change	+ 18,900
Net Change	+\$83,900

Program Change

The added cost of Central Garage is budgeted in this account. Distribution of these funds will be made during 1965 when sufficient information is available for accurate cost distribution to using departments. (+\$65,000).

Current Level Change

There is an increase of \$18,900.

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE Debt Service	ACTIVITY ACCOUNT NO. 3640	DEPARTMENT INTERDEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	0	0	0	
Commodities	0	0	0	
Debt Service	697,510	771,871	761,699	
Capital Outlay	0	0	0	
TOTAL	\$697,510	\$ 771,871	\$761,699	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: DEBT SERVICE	Account Number: 3640	Department: INTERDEPARTMENTAL
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Program Description:

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	<u>-\$10,200</u>
None	Net Change	-\$10,200
 <u>Current Level Change</u>		
Debt Service		-\$10,200

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY	ACCOUNT NUMBER				DEPARTMENT	
Debt Service	3640				INTERDEPARTMENTAL	
	1963		1964		1965	
Type of Obligation	Princ.	Interest	Princ.	Interest	Princ.	Interest
General	\$288,385	\$186,135	\$376,000	\$176,615	\$380,000	\$163,420
Storm Drainage	55,389	32,226	55,389	30,803	57,775	29,244
Education	25,000	10,675	25,000	9,965	25,000	9,010
Public Bldgs.	19,000	14,515	19,000	13,940	19,000	13,365
Police & Fire	13,000	5,685	13,000	5,380	13,000	5,075
Health	3,000	550	3,000	490	3,000	430
Airport	30,000	10,500	30,000	9,900	30,000	9,300
Land acquisition	3,000	450	3,000	390	3,000	330
Total	\$436,774	\$260,736	\$524,389	\$247,483	\$530,775	\$230,174
Fiscal Agents' Fees						\$760,949
						+ 750
						\$761,699

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Merit Pay	3650	INTERDEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 25,000	\$ 310,000	\$
Contractual Services	0	0	0	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 0	\$ 25,000	\$ 310,000	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE		ACTIVITY ACCOUNT NO.		DEPARTMENT	
Capital Improvements		3660		INTERDEPARTMENTAL	
MAJOR OBJECT CLASSIFICATION		ACTUAL EXPENDITURES	BUDGET	ESTIMATED REQUIREMENTS	FINAL ALLOWANCE
		1963	1964	1965	
Personal Services		\$ 0	\$ 0	\$ 0	\$
Contractual Services		0	0	5,069	
Commodities		0	0	0	
Capital Outlay		0	163,044	37,958	
TOTAL		\$ 0	\$ 163,044	\$ 43,027	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Capital Improvements	Account Number: 3660	Department: INTERDEPARTMENTAL
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Program Description:
This account provides for payment of current revenue to the pay-as-you-go Capital Improvements Program of the City.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>-\$120,000</u>
Net Change	-\$120,000

Program Change
No major cost changes are anticipated.

Current Level Change
Redistribution of costs to General Fund and Water and Sewer Fund causes a decrease in General Fund Participation (-\$120,000).

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
NON-DEPARTMENTAL	3811-12-60-70	Contributions	General	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	551,440	588,740	543,085	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 551,440	\$ 588,740	\$ 543,085	\$
Budgeted Man Years				
SUMMARY BY ACTIVITIES				
	\$	\$	\$	\$
Planning - M. P. C.	23,066	23,370	26,494	
Zoning & Subdivisions - M. P. C.	14,934	14,630	13,750	
Housing Hygiene	33,900	34,100	35,689	
Other Contributions	<u>479,540</u>	<u>516,640</u>	<u>467,152</u>	
GRAND TOTAL	\$551,440	\$588,740	\$543,085	

CITY OF SAVANNAH, GEORGIA

NON-DEPARTMENTAL

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 0	\$ 0	
Contractual Services	588,740	543,085	
Commodities	0	0	
Capital Outlay	<u>0</u>	<u>0</u>	
TOTAL	\$588,740	\$543,085	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit increases and revised salary scales in the Metropolitan Planning Commission result in a total increase of \$4,600. The City pays half of this increase as part of its total contribution.	\$ <i>2,300</i> 3,150	\$
2. Increased operating costs of the Chatham County Health Department require an increased contribution to the Housing Hygiene Activity.	1,600	
3. Urban Renewal participation decreases from 1964 requirements.		6,300
4. The City's contribution to the Savannah Symphony decreases as rental requirements for the Symphony at the auditorium are not so high as anticipated in the 1964 Budget.		5,000
5. The City's contribution to the Georgia Ports Authority ended in 1964.		10,000
6. The City decreases its participation in the Health Department as Chatham County increases its participation. 1965 is the first reduction. Four subsequent reductions of \$40,000 each will be made by the City in the next four years.		38,000
7. Miscellaneous Civil Defense expenditures increase in 1965.	1,400	
8. Miscellaneous contributions increase in 1965.	7,600	

PROGRAM CHANGES

<u>Increase</u>	<u>Decrease</u>
\$	\$

1. Funds for additional Civil Defense warning sirens are proposed. If matching funds are provided by the County, the proposed contribution will be made.

1,600

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Planning - M. P. C.	3811	NON-DEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 38,058	\$ 39,110	\$ 45,396	\$
Contractual Services	5,422	5,572	5,572	
Commodities	1,920	1,958	1,920	
Capital Outlay	732	100	100	
TOTAL	\$ 46,132*	\$ 46,740*	\$ 52,988*	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964*	BUDGET 1965*
			Actual 63	Budget 64	Budget 65		
Executive Director	NA	778-1133	.50	.50	.50	5,900	6,200
Assistant Director	NA	779-916	-	1.00	1.00	9,432	10,450
Senior Planner	NA	708-791	.83	.50	.90	4,074	7,650
Senior Planner	NA	708-791	1.00	1.00	1.00	8,148	8,500
Secretary	NA	316-404	1.00	1.00	.70	4,680	3,394
Draftsman	NA	316-404	1.00	1.00	1.00	4,380	4,392
Clerk Steno	NA	274-348	.50	.50	1.00	1,656	3,792
Total 105						\$38,270	\$44,378
Social Security						840	1,018
Total 110						\$ 840	\$ 1,018
GRAND TOTAL			4.83	5.50	6.10	\$39,110	\$45,396
*City Contributions							
1963	\$23,066						
1964	\$23,370						
1965	\$26,494						

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Zoning & Subdivisions - M. P. C.	3812	NON-DEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 25,360	\$ 25,010	\$ 23,312	\$
Contractual Services	2,748	2,870	2,908	
Commodities	1,280	1,280	1,280	
Capital Outlay	480	100	0	
TOTAL	\$ 29,868	*\$ 29,260*	\$ 27,500*	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Executive Director	NA	778-1133	.50	.50	.50	5,900	6,200
Senior Planner	NA	708-791	.17	.50	.10	4,074	850
Associate Planner	NA	483-440	1.00	1.00	1.00	5,080	5,800
Draftsman	NA	316-404	1.00	1.00	1.00	3,960	4,392
Secretary	NA	316-404	-	-	.30	0	1,454
Clerk Stenographer	NA	274-348	1.00	1.00	1.00	3,780	3,984
Clerk Stenographer	NA	274-348	.50	.50	-	1,656	0
Total 105						\$24,450	\$22,680
Social Security						560	632
Total 110						\$ 560	\$ 632
GRAND TOTAL			4.17	4.50	3.90	\$25,010	\$23,312

* City contribution is:
 1963 - \$14,934
 1964 - \$14,630
 1965 - \$13,750

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PERFORMANCE DATA

Activity Title: Zoning and Subdivisions - M. P. C.	Account Number: 3812	Department: NON-DEPARTMENTAL
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Program Description:

This division of the Metropolitan Planning Commission administers the subdivision regulations of the City of Savannah and Chatham County. This division also reviews and recommends on proposed changes to the zoning ordinances of the City of Savannah and Chatham County.

Comments on Budgeted Program:

Net Program Change	\$ 0
Net Current Level Change	- 1,800
Net Change	-\$1,800

Program Change

No major program changes are anticipated.

Current Level Change

Merit raises and revised salary scales	-\$1,700
Office furniture and equipment	- 100

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE Housing Hygiene	ACTIVITY ACCOUNT NO. 3860	DEPARTMENT NON-DEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	33,900	34,100	35,689	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 33,900	\$ 34,100	\$ 35,689	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA

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PERFORMANCE DATA

Activity Title:

Housing Hygiene

Account Number

3860

Department:

NON-DEPARTMENTAL

Program Description:

This activity provides funds for the administration of the minimum housing law.

Comments on Budgeted Program:

Net Program Change	\$ 0
Net Current Level Change	+ 1,600
Net Change	+ \$1,600

Program Change

No change is expected.

Current Level Change

Increased contribution results from increased operating costs (+\$1,600).

WORK LOAD STATISTICS

ACTUAL

ESTIMATE

BUDGET

ACTIVITY DETAIL

ACTIVITY TITLE Other Contributions	ACTIVITY ACCOUNT NO. 3870	DEPARTMENT NON-DEPARTMENTAL		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 0	\$ 0	\$ 0	\$
Contractual Services	479,540	516,640	467,152	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 479,540	\$516,640	\$ 467,152	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

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PERFORMANCE DATA

Activity Title:

Account Number

Department:

Other Contributions

3870

NON-DEPARTMENTAL

Program Description:

This account consists of assistance given by the City Government to agencies serving the general public.

Comments on Budgeted Program:

Net Program Change	+\$ 1,600
Net Current Level Change	- 51,100
Net Change	-\$49,500

Program Change

Allocation is made for City's contribution for additional Civil Defense sirens (+\$1,622).

Current Level Change

A summary of other contributions follows on the next page. Change in current level allocations result from changed operating costs of the agencies and changed City participation. The total current level allocation is decreased by \$51,100.

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

SUMMARY OF OTHER CONTRIBUTIONS

<u>Agency</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Recom. 1965</u>	<u>Final Allowance</u>
Urban Renewal	\$ 82,498	\$117,190	\$110,864	
Armstrong College	18,750	18,750	18,750	
Armstrong College Library	3,000	3,000	3,000	
Georgia National Guard	1,500	1,500	1,500	
Red Cross	972	1,000	600	
Humane Society	14,627	12,200	12,200	
Armed Forces Day Committee	200	200	200	
Savannah Transit Authority	3,500	0	0	
Youth Museum	2,200	2,200	2,200	
Symphony Orchestra	2,200	11,200	6,200	
Telfair Academy	3,900	4,500	4,500	
Trustees Garden Club	1,000	1,000	1,000	
Savannah District Authority	19,087	12,000	12,000	
Georgia Ports Authority	2,500	10,000	0	
Chamber of Commerce	7,550	7,500	7,500	
Mid-Town Chamber of Commerce	1,000	1,000	1,000	
Memorial Hospital	96,000	96,000	96,000	
Health Department	192,000	198,000	160,000	
Civil Defense	15,556	17,131	18,496	
Civil Defense Sirens	0	0	1,622	
Bacon Park Commission	0	750	750	
People to People Committee	0	0	500	
Independence Day Committee	0	279	280	
Easter Sunrise(Memorial Stad.)	0	115	115	
Hands Beautification Committee (Flower Boxes)	0	375	375	
Savannah-Chatham School Board	0	0	6,000	
Miscellaneous Contributions	0	750	1,500	
Exchange Club (Welcome Station)	10,000	0	0	
Senior Citizens of Savannah	1,500	0	0	
TOTAL	\$479,540	\$516,640	\$467,152	

SECTION III

REVOLVING FUND

ESTIMATE OF RESOURCESREVOLVING FUNDGENERAL FUND

<u>Acc't</u>	<u>Data</u> <u>Processing</u> \$	<u>Custodial</u> <u>and</u> <u>Delivery</u> \$	<u>Elect.</u> <u>Maint.</u> \$	<u>Radio</u> <u>Maint.</u> \$	<u>Shops &</u> <u>Building</u> <u>Maint.</u> \$
0100 Legislative		10,575			
0202 City Manager's Office		4,203			
1410 Finance Director's Off.		663			
1420 Accounting	34,250	3,807			
1430 Tax Assessor	9,750	1,671			
1441 Current Revenue Coll.	18,750	1,970			
1442 Delinquent Revenue Coll.	6,250	1,970			
1451 Purchasing		2,966			
1452 Supplies Management	100		396		500
1460 Research and Budget		1,107			
1600 Personnel	6,000	4,922	28		500
2010 DPI Director's Office		926		459	
2020 Engineering		3,566		600	250
2030 Streets & Sant. Office	1,000	500	438	350	750
2031 Paved Sts. & Sidewalks			100	502	2,250
2032 Maint. Unpaved Streets				402	1,500
2040 Drainage Maintenance				226	250
2051 Refuse Collection			500	1,200	500
2052 Refuse Disposal			142	115	250
2053 Street Cleaning			43	1,000	250
2060 Inspectional Service		1,370		115	250
2410 Traffic Eng. Adm. & Res.		4,382			
2420 Traffic Control Maint.			28,616	1,073	750
2610 Police Chief's Office		500		112	
2611 Vice Unit				224	
2612 Planning and Research				115	
2622 Records & Communications	18,372		1,121	1,015	1,000
2631 Investigations				1,700	
2632 Youth and Women				115	
2640 Patrol			211	6,000	500
2810 Fire Chief's Office		500		160	
2822 Alarm & Communications			2,327	1,000	
2823 Vehicle Maintenance				108	
2830 Fire Prevention				431	
2840 Firefighting				2,600	1,500
2910 Main Library		500	204		250
2930 Carnegie			115		1,000

<u>Acc't</u>	<u>Data Processing</u>	<u>Custodial and Delivery</u>	<u>Elect. Maint.</u>	<u>Radio Maint.</u>	<u>Shops & Building Maint.</u>
	\$	\$	\$	\$	\$
3010 Recreation Director's Off.		500			
3020 Sports			246		250
3030 Playgrounds					250
3040 Golden Age					250
3050 Swimming Pools			360		
3061 Auditorium			596	300	500
3062 Grayson Stadium			1,568		2,400
3063 Memorial Stadium			1,232		1,250
3064 Sports Center			682		500
3070 Building & Grds. Maint.					2,500
3210 Park & Tree Director's Off.		500	185		
3220 Park Maintenance			1,333	72	250
3230 Tree Maintenance				72	250
3241 Bonaventure Cemetery					200
3242 Greenwich Cemetery					192
3420 City Dispensary			43		
3811 Planning, M. P. C.	3,000				
TOTAL	\$97,472	\$47,098	\$40,486	\$20,066	\$21,192
REVOLVING FUND					
5000 Data Processing	\$	\$ 6,830	\$	\$	\$
5100 Custodial			1,708		2,000
5210 Central Garage		500	500	425	1,250
5220 Electrical Maintenance		1,800		108	
5221 Shops & Building Maint.				115	
5230 Electronic Equip. Repair			1,923		
TOTAL	\$ 0	\$ 9,130	\$ 4,131	\$ 648	\$ 3,250
WATER AND SEWER FUND					
7010 Water Supply & Treat.	\$	\$	\$ 4,960	\$ 400	\$ 2,600
7020 Water Distribution		266		350	2,000
7050 Sewage Collection				700	1,000
7060 Sewage Treat. & Dis.				200	2,000
7230 Water Service Office	33,250	2,450			
7420 Capital Improvements			5,069		
TOTAL	\$33,250	\$ 2,716	\$10,029	\$ 1,650	\$ 7,600

<u>Acc't</u>	<u>Data Processing</u> \$	<u>Custodial and Delivery</u> \$	<u>Elect. Maint.</u> \$	<u>Radio Maint.</u> \$	<u>Shops & Building Maint.</u> \$
<u>I AND D WATER SUPPLY</u>					
8000 Treatment & Dist.				480	50
TOTAL	\$ 0	\$ 0	\$ 0	\$ 480	\$ 50
<u>OTHER AGENCIES</u>					
Chatham County Miscellaneous	\$78,003	\$	\$ 2,187	\$	\$
TOTAL	\$78,003	\$ 0	\$ 2,187	\$ 0	\$ 0
 GRAND TOTAL*	<u>\$208,725</u>	<u>\$58,944</u>	<u>\$56,833</u>	<u>\$22,844</u>	<u>\$32,092</u>

*Grand total does not include charge backs for Central Garage service because these costs have not been completely determined.

COMPARISON OF EXPENDITURES BY FUNCTIONSREVOLVING FUND

<u>Account</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Data Processing	<u>\$ 59,095</u>	<u>\$143,171</u>	<u>\$208,725</u>
Finance			
Custodial Services	<u>\$132,001</u>	<u>\$ 53,397</u>	<u>\$ 58,944</u>
Central Services			
Central Garage	\$111,186	\$121,690	\$191,257
Electrical Maintenance	51,856	51,566	56,833
Shops & Building Maintenance	27,898	28,895	32,092
Electronic Equipment Repair	18,610	18,624	22,844
Total	<u>\$209,550*</u>	<u>\$220,775*</u>	<u>\$303,026</u>
 GRAND TOTAL EXPENDITURE	 <u>\$400,646</u>	 <u>\$417,343</u>	 <u>\$570,695</u>

*Included in Department of Public Improvements and Electrical Department. The combined amounts are shown here for comparison purposes.

COMPARISON OF EXPENDITURES BY OBJECTREVOLVING FUND

<u>Account</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>	<u>Adopted 1965</u>
Personal Services	\$292,107	\$383,272	
Contractual Services	88,159	140,121	
Commodities	24,977	29,132	
Capital Outlay	<u>12,100</u>	<u>18,170</u>	
GRAND TOTAL	\$417,343	\$570,695	

DATA PROCESSING

(Revolving Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 81,771	\$104,480	
Contractual Services	56,280	98,745	
Commodities	1,620	3,500	
Capital Outlay	<u>3,500</u>	<u>2,000</u>	
TOTAL	\$143,171	\$208,725	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit increases result in increased personal service costs.	\$ 2,900	\$
2. Positions added during 1964 are budgeted for a full year in 1965.	15,800	
3. Utility charges budgeted in 1964 are included with the custodial service charge backs in 1965.		1,200
4. A redistribution of custodial service charges result in increased costs for the Data Processing Activity.	2,900	
5. Requirements for Contractual Services decrease in 1965.		3,615
6. Rental charges for Data Processing equipment added in 1964 are budgeted for a full year in 1965.	33,370	
7. Requirements for printing and office supplies are increased in 1965.	1,880	
8. Less funds for office furniture and equipment are required in 1965.		2,000
9. Funds for Operational Equipment are increased.	500	

<u>Increase</u>	<u>Decrease</u>
\$	\$

PROGRAM CHANGES

1. A complete, more advanced unit record installation will be installed at Police Headquarters. This requires the addition of a Tabulating Equipment Operator, and various pieces of Data Processing Equipment.

15,100

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None.

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Data Processing	5000	DATA PROCESSING		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 28,051	\$ 81,771	\$104,480	\$
Contractual Services	28,773	56,280	98,745	
Commodities	721	1,620	3,500	
Capital Outlay	1,550	3,500	2,000	
TOTAL	\$ 59,095	\$ 143,171	\$208,725*	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Data Processing Director	30	624-794	1.00	1.00	1.00	7,842	9,072
Systems & Procedures Ana.	28	566-720	-	1.68	2.00	11,995	16,080
D. P. Production Supv.	23	444-566	-	.50	1.00	2,664	6,168
D. P. Programmer	23	444-566	-	1.84	2.00	10,773	11,052
D. P. Console Operator	18	348-444	-	.17	2.00	824	9,936
Tabulating Equipment Opr.	17	332-424	2.00	2.68	2.00	12,334	8,376
Clerk Stenographer II	16	316-404	-	.42	1.00	1,311	4,176
Keypunch Supervisor	14	288-366	-	.17	1.00	677	3,984
Keypunch Operator	12	260-332	4.10	10.00	10.00	30,041	33,636
Clerk Typist I	11	248-316	-	.42	-	1,310	0
Total 105						\$79,711	\$102,480
Overtime						2,000	2,000
Total 155						\$2,000	\$2,000
GRAND TOTAL			7.10	18.98	21.00	\$81,771	\$104,480

* \$78,003 of this total is to be used to provide services for Chatham County.

PERFORMANCE DATA

Activity Title: Data Processing	Account Number 5000	Department: DATA PROCESSING
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Program Description: This activity provides bookkeeping, billing, records and statistical services to various activities of the City and to Chatham County. Charges for service are based on work produced for the using activity. In December 1964, the Data Processing Activity will change over from unit record system to a computer system. The work load statistics shown below are for service to City departments only.

Comments on Budgeted Program:

Net Program Change	+\$15,100
Net Current Level Change	+ 50,500
Net Change	+\$65,600

Program Change

An improved unit record installation is proposed at Police Headquarters; one additional position (+\$3,984) and related data processing equipment (+\$11,100) are added.

Current Level Change

Merit Increases	+\$ 2,900	Custodial Ser.	+\$2,900	Office Equip.	-\$2,000
Personal Services	+ 15,800	Other Services	- 3,000	Oper. Equip.	+ 500
Utilities	- 1,200	Printing Sup.	+ 1,900		
Rentals	+ 33,300	Misc. Cont. Ser.	- 600		

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET
	1963	1964	1965
<u>Water & Sewer Service</u>			
Water bills prepared & payments posted	210,000	222,000	248,000
Sewer bills prepared & payments posted	16,800	16,800	17,500
Changes and adjustments	28,000	32,000	30,000
Delinquent notices prepared	26,000	24,000	25,000
Billing Summaries	66	60	166
<u>Personal Property Tax Service</u>			
Personal Property returns & bills	28,000	30,000	32,000
Permits posted (including delinq.)	50,000	0	72,000
Adjustments and corrections	3,000	0	3,000
Executions prepared	15,000	18,000	20,000
Delinquent notices prepared	15,000	10,000	25,000
Receivables sum. prepared	2	0	120
<u>Real Property Tax Service</u>			
Real property bills prepared	33,000	37,000	40,000
Payments posted (inc. delinquent)	0	0	75,000
Changes and corrections	3,100	3,500	3,500
Executions prepared	6,000	8,000	8,000
Delinquent notices prepared	0	2,000	5,000
Receivables summaries	0	0	120

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Data Processing	Account Number 5000	Department: DATA PROCESSING
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Program Description:

Comments on Budgeted Program:

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>Specific Tax Service</u>			
Licenses prepared	6,000	6,200	6,500
Payments posted	0	0	5,000
Changes and corrections	0	0	500
Executions	1,300	1,000	1,500
Delinquent Notices prepared	0	0	1,000
Receivables summaries	0	0	120
<u>Internal Services</u>			
Accounts payable checks written and reconciled	6,000	6,200	6,400
Cash requirements estimate	0	0	26
Purchase Orders processed	0	0	5,000
Service Orders processed	0	0	4,000
Payroll checks written and reconciled	45,000	47,000	49,000
Personnel summaries printed	0	0	52
Budget Expenditure Statements printed	12	12	12
Employee Record Changes printed	0	0	6,000

CITY OF SAVANNAH, GEORGIA

FINANCE

(Revolving Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$27,816	\$32,608	
Contractual Services	19,577	20,251	
Commodities	4,304	4,285	
Capital Outlay	<u>1,700</u>	<u>1,800</u>	
TOTAL	\$53,397	\$58,944	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit raises granted in July of 1964 and step increases granted at the satisfactory completion of the probationary period result in an increase in personal services.	\$ 2,000	\$
2. In 1964 no provision was made for Saturday mail service to City Hall offices. In 1965 this service will be provided on an overtime basis.	200	
3. Insurance costs decrease in 1965.		500
4. The maintenance of the City Hall and Gamble Building and equipment therein increases slightly in 1965.	600	
5. The installation of electric drinking fountains for City Hall is proposed. These drinking fountains will be located next to the elevator in the center of the building. It is estimated that installation cost of \$1,800 for these drinking fountains will be amortized in approximately one to one and one half years due to reduced ice cost and labor cost required for the presently used water coolers.	1,800	
6. Equipment replacement cost is reduced in 1965.		1,700

<u>PROGRAM CHANGES</u>	<u>Increase</u>	<u>Decrease</u>
	\$	\$
1. One additional custodial worker is proposed for 1965. This employee will assist in providing a better level of maintenance to newly renovated offices in the City Hall and Gamble Building. The additional employee will not be sufficient to bring maintenance to an adequate level but will improve existing maintenance.	2,600	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

- | | |
|---|-------|
| 1. Request to paint and caulk windows in City Hall, as these windows are loose loose in many areas was deleted due to lack of funds. | 1,500 |
| 2. A request to clean the outside of the City Hall Building by sand blasting was deleted. | 8,200 |
| 3. Request for two additional custodial employees was reduced to one. | 2,600 |

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Custodial Services	5100	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES	BUDGET	ESTIMATED REQUIREMENTS	FINAL ALLOWANCE
Personal Services	\$ 26,142	\$ 27,816	\$ 32,608	\$
Contractual Services	38,044	19,577	20,251	
Commodities	3,473	4,304	4,285	
Capital Outlay	64,342	1,700	1,800	
TOTAL	\$132,001	\$ 53,397	\$ 58,944	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Building Superintendent	15	302-384	1	1	1	\$ 3,120	\$ 4,176
Custodial Worker II	10	236-302	1	1	1	2,832	2,976
Custodial Worker I	8	214-274	7	7	8	19,296	22,280
Porter	8	214-274	1	1	1	2,568	2,976
Total 105						\$27,816	\$32,408
Overtime						0	200
Total 155						\$ 0	\$ 200
GRAND TOTAL			10	10	11	\$27,816	\$32,608

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:	
Custodial Services	5100	FINANCE	
Program Description:			
This activity provides janitorial and building maintenance services for the City Hall and Gamble Building. Mail delivery service for these locations and the City Lot, Police Department, Fire Department, Park and Tree Department, and Recreation is also provided. Charges for services are based on service and square footage of office area.			
Comments on Budgeted Program:		Net Program Change	+\$2,600
<u>Program Change</u>		Net Current Level Change	+ 3,000
One Custodial Worker will be added to expand services in City Hall and Gamble Building (+\$2,600).		Net Change	+\$5,600
<u>Current Level Change</u>			
Merit Increases	+\$2,000		
Overtime	+ 200		
Insurance	- 500		
Rentals	+ 700		
Bldg. & Equip. Maintenance	+ 600		
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Messenger Service	N. A.	N. A.	HOURS 3,142
Machine, Reproduction & Duplicating	N. A.	N. A.	822
Envelope Stuffing	N. A.	N. A.	362
Mail pick-up and delivery-Building	N. A.	N. A.	2,260
Sweep Floors	N. A.	N. A.	3,161
Damp Mop Floors	N. A.	N. A.	1,263
Wax Floors	N. A.	N. A.	1,263
Clean Restrooms	N. A.	N. A.	1,021
Fill and Ice Water Coolers	N. A.	N. A.	660
Dust Piping, Ducts, Trim Mold, etc.	N. A.	N. A.	462
Wash Low Woodwork	N. A.	N. A.	508
Dust Low Woodwork	N. A.	N. A.	1,619
Dust Venetian Blinds	N. A.	N. A.	129
Wash Venetian Blinds	N. A.	N. A.	214
Dust Light Fixtures	N. A.	N. A.	123
Damp Wipe Light Fixtures	N. A.	N. A.	82
Dust Furniture, Fixtures, Files, Chairs, etc.	N. A.	N. A.	1,406
Clean Door Glasses (Exterior)	N. A.	N. A.	63
Clean Door Glasses (Interior)	N. A.	N. A.	63
Wash Inside & Outside of Windows	N. A.	N. A.	32
Vacuum Carpets	N. A.	N. A.	120
Empty & Clean Ashtrays	N. A.	N. A.	144
Empty & Clean Waste Receptacles	N. A.	N. A.	249
Clean & Polish Brass	N. A.	N. A.	72

CITY OF SAVANNAH, GEORGIA

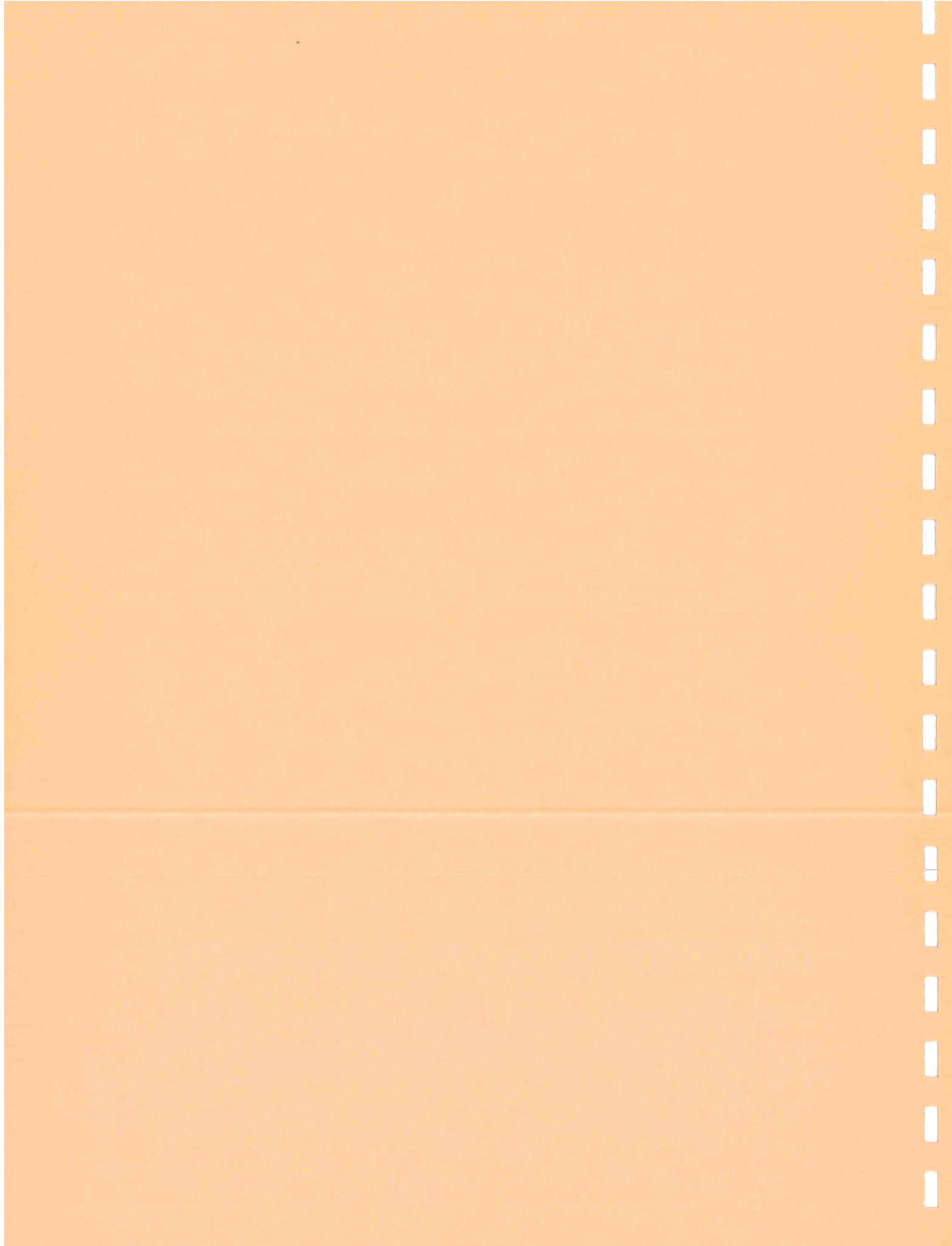
DEPARTMENT OF PUBLIC IMPROVEMENTS

(Revolving Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$125,176	\$ 0	
Contractual Services	7,137	0	
Commodities	11,572	0	
Capital Outlay	<u>6,700</u>	<u>0</u>	
TOTAL	\$150,585	\$ 0	

RECOMMENDED 1965 BUDGET

Both the Garage and the Shops and Building Maintenance activities are budgeted as activities of the Central Services Department in 1965. No activities will remain in the Public Improvements Revolving Fund.



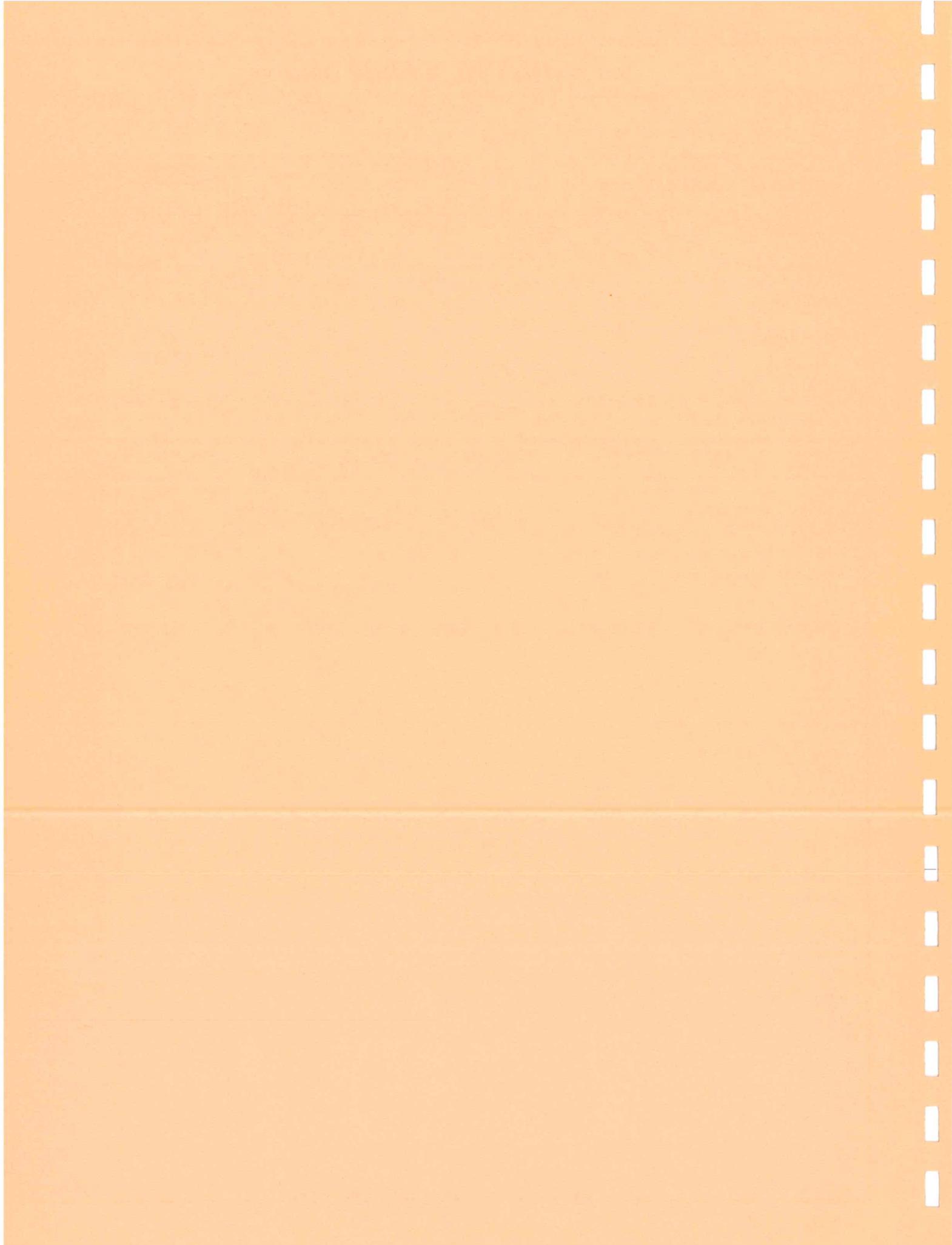
ELECTRICAL DEPARTMENT

(Revolving Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$57,344	\$ 0	
Contractual Services	5,165	0	
Commodities	7,481	0	
Capital Outlay	<u>200</u>	<u>0</u>	
TOTAL	\$70,190	\$ 0	

RECOMMENDED 1965 BUDGET

The two activities of the Electrical Department are budgeted as activities of the Central Services Department in 1965.



DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
CENTRAL SERVICES	5210-20-21-30		Revolving	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963*	BUDGET 1964*	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 179,041	\$ 182,520	\$ 246,184	\$
Contractual Services	8,483	12,302	21,125	
Commodities	18,279	19,053	21,347	
Capital Outlay	3,747	6,900	14,370	
TOTAL	\$ 209,550	\$ 220,775	\$ 303,026	\$
Budgeted Man Years	44	43	55	
SUMMARY BY ACTIVITIES				
Central Garage	\$ 111,186	\$ 121,690	\$ 191,257	\$
Electrical Maintenance	51,856	51,566	56,833	
Shops & Building Maintenance	27,898	28,895	32,092	
Electronic Equipment Repair	<u>18,610</u>	<u>18,624</u>	<u>22,844</u>	
GRAND TOTAL	\$ 209,550	\$ 220,775	\$ 303,026	
*Included in Department of Public Improvements and Electrical Department. Combined amounts are shown here for comparison purposes.				

CITY OF SAVANNAH, GEORGIA

CENTRAL SERVICES

(Revolving Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$182,520	\$246,184	
Contractual Services	12,302	21,125	
Commodities	19,053	21,347	
Capital Outlay	<u>6,900</u>	<u>14,370</u>	
TOTAL	\$220,775	\$303,026	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. The 1965 budget provides for merit increases granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 5,700	\$
2. One Electrician's Helper position is deleted as a result of improvements in operating efficiency. The routine maintenance workload of the Electrical Maintenance activity has decreased as the City owned Gamewell alarm system has been almost entirely dismantled in 1964.		3,232
3. Improved facilities require an increased allotment for maintenance of buildings at current level.	750	
4. Redistribution of Electrical Maintenance charges to reflect actual service costs increases the Central Services charges.	1,800	
5. Insurance costs have increased in 1965.	150	
6. Redistribution of charges for sustodial services result in an increase for the Garage.	500	

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
7. Redistribution for charges of Shops and Building Maintenance (Carpenter Shop) result in an increase.	1,200	
8. No provisions have been made in the past years for overtime in the Radio Maintenance Activity.	200	
9. The allocation for repair parts for the Electrical Activity increases in 1965.	400	
10. Repair parts and equipment and other miscellaneous commodities and contractual services increase.	1,000	
11. Equipment replacement requirements increase in 1965.	1,550	

PROGRAM CHANGES

- | | |
|--|--------|
| 1. One Automotive Mechanic II and two Automotive Mechanic I's are transferred to the Central Garage from the Police Department. One Automotive Mechanic I is transferred from the Park and Tree Department. This move centralizes all automotive maintenance employees except those of the Fire Department. The increase in the Garage budget is completely offset by decreases in the Police and Park and Tree budgets. | 18,700 |
| 2. A full time director of the Central Services Department is budgeted in the Garage Activity. Also six maintenance employees, a Parts Supervisor, and one Clerk are added to the Central Garage staff to provide necessary personnel to implement and improve vehicular management systems. | 42,300 |
| 3. Utility costs increase as a result of improved heating and lighting in the present garage building and additional heating and lighting in the new garage work area. | 4,000 |
| 4. Program changes result in increases in miscellaneous contractual services and commodities. | 800 |

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
5. An automobile and radio for the new Director of Central Services requires a 1965 capital outlay increase.	2,500	
6. Allocation of funds is made for the Central Services Director to attend two professional meetings outside the City.	600	
7. The Electrical Activity anticipates the purchase of a one ton truck equipped with an impact lift device that can be used to improve the efficiency of the crew. The impact lift will be used in a variety of maintenance activities but particularly in traffic maintenance work. It will allow one man in one truck to do work that previously required three men in two trucks. The truck and impact lift replace an old 3/4 ton pick-up truck with tool body and hand ladder. Only the cost of the impact lift is included as program change cost as a replacement for the old truck is required.	2,000	
8. Several new pieces of equipment have been purchased to effect a reduction in man hours spent for job economy. A telescopic scaffold pipe threading machine, both truck transportable to the job and test equipment for servicing new City traffic signals are proposed.	1,650	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. An automobile and radio for the Automotive Shop Superintendent's use were deleted. The Shop Superintendent will have access to other available units.	2,500
2. Two radios for use in pick-up trucks used by the Garage were denied.	1,400
3. Request for overtime in the Electrical Maintenance Activity was decreased.	1,500
4. Request for an additional pick-up truck in the Electrical Maintenance Activity was deleted.	1,800

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Central Garage	5210	CENTRAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963*	BUDGET 1964*	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 97,618	\$ 100,816	\$ 165,304	\$
Contractual Services	5,303	6,702	13,303	
Commodities	6,873	7,472	8,450	
Capital Outlay	1,392	6,700	4,200	
TOTAL	\$ 111,186	\$ 121,690	\$ 191,257	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963*	Budget 1964*	Budget 1965		
Garage Director	32	\$ 686-876	0	0	1	0	10,008
Auto Shop Superintendent	24	466-594	1	1	1	6,168	6,792
Auto Mechanic II	19	366-466	2	2	5	9,216	27,960
Auto Mechanic I	17	332-424	8	8	13	33,024	55,200
Blacksmith-Welder	17	332-424	1	1	1	4,176	4,176
Parts Supervisor	17	332-424	0	0	1	0	4,392
Clerk Stenographer II	16	316-404	0	0	1	0	3,792
Clerk III	16	316-404	2	1	1	3,984	3,984
Clerk II	13	274-348	0	1	1	3,288	3,456
Auto Mechanic's Helper	12	260-332	3	3	3	9,864	10,536
Service Station Attendant	12	260-332	2	2	2	6,408	6,912
Automotive Serviceman	11	248-316	3	3	4	9,216	12,192
Laborer	10	236-302	1	1	1	2,832	2,976
Watchman	10	236-302	3	3	3	8,640	8,928
Total 105						\$96,816	\$161,304
Overtime						4,000	4,000
Total 155						\$4,000	\$4,000
GRAND TOTAL			26	26	39	\$100,816	\$165,304

*Included in Department of Public Improvements and shown here for comparison purposes.

1965 BUDGET
PERFORMANCE DATA

303

Activity Title: Central Garage	Account Number 5210	Department: CENTRAL SERVICES
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Program Description:

This activity maintains and repairs the vehicles and equipment of all City departments except Fire. The cost of this service is charged back to the departments.

Comments on Budgeted Program:
Program Change

Net Program Change	+\$68,900
Net Current Level Change	+ 1,100
Net Change	+\$70,000

Transfer of 4 maintenance employees from dept. garages(+\$18,700) and addition of 9 employees (+\$42,300) provides improved garage staff. Improved facilities require additional utilities(+\$4,000). Program change results in an increase in miscellaneous contractual services and commodities(+\$1,400). Allocation is made for an automobile and radio for Director(+\$2,500).

Current Level Change

Merit Raises	+\$3,500	Misc. Commodities	+\$ 300
Custodial Ser.	+ 500	Equipment Replacement	- 5,000
Maint. of Bldgs.	+ 1,700		
Misc. Cont. Ser.	+ 100		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>Garage</u>			
Equipment-Oil Changes and lubrication - ea.		3,000	4,000
Repairs and replacements:			
Alternator and Generators		32	35
New batteries		210	220
Recharge batteries		50	60
Carburetors		108	110
Clutches		100	110
Motors		25	30
Power Takeoff		50	55
Voltage Regulators		70	75
Starters		80	85
New Tires		275	275
New Tubes		375	375
Springs		30	40
Tires Recap		130	130
Tires Repaired		1,200	1,200
Transmission		40	45
Hydraulic Pumps		20	20
Hydraulic Cylinders		22	22

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Electrical Maintenance	5220	CENTRAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963*	BUDGET 1964*	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$45,055	\$ 44,276	\$ 42,524	\$
Contractual Services	2,328	4,569	4,667	
Commodities	2,550	2,521	2,872	
Capital Outlay	1,923	200	6,770	
TOTAL	\$51,856	\$ 51,566	\$ 56,833	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63*	Budget 64*	Budget 65		
City Electrician	28	\$ 566-720	1	1	1	\$ 8,232	\$ 8,640
Electrician	18	348-444	4	4	4	20,352	20,352
Electrician's Helper	12	260-332	3	3	2	9,072	6,576
Clerk-Stenographer I	13	274-348	1	1	1	3,120	3,456
Total 105						\$40,776	\$39,024
Overtime						3,500	3,500
Total 155						\$ 3,500	\$ 3,500
GRAND TOTAL			<u>9</u>	<u>9</u>	<u>8</u>	<u>\$44,276</u>	<u>\$42,524</u>

*Included in Electrical Department and shown here for comparison purposes.

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Electrical Maintenance	Account Number: 5220	Department: CENTRAL SERVICES
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Program Description:

This activity is responsible for providing electrical installation and maintenance services to various departments of the City. The activity also provides service to house movers when traffic signals must be moved. Charges for service are based on man hours.

Comments on Budgeted Program:

Program Change

A one ton truck with impact lift(+\$2,000)

will be purchased as a replacement for 3/4 ton pick-up with hand ladder. The new unit will provide for faster, more efficient service with smaller work crews. One Electrician's helper is deleted as a result of operating efficiencies and elimination of Gamewell alarm system (-\$3200). Other mechanical equipment to improve efficiency is also proposed (+\$1600).

Current Level Change

Merit Raises +\$1,500
Transportation + 250

Net Program Change +\$ 400
Net Current Level Change + 4,900
Net Change +\$ 5,300

Equipment Replacement +\$3,150

WORK LOAD STATISTICS	ACTUAL 1963 *	ESTIMATE 1964	BUDGET 1965
Traffic	5,836 hrs.	5,836 hrs.	6,912 hrs.
Fire	5,844 hrs.	4,160 hrs.	520 hrs.
Recreation	1,378 hrs.	1,378 hrs.	1,358 hrs.
Electric(Vac., etc.)	1,342 hrs.	1,342 hrs.	1,342 hrs.
Park and Tree	1,672 hrs.	1,672 hrs.	470 hrs.
City Hall and Gamble	898 hrs.	898 hrs.	466 hrs.
Central Services (City Lot)	767 hrs.	767 hrs.	838 hrs.
Library	158 hrs.	158 hrs.	89 hrs.
DPI	140 hrs.	140 hrs.	147 hrs.
Police	372 hrs.	372 hrs.	360 hrs.
Water & Sewer	178 hrs.	178 hrs.	1,290 hrs.
Other Depts.	0	0	130 hrs.
Miscellaneous	4 hrs.	25 hrs.	336 hrs.
Capital Improvements	NA	NA	1,316 hrs.
GRAND TOTAL	<u>18,589 hrs.</u>	<u>16,926 hrs.</u>	<u>15,574 hrs.</u>

*Estimate

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Shops & Building Maintenance	5221	CENTRAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963*	BUDGET 1964*	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 23,402	\$ 24,360	\$ 25,088	\$
Contractual Services	423	435	629	
Commodities	4,001	4,100	4,775	
Capital Outlay	72	-	1,600	
TOTAL	\$ 27,898	\$ 28,895	\$ 32,092	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63*	Budget 64*	Budget 65		
Bldg. Maint. Supervisor	21	\$ 404-514	1	1	1	\$ 5,088	\$ 5,328
Carpenter	17	332-424	3	2	2	9,000	8,456
Painter	17	332-424	1	1	1	4,176	4,392
Carpenter's Helper	12	260-332	2	2	2	6,096	6,912
GRAND TOTAL			7	6	6	\$ 24,360	\$ 25,088

*Included in Dept. of Public Improvements and shown here for comparison purposes.

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Shops & Building Maintenance	Account Number: 5221	Department: CENTRAL SERVICES
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Program Description:
This activity performs maintenance services for public facilities. Charges for service are based on man-hours

Comments on Budgeted Program:		Net Program Change	0
<u>Program Change</u>		Net Current Level Change	+\$3,200
No change is anticipated.		Net Change	+\$3,200
<u>Current Level Change</u>			
Merit Raises	+\$ 700	Repair Parts & Equipment	+ 250
Insurance	+ 150	Vehicular Equipment	+ 1,600
Bldg. Maint. Materials	+ 250	Mi sc. Commodities	+ 250

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>Shops and Building Maintenance</u>			
Number of Sq. Ft. of Area Painted	N. A.	310,000	350,000
Number of barricades built	435	1,000	1,200
Number of barricades repaired	729	1,500	2,000
Tools rehandled	N. A.	400	500

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Electronic Equipment Repair	5230	CENTRAL SERVICES		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963*	BUDGET 1964*	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 12,966	\$ 13,068	\$ 13,268	\$
Contractual Services	429	596	2,526	
Commodities	4,855	4,960	5,250	
Capital Outlay	360	0	1,800	
TOTAL	\$ 18,610	\$ 18,624	\$ 22,844	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63*	Budget 64*	Budget 65		
Electronic Equip. Supervisor	24	\$ 466-594	1	1	1	\$ 6,480	\$ 6,480
Electronic Technician	18	348-444	1	1	1	5,088	5,088
Total 105						\$11,568	\$11,568
Overtime						1,500	1,700
Total 155						\$ 1,500	\$ 1,700
GRAND TOTAL			2	2	2	\$ 13,068	\$ 13,268

*Included in Electrical Department and shown here for comparison purposes.

PERFORMANCE DATA

Activity Title: Electronic Equipment Repair	Account Number: 5230	Department: CENTRAL SERVICES
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Program Description:

This activity maintains radios and associated electronics equipment used by City departments. Charges are based on monthly rental schedule.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	<u>+\$4,200</u>
No major change is anticipated.	Net Change	<u>+\$4,200</u>
<u>Current Level Change</u>		
Overtime +\$ 200		
Electrical Maintenance + 1,900		
Repair Parts & Equip. + 400		
Motor Fuels and Lubricants - 100		
Equipment Replacement + 1,800		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
	Man Hours	Man Hours	Man Hours
Maintain Police Communication System	3,000	3,750	3,750
Maintain Fire Communication and Public Address Systems	1,000	1,800	1,800
Maintain Public Works Communications System	1,500	2,500	3,000
Maintain I & D Water Communications System	50	150	150
Maintain Park and Tree Communications Systems		40	80
Maintain Sound System and Intercom System-Auditorium	30	50	50
Maintain Radar and Electronic Traffic Light Detectors and Controllers	100	500	500
	<u>5,670</u>	<u>8,790</u>	<u>9,330</u>

SECTION IV

WATER AND SEWER FUND

ESTIMATED CURRENT REVENUE BY FUND AND SOURCEWATER AND SEWER FUND

	<u>Actual</u> 1963	<u>Budget</u> 1964	<u>Estimated</u> 1965
Water Sales - Outside City	\$ 240,836	\$ 320,000	\$ 375,000
Water Sales - Inside City	1,357,925	1,781,264	1,854,000
Sewer Service Fees	129,034	140,000	175,000
Water Meter Sales	63,410	55,000	60,000
Water Cut-On Fees	2,984	3,000	5,000
Sewer Connection Fees	22,249	22,000	20,000
Water Line Extensions	33,441	31,466	32,000
I & D Water Supply	145,000	150,000	140,000
Int. Water Meter Deposits	0	0	5,000
Int. on Sinking Fund	23,702	19,000	16,000
Int. on Investments: (Water & Sewer Bonds)	0	0	7,221
TOTAL	\$2,018,581	\$2,521,730	\$2,689,221

COMPARISON OF EXPENDITURES BY FUNCTIONWATER AND SEWER FUND

<u>Account</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Public Improvements			
Water Supply & Treatment	\$165,663	\$183,521	\$200,634
Water Distribution	325,730	346,213	357,017
Sewage Collection	258,789	296,764	307,865
Sewage Treatment & Disposal	57,786	74,502	79,274
Total	<u>\$807,968</u>	<u>\$901,000</u>	<u>\$944,790</u>
Finance			
Water Service Office	\$125,873	\$137,909	\$128,057
Total	<u>\$125,873</u>	<u>\$137,909</u>	<u>\$128,057</u>
Interdepartmental			
Merit Pay	\$ 0	\$ 6,000	\$ 40,000
Services by General Fund	0	155,836	160,000
Total	<u>\$ 0</u>	<u>\$161,836</u>	<u>\$200,000</u>
TOTAL OPERATING EXPENSE	<u>\$933,841</u>	<u>\$1,200,745</u>	<u>\$1,272,847</u>
Revenue Bond Sinking Fund Payment	\$476,484	\$511,880	\$593,192
G. O. Water & Sewer Bond Payment	497,887	460,201	452,459
Capital Improvement Fund Payment	0	348,904	369,973
Fiscal Agents' Fees	0	0	750
Total	<u>\$974,371</u>	<u>\$1,320,985</u>	<u>\$1,416,374</u>
GRAND TOTAL EXPENDITURES	<u>\$1,908,212</u>	<u>\$2,521,730</u>	<u>\$2,689,221</u>

COMPARISON OF EXPENDITURES BY OBJECTWATER AND SEWER FUND

<u>Object</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>	<u>Adopted Budget 1965</u>
Personal Services	\$ 543,620	\$ 587,212	
Contractual Services	383,692	402,845	
Commodities	224,688	220,865	
Capital Outlay	397,649*	431,898*	
Debt	<u>972,081</u>	<u>1,046,401</u>	
GRAND TOTAL	\$2,521,730	\$2,689,221	

* Includes \$348,904 contribution to Capital Improvements Program in 1964 and \$369,973 in 1965.

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION		FUND WATER AND SEWER
PUBLIC IMPROVEMENTS	7010-20-50-60			
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 420,522	\$ 463,064	\$ 472,370	\$
Contractual Services	163,508	184,294	204,480	
Commodities	200,995	208,337	206,365	
Capital Outlay	22,943	45,305	61,575	
TOTAL	\$ 807,968	\$ 901,000	\$ 944,790	\$
Budgeted Man Years	123	119	121	
SUMMARY BY ACTIVITIES				
Water Supply and Treatment	\$ 165,663	\$ 183,521	\$ 200,634	\$
Water Distribution	325,730	346,213	357,017	
Sewage Collection	258,789	296,764	307,865	
Sewage Treatment and Disposal	57,786	74,502	79,274	
GRAND TOTAL	\$807,968	\$901,000	\$944,790	

CITY OF SAVANNAH, GEORGIA

DEPARTMENT OF PUBLIC IMPROVEMENTS

(Water and Sewer Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$463,064	\$472,370	
Contractual Services	184,294	204,480	
Commodities	208,337	206,365	
Capital Outlay	<u>45,305</u>	<u>61,575</u>	
TOTAL	\$901,000	\$944,790	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. The 1965 budget provides for merit increases granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 2,650	\$
2. Due to the increasing age of the water and sewer system and to the lack of a proper routine maintenance program, the cost of overtime to repair emergency stoppages and breaks increases.	3,300	
3. The actual operating experience in 1964 allows an added deduction for salary savings from personal services.		2,700
4. Equipment replacement requirements increase in 1965 over 1964 actual expenditures.	15,500	
5. Requirements for current level operating supplies and materials increase slightly.	1,500	
6. Redistribution of electrical maintenance service charges to using activities according to service actually rendered in 1964 and anticipated in 1965 results in an increase in this department.	3,900	

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
7. The budgeted amount for utilities is decreased in 1965 as anticipated utility costs in 1964 are not as high as expected.		1,900
8. Redistribution of the Shops and Building Maintenance Activity charges result in an increase of these charges to the department. The Shops and Building Maintenance Activity of the City will additionally emphasize maintenance repair of various pumping and lift stations in the water and sewer system.	2,600	

PROGRAM CHANGES

1. Two additional employees have been added to assist in the operation of the newly acquired Wilmington Island Water and Sewer system. This program change also includes additional expenditures for utilities, communications, insurance, equipment maintenance and construction supplies related to the newly acquired water and sewer system.	11,300	
2. The purchase of an additional radio for a sewer crew that is used almost exclusively for emergency work is proposed. This crew presently does not have a radio and does not operate effectively in the field.	675	
3. The operating and general maintenance cost at the Bacon Park Sewage Treatment Plant increased in 1965 due to the added capacity of this facility.	7,000	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. A request for two additional five man crews to be used in a routine sewer system maintenance program was deleted due to the lack of funds.	44,556	
2. A request for a small sewer maintenance crew to be used in answering emergencies was deleted due to the lack of funds. The added radio provided for an existing crew will improve the efficiency and capacity of that crew.	7,476	

	<u>Increase</u>	<u>Decrease</u>
	\$	\$
3. Request for various current level allocations for operating supplies and other commodity codes were reduced after careful evaluation of actual expenditures in the various minor object expenditure codes.		17,000
4. A request for the replacement of two chlorinators at wells number 1 and number 2 was reduced to one chlorinator.		3,000
5. A request for the purchase and installation of two engines at standby wells for emergency purposes was transferred to the 1965 Capital Improvements Program for consideration. Request for two chlorinators and other capital equipment to be used in the Wilmington Island Water and Sewer system was also transferred to the Capital Improvements Program for consideration in 1965.		30,600
6. Request to replace a 1951 1/2 cubic yard mobile crane was deleted.		30,000
7. Request to replace a 125 CFM air compressor and attachments was deleted.		7,780
8. Request to replace a six year old wellpoint pump was deleted.		4,800

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Water Supply and Treatment	7010	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 37,200	\$ 44,788	\$ 51,664	\$
Contractual Services	115,632	126,893	135,240	
Commodities	8,810	9,640	10,730	
Capital Outlay	4,021	2,200	3,000	
TOTAL	\$165,663	\$ 183,521	\$200,634	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Water Pump Operator II	15	302-384	1	1	1	\$ 4,392	\$ 4,392
Water Pump Operator I	13	274-348	8	8	9	28,656	32,112
Water Serviceman	12	260-332	0	0	1	0	3,120
Utilityman	11	248-316	2	2	2	6,240	6,240
Total 105						\$39,288	\$45,864
Overtime						5,500	5,800
Total 155						\$5,500	\$5,800
GRAND TOTAL			11	11	13	\$44,788	\$51,664

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

323

Activity Title:	Account Number	Department:
Water Supply and Treatment	7010	PUBLIC IMPROVEMENTS

Program Description:

This activity is responsible for the continuous operation and maintenance of the City's fifteen deep wells and fourteen chlorinators which are used to treat the water supply.

Comments on Budgeted Program:Program Change

Two positions (+\$6,400) are added as the City assumes full operation of the Wilmington Island Water Supply. This program will correspondingly increase the following: utilities, communications, insurance and equipment maintenance (+\$3,230); supplies and materials (+\$1,670).

Net Program Change	+\$11,350
Net Current Level Change	+ 5,800
Net Change	+\$17,150

Current Level Change

Overtime	+\$ 300	Commodities	+\$ 700
Merit Pay	+ 500	Shops & Bldg. Maint.	+ 2,600
Misc. Contractual Ser.	+2,700	Contributions	- 1,000

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Wells operated	15	15	15
Water pumped (MGD)	19.7	20.0	20.2
Amount of pumping (Hours)	63,739	60,000	63,000
Chlorinators operated	14	14	14
Chlorine used (150 lb. cylinders)	150	160	170
Chlorine used (1 ton cylinders)	10	10	11
Service calls received	2,333	2,400	2,400
Other calls received	21,000	25,000	25,000
Service requests calls field checked for other activities	1,212	1,250	1,250

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Water Distribution	7020	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 162,859	\$ 180,100	\$ 180,932	\$
Contractual Services	18,100	19,768	32,035	
Commodities	131,803	135,170	123,550	
Capital Outlay	12,968	11,175	20,500	
TOTAL	\$ 325,730	\$ 346,213	\$ 357,017	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 63	Budget 64	Budget 65		
Water & Sewer Administrator	32	\$ 686-876	1	1	1	\$ 9,538	\$ 10,008
Water Distr. Superintendent	24	466-594	1	1	1	7,128	7,128
Water Distr. Foreman	18	348-444	7	7	7	30,744	30,744
Engineering Aide II	17	332-424	0	1	1	5,798	4,608
Equipment Operator III	16	316-404	1	1	1	4,608	4,608
Equipment Operator II	14	288-366	2	1	1	3,984	3,984
Water Meter Shop Foreman	13	274-348	1	1	1	3,624	3,624
Equipment Operator I	12	260-332	2	2	2	6,576	6,576
Water Meter Repair Foreman	12	260-332	1	1	1	3,792	3,792
Water Serviceman	12	260-332	18	20	20	65,256	66,096
Water Meter Repairman	11	248-316	1	1	1	3,456	3,048
Utilityman	11	248-316	1	1	1	3,120	3,120
Laborer	10	236-302	15	8	8	23,976	24,096
Total 105						\$171,600	\$171,432
Overtime						8,500	9,500
Total 155						\$ 8,500	\$ 9,500
GRAND TOTAL			51	46	46	\$180,100	\$180,932

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Water Distribution	7020	PUBLIC IMPROVEMENTS

Program Description:

This activity is responsible for maintaining approximately 300 miles of water distribution lines, approximately 2,800 water valves, about 36,000 water meters, and 2,500 fire hydrants for the City's water system. This activity also makes extensions to the water distribution system.

Comments on Budgeted Program:Program Change

No changes are planned for the year.

Net Program Change

0

Net Current Level Change

+\$10,800

Net Change

+\$10,800

Current Level Change

Overtime	+\$ 800
Construction Supplies	+ 2,950
Motor Fuels	- 2,250
Equipment Replacement	+ 9,300

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
<u>C. I. Pipe (4" diameter or greater)</u>			
Feet installed	6,191	3,100	2,500
Feet lowered	510	550	550
Feet renewed	240	250	250
<u>Galvanized Pipe (less than 4")</u>			
Feet installed	34,000	35,000	35,000
Feet lowered	500	600	600
Feet renewed	1,200	1,500	1,500
<u>Leaks Repaired</u>	1,332	1,850	1,750
<u>Water Valves (4" or greater)</u>			
Installed	35	42	45
Serviced	45	54	100
<u>Water Valves (less than 4")</u>			
Installed	70	90	90
Serviced	61	64	65
<u>Water Meters (greater than 5/8")</u>			
Installed	14	38	40
<u>Water Meters (5/8")</u>			
Installed	760	1,000	1,000
Serviced	4,200	4,600	4,600
Plugged	145	154	150
Removed	350	372	360
<u>Fire Hydrants</u>			
Installed	20	24	25
Replaced	8	10	10
Flushed and serviced	5,400	5,800	6,000

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Sewage Collection	7050	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 180,150	\$ 190,736	\$ 191,860	\$
Contractual Services	23,382	27,048	24,680	
Commodities	50,648	51,550	53,250	
Capital Outlay	4,609	27,430	38,075	
TOTAL	\$ 258,789	\$ 296,764	\$ 307,865	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Sewage & Drainage Supt.	24	466-594	1	1	1	6,792	6,792
Sewage & Drainage Supv.	20	384-490	1	1	1	5,088	5,088
Sewage & Drainage FM II	18	348-444	3	5	5	21,528	21,960
Equipment Operator III	16	316-404	1	1	1	4,608	4,608
Equipment Operator II	14	288-366	4	4	4	15,936	15,936
Sewage & Drainage S-M II	12	260-332	21	21	21	68,376	69,216
Sewage & Drainage S-M I	11	248-316	14	12	12	36,864	37,152
Sewage & Drainage FM I	14	288-366	2	-	-	0	0
Laborer	10	236-302	5	7	7	20,544	20,832
Total						\$179,736	\$181,584
Less Salary Savings (1.5%)						0	2,724
Total 105						\$179,736	\$178,860
Overtime						11,000	13,000
Total 155						\$11,000	\$13,000
GRAND TOTAL			52	52	52	\$190,736	\$191,860

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Sewage Collection	7050	PUBLIC IMPROVEMENTS

Program Description:

This activity is responsible for maintaining the sanitary sewer system of the City and for extending this system.

Comments on Budgeted Program:Program Change

A radio (+\$675) is provided for a sewer crew that is primarily engaged in emergency work. The effectiveness of this crew will be highly increased with the addition of the radio.

Current Level Change

Merit Raise	+\$1,850	Operating Supplies	+ 1,700
Overtime	+ 2,000	Machinery Maintenance	- 1,850
Increased Salary Savings	- 2,700	Electrical Maintenance	- 500
Equipment Replacement	+ 9,900		

Net Program Change	+\$ 700
Net Current Level Change	+\$10,400
Net Change	+\$11,100

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Total miles of sanitary sewers	266	268	270
Catch Basins;			
Number Cleaned	9,902	10,800	11,000
Number Repaired	80	74	80
Number Raised	10	30	25
Number Lowered	5	5	6
Number Built New	46	50	50
Manholes;			
Number Cleaned	1,659	2,220	
Number Repaired	100	110	110
Number Raised	50	25	40
Number Lowered	50	22	30
Number Built New	85	90	95
Cave-ins repaired;			
Number of manhours	15,200	17,000	17,000
Number of Cave-ins	200	250	250
Sewers Rodded (Sanitary)	1,000	1,200	1,250
Sewers Rodded (Man Hours)	7,000	10,000	10,000
Sewer Mains Repaired	150	200	200
Septic Tanks & Grease Traps Cleaned	4	2	3

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Sewage Treatment & Disposal	7060	PUBLIC IMPROVEMENTS		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 40,313	\$ 47,440	\$ 47,914	\$
Contractual Services	6,394	10,585	12,525	
Commodities	9,734	11,977	18,835	
Capital Outlay	1,345	4,500	0	
TOTAL	\$ 57,786	\$ 74,502	\$ 79,274	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Sewage Treatment Supt.	24	\$ 466-594	1	1	1	\$ 6,480	\$ 6,792
Sewage Treat. Plant Opr. II	16	316-404	0	1	1	3,792	3,982
Sewage Treat. Plant Opr. I	14	288-366	5	5	5	20,160	19,776
Lift Station Maintenceman	12	260-332	2	2	2	6,576	6,576
Equipment Operator I	12	260-332	1	1	1	3,120	3,288
Total 105						\$40,128	\$40,414
Overtime						7,312	7,500
Total 155						\$7,312	\$7,500
GRAND TOTAL			9	10	10	\$47,440	\$47,914

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title: Sewer Treatment and Disposal	Account Number: 7060	Department: PUBLIC IMPROVEMENTS
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Program Description:

This activity is responsible for the operation and maintenance of the treatment plant, 35 lift stations and 3 oxidation ponds.

Comments on Budgeted Program:

Program Change

No new program changes are anticipated although the additions to the Bacon Park Treatment Plant will improve sewage treatment service. This new plant will require added funds for operating and maintenance purposes. +\$7,000

Net Program Change	+\$7,000
Net Current Level Change	- 2,200
Net Change	+\$4,800

Current Level Changes

Merit Pay	+\$300	Equip. Replacement-	4,500
Overtime	+ 200	Maint. Supplies	+ 1,800

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Treatment Plants operated	1	1	1
Sewage treated at plant (mg)	1,050	1,095	1,168
Grit Chamber sand disposal (Cu. Yds.)	300	150*	500
Oxidation Ponds operated	3	3	3
Aeration basins operated	0	0	1
Area of Ponds (acres)	41.7	41.7	41.7
Sewage treated at ponds (mg)	270	300	330
Lift Stations operated	35	36	38
Lift Station service checks	10,230	10,900	11,200
*Grit Chamber being rebuilt.			

FINANCE(Water and Sewer Fund)

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$74,556	\$74,842	
Contractual Services	43,562	38,365	
Commodities	16,351	14,500	
Capital Outlay	<u>3,440</u>	<u>350</u>	
TOTAL	\$137,909	\$128,057	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. The 1965 budget provides for merit increases granted in July of 1964 and for step increases granted at the satisfactory completion of the probationary period.	\$ 300	\$
2. Data Processing costs have been redistributed according to services actually rendered.		4,450
3. The replacement of vehicular equipment costs for 1965 will not be as high as those of 1964.		3,100
4. Operating economies instituted during 1964 provide for decreases in various contractual service and commodities accounts in 1965.		2,400
5. Redistribution of custodial maintenance charges to reflect actual services decrease this charge.		200

PROGRAM CHANGES

1. No major changes are anticipated.

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. No major revisions made.

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Water Service Office	7230	FINANCE		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 76,955	\$ 74,556	\$ 74,842	\$
Contractual Services	32,859	43,562	38,365	
Commodities	13,696	16,351	14,500	
Capital Outlay	2,363	3,440	350	
TOTAL	\$125,873	\$ 137,909	\$128,057	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
City Treasurer	28	\$ 566-720	.0	.5	.5	\$ 3,564	\$ 3,744
Clerk IV	19	366-466	1.0	1.0	1.0	4,848	5,088
Clerk III	16	316-404	2.0	2.0	2.0	7,968	8,160
Clerk-Typist II	14	288-366	1.0	1.0	1.0	3,624	3,792
Clerk II	13	274-348	4.0	4.0	4.0	14,712	14,856
Water Service Representative	12	260-332	10.0	10.0	10.0	37,008	36,082
Clerk I	10	236-302	1.0	1.0	1.0	2,832	3,120
Total 105						\$74,556	\$74,842
GRAND TOTAL			19.0	19.5	19.5	\$74,556	\$74,842

CITY OF SAVANNAH, GEORGIA

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Water Service Office	7230	FINANCE

Program Description:

This activity is supervised by the City Treasurer. The clerical personnel of the activity are responsible for processing new water and sewer customers, transferring customer accounts, handling of complaints, adjusting water and sewer bills, and closing customer accounts. This activity reads approximately seventeen thousand water meters per month and handles all meter turn-ons and cut-offs.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	<u>-\$9,850</u>
Net Change	-\$9,850

Program Change

No major cost changes are proposed.

Current Level Change

Merit Pay	+\$300	Data Processing	-\$4,450
Utilities	- 500	Equipment Replacement	- 3,100
Machinery Maintenance	- 600	Office Supplies	- 1,300
Custodial Service	- 200		

WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Meters read	222,173	226,000	227,000
Inspections (Leaks, etc.)	2,100	3,156	3,500
Bills adjusted	2,676	2,916	3,000
Incoming telephone calls	24,000	25,573	27,500
Counter information requests	20,500	21,384	23,000
Notices mailed to new customers	2,100	2,208	2,400
Delinquent water and sewer accounts processed before cut- off	27,492	32,520	35,000
Calls to collect delinquent bills	19,882	24,010	26,000
Meters cut off for non payment	2,010	4,776	5,200
Bad checks received	108	144	175
Meters turned on	7,812	8,496	9,000
Meters cut off	5,544	5,352	5,300
Meters turned on after hours and on weekends	1,044	1,704	2,000

CITY OF SAVANNAH, GEORGIA

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION		FUND
INTERDEPARTMENTAL	7410-20-30-40			Water & Sewer
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 0	\$ 6,000	\$ 40,000	\$
Contractual Services	0	155,836	160,000	
Commodities	0	0	0	
Debt Service	974,371	972,081	1,046,401	
Capital Outlay	0	348,904	369,973	
TOTAL	\$ 974,371	\$ 1,482,821	\$ 1,616,374	\$
Budgeted Man Years				

SUMMARY BY ACTIVITIES

	\$	\$	\$	\$
Debt Service	974,371	972,081	1,046,401	
Capital Improvements	0	348,904	369,973	
Pay Adjustments	0	6,000	40,000	
Services by General Fund	0	155,836	160,000	
GRAND TOTAL	\$974,371	\$1,482,821	\$1,616,374	

CITY OF SAVANNAH, GEORGIA

INTERDEPARTMENTAL

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$ 6,000	\$ 40,000	
Contractual Services	155,836	160,000	
Commodities	0	0	
Debt Service	972,081	1,046,401	
Capital Outlay	<u>348,904</u>	<u>369,973</u>	
TOTAL	\$1,482,821	\$1,616,374	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Debt service requirements increase over 1964.	\$ 74,320	\$
2. Redistribution of Capital Improvement Program participation increases Water and Sewer Fund allocation from 1964.	21,069	
3. General Fund overhead expenditure expenses applicable to the Water and Sewer Fund increase.	4,164	
4. Personal service costs are increased for 1965.	34,000	

PROGRAM CHANGES

1. None

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

<u>Activity: Debt Service</u>	<u>Account Number</u> 7410	<u>Department</u> <u>INTERDEPARTMENTAL</u>	
<u>Type</u>	<u>1963</u>	<u>1964</u>	<u>1965</u>
Water and Sewer General Obligation Bond Payment	\$497,887	\$460,201	\$ 452,459
Water and Sewer Sinking Fund Payments	476,484	511,880	593,192*
Fiscal Agents' Fees	0	0	750
TOTAL	\$974,371	\$972,081	\$1,046,401

*Includes \$35,000 additional to provide for sinking fund payments for 1/2 year on anticipated issuance of \$1,000,000 1965 Water and Sewer Bonds. Funds from these bonds will be used to continue the Water and Sewer CIP.

PERFORMANCE DATA

344

Activity Title: Capital Improvements	Account Number: 7420	Department: INTERDEPARTMENTAL
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Program Description:

This account provides for payment of current revenues to the pay-as-you-go Capital Improvement Program of the City.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	+\$21,000
No changes are anticipated.	Net Change	+\$21,000

Current Level Change

Reallocation of Capital Improvement Program participation by fund increases Water and Sewer cost (+\$21,000).

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

PERFORMANCE DATA

Activity Title:	Account Number	Department:
Pay Adjustments	7430	INTERDEPARTMENTAL

Program Description:

This account provides funds for program improvement.

Comments on Budgeted Program:	Net Program Change	0
<u>Program Change</u>	Net Current Level Change	+\$34,000
No change anticipated.	Net Change	+\$34,000

Current Level Change
 Personal Services +\$34,000

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

PERFORMANCE DATA

Activity Title:

Account Number

Department:

Services by General Fund

7440

INTERDEPARTMENTAL

Program Description:

This account provides funds for payment to the General Fund for services rendered. These services include general administration, employee benefits, and other chargeable items.

Comments on Budgeted Program:

Net Program Change	0
Net Current Level Change	+\$4,200
Net Change	+\$4,200

Program Change

No major change is anticipated.

Current Level Change

General Fund overhead expenditures that are applicable and Water and Sewer Fund increase (+\$4,200).

WORK LOAD STATISTICS	ACTUAL	ESTIMATE	BUDGET

SECTION V

CAPITAL IMPROVEMENTS FUND

CAPITAL IMPROVEMENT PROGRAMSUMMARYRESOURCES

Current Funds	\$ 413,000	
1965 W & S Revenue Bonds	1,000,000	
G. O. Paving Bonds	49,500	
Total Resources		\$1,462,500

EXPENDITURES

Public Buildings	\$ 200,000	
Street Paving	125,500	
Drainage	95,000	
Traffic Engineering	12,000	
Recreation	7,000	
Miscellaneous	23,000	
Water	600,000	
Sewer	400,000	
Total Improvements		\$1,462,500

ESTIMATED REVENUES BY SOURCEGeneral Capital Improvements Program

Current Revenues	\$413,000	
General Obligation Bonds	<u>49,500</u>	
TOTAL FUNDS AVAILABLE		<u>\$462,500</u>

CAPITAL IMPROVEMENTS PROGRAMGENERAL IMPROVEMENTS

Public Buildings			
Library Improvements	\$200,000		
Total Buildings			\$ 200,000
Street Paving			
Baby Bonds-City's portion	36,000		
Turning Lane-Abercorn & DeRenne	10,000		
Other Streets	49,500		
Miscellaneous Paving	30,000		
Total Paving			\$ 125,500
Drainage			
Baby Bonds-Storm Sewers	67,000		
Other Storm Drains	17,000		
Miscellaneous	11,000		
Total Drainage			\$ 95,000
Traffic Engineering			
Traffic Signals	12,000		
Total Traffic Engineering			\$ 12,000
Recreation			
Hard surface three tennis courts	7,000		
Total Recreation			\$ 7,000
Miscellaneous			
Move Land-fill site	8,000		
Acquire new Borrow Pit	15,000		
			\$ 23,000
GRAND TOTAL			<u>\$ 462,500</u>

DETAIL OF BABY BOND PAVING PROJECTS

<u>Street</u>	<u>From</u>	<u>To</u>
New Mexico	Garrard	Liberty
65th	Atlantic	Paulsen
39th	Skidaway	Wessels
35th	Broad, W.	Burroughs
Johnson	Atlantic	Waters
McLaws	H. Canal	Harmon
Early	Atlantic	Waters
Paulsen	Lee	Kingston Park
Harmon	Lee	Johnson
32nd	Deiter	Bee Road
32nd	Drayton	Abercorn
Grove	Anderson	34th
61st	Reynolds	Atlantic
61st	Atlantic	Dead End
Parkwood Dr., Loop		-

DETAIL OF TRAFFIC SIGNAL PROJECTS

Weat Broad	at	Victory
Abercorn	at	Oglethorpe
Abercorn	at	Columbus
Bull	at	Oglethorpe

MISCELLANEOUS PAVING PROJECTS

Extension of River Street to the east Magazine Ave.	Cornwall	Railroad ROW
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ESTIMATED REVENUE BY SOURCEWater and Sewer Capital Improvements Program

Water	
1965 Revenue Bonds	\$ 600,000

Sewer	
1965 Revenue Bonds	<u>400,000</u>

Total Water & Sewer Funds Available	<u>\$1,000,000</u>
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CAPITAL IMPROVEMENTS PROGRAMWater and Sewer Improvements

Water System

Modernize Pumps	\$ 23,000	
New subdivisions	150,000	
Standby Pumps - Wells 4 & 9	24,000	
Agreements (\$430 each)	86,000	
Fire Hydrants	50,000	
Street Paving & Highways	130,000	
Improve Existing System	137,000	
Total Water Systems		\$ 600,000

Sewage System

Wilshire Estates Treatment	\$120,000	
Y. M. C. A. - Oakdale	41,500	
New Subdivisions	50,000	
Street Paving	40,000	
In-City Projects	148,500	
Total Sewage Systems		\$ 400,000

GRAND TOTAL

\$1,000,000

1965

BUDGET

SECTION VI

INDUSTRIAL AND DOMESTIC WATER SUPPLY

ESTIMATED CURRENT REVENUE BY FUND AND SOURCEINDUSTRIAL AND DOMESTIC WATER SUPPLY

<u>Source</u>	<u>Actual 1963</u>	<u>Budget 1964</u>	<u>Proposed 1965</u>
Sale of Water to Industry	\$623,928	\$681,005	\$714,037
TOTAL REVENUE	<u>\$623,928</u>	<u>\$681,005</u>	<u>\$714,037</u>

DEPARTMENTAL EXPENDITURE SUMMARY

DEPARTMENT	ACCOUNT NUMBERS	FUNCTION	FUND	
I. & D. WATER SUPPLY	8002-8010		I. & D. Water Supply	
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURE 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	ADOPTED BUDGET
Personal Services	\$ 102,468	\$ 105,016	\$ 106,935	\$
Contractual Services	128,122	136,696	168,407	
Commodities	98,829	107,695	108,030	
Debt Service	298,561	306,498	298,401	
Capital Outlay	2,664	25,100	32,264	
TOTAL	\$ 630,644	\$ 681,005	\$ 714,037	\$
Budgeted Man Years	21	21	21	
SUMMARY BY ACTIVITIES				
Treatment and Distribution	\$ 332,083	\$ 374,507	\$ 415,636	\$
Debt Service				
Sinking Fund Payments	157,927	156,498	158,401	
Retirement of City Loan	140,634	150,000	140,000	
GRAND TOTAL	\$630,644	\$681,005	\$714,037	

CITY OF SAVANNAH, GEORGIA

I. AND D. WATER

<u>Object</u>	<u>1964 Budget</u>	<u>1965 Recom- mendation</u>	<u>1965 Adopted Budget</u>
Personal Services	\$105,016	\$106,935	
Contractual Services	136,696	168,407	
Commodities	107,695	108,030	
Capital Outlay	<u>25,100</u>	<u>32,264</u>	
TOTAL	\$374,507	\$415,636	
Debt Service			
Sinking Fund Payments	156,498	158,401	
Retirement of City Loans	<u>150,000</u>	<u>140,000</u>	
GRAND TOTAL	\$681,005	\$714,037	

RECOMMENDED 1965 BUDGETMAJOR CURRENT LEVEL CHANGES FROM 1964 ADOPTED BUDGET

	<u>Increase</u>	<u>Decrease</u>
1. Merit and probation completion raises result in an increase in personal services.	\$ 800	\$
2. Group insurance costs increase in 1965.	350	
3. Social Security costs to the City increase.	750	
4. Decreased travel results in a decreased cost for transportation.		500
5. Current level professional fees increase in 1965.	800	
6. Redistribution of Radio Maintenance charges result in an increase to this activity.	500	
7. Redistribution of charges for Building Maintenance results in an increase.	50	
8. The requirements for tools increase in 1965.	350	

	Increase \$	Decrease \$
9. Painting the interior of water storage tanks to protect tanks from rusting and pitting results in an increase in maintenance costs.	20,850	
10. The costs to repair the interior surface of settling basins result in an increase in maintenance costs.	10,000	
11. The requirements for replacement of equipment decrease in 1965.		17,800
12. Debt service payments decrease in 1965.		8,100

PROGRAM CHANGES

1. The installation of a stand-by engine to supplement the present emergency system results in an increase in operational and constructional equipment costs.	15,000	
2. The purchase of land to provide drainage from the plant requires an outlay of funds in 1965. The land is to be paid for over a three-year period.	8,864	
3. The installation of a small chlorinator at the Lathrop Avenue booster station will provide for the maintenance of a chlorine residual in the pipe line at all times to reduce the amount of chlorine being applied at the filter plant.	1,100	

MAJOR REVISIONS FROM DEPARTMENTAL REQUESTS

1. None

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Treatment and Distribution	8002	I. & D. WATER SUPPLY		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services	\$ 102,468	\$ 105,016	\$ 106,935	\$
Contractual Services	128,122	136,696	168,407	
Commodities	98,829	107,695	108,030	
Capital Outlay	2,664	25,100	32,264	
TOTAL	\$ 332,083	\$ 374,507	\$ 415,636	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET 1964	BUDGET 1965
			Actual 1963	Budget 1964	Budget 1965		
Water Utility Director	32	\$ 686-876	1	1	1	\$ 9,072	\$ 9,072
Filtration Plant. Supt.	24	466-594	1	1	1	6,792	6,792
Asst. Filtration Plant Supt.	20	384-490	1	1	1	5,592	5,592
Master Maint. Mechanic	19	366-466	1	1	1	5,088	5,328
Maintenance Mechanic	17	332-424	1	1	1	4,848	4,848
Laboratory Technician	17	332-424	1	1	1	3,984	4,176
Filtration Plant Operator	14	288-366	10	10	10	43,104	43,488
Utilityman	11	248-316	5	5	5	17,280	17,280
Total 105						\$95,760	\$96,576
FICA						\$ 2,340	\$ 3,087
Group Insurance						916	1,272
Total FICA & Insurance						\$ 3,256	\$ 4,359
Overtime						6,000	6,000
Total 155						\$ 6,000	\$ 6,000
GRAND TOTAL			21	21	21	\$105,016	\$106,935

PERFORMANCE DATA

Activity Title:	Account Number	Department:	
Treatment & Distribution	8002	I. & D. Water Supply	
Program Description:			
This activity provides industries in the Savannah area with water in adequate quantities and within the chemical limits required.			
Comments on Budgeted Program:			
		Net Program Change +\$24,960	
<u>Program Change</u>		Net Current Level Change + 16,140	
Allocation of funds is made to purchase land for drainage from the plant (+\$8,864) and to install a small chlorinator at the Lathrop Avenue Booster Station (+1,100). Funds are also provided for a standby engine (+15,000) to supplement the present emergency system.		Net Change +\$41,100	
<u>Current Level Change</u>			
Merit Raises +\$ 800	Professional Fees +\$ 800	Paint Water Tk. +\$20,850	
Group Insurance + 350	Radio Maintenance + 500		
FICA + 750	Bldg. Maintenance + 50	Repair Sett-	
Transporation - 500	Tools + 350	ling Basins+10,000	
Equipment Replacement- 17,800			
WORK LOAD STATISTICS	ACTUAL 1963	ESTIMATE 1964	BUDGET 1965
Raw water pumped - Gallons	10,558,324,000	10,864,237,494	11,000,000,000
Average Daily pumping-Gallons	28,926,915	29,683,709	30,136,986
Total times all filters backwashed	603	588	590
Tons of chlorine unloaded	180	187	190
Tons of lime unloaded	880	880	880
Composite chemical analysis made	10	12	12
Number of meters read monthly	22	24	24
Number of bills prepared monthly	17	17	17
Meters pulled	2	3	4
Number of meters repaired	2	3	4
Man-hours on meters repaired	19	30	40
Routine equipment checks at Lathrop Avenue Station	360	360	360
Jar test run	1,832	1,776	1,800
Bacteria test	2,242	3,516	3,516

CITY OF SAVANNAH, GEORGIA

ACTIVITY DETAIL

ACTIVITY TITLE	ACTIVITY ACCOUNT NO.	DEPARTMENT		
Debt Service	8010	I AND D WATER		
MAJOR OBJECT CLASSIFICATION	ACTUAL EXPENDITURES 1963	BUDGET 1964	ESTIMATED REQUIREMENTS 1965	FINAL ALLOWANCE
Personal Services Sinking Fund Payments	\$ 157,927	\$ 156,498	\$ 158,401	\$
Contractual Services Retirement of City Loan	140,634	150,000	140,000	
Commodities	0	0	0	
Capital Outlay	0	0	0	
TOTAL	\$ 298,561	\$ 306,498	\$ 298,401	\$

PERSONNEL SCHEDULE

JOB CLASSIFICATION	RANGE NO.	SALARY RANGE	NO. OF MAN YEARS			BUDGET	BUDGET
			Actual	Budget	Budget		
		\$				\$	\$

CITY OF SAVANNAH, GEORGIA



