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**1977
SERVICE PROGRAM
AND BUDGET**

CITY OF SAVANNAH, GEORGIA



The front cover depicts Georgia's first state seal adopted in 1777 with the first state constitution. The design, attributed to Button Gwinnett - one of Georgia's signers of the Declaration of Independence, is a view of Savannah's harbor. The back cover is an 1863 sketch of Fort Jackson from the Savannah River. The fort, now a museum, was begun in 1809 to guard the city from sea attack.

CITY OF SAVANNAH, GEORGIA

SERVICE PROGRAM AND BUDGET

FISCAL YEAR
January 1, 1977 through December 31, 1977

MAYOR

JOHN P. ROUSAKIS

ALDERMEN

Frank P. Rossiter
Mayor Pro-tempore

W. Brooks Stillwell, III

Bowles C. Ford

H. C. Morrison
Chairman of Council

Leo E. Center
Vice-Chairman of Council

Roy L. Jackson

CITY MANAGER

Arthur A. Mendonsa

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CITY OF SAVANNAH
office of the city manager
p. o. box 1027, savannah, georgia 31402

December 10, 1976

Mayor and Aldermen
City of Savannah
Savannah, Georgia

Gentlemen:

Attached are the proposed 1977 budgets for each of the City's major operating funds. Budget totals for each fund are shown below. For comparison, projected expenditures for 1976 are also shown.

In addition to the regular budgets, the budget totals for the two funds financed entirely with federal block grant funds are also shown. These are: the Public Development Fund, through which the City's Community Development program is operated, and the Labor Resources Fund, through which the City's federally funded Manpower Program is operated. The budget totals shown for these two funds are presented as information. Since these have already been approved, no action on them is required.

Regular Operating Funds

<u>Fund</u>	<u>Projected 1976 Expenditures</u>	<u>Projected 1977 Budget</u>
General	\$21,524,606	\$23,920,000
Water and Sewer	7,227,917	7,461,134
Golf Course	273,624	287,273
I & D Water Supply	1,221,197	1,278,108
Vehicle Replacement	1,271,128	1,084,626
Revolving	4,039,682	4,228,810

Federal Block Grant Funds

<u>Fund</u>	<u>Budget Allocation for Fiscal Year</u>
Public Development	\$7,134,000
Labor Resources	\$1,330,989

In 1977, the combined budgets for the regular operating funds of the City, after adjustments for interfund transfers, total \$33,360,174, an increase of 6.9% or \$2,159,829 over expected spending for 1976. The following table shows totals for the combined budgets, by major object code, for both 1976 and 1977.

Comparison of
Combined Budget Totals for
Regular Funds by Major Object Code

<u>Object Code</u>	<u>Projected Expenditures 1976</u>	<u>Proposed Budget 1977</u>	<u>Difference</u>
Personal services	\$16,727,931	\$17,670,846	+ \$ 942,915
Contractuals	6,814,945	7,176,038	+ 361,093
Commodities	2,513,708	2,565,318	+ 51,610
Capital Outlay	186,912	136,035	- 50,877
Bond amortization	3,646,554	4,029,539	+ 382,985
Vehicle replacement	1,271,128	1,084,626	- 186,502
Contribution to CIP	39,167	697,772	+ 658,605
 TOTAL	 \$31,200,345	 \$33,360,174	 + \$2,159,829

The table shows the following changes between 1976 and 1977:

1. Personal Services Personal Services show an increase of \$942,915 or 5.63% over the 1976 estimate. Approximately \$500,000 of this increase is attributable to the 1977 cost of merit increases in 1976 and the July, 1976 pay adjustment plan. The balance of the increase - \$442,915 - is due to the 5% merit increase scheduled in 1977. The costs of adjusting fringe benefits to reflect the salary changes are included in the \$942,915 increase.
2. Contractual Services Contractual Services have risen 5.3% or \$361,093. Accounting for approximately \$130,000

of this increase are higher Outside Vehicle Repair charges due to the maintenance requirements of the new street sweepers. In addition, the total budgets for electricity and natural gas have risen approximately \$190,000 to accommodate expected rate increases. The balance is attributable to a composite of minor adjustments in various accounts.

3. Commodities The 1977 budget for Commodities exceeds projected costs for 1976 by \$51,610 or 2.05%. Accounting for this increase is a rise of approximately \$27,000 in the gasoline, diesel and oil accounts. Funds proposed for Chemicals are almost \$24,000 more than the 1976 estimate. Offsetting these increases is a decline of over \$25,000 in Operating Supplies and Materials. Minor adjustments in other codes account for the balance.
4. Capital Outlay Expenditures in this area are down \$50,877 or 27.21% from a 1976 estimate of \$186,912. Some major purchases scheduled for next year are: Refuse collection containers and replacement parking meters for Public Services; lawn mowers and chain saws for Park and Tree; an intoximeter breath machine, training films and mats for Police; and fire hoses, fog nozzles and portable radios for the Fire Department.
5. Bond Amortization The budget in this area increased \$382,985 or 10.50%. The increase reflects principal and interest payments of the General Obligation Bond Issue planned for sale in early 1977 and Revenue Bond and GOB past-issue costs. Additionally, an increase in the Water and Sewer contribution to the sinking fund has been required.
6. Vehicle Replacement Funds for Vehicle Replacement are down \$186,502 or 14.67% from the 1976 projected expenditures.
7. Contribution to CIP Contributions to the CIP have increased \$658,605. Capital Improvement Program projects account for the increase. Specifically, \$343,660 has been allocated for a sanitary landfill development program, and \$354,112 has been budgeted for other CIP projects including drainage improvements, neighborhood parks, and computer center improvements.

An analysis of budget changes by object code is presented for the budget of each fund in the budget document.

GENERAL FUND BUDGET

Appropriations

The General Fund Budget for 1977 totals \$23,920,000. The spending program proposed under this budget exceeds projected spending for 1976 by \$2,395,334 or 11.1%. Most of the increase results from inflationary impacts, personal services, commodities and contractual services. However, two items are included which increased the budget more than the normal inflationary impacts: a Capital Improvement appropriation increase of \$658,605 and a Contingency Fund appropriation of \$300,276. When these two items are deducted, the net budget increase is 6.5%. This is consistent with the inflation rate and, in fact, is somewhat below the inflation rate.

The analysis by major divisions of the General Fund in the following table shows that, with two exceptions, the budgets for the operating departments are not increased as much as the total budget is increased. The major source of the increase is in the interdepartmental account which includes the appropriation for Capital Improvements and Contingencies. However, two operating divisions do show increases much higher than the other divisions: Leisure Services, which is increased 12.3% and Fire, which is increased 7.1%.

<u>Division</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>	<u>Percent Change</u>
General Administration	\$ 363,821	\$ 372,855	2.4
Finance & Administrative Services	1,245,623	1,274,371	2.3
Management Services	522,764	543,858	4.0
Public Services	5,972,725	6,223,060	4.2
Inspections	362,860	379,894	4.7
Police	4,631,872	4,779,576	3.2
Recorders Court	273,455	179,131	3.3
Fire	2,901,421	3,107,315	7.1
Leisure Services	1,659,909	1,863,542	12.3
Park & Tree	503,334	525,417	4.4
Interdepartmental	3,186,882	4,670,981	46.5

The increase in Leisure Services is made necessary by the addition of resources to maintain and operate five new swimming pools and eighteen new tennis courts constructed under the Community Development program, and by the expansion of the Adult Day Care program. Together, these items added approximately \$198,000 to the Leisure Services budget. Without these items, the increase in this budget would have been 3.4%.

The increase in Fire Services results primarily from the impact of the new pay plan placed in effect in 1976. The plan produced a similar impact on Police. However, reductions in other costs offset this increase.

The proposed General Fund budget reflects a number of program changes which will produce cost savings in 1977:

1. Personnel in the Accounting Department are reduced by 1.5 man years. This will produce a cost saving of \$11,000.
2. Street light installations are reduced from 144 per year to 72 per year. This will save \$3,900.
3. Residential refuse collection and street sweeping on city holidays is eliminated. This will reduce costs by \$41,625 annually.
4. Twenty-four little used fire alarm boxes will be removed from service. This will produce an annual savings of \$2,858.
5. A change over from vacuum sweepers to mechanical sweepers produces an estimated savings of \$51,000 in equipment replacement costs, and an estimated \$52,000 in the cost of operating the sweeping program.
6. As a result of the programs in 1976 to reduce the vehicular fleet, a savings of \$64,000 in equipment replacement cost is projected for 1977.
7. Miscellaneous other changes will produce a savings of \$28,000 in budget costs for 1977.

In addition to the steps already taken to improve operating efficiency and reduce costs, a major effort will be made in 1977 to achieve further efficiencies in operations.

Projects scheduled to accomplish this include:

- a. Operation Analysis Program. The Operation Analysis Program will continue. The objective will be to increase the efficiency and effectiveness of operations through better management of manpower and equipment.
- b. Equipment Repair. A major effort was initiated in 1976 to reduce equipment maintenance costs. This effort has been successful and it will continue in 1977.
- c. Equipment Replacement Control. In an effort to achieve more efficient use of equipment replacement dollars, the criteria for replacing equipment will be analyzed to determine what changes, if any, can be made in equipment replacement standards and equipment specifications to achieve a longer use-life for the equipment.

The proposed budget includes several expenditure items of special significance:

- a. Transit Authority Allocation. The cost of operating the transit system continues to increase. In 1977, the City's contribution will include \$51,724 for capital equipment and \$182,000 for operating costs. Together, these items represent an increase to the City of \$121,000.
- b. Contribution Program. The proposed budget continues the City's support of social and cultural programs that enrich and benefit the community. Included in the Contributions Program are the following allocations:
 1. Savannah Symphony \$15,000
 2. Telfair Academy: Funds are provided for a contribution of up to \$20,750, if the County provides an equal amount. A

minimum contribution of \$8,275 is proposed.

- | | | |
|----|-------------------------|----------|
| 3. | Science Museum | \$10,000 |
| 4. | Volunteer Action Center | \$ 5,000 |

c. Capital Improvements. An allocation of \$697,772 is proposed for Capital Improvements. Projects include:

- | | | |
|----|-------------------------------|----------|
| 1. | Computer Center improvements | \$80,000 |
| 2. | Tennis court lights | 20,000 |
| 3. | Parks and playgrounds | 90,000 |
| 4. | Drainage | 78,191 |
| 5. | Landfill improvements | 343,600 |
| 6. | City telephone system | 47,646 |
| 7. | City Hall heating and cooling | 38,275 |

Revenue Program

General Fund revenues for 1977 balance recommended appropriations. To accomplish this, two changes in revenue charges are proposed:

- A. Increase landfill disposal fees. It now costs approximately \$4.28 per ton to dispose of garbage at the landfill. The present disposal charge is \$3.50 per ton. To bring this charge more in line with actual cost, an increase in fees of 75 cents per ton is proposed. This will increase the per ton disposal charge to \$4.25.
- B. Commercial refuse collection fees. Presently, it costs approximately \$1.60 per cubic yard to collect refuse from commercial establishments. The charge for this service is now 50 cents per cubic yard. To bring this fee more in line with actual cost, a fee increase of 50 cents per cubic yard is proposed.

In addition to these new charges, a major change in the revenue program for the General Fund resulted from the sales tax levy - authorized by referendum in 1975.

Under the provisions of the Sales Tax law, the City is required to roll back the property tax levy in 1977 an amount equal to the annualized amount of sales tax collected in 1976. Under this formula, the reduction in the levy reduces the millage rate from 27 mills in 1976 to approximately 10 mills in 1977. The roll-back produces no loss of revenue. Loss of property tax revenue caused by the millage roll-back is offset by the income received from the sales tax levy.

WATER AND SEWER FUND

The proposed budget for the Water and Sewer Fund totals \$7,461,134, an increase over the projected 1976 expenditures of \$233,217 or 3.2 percent. Although the budget for the fund shows only a small increase, one item in the budget has increased significantly; Bond retirement costs have jumped \$316,000 or 15.8% over 1976 costs. Other costs reflect inflationary impact, especially on energy costs.

No major program changes in activities are proposed in this fund for 1976.

GOLF COURSE FUND

The Golf Course budget for 1977 totals \$287,273, an increase over 1976 of \$13,649 or 5 percent.

No significant program changes are proposed or included in this budget.

INDUSTRIAL AND DOMESTIC WATER SUPPLY FUND

The proposed budget for the I & D Water Supply fund totals \$1,278,108, an increase of 4.7 percent over 1976. The increase reflects normal inflationary increases in salaries and commodities and services. No changes in operating programs are proposed.

A significant Capital Improvement program for this operation is now under consideration. Plans and specifications for renovating the treatment facilities for the I & D system have been prepared and bids received to perform this work. However, before the bid can be awarded, a plan to finance these improvements must be adopted. Work on this is

under way and is expected to be completed early in 1977. We do know that the financing plan will require the issuance of Revenue Bonds. These will be retired from income from water sales made by the system.

VEHICLE REPLACEMENT FUND

The proposed budget for vehicle replacement totals \$1,084,626, a decrease from the 1976 budget of \$187,000 or 15 percent. The cost reduction reflects, in part, the program carried out in 1976 to reduce the number of vehicles in the vehicular fleet. It also reflects cost savings resulting from the change-over from vacuum sweepers to mechanical sweepers.

The program calls for some 97 pieces of equipment to be replaced. Included in this number are:

- a. 19 Police patrol cars
- b. 3 Commercial refuse collection trucks
- c. 4 Street sweepers
- d. 9 Residential refuse collection trucks
- e. 1 Fire Department pumper truck
- f. 21 Trucks of various sizes
- g. 18 Sedans and vans
- h. 15 Golf carts

As a part of the 1977 program of work, we will further refine the criteria and standards for replacing equipment, in an effort to achieve longer use of equipment before replacement. Lengthening the useful life of equipment will help reduce annual replacement cost requirements.

REVOLVING FUND

The Revolving Fund budget for 1977 totals \$4,228,810, an increase over projected spending in this fund in 1976 of 4.7 percent.

The Revolving Fund program for 1977 includes two significant items:

- a. Data Processing Center modernization. Work is now under way to develop specifications for replacing the computer equipment at the Data

Processing Center with more modern and responsive computer equipment. Better housing for the equipment will also be sought.

- b. Central Garage operation. Major effort was made in 1976 to achieve better control over repairs and costs at the Central Garage. These efforts have been successful in controlling costs. We will continue to seek ways to improve the productivity of this operation in 1977.

CONCLUSION

In the preceding paragraphs, I have outlined the major features of budgets proposed for 1977. As pointed out, a new revenue program is established, reductions in operating costs have been initiated, study programs to improve operating efficiencies are planned, funds are provided for several program changes and allocations are made for Capital Improvements.

The budgets presented to you are balanced. These are minimum budgets, which include no significant program improvements. Except for the additional personnel needed to operate the new swimming pools and tennis facilities, no new personnel are proposed.

I submit these budgets to you with the recommendation that they be adopted as presented.

Sincerely,



Arthur A. Mendonsa
City Manager

PERSONNEL RE-CAP*

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Fund/Department

	Staff-Years	
	1976	1977
<u>GENERAL FUND</u>		
General Administration	18.00	18.00
Finance and Administrative Services	66.50	65.00
Management Services	27.00	27.00
Bureau of Public Services	349.50	349.50
Inspections	14.00	14.00
Police	297.38	297.38
Recorder's Court	13.00	13.00
Fire	212.00	212.00
Leisure Services	116.24	125.61
Park and Tree	46.00	46.00
	<hr/>	<hr/>
Fund Total	1,159.62	1,167.49
<u>REVOLVING FUND</u>	141.00	138.00
<u>GOLF COURSE FUND</u>	10.00	10.00
<u>WATER AND SEWER FUND</u>	154.00	150.00
<u>I & D WATER FUND</u>	25.00	25.00
	<hr/>	<hr/>
Grand total	1,489.62	1,490.49

*Excludes grant funded funds.

ALL FUNDS
MINOR CODE COMPARISONS

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<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$13,225,205	\$14,037,379
Social Security	597,130	639,459
Police Pension	74,000	76,366
Group Medical Insurance	488,562	508,504
Group Life Insurance	152,862	161,079
Employee Claims	8,465	12,145
Pension	1,332,338	1,434,675
Old Pension	400,000	425,000
Longevity	127,834	134,755
Overtime	225,896	178,588
Overtime Court	52,324	53,312
Temporary Labor	<u>43,315</u>	<u>9,584</u>
TOTAL	\$16,727,931	\$17,670,846

ALL FUNDS
MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$2,015,153	\$2,191,447
Natural Gas	96,968	111,022
Communications	163,049	178,976
Transportation	97,761	86,993
Advertising	27,976	31,390
Insurance	170,662	181,788
Rentals	338,832	342,720
Dues, Memberships, Subscriptions	18,203	18,146
Professional Services	193,481	185,870
Building Repair	73,310	91,753
Equipment Maintenance	146,101	132,003
Outside Vehicle Repair	471,406	599,654
Subsidies and Contributions	2,546,069	2,927,710 ¹
Vehicle Replacement	1,271,128 ²	1,084,626 ³
Photocopying	57,558	56,803
Medical Costs	73,066	79,900
Other Contractual Services	<u>290,324</u>	<u>667,335⁴</u>
TOTAL	\$8,051,047	\$8,968,136

¹ Includes: General Fund Contributions \$780,993; Contribution to General Fund from Water and Sewer \$640,000; Payments for General Fund services from Water and Sewer \$689,284, Golf \$50,000 and I & D Water \$42,091; housing inspection Contribution to Chatham County \$111,470 and General Fund Contribution to C. I. P. \$613,872.

(Footnotes continue on the next page)

²Includes current Vehicle Replacement Fund spending.

³Includes \$9,700 budgeted for grant funded Funds.

⁴Includes: General Fund Contingencies \$285,056; Water and Sewer Contingencies \$48,308; landfill materials \$54,820; Adult Day Care meals and transportation \$32,332 and General Fund Contribution to C. I. P. \$83,900.

ALL FUNDS

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MINOR CODE COMPARISONS

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 45,950	\$ 57,066
Office Supplies	45,538	44,660
Postage	49,505	57,973
Clothing & Personal Supplies	68,453	77,211
Food, Medical, Hskp. Supplies	68,127	65,980
Operating Supplies & Materials	238,575	211,561
Sports & Crafts Supplies	60,315	59,493
Chemicals	351,757	376,384
Bldg. & Construction Materials	0	0
Repair Parts-Equipment	68,296	106,553
Supplies & Materials - Construction	183,602	184,823
Aggregate & Other Materials	37,994	37,900
Sewer Construction Materials	24,404	29,000
Water Construction Materials	109,852	116,275
Tools & Shop Supplies	77,789	44,609
Other Parts	5,952	5,190
Vehicle Parts	680,988	666,820
Gasoline	277,568	292,325
Diesel Fuel	97,873	107,975
Oil & Grease	20,630	23,020
Other	<u>540</u>	<u>500</u>
TOTAL	\$2,513,708	\$2,565,318

BUDGET ORDINANCE

AN ORDINANCE TO ADOPT THE ANNUAL BUDGET OF THE CITY OF SAVANNAH AND TO APPROPRIATE FUNDS FOR THE OPERATION OF THE VARIOUS DEPARTMENTS FOR FISCAL YEAR 1977.

BE IT ORDAINED by the Mayor and Aldermen of the City of Savannah in Council assembled and it is hereby ordained by authority therof, that:

WHEREAS, the City Manager has submitted a proposed budget appropriating funds to the various functions and purposes of the City of Savannah for fiscal year 1977,

NOW, THEREFORE, BE IT RESOLVED that said budget is hereby adopted and the amounts shown therein as "adopted budget" are hereby appropriated to the various departments for the fiscal year 1977.

Adopted in Council by the Mayor and Aldermen, December 16, 1976.

REVENUE ORDINANCE

AN ORDINANCE TO ASSESS AND LEVY TAXES AND RAISE REVENUE FOR THE CITY OF SAVANNAH; TO PROVIDE TAXES FOR REAL PROPERTY, PERSONAL PROPERTY, AND PROFESSIONS, TO PROVIDE FOR TAXES ON CERTAIN KINDS OF BUSINESSES IN THE CORPORATE AND JURISDICTIONAL LIMITS OF SAID CITY; TO PROVIDE A TAX ON THE GROSS INCOME OF CERTAIN KINDS OF BUSINESSES; AND FOR OTHER PURPOSES CONNECTED WITH TAXES AND REVENUE IN SAID CITY.

Adopted in Council by the Mayor and Aldermen, December 16,
1976.

EXPENDITURE MAJOR OBJECT CODES

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100 PERSONAL SERVICES

Funds allocated in this series provide for the following: salaries and wages, social security, group insurance, employee claims, overtime, longevity, pensions and temporary labor.

200 CONTRACTUAL SERVICES

These codes include funds for utilities, telephones, travel, advertising, insurance premiums (other than group), rental expenses, memberships, dues and subscriptions, professional services fees, photocopying, maintenance services for buildings and equipment (not performed by the City forces), vehicle replacement charges, subsidies and contributions, medical costs and other miscellaneous services.

300 COMMODITIES

The accounts in this series include: printing, postage, office supplies, clothing and personal supplies, food, medical and housekeeping supplies, general operating supplies and construction materials, repair parts, tires, sports equipment, chemicals, water and sewer pipe, etc.

400 REVOLVING FUNDS

These charges are for various services performed by the Revolving Fund Divisions to other City departments. Services included are: Data Processing, Engineering, Central Garage, Central Services including Service and Supplies Management and Automotive Supplies personnel, Building and Electrical Maintenance, Electronic Equipment Repair, Custodial and Messenger Services, and Switchboard Services.

500 CAPITAL OUTLAY

This series of codes identifies funds for expenditures on buildings and fixed equipment, office furniture and equipment, vehicular equipment, operational and construction equipment and land purchase.

600 BOND AMORTIZATION

This code series includes funds budgeted for scheduled payments of the City's debt obligations.

GENERAL FUND

ESTIMATED REVENUES - GENERAL FUND

<u>Source</u>	<u>1976 Estimate</u>	<u>1977 Projection</u>
Property Tax		
Real Property Tax(Current)	\$ 5,500,000	\$ 2,128,884
Personal Property Tax(Current)	990,000	368,903
Vehicle Tax	748,000	770,000
Public Utility Tax	965,000	359,588
Intangible Property Tax	150,000	160,000
Real Property Tax(Delinquent)	550,000	365,000
Personal Property Tax(Delinquent)	75,000	62,000
Total	\$ 8,978,000	\$ 4,214,375
Sales Tax	\$ 2,904,629	\$ 6,053,000
Other Taxes		
Liquor Tax	\$ 310,000	\$ 320,000
Beer and Wine Tax	1,115,000	1,150,000
Life Insurance Premium Tax	320,000	335,000
Other Insurance Premium Tax	375,000	385,000
Hotel/Motel Tax	192,000	192,000
Total	\$ 2,312,000	\$ 2,382,000
Taxes Fees and Interest		
Execution Fees	\$ 28,000	\$ 20,000
Interest on Delinquent Taxes	20,000	15,000
Total	\$ 48,000	\$ 35,000
Licenses and Permits		
Business Licenses	\$ 848,000	\$ 850,000
Electric Franchise	570,000	600,000
Telephone Franchise	230,000	242,000
Gas Franchise	130,000	135,000
Cablevision Franchise	20,000	11,000
Street Maintenance Decals	107,500	110,000
Parking Meters	170,000	170,000
Total	\$ 2,075,500	\$ 2,118,000
Fines, Forfeits, and Penalties		
Court Fines	\$ 285,000	\$ 300,000
Traffic Citations (Non-moving)	100,000	105,000
Total	\$ 385,000	\$ 405,000

<u>Source</u>	<u>1976</u> <u>Estimate</u>	<u>1977</u> <u>Projection</u>
Interest Earned		
General Investments	\$ 73,000	\$ 65,000
Interest on CIP Investments	45,000	30,000
Perpetuity Lots	70,000	70,000
Pension Fund Investments, Etc.	1,300	1,300
Discounts Earned	700	500
Total	<u>\$190,000</u>	<u>\$166,800</u>
Rents - General		
Park and Shop Garage	\$ 15,000	\$ 15,000
Recorder's Court	62,434	75,581
Miscellaneous	13,000	13,000
Total	<u>\$ 90,434</u>	<u>\$103,581</u>
Stadiums and Auditoriums		
Civic Center	\$225,000	\$230,000
Grayson Stadium	3,500	4,000
Concessions	45,000	35,000
Total	<u>\$273,500</u>	<u>\$269,000</u>
Other Agencies		
May Street Center - Rental	\$ 5,925	\$ 6,000
May Street - Facilities Rental	1,000	2,500
General Purpose Grant (State)	615,000	615,000
Savannah Housing Authority	92,772	90,000
Miscellaneous Federal Grants	100,000	100,000
Total	<u>\$814,697</u>	<u>\$813,500</u>
Inspection Fees		
Building Inspection	\$ 26,000	\$ 25,000
Electrical Inspection	12,000	14,000
Plumbing Inspection	18,000	17,000
Gas Inspection	1,000	1,000
Mechanical Inspection	2,400	2,500
Total	<u>\$ 59,400</u>	<u>\$ 59,500</u>
Cemetery Fees	\$ 70,000	\$ 70,000

<u>Source</u>	<u>1976 Estimate</u>	<u>1977 Projection</u>
Refuse Fees		
Refuse Collection and Disposal	\$ 529,000	\$ 823,000
Refuse Dumping Fees	100,000	125,000
Total	<u>\$ 629,000</u>	<u>\$ 948,000</u>
Interfund Fees		
Services to Water & Sewer Fund	\$ 689,284	\$ 689,284
Contributions from W&S Fund	942,658	640,000
Services to I&D Water Fund	42,091	42,091
Services to Public Development	30,000	30,000
Services to Golf Course Fund	45,073	50,000
Services to Labor Resources	15,000	15,000
Total	<u>\$ 1,764,106</u>	<u>\$ 1,466,375</u>
General Services		
Accident Reporting	\$ 10,500	\$ 10,500
Traffic Moving Reporting	700	700
Fire Protection	25,700	25,000
Harbor Fees	28,000	28,000
Parking Lot	13,000	12,800
Recreation Fees	22,000	22,000
Total	<u>\$ 99,900</u>	<u>\$ 99,000</u>
Revenue Sharing		
General	\$ 2,288,857	\$ 2,147,000
Public Works	96,000	144,000
Total	<u>\$ 2,384,857</u>	<u>\$ 2,291,000</u>
Other Revenues		
Advertising	\$ 7,000	\$ 6,000
Telephone Locations	1,500	1,500
Grass Cutting Fees	4,000	4,000
Sale of Land and Property	22,000	10,000
Miscellaneous Revenue	245,000	230,000
Prior Years - General Fund	669,493	2,174,369
Total	<u>\$ 948,993</u>	<u>\$ 2,425,869</u>
 TOTAL - GENERAL FUND	 \$24,028,016	 \$23,920,000

COMPARISON OF EXPENDITURES BY FUNCTIONGENERAL FUND

<u>Account</u>	<u>1976</u>	<u>1977</u>
	<u>Projected*</u>	<u>Proposed</u>
<u>GENERAL ADMINISTRATION</u>		
Mayor & Aldermen	\$ 145,675	\$ 147,116
Clerk of Council	30,607	32,703
City Manager	120,108	121,782
Legal	<u>67,431</u>	<u>71,254</u>
Total	\$ 363,821	\$ 372,855

FINANCE AND ADMINISTRATIVE SERVICES

FAS Director	\$ 41,644	\$ 44,888
Finance, Accounting, and Disbursement	395,068	391,014
Revenue	295,485	310,407
Water and Sewer Revenue	390,170	399,978
Purchasing	<u>123,256</u>	<u>128,084</u>
Total	\$ 1,245,623	\$ 1,274,371

*Projected as of October 31, 1976

1976
Projected

1977
Proposed

Account

MANAGEMENT SERVICES

Management Services Administration	\$ 47,935	\$ 47,935
Research and Budget	150,450	157,717
Personnel	181,937	187,120
Management Analysis and Internal Auditing	145,301	151,086
<u>Total</u>	\$ 522,764	\$ 543,858

PUBLIC SERVICES

BPS Administration	\$ 216,822	\$ 216,822
Traffic	849,137	923,960
Drainage	469,040	493,808
Streets Maintenance	659,324	688,474
Refuse Collection	1,829,957	1,895,029
Refuse Disposal	266,054	258,504
Street Cleaning	579,330	547,215
Commercial Refuse Collection	817,745	888,808
Cemetery Operations	295,422	310,440
<u>Total</u>	\$5,972,725	\$6,223,060

PUBLIC DEVELOPMENT (General Fund)

Inspections	\$ 379,894	\$ 379,894
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Account	<u>1976</u> <u>Projected</u>	<u>1977</u> <u>Proposed</u>
<u>POLICE</u>		
Police Chief	\$ 114,980	\$ 112,650
Operations / Patrol	2,398,950	2,505,490
Investigations	802,569	842,542
Auxiliary and Technical Services	1,100,884	1,086,186
Management Division	<u>214,489</u>	<u>232,708</u>
Total	\$4,631,872	\$4,779,576
<u>RECORDER'S COURT</u>		
Recorder's Court	\$ 173,455	\$ 179,131
<u>FIRE</u>		
Fire Chief	\$ 77,279	\$ 85,221
Fire Prevention/Investigation	51,251	52,440
Firefighting	<u>2,772,891</u>	<u>2,969,654</u>
Total	\$2,901,421	\$3,107,315
<u>LEISURE SERVICES</u>		
Leisure Services Administration	\$ 68,849	\$ 73,357
Recreation Administration	85,247	84,500
Athletics	134,583	158,113
Playgrounds	92,518	105,200
Neighborhood Centers	227,254	249,926
Swimming Pools	33,873	112,477
Adult Day Care	42,032	121,973
City Golden Age	171,558	125,614
Civic Center	430,794	452,630
Buildings and Grounds	<u>373,201</u>	<u>379,752</u>
Total	\$1,659,909	\$1,863,542

GENERAL FUND

10

MINOR CODE COMPARISONS

<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$10,467,216	\$11,166,293
Social Security	434,870	460,948
Police Pension	74,000	76,366
Group Medical Insurance	394,500	411,167
Group Life Insurance	126,072	132,841
Employee Claims	8,465	12,145
Pension	1,059,412	1,141,321
Old Pension	400,000	425,000
Longevity	103,882	109,193
Overtime	122,641	86,230
Overtime Court	52,324	53,312
Temporary Labor	<u>35,215</u>	<u>7,183</u>
TOTAL	\$13,278,597	\$14,081,999

GENERAL FUND

11

MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$ 698,273	\$ 767,333
Natural Gas	18,360	23,412
Communications	70,921	78,554
Transportation	82,829	74,658
Advertising	27,249	30,640
Insurance	61,825	62,001
Rentals	29,353	29,154
Dues, Memberships, Subscriptions	15,445	15,421
Professional Services	137,381	139,870
Building Repair	39,213	39,208
Equipment Maintenance	67,927	55,303
Outside Vehicle Repair	0	0
Subsidies and Contributions	826,963	1,506,335
Vehicle Replacement	645,489	946,626
Photocopying	51,309	50,747
Medical Costs	73,066	79,900
Other Contractual Services	<u>256,322</u>	<u>597,902</u>
TOTAL	\$3,101,925	\$4,497,064

GENERAL FUND

MINOR CODE COMPARISONS

12

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 40,963	\$ 52,031
Office Supplies	37,980	37,910
Postage	48,555	56,924
Clothing & Personal Supplies	62,284	71,601
Food, Medical, Hskp. Supplies	49,309	49,165
Operating Supplies & Materials	131,613	116,268
Sports & Crafts Supplies	59,315	59,238
Chemicals	29,678	31,730
Bldg. & Construction Materials	0	0
Repair Parts-Equipment	20,624	38,655
Supplies & Materials - Construction	137,798	137,566
Aggregate & Other Materials	36,994	35,800
Sewer Construction Materials	18,058	21,000
Water Construction Materials	0	0
Tools & Shop Supplies	12,296	13,384
Other Parts	0	0
Vehicle Parts	0	0
Gasoline	0	0
Diesel Fuel	0	0
Oil & Grease	38	30
Other	<u>0</u>	<u>0</u>
TOTAL	\$685,505	\$721,302

Object Code	General Fund Re-Cap			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 13,278,597	\$ 14,081,999	\$ + 803,402
Contractual Services		3,101,925	4,497,064	+1,395,139
Commodities		685,505	721,302	+ 35,797
Revolving Fund		3,160,047	3,269,120	+ 109,073
Capital Outlay		118,239	91,053	- 27,186
Bond Amortization		1,180,353	1,259,462	+ 79,109
Total		\$ 21,524,666	\$ 23,920,000	\$ +2,395,334
	Staff-Years	1159.62	1167.49	+ 7.87

GENERAL FUND

Explanation of Changes:

The total for the combined General Fund activities shows an increase of \$2,395,334 or 11.13% over Projected 1976 spending. The items which account for the major changes are discussed below.

Personal Services:

Personal Services shows an increase of \$803,402 or 6.05%. This increase includes the full year's costs of the merit and cost-of-living increases granted in 1976 and the cost of a 5% merit increase in 1977. Furthermore, Leisure Services has expanded some programs requiring an additional 9.37 staff years which accounts for an approximate increase of \$73,000. Increases have been offset by elimination of 1.5 staff years for clerical positions for an \$11,000 savings, and a \$43,000 reduction in overtime costs through elimination of holiday refuse and street sweeping services.

Contractual Services:

Budgeted costs have risen \$1,395,139 or 44.98%. Of this increase, \$658,605 is attributable to Capital Improvement Program projects; \$343,660 has been allocated for a sanitary landfill development program, and \$354,112 has been budgeted for other CIP projects including drainage improvements, neighborhood parks, and computer center improvements. Other reasons for the Contractuals increase include the creation of a \$300,748 Contingencies budget and an increase of \$151,307 in the 1977 Contributions which is the result primarily of a larger City contribution to the Savannah Transit

Authority. Finally, the budget for Electricity is up \$69,060 to accommodate expected rate increases and the opening of five additional swimming pools and the Bacon Park Tennis Complex. Offsetting decreases in other accounts make the net Contractual Services change +\$1,395,139.

Commodities:

The 1977 Budget for Commodities represents a \$35,797 or 5.2% increase over Projected 1976 Expenditures. Inflation and the inclusion of funds for replacement of Police uniforms are the major factors contributing to the increase.

Revolving Fund:

The Revolving Fund chargebacks to the General Fund have risen \$109,073 or 3.4%. This change is due to increases in the operating expenses of the Revolving Fund activities. The rate of increase would have been greater were it not for a reduction in costs in the Central Garage due to the switch from vacuum-type sweepers to mechanical-type sweepers.

Capital Outlay:

The Capital Outlay Budget has decreased \$27,186 or 22.9%. Some of the items included in the 1977 Budget are: refuse collection containers and replacement parking meters for Public Services; lawn mowers and chain saws for Park and Tree; an intoximeter breath machine, training films and mats for Police; and fire hoses, fog nozzles, and portable radios for the Fire Department.

Bond Amortization:

The Budget in this area increased by \$79,109 or 6.7%. The increase reflects 1977 principal and interest payments of the bond issue planned for sale early in 1977 as well as past issue costs.

Object Code	General Administration 0100's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 241,281	\$ 244,560	\$ + 3,279
Contractual Services		71,232	74,624	+ 3,392
Commodities		8,402	9,001	+ 599
Revolving Fund		42,395	44,670	+ 2,275
Capital Outlay		511	0	- 511
Bond Amortization		0	0	0
Total		\$ 363,821	\$ 372,855	\$ + 9,034
	Staff-Years	18.00	18.00	0

GENERAL ADMINISTRATION

Explanation of Changes:

The 1977 Proposed Budget for General Administration represents a \$9,034 or 2.5% increase over Projected 1976 Expenditures.

The major reasons for this difference are discussed below:

Personal Services:

Personal Services costs have increased by only 1.4%. Provisions for the full year's cost of 1976 merit and cost-of-living increases and a 5.0% merit increase in 1977 have been partially offset by savings due to personnel changes.

Contractual Services:

Expenses in this area have increased by \$3,392 or 4.8%, largely due to inflationary provisions for Transportation and Dues, Memberships and Subscriptions costs.

Commodities:

A \$599 or 7.1% increase in Commodities has been allowed for price increases in Printing and Office Supplies.

Revolving Fund:

The \$2,275 or 5.4% increase in Revolving Fund charge-backs reflects higher costs of building utilities and Custodial and Messenger services.

Capital Outlay:

No Capital Outlay needs are anticipated in 1977. In 1976, Capital Outlay purchases totaled \$511.

Object Code	Activity Title: Mayor and Aldermen 0110			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 79,444	\$ 83,416	\$ 82,662	\$ 82,662
Contractual Services	29,101	36,450	37,734	37,734
Commodities	4,402	5,344	5,736	5,736
Revolving Funds	15,346	20,465	20,984	20,984
Capital Outlay	4,692	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 132,985	\$ 145,675	\$ 147,116	\$ 147,116

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Confidential Secretary	1.00	1.00	41	\$ 13,118
Special Asst. to Mayor	1.00	1.00	61	17,282
Aldermen	6.00	6.00	N/A	21,600
Mayor	1.00	1.00	N/A	18,000
Total	<u>9.00</u>	<u>9.00</u>		

Object Code	Activity Title: Clerk of Council 0115			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 17,183	\$ 20,604	\$ 22,170	\$ 22,170
Contractual Services	2,777	4,276	4,615	4,615
Commodities	1,337	1,370	1,465	1,465
Revolving Funds	6,060	4,133	4,453	4,453
Capital Outlay	0	224	0	0
Bond Amortization	0	0	0	0
Total	\$ 27,357	\$ 30,607	\$ 32,703	\$ 32,703

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Intermediate Clerk Steno	1.00	1.00	28	\$ 7,004
Clerk of Council	1.00	1.00	43	11,739
Total	2.00	2.00		

Object Code	Activity Title: City Manager 0120			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 78,250	\$ 85,869	\$ 85,448	\$ 85,448
Contractual Services	14,788	16,072	17,041	17,041
Commodities	1,219	1,484	1,585	1,585
Revolving Funds	21,080	16,396	17,708	17,708
Capital Outlay	409	287	0	0
Bond Amortization	0	0	0	0
Total	\$ 115,746	\$ 120,108	\$ 121,782	\$ 121,782

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk Steno	1.00	1.00	28	\$ 6,766
Admin. Assistant to City Manager	1.00	1.00	43	13,245
Assistant to City Manager	1.00	1.00	55	14,172
City Manager	1.00	1.00	N/A	38,700
Total	4.00	4.00		

Object Code	Activity Title: Legal 0130			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 35,535	\$ 51,392	\$ 54,280	\$ 54,280
Contractual Services	23,050	14,434	15,234	15,234
Commodities	121	204	215	215
Revolving Funds	1,272	1,401	1,525	1,525
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 59,978	\$ 67,431	\$ 71,254	\$ 71,254

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Assistant City Attorney	2.00	2.00	N/A	\$ 24,356
City Attorney	1.00	1.00	N/A	25,089
Total	3.00	3.00		

FINANCE AND ADMINISTRATIVE SERVICES

Functions:

The responsibilities of the Bureau are to bill, collect and account for all City revenues, issue and account for all City disbursements, manage City investments, and provide accounting control for all City financial transactions.

The Finance and Administrative Services Bureau director plans, coordinates, and controls departmental work program as follows:

- (1) Finance, Accounting and Disbursement Services
- (2) Revenue Services
- (3) Purchasing Services
- (4) Central Services
 - (a) Services and Supplies Management
 - (b) Electronic Services
 - (c) Central Switchboard Services
 - (d) Custodial and Messenger Services
 - (e) Insurance and Safety Services
 - (f) Building and Electrical Maintenance Services

Activities:

Finance, Accounting and Disbursement

The Finance, Accounting, and Disbursement Department controls the City's general books containing a complete record of all financial transactions. The department maintains accounts with every officer of the City or other person required to receive, collect, disburse, or dispose of any money, property or effect of the City. It also supervises and maintains all books of accounts in other City departments. The department preaudits and approves for eventual payment departmental vouchers for funds, reconciles monthly control accounts in the general ledger with subsidiary ledgers and journals and renders monthly statements to the City Manager. An annual statement of receipts and disbursements of the City is also prepared. The department issues bonds and services the debt associated with any and all issues. It also invests idle funds, on a competitive basis, at the highest local available interest rate.

Revenue

The Revenue Activity bills and collects real and personal property taxes, business licenses, public utility taxes, harbor fees and other miscellaneous accounts receivable; collects alcoholic beverage taxes, insurance premium taxes, hotel/motel taxes, traffic citations, rents, inspection fees, water, sewer, and refuse collection charges, and other revenues due to the City; issues street maintenance decals; sells dog tags for Chatham County; collects coins from parking meters; operates the municipal parking lot; enforces

payments of obligations due to the City through delinquent collection procedures; by contract, serves as registrar for the City's bonded indebtedness; bills, collects, and prepares deeds and contracts for cemetery transactions; maintains custody of and deposits to City bank accounts all revenues received by the City; and performs many other revenue-producing and non revenue-producing functions.

Water and Sewer

The Water and Sewer Revenue Activity reads all water meters in the system by cycle on a bi-monthly schedule; bills water and sewer accounts bi-monthly on active residential and commercial accounts both inside and outside the City; bills refuse collection charges on inside-City accounts; bills special trash collection charges; bills large commercial accounts monthly; bills charges for services provided by the Industrial and Domestic Water Supply system; provides such customer services as turn-ons and cut-offs on request, deposit maintenance, and inspections for high bills; and collects utility charges or terminates service on delinquent utility accounts.

Purchasing

The Purchasing Department is the City's central authority for purchasing goods and commodities. The department's function is to satisfy user agencies' requirements by insuring that goods of the lowest practical cost and highest practical quality are purchased. This is accomplished through (1) standardization and specification to reduce commodities to a minimum and assure quality of goods, (2) consolidation of requirements in bulk purchases to obtain quantity prices, (3) stimulation of competitive bidding to reduce prices, (4) centralized control over supplies in the storeroom, (5) prompt payment of all bills to earn cash discounts, (6) elimination of unnecessary purchases and paperwork.

The department also advertises, receives and tabulates bids let by City agencies and coordinates accountability of electrical and advertisement bills for all City agencies.

Object Code	Finance and Administrative Services - 1400's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 745,721	\$ 766,127	\$+ 20,406
Contractual Services		82,222	85,628	+ 3,406
Commodities		59,984	71,682	+ 11,698
Revolving Fund		356,483	350,934	- 5,549
Capital Outlay		1,213	0	- 1,213
Bond Amortization		0	0	0
Total		\$ 1,245,623	\$ 1,274,371	\$ 28,748
	Staff-Years	66.5	65.0	- 1.5

FINANCE AND ADMINISTRATIVE SERVICES

Explanation of Changes:

The Proposed 1977 Budget for Finance and Administrative Services shows an increase of \$28,748 or 2.3% over the Projected 1976 Expenditures.

Personal Services:

Personal Services shows an increase of \$20,406 or 2.7% over the Projected 1976 Expenditures. This increase reflects the 1977 costs of the merit and cost-of-living increase granted in 1976, the five percent merit increase in 1977, and the deletion of 1.5 staff years (including one Account Clerk and one half time Clerk), in Finance, Accounting, and Disbursement.

Contractual Services:

Budgeted expenses for Contractual Services increased \$3,406 or 4.1% over 1976 Projected Expenditures. This increase is the result of inflation and higher Professional Services Fees, accompanied by declines in the Travel, Dues, Equipment Maintenance, and Rentals.

Commodities:

The 1977 Budget for Commodities is \$11,698 or 19.5% more than 1976 Projected Expenditures. Higher postage rates, printing costs, and inflation account for this increase.

Revolving Funds:

The Revolving Fund code shows a decrease of \$5,549 or 1.5% below the 1976 Projected Expenditures. This decline is due to a revised cost allocation for Data Processing services.

Capital Outlay:

Capital Outlay costs are \$1,213 less than in 1976. There are no funds budgeted for capital outlay in 1977.

Object Code	Activity Title: F.A.S. Director - 1401			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 32,017	\$ 35,203	\$ 37,779	\$ 37,779
Contractual Services	1,079	1,367	1,575	1,575
Commodities	730	432	472	472
Revolving Funds	4,186	4,642	5,062	5,062
Capital Outlay	42	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 38,054	\$ 41,644	\$ 44,888	\$ 44,888

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Administrative Secretary	1.00	1.00	38	\$ 8,636
Finance & Administrative Services Director	1.00	1.00	73	23,790
Total	2.00	2.00		

Object Code	Activity Title: Finance, Acct. & Disbursement- 1420			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 205,497	\$ 227,903	\$ 226,775	\$ 226,775
Contractual Services	29,853	37,421	37,400	37,400
Commodities	16,926	11,086	11,893	11,893
Revolving Funds	82,612	118,105	114,946	114,946
Capital Outlay	1,425	553	0	0
Bond Amortization	0	0	0	0
Total	\$ 336,313	\$ 395,068	\$ 391,014	\$ 391,014

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk	0.50	0.00	20	\$ -
Intermediate Clerk	1.00	1.00	24	6,540
Intermediate Clerk Typist	1.00	1.00	24	8,025
Account Clerk	4.00	3.00	28	22,269
Senior Clerk Steno	1.00	1.00	31	7,731
Principal Clerk	1.00	1.00	36	8,179
Accounting Technician	3.00	3.00	37	33,903
Accountant	3.00	3.00	47	35,665
Senior Accountant	2.00	2.00	54	29,879
Investment Officer	1.00	1.00	54	15,079
Finance Administrator	1.00	1.00	61	20,622
Total	<u>18.50</u>	<u>17.00</u>		

FINANCE, ACCOUNTING AND DISBURSEMENT - 1420
(activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST
	1976	1977		1976	1977	1976	1977	1976	1977	
1. Financial Management	N/A	N/A	.2% Error rate less than .2%			\$ 20,707	\$ 21,165	1	1	
2. Public Fund Transaction	12	12	10	.19	.17	63,613	63,490	3	3	\$ 2.03 \$ 1.89 per transaction
A. Disbursements of Accounts Payable	31,200 transactions per year	33,600 transactions per year	Disburse all payables within days	st./hrs. per transaction	st./hrs. per transaction					
B. Receipts & Refunds	45,000 transactions per year	48,000 transactions per year	Record all transactions weekly	.40	.38	205,720	200,545	9.5	9	4.57 4.18 per transaction
C. Retirement & Payroll Transaction	81,620 payments per year	81,620 payments per year	85 retirees paid monthly	.07	.05	63,614	63,490	3	2	.78 .78 per payment
			500 permanent employees paid weekly							
			500 permanent employees paid b/wkly							
			1200 summer employees paid wkly for 13 weeks							
D. Financial Report Preparation	12 reports per month	12 reports per month	Reports prepared in 3 work days	13.78	13.78	20,707	21,163	1	1	1,726 1,764 per report
3. Investment Management	a. 370 C.D.s purchased per year (\$72,729,000 invested)		\$ 400,000 interest earned from investments	5.36	5.36	20,707	21,163	1	1	55.97 57.20 per C.D.
	b. 1,200 journal entries recorded									
Total						\$95,068	\$391,014	18.5	17.0	

Object Code	Activity Title: Revenue - 1441			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 159,202	\$ 165,033	\$ 169,383	\$ 169,383
Contractual Services	10,798	13,314	16,040	16,040
Commodities	15,786	14,250	22,628	22,628
Revolving Funds	86,611	102,228	102,356	102,356
Capital Outlay	284	660	0	0
Bond Amortization	0	0	0	0
Total	\$ 272,681	\$ 295,485	\$ 310,407	\$ 310,407

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Parking Lot Attendant	1.00	1.00	20	\$ 7,279
Parking Meter Coin Collector	1.00	1.00	23	7,964
Intermediate Clerk	3.00	3.00	24	22,622
Cashier	2.00	2.00	27	15,899
Account Clerk	2.00	2.00	28	18,667
Senior Clerk Typist	1.00	1.00	28	9,228
Revenue Investigator	2.00	2.00	33	15,231
Chief Revenue Investigator	1.00	1.00	41	10,416
Revenue Supervisor	1.00	1.00	41	12,057
Revenue Administrator	1.00	1.00	61	19,641
Total	15.00	15.00		

REVENUE 1441

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
I. CURRENT REVENUE COLLECTION												
1. Bill and collect real and personal property taxes	36,914 accounts	37,000 accounts	88% collected while current	88% collected while current	.10 st/hr, per account	.11 st/hr, per account	\$ 70,730	\$ 74,303	2.0	2.0	\$ 1.92 per account	\$ 2.01 per account
2. Process water, sewer and refuse payments	252,500 payments	255,000 payments	Record within one week	Record within one week	.008 st/hr, per payment	.007 st/hr, per payment	19,117	20,082	1.0	1.0	.08 per payment	.08 per payment
3. Collect current non-moving traffic citation payments	33,000 citations paid	33,250 citations paid	Resolve 55% of issued citations	Resolve 55% of issued citations	.06 st/hr, per payment	.06 st/hr, per payment	23,856	25,103	1.0	1.0	.72 per citation paid	.75 per citation paid
4. Conduct other revenue transactions	32,000 actions	32,500 actions	All actions completed	All actions completed	.18 st/hr, per action	.18 st/hr, per action	70,731	74,303	2.9	2.9	2.21 per action	2.29 per action
5. Deposit revenues to City bank accounts	2,000 deposits	2,050 deposits	Deposits made daily	Deposits made daily	.20 st/hr, per deposit	.20 st/hr, per deposit	1,147	1,205	.2	.2	.57 per deposit	.60 per deposit
II. DELINQUENT REVENUE COLLECTION												
1. Collect delinquent revenues from all sources	17,700 delinquent accounts	17,800 delinquent accounts	Collect or resolve 55.0% of delinquent accounts	Collect or resolve 56.0% of delinquent accounts	.50 st/hr, per delinquent account	.50 st/hr, per delinquent account	68,819	72,294	4.5	4.5	3.89 per delinquent account	4.06 per delinquent account
2. Non-revenue functions (taxicab)	N/A	N/A	All functions performed as required	All functions performed as required	N/A	N/A	23,623	24,816	1.4	1.4		

REVENUE 1441
(Activity)

	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
WORK PROGRAM:												
insurance, ambulance in-specifications, investigation, etc.)												
III. COLLECT PARKING FEES												
1. Operate the Municipal Parking Lot	138 spaces	138 spaces	97% Occupancy	97% Occupancy	N/A	N/A	\$ 9,080	\$ 9,538	1.0	1.0	\$65.80	\$ 69.12
2. Collect parking meter coins	2,100 meters	2,100 meters	Empty all meters once per week	Empty all meters once per week	.97 st/ hr. per meter	.94 st/ hr. per meter	8,342	8,763	1.0	1.0	4.07 per space	4.17 per meter
Total							\$295,485	\$310,407	15.0	15.0		

Object Code	Activity Title: Water & Sewer Revenue - 1444			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 217,660	\$ 231,125	\$ 241,920	\$ 241,920
Contractual Services	5,432	9,084	9,446	9,446
Commodities	36,161	29,398	31,552	31,552
Revolving Funds	94,156	120,563	117,060	117,060
Capital Outlay	456	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 353,865	\$ 390,170	\$ 399,978	\$ 399,978

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk	9.00	9.00	24	\$ 69,357
Water Meter Reader	6.00	6.00	27	46,196
Water Service Representative	6.00	6.00	29	49,436
Senior Account Clerk	2.00	2.00	31	19,257
Revenue Supervisor	1.00	1.00	41	12,058
Total	24.00	24.00		

WATER AND SEWER REVENUE 1444
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. BILL UTILITY ACCOUNTS												
A. Read water meters six times yearly	46,900 meters	47,400 meters	All meters read bi-monthly	All meters read bi-monthly	.26 st/ hrs per meter	.26 st/ hrs per meter	\$101,954	\$103,537	6.2	6.3	\$2.17 Per Meter	\$2.19 Per Meter
B. Produce and mail utility bills for water, sewer, refuse, spec. trash collect, and I&D Water.	268,000 bills	268,000 bills	All active accounts six times annually	All active accounts six times annually	.03 st/ hrs per billing	.03 st/ hrs per billing	56,297	58,516	3.5	3.5	.21 per bill	.22 per bill
2. PROVIDE CUSTOMER SERVICE												
A. Turn on & cut off utility accounts by customer request	15,600 turn-ons & cut-offs	16,000 turn-ons & cut-offs	One-day service on all requests	One-day service on all requests	.25 st/ hrs per action	.25 st/ hrs per action	31,598	33,438	2.0	2.0	2.03 per turn-on	2.09 per turn-on
B. Inspect meters for high bills, etc.	4,200 inspections	4,500 inspections	One-week inspection service	One-week inspection service	.47 st/ hrs per inspection	.47 st/ hrs per inspection	15,799	16,719	1.0	1.0	3.76 per inspection	3.72 per inspection
C. Provide other customer services (new meters, duplicate bills, deposits received & refunded, queries, misc. service requests)	70,000 service action	73,000 service action	Resolve 99% of requests without customer complaint	Resolve 99% of requests without customer complaint	.21 st/ hrs per service action	.20 st/ hrs per service action	124,485	125,390	7.5	7.5	1.78 per service action	1.72 per service action

WATER AND SEWER REVENUE 1444
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
3. COLLECT DELINQUENT ACCOUNTS												
A. Collect utility charges or terminate service	60,000 accounts becoming delinquent	50,000 accounts becoming delinquent	98% of utility billings collected	98% of utility billings collected	.13 st/ hrs per delinquent account	15 st/ hrs per delinquent account	\$ 60,037	\$ 62,258	3.8	3.7	\$1.00 per delinquent account	\$1.25
Total							\$390,170	\$399,978	24.0	24.0		

1977 BUDGET

Object Code	Activity Title: Purchasing - 1450 43			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 80,551	\$ 86,457	\$ 90,270	\$ 90,270
Contractual Services	9,025	21,036	21,167	21,167
Commodities	6,121	4,818	5,137	5,137
Revolving Funds	10,144	10,945	11,510	11,510
Capital Outlay	1,940	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 107,781	\$ 123,256	\$ 128,084	\$ 128,084

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk	1.00	1.00	24	\$ 8,370
Intermediate Clerk Typist	1.00	1.00	24	6,420
Senior Clerk	1.00	1.00	28	7,211
Senior Clerk Typist	1.00	1.00	28	9,592
Buyer	1.00	1.00	39	11,527
Senior Buyer	1.00	1.00	47	12,058
Purchasing Director	1.00	1.00	61	20,641
Total	<u>7.00</u>	<u>7.00</u>		

The figures above exclude one authorized CETA position at a total cost of \$6,648.

PURCHASING .450
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Order Processing	10,000	10,000	99.9% Reliability as related to information required for audit/accountability for Purchasing Work Programs	99.9%	.18 st/hrs. per order	.15 st/hrs. per order	\$ 15,777	\$ 16,394	.9	.9	\$ 1.57	\$ 1.64
	10,000 Requisitions											per order
	10,000 Purchase Orders											
2. Bid Preparation	368	370	Process time for quotations	11.32	11.32		36,976	36,425	2.1	2.1	110.43	103.65
A. Formal Bids	600	600	12.5	12.5	st/hrs. per bid						per bid	
B. Specifications	250	250	21.3	20								
C. Quotations			Process time for bids									
D. Recommendations	300	300										
E. Contracts	100	100										
3. Office Supply Services	900	900										
		Line Items										
A. Service Billings	1,500	1,500	1.1	1.1	1.1	1.1	8,751	9,893	.5	.5	9.72	10.10
B. Service Payments	2,300	2,300	1.38	1.59	st/hrs. per order	st/hrs. per payment	18,488	19,212	1.05	1.05	12.33	12.81
			.26	.28	st/hrs. per audit	st/hrs. per audit	5,176	5,379	.3	.3	2.25	2.33
											per item	per audit

PURCHASING 1450
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
5. General Office												
A. General Correspondence Prepared	1,200	1,200	N/A	N/A	N/A	N/A	\$ 33,088	\$ 39,581	2.15	2.15	N/A	N/A
B. Items of Mail sent	20,000	20,000	N/A	N/A	N/A	N/A						
Total							\$123,256	\$128,084	7.0	7.0		

MANAGEMENT SERVICES

Functions:

The Management Services Bureau is responsible for providing staff support to the City Departments and assisting their efforts to provide needed services effectively and efficiently through ongoing and innovative personnel, budget, management analysis and internal audit programs.

Activities:

Research and Budget

Research and Budget provides planning, preparation, coordination, modification and control of the budget for each operating Fund and the Capital Improvement Fund. This includes monitoring current revenues and projecting future revenues to insure a balanced budget. Other control features include monitoring and controlling spending and maintaining a position control register to insure that personnel actions and personal services expenditures adhere to the approved budget. Budget Status reports are prepared 11 times yearly and position control registers are prepared monthly.

Personnel

The Personnel Department assists all other departments and divisions in obtaining and retaining capable and effective employees. The department conducts the City's recruitments and selection program; administers the pay, classification and employee benefits programs, handles personnel transactions, and conducts studies essential to a sound personnel program.

Management Analysis

The Management Analysis and Internal Auditing Department is responsible for providing staff support to the City departments and assisting their efforts to provide needed services effectively and efficiently. Each year the department conducts ten to twelve major studies, approximately thirty-six minor studies, an estimated thirty-five audits, reconciles forty-eight bank accounts monthly and prepares replies to numerous inquiries from the public and other governmental agencies. In addition, the department has an active role in the development and implementation of new programs. Management Analysis and Internal Auditing shares responsibility with the Research and Budget Department for the development of programs, procedures and systems that relate the service performance level to the funding level.

1977 BUDGET

Object Code	Management Services 1500's			49
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 349,487	\$ 369,173	\$ + 19,686
Contractual Services		86,252	84,928	- 1,324
Commodities		7,732	7,806	+ 74
Revolving Fund		78,606	80,871	+ 2,265
Capital Outlay		687	1,080	+ 393
Bond Amortization		0	0	0
Total		\$ 522,764	\$ 543,858	\$ + 21,094
	Staff-Years	27.0	27.0	0

MANAGEMENT SERVICES

Explanation of Changes:

The Proposed 1976 Budgets for Management Services show an increase of \$21,094 or 4.0% over the 1976 Projected Expenditures.

Personal Services:

Personal Services have increased \$19,686 or 5.6%. Accounting for this increase are the 1977 cost of the merit and cost-of-living increases granted in 1976 and the 5% merit increase budgeted in 1977.

Contractual Services:

The Contractual Services budget has decreased \$1,324 or 1.5%. The decrease is a result of a slight reduction in Transportation, Advertising, Professional Services, and Photocopying accounts.

Commodities:

Commodities have been increased \$74 or 1% over the 1976 Projected Expenditures. The 1977 Budget has been held to the 1976 spending level resulting in the minimal \$74 increase.

Revolving Fund:

Revolving Fund expenses have been increased \$2,265 or 2.9% over the 1976 Projected. This increase is attributed to rising operating costs in the Revolving Fund activities.

Capital Outlay:

The amount budgeted for Capital Outlay items increased \$393 or 57.2% over the 1976 Projected Expenditures. Budgeted Capital Outlay items include an electric typewriter, one hanging file, one file cabinet, and two office chairs.

Object Code	Activity Title: Management Services Director-1501			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 30,171	\$ 35,556	\$ 37,127	\$ 37,127
Contractual Services	1,167	2,215	2,318	2,318
Commodities	424	493	544	544
Revolving Funds	2,096	6,812	7,356	7,356
Capital Outlay	778	0	590	590
Bond Amortization	0	0	0	0
Total	\$ 34,636	\$ 45,076	\$ 47,935	\$ 47,935

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Administrative Secretary	1.00	1.00	38	\$ 8,652
Management Services Director	1.00	1.00	73	23,084
Total	<u>2.00</u>	<u>2.00</u>		

Object Code	Activity Title: Research and Budget - 1505			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 85,854	\$ 102,370	\$ 108,646	\$ 108,646
Contractual Services	6,193	7,775	7,503	7,503
Commodities	4,111	2,840	2,970	2,970
Revolving Funds	26,744	36,845	38,108	38,108
Capital Outlay	655	620	490	490
Bond Amortization	0	0	0	0
Total	\$ 123,557	\$ 150,450	\$ 157,717	\$ 157,717

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Typist	2.00	2.00	20	\$ 13,127
Administrative Assistant	1.00	1.00	38	9,343
Management Analyst	2.00	2.00	48	22,509
Senior Management Analyst	2.00	2.00	54	27,531
Budget Director	1.00	1.00	63	18,921
Total	<u>8.00</u>	<u>8.00</u>		

RESEARCH AND BUDGET 1505
(Activity)

STAFF
ALLOCATION
1976 1977

COST
1976 1977

COST ALLOCATION
1976 1977

PRODUCTIVITY
1976 1977

SERVICE QUALITY
1976 1977

SERVICE QUANTITY
1976 1977

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Budget Preparation	N/A	N/A	99% Schedules met	99%	N/A	N/A	\$ 30,746	\$ 83,922	4.5	4.5		
2. Budget Administration												
A. Projections	8	8	Under 2% Under 2% Projection variances from actual levels	248	248	248	9,327	9,773	.5	.5	\$2,322.75	\$2,444.50
B. Reporting	11	11	99% Schedules met	90	90	90	9,327	9,773	.5	.5	347.31	888.91
C. Adjusting	4	4	Error rates in closeouts less than 1%	99	99	99	3,761	3,942	.2	.2	911.05	985.50
D. Control	12	12	Error rate in Register less than .01%	N/A	N/A	N/A	47,289	50,297	2.3	2.3		
Total							\$155,450	\$157,717	8.0	8.0		

Object Code	Activity Title: Personnel - 1510			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 85,346	\$ 93,820	\$ 98,086	\$ 98,086
Contractual Services	56,170	69,146	70,395	70,395
Commodities	3,997	3,906	3,642	3,642
Revolving Funds	22,666	14,998	14,997	14,997
Capital Outlay	286	67	0	0
Bond Amortization	0	0	0	0
Total	\$ 168,465	\$ 181,937	\$ 187,120	\$ 187,120

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Typist	1.00	1.00	20	\$ 5,396
Personnel Clerk	3.00	3.00	28	21,370
Personnel Technician	2.00	1.00	39	10,896
Personnel Coordinator	1.00	2.00	47	23,434
Personnel Director	1.00	1.00	63	21,653
Total	8.00	8.00		

PERSONNEL 1510
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977		1976	1977	1976	1977	1976	1977	1976	1977
1. Recruitment and Selection	792	800	85% % of employees who successfully complete probationary period	7.6 st/hrs. per appointment	7.4 per appointment	\$ 79,506	\$ 81,793	3.50	3.50	\$ 100.38 Per appointment	\$102.24
2. Employee Services	2,700	3,050	19% Turnover Rate	3.1 st/hrs. per In-Service Action	2.7 In-Service Action	102,431	105,527	4.50	4.50	37.93 per in-service action	34.53
Total						\$181,937	\$187,320	8.0	8.0		

Object Code	Activity Title: Management and Auditing- 1512			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 104,416	\$ 117,741	\$ 125,314	\$ 125,314
Contractual Services	3,733	7,116	4,712	4,712
Commodities	1,215	493	650	650
Revolving Funds	10,513	19,951	20,410	20,410
Capital Outlay	971	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 120,848	\$ 145,301	\$ 151,086	\$ 151,086

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk Steno	1.00	1.00	28	\$ 6,741
Administrative Assistant	1.00	1.00	38	9,792
Internal Auditor	1.00	1.00	48	11,315
Management Analyst	3.00	3.00	48	32,438
Senior Management Analyst	1.00	1.00	54	12,759
Senior Internal Auditor	1.00	1.00	54	13,958
Management Analysis Director	1.00	1.00	63	18,740
Total	9.00	9.00		

MANAGEMENT ANALYSIS & INTERNAL AUDITING 1976
(Activity)

WORK PROGRAM Management Analysis	SERVICE QUANTITY		SERVICE QUALITY 1976	PRODUCTIVITY 1976	COST ALLOCATION		STAFF ALLOCATION		UNIT COST 1976	UNIT COST 1977	
	1976	1977			1976	1977	1976	1977			1976
1. Major Studies	12	12	6 Completed on schedule N/A Percent of problem analysis agreed to by client.	N/A st./hrs. per study	240	\$ 36,325	\$ 37,771	2.25	2.25	\$3,027.08	\$3,117.53 per study
2. Minor Studies	30	36	15 N/A Percent of recommendations implemented by client.	N/A st./hrs. per study	90	36,325	37,771	2.25	2.25	1,210.63	1,049.19 per study
3. Special Projects	20	20	10 Completed on schedule	N/A st./hrs. per project	54	36,325	37,771	2.25	2.25	1,816.25	1,863.55 per project
Internal Auditing											
4. Audits	30	35	32 Completed on schedule N/A Percent of findings agreed to by client.	N/A st./hrs. per audit	84	28,333	29,461	1.75	1.75	944.43	841.74 per audit
5. Bank Reconciliation	48	50	50 Accounts reconciled on schedule without errors	3 st./hrs. per account reconciled	3	7,993	8,312	.50	.50	166.52	166.24 per account
Total						\$145,301	\$151,006	9.0	9.0		

Functions:

The General Fund Departments of the Public Services Bureau perform City "housekeeping" services. These departments collect and dispose of trash, maintain the streets and sidewalks, maintain the cemeteries, maintain the drainage system and maintain the traffic control facilities.

Activities:Traffic

The Traffic activity's major function is to provide a system of traffic control devices on City streets that meets or exceeds the minimum standards as specified in the Georgia Manual Of Uniform Traffic Control Devices, and to plan and take necessary action to promote safe, efficient and expeditious movement of pedestrian and vehicular traffic.

Drainage

This activity has the responsibility of maintaining the existing storm drainage system to facilitate the rapid removal of storm water run-off that will result in no property damage and allow only minimum inconvenience due to flooding in storms of less than ten (10) year frequency.

Streets Maintenance

It is the responsibility of the Streets Maintenance activity to maintain dedicated and opened streets, lanes, and sidewalks in a manner which permits convenient and hazard free vehicular and pedestrian use, and to maintain dedicated Rights-of-Ways and City owned lots in a manner which allows a healthy environment for the Community.

Refuse Collection

This activity contributes to a clean and healthy environment through regular refuse collections, litter control, lane clean-up, junk car removal, and code enforcement.

Refuse Disposal

The Refuse Disposal activity's main objective is to provide within the State Environmental Protection Division regulations an acceptable landfill operation.

Street Cleaning

The Street Cleaning activity must provide the City with street cleaning services on a scheduled basis to maintain an aesthetically pleasing, clean environment both in the Central Business District and in all residential areas.

Commercial Refuse Collection

The primary responsibility of this activity is to collect bulk refuse from commercial and institutional establishments on a regular scheduled basis.

Cemeteries

This division operates the City's four cemeteries, Laurel Grove North, Laurel Grove South, Bonaventure, and Greenwich, by providing decent burials as needed, disintering bodies as requested; providing general maintenance within the cemeteries; and providing special care-perpetual or annual-to designated lots in each of the cemeteries.

Object Code	Bureau of Public Services 2000's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 3,284,067	\$ 3,400,145	\$+ 116,078
Contractual Services		638,565	678,473	+ 39,908
Commodities		316,166	327,360	+ 11,194
Revolving Fund		1,703,512	1,773,577	+ 70,065
Capital Outlay		30,415	43,505	+ 13,090
Bond Amortization		0	0	0
Total		\$ 5,972,725	\$ 6,223,060	\$+ 250,335
	Staff-Years	349.5	349.5	0

BUREAU OF PUBLIC SERVICES

Explanation of Changes:

The 1977 Proposed Budget for Public Services shows an increase of \$250,335 or 4.2% above the 1976 Projected Expenditures.

The major factors contributing to this increase are discussed below:

Personal Services:

The Personal Services budget has increased by \$116,078 or 3.5% over the 1976 Projection. The increase resulted largely from the full year's cost of the 1976 merit and cost-of-living increases and provision for a 5% merit increase in 1977. The affect of these salary increases has been slightly offset by a \$41,625 reduction in Overtime resulting largely from the elimination of holiday service in the Residential and Commercial Refuse Collection, Streetsweeping and Refuse Disposal activities. Another Program Change involved the elimination of a full-time Sanitation Code Inspector position assigned to the Abandoned Vehicle Removal Program in Residential Refuse Collection; duties assigned to this position have been assigned to other personnel. Also, the increased use of mechanical sweepers instead of vac-all units has required an additional Medium Equipment Operator position in the Street Cleaning activity.

Contractual Services:

The Departmental budget for Contractual Services has increased by \$39,908 or 6.2%. The bulk of this difference is due to a \$48,852 increase in Traffic's Electricity account, allowing for an anticipated rate increase and for new street lights.

Commodities:

An \$11,194 or 3.5% increase in Commodities has been budgeted for anticipated price increases in Repair Parts and Operating Supplies and Materials.

Revolving Fund:

The increased costs involved in maintaining Public Services' vehicles and other major equipment are primarily responsible for the \$70,065 or 4.1% increase in the Revolving Fund account.

Capital Outlay:

The budget for Capital Outlays has increased by \$13,090 or 4.3%. Major items budgeted in 1977 include: steel shelves, slide projection and a time clock for DPS Administration; signal test equipment and replacement parking meters for Traffic; lawn mowers, jack hammers and a chain saw for Streets Maintenance; mobile radios for Refuse Collection, Street Cleaning and Commercial Refuse Collection and lawn mowers for Cemeteries.

Object Code	Activity Title: BPS Administration 2010			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 118,202	\$ 126,164	\$ 131,642	\$ 131,642
Contractual Services	48,371	50,459	54,094	54,094
Commodities	4,488	3,556	3,740	3,740
Revolving Funds	26,429	26,187	25,846	25,846
Capital Outlay	0	350	1,500	1,500
Bond Amortization	0	0	0	0
Total	\$ 197,490	\$ 206,716	\$ 216,822	\$ 216,822

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk Typist	1.00	1.00	24	\$ 6,703
Senior Clerk	3.00	3.00	28	24,184
Intermediate Clerk Steno	1.00	1.00	28	9,104
Personnel Technician	1.00	1.00	39	9,920
Safety/Training Officer	1.00	1.00	47	14,669
Administrative Services Officer	1.00	1.00	52	16,488
Asst. City Mgr. Public Services	1.00	1.00	80	29,044
Total	9.00	9.00		

Object Code	Activity Title: Traffic 2031			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 232,514	\$ 240,797	\$ 249,998	\$ 249,998
Contractual Services	452,699	489,649	540,891	540,891
Commodities	80,648	76,645	81,710	81,710
Revolving Funds	40,114	37,946	40,881	40,881
Capital Outlay	2,231	4,100	10,480	10,480
Bond Amortization	0	0	0	0
Total	\$ 808,206	\$ 849,137	\$ 923,960	\$ 923,960

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Traffic Maintenance Worker	2.00	2.00	20	\$ 15,184
Sr. Traffic Maintenance Worker	3.00	3.00	24	25,110
Intermediate Clerk Steno	1.00	1.00	28	9,228
Engineering Aide	1.00	1.00	35	7,981
Traffic Maintenance Supervisor	1.00	1.00	35	10,595
Electrician	5.00	5.00	39	52,636
Traffic Planner	2.00	2.00	41	21,148
Sr. Traffic Planner	1.00	1.00	45	10,978
Traffic Signal Supervisor	1.00	1.00	47	13,906
Assistant Traffic Engineer	1.00	1.00	54	13,996
Traffic Engineer	1.00	1.00	57	14,305
Total	19.00	19.00		

The figures above exclude three authorized CETA positions at a total cost of \$19,352.

TRAFFIC ENGINEERING 2031
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Lightings												
A. Exist. St. Lights	6,525	6,627	N/A	N/A					.60		\$247.32	\$ 384.99
B. New St. Lights	103	72	N/A	N/A								
C. Park & Square Lights	435	944	Periodically check and repair as needed		4.33	2.00	\$ 42,457	\$ 46,198	.95	.95	97.60	48.94
D. Operate and Maintain Highway Lights	393	393			8.5	8.5	12,737	15,859	.30	.30	181.96	197.99
E. Pumps-Fountains	5	8	Repair as Needed		3.96	3.96	2,547	2,772	.05	.05	101.88	110.58
2. Traffic Signals												
A. Maintain traffic signals, flashers, and master controllers	154	159	Perform routine maintenance every 6 months and repair as needed within 24 hours of failure		4.3	4.1	203,793	213,357	4.5	.55	97.98	101.60
B. County Flashers and Signals	17	17	Repair as needed within 24 hours of failure		4.58	4.58	6,793	7,392	.15	.15	104.51	113.72

TRAFFIC ENGINEERING 2001
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
C. New Signals	1	3	Install as per Plan and specs.		99.20 st./hrs. per job	132.27	\$ 2,547	\$ 10,164	.05	.20	\$2,547	\$ 3,388
D. Upgrade Existing Signals	13	17	Modify as per plans and specs.		22.82 st./hrs. per job	17.5	6,793	7,392	.15	.15	522.54	434.82
E. New flashers	2	2	Install as per plan and specs.		99.20 st./hrs. per job	99.20	4,246	4,620	.10	.10	2,123	2,310
3. Parking Meters	2,100	2,100	Maintain									
A. Repair meters as result of malfunction	500	600	Repair		.82 st./hrs. per repair	.82	8,491	9,240	.25	.25	14.15	14.50
B. Perform preventive maintenance	420	420	Service all meters once every 5 years		1.19 st./hrs. per repair	1.19	8,491	9,240	.25	.25	20.22	22.00
C. Replace meters	35	80	Replace all meters every 21 years		2.83 st./hrs. per job	.49	2,547	2,772	.05	.05	72.77	34.65
4. Street Signs	10,300	11,700	a. Replace damaged sign within one week of notice		2.16 st./hrs. per traffic sign	2.16	110,388	120,115	2.4	2.4	50.17	54.60
A. Traffic signs	2,200	2,200	Install new or replacement signs									
B. Street name signs	5,400	6,197	b. Replace all signs every 7 years as needed		6.28 st./hrs. per street name sign	6.28	84,914	92,396	1.9	1.9	141.52	153.99
	600	600	Maintain									
			Install new or replacement sign									

TRAFFIC ENGINEERING 2091
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
5. Place & Remove Barricade for Special Events	120	120	Trips		17.36 sc/hrs. per trip	17.36	\$ 50,948	\$ 55,436	1.05	1.05	\$ 424.57	\$ 461.93
6. Pavement Markings	359,400	Linear Feet	Renew 179,700 Linear feet twice each year	3.32 sc/hrs. per 1000 linear feet	2.76	25,474	27,719	.60	.60	.87	.08	.08
B. Intersection Markings	2,004	2,100	Renew once each year	.89 sc/hrs. per marking	.85	42,457	46,158	.90	.90	11.19	12.00	12.00
C. Curb Markings	5,000	Linear Feet	Renew 15,000 Linear feet once every 3 years	.12 sc/hrs. per lin. ft.	.12	12,737	13,859	.30	.30	2.55	2.77	2.77
D. Park Stalls	250	200	Renew 2,500 every 3 years	2.56 sc/hrs. per stall	.92	12,737	13,859	.50	.50	55.95	17.92	17.92
7. Traffic Studies												
A. Investigate High Acc. Locations	20	20	Investigate Top 10 Mid-block & Intersection every year	9.92 sc/hrs. per investigation	9.92	4,246	4,620	.10	.10	212.30	231.00	231.00
B. Sig. Timing	100	100	Study signal timing at all 141 signalized locations every 18 months	15.87 sc/hrs. per study	15.87	33,563	36,358	.60	.60	353.65	369.58	369.58

TRAFFIC ENGINEERING 2031
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
C. Traffic Counts	700	700	As required for developing reports	1.13	1.13	st/hrs per count	\$16,983	\$18,479	.40	.40	\$24.26	\$26.40
D. Miscellaneous Studies and Investigations of Complaints and Suggestions	2,000	2,000	Investigate complaints and suggestion with corrective action within 8 weeks where possible	2.83	2.83	st/hrs. per study	127,372	139,594	2.85	2.85	63.69	69.80
Total							\$ 849,137	\$ 923,960	19.00	19.00		

1977 BUDGET

Object Code	Activity Title: Drainage 2033 75			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 261,029	\$ 276,186	\$ 288,388	\$ 288,388
Contractual Services	1,461	2,632	2,827	2,827
Commodities	51,021	63,959	66,215	66,215
Revolving Funds	118,099	126,195	136,378	136,378
Capital Outlay	11	68	0	0
Bond Amortization	0	0	0	0
Total	\$ 431,621	\$ 469,040	\$ 493,808	\$ 493,808

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Maintenance Service Worker	7.00	7.00	20	\$ 42,511
Intermediate Maint. Service Worker	5.00	5.00	24	33,497
Medium Equipment Operator	5.00	5.00	27	38,701
Sr. Maintenance Service Worker	2.00	2.00	28	18,185
Supervising Maint. Service Worker	2.00	2.00	31	19,145
Heavy Equipment Operator	5.00	5.00	33	42,270
Field Maintenance Supervisor	2.00	2.00	39	21,443
Drainage Engineer	1.00	1.00	61	17,289
Total	29.00	29.00		

The figures above exclude five authorized CETA positions at a total cost of \$33,242.

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Need Control on Canal & Ditch Banks	438	438	Control Vegetative Growth through Herbicide applications on 353 acres on the following frequency:	14.09	14.09	st/hrs. per acre	\$ 51,594	\$ 54,319	3.11	3.11	\$ 117.79	\$ 124.01
		Acres	a. 85 Acre canal banks twice per year b. 101 Acre large ditch banks once per year c. 117 Acre small ditch banks once per year d. 50 Acre sewage treatment ponds and grounds once per year									
Catch Basin/Manhole Cleaning	8564	8564	Maintain									
	3807	3807	Catch Basins									
	607	607	Manholes									
	10035	10035	Culverts									
	Total Cleaning Jobs		Clean 5621 Catch Basins, 3807 manholes and 607 culverts as follows:	1.02	1.02	st/hrs. per job	84,427	88,885	5.15	5.15	\$ 8.86	\$ 10.37
			a. 43 catch basins, 14 manholes located in property damage flood prone areas once per week	2236	2236	catch basins						
			b. 320 catch basins, 107 manholes located in inconvenience flood prone areas 5 times per year	728	535	manholes						
				1600	1600	catch basins						
				535	535	manholes						

DRAINAGE MAINTENANCE 2033
(continues)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977		1976	1977	1976	1977	1976	1977	1976	1977
Storm Sewerline Cleaning	1,169,942	1,169,942	Clean underground storm sewerlines as follows: a. 24" dia. & smaller 1. 500 L.F. located in property damage prone areas once per week (\$9.25 miles per yr. in '76 & '77) 2. 27,210 L.F. located in inconvenience prone area 3 times per year (\$5.23 miles per yr. in '76 & '77) 3. 611,994 L.F. located	8,46	8,46	\$ 79,737	\$ 83,947	4.99	4.99	\$.07	\$.07
	linear feet (221.5 mi.)			Total Cleanings 8564 catch basins 3807 manholes	3978 catch basins 2294 manholes 750 catch basins 250 manholes						

DRAINAGE MAINTENANCE 2033

(Activity)

STAFF ALLOCATION
 1976 1977
 11.06 1977

UNIT COST
 1976 1977

COST ALLOCATION
 1976 1977

PRODUCTIVITY
 1976 1977

SERVICE QUALITY
 1976 1977

SERVICE QUANTITY
 1976 1977

WORK PROGRAM

in other areas once per year (115.8 miles per year in '76 & '77)

4. 112,500 L.F. as required by service request (21.3 miles per year in '76 & '77)

b. 24" dia. larger; 253,440 L.F. cleaned once every 3.5 years (0 miles cleaned in '76 & '77)

c. Box sewers 30,200 L.F. cleaned once every 5 years (0 miles cleaned in '76 & '77)

Repair catch basins, manholes, sewerlines as required.

5621 5780
 catch basins
 2841 2875
 manholes
 607 607
 culverts
 653,604 854,604
 L.F. sewerline

4.48 4.46 \$ 457.77 \$ 460.89

\$ 65,666 \$ 69,133

150 150
 structures

Storm Structures
 Repairs and
 Maintenance

DRAINAGE MAINTENANCE 2033
(Productivity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Tide Gate Maintenance & Repair	624	624	30,200 L.F. box sewer 5' wide & larger	30,200	1.68	1.68	\$ 9,381	\$ 9,876	.53	.53	\$ 15.03	\$ 15.83
Major Canal Cleaning	55.6	55.6	Clean & lubricate 26 tide gates 24 times per year; repair as required	161.29	161.29	161.29	75,047	79,010	4.52	4.52	1,349.77	1,421.04
Large Ditch Cleaning	17.2	17.2	Clean 42 miles of large ditches at the following frequency: a. 9.0 mi/once every 1.5 yrs in problem areas. (5 mi per/yr in '76 and '77) b. 19.0 mi/once every 2.5 yrs in important areas. (7.6 miles per/yr in '76 and '77) c. 14.0 mi/once every 3 yrs in other areas (3.6 mi/yr in '76 and '77)	358.73	358.73	358.73	51,594	54,319	3.11	3.11	2,999.65	3,158.08

Object Code	Activity Title: Streets Maintenance 2035			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 403,188	\$ 409,365	\$ 423,663	\$ 423,663
Contractual Services	1,626	2,115	1,583	1,583
Commodities	126,992	115,036	118,950	118,950
Revolving Funds	128,371	128,119	139,428	139,428
Capital Outlay	3,062	4,689	4,850	4,850
Bond Amortization	0	0	0	0
Total	\$ 663,239	\$ 659,324	\$ 688,474	\$ 688,474

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Maintenance Service Worker	5.00	5.00	20	\$ 30,803
Intermediate Maint. Service Worker	10.00	10.00	24	73,023
Light Equipment Operator	3.00	3.00	24	25,633
Medium Equipment Operator	6.00	6.00	27	45,171
Sr. Maintenance Service Worker	5.00	5.00	28	43,914
Supervising Maint. Service Worker	1.00	1.00	31	9,928
Heavy Equipment Operator	5.00	5.00	33	48,121
Field Maintenance Supervisor	3.00	3.00	39	33,548
Construction Inspector	1.00	1.00	39	10,931
Streets Maintenance Engineer	1.00	1.00	61	19,388
Total	40.00	40.00		

The above figures exclude six authorized CETA positions at a total cost of \$41,055.

STREETS MAINTENANCE 2025
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Unpaved Streets	553 Miles graded	576 Miles graded	79 Miles graded 7 times per year	64 Miles graded 9 times per year	51.75 st./hrs. per mile	30.45 st./hrs. per mile	\$158,458	\$144,580	8.85	8.65	\$250.53	\$251.01
2. Lane Maintenance	73.6 Miles graded	73.6 Miles graded	73.6 Miles graded 1 time per year	73.6 Miles graded 1 time per year	67.39 st./hrs. per mile	67.39 st./hrs. per mile	32,966	34,424	2.5	2.5	447.51	467.72
3. Shoulder Maintenance	30 Repair jobs	30 Repair jobs	169 Miles maintained & repaired as required	169 Miles maintained & repaired as required	99.20 st./hrs. per repair	99.20 st./hrs. per repair	26,573	27,559	1.5	1.5	575.10	917.47
4. Paved Streets	1560 Repair jobs and utility cuts for other departments	1600 Repair jobs and utility cuts for other departments	60 Patches on arterial Street	60 Patches on arterial Street	6.36 st./hrs. per repair	6.20 st./hrs. per repair	85,713	89,500	5.0	5.0	54.54	55.94
	400 Patch jobs on other streets	400 Patch jobs on other streets					19,780	20,554	1.0	1.0	325.57	344.23
5. Sidewalks and Curb Maintenance	4500 Sq. yds of sidewalk repaired	4500 Sq. yds of sidewalk repaired					26,373	27,559	1.4	1.4	55.93	68.85
							98,695	103,271	6	6	21.53	22.95

STREETS MAINTENANCE 2035
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Street and sidewalk Inspections	4200	4200	58.27	58.27	.38	.38	\$ 13,186	\$ 13,769	.8	.8	\$ 3.14	\$ 3.28
		Miles of Street	Miles of St. Routes & Art. Sts. Inspected		st./hrs. per mile							
			52	52								
			Times per year									
			291	291								
			Miles of other Sts. inspected									
			4	4								
			Times per year									
	200	200	Locations inspected		2.99	2.98	6,593	6,885	.3	.3	32.97	34.42
	St. cuts and sidewalks locations		1 time per year		st./hrs. per inspection							
Total							\$659,324	\$688,474	40.0	40.0		

STREETS MAINTENANCE 2035

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WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		COST 1977
	1976	1977		1976	1977	1976	1977	1976	1977	
Sidewalks and Curb Maintenance (Cont'd)	500	500	Defective curbs repaired within 30 days of notice	3.17	3.17	\$ 13,166	\$ 13,765	.8	.8	\$ 27.54
	Linear ft. of curb repaired	Linear ft. of curb repaired		st./hrs. per linear ft.	st./hrs. per linear ft.					
6. Special Work	260	260	Repairs performed within 2 weeks of request	11.45	11.45	26,073	27,539	1.5	1.5	105.92
	Repair requests	Repair requests		st./hrs. per repair	st./hrs. per repair					
7. Grass Cutting	1521	1521	Miles mowed	6.91	6.91	85,712	89,502	5.3	5.3	58.84
	Miles of St. Rows	Miles of St. Rows		st./hrs. per mile	st./hrs. per mile					
	9	9	Times per year							
	515	515	Miles mowed	3.47	3.47	13,186	13,760	.9	.9	26.74
	Miles of Lane	Miles of Lane		st./hrs. per mile	st./hrs. per mile					
	7	7	Times per year							
8. Maintain hazardous warning devices	560	640	Lots mowed once per year	10.98	9.61	52,746	55,078	3.1	3.1	86.06
	City Lots	City Lots		st./hrs. per lot	st./hrs. per lot					
	30	30	Warning devices placed at hazardous locations within 4 hours of notice of hazardous condition	.19	.19	19,730	20,554	1.05	1.05	1.89
	Locations per day	Locations per day		st./hrs. per location	st./hrs. per location					
	10920	10920	Locations per year							

Object Code	Activity Title: Refuse Collection 2051			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 1,375,664	\$ 1,435,329	\$ 1,485,327	\$ 1,485,327
Contractual Services	2,935	3,106	3,473	3,473
Commodities	32,673	31,728	31,875	31,875
Revolving Funds	401,059	357,927	372,354	372,354
Capital Outlay	1,500	1,867	2,000	2,000
Bond Amortization	0	0	0	0
Total	\$ 1,813,831	\$ 1,829,957	\$ 1,895,029	\$ 1,895,029

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Sanitation Worker	109.50	109.50	20	\$643,516
Light Equipment Operator	1.00	1.00	24	5,948
Medium Equipment Operator	2.00	2.00	27	17,881
Residential Refuse Truck Operator	43.00	43.00	27	350,852
Sanitation Code Inspector	5.00	4.00	28	30,761
Refuse Collection Supervisor	8.00	8.00	39	84,592
Sanitation Superintendent	1.00	1.00	43	12,359
Senior Management Analyst	1.00	1.00	54	13,830
Residential Refuse Collection Adm.	1.00	1.00	55	14,715
Sanitation Director	1.00	1.00	63	21,336
Total	172.50	171.50		

The above figures exclude twenty-one authorized CETA positions at a total cost of \$140,965.

RESIDENTIAL REFUSE COLLECTION 2051

(Activity)

PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Residential Refuse Collection	39,100 Res. twice/week (339,000 scheduled coll./mo) 34,200 Tons of Refuse per/yr	39,100 34,200	72 Garbage Complaints	72	6.52 st./hrs. per Ton of Refuse Collected .875 Tons per resident	6.52	\$1,189,294	\$1,231,767	111.50	111.50	\$34.77	\$ 36.02
2. Residential Trash Collection	39,100 Res. once/week (169,000 scheduled coll./month) 8955 Ton of Refuse per year	39,100 8955	18 Trash Complaints	18	6.2 st./hrs. per Ton of Refuse Collected .23 Tons Per Residence	6.2	252,793	308,353	28.00	28.00	22.73	34.49
3. Special Trash Collection	2,400 Collections Per Year	2,400			3.3 st./hrs. per Collection	3.3	36,589	37,901	4.00	4.00	15.54	15.79
4. Litter Control	2262 Miles of lane	2262			5.26 st./hrs. per mile	5.26	64,048	66,328	6.00	6.00	28.38	29.32
5. Derelict & Abandoned Vehicles Removal	120 Vehicles Removed	120	Removal of Vehicles within 20 days of request		16.53 st./hrs. per vehicle	8.28	11,160	5,858	1.00	1.5	90.00	47.37
6. Code Enforcement A. Problem Neighborhoods	17,400 Dwellings 208,800 Inspections per year	17,400 208,800	Once/Month Inspections		25.46 Inspections/Staff hrs.	25.46	42,059	43,568	4.10	4.10	.23	.21

RESIDENTIAL REFUSE COLLECTION 2051
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
B. Acceptable Neighborhoods	21,700	21,700	Once/6 Month Inspection	24.1	24.1	\$	\$ 9,149	\$ 9,475	.90	.90	\$.21	\$.22 per inspection
	43,400	43,400										
	Inspections per Year											
7. Lane Clean-Up												
A. Problem Neighborhoods												
1. Planning Units	647	647	26/Times/year				45,749	47,376	4.30	4.30	70.71	73.22 per mile
17 & 19												
2. Planning Units	639	639	37.6	37.6			54,898	56,851	4.70	4.70	85.91	88.97 per mile
# 1, 2, 56, 20			17 Times/Year									
B. Acceptable Neighborhoods	690	690	98.7	98.7			47,579	49,271	4.50	4.50	68.96	71.41 per mile
			7 Times/year									
C. Downtown Lane Clean-up	2,162	2,162	6.93	6.93			36,599	37,901	3.50	3.00	16.93	17.53 per mile
			6 Times/Week									
Total							\$1,829,957	\$1,895,029	172.50	171.50		

Object Code	Activity Title: Refuse Disposal 2052			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 107,980	\$ 111,922	\$ 113,695	\$ 113,695
Contractual Services	115,792	80,884	65,004	65,004
Commodities	3,721	2,435	2,535	2,535
Revolving Funds	57,336	70,813	77,270	77,270
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 284,829	\$ 266,054	\$ 258,504	\$ 258,504

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Sanitation Worker	3.00	3.00	20	\$ 20,579
Intermediate Clerk	1.00	1.00	24	8,371
Light Equipment Operator	1.00	1.00	24	8,371
Heavy Equipment Operator	4.00	4.00	33	40,496
Landfill Supervisor	1.00	1.00	39	12,052
Total	10.00	10.00		

The Contribution to the CIP account contains \$343,660 for landfill development costs in the new sector (\$ 259,760 for site preparation and \$83,900 for excavation and cover material). An additional \$43,000 is budgeted in the Refuse Disposal Activity for one-time costs associated with completion of the current landfill sector.

REFUSE DISPOSAL 2052
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Sanitary Landfill	108,000 Tons per year	110,000	85% Earth cover/daily E.P.D. Rating	85%	.15 st/hrs. Per ton 343.94 Tons per day	.14	\$237,115	\$226,144	8.2	8.0	\$ 2.19	\$ 2.07 per ton
2. Trash sites A. Bacon Park	11,250 Tons per year	11,250	85% Earth cover/monthly E.P.D. Rating	85%	.24 st/hrs. per ton 35.53 Tons per day	.24	19,058	20,015	1.4	1.4	1.69	1.79 per ton
E. Roberds Dairy	3,750 Tons per year	3,750	85% Earth cover/monthly E.P.D Rating	85%	.21 st/hrs. per day 11.94 Tons per day	.21	9,381	10,378	.4	.4	2.53	2.77 per ton
Total							\$266,054	\$258,504	10.0	10.0		

Object Code	Activity Title: Street Cleaning - 2053			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 181,876	\$ 179,995	\$ 187,364	\$ 187,364
Contractual Services	8,325	225	290	290
Commodities	2,857	3,612	4,145	4,145
Revolving Funds	384,508	393,767	351,941	351,941
Capital Outlay	1,000	1,731	3,475	3,475
Bond Amortization	0	0	0	0
Total	\$ 578,566	\$ 579,330	\$ 547,215	\$ 547,215

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Sanitation Worker	1.00	1.00	20	\$ 7,592
Citation Writer	2.00	2.00	21	11,203
Medium Equipment Operator	2.00	3.00	27	24,458
Sweeper Operator	9.00	9.00	33	77,762
Street Cleaning Supervisor	2.00	2.00	39	18,704
Street Cleaning Administrator	1.00	1.00	47	10,425
Total	17.00	18.00		

The above figures exclude one authorized CETA position at a total cost of \$6,649.

STREET CLEANING 2013
(Activity)

WORK PROGRAM-
1. Street sweeping

SERVICE QUANTITY
1976 17,108
1977 23,514
Curb miles swept
per year

SERVICE QUALITY
1976 70%
1977 95%
Frequency at which
schedules are met

PRODUCTIVITY
1976 1.97
1977 1.51
sq./hrs. per curb
mile swept

COST ALLOCATION
1976 \$ 579,330
1977 \$547,215

STAFF ALLOCATION
1976 17
1977 18

NET COST
1976 23.86
1977 \$ 23.27
per curb mile

17 Times/Year
79 Miles
35 Times/Year
45 Miles
9 Times/Year
9 Miles
52 Times/Year
40 Miles
104 Times/Year
33 Miles
156 Times/Year
5 Miles
312 Times/Year
.77 Miles

Total Miles scheduled
10,311
10,377
Total curb Miles scheduled
24,440
24,752

Total

\$ 579,330 \$547,215

17 18

Object Code	Activity Title: Commercial Refuse Collection 2054			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 223,118	\$ 244,311	\$ 246,247	\$ 246,247
Contractual Services	35	539	590	590
Commodities	10,954	10,714	10,170	10,170
Revolving Funds	320,475	548,571	614,601	614,601
Capital Outlay	7,611	13,610	17,200	17,200
Bond Amortization	0	0	0	0
Total	\$ 562,193	\$ 817,745	\$ 888,808	\$ 888,808

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Maintenance Service Worker	2.00	2.00	20	\$ 12,315
Sanitation Worker	7.00	7.00	20	49,786
Commercial Refuse Truck Operator	10.00	10.00	33	86,505
Welder	1.00	1.00	37	10,591
Refuse Collection Supervisor	2.00	2.00	39	18,750
Commercial Refuse Collection Adm.	1.00	1.00	51	14,387
Total	23.00	23.00		

COMMERCIAL REFUSE COLLECTION 2054
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Container Collection	143,135	144,519	5	3	.26	.25	\$744,147	\$800,815	18.9	18.9	\$5.20	\$ 5.60
	Pickups per year		Complaints/week		st./hrs. per pickup						Per pickup	
	Day Collections	493	5%	5%	.13	.13	N/A	N/A	N/A	N/A	N/A	N/A
	488		Missed Pickups		tons per pickup							
	Container stops											
	3.22											
	Average weekly collection per container											
	Night Collections											
	225	227										
	container stops											
Average weekly collections per container												
5.25												
Tons Collected												
18,900	20,000											
2. Container Maintenance	240	240	N/A	N/A	33.89	33.83	78,598	79,553	4.1	4.1	306.66	333.30
	Containers Repair				st./hrs. per Repair						Per repair	
Total							\$517,745	\$880,368	23	23		

Object Code	Activity Title: Cemetery Operations 2071			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 237,122	\$ 259,998	\$ 273,821	\$ 273,821
Contractual Services	7,608	8,956	9,721	9,721
Commodities	10,402	8,481	8,020	8,020
Revolving Funds	21,409	13,987	14,878	14,878
Capital Outlay	2,028	4,000	4,000	4,000
Bond Amortization	0	0	0	0
Total	\$ 278,569	\$ 295,422	\$ 310,440	\$ 310,440

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Typist	1.00	1.00	20	\$ 5,790
Maintenance Service Worker	13.00	13.00	20	78,794
Intermediate Maint. Service Worker	7.00	7.00	24	53,109
Light Equipment Operator	1.00	1.00	24	8,370
Sr. Grounds Maintenance Worker	3.00	3.00	24	24,862
Medium Equipment Operator	1.00	1.00	27	9,215
Cemetery Supervisor	3.00	3.00	37	27,119
Cemetery Administrator	1.00	1.00	49	12,997
Total	30.00	30.00		

The above figures exclude thirteen authorized CETA positions at a total cost of \$87,072.

CURRENT OPERATIONS 2071
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Laurel Grove North A. Perpetual Care lots cleared	20,164	20,472	841 lots cleaned twice/month	853	.29 st./hrs. per lot	.29	\$ 33,382	\$ 35,079	2.98	2.98	\$ 1.65 per lot	\$ 1.71 per lot
B. Burials	45	45	6 Hour notice to open grave.		7 st./hrs. per Burial	7	1,485	1,560	.16	.16	33.00 per burial	34.66 per burial
C. General Care	144 miles of roadway and allees and 120 open acres (Approx. 399 total acres)		6 miles of roadway and allees and 5 acres of open area cleaned twice a month.		20.48 st./hrs. per Acre	20.48	38,404	40,357	4.12	4.12	96.25 per acre	101.14 per acre
Laurel Grove South A. Perpetual Care lots cleaned	2,400	2,640	50 lots cleaned 4 times/month	55	.72 st./hrs. per lot	.72	7,640	8,071	.96	.96	3.18 per lot	3.05 per lot
B. Burials	100	100	6 Hour notice to open grave.		9.5 st./hrs. per Burial	9.5	2,372	2,482	.48	.48	23.72 per burial	24.82 per burial
C. General Care	266 miles of roadway and allees and 100 acres of open area (Approx. total acres)	396	11 mile of roadway and allees and 5 acres of open area cleaned twice/month		14.75 st./hrs. per Acre	14.75	48,454	50,917	4.70	4.70	76.66 per acre	66.47 per acre
Total							\$295,422	\$310,440	30.0	30.0		

INSPECTIONS

Function:

The Department of Inspections is responsible for the administration of the Codes and Ordinances pertaining to Zoning, Building, Electrical, Plumbing - Mechanical, Housing, and Sanitation.

Personnel function as required to accomplish the following:

1. Insure that new construction, repairs, and alterations comply with the provisions of applicable codes.
2. Insure that substandard properties are brought into compliance with minimum standards.
3. Insure that all codes are kept current by adoption of latest revisions by City Council at earliest possible time.

Object Code	Public Development (Gen. Fund) 2300's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 194,868	\$ 204,852	\$ + 9,984
Contractual Services		131,716	137,312	+ 5,596
Commodities		6,039	6,300	+ 261
Revolving Fund		30,137	31,430	+ 1,293
Capital Outlay		100	0	- 100
Bond Amortization		0	0	0
Total		\$ 362,860	\$ 379,894	\$ +17,034
	Staff-Years	14.0	14.0	0

Explanation of Changes:

The Proposed 1977 Budget for Public Development's General Fund activity, Inspections, is \$17,034 more than the Projected 1976 Expenditures of \$362,860. Those factors contributing to this increase are explained below:

Personal Services:

The Personal Services budget has been increased by \$9,984 or 5.12%. Causes of the increase are: the first full year costs of the 1976 Cost-of-Living and merit increases, and an allowance for 5% raises in 1977.

Contractual Services:

The Contractual Services budget has been boosted by \$5,596 or 4.25%. A \$7,226 rise in the 1977 Subsidies and Contributions allotment to the Chatham County Health Department for housing inspections accounts for more than the Contractuals increase. Decreases in other Contractual codes reduce the net difference to +\$5,596.

Commodities:

The Commodities budget has been increased only \$261 or 4.32% from the 1976 Projected level of Expenditures. No significant changes have been made in any minor object codes.

Revolving Fund:

The 1977 Revolving Fund budget is \$1,293 or 4.29% more than the 1976 projected expenditure, this is due largely to inflation.

Capital Outlay:

No money has been budgeted for 1977 capital outlays. Inspections is expected to spend \$100 on capital outlay items in 1976.

Object Code	Activity Title: Inspections - 2310			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 182,182	\$ 194,868	\$ 204,852	\$ 204,852
Contractual Services	135,698	131,716	137,312	137,312
Commodities	5,513	6,039	6,300	6,300
Revolving Funds	26,264	30,137	31,430	31,430
Capital Outlay	179	100	0	0
Bond Amortization	0	0	0	0
Total	\$ 349,836	\$ 362,860	\$ 379,894	\$ 379,894

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Senior Clerk	2.00	2.00	28	\$ 15,037
Properties Inspector	1.00	1.00	37	11,483
Administrative Secretary	1.00	1.00	38	8,781
Zoning Inspector	1.00	1.00	39	12,068
Plumbing/Mechanical Inspector	2.00	2.00	41	25,977
Electrical Inspector	1.00	1.00	41	11,147
Fire Prevention Inspector	1.00	1.00	44	12,660
Senior Plumbing/Mechanical Inspector	1.00	1.00	47	13,497
Senior Building Inspector	2.00	2.00	47	24,892
Senior Electrical Inspector	1.00	1.00	47	13,421
Inspections Director	1.00	1.00	63	21,653
Total	14.00	14.00		

The figures above exclude one authorized CETA position at a total cost of \$9,633.

CONSTRUCTION, ZONING, HOUSING CODE ENFORCEMENT 2310
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977		1976	1977	1976	1977	1976	1977	1976	1977
1. Building Code Enforcement	1600	1600	Permits Non-compliances	.92	.92	\$ 55,338	\$ 59,223	3	3	\$ 8.51	\$ 9.11
	6500	6500	Inspections								per inspection
2. Electrical Code Enforcement	2500	2500	Permits	1.06	1.06	51,743	53,251	2.8	2.8	9.86	10.14
	5250	5250	Inspections								per inspection
3. Plumbing-Mechanical Code Enforcement	1600	1600	Permits	1.11	1.11	64,679	66,563	3.5	3.5	10.35	10.65
	6250	6250	Inspections								per inspection
4. Weed Cutting	2500	2500	Inspections	1.19	1.19	27,719	28,527	1.5	1.5	11.09	11.41
	1500	1500	Inspections Lots cut								per inspection
5. Fire Prevention Code Enforcement	4500	4500	Inspections	.53	.53	22,184	22,831	1.2	1.2	4.92	5.07
6. Zoning Code Enforcement	2000	2000	Inspections	1.9	1.9	36,953	38,029	2.0	2.0	18.47	19.01
7. Housing Code Enforcement	40000	40000	Inspections	.5	.5	104,244	111,470	10	10*	2.61	2.78
			Inspections								per inspection
Total						\$362,860	\$379,894	24	24		

*Housing inspections are performed by the Chatham County Health Department.

POLICE

Function:

Responsibilities of the Savannah Police Department can be categorized into five basic areas. They are:

1. Identification of criminal activities and offenders and the diligent prosecution in subsequent trials.
2. Reducing the opportunities for the commission of crimes.
3. Expediting the safe and convenient movement of people and vehicles.
4. Promotion and preservation of order.
5. Providing emergency and other miscellaneous services to the public.

Activities:

Police Chief

The primary function of the Chief's office is to insure efficient and effective police service to the community. This unit acts as a liaison and works in conjunction with Federal, State, County, and local police and law enforcement agencies (ie., FBI; Alcohol, Tobacco, and Firearms Division of the United States Treasury Department; Criminal Investigation Division of the United States Army), gathering and exchanging information on organized criminal activities and militant subversive elements. Extensive files are maintained on these subjects and activities as a part of the Georgia State Intelligence Network.

Patrol Operations

The Patrol Operations Activity is charged with the total police mission at all times throughout the entire City of Savannah. The main work consists of patrolling all streets and lanes to protect life and property, enforce all laws and ordinances, and assist the public. In addition, Patrol Operations controls traffic flow, investigates traffic accidents, enforces State motor vehicle laws and City traffic regulations, checks the security of commercial establishments at night, and protects all crime scenes from possible contamination.

Investigations

The Criminal Investigation Unit is responsible for investigating crimes against property (burglary, auto theft, bad checks, thefts, etc.) and crimes against persons (murder, rape, assault, etc), where offenders have escaped arrest at the hands of the Patrol Division. The Youth Unit has the primary responsibility for completing follow-up investigations of complaints against children; screening all reports dealing with police contact with children, adjusting cases where the best interests of the child and the community can be served without resorting to court action; and processing youths who are a danger to themselves or the community. The Vice Unit has the responsibility of enforcement of laws regulating prostitution, obscenity, illegal liquor, gambling, and narcotics. The Crime Prevention Unit which is divided into the Tactical Section and the Public Education Section is responsible for the prevention and reduction of the frequency of occurrence of the following crimes: rape, robbery, burglary, larceny. The methods employed by this unit include public announcements and speeches, public information literature, neighborhood watch programs, unmarked patrols, and specialized surveillance.

Auxiliary and Technical Services

This unit assists with the control of the activities of individuals, officers, and other units through a system of records review to insure that no incident or condition called to the attention of the department is dropped until it has been properly concluded. It is also responsible for the control of departmental operating supplies and physical plant, communications, and the processing of incarcerated persons.

Management Division

The Management Division assists the Chief of Police or other staff personnel. Its functions include recruit training, in-service training, planning and research services, preparation and monitoring of the annual budget, preparation and monitoring of LEAA Grants, crime analysis and inspection services, and community relations efforts.

Object Code	Police 2600's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 3,629,135	\$ 3,860,005	\$ + 230,870
Contractual Services		198,484	143,473	- 55,011
Commodities		114,929	123,666	+ 8,737
Revolving Fund		643,722	646,564	+ 2,842
Capital Outlay		45,602	5,868	- 39,734
Bond Amortization		0	0	0
Total		\$ 4,631,872	\$ 4,779,576	\$ + 147,704
	Staff-Years	297.38	297.38	0

Explanation of Changes:

The total for the combined activities shows an increase over the 1976 Projected Expenditures of \$147,704 or 3.2%.

Personal Services:

Personal Services shows an increase of \$230,870 or 6.4%.

Accounting for this increase are the 1977 costs of the merit and cost-of-living increase granted in 1976, the cost of a 5% merit increase in 1977, and the 1977 cost of the G-K realignment.

Contractual Services:

Expenses in this area have declined \$55,011 or 27.7%. This decrease is largely due to the City's \$35,000 matching share of an LEAA Grant charged to the 1976 Budget. Reductions in communications, travel, insurance and photocopying account for the balance of the decrease.

Commodities:

Expenses in this area have risen \$8,737 or 7.6%. The increase is due to additional funds provided for uniform replacement in 1977.

Revolving Fund:

Revolving Fund chargebacks increased \$2,842 or .4%. This minimal increase is due to a revision in the allocation of charges.

Capital Outlay:

The cost of Capital Outlays decreased \$39,734 or 87.1%. Among items budgeted for purchase are: 5 electronic sirens and speakers, 40 portable radio batteries, one model 300 electrostatic air cleaner, one 35 mm. camera, one intoximeter breath machine, three training films, and three training mats.

Object Code	Activity Title: Police Chief 2610			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 53,554	\$ 79,451	\$ 80,391	\$ 80,391
Contractual Services	5,685	19,540	16,017	16,017
Commodities	3,218	3,895	3,848	3,848
Revolving Funds	11,378	11,984	12,394	12,394
Capital Outlay	94	110	0	0
Bond Amortization	0	0	0	0
Total	\$ 73,929	\$ 114,980	\$ 112,650	\$ 112,650

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Steno	1.00	1.00	24	\$ 6,558
Senior Clerk Steno	1.00	1.00	31	9,681
Advanced Police Officer	1.00	1.00	39	11,083
Sergeant	1.00	1.00	48	14,966
Police Chief	1.00	1.00	73	23,431
Total	5.00	5.00		

CHIEF'S OFFICE 2610
(Activity)

WORK PROGRAM

SERVICE QUANTITY
1976 1977

SERVICE QUALITY
1976 1977

PRODUCTIVITY
1976 1977

COST ALLOCATION
1976 1977

STAFF ALLOCATION
1976 1977

UNIT COST
1976 1977

WORK PROGRAM	SERVICE QUANTITY 1976 1977	SERVICE QUALITY 1976 1977	PRODUCTIVITY 1976 1977	COST ALLOCATION 1976 1977	STAFF ALLOCATION 1976 1977	UNIT COST 1976 1977
1. Executive Leadership and Administration			N/A N/A	\$ 45,992 \$ 37,512	2 2	N/A N/A
2. Gathering, recording, and exchange of confidential intelligence information on organized crime.	20 27	50-60 Arrests of persons	N/A N/A	45,992 56,325	2 2	N/A N/A
3. Investigation of citizen complaints on police officers	120 100	100% Investigation of citizen complaints	N/A N/A	22,996 18,813	1 1	N/A N/A
Total				\$114,980 \$112,650	5.0 5.0	

Object Code	Activity Title: Operations/Patrol 2620			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 1,883,650	\$ 1,975,137	\$ 2,114,096	\$ 2,114,096
Contractual Services	23,597	44,219	7,555	7,555
Commodities	19,412	21,102	40,220	40,220
Revolving Funds	328,368	333,267	340,939	340,939
Capital Outlay	11,867	25,225	2,680	2,680
Bond Amortization	0	0	0	0
Total	\$ 2,266,894	\$ 2,398,950	\$ 2,505,490	\$ 2,505,490

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
School Crossing Guard	13.68	13.68	17	\$ 75,664
Parking Enforcement Officer	3.00	3.00	23	21,126
Clerk Steno	1.00	1.00	24	8,370
Intermediate Clerk Steno	2.00	2.00	28	17,063
Police Officer	113.00	113.00	39	1,169,071
Corporal	9.00	9.00	44	130,611
Sergeant	10.00	10.00	48	142,505
Lieutenant	7.00	7.00	52	111,777
Captain	2.00	2.00	56	31,690
Major	1.00	1.00	61	20,131
Total	161.68	161.68		

The figures above exclude 3 authorized CETA positions at a total cost of \$27,316.

PATROL OPERATION 2620

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Administrative direction and control	N/A	N/A	N/A	N/A	N/A	N/A	\$ 93,559	\$ 97,714	6	6	N/A	N/A
2. Patrol	3	3	120	100	646	646	1,765,627	1,844,040	119	119	N/A	N/A
a. 24 hour preventive patrol operations	14	14	Number of citizen complaints		*st/hrs. per day on preventive patrol							
b. Traffic control and accident investigation	12	12	Crime Index 11076 12% increase over previous year	11610 5%	95.28	95.28	259086	270,592	17.53	17.53	N/A	N/A
			c. Traffic accidents investigated 7800	8000	*st/hrs. per day on Traffic patrol							
					* The Police Department has determined that the staff allocated to patrol functions breaks down as follows:							
					1. 33% of time spent patrolling							
					2. 33% of time spent answering service calls							
					3. 33% of time spent performing administrative duties							
3. School crossings	36	36	0	0	4	4	208,708	217,977	14.15	14.15	\$5,797.44	\$6,854.92
			Number of pedestrian accidents at supervised crossings		st/hrs. per crossing						per crossing	
			Crossing twice per day 5 days per week during school year									

PATROL OPERATION 2620
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Hit and run investigation	980	1100	30%	30%	2.02	1.8	\$ 14,393	\$ 15,037	1	1	\$ 14.68	\$ 13.67
	cases investigated		Percentage of investigations resulting in arrests		st./hrs. per investigation						per investigation	
Parking meter Enforcement	3	3			24	24	43,181	45,098	3	3	N/A	N/A
	Walking beats in downtown area				st./hrs. per day							
	48300	49000										
	Number of parking citations issued											
Taxi inspection	680	700	40	40	2.91	2.83	14,396	15,032	1	1	21.17	21.47
	Taxi inspections		Number of citations for unsafe taxis		st./hrs. per inspection						per inspection	
	415	430										
	Permits issued											
Total							\$2,398,950	\$2,505,490	161.68	161.68		

Object Code	Activity Title: Investigations 2631			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 506,971	\$ 694,114	\$ 729,810	\$ 729,810
Contractual Services	5,867	7,519	9,145	9,145
Commodities	11,306	15,390	12,491	12,491
Revolving Funds	81,261	84,492	91,096	91,096
Capital Outlay	1,656	1,054	0	0
Bond Amortization	0	0	0	0
Total	\$ 607,061	\$ 802,569	\$ 842,542	\$ 842,542

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk Typist	1.00	1.00	24	\$ 8,370
Clerk Steno	1.00	1.00	24	6,336
Senior Clerk Typist	1.00	1.00	28	7,529
Intermediate Clerk Steno	1.00	1.00	28	6,779
Police Officer	38.00	38.00	39	418,019
Public Information Officer	1.00	1.00	47	12,266
Sergeant	6.00	6.00	48	75,935
Lieutenant	3.00	3.00	52	50,898
Major	1.00	1.00	61	20,641
Total	53.00	53.00		

INVESTIGATION 2631
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
C. Youth Investigation	1500	1500	516	542	10.38	10.38	\$118,783	\$124,696	7.85	7.85	\$79.18	\$ 83.13
	cases investigated	cases investigated	cases closed by arrest	cases closed by administrative action or referral	st./hrs. per investigation	st./hrs. per investigation					per investigation	
Total							\$802,569	\$842,542	53.0	53.0		

1977 BUDGET

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Object Code	Activity Title: Auxiliary & Tech. Services 2641			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 626,066	\$ 707,899	\$ 742,012	\$ 742,012
Contractual Services	93,484	120,420	103,823	103,823
Commodities	59,244	56,833	50,700	50,700
Revolving Funds	208,330	198,352	187,453	187,453
Capital Outlay	30,717	17,380	2,198	2,198
Bond Amortization	0	0	0	0
Total	\$ 1,017,841	\$ 1,100,884	\$ 1,086,186	\$ 1,086,186

PERSONNEL SCHEDULE

Class Title	Staff - Years 1976	Staff - Years 1977	Range Number	1977 Allocation
Cook	.70	.70	18	\$ 3,140
Senior Cook	1.00	1.00	20	7,585
Custodian	2.00	2.00	20	11,259
Microfilm Machine Operator	2.00	2.00	22	13,444
Intermediate Clerk	1.00	1.00	22	6,829
Data Entry Operator	2.00	2.00	24	13,852
Storekeeper	1.00	1.00	24	6,653
Senior Clerk	5.00	5.00	28	42,363
Intermediate Clerk Steno	1.00	1.00	28	7,557
Police Data Coordinator	4.00	4.00	28	35,190
Police Dispatcher	12.00	12.00	30	87,547
Police Booking Guard	5.00	5.00	32	39,672
Senior Police Dispatcher	1.00	1.00	39	8,931
Police Officer	15.00	15.00	39	169,875
Sergeant	8.00	8.00	48	112,549
Lieutenant	1.00	1.00	52	16,500
Captain	1.00	1.00	56	18,259
Major	1.00	1.00	61	20,055
Total	63.70	63.70		

The figures above exclude four authorized CETA positions at a total cost of \$26,594.

AUXILIARY & TECHNICAL SERVICES 2641
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST		
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	
1. Administrative direction and control	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 68,254	\$ 67,343	4	4	N/A	N/A
2. Radio Dispatching	56,000	56,000			.85	.85	427,142	421,440	24	24	\$ 7.62	\$ 7.52	
		Radio dispatches			st/hrs. per dispatch	st/hrs. per dispatch					per	per	
3. Identification services	2,700	2,700	60	60	3.67	3.67	85,129	83,994	5	5	31.53	31.10	
		Crime scene searches	Number of cases made from physical evidence from a crime scene		st/hrs. per search	st/hrs. per search					per search	per search	
	800	800	40	40	2.58	2.58	16,883	16,657	1	1	21.10	20.82	
		Latent comparisons requested	Number of arrests made directly from latent comparisons		st/hrs. per comparison	st/hrs. per comparison					per comparison	per comparison	
4. Booking & detention services	11,500	11,500			.17	.17	16,883	16,657	1	1	1.47	1.44	
		Fingerprint cards made			st/hrs. per fingerprint card	st/hrs. per fingerprint card					per fingerprint card	per fingerprint card	
	9,760	9,760			2.9	2.9	248,799	245,478	14.70	14.70	25.49	25.15	
		Number of persons booked			st/hrs. per person booked	st/hrs. per person booked					per person booked	per person booked	
	30,000	30,000											
		Number of meals served											
5. Criminal history	18,000	18,000			3.79	3.79	68,259	67,343	4	4	3.79	3.74	
		Inquiries made by the department and outside agencies			st/hrs. per inquiry	st/hrs. per inquiry					per inquiry	per inquiry	
	80,000	80,000											
		Number of criminal records maintained											
6. Microfilming	275,000	275,000			.02	.02	50,640	49,964	3	3	.18	.18	
		Number of documents filmed			st/hrs. per document	st/hrs. per document					per document	per document	

AUXILIARY & TECHNICAL SERVICES 2641

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
7. Property room service	15,500	16,000			.13	.13	\$ 15,513	\$ 16,295	1	1	\$ 1.06	\$ 1.01
	Number of articles of property maintained											
8. Report review/data input	61,200	62,000			.19	.19	102,382	101,015	6	6	1.67	1.62
	Number of reports reviewed and data entered into system											
Total							\$1,100,884	\$1,086,186	63.70	63.70		

Object Code	Activity Title: Management Division 2643			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 158,866	\$ 172,534	\$ 193,696	\$ 193,696
Contractual Services	8,162	6,786	6,933	6,933
Commodities	12,811	17,709	16,407	16,407
Revolving Funds	12,769	15,627	14,682	14,682
Capital Outlay	1,152	1,833	990	990
Bond Amortization	0	0	0	0
Total	\$ 193,760	\$ 214,489	\$ 232,708	\$ 232,708

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Intermediate Clerk Steno	2.00	2.00	28	\$ 14,859
Personnel Clerk	1.00	1.00	28	8,056
Advanced Police Officer	2.00	2.00	39	21,131
Personnel Coordinator	1.00	1.00	47	11,814
Management Analyst	4.00	4.00	48	47,105
Sergeant	1.00	1.00	48	14,307
Senior Management Analyst	1.00	1.00	54	12,952
Personnel & Training Officer	1.00	1.00	54	13,446
Major	1.00	1.00	61	19,757
Total	14.00	14.00		

MANAGEMENT DIVISION 2643
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
6. Community Relations	N/A	N/A	40	40	N/A	N/A	\$ 45,617	\$ 49,799	3	3	N/A	N/A
7. Budget planning and Control	N/A	N/A	8	3	N/A	N/A	15,254	16,522	1	1	N/A	N/A
8. Administrative direction and Control	N/A	N/A	5	5	N/A	N/A	15,254	16,522	1	1	N/A	N/A
Total							\$214,489	\$232,708	14.0	14.0		

RECORDER'S COURTFunction:

The function of the Recorder's Court is to adjudicate all required cases, provide related non-court judicial services, promote education in traffic safety and perform all non-judicial operations. The department also processes and adjudicates all cases in violation of Savannah and Chatham County ordinances; processes and adjudicates as a committal court all cases in Chatham County in violation of the Georgia State Code. The Court also processes, collects, and adjudicates delinquent parking citations.

Object Code	Recorder's Court - 2700's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 154,958	\$ 159,955	\$ + 4,997
Contractual Services		4,618	5,133	+ 515
Commodities		6,494	7,546	+ 1,052
Revolving Fund		5,915	6,497	+ 582
Capital Outlay		1,470	0	- 1,470
Bond Amortization		0	0	0
Total		\$ 173,455	\$ 179,131	\$ + 5,676
	Staff-Years	13.0	13.0	0

MANAGEMENT DIVISION 2643
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Training	3 Basic training recruit sessions	3 3	280 Number of hours per recruit	280 120	1686 st./hrs. per recruit session	720 720	\$ 40,180	\$ 43,520	2.55	2.55	\$ 13,393	\$ 14,505
	3 In-service training sessions for patrol officers	3	120 Number of hours per officer	120	720 st./hrs. per training session	720	16,543	17,918	1.09	1.09	5,514	5,972
	1 In-service training sessions for supervisory officers	1	40 Number of hours per supervisor	40	714 st./hrs. per training session	714	5,371	5,817	.36	.36	5,371	5,617
2. Background investigations	250 Applicant background investigations	250	75 Annual number of background investigations terminated prior to psychiatric & background investigations	75	7.94 st./hrs. per investigation	7.94	15,254	16,522	1	1	61.01	66.58
3. Recruitment	6 Number of recruitment appearances per year	6	95% Annual percentage of recruits completing probationary period	95%	331 st./hrs. per recruitment appearance	331	15,254	16,522	1	1	2542.33	2753.66
4. Maintenance of personnel files	319 Number of files maintained	319	160 Average monthly maintenance of files	160	160 Average monthly maintenance of files	160	15,254	16,522	1	1	47.81	51.79
5. Crime Analysis	12 Number of crime analysis reports	12	330 st./hrs. per report	330	330 st./hrs. per report	330	30,508	33,044	2	2	2542.33	2753.66

RECORDER'S COURT

Explanation of Changes:

The 1977 Budget shows an increase of \$5,676 or 3.3% over Projected 1976 Expenditures.

Personal Services:

Expenses in this code increased \$4,997 or 3.3% over the 1976 Projected Expenditures. Accounting for this increase are the full year's costs of the 1976 merit and cost-of living increases, and the cost of a 5% merit increase budgeted for 1977.

Contractual Services:

Contractuals for 1977 increased \$515 or 11.2% over the 1976 Projected Expenditures. This increase can be attributed to inflation, and a cost of living increase paid to the Judge Pro-Tem for services rendered during the Judge's absence.

Commodities:

Expenses in this area show a \$1052 or 16.2% increase over 1976 Projected Expenditures. Accounting for this difference is an expected increase in printing costs.

Revolving Fund:

The increase is \$582 or 9.8% over 1976 Projected Expenditures. This is explained by the increase in operating costs for Central Services and Data Processing.

Capital Outlay:

There is a \$1470 reduction in Capital Outlay costs as no funds are budgeted for Capital Outlay purchases in 1977.

Object Code	Activity Title: Recorder's Court- 2710			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 140,887	\$ 154,958	\$ 159,955	\$ 159,955
Contractual Services	9,813	4,618	5,133	5,133
Commodities	8,241	6,494	7,546	7,546
Revolving Funds	4,113	5,915	6,497	6,497
Capital Outlay	723	1,470	0	0
Bond Amortization	0	0	0	0
Total	\$ 163,777	\$ 173,455	\$ 179,131	\$ 179,131

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Judge Recorder's Court	1.00	1.00	N/A	\$ 17,009
Bailiff	2.00	2.00	23	15,578
Intermediate Clerk	2.00	2.00	24	13,786
Senior Clerk	3.00	3.00	28	27,573
Courtroom Clerk	2.00	2.00	33	16,029
Legal Secretary	1.00	1.00	38	8,899
Advanced Police Officer	1.00	1.00	39	12,068
Court Administrator	1.00	1.00	57	15,451
Total	13.00	13.00		

RECORDER'S COURT - 2710
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
C. Process appearance bonds	18,800 Bonds	23,000 Bonds										
D. Collect and process fines	\$500,000 in fines	\$550,000 in fines										
E. Supervise non-judicial operation												
4. Defensive Driving School	27 classes (4 two hr. sessions per class) 1,040 students	27 classes (4 two hr. sessions per class) 1,500 students			12 st/hr. per class	12 st/hr. per class	\$ 5,597	\$ 6,637	2	2	\$207.29 per class	\$245.81 per class
5. Delinquent Parking citation unit	12,620 citations collected	15,000 citations collected	Delinquent fines collected \$63,108	\$75,000	.31 st/hr. per citation	.26 st/hr. per citation	17,407	18,117	2	2	1.37 per citation	1.21 per citation
Total							\$ 173,455	\$179,131	13	13		

FIRE

Functions:

The responsibilities of the Fire Department are to reduce injuries and the loss of life, and property resulting from the outbreak and spread of fire by maintaining a well-prepared firefighting force; administer a home inspection program, and provide demonstrations and lectures to increase citizen awareness of fire hazards and corresponding safety and fire prevention measures.

Activities:

Fire Chief

The Fire Chief's office has the responsibility to provide executive leadership and administer the Fire Department staffing, purchasing, budgeting, and equipment records activities, as well as to provide an efficient and effective support services division to enhance accomplishment of fire prevention and control objectives.

Prevention and Investigations

The Fire Prevention and Investigation Activity gives fire safety lectures and demonstrations to educate the public about fire and life safety hazards. These lectures and demonstrations are performed for schools, churches, business and social organizations. The unit also conducts follow-up inspections in homes and businesses to have violations corrected through fire code enforcement.

Fire Investigations are conducted to determine the various causes of fires and develop information and evidence which will aid in the apprehension and conviction of the criminal fire setter. This information also aids in the development of fire and life safety programs, laws, ordinances, and standards. This activity also conducts follow-up investigations concerning intentional false alarms in conjunction with the Detective Division of the Savannah Police Department.

Firefighting

The Firefighting Activity stands ready to guard the safety of lives and property from fire or other hazards. It answers approximately 2300 emergency calls each year including those within the city limits, industrial zones and to subscribers outside the City. In addition, it answers rescue calls anywhere within Chatham County. It also provides for the operation of the fire alarm and communications center.

Object Code	Fire 2800's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 2,629,750	\$ 2,824,651	\$ + 194,901
Contractual Services		89,761	100,157	+ 10,396
Commodities		32,552	27,676	- 4,876
Revolving Fund		129,778	135,641	+ 5,863
Capital Outlay		19,580	19,190	- 390
Bond Amortization		0	0	0
Total		\$ 2,901,421	\$ 3,107,315	\$ + 205,894
	Staff-Years	212.0	212.0	0

FIRE

Explanation of Changes:

The Fire Department's 1977 Budget exceeds its 1976 Projected Expenditures by \$205,894 or 7.0%.

Personal Services:

Personal Services have been increased \$194,901 or 7.4%. This increase can be attributed to the 1977 costs of the merit and cost-of-living increases granted in 1976, the 5% merit increase budgeted in 1977, and the G-K realignment in 1976 which allows firefighters to advance on their own initiative.

Contractual Services:

The 1977 Contractual Services budget reflects a \$10,396 or 11.6% increase over 1976 Projected Expenditures. Rising communication expenses and inflation account for the increase.

Commodities:

Commodities are budgeted at \$4,876 or 14.9% less than the 1976 Projected Expenditures. A reduction in funds budgeted for Clothing and Personal Supplies accounts for the decline.

Revolving Fund:

The Revolving Fund chargebacks have increased \$5,863 or 4.5%. The increase is due to increases in the operating expenses of the Revolving Fund activities.

Capital Outlay:

The funds budgeted for the purchase of Capital Outlays are \$390 less than 1976 Projected Expenditures. Among items budgeted for purchase in 1977 are: one 4000 foot 1½ inch fire hose, three 2½ inch fog nozzles, two mobile radios, and two portable radios.

Object Code	Activity Title: Fire Chief - 2810			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 45,066	\$ 63,794	\$ 73,061	\$ 73,061
Contractual Services	10,518	7,994	6,543	6,543
Commodities	1,848	1,858	1,626	1,626
Revolving Funds	3,402	3,633	3,991	3,991
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 60,834	\$ 77,279	\$ 85,221	\$ 85,221

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Intermediate Clerk Typist	1.00	1.00	24	\$ 6,829
Senior Clerk Steno	1.00	1.00	31	9,681
Management Analyst	1.00	1.00	48	10,999
Fire Training Officer	1.00	1.00	53	14,853
Fire Chief	1.00	1.00	67	20,125
Total	5.00	5.00		

FIRE CHIEF 2810
(Activity)

WORK PROGRAM

STAFF ALLOCATION

COST ALLOCATION

PRODUCTIVITY

SERVICE QUALITY

SERVICE QUANTITY

UNIT COST

	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY	COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977			1976	1977	1976	1977		1976
1. Provide executive leadership and Fire Department Administration	40 hours work week					\$ 61,823	\$ 68,177	4		
2. Training						15,456	17,044	1	1	
A. Basic Firefighter Training	360 hrs. for three firefighters	480 hrs. for four firefighters	100% Men successfully completed basic	120 st./hrs. per basic firefighter	120					
B. First Class Firefighter Training	13,350 hrs for 89 firefighters	7,950 hrs for 59 firefighters	60% Of the men successfully completed assigned subjects for first class firefighter	150 st./hrs. for first class firefighter	150					
C. Continuous training	34,000 Hours for 193 firefighters	36,000	100% Of the men receive continuous training	176 st./hrs. for continuous training	186.5					
Total						\$ 77,279	\$ 85,221	5.0	5.0	

Object Code	Activity Title: Fire Prevention/Investigation-2830			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 40,424	\$ 43,104	\$ 44,161	\$ 44,161
Contractual Services	0	0	15	15
Commodities	336	676	750	750
Revolving Funds	4,559	7,471	7,514	7,514
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 45,319	\$ 51,251	\$ 52,440	\$ 52,440

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Fire Investigator	1.00	1.00	41	\$ 11,083
Fire Prevention Inspector	1.00	1.00	44	11,907
Chief Fire Investigator	1.00	1.00	47	14,145
Total	3.00	3.00		

FIRE PREVENTION/INVESTIGATION - 2800
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Fire Prevention	24	24			4.52	4.52	\$ 1,025	\$ 1,049	.06	.06	\$ 21.35	\$ 21.85
A. Public Information	24	24			st/hrs. per Lecture and/or Demonstration						per Lecture and Demonstration	
a. Lectures	24	24										
b. Demonstrations	24	24										
Number of citizens receiving fire and life safety instruction	408	520	100%	100%	4.43	3.47	8,713	8,915	.5	.5	21.36	17.14
*Code Enforcement			Percentage of violations corrected on follow up inspections		st/hrs. per inspection						per inspection	
2. Fire Investigation	1330	1330	60%	75%	3.9	3.9	24,601	25,171	1.44	1.44	18.50	18.93
Investigations			Percentage of fires successfully investigated		st/hrs. per investigation						per investigation	
Total							16,912	17,305	1	1		
							\$51,251	\$52,440	3.0	3.0		

*One code enforcement officer II is assigned to the Inspections Department.

Object Code	Activity Title: Firefighting - 2840			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 2,349,664	\$ 2,522,852	\$ 2,707,429	\$ 2,707,429
Contractual Services	93,897	81,767	93,599	93,599
Commodities	26,293	30,018	25,300	25,300
Revolving Funds	88,412	118,674	124,136	124,136
Capital Outlay	15,406	19,580	19,190	19,190
Bond Amortization	0	0	0	0
Total	\$ 2,573,672	\$ 2,772,891	\$ 2,969,654	\$ 2,969,654

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Fire Dispatcher	4.00	4.00	30	\$ 29,562
Firefighter	109.00	109.00	35	1,095,275
Master Firefighter	42.00	42.00	41	504,896
Fire Captain	42.00	42.00	47	584,977
Fire Battalion Chief	6.00	6.00	53	95,248
Assistant Fire Chief	1.00	1.00	57	13,306
Total	204.00	204.00		

FIREFIGHTING 2840

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Firefighting												
A. Fire Alarms answered	1,538 No. of fire alarms answered	1,330	1. Response time a. Median 3 Min. b. Average 3.2 Min.	3.85 st./hrs. per fire alarm	4.39	\$ 27,729	\$ 29,697	2	2.23	\$ 16.93	\$ 22.33	per alarm answered
B. False Alarms Answered	506 No. of false alarms answered	450	c. High Co. No. Col. avg. 9 Min. 4 2. Dollar Loss a. per fire \$1,246 b. per capita \$ 14 c. Reduction from previous year 12%	1.57 st./hrs. per false alarm	1.77	5,546	2,970	.3	.25	10.96	6.60	per false alarm
C. Other Emergency Calls	466 No. of Calls	460	3. Death resulting from fire 6	2.27 st./hrs. per emergency	2.3	5,546	5,939	.4	.4	11.90	12.91	per emergency call
D. Response Drills	---	1,300		---	1.06	0	8,909	---	.52	---	6.85	per drill
E. Standby						1,685,566	1,959,972	139.4	135.57			

FIREFIGHTING 2840
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
2. Station Duties	9	9	0	5	2.63	2.63	\$ 332,747	\$ 356,359	23.7	24	\$36,971.89	\$39,595.44
A. Stations Maintained	Stations		Number of stations having cleanliness index of 2 or better		st/hrs. per station						per station	
B. Equipment Maintenance	29	33	0	5			166,373	178,179	12	12	5,737.00	5,399.36
	Vehicles		Number of machines having cleanliness index of 2 or better								per vehicle	
C. Fire Alarm Box Maintenance	210	210	7	6	.63	.62	8,319	8,909	.6	.6	39.61	42.42
	Boxes Tested Monthly 2,520 Tests		Number of boxes found defective and corrected each month		st/hrs. per test						per box per month	
D. Prefire Plan Maintenance	134	134	100%	100%	15.86	15.86	13,864	11,879	.8	.86	103.46	88.65
	Plans		Percent of Assigned prefire plans completed		st/hrs. per plan						per plan	
E. Firefighting Training	193	193	86%	86%	261.4	261.4	249,560	267,269	19	18	1,293.06	1,384.81
	Staff receiving training		Percent of Personnel receiving all assigned training		st/hrs. of training per man						per man	
F. Relief Operator training	4	4	13%	16%	265.6	265.6	5,546	5,939	.4	.4	1,386.50	1,484.75
	Staff training		Percent of all Firefighters trained as relief operators		st/hrs. of training per man						per man	

FIREFIGHTING 2640
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY 1976 1977	COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977		1976	1977	1976	1977	1976	1977
G. Alarm Dispatch	2,510	2,240	100% Percent of alarms satisfactorily handled	100%	.06 sc/hrs. per alarm	\$ 2,773	\$ 2,969	.06	.06	\$ 1.10	\$ 1.33 per alarm dispatched
H. Routine Switchboard		24 Hours Per Day	98% Percent of routine functions performed accurately	96%	N/A	47,139	50,484	3.54	3.54	129.15	138.31 per day
I. Home Inspections	6000	19890	Defects 2400	Detected 4000		22,183	80,180	1.8	5.57	3.70	19.11 per inspection
Total						\$2,772,891	\$2,969,654	204.0	204.0		

LEISURE SERVICES

Function:

The responsibilities of Leisure Services are:

1. To provide citizens with rewarding leisure-time opportunities including, but not limited to, athletic activities and special interest programs.
2. To encourage all types of public entertainment and gatherings through available facilities to accommodate a variety of musical and theatrical performances, sports events, group conventions, and special public and private shows.
3. To provide quality maintenance of all indoor and outdoor recreation facilities.

Activities:

Recreation Administration

It is the responsibility of the Recreation Administration Division to administer programs and activities of the Division which include the following activities: Neighborhood Centers, Playgrounds, Swimming Pools, Adult Day Care, and Golden Age Centers.

Athletics

It is the responsibility of the Athletics Division to plan and provide organized sports programs for the youth and adults of Savannah. Programs offered include Basketball, Baseball, Football, Softball, Track and Field, Volleyball, Soccer, and Tennis. Its responsibility also includes the operation and maintenance of an eighteen hole Golf Course and two major Tennis Complexes, as well as five satellite facilities.

Playgrounds

It is the responsibility of this activity to provide supervised and non-supervised wholesome experiences for children in an outdoor setting; to schedule and provide leadership for the following programs: low organized games, arts and crafts, high organized games, cultural events, and special events.

Neighborhood Centers

It is the responsibility of the Neighborhood Centers to provide social, health, education, recreation, and cultural opportunities to neighborhood residents, and to provide recreation activities to various age groups on a regularly scheduled basis; these activities include arts and crafts, low organized games, high organized games, ceramics, cultural events, and special events.

Golden Age and Adult Day Care

It is the responsibility of these centers to provide social, health, recreation, and cultural opportunities for the elderly; to provide congregate meals to eligible participants who request same; to provide group health and education services on a daily basis; to provide recreation services on a daily basis in each of the centers; and to provide cultural services and field trips on a scheduled basis.

Civic Center

The Civic Center provides the City with multiple entertainment events, trade shows, civic activities, civic meeting locations, and conventions through the assistance of promoters, local organizations, and other outside agencies by operating the following: a 2,566 seat theater used for Broadway shows, symphony concerts, ballet performances, meetings, graduations, etc.; a 7,970 seat arena used for rock shows, rhythm and blues shows, country-western shows, conventions, trade shows, public meetings, etc.; a 6,200 sq. ft. ballroom used for meetings, parties, wedding receptions, conventions, dances, etc.; and four meeting rooms used for City government meetings, private meetings, conventions, etc.

Buildings and Grounds Maintenance

It is the responsibility of the Buildings and Grounds Maintenance Division to maintain, improve, and construct recreation and athletic facilities, ie. baseball fields, football fields, basketball courts, tennis courts, soccer fields, playgrounds, campgrounds, picnic areas, recreation buildings; if maintenance, improvements, or construction is provided by a contractor, it is this department's responsibility to stay abreast of matters such as specifications, site plans, evaluation, financing, etc. Other functions include routine and special facilities maintenance, i.e. grassing cutting, lining off fields, repairing playground equipment, installing new equipment, setting up tables, chairs, etc., for special activities, and managing the cleaning crews for all recreation centers, office buildings, and Grayson Stadium.

Object Code	Leisure Services 3000's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 1,043,998	\$ 1,192,109	\$ +148,111
Contractual Services		375,498	396,079	+ 20,581
Commodities		122,811	129,453	+ 6,642
Revolving Fund		104,391	130,160	+ 25,769
Capital Outlay		13,211	15,741	+ 2,530
Bond Amortization		0	0	0
Total		\$ 1,659,909	\$ 1,863,542	\$ +203,633
	Staff-Years	116.24	125.61	+ 9.37

LEISURE SERVICES

Explanation of Changes:

The total budget for Leisure Services is \$203,633 or 12.3% greater than the Projected 1976 Expenditures largely due to several expanded programs. The 1977 budget includes funds to operate and staff the new fourteen-court Bacon Park Tennis Complex, as well as the two new courts at both Forrest Hills and Bartow; the six additional swimming pools located at Jenkins, Schuman, Haven Homes, and Bartow Schools and Daffin Park (two at this location); twenty-eight improved playgrounds; and the expanded Adult Day Care program. Further explanation of the total Departmental increase follows.

Personal Services:

Expenses in this area have increased by \$148,111 or 14.2% for several reasons:

- a. full-year cost of 1976 merit and cost-of-living increases and a 5% merit increase in 1977;
- b. full year cost of three full-time positions added to the grant-funded Adult Day Care activity in the Fall of 1976.
- c. the expansion of several Leisure Services programs which require additional personnel - 2.5 additional staff years for the new Tennis facilities; 5.37 man-years for Lifeguards at six additional swimming pools; and three more positions in Buildings and Grounds to maintain new swimming pools, additional tennis courts, and various playgrounds; and
- d. the trading of a Custodial Supervisor (Range 41) for a Turf Manager (Range 49), also in Buildings and Grounds.
- e. These are partially offset by 1.5 Custodial positions given up by the Civic Center to acquire cleaning equipment.

Contractual Services:

The 1977 Contractuals budget represents a \$20,581 or 5.5% increase over the 1976 Projection. Electricity and other contracted services for the new swimming pools and tennis facilities and an allowance for rate increases account for this rise.

Commodities:

The \$6,642 or 5.4% increase in Commodities will provide the additional Housekeeping and Operating Supplies needed for the expanded programs discussed above.

Revolving Fund:

The major reason for the \$25,769 or 24.7% increase in the Revolving Fund code is the addition of charge-backs for City services provided to the Buildings and Grounds activity.

Capital Outlay:

The cost of Capital Outlays increased \$2,530 or 19.1%. The Civic Center has traded 1.5 positions for a power scrubber-sweeper machine to clean the arena and parking lot areas. Other approved Capital Outlays for 1977 include lawn mowers and a concrete mixer (financed by a reduction in the Rentals account) for Buildings and Grounds, one small air conditioner and two radios for vans operated by the City Golden Age activity, water pump for the May Street pool, and chairs and tables for Neighborhood Centers.

Object Code	Activity Title: Leisure Services Director 3005			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 53,717	\$ 57,867	\$ 61,430	\$ 61,430
Contractual Services	2,422	5,657	6,305	6,305
Commodities	1,740	2,132	2,312	2,312
Revolving Funds	3,588	3,193	3,310	3,310
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 61,467	\$ 68,849	\$ 73,357	\$ 73,357

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Typist	1.00	1.00	20	\$ 6,228
Administrative Secretary	1.00	1.00	38	9,755
Leisure Services Program Coord.	1.00	1.00	49	12,844
Leisure Services Director	1.00	1.00	73	23,041
Total	4.00	4.00		

Object Code	Activity Title: Recreation Administration 3021			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 50,539	\$ 44,539	\$ 47,190	\$ 47,190
Contractual Services	6,474	5,095	4,176	4,176
Commodities	4,093	1,552	1,153	1,153
Revolving Funds	20,329	34,061	31,981	31,981
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 81,435	\$ 85,247	\$ 84,500	\$ 84,500

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Senior Clerk Steno	1.00	1.00	31	\$ 7,774
Administrative Aide	1.00	1.00	45	14,198
Recreation Administrator	1.00	1.00	59	16,193
Total	3.00	3.00		

Object Code	Activity Title: Athletics 3022			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 13,885	\$ 37,621	\$ 56,071	\$ 56,071
Contractual Services	62,938	56,126	59,591	59,591
Commodities	29,670	34,804	39,405	39,405
Revolving Funds	7,331	3,452	3,046	3,046
Capital Outlay	0	2,580	0	0
Bond Amortization	0	0	0	0
Total	\$ 113,824	\$ 134,583	\$ 158,113	\$ 158,113

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Custodian	.00	.50	20	\$ 2,764
Recreation Leader	2.33	3.33	21	18,368
Senior Recreation Leader	1.00	1.00	25	6,681
Recreation Specialist	.00	1.00	35	7,779
Athletics Administrator	1.00	1.00	59	14,707
Total	4.33	6.83		

ATHLETICS 3022
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
E. Junior Midget League	96 Games Scheduled 200 participants	96 100%	100% of Games Played	100%								
C. Senior Midget League	120 Games Scheduled 250 participants	120 100%	100% of Games Played	100%								
D. Senior High School	120 Games Scheduled 250 participants	120 100%	100% of Games Played	100%								
4. Basketball	704 Games Scheduled 64 Games Scheduled 80 participants	704 100%	100% of Games Played	1.21 st/hrs. per game	1.80	\$ 13,459	\$ 14,230	.43	.64	\$ 19.12	\$ 20.21	cost per game
A. Mini Pee Wee League	160 Games Scheduled 200 participants	160 100%	100% of Games Played									
B. Senior Pee Wee League	240 Games Scheduled 300 participants	240 100%	100% of Games Played									
C. Junior Midget League	240 Games Scheduled 300 participants	240 100%	100% of Games Played									
D. Senior Midget League	240 Games Scheduled 300 participants	240 100%	100% of Games Played									

ATHLETICS 3022
(Activity)

ICMA PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
5. Softball	2,400 Games Scheduled	2,400 Games Scheduled	93% of Games Played	94% of Games Played	.21 st/hrs. per game	.31 st/hrs. per game	\$ 8,075	\$ 7,905	.26	.38	\$ 3.36	\$ 3.29
A. Adult Men's League	1,800 Games Scheduled	1,800 Games Scheduled										
B. Adult Women's League	600 Games Scheduled	600 Games Scheduled	87.5% of Games Played	87.5% of Games Played								
6. Track	8 Meets Scheduled	8 Meets Scheduled	100% of Meets Held	100% of Meets Held	42.16 st/hrs. per Meet	62.00 st/hrs. per Meet	5,293	6,325	.17	.25	672.65 cost per meet	790.63 cost per meet
7. Football	688 Games Scheduled	688 Games Scheduled	100% of Games Played	100% of Games Played	1.61 st/hrs. per game	2.39 st/hrs. per game	17,496	18,974	.56	.83	25.43 cost per game	27.58 cost per game
A. Mini Pee Wee League	64 Games Scheduled	64 Games Scheduled										
B. Senior Pee Wee League	144 Games Scheduled	144 Games Scheduled	100% of Games Played	100% of Games Played								
C. Junior Midget League	288 Games Scheduled	288 Games Scheduled	100% of Games Played	100% of Games Played								
D. Senior Midget League	192 Games Scheduled	192 Games Scheduled	100% of Games Played	100% of Games Played								
Total	400 participants	400 participants					\$124,503	\$156,110	4.33	6.83		

Object Code	Activity Title: Playgrounds 3023			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 116,613	\$ 80,887	\$ 92,088	\$ 92,088
Contractual Services	1,062	2,385	2,779	2,779
Commodities	12,310	6,112	7,362	7,362
Revolving Funds	1,753	2,884	2,971	2,971
Capital Outlay	45,030	250	0	0
Bond Amortization	0	0	0	0
Total	\$ 176,768	\$ 92,518	\$ 105,200	\$ 105,200

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Recreation Leader	8.50	8.50	21	\$ 61,457
Recreation Specialist	1.00	1.00	35	8,026
Total	<u>9.50</u>	<u>9.50</u>		

PLAYGROUNDS 3023
(Activity)

PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Conduct organized activities at 10 playgrounds	1040	1040	95%	95%	3.62	3.62	\$ 18,504	\$ 21,040	1.90	1.90	\$ 17.79	\$ 20.23
A. Arts & Craft	4872	5300	of sessions conducted	Sessions conducted	st/hrs. per session	st/hrs. per session					cost per session	cost per session
B. Low organized games	2800	2600	95%	96%	2.54	2.54	32,381	36,820	3.33	3.33	12.45	14.16
	122,160	130,000	Sessions conducted	Sessions conducted	st/hrs. per session	st/hrs. per session					cost per session	cost per session
C. High organized games	1560	1560	95%	98%	3.62	3.62	27,755	31,560	2.85	2.85	17.79	20.23
	91,396	95,600	Sessions conducted	Sessions conducted	st/hrs. per session	st/hrs. per session					cost per session	cost per session
D. Cultural Arts	120	120	100%	100%	15.71	15.71	9,252	10,520	.95	.95	77.10	87.67
	875	5000	Sessions conducted	Sessions conducted	st/hrs. per session	st/hrs. per session					cost per session	cost per session
E. Special Events	80	80	95%	97.5%	11.66	11.66	4,626	5,260	.47	.47	57.83	65.75
		Per Year	of events held	of events held	st/hrs. per event	st/hrs. per event					cost per session	cost per session
Total							\$ 92,518	\$ 105,200	9.50	9.50		

Object Code	Activity Title: Neighborhood Centers 3024			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 134,353	\$ 135,826	\$ 161,267	\$ 161,267
Contractual Services	51,285	49,190	50,622	50,622
Commodities	20,054	9,564	7,719	7,719
Revolving Funds	7,450	32,155	29,507	29,507
Capital Outlay	8,610	519	811	811
Bond Amortization	0	0	0	0
Total	\$ 221,752	\$ 227,254	\$ 249,926	\$ 249,926

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - <u>1976</u>	Years <u>1977</u>	<u>Range</u> <u>Number</u>	<u>1977</u> <u>Allocation</u>
Clerk Typist	1.00	1.00	20	\$ 6,194
Custodian	3.00	3.00	20	20,348
Recreation Leader	4.42	4.42	21	25,039
Intermediate Clerk Typist	1.00	1.00	24	6,294
Senior Recreation Leader	2.00	2.00	25	13,689
Recreation Center Manager	4.00	4.00	27	28,667
Recreation Supervisor	3.00	3.00	43	31,699
Total	18.42	18.42		

The above figures exclude one authorized CETA position at a total cost of \$6,649.

NEIGHBORHOOD SAVANNAH GARDENS CENTER - 3024

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled	% of sessions conducted	Staff hours per session									Cost per session
Arts & Crafts	252	98	3.50	3.50	\$ 5,139	\$ 5,632	.44	.46	\$ 20.39	\$ 22.35		
Low-organized Games	504	98	1.85	1.85	5,206	6,011	.47	.47	10.48	11.95		
High-organized Games	252	98	3.39	3.39	5,079	5,506	.43	.43	20.15	21.65		
Cultural Arts	24	87	23.15	23.15	3,512	3,862	.28	.28	146.33	160.92		
Special Events	60	95	7.94	7.94	2,938	3,251	.24	.24	43.97	53.35		
TOTAL					\$21,952	\$24,242	1.86	1.66				

NEIGHBORHOOD WESTSIDE CENTER - 5024
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled	% of sessions conducted	Staff hours per session									Cost per session
Arts & Crafts	157	96	4.80	4.80	\$ 4,434	\$ 4,880	.38	.38	\$ 28.24	\$ 31.08		
Low-organized Games	348	97	2.17	2.17	4,434	4,880	.38	.38	12.74	14.02		
High-organized Games	25	84	30.16	30.16	4,434	4,880	.38	.38	177.36	195.20		
Cultural Arts	40	90	20.34	20.34	5,325	5,801	.41	.41	133.12	143.02		
Special Events	62	94	13.12	13.12	5,325	5,801	.41	.41	85.89	93.56		
TOTAL					\$23,932	\$26,242	1.96	1.96				

NEIGHBORHOOD LAW CENTER - 3024
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled	% of sessions conducted	Staff hours per session									Cost per session
Arts & Crafts	756	93	2.86	99	2.86	\$ 13,503	\$ 14,960	1.09	1.09	\$ 17.99	\$ 19.79	
Ceramics	275	83	33.76	95	33.76	58,398	64,224	4.68	4.68	212.56	233.54	
Low organized Games	504	95	4.17	97	4.17	13,251	14,573	1.06	1.06	25.29	28.91	
High organized Games	252	94	8.35	97	8.35	13,251	14,573	1.06	1.06	52.58	57.55	
Cultural Arts	72	77	28.65	94	28.65	13,017	14,315	1.04	1.04	180.79	198.82	
Special Events	65	96	14.35	100	14.35	3,746	6,319	.47	.47	58.40	97.32	
TOTAL						\$117,265	\$128,964	9.50	9.40			

NELCHBOROUGH MAY ST CENTER - 3074
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY 1976 % of sessions conducted	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976 Sessions scheduled	1977		1976 Staff hours per session	1977	1976	1977	1976	1977	1976	1977
Arts & Crafts	504	504	96	1.53	1.53	\$ 4,806	\$ 5,286	.39	.39	\$ 9.54	\$10.49
Low-organized Games	504	504	91	1.57	1.57	4,967	5,462	.40	.40	9.86	10.84
High-organized Games	252	252	95	3.15	3.15	4,967	5,462	.40	.40	19.71	21.67
Cultural Arts	145	145	89	13.82	13.82	12,335	13,567	1.01	1.01	85.07	93.57
Special Events	72	72	93	11.02	11.02	4,967	5,462	.40	.40	68.99	75.86
TOTAL						\$32,042	\$35,239	2.60	2.60		

NEIGHBORHOOD TOMPKINS CENTER - 3024

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled	% of sessions conducted	% of sessions conducted	Staff hours per session								
Arts & Crafts	152	96	96	5.09	5.09	\$ 4,774	\$ 5,251	.39	.39	\$ 31.41	\$ 34.55	
Low-organized Games	460	99	99	2.41	2.41	6,889	7,574	.55	.56	14.98	16.47	
High-organized Games	253	98	98	5.49	5.49	8,651	9,535	.70	.73	24.19	37.61	
Cultural Arts	37	86	94	21.45	21.45	4,937	5,452	.40	.43	135.34	147.62	
Special Events	78	97	97	13.99	13.99	6,761	7,433	.55	.55	86.68	95.32	
TOTAL						\$32,042	\$35,239	2.60	2.60			

Object Code	Activity Title: Swimming Pools 3025			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 8,889	\$ 21,258	\$ 73,807	\$ 73,807
Contractual Services	1,480	2,650	22,122	22,122
Commodities	3,109	3,382	9,980	9,980
Revolving Funds	2,772	6,408	6,188	6,188
Capital Outlay	860	175	380	380
Bond Amortization	0	0	0	0
Total	\$ 17,110	\$ 33,873	\$ 112,477	\$ 112,477

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Lifeguard	2.23	7.60	19	\$ 40,017
Swimming Pool Manager	.76	.76	23	5,516
Senior Equipment Mechanic	1.00	1.00	41	9,592
Recreation Supervisor	1.00	1.00	43	11,208
Total	4.99	10.36		

SWIMMING POOLS 3025

(Activity)

WORK SCHEDULE	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Swimming Instruction	300 Sessions Scheduled 100 Sessions per season at 3 Pools	900 Sessions Scheduled 100 Sessions per season at 9 Pools	97% sessions conducted	99% sessions conducted	3.77 st/hrs. per session	3.35 st/hrs. per session	\$ 3,861	\$ 16,421	.57	1.52	\$12.87 cost per session	\$ 18.25 cost per session
2. Free Swimming	546 Sessions Scheduled 182 Sessions per season at 3 Pools	1,638 Sessions Scheduled 182 Sessions per season at 9 Pools	96% sessions conducted	98% sessions conducted	16.06 st/hrs. per session	10.71 st/hrs. per session	30,012	96,056	4.42	8.84	54.97 cost per session	58.64 cost per session
Total							\$33,873	\$112,477	4.99	10.36		

1977 BUDGET

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Object Code	Activity Title: Adult Day Care 3029			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$	\$ 18,285	\$ 57,056	\$ 57,056
Contractual Services		17,807	55,102	55,102
Commodities		2,270	6,915	6,915
Revolving Funds		2,500	2,200	2,200
Capital Outlay		1,170	700	700
Bond Amortization		0	0	0
Total	\$	\$ 42,032	\$ 121,973	\$ 121,973

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Recreation Leader	1.50	1.50	21	\$ 10,754
Senior Recreation Leader	1.00	1.00	25	6,236
Recreation Center Manager	1.00	1.00	27	6,600
Senior Clerk Typist	1.00	1.00	28	6,856
Caseworker Aide	1.00	1.00	34	8,491
Recreation Supervisor	1.00	1.00	43	9,891
Total	<u>6.50</u>	<u>6.50</u>		

The Adult Day Care budget is financed by a federal-city matching grant. \$78,990 of the \$121,973 budget represent awarded grants; the remaining \$42,983 are anticipated grants.

ADULT DAY CARE CENTER 3029
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST
	1976	1977		1976	1977	1976	1977	1976	1977	
	Sessions scheduled	% of sessions conducted	Staff hours per session	Cost per session	Staff per session	1976	1977	1976	1977	1976
Leisure Activities	170	98	9.26	\$ 14,776	2.35	\$ 43,547	2.35	\$ 86.91	\$ 86.40	
Home Management & Consumer Education	34	99	25.30	5,406	1.275	15,395	1.275	159.00	153.95	
Congregate Meals	85 *	100	6.10	11,400	.775	34,000	.775	134.12	134.92	
Social Services	85	99	11.02	5,827	1.40	15,614	1.40	68.55	61.96	
Health Services	85	99	5.51	4,623	.70	13,417	.70	54.39	53.24	
TOTAL				\$ 42,032	6.5**	\$121,973	6.5**			

* An average of 45 meals served per session.

** The program for 1976 was fully staffed for only one-third of the year; staff allocations have been made comparable to a full year of operation.

Object Code	Activity Title: City Golden Age 3030			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 120,536	\$ 111,707	\$ 103,267	\$ 103,267
Contractual Services	68,492	40,292	6,035	6,035
Commodities	18,145	14,746	9,219	9,219
Revolving Funds	7,513	4,533	4,943	4,943
Capital Outlay	96	280	2,150	2,150
Bond Amortization	0	0	0	0
Total	\$ 214,782	\$ 171,558	\$ 125,614	\$ 125,614

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Custodian	2.00	2.00	20	\$ 13,130
Recreation Leader	4.00	4.00	21	26,911
Recreation Center Manager	5.00	5.00	27	36,758
Recreation Specialist	1.00	1.00	35	8,781
Total	12.00	12.00		

GOLDEN AGE FRAZIER CENTER - 3030
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977		
Leisure Activities	504	504	99	99	.67	.67	\$2,402	\$1,759	.17	.17	\$7.77	\$3.49
Home Management	756	756	99	99	.60	.60	3,431	2,512	.23	.23	4.54	3.32
Congregate Meals	252 *	252 *	100	100	1.02	1.02	1,715	1,256	.15 *	.13 *	6.81	4.98
TOTAL							\$7,549	\$5,527	.53	.53		

* An average of 42 meals served per session.

** No City employees are permanently stationed at the Frazier Center.

GOLDEN AGE STUBBS CENTER - 3030
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled		% of sessions scheduled	Staff hours per session	\$	\$			Cost per session			
Leisure Activities	504	504	98	2.91	\$10,293	\$ 7,537	.74	.74	\$20.42	\$14.95		
Home Management	756	756	97	1.81	9,709	7,160	.69	.69	12.94	9.47		
Congregate Meals	252*	252*	100	3.94	6,862	5,025	.50	.50	27.23	19.94		
TOTAL					\$26,934	\$19,722	1.93	1.93				

* An average of 50 meals served per session.

GOLDEN AGE STILLWELL CENTER - 3030

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled		% of sessions scheduled		Staff hours per session							Cost per session
Leisure Activities	504	504	98	99	2.91	2.91	\$10,293	\$ 7,537	.74	.74	\$20.42	\$14.95
Home Management	756	756	97	99	1.81	1.81	9,779	7,160	.69	.69	12.94	9.47
Congregate Meals	252 *	252*	100	100	3.94	3.94	6,862	5,055	.50	.50	27.23	19.94
TOTAL							\$26,934	\$19,722	1.93	1.93		

*An average of 50 meals served per session.

GOLDEN AGE CUNNINGHAM CENTER - 3030

(Summary)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled		% of sessions scheduled		Staff hours per session						Cost per session	
reisure Activities	504	504	95	99	7.95	7.95	\$29,166	\$21,354	2.02	2.02	\$ 57.87	\$ 42.37
Home Management	756	756	99	99	3.36	3.36	18,871	13,818	1.28	1.28	24.96	18.28
ongregate Meals	252	252	100	100	3.94	3.94	6,862	5,025	.50	.50	27.23	19.94
TOTAL							\$54,899	\$40,197	3.78	3.78		

An average of 45 meals served per session.

GOLDEN AGE LAW CENTER - 3030
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
	Sessions scheduled	% of sessions scheduled	Staff hours per session								Cost per session	
Leisure Activities	504	98	7.28	99	8.46	\$26,936	\$22,649	1.85	2.15	\$53.24	\$44.94	
Home Management	756	99	3.88	99	4.41	21,544	17,797	1.40	1.66	28.50	23.54	
Congregate Meals	252 *	100	3.94	-	-	6,862	0**	.50	0	27.23	-	
TOTAL						\$55,242	\$40,446	3.83	3.83			

* An average of 35 meals served per session.

** Funds have been budgeted in interdepartmental for meals at the Law Center in 1977.

Object Code	Activity Title: Civic Center 3031			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 237,806	\$ 217,685	\$ 242,204	\$ 242,204
Contractual Services	178,389	173,539	166,904	166,904
Commodities	18,978	19,217	19,650	19,650
Revolving Funds	8,658	15,205	14,472	14,472
Capital Outlay	5,512	5,148	9,400	9,400
Bond Amortization	0	0	0	0
Total	\$ 449,343	\$ 430,794	\$ 452,630	\$ 452,630

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Custodian	3.50	3.00	20	\$ 17,382
Maintenance Service Worker	6.00	5.00	20	27,663
Intermediate Clerk Typist	2.00	2.00	24	12,321
Sr. Maintenance Service Worker	1.00	1.00	28	7,639
Intermediate Clerk Steno	1.00	1.00	28	7,950
Principal Clerk	1.00	1.00	36	9,681
Sound Systems Technician	1.00	1.00	39	10,896
Building Maint. Mechanic	2.00	2.00	39	21,873
Business Asst.-Civic Center	1.00	1.00	39	8,816
Stage Manager	1.00	1.00	43	13,971
Building Operations Supervisor	1.00	1.00	43	10,957
Building Mechanic Supervisor	1.00	1.00	47	14,467
Box Office Manager	1.00	1.00	47	14,669
Civic Center Administrator	1.00	1.00	59	16,375
Total	23.50	22.00		

The above figures exclude eight authorized CETA positions at a total cost of \$54,535.

CIVIC CENTER 3011
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977		1976	1977	1976	1977	1976	1977		
Box Office	104	125	50 Complaints to Mgr. 1 Errors in Records 6 Settlement Delays	76.30 st./hrs. per # of shows	63.49 st./hrs. per # of shows	\$ 73,235	\$ 81,473	4	4	\$754.18	\$6517.6
Engineering	460	485	8 Complaints to Mgr. 16 Major repairs to mach.	17.25 st./hrs. per # of events	16.36 st./hrs. per # of events	73,235	81,473	4	4	155.01	167.99
Cleaning	460	485	70 Complaints to Mgr.	49.60 st./hrs. per # of events	40.91 st./hrs. per # of events	211,039	203,033	11.5	10	450.69	419.96
Administrative	460	485	48% Concession Profit	12.94 st./hrs. per # of events	12.27 st./hrs. per # of events	56,003	63,358	3	3	121.75	130.66
Stage Manager	104	125	24 Complaints to Mgr.	19.08 st./hrs. per # of events	15.87 st./hrs. per # of events	17,232	22,633	1	1	165.69	181.06
TOTAL			\$215,000 Revenue			\$430,794	\$452,630	23.50	22.00		

Object Code	Activity Title: Buildings & Grounds Maint. 3040			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 241,257	\$ 318,323	\$ 297,729	\$ 297,729
Contractual Services	17,420	22,757	22,443	22,443
Commodities	44,772	29,032	25,738	25,738
Revolving Funds	48,079	0	31,542	31,542
Capital Outlay	7,059	3,089	2,300	2,300
Bond Amortization	0	0	0	0
Total	\$ 358,587	\$ 373,201	\$ 379,752	\$ 379,752

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Custodian	7.00	7.00	20	\$ 41,380
Maintenance Service Worker	3.00	3.00	20	16,659
Grounds Maintenance Worker	4.00	7.00	20	39,671
Light Equipment Operator	3.00	3.00	24	18,711
Senior Grounds Maint. Worker	1.00	1.00	24	6,562
Medium Equipment Operator	3.00	3.00	27	24,202
Senior Clerk Steno	1.00	1.00	31	9,681
Parks Maintenance Supervisor	1.00	1.00	32	8,648
Maintenance Crafts Worker	3.00	3.00	32	29,519
Equipment Mechanic	1.00	1.00	33	7,858
Custodial Supervisor	1.00	.00	41	-
Principal Equipment Mechanic	1.00	1.00	45	9,847
Turf Manager	.00	1.00	49	10,946
Buildings & Grounds Administrator	1.00	1.00	59	17,802
Total	<u>30.00</u>	<u>33.00</u>		

The above figures exclude twenty-one authorized CETA positions at a total cost of \$145,429.

BUILDINGS AND GROUNDS 3040
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
G. Civic Center	1	1	81%	83%	24.00	24.00	\$ 37,320	\$ 34,178	3.0	3.0	\$37,320	\$34,178
H. Bacon Park Golf Course	1	1	81%	83.5%	36.40	36.40	18,660	18,287	1.55	1.55	18,660	18,987
I. Grayson Stadium	1	1	81%	83%	24	24	37,320	34,178	3.00	3.00	37,320	34,178
Total							\$378,201	\$379,752	30.00	33.00		

PARK AND TREEFunctions:

The Park and Tree Department is composed of the following three divisions: the Director's Office, Park Maintenance, and Tree Maintenance.

The Director's office is responsible for receiving and processing service requests, inquiries, and complaints; for assigning and supervising work programs, and for maintaining departmental records and the records of the Park and Tree Commission.

The Park Maintenance Division maintains and develops the City's 300 acres of squares, quiet parks, parkways, and grass plats. Park maintenance functions include: (1) mowing, raking, and/or sweeping all areas on a regularly scheduled basis, (2) planting and fertilizing grass seed, shrubs, and trees seasonally, (3) pruning shrubs, and (4) collecting and hauling trash and maintenance debris from all areas.

The Tree Maintenance Division maintains all trees located on City property or City rights of way. Tree maintenance functions include: (1) tree trimming, (2) tree removal, (3) stump removal, and (4) spraying. All tree maintenance functions with the exception of spraying are performed on a request/complaint basis.

Object Code	Park and Tree - 3200's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 416,577	\$ 434,350	\$ + 17,773
Contractual Services		5,803	5,810	+ 7
Commodities		10,396	10,812	+ 416
Revolving Fund		65,108	68,776	+ 3,668
Capital Outlay		5,450	5,669	+ 219
Bond Amortization		0	0	0
Total		\$ 503,334	\$ 525,417	\$ + 22,083
	Staff-Years	46.0	46.0	0

PARK AND TREE

Explanation of Changes:Personal Services:

Personal Services shows an increase of \$17,773 or 4.3% over 1976 Projected Expenditures. This can be attributed to the 1977 costs of the merit and cost-of-living increases granted in 1976 and the 5% merit increase budgeted in 1977.

Contractual Services:

The 1977 Budget, which includes a \$568 reduction in travel, has been held to the 1976 spending level resulting in the minimal \$ 7 increase.

Commodities:

The Commodities' budget represents a \$416 or 4% increase over Projected 1976 Expenditures. This can be attributed to inflation.

Revolving Fund:

The Revolving Fund chargebacks have increased \$3,688 or 5.6% over the Projected 1976 Charges. This is due to increased operating expenses of the Revolving Fund activities and more engineering services required by the Department.

Capital Outlay:

Capital outlay costs have increased \$219 or 4% over the Projected 1976 Expenditures. Among items budgeted for purchase in 1977 are: four 22" Manco mowers; two 7.6 H.P., 2 speed mowers; one 7.6 H.P., four speed mower; two Poulan chain saws; one edge trimmer; and a set of Electric Shears.

Object Code	Activity Title: Park and Tree- 3220			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 379,310	\$ 416,577	\$ 434,350	\$ 434,350
Contractual Services	5,888	5,803	5,810	5,810
Commodities	12,771	10,396	10,812	10,812
Revolving Funds	60,527	65,108	68,776	68,776
Capital Outlay	5,137	5,450	5,669	5,669
Bond Amortization	0	0	0	0
Total	\$ 463,633	\$ 503,334	\$ 525,417	\$ 525,417

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Grounds Maintenance Worker	19.00	19.00	20	\$ 120,233
Tree Trimmer	5.00	5.00	24	32,752
Senior Grounds Maint. Worker	3.00	3.00	24	24,923
Light Equipment Operator	5.00	5.00	24	39,143
Medium Equipment Operator	1.00	1.00	27	8,801
Senior Tree Trimmer	5.00	5.00	27	39,112
Parks Maintenance Crew Chief	1.00	1.00	27	9,080
Senior Clerk	1.00	1.00	28	9,681
Parks Maintenance Supervisor	3.00	3.00	32	26,533
Equipment Mechanic	1.00	1.00	33	9,633
Parks Maintenance Superintendent	1.00	1.00	38	12,057
Park and Tree Director	1.00	1.00	63	21,653
Total	46.00	46.00		

PARK AND TREE (Activity) 3220

STATE ALLOCATION
1976 1977

UNIT COST
1976 1977

COST ALLOCATION
1976 1977

PRODUCTIVITY
1976 1977

SERVICE QUALITY
1976 1977

SERVICE QUANTITY
1976 1977

WORK PROGRAM

WORK PROGRAM	SERVICE QUANTITY 1976 1977	SERVICE QUALITY 1976 1977	PRODUCTIVITY 1976 1977	COST ALLOCATION 1976 1977	STATE ALLOCATION 1976 1977	UNIT COST 1976 1977
Administration				\$ 76,335 \$ 80,047	7 7	
Park Maintenance						
A. Mowing	MOW 8372 Acres Annually a. 26 Acres of Downtown squares and Grass plots mowed 48 times/yr b. 223 Acres of other Parks and Grass Plats mowed 32 times/yr	1. Frequency of which maintenance schedules are met. a. Downtown parks (Grass kept at standard 2" height) 95% b. All other areas 90%	1.07/hr per acre mowed 1.07/hr per acre mowed	36,260 38,023	4.5 4.5	\$ 4.33 per acre \$ 4.54 per acre
B. Raking & Sweeping	RAKE AND SWEEP 2768 Acres Annually a. 24 Acres of Downtown squares and parks 52 times/yr b. 60 Acres of parks 12 times/yr c. 200 Other Acres 4 times/yr		8.6/hr per acre 8.6/hr per acre	116,864 120,742	12 12	42.22 per acre 43.62 per acre
C. Hauling Trash	2075 loads Annually PLANT 3800 lbs. of grass seed per/yr 400 trees per/year		3.82/hr load 26.45/hr acres	44,316 46,472	4 4	21.36 per load 22.13 per load
D. Planting, Fertilizing, and Pruning				88,633 92,944	4 4	255.44 per acre 309.81 per acre

PARK AND TREE 3320
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STATE ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Tree Maintenance	25,000 shrubs per/yr	25,000 shrubs per/yr										
A. Trimming	75 00 Trees per year	75 00 Trees per year	Respond to all service requests	1.8/hr per tree	1.8/hr per tree	\$ 86,642	\$ 90,266	7	7	\$11.55 per tree	\$ 12.03 per tree	
B. Tree Removal			within 2 Weeks	15.87/hr per tree	15.87/hr per tree	27,141	28,460	4	4	54.28 per tree	56.92 per tree	
C. Stump Removal	400 stumps per year	400 stumps per year		12.4/hr per stump	12.4/hr per stump	16,965	17,790	2.5	2.5	42.41 per stump	44.48 per stump	
D. Spraying	400,000 gallons of pesticide per year	400,000 gallons of pesticide per year	Frequency of which spraying schedules are met 90%	4.96/hr per 1,000 gallons of spray	4.96/hr per 1,000 gallons of spray	10,178	10,673	1	1	25.44 per 1,000 gallon of spray	26.68 per 1,000 gallon of spray	
Total						\$503,334	\$525,417	46	46			

INTERDEPARTMENTAL

Explanation of Changes:

The total for the combined Interdepartmental budgets is \$1,484,099 or 46.6% greater than the Projected Expenditures for 1976. A summary of the reasons for this increase is below:

Personal Services:

Expenses increased by \$37,317 or 6.3% in the following accounts: Old Pension + \$25,000, Employee Claims + \$5,262, Police Pension + \$2,366 and small increases in several other accounts.

Contractual Services:

Expenses in this major code increased by \$1,367,673 or 96.4%. Included in the Contributions budget are: an additional \$123,015 for the Savannah Transit Authority, \$30,000 for the continuation of the Transportation and Meals Program at the W. W. Law Center; an additional \$10,500 for Telfair Academy, and an additional \$10,000 for the Savannah Symphony Society.

The Vehicle Replacement budget has increased by \$301,137 or 46.6%. All vehicles purchased in 1977 will be purchased from current funds. The Contribution to Capital Improvement Projects includes an additional \$658,605 for various major projects which include: \$343,660 for development costs in the new sector of the Highway 17 Landfill (\$259,760 for site preparation and \$83,900 for excavation and cover material); \$165,921 for Telecommunications, Heating and Cooling, and Computer Center Improvements at City Hall; \$110,000 for Leisure Services

program expansions; and \$78,191 for Drainage Improvements. Also a \$300,276 Contingencies budget has been established to meet unanticipated operating demands.

Debt Retirement:

The budget in this area rose \$79,109 or 6.7%. The additional expenses are the anticipated costs of a million dollar General Obligation Bond issue planned for early 1977.

Object Code	Interdepartmental 3600's		
	Projected 1976	Proposed 1977	Difference
Personal Services	\$ 588,755	\$ 626,072	\$+ 37,317
Contractual Services	1,417,774	2,785,447	+1,367,673
Commodities	0	0	0
Revolving Fund	0	0	0
Capital Outlay	0	0	0
Bond Amortization	1,180,353	1,259,462	+ 79,109
Total	\$ 3,186,882	\$4,670,981	\$+1,484,099
	Staff-Years		

INTERDEPARTMENTAL
BUDGET DETAIL

<u>Activity</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
3611 Employee Pensions	\$ 533,955	\$ 566,010
3612 Employee Claims	54,800	60,062
3620 Judgements and Losses	47,000	72,000
3630 Contingencies	N/A	300,276
3635 Vehicle Replacement	645,489	946,626
3640 Debt Service	1,183,153	1,261,462
3660 Contribution to CIP	39,167	697,772
3681 Other Expenses	69,324	1,000
3685 Contributions	<u>613,994</u>	<u>765,773</u>
Total	\$ 3,186,882	\$4,670,981

PROPOSED CONTRIBUTIONS
ACTIVITY 3685

	1976 <u>Projected</u>	1977 <u>Proposed</u>
Telfair Academy	\$ 4,500	\$ 15,000
Civil Defense Council	35,982	26,614
Savannah Science Museum	6,000	10,000
Savannah Symphony Society	5,000	15,000
Senior Citizens for Water Services	350	350
Senior Citizens Special Projects	25,019	18,000
Broughton Street Christmas Lights	4,500	0
Contribution to Golf Course	105,410	98,323
Goodwill Industries for Water Svc.	624	600
Summer Youth Program	7,500	7,500
Red Carpet Tour-Ports Authority	1,318	0
Ships of the Sea	3,000	0
U.S. Conference of Mayors	1,800	2,256
Chamber of Commerce-Convention Bureau	75,000	75,000
MPC	182,873	186,494
APDC	28,165	28,165
GMA	10,439	11,000
Savannah Ballet Guild	2,500	0
Night in Old Savannah	458	0
Seige of Savannah	1,600	0
Volunteer Action Center	0	5,000
Savannah Transit Authority		
Operating	111,956	182,447
Capital Costs-Repairs	0	4,800
Capital Costs-Buses	0	47,724
W.W. Law Senior Citizens		
Transportation & Meals	0	30,000
International Seamen's House	0	1,500
	<hr/>	<hr/>
TOTAL	\$ 613,994	\$ 765,773

PUBLIC DEVELOPMENT/LABOR RESOURCES FUND

BUREAU OF PUBLIC DEVELOPMENT ACTIVITIES

SECOND YEAR PROGRAM BUDGET*

4270	Bureau Chief's Office	\$ 180,388
4271	Human Services	95,627
4272	Community Planning and Development	223,985
4275	Contribution to CIP	3,704,000
4277	Homemaker Services	140,000
4278	SAMCA	58,000
4279	Day Care	303,400
4280	Program for the Blind	56,600
4281	Services by the General Fund	30,040
4284	Contingencies	289,960
4285	Code Enforcement	40,000
4288	Litter Control	12,000
4299	Housing Rehabilitation	<u>2,000,000</u>
	TOTAL	\$7,134,000

*July 1, 1976 - June 30, 1977

Object Code	Activity Title: BUREAU CHIEF'S OFFICE 4270			
		FIRST YEAR PROGRAM	SECOND YEAR PROGRAM	
Personal Services	\$	\$ 118,899	\$ 140,762	\$
Contractual Services		22,924	21,005	
Commodities		4,389	2,660	
Revolving Funds		18,707	15,661	
Capital Outlay		1,455	300	
Bond Amortization		-0-	-0-	
Total	\$	\$ 166,374	\$ 180,388	\$

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Asst. City Manager-Public Development	1.00	1.00	81	\$ 28,345
Administrative Secretary	1.00	1.00	38	9,839
Compliance Officer	1.00	1.00	47	15,402
Grants Administrator	1.00	1.00	47	14,670
Sr. Management Analyst	1.00	1.00	54	13,634
Accountant	1.00	1.00	47	13,306
Accounts Clerk	1.00	1.00	28	7,230
Sr. Clerk Steno	1.00	1.00	31	7,409
Inter. Clerk Typist	1.00	1.00	24	6,886
Mail Clerk/Custodian	1.00	1.00	20	7,972
Total	10.00	10.00		

HUMAN SERVICES DEVELOPMENTFunctions:

Human Services Development is responsible for the following:

1. Facilitation and coordination of the development of an Integrated Human Services System.
2. Preparing applications and securing grants and contracts for Human Services Programs.
3. Management and maintenance of grants and contacts.
4. Participation in day to day management of Human Services Programs.
5. Monitoring and evaluation of performance of Human Services Programs.

Object Code	Activity Title: PUBLIC HUMAN SERVICES 4271			
		FIRST YEAR PROGRAM	SECOND YEAR PROGRAM	
Personal Services	\$	\$ 37,244	\$ 72,687	\$
Contractual Services		4,420	9,231	
Commodities		1,471	1,825	
Revolving Funds		16,971	11,884	
Capital Outlay		146	- 0 -	
Bond Amortization		- 0 -	- 0 -	
Total	\$	\$ 60,252	\$ 95,627	\$

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u> <u>1976</u>	<u>Staff - Years</u> <u>1977</u>	<u>Range</u> <u>Number</u>	<u>1977</u> <u>Allocation</u>
Public Human Services Director	1.00	1.00	61	\$ 16,982
Planner	1.00	1.00	50	12,985
Program Analyst	2.00	2.00	48	23,563
Sr. Clerk Typist	1.00	1.00	28	8,371
Total	<u>5.00</u>	<u>5.00</u>		

HUMAN RESOURCES (4711)
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
1. Prepare & execute Title XX proposals	3	2	Proposal preparation awarded of Grant		198.40	158.72	\$3,615	\$3,070	.30	.16	\$1,205.00	\$1,535.00
2. Prepare & execute proposal amendments	3	2	Proposals prepared on schedules		66.13	49.60	1,205	908	.10	.05	401.67	454.00
3. Prepare & execute primary and sub-contracts (local & state)	11	8	Contracts		9.02	12.4	603	908	.05	.05	54.81	113.50
4. Prepare CD Budgets	4	4	Programs and Administration		45.60	39.68	1,205	1,578	.10	.03	301.75	394.50
5. Complete and submit fiscal & program reports and adjustments (local state and federal)	136	50	Reports		1.45	2.73	1,205	1,339	.10	.07	8.86	26.78
6. Review selected budget adjustments, service orders, requisitions, etc., submitted by contract agencies	5,000	3,000	Items		.08	.11	2,410	3,213	.20	.17	.48	1.07

HUMAN RESOURCES (4271)
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
7. Interpret federal state and local policies and procedures for HSD programs	30	30	Documents	9.92	7.94	St/hrs. per document	\$1,808	\$2,352	.15	.12	\$ 60.26	\$ 78.40
8. Perform compliance monitoring & evaluation	4	4	Programs	347.20	540.64		8,435	20,832	.70	1.09	2,108.75	5,208.00
9. Initiate quarterly fiscal review system for HSD programs and administration	4	3	Programs & Admin.	347.20	720.85	St/hrs. per program	8,435	20,832	.70	1.09	2,108.75	6,944.00
10. Provide technical assistance to community Human Services Agencies	200	250	Times	3.97	4.36	St/hrs. per task	4,820	10,463	.40	.55	24.10	41.85
11. Develop social program execution cooperatives	6	6	SPECS	66.13	145.49	St/hrs. per SPEC	2,410	8,396	.20	.44	401.67	1,399.33

HUMAN RESOURCES (4271)
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
12. Internal miscellaneous tasks	1,000	1,500			2.08 St/hrs. per task	1.49	\$12,653	\$21,736	1.03	1.13	\$ 11.25	\$ 14.49
13. Research and prepare final Model Cities evaluation	20 major tasks				19.84 St/hrs. per task	0	2,410	0	.20	0	150.50	0
14. Research and respond to final HUD Model Cities fiscal audit	10 major tasks				29.76 St/hrs. per task	0	1,808	0	.15	0	130.80	0
15. Prepare Basic Data Book	20 major tasks				59.52 St/hrs. per task	0	7,250	0	.60	0	361.50	0
Totals							\$50,252	\$95,627	5.00	5.00		

COMMUNITY PLANNING AND DEVELOPMENTFunctions:

1. Studies

The Community Planning and Development Activity, presently completing its second year of operation, studies existing community problems or proposals for addressing such problems with the purpose of formulating programs to create a more viable social, economic and physical community.

PPB studies:

- A. Identify community development needs.
- B. Provide general statistical information on social and economic conditions.
- C. Specify both long and short term community development objectives for:
 1. Eliminating or preventing slums, blight, and deterioration.
 2. Providing improved community facilities and programs including health, social, and recreation services.
- D. Describe comprehensive strategies for meeting needs.

2. Program Monitoring

PPB programs are funded by Federal Housing and Urban Development grants. Before programs and plans are implemented, however, they must be reviewed by local, state, and federal agencies. PPB personnel are responsible for monitoring programs through review and implementation stages.

3. Citizen Information and Involvement

PPB Provides citizens with information and a mechanism for input into the City's government.

Object Code	Activity Title: COMMUNITY PLANNING AND DEVELOPMENT 4272		
		FIRST YEAR PROGRAM	SECOND YEAR PROGRAM
Personal Services		\$ 197,144	\$ 167,872
Contractual Services		14,533	18,646
Commodities		4,722	5,500
Revolving Funds		30,233	31,545
Capital Outlay		-0-	422
Bond Amortization		-0-	-0-
Total		\$ 246,632	\$ 223,985

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Community Planning and Development Director	1.00	1.00	61	\$ 16,572
Sr. Planner	1.00	1.00	57	13,971
Planner	2.00	2.00	50	25,084
Sr. Management Analyst	1.00	1.00	54	12,985
Program Analyst	4.00	4.00	48	41,700
Research Technician	1.00	1.00	28	7,230
Clerk Typist	1.00	1.00	20	6,895
Clerk Typist	1.00	1.00	24	7,230
Inter. Clerk Typist	1.00	1.00	24	6,246
Total	13.00	13.00		

COMMUNITY PLANNING AND DEVELOPMENT 4272
(Activity)

WORK PROGRAM	SERVICE QUANTITY PROGRAM YEAR		SERVICE QUALITY PROGRAM YEAR		PRODUCTIVITY PROGRAM YEAR		COST ALLOCATION PROGRAM YEAR		STAFF ALLOCATION PROGRAM YEAR		UNIT COST PROGRAM YEAR	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
A. Housing - Implementing rehabilitation program	43,686 structures surveyed 526 households interviewed	400 houses rehab'd	100% completed houses 43,836 rehab'd structures by June 30, 1977 526 house-holds inter-viewed	400	.1 St/hrs. per structure 6.98 St/hrs. per household interview	15.62	\$ 49,573	\$54,496	2.62 Staff/Years	3.15	\$ 1.13	\$ 156.44
B. Paving - Plan and program the paving of miles of streets	16.10	12.94	Plans and Program Preparation - 100% complete				2,960	3,270	.16	.19	183.85	252.70
C. Water - Plan and program improved water service to lots	296	0	Plans and Program Preparation 100% Complete		.20 St/hrs. per lot		453	0	.03	0	1.66	0
D. Sewer - Plan and program the extension of sanitary sewerage to lots	169	53	Plans and Program Preparation - 100% Complete		54.35 St/hrs. per lot	207.76	87,801	95,574	4.63	5.55	519.53	1,803.28
E. Drainage - Plan and program drainage improvement to lots	291	700	Plans and Program Preparation - 100% Complete		.20 St/hrs. per lot	.08	493	448	.03	.03	1.69	.64
F. Recreation - Plan and program the installation of swimming pools tennis courts and clubhouse	5 pools 18 Tennis Courts	0 0	Plans and Program Preparation - 100% Complete		55.55 St/hrs. per pool 3.31 St/hrs. per the completed project	0	2,713	0	.14	0	542.60	0
			Complete				493	0	.03	0	27.39	0

COMMUNITY PLANNING AND DEVELOPMENT 4272
(Activity)

WORK PROGRAM	SERVICE QUANTITY PROGRAM YEAR		SERVICE QUALITY PROGRAM YEAR		PRODUCTIVITY PROGRAM YEAR		COST ALLOCATION PROGRAM YEAR		STAFF ALLOCATION PROGRAM YEAR		UNIT COST PROGRAM YEAR	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
Other Planning Activities												
Program and Participant Federal Reports	16	16	0	0	7.44	11.16	\$23,677	\$26,721	1.25	1.55	N/A	N/A
CETA Title III Establish files and Maintain Data	268	300	86%	95%	.44	.60	1,233	1,501	.06	.09	\$ 77.06	\$ 93.81
			Percent of Data Exceeded 14%	Percent of Data Exceeded 5%	Percent of Data Exceeded 14%	Percent of Data Exceeded 5%						
Program and Participant Federal Reports	4	4	0	0	14.88	14.88	493	448	.03	.03	123.25	112.00
CETA Title VI Establish files and Maintain data	370	N/K	80%	N/K	1.23	0	4,439	0	.23	N/K	12.00	0
			Percent of Data Exceeded 20%									
On Site Monitoring	0	N/K	0%	N/K			0	0	.00	N/K	0	0
Program Assessment Reports	10	0	0	0	9.92	0	1,233	0	.06	N/K	102.75	0
Program and Participant Federal Reports	16	0	0	0	7.44	0	1,233	0	.06	N/K	77.06	0

COMMUNITY PLANNING AND DEVELOPMENT 4972
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		START ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
Budget Admin.												
A. Develop budgets for the Community Development Block Grant Programs	19 Programs	14	1st Maintain budgetary compliance in accordance with contract and/or directive agreements	2nd 39.68	1st 24.02	2nd 39.68	1st \$4,439	2nd \$4,771	1st .23	2nd .26	1st \$203.63	2nd \$340.78
B. Monitor expenditures for all supported programs under the Community Development Block Grant jurisdiction	19	14	1st Maintain adequate funding appropriation for program needs	2nd 86.44	1st 53.25	2nd 86.44	1st 9,619	2nd 10,460	1st .51	2nd .61	1st 506.26	2nd 747.14
C. Coordinate and monitor special grant programs contracted with the Bureau of Public Development	2	1	1st Submit monthly cost statements and reimbursement reports on a timely schedule	2nd 436.48	1st 178.56	2nd 436.48	1st 3,453	2nd 3,875	1st .18	2nd .22	1st 1,726.50	2nd 3,375.00

COMMUNITY PLANNING AND DEVELOPMENT 4972
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
A. CETA Establish files and maintain data	2,551	2,268	84% Percent of Data Current Per Month	95%	.41 St./hrs. per participant	.37	\$ 10,112	\$ 7,167	.53	.42	\$ 3.96	\$ 3.16
B. On site Monitoring	3	9	16% Percent of Data Exceeding	5%								
C. Program Assessment	4	9	33% Percent of Program Sites Monitored	100%	6.61 St./hrs. per monitored site	66.13	247	5,219	.01	.30	82.33	579.89
D. Program and Participant	4	4	44% Percent of Program Areas Assessed	100%	4.88 St./hrs. per program assessed	6.61	493	448	.03	.03	123.25	49.78
E. CETA Title II Establish files and maintain data	115	286	73% Number of Participants Per Month	95%	2.76 St./hrs. per participant	1.32	2,960	3,292	.16	.19	25.74	11.51
			27% Percent of Data Exceeding 1-5 day time lag per month	5%								

COMMUNITY PLANNING AND DEVELOPMENT 4272
(Activity)

26

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd	1st	2nd
F. On Site Monitoring	6	8	0%	100%	0	32.24	\$ 0	\$ 2,397	.0	.13	\$ 0	\$299.62
	Number of Site Monitoring		Percent of Site Monitored		St/hrs. per site monitored							
G. Program Assessment Programs	12	12	0	0	9.92	14.83	1,253	1,501	.06	.02	102.75	125.03
	Number of Reports		Number of Late Reports		St/hrs. per report							
Totals							\$246,632	\$223,955	13.00	13.00		

LABOR RESOURCES ACTIVITIES

1977 Budget

4430 Prime Sponsor Staff	\$ 81,889
4440 Summer Youth Employment	7,500
4460 OIC	103,600
4465 CETA Title VI	448,000
4470 CETA Public Service Employment	255,000
4492 CETA Summer Youth	385,000
4495 CETA Work Experience	50,000

TOTAL

\$ 1,330,989

LABOR RESOURCES DEPARTMENT

PRIME SPONSOR STAFF

Function:

The Prime Sponsor Staff administers manpower programs under grants under the Comprehensive Employment and Training Act of 1973 (CETA). The Prime Sponsor of these programs is the Savannah/Chatham Employment and Training Consortium, an entity established by agreement between the City of Savannah and Chatham County. The agreement specifies that the City shall serve as administrative agent in behalf of the Prime Sponsor and this staff fulfills this obligation.

Some components of the program (classroom training, Pre-Trial Intervention, manpower services) are contracted to agencies of demonstrated effectiveness such as the Savannah Vocational-Technical Schools, the Employment Service, etc. Other components (Public Service Employment, Work Experience for Youth, Summer Youth Employment) are operated directly by the staff. The staff is also responsible for preparation of the Annual Comprehensive Plan, grant applications and modifications. Monitoring and evaluation of all participating agencies and programs is the responsibility of the staff. Other responsibilities include auditing, settling of participant grievances, establishment of linkages with non-CETA manpower agencies and administration of the Mayor's Council on Youth Opportunity program.

Object Code	Activity Title: Prime Sponsor Staff 4430			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 49,649	\$ 51,831	\$ 67,300	\$
Contractual Services	13,248	7,060	6,831	
Commodities	1,020	736	657	
Revolving Funds	5,389	6,516	7,101	
Capital Outlay	0	0	0	
Bond Amortization	0	0	0	
Total	\$ 69,306	\$ 66,143	\$ 81,889	\$

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Senior Clerk Typist	1.00	1.00	28	\$ 6,650
Administrative Assistant	1.00	1.00	38	8,692
Labor Resources Technician	0	1.00	44	10,615
Labor Resources Analyst	1.00	1.00	47	11,770
Labor Resources Director	1.00	1.00	63	18,568
Total	4.00	5.00		

LABOR RESOURCES DEPARTMENTS
(ACTIVITY)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Vocational Education	180	268	60 (33%) No. Entering Employment	105 (39%) No. Entering Employment	4.8	7.4	\$693,246	\$ 678,657	.63	1.00	\$3,551	\$2,532
	Participants	Participants	22 (35%) No. Non-Positive Term.	22 (35%) No. Non-Positive Term.	St./hrs. per participant	St./hrs. per participant			Per Participant	Per Participant		
Public Service Employment	593	446	140 (24%) No. Entering Employment	170 (38%) No. Entering Employment	6.7	10.0	\$75,293	1,507,426	2.02	2.25	1,475	3,390
	Participants	Participants	226 (38%) No. Non-Positive Term.	140 (24%) No. Non-Positive Term.	St./hrs. per participant	St./hrs. per participant			Per Participant	Per Participant		
Work Experience	185	210	30 (16%) No. Entering Employment	37 (18%) No. Entering Employment	2.5		22,175	331,142	.23	.50	1,247	1,577
	Participants	Participants	25 (14%) No. Non-Positive Term.	25 (12%) No. Non-Positive Term.	St./hrs. per participant	St./hrs. per participant			Per Participant	Per Participant		
Summer Youth	1,300	1,200	1,050 (80%) No. Completing Program	1,050 (86%) No. Completing Program	.71	.94	436,428	385,000	.47	.57	536	321
	Participants	Participants	250 (19%) No. Non-Positive Term.	150 (13%) No. Non-Positive Term.	St./hrs. per participant	St./hrs. per participant			Per Participant	Per Participant		
Mayor's Council on Youth Opportunity	22	30	20 (91%) No. Completing Program	28 (93%) No. Completing Program	.90	.66	7,500	7,500	.01	.01	341	250
	Participants	Participants	2 (9%) No. Non-Positive Term.	2 (7%) No. Non-Positive Term.	St./hrs. per participant	St./hrs. per participant			Per Participant	Per Participant		

LABOR RESOURCES DEPARTMENT
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Operation Diploma (SOA)	45	60	35(77%) No. Entering Employment	40(67%) No. Entering Employment	.44	.33	\$10,172	\$12,479	.01	.01	226	\$ 208
	Participants		5(11%) No. Non-Positive Term.	7(11%) No. Non-Positive Term.	St./hrs. per Participant	Participant					Per Participant	
Apprenticeship Program (SAYCA)	150	200	40(27%) No. Entering Employment	90(45%) No. Entering Employment	.40	.4	31,018	36,000	.03	.04	207	180
	Participants		10(6%) No. Non-Positive Term.	12(6%) No. Non-Positive Term.	St./hrs. per Participant	Participant					Per Participant	
Daycare Services	95	125	90(95%) No. Remaining to Comp. or hrs. of PSE	123(98%) No. Remaining to Comp. or hrs. of PSE	1.7	1.43	75,105	75,000	.08	.09	791	600
	Dependents of Participants		5(5%) No. of Removals from Activity	2(2%) No. of Removals from Activity	St./hrs. per Participant	Participant					Per Child	
Pretrial Intervention Program (GDD)	268	300	200(75%) No. Entering Employment	240(82%) No. Entering Employment	1.55	1.6	187,920	183,000	.21	.25	701	610
	Participants		20(7%) No. Non-Positive Term.	15(5%) No. Non-Positive Term.	St./hrs. per Participant	Participant					Per Participant	
Management Information System	25	30	18(72%) No. of Reports submitted on Schedule	25(83%) No. of Reports submitted on Schedule	5.5	3.3	65,258	40,000	.07	.05	2,610	1,333
	Reports submitted to PS staff		2,656 No. Enrollees Tracked	3,032 No. Enrollees Tracked	St./hrs. per Report	Report					Per Report	

LABOR RESOURCES DEPARTMENT*
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Feeder Training (OIC)	155 Participants	175	110(71%) No. Entering Employment or Training 20 (13%) No. Non-Positive Term.	135(77%)	1.53 St./hrs. per Participant	1.47	\$ 109,138	\$ 109,000	.12	.13	704 Per Participant	623
Manpower Services Unit	2,658 Participants Certified & Referred	3,032	2,463(93%) No. Accepted in Employment 75(3%) No. Later Disqualified	2,862(95%)	.06 St./hrs. per Participant	.06	83,057	78,300	.09	.09	31 Per Participant	26
Subcontractor Audit	52 Subcontractor Audits	55	52 No. Timely Completions 52 No. Audits Accepted by City and USDOL	55	.38 St./hrs. per Audit	.38	11,232	8,424	.01	.01	216 Per Audit	153
Total							\$2,707,542	\$3,451,924	4.00	5.00		

*The cost information derives from the total funding of the projects administered by the Labor Resources Department while the staff information is based only on the administrative staff in the Prime Sponsor Staff (430) activity.

REVOLVING FUND

COMPARISON OF EXPENDITURES BY FUNCTIONREVOLVING FUND

<u>ACCOUNT</u>	1976 <u>Projected</u>	1977 <u>Proposed</u>
Data Processing	\$ 673,523	\$ 696,558
Engineering	217,089	219,510
Central Garage	2,423,842	2,559,733
Central Services	48,137	51,632
Services & Supplies Management	80,841	70,702
Automotive Supplies	84,498	90,076
Central Switchboard	124,071	133,230
Custodial & Messenger Service	191,071	203,997
Buildings & Electrical Maint.	135,674	142,901
Electronic Equipment Repair	<u>60,936</u>	<u>60,471</u>
Total	\$4,039,682	\$4,228,810

1977 ESTIMATED REVENUE BY FUND

REVOLVING FUND

	Data Processing	Engineering	Garage	Central Services	TOTAL
Gen. Fund	\$483,342	\$ 45,544	\$2,308,768	\$431,466	\$3,269,120
Rev. Fund	21,593	0	41,516	179,982	243,091
Golf Fund	0	0	13,269	9,016	22,285
W&S Fund	0	13,206	159,653	66,415	239,274
I&D Water Fund	0	0	18,873	22,508	41,381
Comm. Dev.	6,073	7,103	16,768	37,407	67,351
Labor Resources	0	0	886	6,215	7,101
C. I. P.	0	153,657	0	0	153,657
Outside Agencies	<u>185,550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>185,550</u>
TOTAL	\$696,558	\$ 219,510	\$2,559,733	\$753,009	\$4,228,810

REVOLVING FUND
MINOR CODE COMPARISONS

239

<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$1,230,103	\$1,281,550
Social Security	71,860	84,759
Police Pension	0	0
Group Medical Insurance	39,222	40,587
Group Life Insurance	11,621	12,249
Employee Claims	0	0
Pension	124,361	133,101
Old Pension	0	0
Longevity	4,468	5,182
Overtime	34,079	21,659
Overtime Court	0	0
Temporary Labor	<u>4,600</u>	<u>0</u>
TOTAL	\$1,520,314	\$1,579,087

REVOLVING FUND
MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$ 46,500	\$ 53,100
Natural Gas	14,314	18,170
Communications	67,500	74,112
Transportation	8,894	6,450
Advertising	0	0
Insurance	27,112	29,823
Rentals	306,876	306,840
Dues, Memberships, Subscriptions	1,489	1,290
Professional Services	41,043	44,150
Building Repair	13,367	20,545
Equipment Maintenance	21,229	18,810
Outside Vehicle Repair	471,400	599,154
Subsidies and Contributions	0	0
Vehicle Replacement	15,892	17,800
Photocopying	4,751	4,421
Medical Costs	0	0
Other Contractual Services	<u>10,317</u>	<u>11,325</u>
TOTAL	\$1,050,684	\$1,205,990

REVOLVING FUND
MINOR CODE COMPARISONS

241

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 4,044	\$ 3,595
Office Supplies	5,747	4,675
Postage	552	502
Clothing & Personal Supplies	1,829	1,460
Food, Medical, Hskp. Supplies	10,090	10,335
Operating Supplies & Materials	39,334	39,782
Sports & Crafts Supplies	0	0
Chemicals	0	0
Bldg. & Construction Materials	0	0
Repair Parts-Equipment	7,965	7,118
Supplies & Materials - Construction	26,733	26,755
Aggregate & Other Materials	0	0
Sewer Construction Materials	0	0
Water Construction Materials	0	0
Tools & Shop Supplies	45,607	12,570
Other Parts	0	0
Vehicle Parts	680,912	666,620
Gasoline	277,512	292,250
Diesel Fuel	97,873	107,975
Oil & Grease	19,605	20,505
Other	<u>0</u>	<u>0</u>
TOTAL	\$1,219,303	\$1,194,642

Object Code	Revolving Fund Re-Cap			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 1,520,314	\$ 1,579,087	\$ + 58,773
Contractual Services		1,050,684	1,205,990	+155,306
Commodities		1,219,303	1,194,642	- 24,661
Revolving Funds		227,871	243,091	+ 15,220
Capital Outlay		21,510	6,000	- 15,510
Bond Amortization		0	0	0
Total		\$ 4,039,682	\$ 4,228,810	\$ +189,128
	Staff-Years	141.0	138.0	- 3.0

Object Code	Data Processing			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 322,971	\$ 345,651	\$+ 22,680
Contractual Services		310,589	309,989	- 600
Commodities		18,258	19,022	+ 764
Revolving Funds		20,980	21,896	+ 916
Capital Outlay		725	0	- 725
Bond Amortization		0	0	0
Total		\$ 673,523	\$ 696,558	\$+ 23,035
	Staff-Years	29.00	29.00	0

DATA PROCESSING

Explanation of Changes:

Data Processing's Proposed 1977 Budget is \$23,035 or 3.42% more than the Projected 1976 Expenditure. It should be noted, however, that the 1977 Proposed level of expenditures is based on the assumption that no changes will be made in Data Processing's operations from 1976. In fact, some significant changes are being contemplated. These changes cannot be reflected in the 1977 Proposed Budget figures because final plans for the changes have not yet been made. Therefore, the explanations of the differences between the 1977 Proposed Data Processing Budget and the Projected 1976 Expenditure take into account no programmatic changes.

Personal Services:

The Personal Services budget is up \$22,680 or 7.02% over the 1976 Projected Expenditure level. Full year costs of the 1976 cost-of-living and merit raises, and budgeting for the 1977 5% merit raise, cause the increase.

Contractual Services:

The 1977 Proposed Budget for Contractual Services is down \$600 or .19% from the 1976 Projected Expenditures. Reductions in the Transportation and Photocopying accounts, offset to some extent by small increases in the Communications and Vehicle Replacement Contribution budgets, cause the decrease.

Commodities:

The Commodities budget for 1977 is \$764 or 4.18% higher than the Projected 1976 Expenditures. Increases in the Operating Supplies and Printing budgets which are partially offset by a decrease in the Postage budget are responsible for the change.

Revolving Fund:

A \$916 or 4.37% increase from the 1976 level of Revolving Fund projected expenditures is budgeted in 1977. Increases in the Central Garage and Central Services budgets cause the gain.

Capital Outlay:

No funds are budgeted for capital purchases in 1977. \$725 is expected to be spent in 1976 for Capital Outlay items.

Object Code	Activity Title: Data Processing 5010			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 299,992	\$ 322,971	\$ 345,651	\$ 345,651
Contractual Services	269,805	310,589	309,989	309,989
Commodities	22,625	18,258	19,022	19,022
Revolving Funds	22,617	20,980	21,896	21,896
Capital Outlay	1,053	725	0	0
Bond Amortization	0	0	0	0
Total	\$ 616,092	\$ 673,523	\$ 696,558	\$ 696,558

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Keypunch Operator	5.00	5.00	24	\$ 30,477
Data Processing Librarian	1.00	1.00	24	7,025
Control Clerk	2.00	2.00	24	12,447
Senior Clerk Typist	1.00	1.00	28	7,118
Senior Control Clerk	1.00	1.00	29	8,932
Keypunch Supervisor	1.00	1.00	36	8,286
Computer Operator	2.00	2.00	37	19,287
Senior Computer Operator	3.00	3.00	43	34,443
Production Coordinator	1.00	1.00	45	13,971
Computer Programmer	2.00	2.00	45	20,373
Computer Programmer Analyst	5.00	5.00	47	54,684
Senior Computer Programmer Analyst	1.00	1.00	53	12,475
Senior Systems Analyst	2.00	2.00	54	25,237
Assistant DPC Administrator	1.00	1.00	55	14,798
Data Processing Administrator	1.00	1.00	63	18,154
Total	29.00	29.00		

Object Code	Engineering 5015			Difference
		Projected 1976	Proposed 1977	
Personal Services		\$ 173,701	\$ 182,017	\$ + 8,316
Contractual Services		9,660	6,935	- 2,725
Commodities		3,096	2,920	- 176
Revolving Funds		25,832	27,638	+ 1,806
Capital Outlay		4,800	0	- 4,800
Bond Amortization		0	0	0
Total		\$ 217,089	\$ 219,510	\$ + 2,421
	Staff-Years	13.00	13.00	0

ENGINEERING

Explanation of Changes:

Engineering's Proposed 1977 Budget is \$2,421 or 1.11% higher than the Projected 1976 Expenditure. The caused of the increase are discussed below:

Personal Services:

The 1977 Proposed Budget is \$8,316 or 4.79% more than the 1976 Projected Expenditures. Full year costs of the 1976 cost-of-living and merit raises, and budgeting for the 1977 5% merit raise, are the causes of the increase.

Contractual Services:

Contractual Services' 1977 budget is \$2,725 or 28.21% less than the 1976 Projected Expenditures; \$2,000 of the decrease is attributable to a reduction in the Other Contractual Services account. The remainder of the decrease is due to small changes in other contractual accounts.

Commodities:

The 1977 proposed Commoditiies budget dropped slightly - \$176 or 5.68% - from the 1976 projected amount. Commodities' decrease is the result of a reduction in the Printing budget for 1977.

Revolving Fund:

The 1977 budget for Revolving Fund charges is up \$1,806 or 7% from the 1976 projected expenditure. The increase is attributable to cost increases in the Central Garage and Central Services Revolving Fund activities.

Capital Outlay:

Although \$4,800 is projected to be spent on Capital Outlays in 1976, no funds were budgeted for capital purchases in 1977.

Object Code	Activity Title: Engineering - 5015			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 156,742	\$ 173,701	\$ 182,017	\$ 182,017
Contractual Services	7,904	9,660	6,935	6,935
Commodities	5,066	3,096	2,920	2,920
Revolving Funds	21,180	25,832	27,638	27,638
Capital Outlay	395	4,800	0	0
Bond Amortization	0	0	0	0
Total	\$ 191,287	\$ 217,089	\$ 219,510	\$ 219,510

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Senior Clerk	1.00	1.00	28	\$ 7,418
Senior Clerk-Steno	1.00	1.00	31	9,228
Engineering Aide	4.00	4.00	35	35,243
Survey Party Chief	1.00	1.00	37	8,490
Construction Inspector	1.00	1.00	39	10,796
Senior Construction Inspector	1.00	1.00	43	12,150
Engineering Technician	1.00	1.00	49	14,038
Civil Engineer	1.00	1.00	55	16,185
Senior Civil Engineer	1.00	1.00	59	18,705
Engineering Administrator	1.00	1.00	63	20,131
Total	13.00	13.00		

ENGINEERING - 5015
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
General Engineering Services	2,000 rqsts.	2,500 rqsts.			.199mh/r	.635 mh/r	\$ 3,256	\$13,508	397 MH	1587 MH	\$ 1.63	\$ 5.40
Public Development	2,400 rqsts.	1,200 rqsts.	All development plans reviewed for conformance with ordinances and established engineering practice within 15 working days.		.909 "	1.82 "	18,452	18,573	2182 "	2182 "	7.69	15.48
Public Services	900 rqsts.	1,000 rqsts.			.661 "	.794 "	4,993	6,754			5.55	6.75
Leisure Services	100 rqsts.	100 rqsts.			1.98 "	1.98 "	1,737	1,689	595	794 "	17.37	16.89
Park & Tree	50 rqsts.	50 rqsts.			3.96 "	3.96 "	1,737	1,689	198 "	198 "	34.74	33.78
Police & Fire	4,000 rqsts.	4,000 rqsts.			.149 "	.180 "	4,993	6,754	198 "	198 "	1.25	1.54
General Public Subdivision & Development Review	75 rvws.	100 rvws.			5.29mh/r	5.29mh/r	3,256	5,066	397 "	595 "	43.41	50.66
City Maps	600 updts.	600 updts.			.330mh/u	.662mh/u	1,737	3,377	198 "	397 "	2.90	5.63
Grant Applicants.	10 appli.	10 appli.	All City maps updated whenever changes exceed 5%.		19.8 mh/a	19.8mh/a	1,737	1,689	198 "	198 "	173.70	168.90
							\$217,089	\$219,510	13.0	13.0		

Object Code	Central Garage 5020's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 581,129	\$ 597,848	\$ + 16,719
Contractual Services		539,272	679,287	+ 140,015
Commodities		1,152,302	1,131,230	- 21,072
Revolving Funds		137,139	145,368	+ 8,229
Capital Outlay		14,000	6,000	- 8,000
Bond Amortization		0	0	0
Total		\$ 2,423,842	\$ 2,559,733	\$ + 135,891
	Staff-Years	59.00	56.00	- 3.00

CENTRAL GARAGE

Explanation of Changes:

The Proposed 1977 Central Garage Budget exceeds the Projected 1976 Expenditure by \$135,891 or 5.61%. Reasons for the increase are discussed below:

Personal Services:

The 1977 budget is \$16,719 or 3.10% more than the 1976 Projected Expenditure. Full year costs of the 1976 cost-of-living and merit raises, and the allocation for a 5% merit raise in 1977 contribute to the rise. The full impact of the pay raises is offset, however, because one Apprentice Equipment Mechanic and two Equipment Mechanic positions have been eliminated as a result of the switch from Vacuum type to Mechanical type sweepers and the accompanying reduction in sweeper maintenance requirements.

Contractual Services:

The Contractual Services' 1977 budget is \$140,015 or 25.96% more than the 1976 Projected Expenditure; \$127,949 is attributable to increases in outside vehicle repair costs. Higher outside repair costs are largely the result of guaranteed maintenance costs for high priority, high demand equipment. The remainder of the Contractuals changes is caused by relatively minor increases in other accounts.

Commodities:

The 1977 Commodities budget is \$21,072 or 1.83% less than the 1976 Projected Expenditure. Tools and Shop Supplies is down \$34,000 from the 1976 projected level because most of the

costs for tools in 1976 will be absorbed the the Vehicle Parts account in 1977. However, the 1977 Vehicle Parts budget has been decreased by \$14,292 from the 1976 projected expenditure due to the sweepers' reduced 1977 parts requirement. Increases in other accounts, most significantly Gasoline and Diesel Fuel, make the net Commodities change - \$21,072.

Revolving Fund:

The 1977 budget for Revolving Fund services is \$8,229 or 6% more than the 1976 projected expenditure. Increases in Data Processing and Central Services costs are the reasons for the Revolving Fund rise.

Capital Outlay:

The 1977 Capital Outlay budget is \$8,000 or 57.14% less than the Projected 1976 Expenditure. Among the 1977 Capital purchases are: Three two-way radios, an engine analyzer for testing electric ignitions and emission control systems, a volt/amp tester, a three-quarter inch drive socket wrench set, and a cylinder leakage tester.

Object Code	Activity Title: Central Garage - 5020-25			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 543,278	\$ 581,129	\$ 597,848	\$ 597,848
Contractual Services	408,075	539,272	679,287	679,287
Commodities	1,199,236	1,152,302	1,131,230	1,131,230
Revolving Funds	129,685	137,139	145,368	145,368
Capital Outlay	4,236	14,000	6,000	6,000
Bond Amortization	0	0	0	0
Total	\$ 2,284,510	\$2,423,842	\$ 2,559,733	\$ 2,559,733

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Equipment Service Attendant	7.00	7.00	18	\$ 40,055
Maintenance Service Worker	1.00	1.00	20	5,717
Clerk	1.00	1.00	20	7,432
Intermediate Clerk	1.00	1.00	24	6,276
Apprentice Equipment Mechanic	7.00	6.00	24	35,619
Senior Clerk	1.00	1.00	28	7,920
Equipment Mechanic	25.00	23.00	33	188,015
Senior Equipment Mechanic	6.00	6.00	41	64,639
Principal Equipment Mechanic	1.00	1.00	43	13,293
Equipment Maintenance Supervisor	6.00	6.00	45	66,659
Equipment Maintenance Superintendent	1.00	1.00	47	13,779
Assistant Garage Director	1.00	1.00	54	14,909
Garage Director	1.00	1.00	63	18,776
Total	59.00	56.00		

The figures above exclude nine authorized CETA positions at a total cost of \$59,836.

CENTRAL GARAGE 5020
(Activity)

UNIT COST
1976 1977

STAFF ALLOCATION
1976 1977

COST ALLOCATION
1976 1977

PRODUCTIVITY
1976 1977

SERVICE QUALITY
1976 1977

SERVICE QUANTITY
1976 1977

WORK PROGRAM

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	
1. Administrative											
A. Collect and disseminate vehicle Operating and Cost Data							\$ 72,715	\$ 76,799	5.0	5.0	
B. Provide technical assistance											
C. Prepare detailed vehicular specifications											
2. Repair & Servicing City vehicular equipment											Cost per repair
A. Commercial Refuse	3330	3000	6.5	10.0	2.7	2.5	385,391	399,014	11.04	11.04	\$115.73
B. Street Sweeping	2600	2300	16.2	20.0	2.6	2.5	305,404	340,753	6.90	3.90	117.46
C. Residential Refuse	3400	3000	13.5	18.0	2.1	2.0	286,013	300,469	5.06	5.06	84.12
D. Police	3800	3500	28.1	33.3	2.0	2.0	358,729	379,781	8.00	8.00	94.40
E. All Others	6000	5400	22.0	28.0	1.9	1.8	1,015,590	1,062,923	23.00	23.00	169.26
Total							\$2,423,842	\$2,559,735	59	56	

CENTRAL SERVICES

Function:

Central Services provides support and housekeeping services to all other City departments as well as coordinating the City's casualty insurance, safety and claims programs. The Central Services activity functions and responsibilities are outlined below.

Activities:

Service and Supplies Management

The Service and Supplies Management Division (including the Central Warehouse and the Automotive Parts Room) maintains and controls the inventories required by the City for general commodities usage and automotive parts usage. In addition, it administers the outside repair program for those vehicles which cannot be repaired by the Central Garage.

Central Switchboard

This activity provides 17-hour per day telephone service for all City departments.

Custodial and Messenger Services

This activity provides messenger and printing services to all City departments; contractual custodial services for the City Hall - Gamble Building complex, City Lot, and Pollution Abatement Plant; and building maintenance services for the City Hall - Gamble Building complex.

Building and Electrical Maintenance

This activity provides general carpentry, painting, and electrical maintenance and construction services for all departments and public buildings.

Electronic Equipment Repairs

This activity installs and maintains mobile units, base stations, and communications and electronic equipment for various City departments.

Object Code	Central Services 5032 - 5055			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 442,513	\$ 453,571	\$ +11,058
Contractual Services		191,163	209,779	+18,616
Commodities		45,647	41,470	- 4,177
Revolving Funds		43,920	48,189	+ 4,269
Capital Outlay		1,985	0	- 1,985
Bond Amortization		0	0	0
Total		\$ 725,228	\$ 753,009	\$ +27,781
	Staff-Years	40.0	40.0	0

CENTRAL SERVICES

Explanation of Changes:

The Proposed 1977 Budget for the Central Services activities shows an increase of \$27,781 or 3.8% over the Projected 1976 Expenditures. Inflation and funds budgeted for revolving chargebacks in the Revolving Fund Activities' budgets for 1977 account for the increase.

Personal Services:

Personal Services shows an increase of \$11,058 or 2.5%. This increase is due to the 1977 costs of the merit and cost-of-living increase granted in 1976, and the cost of a 5% merit increase budgeted in 1977. The elimination of the Service/Supplies Management Administrator position is the reason for the small 2.5% increase.

Contractual Services:

Expenses in this area increased 9.7% or \$18,616. This increase is due largely to rising electricity, communication, professional services and vehicle costs.

Commodities:

Commodities have been decreased \$4,177 or 9.1% due mainly to a reduction in funds for operating supplies and printing.

Revolving Funds:

The Revolving Fund expenses have risen \$4,269 or 9.7% due to increased charges for Garage, Data Processing, and Central Services.

Capital Outlay:

The cost of Capital Outlays decreased \$1,985 as no funds are budgeted for 1977.

Object Code	Activity Title: Central Services 5032			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 36,879	\$ 41,595	\$ 43,906	\$ 43,906
Contractual Services	1,840	3,036	2,405	2,405
Commodities	881	635	645	645
Revolving Funds	2,892	2,871	4,676	4,676
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 42,492	\$ 48,137	\$ 51,632	\$ 51,632

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Senior Clerk Typist	1.00	1.00	28	\$ 7,488
Risk Management Officer	1.00	1.00	47	10,756
Central Services Director	1.00	1.00	61	19,064
Total	3.00	3.00		

Central Services 5032
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Administration and Coordination of Central Services Divisions	6 Divisions	6 Divisions							1.50	1.50		
2. Claims Processing	432 Claims Processed	400 Claims Processed	90 Percent completed within 30 days	95	3.07 St./Hours/claim processed	3.32	\$25,736	\$27,569	.67	.67	\$28.34 per claim	\$32.96 per claim
3. Coordinating City's Casualty Insurance Program	10 No. Policies Maintained	9 No. Policies Maintained	\$16,000 Dollar value of claims processed against City's Insurance policies	\$10,000	.75 St./hours per policy	.72	36	39	.004	.003	3.60 per policy	3.90 per policy
	153 No. Facilities Covered	153 No. Facilities Covered			.44 St./hours per facility	.39	325	348	.034	.03	2.12 per facility	2.27 per facility
	1600 No Employees Covered	1600 No Employees Covered			.42 St./hours per employee	.37	3,250	3,481	.342	.297	2.03 per employee	2.18 per employee
4. Coordinating City's Safety Program	153 No. of Facilities Inspected	153 No. of Violations		0	5.18 St/ hours/inspection	6.48	6,546	7,012	.45	.50	42.78 per inspection	45.83 per inspection
Inspection of City Facilities												
Total							\$48,137	\$51,632	3.0	3.0		

*Based on first time inspection

Object Code	Activity Title: Service and Supply Mgt. 5035			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 65,256	\$ 71,422	\$ 61,059	\$ 61,059
Contractual Services	4,592	3,317	3,713	3,713
Commodities	1,487,319	976	725	725
Revolving Funds	7,547	4,910	5,205	5,205
Capital Outlay	1,114	216	0	0
Bond Amortization	0	0	0	0
Total	\$ 1,565,828	\$ 80,841	\$ 70,702	\$ 70,702

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Clerk Typist	1.00	1.00	20	\$ 6,504
Storekeeper	2.00	2.00	24	16,488
Senior Storekeeper	1.00	1.00	32	10,174
Cost & Inventory Control Analyst	1.00	1.00	51	13,098
Total	5.00	5.00		

FOKA PROGRAM (Activity)

FOKA PROGRAM (Activity)	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Administration and Inventory Control	N/A	N/A	97 Maintaining one head- red percent balance inventory	98	N/A	N/A	\$ 53,840	\$ 47,087	4.00*	4.00*	N/A	N/A
2. Issue Commodities to Using Activities	350,000	350,000	2 Percent of errors in processing issues	1	.022	.022	27,001	23,615	2.00	2.00	\$.077	\$.07 per issue
Total							\$ 80,841	\$ 70,702	6.0	6.0		

*Only five (5) positions budgeted in 1976 and 1977

Object Code	Activity Title: Automotive Supplies 5036			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 70,754	\$ 72,067	\$ 77,223	\$ 77,223
Contractual Services	300	6 10	1,248	1,248
Commodities	681,906	1,125	695	695
Revolving Funds	2,945	10,292	10,910	10,910
Capital Outlay	2,247	404	0	0
Bond Amortization	0	0	0	0
Total	\$ 758,152	\$ 84,498	\$ 90,076	\$ 90,076

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Storekeeper	5.00	5.00	24	\$36,264
Senior Storekeeper	1.00	1.00	32	10,091
Parts and Service Coordinator	1.00	1.00	47	11,273
Total	<u>7.00</u>	<u>7.00</u>		

The figures above exclude one authorized CETA position at a total cost of \$6,648.

AUTOMOTIVE SUPPLIES SD36
(Activity)

STAFF
ALLOCATION
1976 1977

UNIT COST
1976 1977

COST ALLOCATION
1976 1977

PRODUCTIVITY
1976 1977

SERVICE QUALITY
1976 1977

SERVICE QUANTITY
1976 1977

PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Issuing Automotive Parts to Central Garage	450,000	450,000	3	1.5	.02	.02	\$57,390	\$61,161	4.70	4.70	\$.13	\$.13
		Auto Parts	Percent of errors in processing issues		st./hrs. per part issued						per issue	
2. Process Outside Repairs for City Vehicles	2,000	2,000	90	95	.50	.50	5,915	6,305	.50	.50	2.96	3.15
		Requests	Percent of eligible vehicles serviced under warranty		st./hrs. per request						per request	
3. Request for Items not Maintained in Stock	15,000	10,000	50	55	.11	.16	9,210	9,818	.80	.80	.61	.98
		Requests	Percent maintaining adequate stock levels		st./hrs. per request						per request	
4. Inventory Control	N/A	N/A	4	2.5	N/A	N/A	12,082	12,792	1.00	1.00	N/A	N/A
			Percent of inventory outage									
Total							\$84,498	\$90,076	7.0	7.0		

Object Code	Activity Title: Central Switchboard 5040			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 54,833	\$ 59,797	\$ 62,688	\$ 62,688
Contractual Services	57,706	63,500	69,850	69,850
Commodities	69	150	30	30
Revolving Funds	0	624	662	662
Capital Outlay	0	0	0	0
Bond Amortization	0	0	0	0
Total	\$ 112,608	\$ 124,071	\$ 133,230	\$ 133,230

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff - Years</u>		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Switchboard Operator	6.00	6.00	24	\$ 43,000
Supervising Switchboard Operator	1.00	1.00	36	8,271
Total	<u>7.00</u>	<u>7.00</u>		

CENTRAL SWITCHBOARD (3040)
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Switchboard Services	177,700 No. of incoming calls	182,300	1.6% Percent of downtime of Switchboard	1 %	.07 str/ hrs. per call	.07 sv/ hrs per call	\$113,649	\$122,049	6.4	6.4	\$.64	\$.67 per call
	16,300 No of out-going Georgia calls (WATS Line)	17,000	80% Percent of time WATS line available for calls	90%	.07 sv/ hrs per call	.07 sv/ hrs per call	10,422	11,181	.6	.6	.64	.66 per call
Total							\$124,071	\$133,230	7.0	7.0		

Object Code	Custodial and Activity Title: Messenger Services 5045			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 61,483	\$ 64,498	\$ 66,585	\$ 66,585
Contractual Services	96,167	106,961	117,363	117,363
Commodities	5,709	5,384	5,057	5,057
Revolving Funds	15,744	14,143	14,992	14,992
Capital Outlay	0	85	0	0
Bond Amortization	0	0	0	0
Total	\$ 179,103	\$ 191,071	\$ 203,997	\$ 203,997

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Security Guard	1.00	1.00	20	\$ 7,592
Mail Clerk/Custodian	4.00	4.00	20	27,629
Printer	1.00	1.00	26	7,964
Custodial & Messenger Services Supv.	1.00	1.00	37	10,416
Total	<u>7.00</u>	<u>7.00</u>		

CUSTOMER A MESSENGER SERVICES 5045
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Printing Service	675 No. Printing Jobs	850	675 Job Satisfaction	850	2.94 st/hrs. per printing job	2.33	\$ 9,936	\$ 10,781	1.00	1.00	\$ 14.72	\$ 12.68 per job
2. Janitorial Service	206 *No. of Offices Cleaned	216	10 Percent of areas not properly cleaned	2	N/A	N/A	39,743	43,466	.20	.20	192.93	201.23 per office
	130 No. of Supervisory Inspections Made	130			3.17 st/hrs. per inspection	3.17						
3. Building Maintenance	125 No. of Repairs and Maintenance Projects	120	20 Percent of time additional repairs needed	10	60.31 st/hrs. per project	62.83	86,555	88,969	3.80	3.80	692.44	741.41 per repair
4. Mail & Messenger	6 No. of inter-office deliveries to downtown locations per day	6	90 Percent of time schedule met	95	.47 st/hrs. per deliveries	.35	41,080	45,586	1.5	1.5	27.39	30.39 per deliver
	2 No. of inter-office deliveries to satellite locations per day	2	98 Percent of time schedule met	99	.50 st/hrs. per deliveries	.48	13,757	15,195	.5	.5	27.51	30.39 per deliver
Total							\$191,071	\$203,997	7.0	7.0		

*Cleaned on Contracted Basis

Object Code	Building and Activity Title: Electrical Maintenance 5050			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 75,877	\$ 87,608	\$ 96,274	\$ 96,274
Contractual Services	10,122	11,942	13,025	13,025
Commodities	28,286	29,195	27,105	27,105
Revolving Funds	5,727	6,129	6,497	6,497
Capital Outlay	402	800	0	0
Bond Amortization	0	0	0	0
Total	\$ 120,414	\$ 135,674	\$ 142,901	\$ 142,901

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Painter	2.00	2.00	37	\$20,795
Carpenter	3.00	3.00	37	26,018
Electrician	2.00	2.00	39	18,499
Maintenance Supervisor	1.00	1.00	41	11,083
Total	8.00	8.00		

BUILDING & ELECTRICAL MAINTENANCE 5030

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Carpentry Projects	25	30	80	85	139	116	\$ 34,054	\$ 35,858	1.75	1.75	\$1,362.16	\$195.27
	No of Major Carpentry Projects		Percent completed within 20 days		Staff hours/job						per major project	
	200	235	75	80	1736	14.77	34,054	35,858	1.75	1.75	170.27	152.59
	No of Minor Carpentry Projects		Percent completed within 5 days		Staff hours/job						per minor project	
2. Painting Projects	40	42	88	90	50	54.4	20,622	21,696	1.15	1.15	515.55	516.45
	No. of Major Painting Projects		Percent completed within 20 days		Staff hours/job						per major project	
	160	185	85	90	14.25	12.3	20,623	21,696	1.15	1.15	128.89	117.25
	No. of Minor Painting Projects		Percent completed within 5 days		Staff hours/job						per minor project	
3. Electrical Maintenance	325	350	10	8	13.43	12.47	26,321	27,793	2.2	2.2	80.99	79.41
	No. of Repair Jobs		Percent of jobs requiring outside contractor		Staff hours/job						per repair	
Total							\$135,674	\$142,907	8.0	8.0		

Object Code	Activity Title: Electronic Equipment Repair 5055			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 43,152	\$ 45,526	\$ 45,836	\$ 45,836
Contractual Services	829	1,797	2,175	2,175
Commodities	8,289	8,182	7,213	7,213
Revolving Funds	4,508	4,951	5,247	5,247
Capital Outlay	400	480	0	0
Bond Amortization	0	0	0	0
Total	\$ 57,178	\$ 60,936	\$ 60,471	\$ 60,471

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Electronic Equip. Technician	2.00	2.00	43	\$22,124
Supervising Elect. Equip. Tech.	1.00	1.00	46	13,779
Total	3.00	3.00		

ELECTRONICS REPAIR 5055
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Radios and Based Stations Repaired	3,050	3,065	100	100	1.37	1.36	\$43,021	\$ 42,249	2.10	2.10	\$ 14.10	\$13.78
	Units Repaired		Percent meeting FCC requirements after repairs		Staff hours per units repaired						Per repair	
Removing radio installations from vehicles to be replaced	86	90	86	90	4.61	4.41	3,961	4,045	.20	.20	46.06	44.94
	Units Removed		Number removed without damaging		Staff hours/units removed						Per radio removed	
Sound Systems Maintained	48	48	93	96	14.47	14.47	6,946	7,082	.35	.35	144.71	147.54
	Systems Maintained		Percent maintained as scheduled		Staff hours/systems maintained						Per system	
Preventive maintenance program through annual and/or semi-annual inspection	853	875	90	93	.47	.45	3,961	4,045	.20	.20	4.64	4.62
	No. of units Inspected		Percent of time schedule is met		Staff hours/inspection						Per inspection	
Installing mobile radios and/or sirens in new vehicles	90	90	0	0	3.31	3.31	3,047	3,050	.15	.15	33.86	33.89
	Units Installed		Percent installed improperly		per unit installed						Per installation	
Total							\$60,936	\$ 60,471	3.00	3.00		

GOLF COURSE FUND

GOLF COURSE REVENUE AND EXPENDITURE PROJECTIONS

	<u>1976</u> <u>Projected*</u>	<u>1977</u> <u>Proposed</u>
Greens Fees	\$ 70,494	\$ 75,697
Memberships	19,567	21,523
Golf Club Rental	354	371
Pull Cart Rental	1,857	2,203
Electric Cart Rental	53,043	58,000
Pro Shop	9,979	12,000
Concessions	11,120	12,676
Driving Range	<u>1,800</u>	<u>6,480</u>
Total	\$ 168,214	\$ 188,950
General Fund Contribution	<u>105,410</u>	<u>98,323</u>
Expenditures	\$ 273,624 **	\$ 287,273 **

* Projected as of October 31, 1976

** Figure does not include an estimated \$12,000 in Depreciation charges for buildings and other fixed assets.

GOLF COURSE FUND

288

MINOR CODE COMPARISONS

<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$71,453	\$76,605
Social Security	4,127	4,481
Police Pension	0	0
Group Medical Insurance	2,629	2,720
Group Life Insurance	660	696
Employee Claims	0	0
Pension	6,492	6,950
Old Pension	0	0
Longevity	0	0
Overtime	500	569
Overtime Court	0	0
Temporary Labor	<u>3,500</u>	<u>2,401</u>
TOTAL	\$89,361	\$94,422

GOLF COURSE FUND

289

MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$ 13,380	\$ 15,637
Natural Gas	0	201
Communications	1,458	1,300
Transportation	300	300
Advertising	0	50
Insurance	2,838	3,190
Rentals	1,300	1,266
Dues, Memberships, Subscriptions	500	516
Professional Services	0	0
Building Repair	1,355	1,500
Equipment Maintenance	745	850
Outside Vehicle Repair	0	0
Subsidies and Contributions	45,073	50,000
Vehicle Replacement	22,128	24,000
Photocopying	870	920
Medical Costs	0	0
Other Contractual Services	<u>200</u>	<u>200</u>
TOTAL	\$ 90,147	\$ 99,930

GOLF COURSE FUND
MINOR CODE COMPARISONS

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 154	\$ 400
Office Supplies	278	385
Postage	122	250
Clothing & Personal Supplies	154	150
Food, Medical, Hskp. Supplies	978	1,400
Operating Supplies & Materials	3,600	600
Sports & Crafts Supplies	1,000	255
Chemicals	16,000	17,600
Bldg. & Construction Materials	0	0
Repair Parts - Equipment -	3,392	6,712
Supplies & Materials - Construction	6,572	7,330
Aggregate & Other Materials	0	0
Sewer Construction Materials	0	0
Water Construction Materials	0	0
Tools & Shop Supplies	2,730	2,730
Other Parts	5,952	5,090
Vehicle Parts	0	0
Gasoline	56	75
Diesel Fuel	0	0
Oil & Grease	0	0
Other	0	0
	<hr/>	<hr/>
TOTAL	\$40,988	\$42,977

GOLF COURSE

Functions:

Under the general supervision of the Athletics Division of the Leisure Services Department, this activity has the responsibility of operating and maintaining an eighteen hole golf course and driving range. It is the responsibility of the Golf Course Manager to see that daily work programs and capital improvements are carried out. Routine maintenance is provided in such areas as tees, greens and fairways, as well as roughs and other grass growing areas. Sand trap maintenance, golf cart maintenance and automotive maintenance round out the daily golf course maintenance program.

Object Code	Golf Course 6000's			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 89,361	\$ 94,422	\$ + 5,061
Contractual Services		90,147	99,930	+ 9,783
Commodities		40,988	42,977	+ 1,989
Revolving Fund		20,996	22,285	+ 1,289
Capital Outlay		6,057	2,809	- 3,248
Bond Amortization		26,075	24,850	- 1,225
Total		\$ 273,624	\$ 287,273	\$ + 13,649
	Staff-Years	10.00	10.00	0

GOLF COURSE

Explanation of Changes:

The 1977 Golf Course Budget shows an increase of \$13,649 or 5.0% above the Projected 1976 Expenditures. An explanation of changes follows:

Personal Services:

Expenses in this area rose \$5,061 or 5.7%. The full year's cost of the 1976 merit and cost-of-living increases and a 5% 1977 merit increase are the main factors in the over-all increase.

Contractual Services:

The budget for Contractuals has increased by \$9,783 or 10.8%. An additional \$2,257 is included in the Electricity account due to greater use and a rate increase in 1977. Also the Golf Course's Contributions to the General Fund for support services has increased by \$4,927.

Commodities:

The \$1,989 or 4.8% increase in Commodities reflects projected price increases in Chemicals and Construction Supplies and Materials and additional purchase requirements for the new driving range.

Revolving Fund:

The \$1,289 or 6.1% increase in this account is due to greater costs incurred in servicing and maintaining Golf Course vehicles.

Capital Outlays:

The budget in this area decreased by \$3,248 or 53.6%. Budgeted for purchase in 1977 are an ice-maker and water cooler for the Half-way House and two lawn mowers.

Debt Retirement:

The \$1,225 or 4.7% decrease in this area is due to lower Sinking Fund requirements in 1977.

Object Code	Activity Title: Golf Course - 6051			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 81,464	\$ 89,361	\$ 94,422	\$ 94,422
Contractual Services	45,763	90,147	99,930	99,930
Commodities	10,209	40,988	42,977	42,977
Revolving Funds	71,424	20,996	22,285	22,285
Capital Outlay	0	6,057	2,809	2,809
Bond Amortization	27,300	26,075	24,850	24,850
Total	\$ 236,160	\$ 273,624	\$ 287,273	\$ 287,273

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range Number</u>	<u>1977 Allocation</u>
	<u>1976</u>	<u>1977</u>		
Clubhouse Attendant	3.00	3.00	23	\$ 17,736
Senior Grounds Maint. Worker	4.00	4.00	24	25,190
Parks Maintenance Supervisor	1.00	1.00	32	10,174
Administrative Assistant	1.00	1.00	38	8,680
Golf Course Administrator	1.00	1.00	55	14,825
Total	<u>10.00</u>	<u>10.00</u>		

The figures above exclude eight authorized CETA positions at a total of \$53,188.

GOLF COURSE 6051

(Activity)

COURSE PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Clubhouse Operations (Includes Pro Shop, Clubhouse and Halfway	27,000 Rounds of golf played	28,000	Clubhouse open 7 days a week, 28 hrs. per/wk	1.33 st./hrs. per hour of clubhouse operation	1.33 st./hrs. per hour of clubhouse operation	1.33	\$ 63,754	\$ 66,935	4.68	4.68	\$ 2,365	2.39 per round
	\$45,000 Concession Revenue	\$45,000	Halfway house open 7 days/wk, 16 hrs. per/wk	1.28 st./hrs. per hour of Halfway house operation	1.28							
2. Electric Golf Cart Maintenance	55 Carts Maintenance	55	92% Cart Availability	1.15 st./hrs. per cart per week	1.15	63,754	66,935	1.66	1.66	1,159.16	1,217.00 cost per cart	
3. Golf Course Maintenance	1 eighteen hole golf course		78% Frequency of which maintenance schedule met	80% Greens 336.46 man hrs. per/month	336.46	146,116	153,403	3.66	3.66	146,116	146,116 cost per course	
				94.27 Tees man hrs. per/month	94.27							
				149.98 Fairways man hrs. per/month	149.98							
				24.41 Miscellaneous st./hrs. per/month	24.41							
Total						\$273,624	\$287,273	10.00	10.00			

WATER AND SEWER FUND

ESTIMATED REVENUES - WATER AND SEWER FUND

<u>Source</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Water and Sewer Fund		
Water Customers		
Inside City	\$2,620,000	\$2,625,000
Outside City	1,310,000	1,350,000
Sewer Customers		
Inside City	1,535,000	1,540,000
Outside City	624,000	640,000
County Contribution from Tax Levy	994,428	994,428
Sewer Connection Fees	65,000	52,000
Water Line Tap-In Fees	56,000	50,000
Water Line Extensions	33,441	33,441
Water Cut-On Fees	10,000	8,000
Interest on Investments	36,000	25,000
Interest on Water Meter Deposits	11,500	10,000
Services to I & D Fund	75,000	75,000
Contrib. for Debt Serv. from I&D Fund	56,474	56,474
Miscellaneous Other Revenues	55,215	1,791
TOTAL	\$7,482,058	\$7,461,134

DEPARTMENTAL EXPENDITURE SUMMARY

WATER AND SEWER FUND

	1976 <u>Projected</u>	1977 <u>Proposed</u>
Water Supply and Treatment	\$ 678,565	\$ 737,226
Water Distribution	630,093	654,323
Sewer Maintenance	523,442	529,203
Lift Station Maintenance	271,277	288,340
President Street Plant	870,846	932,687
Small Plant Operation	234,146	247,410
Total	<u>\$3,208,369</u>	<u>\$3,389,189</u>
Other Water and Sewer Contractual Services		
Water and Sewer Billing Office	\$ 390,170	\$ 399,978
Administrative Support	299,114	289,306
Vehicle Replacement Contribution	74,834	80,000
Debt Services	4,120	600
Total Operating Cost	<u>\$3,976,607</u>	<u>\$4,159,073</u>
Water and Sewer Gen. Ob. Bonds	\$ 304,652	\$ 297,753
Bond Retirement	2,004,000	2,316,000
Contributions to Gen. Fund	942,658	640,000 ✓
Contingencies	0	48,308
GRAND TOTAL	<u>\$7,227,917</u>	<u>\$7,461,134</u>

WATER AND SEWER

304

MINOR CODE COMPARISONS

<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$1,224,145	\$1,267,498
Social Security	72,610	75,066
Police Pension	0	0
Group Medical Insurance	44,424	45,971
Group Life Insurance	12,339	13,006
Employee Claims	0	0
Pension	122,335	132,183
Old Pension	0	0
Longevity	16,039	15,673
Overtime	59,106	58,130
Overtime Court	0	0
Temporary Labor	<u>0</u>	<u>0</u>
TOTAL	\$1,550,998	\$1,607,527

WATER AND SEWER
MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$ 797,000	\$ 863,377
Natural Gas	58,158	62,239
Communications	19,780	21,010
Transportation	4,438	4,385
Advertising	569	500
Insurance	63,840	70,223
Rentals	1,135	4,960
Dues, Memberships, Subscriptions	619	769
Professional Services	63	1,850
Building Repair	18,600	20,500
Equipment Maintenance	51,900	52,040
Outside Vehicle Repair	0	0
Subsidies and Contributions	1,631,942	1,329,284
Vehicle Replacement	74,834	80,000
Photocopying	619	715
Medical Costs	0	0
Other Contractual Services	<u>15,785</u>	<u>53,908</u>
TOTAL	\$2,739,282	\$2,565,760

WATER AND SEWER
MINOR CODE COMPARISONS

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 539	\$ 740
Office Supplies	1,353	1,190
Postage	180	222
Clothing & Personal Supplies	4,040	3,925
Food, Medical, Hskp. Supplies	7,118	4,280
Operating Supplies & Materials	57,990	48,911
Sports & Crafts Supplies	0	0
Chemicals	131,079	152,054
Bldg. & Construction Materials	0	0
Repair Parts - Equipment -	31,303	34,068
Supplies & Materials - Construction	12,293	12,872
Aggregate & Other Materials	1,000	2,100
Sewer Construction Materials	6,346	8,000
Water Construction Materials	108,631	115,975
Tools & Shop Supplies	14,244	14,925
Other Parts	0	0
Vehicle Parts	0	0
Gasoline	0	0
Diesel Fuel	0	0
Oil & Grease	593	1,985
Other	<u>290</u>	<u>0</u>
TOTAL	\$376,999	\$401,247

WATER AND SEWER

Functions:

The Water and Sewer Division is responsible for providing potable water, with zero coliform, collecting waste water and appropriately treating and disposing of waste for the connected population, in accordance with EPA and EPD regulations.

Activities:Water Supply and Treatment

To provide safe potable water to all connected customers with zero bacteriological or coliform test results; to meet EPD and EPA requirements relative to drinking water quality and certification standards; to sustain adequate distribution pressure to meet residential and fire fighting needs.

Water Distribution

To install, maintain, repair and/or replace water distribution system elements including mains, service laterals, valves, service connections, fire hydrants and meters within framework of apportioned City budget and with such personnel and equipment as may be made available.

Sewer Maintenance

To collect wastewater and maintain transfer lines, manholes and other appurtenances of the underground utility system; to provide emergency services to minimize or eliminate line stoppages, cave-ins and spills; to oversee such regulations as may be issued by City ordinance where surveillance is assigned this activity.

Lift Station Maintenance

To transfer sewage by pumping to higher level collector lines; to oversee operation of these wastewater pumping stations and maintain facilities within these stations; to repair equipment provided at these stations within capability of personnel assigned and to arrange for outside repair when the situation demands this action; to maintain such storm drainage pumping stations as are assigned.

Pollution Control Plant

To receive, treat and dispose of collected wastewater and contained solids and to meet NPDES criteria and other EPD regulations governing Wastewater Treatment Plant operations; to insure compliance with certification requirements; to maintain radio dispatch control of emergency Sewer Maintenance and Lift Station Maintenance

Mobil Units and to maintain and operate IBM "Sensor 7" system for the Lift Station Maintenance Activity.

Outlying Plants

To receive, treat and dispose of collected wastewater and contained solids and to meet NPDES permit criteria and other EPA and EPD regulations governing Wastewater Treatment Plant operations; to maintain six (6) City owned properties and plant account items at Outlying Plant locations.

Object Code	Water and Sewer 7000's			
	Projected 1976	Proposed 1977	Difference	
Personal Services	\$ 1,550,998	\$ 1,607,527	\$ + 56,529	
Contractual Services	2,739,282	2,565,760	- 173,522	
Commodities	376,999	401,247	+ 24,248	
Revolving Fund	221,735	239,274	+ 17,539	
Capital Outlay	30,251	33,573	+ 3,322	
Bond Amortization	2,308,652	2,613,753	+ 305,101	
Total	\$ 7,227,917	\$ 7,461,134	\$ + 233,217	
	Staff-Years	154.00	150.00	- 4.00

WATER AND SEWER

Explanation of Changes:

The Proposed 1977 Budget for the Water and Sewer activities has been increased by \$233,217 or 3.23% from the Projected 1976 Expenditure.

Personal Services:

The proposed 1977 Personal Services budget is \$56,529 or 3.64% more than the projected 1976 expenditure. Contributing to the rise are the full year costs of the 1976 merit and cost-of-living pay raises, and budgeting for 5% merit raises in 1977. However, the full impact of the pay raises is not felt because four positions have been eliminated. One Utility Maintenance Crew Chief and three Utility Maintenance Worker positions have been cut from the Sewer Maintenance activity's 1977 Personnel Schedule.

Contractual Services:

The 1977 Contractual Services allocation is \$173,522 or 6.33% less than the 1976 projected expenditure. A \$302,658 or 32.11% decline in Water and Sewer's Contributions to the General Fund is the cause of the Contractuals decrease. A \$66,377 or 8.33% increase in the 1977 allotment for electricity and a \$44,314 increase in the Other Contractual Services account for Contingencies contributed to making the net Contractual Services change - \$173,522.

Commodities:

The 1977 Commodities budget has been boosted \$24,248 or 6.43% over the 1976 projected expenditure. A \$20,975 or 16%

increase in the Chemicals budget accounts for most of the rise. The change in the chemicals allotment is a result of inflationary factors and the first full year cost of the fluoridation program. Small increases in other accounts bring the net increase to \$24,248.

Revolving Fund:

The Proposed 1977 Budget for the Revolving Fund charges is \$17,539 or 7.91% greater than the Projected 1976 Expenditure. Higher Revolving Fund charges are a result of inflation and increased operating expenses.

Capital Outlay:

A total of \$3,322 or 10.98% more has been allocated for Capital Outlays in 1977 than in 1976. Items approved for 1977 include: a base radio, two V-notch chlorinators, a pipe tapping machine, suction hose, an acetylene torch, paving breakers, tractors with grass - cutting attachments, air compressors, dehumidifiers, gas masks, sump pumps, a water softener, an automatic boiler blowdown controller, an outboard motor for stirring oxidation ponds, and a riding mower.

Object Code	Activity Title: Water Supply & Treatment - 7010			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 197,959	\$ 222,826	\$ 237,713	\$ 237,713
Contractual Services	347,994	395,632	429,041	429,041
Commodities	22,101	28,912	34,250	34,250
Revolving Funds	17,203	24,039	26,442	26,442
Capital Outlay	900	7,156	9,780	9,780
Bond Amortization	0	0	0	0
Total	\$ 586,157	\$ 678,565	\$ 737,226	\$ 737,226

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Utilities Maintenance Worker	1.00	1.00	20	\$ 5,663
Water Plant Operator	12.00	12.00	35	112,933
Pump Repair Mechanic	1.00	1.00	35	8,712
Electrician	1.00	1.00	39	12,063
Water Supply Superintendent	1.00	1.00	47	10,841
Water & Sewer Engineer	1.00	1.00	55	17,715
Water & Sewer Services Director	1.00	1.00	63	21,336
Total	<u>18.00</u>	<u>18.00</u>		

The figures above exclude one authorized CETA position at a total cost of \$6,648.

WATER SUPPLY & TREATMENT 7010
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Well Operations	Operate 25 wells (includes operation of 23 chlorinators, 21 aux. engines, 52 telemetric units)	0	0	0	2.17	2.17	\$474,317	\$515,075	12.50	12.50	\$18,972	\$20,603
	46,500 Serve customers		California Meets EPA Drinking Water Standards		st./hrs. per well						per well	
2. Well Maintenance	Services 25 wells 6 times per day on a 3 shift		Trouble Free Operating Time		.19	.19	204,248	222,151	5.50	5.50	8,170	8,886
	Service Includes: 1. Chlorinator checks 2. Oiler check 3. Fuel check on aux. engine. 4. Pressure check 5. Vandalism check		75% 90% 100% % of Operations Certified		st./hrs. per service						per well	
Total							\$678,565	\$737,226	18	18		

Object Code	Activity Title: Water Distribution-7020			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 372,833	\$ 396,798	\$ 413,554	\$ 413,554
Contractual Services	3,354	27,562	27,822	27,822
Commodities	165,690	128,682	133,009	133,009
Revolving Funds	58,473	68,126	74,938	74,938
Capital Outlay	0	8,925	5,000	5,000
Bond Amortization	0	0	0	0
Total	\$ 600,350	\$ 630,093	\$ 654,323	\$ 654,323

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Utilities Maintenance Worker	6.00	6.00	20	\$ 33,138
Intermediate Clerk	1.00	1.00	24	7,903
Senior Utilities Maint. Worker	19.00	19.00	24	138,849
Water Meter Mechanic	1.00	1.00	24	6,864
Light Equipment Operator	2.00	2.00	24	13,135
Medium Equipment Operator	2.00	2.00	27	18,671
Utilities Maint. Crew Chief	8.00	8.00	31	71,476
Water Meter Crew Chief	2.00	2.00	33	17,999
Water Distribution Superintendent	1.00	1.00	47	14,669
Total	42.00	42.00		

The figures above exclude one authorized CETA position at a total cost of \$7,290.

WATER DISTRIBUTION 7620
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Meter Service	46,200	46,200	Respond to service request within 5 days		.2	.2	\$ 71,200	\$ 73,530	4.75	4.75	\$ 1.54	\$ 1.60
a. Maintain meters	300	600			6.61	3.31	14,492	15,118	1.00	1.00	48	25
b. Repair meters	600	900			16.53	11.02	74,981	77,474	5.00	5.00	125	86
c. Install meters												
2. Fire Hydrants	3,500	3,512	Hydrants meet ISO and Sav. Fire Dept. Requirements.		.71	.71	19,533	20,376	1.25	1.25	5.58	5.80
a. Maintain hydrants biannually	1,500	1,500			3.97	3.97	44,737	46,669	3.00	3.00	30	31
b. Repair/service hydrants	12	12			165	165	14,492	15,118	1.00	1.00	1,208	1,259
c. Install hydrants	400	400					91,994	95,220	5.75	5.75	230	238
3. Distribution	4,800	4,800	Insure constant 50-55 psi pressure in line		2.07	2.07	74,981	77,473	5.00	5.00	16	16
a. Maintain miles of line	120 6"	120 6"			86.8	86.8	78,762	82,164	5.25	5.25	657	685
b. Install new service line.	2,700	3,000			7.35	6.6	144,921	151,181	10.00	10.00	54	50
c. Repair unit												
d. Repair small lines												
Totals							\$630,093	\$ 654,323	42	42		

Object Code	Activity Title: Sewer Maintenance - 7050			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 383,080	\$ 412,259	\$ 407,508	\$ 407,508
Contractual Services	7,863	3,078	4,695	4,695
Commodities	45,913	34,569	37,992	37,992
Revolving Funds	69,303	66,616	68,298	68,298
Capital Outlay	0	6,920	10,710	10,710
Bond Amortization	0	0	0	0
Total	\$ 506,159	\$ 523,442	\$ 529,203	\$ 529,203

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Utilities Maintenance Worker	11.00	8.00	20	\$ 40,250
Senior Utilities Maint. Worker	18.00	18.00	24	140,702
Light Equipment Operator	2.00	2.00	24	15,711
Medium Equipment Operator	3.00	3.00	27	23,574
Utilities Maint. Crew Chief	6.00	5.00	31	48,231
Heavy Equipment Operator	1.00	1.00	33	9,525
Utilities Maint. Supervisor	2.00	2.00	41	23,681
Sewage Collection Superintendent	1.00	1.00	47	14,669
Total	44.00	40.00		

The figures above exclude one authorized CETA position at a total cost of \$7,812.

SEWER MAINTENANCE 7030

(Activity)

12
11
10STAFF
ALLOCATION
1976
1977COST ALLOCATION
1976
1977PRODUCTIVITY
1976
1977SERVICE QUANTITY
1976
1977SERVICE QUANTITY
1976
1977UNIT COST
1976
1977

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUANTITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
1. Maintain sewer lines and manholes												
A. Clean lines	42	42	460	416	\$113,063	\$113,985	9.75	8.80	\$2,692	\$2,714	per mile	
B. Clean manholes	2,400	2,400	1.65	1.65	23,031	23,335	2.00	2.00	9.60	9.72	per manhole	
C. Repair Caves	202	200	167	155	198,908	200,962	17.00	15.60	985	1,004	per cave-in	
2. New Construction												
A. New manholes	118	150	120	101	108,533	109,780	8.35	7.60	785	732	per manhole	
B. Replace lines	328	500	27	16	52,344	53,024	4.50	4.00	160	106	per lin. ft.	
3. Service to Other Activities												
A. Grasscutting	71	71	28	22	11,516	11,567	1.00	.80	162	164	per lit station	
B. Install manholes and valve boxes for Activity 7020	28	30	99	79	16,227	16,440	1.40	1.20	579	548	per valve	
Total					\$523,442	\$529,203	44.00	40.00				

Object Code	Activity Title: Lift Station Maintenance- 7060			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 86,839	\$ 96,782	\$ 100,806	\$ 100,806
Contractual Services	111,211	137,598	141,700	141,700
Commodities	19,931	11,818	16,570	16,570
Revolving Funds	18,774	22,879	25,166	25,166
Capital Outlay	0	2,200	4,098	4,098
Bond Amortization	0	0	0	0
Total	\$ 236,755	\$ 271,277	\$ 288,340	\$ 288,340

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Utilities Service Worker	1.00	1.00	20	\$ 5,543
Lift Station Maintenance Worker	4.00	3.00	25	17,506
Pump Repair Mechanic	4.00	4.00	35	36,309
Electronic Control System Technician	.00	1.00	43	9,456
Lift Station Maint. Superintendent	1.00	1.00	47	11,062
Total	10.00	10.00		

LIIFT STATION MAINTENANCE 7060
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Operate and Maintain Lift Stations	71	71	95%	100%	279	279	\$271,277	\$288,340	10.00	10.00	\$3,821	\$4,061
1. Lift Stations operated			Percent of time continuous service will be provided at all stations									
a. Each lift station is inspected and checked daily					st./hrs. per station							
26040 Total Inspections	26040	26040										
b. Lubricate machinery at stations weekly												
3492 Total Lubrications	3492	3492										
2. Customers served												
5600	5600	4800										
12.9 Sewage flow of approx. MGD* at President St. Plant.	12.9	16.9										
2-4 MGD at Outlying Plants	2-4	2-4										

*million gallons per day

Object Code	Activity Title: President Street Plant-7070			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 284,517	\$ 320,797	\$ 339,679	\$ 339,679
Contractual Services	305,460	373,282	402,760	402,760
Commodities	104,859	148,818	159,825	159,825
Revolving Funds	9,906	25,949	28,773	28,773
Capital Outlay	4	2,000	1,650	1,650
Bond Amortization	0	0	0	0
Total	\$ 704,746	\$ 870,846	\$ 932,687	\$ 932,687

PERSONNEL SCHEDULE

<u>Class Title</u>	<u>Staff</u>	<u>Years</u>	<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Treatment Plant Maint. Worker	2.00	2.00	21	\$ 14,811
Control Room Monitor	3.00	3.00	26	19,441
Senior Clerk Typist	1.00	1.00	28	6,558
Utilities Maint. Crew Chief	1.00	1.00	31	7,812
Lab Technician	1.00	1.00	34	7,780
Sewage Treatment Plant Operator	9.00	9.00	35	75,084
Pump Repair Mechanic	2.00	2.00	35	20,407
Sewage Treat. Plant Supervisor	5.00	5.00	41	48,152
Laboratory Supervisor	1.00	1.00	43	11,947
Electronic Control System Technician	1.00	1.00	43	10,475
Central Sewage Treat. Plant Supt.	1.00	1.00	47	12,196
Chemist	1.00	1.00	51	16,173
Water Pollution Control Administrator	1.00	1.00	61	20,131
Total	29.00	29.00		

The figures above exclude thirteen authorized CETA positions at a total cost of \$104,724.

WATER POLLUTION CONTROL PLANT 7070
(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY	PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST		
	1976	1977		1976	1977	1976	1977	1976	1977	1976	1977	
Operate and Maintain Water Pollution Control Plant (Design Capacity 20 MGD)	1	1	% reduction of BOD5 and suspended solids	12.9	16.9	MGD	\$870,866	\$932,687	29.00	29.00	.018c	.015c
				80%	90%							
			Population Served 120,000									

*million gallons per day

Object Code	Activity Title: Small Plants Operation -7080			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 92,480	\$ 101,536	\$ 108,267	\$ 108,267
Contractual Services	99,197	91,234	101,550	101,550
Commodities	23,047	24,200	19,601	19,601
Revolving Funds	11,616	14,126	15,657	15,657
Capital Outlay	0	3,050	2,335	2,335
Bond Amortization	0	0	0	0
Total	\$ 226,340	\$ 234,146	\$ 247,410	\$ 247,410

PERSONNEL SCHEDULE

Class Title	Staff - Years		Range Number	1977 Allocation
	1976	1977		
Treatment Plant Maint. Worker	2.00	2.00	21	\$ 12,753
Sewage Treat. Plant Operator	4.00	4.00	35	34,405
Sewage Treat. Plant Supervisor	3.00	3.00	42	28,742
Small Plants Sewage Treat. Supt.	1.00	1.00	47	12,451
Total	10.00	10.00		

The figures above exclude four authorized CETA positions at a total cost of \$34,877.

SMALL PLANTS 7080

(Activity)

WORK PROGRAM	SERVICE QUANTITY		SERVICE QUALITY		PRODUCTIVITY		COST ALLOCATION		STAFF ALLOCATION		UNIT COST	
	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977	1976	1977
Operate and Maintain the following Water Pollution Control Facilities												
A. Windsor (Design Capacity 2.0 MGD) Wilshire Estate (Design Capacity 1.0 MGD)	1.5 MGD Population Served 10,000	1.5 MGD Population Served 7,500	80% % reduction in BOD ₅ and suspended solids	90%			\$ 83,531	\$88,229	3.85	3.85	.015¢ per gallon	.016¢ per gallon
B. Wilmington Island (Design Capacity .36 MGD)	.10 MGD Population Served 1,500	.10 MGD Population Served	90%	90%			55,358	58,514	2.30	2.30	.152¢ per gallon	.150¢ per gallon
C. Islandwood (Design Capacity .15 MGD)	.15 MGD Population Served 1,000	.15 MGD Population Served	90%	90%			33,815	35,743	1.50	1.50	.062¢ per gallon	.065¢ per gallon
D. Travis Field (Design Capacity 1.0 MGD)	.23 MGD Population Served 2,500	.23 MGD Population Served	80%	90%			59,994	63,414	1.50	1.50	.072¢ per gallon	.076¢ per gallon

Object Code	Water and Sewer Activity Title: Interdepartmental - 7400's			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 0	\$ 0	\$ 0	\$ 0
Contractual Services	1,562,580	1,710,896	1,458,192	1,458,192
Commodities	0	0	0	0
Revolving Funds	0	0	0	0
Capital Outlay	0	0	0	0
Bond Amortization	2,314,176	2,308,652	2,613,753	2,613,753
Total	\$ 3,876,756	\$ 4,019,548	\$ 4,071,945	\$ 4,071,945

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>

SPECIAL FUNDS

I & D Water Fund
Employee Benefits Fund
Pension Fund
Debt Retirement Fund
Revenue Sharing Fund
Special Assessments Fund
Capital Improvement Fund
Vehicle Replacement Program

ESTIMATED REVENUES - I & D WATER FUND

<u>Source</u>	1976 <u>Projected</u>	1977 <u>Proposed</u>
Sale of Water to Industry	<u>\$1,221,197</u>	<u>\$1,278,108</u>

EXPENDITURES BY FUNCTION - I & D WATER FUND

<u>Function</u>	1976 <u>Projected</u>	1977 <u>Proposed</u>
Operations	\$1,047,632	\$1,104,543
Debt Service	131,474	131,474
Services by General Fund - 6007-255	<u>42,091</u>	<u>42,091</u>
Total	<u>\$1,221,197</u>	<u>\$1,278,108</u>

Handwritten notes:
 4,706,100.00
 25,000.00
 3,507,700

I & D WATER

330

MINOR CODE COMPARISONS

<u>Personal Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Salaries and Wages	\$232,288	\$245,433
Social Security	13,663	14,205
Police Pension	0	0
Group Medical Insurance	7,787	8,059
Group Life Insurance	2,170	2,287
Employee Claims	0	0
Pension	19,738	21,120
Old Pension	0	0
Longevity	3,445	4,707
Overtime	9,570	12,000
Overtime Court	0	0
Temporary Labor	<u>0</u>	<u>0</u>
TOTAL	\$288,661	\$307,811

MINOR CODE COMPARISONS

<u>Contractual Services</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Electricity	\$460,000	\$492,000
Natural Gas	6,136	7,000
Communications	3,390	4,000
Transportation	1,300	1,200
Advertising	158	200
Insurance	15,047	16,551
Rentals	168	500
Dues, Memberships, Subscriptions	150	150
Professional Services	14,994	0
Building Repair	775	10,000
Equipment Maintenance	4,300	5,000
Outside Vehicle Repair	6	500
Subsidies and Contributions	42,091	42,091 <i>ben 30.</i>
Vehicle Replacement	5,359	6,500
Photocopying	9	0
Medical Costs	0	0
Other Contractual Services	<u>7,700</u>	<u>4,000</u>
TOTAL	\$561,583	\$589,692

MINOR CODE COMPARISONS

<u>Commodities</u>	<u>1976 Projected</u>	<u>1977 Proposed</u>
Printing	\$ 250	\$ 300
Office Supplies	180	500
Postage	96	75
Clothing & Personal Supplies	146	75
Food, Medical, Hskp. Supplies	632	300
Operating Supplies & Materials	5,538	6,000
Sports & Crafts Supplies	0	0
Chemicals	175,000	175,000
Bldg. & Construction Materials	0	0
Repair Parts-Equipment-Construction	5,012	20,000
Supplies & Materials - Construction	206	300
Aggregate & Other Materials	0	0
Sewer Construction Materials	0	0
Water Construction Materials	1,221	300
Tools & Shop Supplies	1,912	1,000
Batteries	0	100
Vehicle Parts	76	200
Gasoline	0	0
Diesel Fuel	0	0
Oil & Grease	394	500
Other	<u>250</u>	<u>500</u>
TOTAL	\$190,913	\$205,150

I AND D WATER

Function:

The I and D Water Department provides water in sufficient quantities to 29 local industrial users. The water supplied by I & D Water is of such quality that it can serve as an emergency source of water for the City's domestic water system if required.

Object Code	Industrial and Domestic Water Supply - 8002			
		Projected 1976	Proposed 1977	Difference
Personal Services		\$ 288,661	\$ 307,811	\$ + 19,150
Contractual Services		561,583	589,692	+ 28,109
Commodities		190,913	205,150	+ 14,237
Revolving Fund		37,711	41,381	+ 3,670
Capital Outlay		10,855	2,600	- 8,255
Bond Amortization		131,474	131,474	0
Total		\$ 1,221,197	\$ 1,278,108	\$ + 56,911
	Staff-Years	25.0	25.0	0

I AND D WATER

Explanation of Changes:

The Proposed 1977 Budget for I&D Water has been increased by \$56,911 or 4.66 from the Projected 1976 Expenditure.

Personal Services:

I & D Water's allocation for Personal Services is \$19,150 or 6.63% higher than the 1976 projected expenditure. This represents the 1977 cost of the 1976 cost-of-living and merit raises and an allowance for a 5% merit raise in 1977.

Contractual Services:

The 1977 Contractual Services budget is \$28,109 or 5.00% greater than the Projected 1976 Expenditures. Electricity is expected to cost approximately 7% or \$32,000 more in 1977 than in 1976. Decreases in other Contractual Services accounts reduce the net change to +\$28,109.

Commodities:

Proposed 1977 Commodities allowances are \$14,237 or 7.46% higher than the 1976 projected expenditures. The largest increase is in the Repair Parts and Equipment where \$14,988 has been added in anticipation of the I& D Water plant renovation. Small decreases in other accounts reduce the net change to +\$14,237.

Revolving Fund:

The Proposed 1977 Budget for the Revolving Fund is \$3,670 or 9.73% greater than the Projected 1976 Expenditure level. Inflation is the cause of the largest part of the Revolving Fund rise.

Capital Outlay:

The 1977 Capital Outlay allowance is \$2,600 - 76.05% or \$8,255 less than the 1976. Among the items budgeted for 1977 are: a portable pump with gasoline engine, a post hole digger with back-hoe attachment, and a desk with two chairs.

Bond Amortization:

The proposed 1977 Bond Amortization budget is \$131,474 - the same as the expected 1976 expenditure.

Object Code	Activity Title: I & D Water - 8002			
	Actual 1975	Projected 1976	Proposed 1977	Final 1977
Personal Services	\$ 276,323	\$ 288,661	\$ 307,811	\$ 307,811
Contractual Services	461,431	561,583	589,692	589,692
Commodities	231,274	190,913	205,150	205,150
Revolving Funds	8,908	37,711	41,381	41,381
Capital Outlay	1,729	10,855	2,600	2,600
Bond Amortization	204,452	131,474	131,474	131,474
Total	\$ 1,184,117	\$ 1,221,197	\$ 1,278,108	\$ 1,278,108

PERSONNEL SCHEDULE

<u>Class Title</u>	Staff - Years		<u>Range</u>	<u>1977</u>
	<u>1976</u>	<u>1977</u>	<u>Number</u>	<u>Allocation</u>
Utilities Service Worker	5.00	5.00	18	\$ 32,668
Lab Technician	1.00	1.00	34	7,829
Water Plant Operator	12.00	12.00	35	118,223
Water Treat. Plant Mechanic	3.00	3.00	37	32,562
Senior Account Clerk	1.00	1.00	37	8,169
Water Treat. Plant Master Mechanic	1.00	1.00	43	12,591
I & D Water System Superintendent	1.00	1.00	47	14,669
I & D Water System Director	1.00	1.00	57	18,722
Total	25.00	25.00		

EMPLOYEE BENEFITS FUND

	<u>1976 Projected*</u>	<u>1977 Budget</u>	<u>Change</u>
Budget	\$2,970,892	\$3,168,717	+\$197,825

CITY CONTRIBUTIONS

	<u>1976 Projected*</u>	<u>1977 Proposed</u>
Social Security	\$ 597,130	\$ 639,459
Group Medical Insurance	488,562	508,504
Group Life Insurance	152,862	161,079
Pension (New Plan)	1,332,338	1,434,675
Pension (Old Plan)	<u>400,000</u>	<u>425,000</u>
TOTAL	\$2,970,892	\$3,168,717

EMPLOYEE CONTRIBUTIONS

	<u>1976 Projected*</u>	<u>1977 Proposed</u>
Social Security	\$ 597,130	\$ 639,459
Group Medical Insurance	255,000	260,000
Group Life Insurance	28,000	30,000
Pension (New Plan)	396,756	421,121
Pension (Old Plan)	<u>800</u>	<u>800</u>
TOTAL	\$1,277,686	\$1,351,380

*Projected as of October 31, 1976

Note: Grant Funded Funds are excluded from these figures.

ESTIMATED CURRENT REVENUE BY FUND AND SOURCE

CITY CONTRIBUTION TO PENSION FUND

GENERAL FUND	1976 <u>Projected</u>	1977 <u>Proposed</u>
General Administration	\$ 20,232	\$ 21,676
Finance & Administrative Services	60,540	64,807
Management Services	28,152	30,147
Public Services	272,904	292,073
Inspections	15,734	16,835
Police	302,700	324,428
Recorder's Court	12,096	12,948
Fire	225,528	241,331
Leisure Services	81,674	92,487
Park and Tree	33,252	35,589
Interdepartmental	6,600	9,000
Total	\$1,059,412	\$1,141,321
REVOLVING FUND		
Total	\$ 124,361	\$ 133,101
GOLF COURSE FUND		
Total	\$ 6,492	6,950
WATER AND SEWER FUND		
Total	\$ 122,335	\$ 132,183
I & D WATER FUND		
Total	\$ 19,738	\$ 21,120
GRAND TOTAL	\$1,332,338	\$1,434,675

ESTIMATED CURRENT REVENUE BY FUND AND SOURCE

DEBT RETIREMENT FUND

<u>Source</u>	1976 <u>Projected*</u>	1977 <u>Proposed</u>
General Fund G. O. Bonds	\$1,183,153	\$1,261,462
Revenue Bonds (Golf)	26,075	24,850
Water and Sewer G. O. Bonds	304,652	298,353
Water and Sewer Revenue Bonds	2,008,120	2,085,663
Special Assessments Contribution	161,923	140,095
TOTAL	<u>\$3,683,923</u>	<u>\$3,810,423</u>

EXPENDITURES AND RESERVE BY FUNCTION

DEBT RETIREMENT FUND

<u>Account</u>	1976 <u>Projected*</u>	1977 <u>Proposed</u>
General Obligation Bonds	\$1,487,805	\$1,559,815
Golf Revenue Bonds	26,075	24,850
Water and Sewer Revenue Bonds	2,008,120	2,085,663
Assessment Bonds	161,923	140,095
TOTAL	<u>\$3,683,923</u>	<u>\$3,810,423</u>

*Projected as of October 31, 1976.

ESTIMATED CURRENT REVENUE BY FUND AND SOURCE

SPECIAL ASSESSMENTS

<u>SOURCE</u>	1976 <u>Projected</u>	1977 <u>Proposed</u>
Receipts from Special Assessments	<u>\$161,923</u>	<u>\$140,095</u>

COMPARISON OF EXPENDITURES BY FUNCTION

SPECIAL ASSESSMENTS

<u>Account</u>	1976 <u>Projected</u>	1977 <u>Proposed</u>
Contribution to Debt Retirement Fund		
Principal	\$127,199	\$110,191
Interest	<u>34,724</u>	<u>29,904</u>
Total	\$161,923	\$140,095

REVENUE SHARING FUND

	1976	1977	Change
	<u>Projected</u>	<u>Proposed</u>	
General Revenue Sharing	\$2,288,857	\$2,147,000	- 141,857
Public Works Revenue	96,000	144,000	+ 48,000
Total Revenue	<u>\$2,384,857</u>	<u>\$2,291,000</u>	- 93,857
Budget	\$2,384,857	\$2,291,000	- 93,857

BUDGET COMMENTS

The total amount of Revenue Sharing Funds received by the City will be used to cover expenditures in the following priority areas during 1977:

Proposed 1977 Contribution to General Fund

Inspections	\$ 300,000
Fire	1,376,563
Leisure Services	501,437
Savannah Transit Authority	<u>113,000</u>
Total	\$2,291,000

CAPITAL IMPROVEMENTS BUDGET SUMMARY OF FUNDED PROJECTS 1977

<u>PROJECT TITLE</u>	<u>TOTAL COST</u>	<u>CURRENT FUNDS</u>	<u>COMM. DEV. FUNDS</u>	<u>GOB</u>	<u>ASSESS- MENTS</u>	<u>INT. EARN./REV BONDS /W&S CURRENT FUNDS</u>	<u>POLLUTION ABATEMENT</u>
<u>ENVIRONMENTAL SVC.</u>							
Drainage Improve- ments (Oakdale Subdivision)	\$ 78,191	\$ 78,191	\$	\$	\$	\$	\$
Renovate Lift Station No. 26	40,000					40,000	
Renovate Lift Station No. 27	36,000					36,000	
Petition Sewer Projects	84,100					8,000	76,100
Extend Sewer Service in Community Develop- ment Planning Unit #2	145,000		145,000				
Improve Sanitary Landfill	343,660	343,660					
Rehabilitate and Upgrade the I&D Water System	3,100,000					3,100,000	
<u>TRANSPORTATION</u>							
Street Paving	3,534,283		1,732,638	988,688	812,957		

CAPITAL IMPROVEMENTS BUDGET SUMMARY OF FUNDED PROJECTS 1977

<u>PROJECT TITLE</u>	<u>TOTAL COST</u>	<u>CURRENT FUNDS</u>	<u>COMM. DEV. FUNDS</u>	<u>GOB</u>	<u>ASSESS- MENTS</u>	<u>INT. EARN./REV BONDS /W&S CURRENT FUNDS</u>	<u>POLLUTION ABATEMENT</u>
<u>GOVERNMT. FACILITIES</u>							
Telephone Improve- ments City Hall	\$ 47,646	\$ 47,646					
Heating and Cool- ing City Hall	38,275	38,275					
Computer Center Improvements	80,000	80,000					
<u>RECREATION</u>							
Tennis Court Lights City Share	20,000	20,000					
Neighborhood Parks	90,000	90,000					
Repair Damage to Sunshine Pool	10,000		10,000				
TOTAL 1977 FUNDED	\$ 7,647,155	\$ 697,772	\$ 1,887,638	\$ 988,688	\$ 812,957	\$ 3,184,000	\$ 76,100
CIP PROJECTS							

COMMUNITY DEVELOPMENT SECOND YEAR CIP STREET PAVING

Planning Unit 1

Unpaved Residential Streets

<u>Street Name and Location</u>	<u>Miles</u>	<u>Cost</u>
Tuten from Rankin to City Limits	.14	\$ 48,500
Hudson from Bay to West Lathrop	.51	116,500
Weldon from Mundy to West Lathrop	.10	32,000
Weldon from Nettles to Tuten	.13	30,000
Kane from Lehwald to East Lathrop	.10	26,900
Margery from Tulip to Dead End	.18	32,650
Damon from Kirkland to East Lathrop	.16	42,250
Damon from Nettles to Carolan	.26	38,400
Cullman from Kenilworth to Dead End	.13	15,400
Jay from Lehwald to East Lathrop	.09	23,000
Smart from Cleland to Dead End	.17	41,000
Hagood from Cleland to Dead End	.19	69,000
Hopewell from Rankin to McKenna	.10	31,700
Kenilworth from Augusta to Bay	.17	41,000
Fell from Bay to Comer	.45	135,000
	2.88	\$723,300

Unpaved Residential Streets

<u>Street Name and Location</u>	<u>Miles</u>	<u>Cost</u>
59th from Montgomery to Meding	.13	\$ 31,500
Meding from Montgomery to Loop 26	1.12	302,100
Godsells from Mildred to Montgomery	.29	89,500
55th from Bull to Montgomery	.25	66,500
60th from Montgomery to Meding	.13	40,300
McKenzie from Montgomery to Meding	.13	44,800
60th from Meding to Dead End	.13	35,850
Fluke from Sherman to Staley	.17	57,600
61st from Montgomery to Meding	.13	44,800
Lamar from Streets End to Streets End	.38	102,500
54th from Bull to Montgomery	.25	83,200
South from Montgomery to Dead End	.30	96,000
59th from Meding to Dead End	.13	44,800
Belt from Meding to Streets End	.12	25,600
Emmit from Montgomery to Meding	.13	44,800
Pearl from Barnard to Streets End	.12	21,100
Cordell from Sherman to Staley	.19	51,200
Simpson from Giles to Staley	.16	51,200
Wendell from Giles to Staley	.16	51,200
Taten from Dillon to Ewell	.36	121,500
58th from Meding to Dead End	.11	44,800

Harriot from Giles to Staley	.15	51,200
Giles from Glatigny to Dillon	.36	121,500
O'Byrne from Sherman to Staley	.20	64,000
Pollard from Garey to Sherman	.15	25,500
Gould from Montgomery to Meding	.13	44,800
55th from Meding to Dead End	.06	19,200
Crane from 54th to 61st	.40	89,500
Boyd from 55th to 61st	.35	76,150
Glatigny from Giles to Staley	.17	57,600
Temple from Staley to Dead End	.15	51,200
Barnard from 52nd to 54th	.08	20,500
58th from Montgomery to Crane	.08	20,500
61st from Meding to Dead End	.13	44,800
Atlanta from Ewell to O'Byrne	.25	89,500
Dixon from O'Byrne to Ewell	.25	83,200
Myers from Ewell to Mamar	.23	76,800
Sherman from Pavement to Dead End	.21	64,000
Adel from Lamar to Dead End	.18	60,800
Dancy from Street End to Dead End	.14	38,400
57th from Meding to Dead End	.15	57,600
Ray from Montgomery to Dead End	.08	25,600
Churchill from Giles to Staley	.15	51,200
Sherman from Ewell to O'Byrne	.25	83,200
Fountain from 61st to 57th	.25	83,200
Franklin from Staley to Giles	.15	51,200

<u>Coleman from Staley to Dead End</u>	<u>.05</u>	<u>16,650</u>
<u>Alamo from Meding to Dead End</u>	<u>.15</u>	<u>51,200</u>
	9.79	\$2,969,850

Planning Unit 18

<u>Atlantic from 37th to Maupas</u>	<u>.27</u>	<u>70,000</u>
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1977 VEHICLE REPLACEMENT PROGRAM

<u>BUREAU/DEPARTMENT</u>	<u>ESTIMATED COST</u>
Finance and Administrative Services	\$ 16,800
Management Services	4,200
Public Services	686,200
Police	90,850
Fire	86,750
Leisure Services	72,570
Park and Tree	20,200
Public Development	21,000
Data Processing	4,200
Contingency for Price Fluctuations	<u>81,856</u>
TOTAL	\$1,084,626

VEHICLES SCHEDULED FOR REPLACEMENT - 1977Finance and Administrative Services

<u>Activity Number</u>	<u>Vehicle</u>	<u>Estimated Cost</u>
1444	297 - 1971 Pickup (Replace with Sedan)	\$ 4,200
5036	124 - 1970 Sedan	4,200
5050	718 - 1973 Pickup Truck	4,000
5055	430 - 1969 Station Wagon (Replace with Van)	<u>4,400</u>
		\$ 16,800

Management Services

1512	25 - 1971 Sedan	\$ 4,200
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Public Services

2054	710 - 1972 Commercial Refuse Truck	\$ 52,000
2054	711 - 1972 Commercial Refuse Truck	52,000
2054	713 - 1972 Commercial Refuse Truck	52,000
2053	791 - 1973 Street Sweeper	37,000
2053	792 - 1973 Street Sweeper	37,000
2053	793 - 1973 Street Sweeper	37,000
2053	794 - 1973 Street Sweeper	37,000
2051	689 - 1973 Residential Refuse Truck	26,000
2051	690 - 1973 Residential Refuse Truck	26,000
2051	691 - 1973 Residential Refuse Truck	26,000
2051	694 - 1973 Residential Refuse Truck	26,000
2051	695 - 1973 Residential Refuse Truck	26,000
2051	696 - 1973 Residential Refuse Truck	26,000
2051	697 - 1973 Residential Refuse Truck	26,000

<u>Activity Number</u>	<u>Vehicle</u>	<u>Estimated Cost</u>
<u>Public Services</u>		
2051	698 - 1973 Residential Refuse Truck	\$ 26,000
2051	699 - 1973 Residential Refuse Truck	26,000
2035	488 - 1971 Dump Truck	16,500
2071	483 - 1967 Backhoe	9,000
7050	1321 - 1964 4" Pump	4,000
7050	1301 - 1969 4" Pump	4,000
2031	479 - 1971 Electrical Maintenance Truck	15,000
2031	468 - 1971 Electrical Maintenance Truck	15,000
2031	288 - 1969 Dump Truck	16,500
7020	491 - 1969 Tool & Equipment Truck	8,000
7020	305 - 1970 Tool & Equipment Truck	8,000
7020	308 - 1970 Tool & Equipment Truck	8,000
7020	383 - 1971 Pickup Truck	4,000
7010	371 - 1971 Pickup Truck	4,000
5020	809 - 1970 Pickup Truck	4,000
2035	441 - 1971 Pickup Truck	4,000
2071	499 - 1970 Pickup Truck	4,000
2051	384 - 1971 Pickup Truck	4,000
2054	177 - 1970 Pickup Truck	4,000
2033	239 - 1971 Pickup Truck	4,000
2035	385 - 1969 Pickup Truck	4,000
2035	342 - 1970 Pickup Truck	4,000
2052	632 - 1973 Sedan	4,200
		<u>\$ 686,200</u>

<u>Activity Number</u>	<u>Vehicle</u>	<u>Estimated Cost</u>
<u>Police</u>		
2620	51 - 1971 Police Sedan	\$ 4,550
2620	53 - 1971 Police Sedan	4,550
2620	12 - 1975 Police Sedan	4,550
2620	14 - 1975 Police Sedan	4,550
2620	19 - 1975 Police Sedan	4,550
2620	28 - 1975 Police Sedan	4,550
2631	619 - 1972 Police Sedan	4,550
2620	13 - 1975 Police Sedan	4,550
2620	67 - 1976 Police Sedan	4,550
2620	55 - 1976 Police Sedan	4,550
2620	56 - 1976 Police Sedan	4,550
2620	23 - 1976 Police Sedan	4,550
2620	64 - 1976 Police Sedan	4,550
2620	63 - 1976 Police Sedan	4,550
2620	21 - 1975 Police Sedan	4,550
2620	26 - 1975 Police Sedan	4,550
2620	27 - 1975 Police Sedan	4,550
2620	15 - 1975 Police Sedan	4,550
2620	20 - 1975 Police Sedan	4,550
2641	554 - 1974 Van	<u>4,400</u>
		\$ 90,850
<u>Fire</u>		
2830	653 - 1973 Sedan	\$ 4,550
2840	808 - 1970 Pickup Truck	4,000
2840	821 - 1959 Pumper	<u>78,200</u>
		\$ 86,750

<u>Activity Number</u>	<u>Vehicle</u>	<u>Estimated Cost</u>
<u>Leisure Services</u>		
3022	117 - 1971 Van	\$ 4,400
3023	770 - 1971 Van	4,400
3024	767 - 1971 Van	4,400
3025	768 - 1971 Van	4,400
5030	769 - 1971 Van	4,400
6051	484 - 1970 Mowing Tractor	8,725
6051	485 - 1970 Mowing Tractor	8,725
6051	Golf Carts (15 @ \$1,200 each)	18,000
6051	Front End Loader	<u>15,120</u>
		\$72,570
<u>Park and Tree</u>		
3220	101 - 1970 Sedan	\$ 4,200
3220	1533 - 1969 Leaf Machine	6,000
3220	428 - 1971 Pickup (Replace with Crew Cab Truck)	<u>10,000</u>
		\$20,200
<u>Public Development</u>		
4430	663 - 1973 Sedan	\$ 4,200
5015	103 - 1969 Sedan	4,200
5015	624 - 1972 Sedan	4,200
2310	333 - 1969 Sedan	4,200
2310	639 - 1973 Sedan	<u>4,200</u>
		\$21,000

<u>Activity Number</u>	<u>Vehicle</u>	<u>Estimated Cost</u>
<u>Data Processing</u>		
5010	634 - 1973 Sedan	\$ <u>4,200</u>
Total		<u>\$1,002,770</u>
Contingency for Price Fluctuations		\$ 81,856
GRAND TOTAL		<u><u>\$1,084,626</u></u>

PERSONNEL SALARY SCHEDULE

CITY OF SAVANNAH
PERSONNEL SALARY SCHEDULE

<u>Range Number</u>	<u>Annual Salary Range</u>
12	\$ 4,439- \$ 6,246
13	4,549- 6,400
14	4,661- 6,558
15	4,776- 6,720
16	4,894- 6,886
17	5,015- 7,056
18	5,139- 7,230
19	5,265- 7,409
20	5,395- 7,592
21	5,529- 7,779
22	5,665- 7,972
23	5,805- 8,168
24	5,949- 8,370
25	6,095- 8,577
26	6,246- 8,789
27	6,400- 9,006
28	6,558- 9,228
29	6,720- 9,456
30	6,886- 9,690
31	7,056- 9,929
32	7,230- 10,174
33	7,409- 10,425
34	7,592- 10,683
35	7,779- 10,946
36	7,972- 11,217
37	8,168- 11,494
38	8,370- 11,778
39	8,577- 12,069
40	8,789- 12,367
41	9,006- 12,672
42	9,228- 12,985
43	9,456- 13,306

PERSONNEL SALARY SCHEDULE (continued)

<u>Range Number</u>	<u>Annual Salary Range</u>
44	\$ 9,690- \$ 13,634
45	9,929- 13,971
46	10,174- 14,316
47	10,425- 14,669
48	10,683- 15,032
49	10,946- 15,403
50	11,217- 15,783
51	11,494- 16,173
52	11,778- 16,572
53	12,069- 16,982
54	12,367- 17,401
55	12,672- 17,831
56	12,985- 18,271
57	13,306- 18,722
58	13,634- 19,185
59	13,971- 19,658
60	14,316- 20,144
61	14,669- 20,641
62	15,032- 21,151
63	15,403- 21,673
64	15,783- 22,209
65	16,173- 22,757
66	16,572- 23,319
67	16,982- 23,895
68	17,401- 24,485
69	17,831- 25,090
70	18,271- 25,709
71	18,722- 26,344
72	19,185- 26,995
73	19,658- 27,661
74	20,144- 28,344
75	20,641- 29,044
76	21,151- 29,761
77	21,673- 30,496
78	22,209- 31,250
79	22,757- 32,021
80	23,319- 32,812
81	23,895- 33,622
82	24,485- 34,453

1977 BUDGET

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