

CITY OF JEFFERSON
BUDGET REQUEST AND JUSTIFICATION FORM
MAIN STREET

FY2011 Budget	FY2010 Actual	FY2012 Budget
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SUPPLIES AND OPERATING CHARGES

1100 - Office Supplies

Explanation/Item:	<u>Amount</u>
Ink cartridges for printer black-\$25 color \$35 Paper, Pens, Supplies, Business Cards,	1,000
1,250	651
Current Year Request:	1,000

1102 - Operating Supplies

Explanation/Item:	<u>Amount</u>
Poles/ Ties/ Twine/ Hay/ Wire/ Etc for Events	650
700	105
Current Year Request:	650

1270 - Gasoline

Explanation/Item:	<u>Amount</u>
Average for 2009 has been \$26.95/mnth x 12 + 324 Tank Size - 17 gals. X \$4 = \$68 x 12 = 816	600
600	370
Current Year Request:	600

2,550	1,126	TOTAL SUPPLIES AND OPERATING CHARGES
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OTHER COSTS

2015 - Donations

Explanation/Item:	<u>Amount</u>
-	-
Current Year Request:	-

-	-	TOTAL SUPPLIES AND OPERATING CHARGES
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CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 MAIN STREET

FY2011 Budget	FY2010 Actual		FY2012 Budget
CAPITAL OUTLAY			
2000 - Machinery and Equipment			
Itemization:			<u>Amount</u>
-	-	Current Year Request:	-
TOTAL CAPITAL OUTLAY			-
\$ 91,187			\$ 94,312
\$ 71,595			
TOTAL EXPENDITURES FOR DEPARTMENT			

CITY OF JEFFERSON
 IMPACT FEE FUND
 BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Impact Fees	\$ 9,056	\$ 10,000	\$ 10,000	0.00%
Interest Income	3	-	-	
Total Revenues	9,059	10,000	10,000	0.00%
EXPENSES				
Transfer to Debt Service Fund	\$ 20,000	\$ -	\$ -	
Transfer to Planning	-	-	2,778	
Supplies		10,000	7,222	-27.78%
Total Expenses	20,000	10,000	10,000	0.00%
Excess Revenues Over/ Under Expenses	\$ (10,941)	\$ -	\$ -	

CITY OF JEFFERSON
 PLANNING & DEVELOPMENT
 BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Permits	\$ 131,626	\$ 64,666	\$ 69,000	6.70%
Interest Income	2	-	-	
IGA Revenue from Talmo	-	8,500	4,543	-46.55%
IGA Revenue Jackson County			40,500	
Transfer from Impact Fee Fund	1,313	-	2,778	
Transfer from General Fund (IGA)	17,000	83,500	40,885	-51.04%
Sale of Assets	5,600	-		
Total Revenues	155,541	156,666	157,706	0.66%
Operating:				
Personal Services and Employee Benefits	\$ 72,114	\$ 75,531	\$ 76,571	1.38%
Purchased/ Contracted Services	54,127	71,175	71,175	0.00%
Supplies	2,905	9,960	9,960	0.00%
Total Operating	129,146	156,666	157,706	0.66%
Capital Outlay	-	-	-	0.00%
Total Overall Expenses	129,146	156,666	157,706	0.66%
Excess Revenues Over/ Under Expenses	\$ 26,395	\$ -	\$ -	

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
PERSONAL SERVICES & EMPLOYEE BENEFITS		
1100 - Salaries and Wages		
Explanation/Item:		<u>Amount</u>
	1 Building Inspector/ Soil Erosion Inspector	51,251
<u>51,246</u>	<u>49,962</u>	Current Year Request: <u>51,251</u>
2100 - Group Insurance		
Explanation/Item:		<u>Amount</u>
		16,857
<u>14,871</u>	<u>12,525</u>	Current Year Request: <u>16,857</u>
2200 - FICA Expense		
Explanation/Item:		<u>Amount</u>
	7.65% of Salaries	3,921
<u>3,920</u>	<u>3,537</u>	Current Year Request: <u>3,921</u>
2400 - Retirement Contributions		
Explanation/Item:		<u>Amount</u>
	6.90% of Salaries plus 20% Increase	
<u>3,536</u>	<u>4,279</u>	Current Year Request: <u>3,685</u>
2600 - Unemployment Insurance		
Explanation/Item:		<u>Amount</u>
<u>-</u>	<u>-</u>	Current Year Request: <u>-</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
2700 - Workers' Compensation		
Explanation/Item:		<u>Amount</u>
	7% Increase	
1,958	1,811	857
		Current Year Request: <u>857</u>
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<u>75,531</u>	<u>72,114</u>	<u>TOTAL PERSONAL SERVICES & EMPLOYEE BENEFITS 76,571</u>

PROFESSIONAL & OTHER SERVICES

1200 - Professional Services		
Explanation/Item:		<u>Amount</u>
	EMI Consulting Fees - Plan Reviews = Site Plans, Utility, Hydro, LUMC. Attorney Fees for QCPC Meetings MuniciCode Updates Upon Code Changes Soil & Water Conservation Service Fee	
56,000	47,624	56,000
		Current Year Request: <u>56,000</u>

1300 Exterminating Services		
Explanation/Item:		<u>Amount</u>
	Pest Control	
200	-	200
		Current Year Request: <u>200</u>

2200 - R&M - Buildings		
Explanation/Item:		<u>Amount</u>
	Routine Repairs	
750	-	750
		Current Year Request: <u>750</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
2201 - R&M - Equipment		<u>Amount</u>
Explanation/Item:		
	Unison Computer Technical Support	
	Computer Repairs	
700	500	Current Year Request: <u>700</u>
2202 - R&M - Vehicles		<u>Amount</u>
Explanation/Item:		
	Tags	
	Tires	
	General Maintenance 1 Vehicle	
1,000	669	Current Year Request: <u>1,000</u>
2300 - Rentals		<u>Amount</u>
Explanation/Item:		
	Copier	
-	-	Current Year Request: <u>-</u>
3100 - Property & Liability Insurance		<u>Amount</u>
Explanation/Item:		
	Vehicles	
	General Liability	
	Crime	
	Public Officials	
1,825	1,329	Current Year Request: <u>1,825</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
3200 - Telephone		
Explanation/Item:		<u>Amount</u>
	Land Lines 1 Cell Phone	
<u>2,200</u>	<u>1,868</u>	Current Year Request: <u>2,200</u> <u>2,200</u>
3201 - Postage		
Explanation/Item:		<u>Amount</u>
	Notification Letters as required by LUMC.	
<u>800</u>	<u>232</u>	Current Year Request: <u>800</u> <u>800</u>
3300 - Advertising		
Explanation/Item:		<u>Amount</u>
	Advertisements as required by LUMC	
<u>2,000</u>	<u>350</u>	Current Year Request: <u>2,000</u> <u>2,000</u>
3400 - Printing & Binding		
Explanation/Item:		<u>Amount</u>
	Zoning Forms & Applications	
<u>200</u>	<u>11</u>	Current Year Request: <u>200</u> <u>200</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
3600- Dues & Fees		<u>Amount</u>
Explanation/Item:		
International Code Council		
500	105	Current Year Request: <u>500</u>
		500
3700 - Education & Training		<u>Amount</u>
Explanation/Item:		
International Code Council		
Soil Erosion Training		
2,000	539	Current Year Request: <u>2,000</u>
		2,000
3850 - Contract Labor		<u>Amount</u>
Explanation/Item:		
Planning Commission \$50 per meeting		
3,000	900	Current Year Request: <u>3,000</u>
		3,000
<u>71,175</u>	<u>54,127</u>	<u>71,175</u>
TOTAL PROFESSIONAL & OTHER SERVICES		
SUPPLIES AND OPERATING CHARGES		
1100 - Office Supplies		<u>Amount</u>
Explanation/Item:		
Basic Supplies		
1,200	-	Current Year Request: <u>1,200</u>
		1,200

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
1101 - Janitorial Supplies		
Explanation/Item:		<u>Amount</u>
	Cleaning Supplies	
150	6	Current Year Request: <u>150</u>
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1102 - Operating Supplies		
Explanation/Item:		<u>Amount</u>
	Copier Toner, Printer Ink. Peach State Fire	
1,000	-	Current Year Request: <u>1,000</u>
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1220 - Natural Gas		
Explanation/Item:		<u>Amount</u>
	Infinite Energy Inc.	
360	157	Current Year Request: <u>360</u>
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1230 - Electricity		
Explanation/Item:		<u>Amount</u>
	Georgia Power	
1,500	822	Current Year Request: <u>1,500</u>
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CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
1270 - Gasoline		<u>Amount</u>
Explanation/Item:		
	1 vehicle	
<u>2,500</u>	<u>1,920</u>	Current Year Request: <u>3,000</u>
		<u>3,000</u>
1290 - Water		<u>Amount</u>
Explanation/Item:		
		-
<u>-</u>	<u>-</u>	Current Year Request: <u>-</u>
		<u>-</u>
1700 - Uniforms		<u>Amount</u>
Explanation/Item:		
		250
<u>250</u>	<u>-</u>	Current Year Request: <u>250</u>
		<u>250</u>
1700 - Other Operational Costs		<u>Amount</u>
Explanation/Item:		
	Mapping Updates - Zoning & City Limits	
		2,500
<u>3,000</u>	<u>-</u>	Current Year Request: <u>2,500</u>
		<u>2,500</u>
<u>9,960</u>	<u>2,905</u>	<u>9,960</u>
TOTAL SUPPLIES AND OPERATING CHARGES		9,960

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 Planning & Development

FY2011 Budget	FY2010 Actual	FY2012 Budget
CAPITAL OUTLAY		
1000 - Property		
Itemization:		<u>Amount</u>
-	-	Current Year Request: -
2000 - Machinery and Equipment		
Itemization:		<u>Amount</u>
-	-	Current Year Request: -
TOTAL CAPITAL OUTLAY		-
156,666	129,146	157,706
TOTAL EXPENDITURES FOR DEPARTMENT		

CITY OF JEFFERSON
 TECHNOLOGY FUND
 BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Technology Fee	\$ 24,707	\$ 24,000	\$ 24,000	0.00%
Total Revenues	24,707	24,000	24,000	0.00%
EXPENSES				
Purchased/ Contracted Services	\$ 4,671	\$ 10,000	\$ 10,000	0.00%
Supplies	-	14,000	14,000	0.00%
Transfer to Confiscated Assets	20,825	-	-	
Total Expenses	25,496	24,000	24,000	0.00%
Excess Revenues Over/ Under Expenses	\$ (789)	\$ -	\$ -	

CITY OF JEFFERSON
SOLID WASTE FUND
BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Refuse Collection	\$ 516,355	\$ 542,326	\$ 544,521	0.40%
Total Revenues	516,355	542,326	544,521	0.40%
EXPENSES				
Personal Services and Employee Benefits	\$ 45,903	\$ 43,811	\$ 44,746	2.13%
Purchased/ Contracted Services	454,634	495,785	494,075	-0.34%
Supplies	571	2,730	700	-74.36%
Transfer to General Fund	-	-	5,000	
Total Expenses	501,108	542,326	544,521	0.40%
Excess Revenues Over/ Under Expenses	\$ 15,247	\$ -	\$ -	

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 SOLID WASTE FUND

FY2011 Budget	FY2010 Actual		FY2012 Budget
PERSONAL SERVICES & EMPLOYEE BENEFITS			
1100 - Salaries and Wages			
Explanation/Item:			<u>Amount</u>
		3% increase	31,970
<u>31,965</u>	<u>30,694</u>	Current Year Request:	<u>31,970</u>
1300 - Overtime			
Explanation/Item:			<u>Amount</u>
			500
<u>500</u>	<u>-</u>	Current Year Request:	<u>500</u>
2100 - Group Insurance			
Explanation/Item:			<u>Amount</u>
		20% increase	7,378
<u>6,525</u>	<u>5,475</u>	Current Year Request:	<u>7,378</u>
2200 - FICA Expense			
Explanation/Item:			<u>Amount</u>
		Salaries & Wages	2,446
		Overtime	39
<u>2,484</u>	<u>2,280</u>	Current Year Request:	<u>2,485</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 SOLID WASTE FUND

FY2011 Budget	FY2010 Actual		FY2012 Budget
		2400 - Retirement Contributions	
		Explanation/Item:	<u>Amount</u>
		Salaries	2,299
		Overtime	36
		7.19% of salaries	
<u>2,255</u>	<u>2,468</u>	Current Year Request:	<u>2,335</u>
<hr/>			
		2600 - Unemployment Insurance	
		Explanation/Item:	<u>Amount</u>
<u>-</u>	<u>4,851</u>	Current Year Request:	<u>-</u>
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		2700 - Workers' Compensation	
		Explanation/Item:	<u>Amount</u>
		Salaries & Wages	76
		Overtime	2
		7% increase	
<u>82</u>	<u>135</u>	Current Year Request:	<u>78</u>
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<u>\$ 43,811</u>	<u>\$ 45,903</u>	TOTAL PERSONAL SERVICES & EMPLOYEE BENEFITS	<u>\$ 44,746</u>

PROFESSIONAL & OTHER SERVICES

		1200 - Professional Services	
		Explanation/Item:	<u>Amount</u>
		Waste Pro	490,000
<u>490,000</u>	<u>449,806</u>	Current Year Request:	<u>490,000</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 SOLID WASTE FUND

FY2011 Budget	FY2010 Actual	FY2012 Budget
2201 - R&M - Equipment		
Explanation/Item:		<u>Amount</u>
	Computer Maintenance	500
<u>500</u>	<u>44</u>	Current Year Request: <u>500</u>
2300 - Rentals		
Explanation/Item:		<u>Amount</u>
<u>-</u>	<u>333</u>	Current Year Request: <u>-</u>
3100 - Property & Liability Insurance		
Explanation/Item:		<u>Amount</u>
	Priscilla to provide Crime Public Officials General Liability	
<u>2,310</u>	<u>1,681</u>	Current Year Request: <u>-</u>
3201 - Postage		
Explanation/Item:		<u>Amount</u>
	Mail Bills Underestimated for 2011	3,000
<u>2,400</u>	<u>2,701</u>	Current Year Request: <u>3,000</u>
3600 - Dues & Fees		
Explanation/Item:		<u>Amount</u>
	Industry Publications	75
<u>75</u>	<u>69</u>	Current Year Request: <u>75</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 SOLID WASTE FUND

FY2011 Budget	FY2010 Actual		FY2012 Budget
3700 - Education & Training			
Explanation/Item:			<u>Amount</u>
		QS1 Update Training	500
<u>500</u>	-	Current Year Request:	<u>500</u>
<u>495,785</u>	<u>454,634</u>	TOTAL PROFESSIONAL & OTHER SERVICES	<u>\$ 494,075</u>

SUPPLIES AND OPERATING CHARGES

1100 - Office Supplies			
Explanation/Item:			<u>Amount</u>
		Office Equipment	200
<u>200</u>	553	Current Year Request:	<u>200</u>
1102 - Operating Supplies			
Explanation/Item:			<u>Amount</u>
		Allow for software upgrades, etc	500
<u>2,530</u>	18	Current Year Request:	<u>500</u>
<u>2,730</u>	<u>571</u>	TOTAL SUPPLIES AND OPERATING CHARGES	<u>\$ 700</u>

CITY OF JEFFERSON
 BUDGET REQUEST AND JUSTIFICATION FORM
 SOLID WASTE FUND

FY2011 Budget	FY2010 Actual		FY2012 Budget
CAPITAL OUTLAY			
2000 - Machinery and Equipment			
Itemization:			<u>Amount</u>
-	-		-
TOTAL CAPITAL OUTLAY			-
\$ 542,326 \$ 501,108 TOTAL EXPENDITURES FOR DEPARTMENT			\$ 539,521

CITY OF JEFFERSON
CONFISCATED ASSETS
BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Confiscated Cash	\$ 30,200	\$ 34,200	\$ 35,000	2.34%
Confiscated Cash	34,432	-	-	
Interest Income	93			
Transfer from Technology Fund	20,825	-	-	
Total Revenues	85,550	34,200	35,000	2.34%
EXPENSES				
Purchased/ Contracted Services	21,075	-	15,000	
Supplies	15,784	-	20,000	
Capital Outlay	70,825	34,200		-100.00%
Total Expenses	107,684	34,200	35,000	2.34%
Excess Revenues Over/ Under Expenses	\$ (22,134)	\$ -	\$ -	

City of Jefferson
Capital Improvements Program Summary

Revenue and Other Sources	Budget FY 2011	Budget FY 2012
SPLOST (Road Improvements)	150,000	200,000
SPLOST (Recreation)	170,000	270,667
SPLOST (Public Safety)	6,500	13,000
Lease Proceeds	70,000	37,500
Bond Proceeds	-	
GA Public Library Capital Grant		
Transfers From:		
General Fund	83,050	33,000
Total Revenues	479,550	554,167
 Expenditures		
Police		
Police Department Vehicles	70,000	37,500 Lease
Various Projects	6,500	13,000 SPLOST
New Police Department	-	
 Fire		
Air-packs Replacement	-	18,000 GF
New Radios	38,050	-
Command Vehicle	-	
Weather Siren	-	15,000 GF
 Streets		
New Street Facility	-	
Dump Truck	-	
Brush Truck	-	
Back Hoe	-	
Various Road Repairs	150,000	200,000 SPLOST
 Museum		
HVAC System	5,000	-
Fire Protection Sprinkler System	-	
 Parks and Recreation		
Renovated City Pool	30,000	-
HVAC Replacement	10,000	-
New Bus	-	
Athletic Field Lighting	-	
Playground Improvements	-	
 Library		
New Library	-	
 Main Street		
55 College Street Repairs	-	
Gateway Sign	-	
Transfer to Debt Service	170,000	270,667 SPLOST
Total Expenditures	479,550	554,167
 Excess Revenues and Other Sources Over (Under) Expenditures	\$ -	\$ -

**City of Jefferson
Debt Service Fund Summary**

REVENUES	FY2011 BUDGET	FY2012 BUDGET
Transfer from General Fund	\$ 1,341,653	\$ 1,217,604
Transfer from SPLOST	170,000	270,667
Transfer from Impact Fees Fund	-	-
Total Revenues	<u>1,511,653</u>	<u>1,488,271</u>
Bond Principal	620,000	645,000
Bond Interest	718,394	690,901
Lease Principal	144,740	126,715
Lease Interest	10,511	7,647
GEFA Principal	8,079	8,324
GEFA Interest	6,429	6,184
Other Costs	3,500	3,500
Total Expenditures	<u>1,511,653</u>	<u>1,488,271</u>
Excess Revenues Over/ (Under) Expenses	<u>\$ -</u>	<u>\$ -</u>

CITY OF JEFFERSON
HOTEL/ MOTEL TAX FUND
BUDGET REQUEST AND JUSTIFICATION FORM

	FY2010 ACTUAL	FY2011 BUDGET	FY2012 BUDGET	% CHANGE
REVENUES				
Hotel/ Motel Tax	\$ 22,971	\$ 25,000	\$ 22,000	-12.00%
Total Revenues	22,971	25,000	22,000	
EXPENSES				
Transfer to General Fund	\$ 13,783	\$ 15,000	\$ 13,200	-12.00%
Trade and Tourism	10,000	10,000	8,800	-12.00%
Total Expenses	\$ 23,783	\$ 25,000	\$ 22,000	-12.00%
Excess Revenue Over/(Under) Expenses	\$ (812)	\$ -	\$ -	