



City of Alexandria  
Annual Budget  
2024-2025



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Alexandria  
Louisiana**

For the Fiscal Year Beginning

**5/1/2023**

*Christopher P. Morill*

**Executive Director**

***CITY OF ALEXANDRIA  
ELECTED OFFICIALS  
2024-2025***

**EXECUTIVE**

Jacques M. Roy

Mayor

**LEGISLATIVE**

Reddex Washington

District One

Gary Johnson

District Two

Cynthia Perry

District Three

Lizzie Felter

District Four

Chuck Fowler

District Five

Jim Villard

At-Large

Lee Rubin

At-Large

**JUDICIAL**

Richard Starling, Jr.

City Judge

Jerome Hopewell

City Marshal

***CITY OF ALEXANDRIA  
EXECUTIVE OFFICERS  
2024 - 2025***

Kay Michiels	Chief of Staff
Chad Gremillion	Police Chief (Interim)
Sam Allen	Fire Chief
Lisa Harris	Director of Human Resources
Jonathan Goins	City Attorney
David Johnson	Director of Finance
Richard Johnson	Director of Planning
Patrick VanDyke	Commissioner of Public Safety
Tonya Corley	Director of Community Services
Marcus Connella	Director of Utilities
David Gill	Director of Public Works

# 2024-2025 ANNUAL BUDGET

## TABLE OF CONTENTS

	<u>PAGE</u>
Distinguished Budget Presentation Award .....	1
Elected Officials .....	2
Executive Officials .....	3
Table of Contents .....	4
Mayor's Budget Message .....	8
City Organization Chart .....	9
Structure and Budgetary Organization .....	10
Legal Requirements .....	12
Methods of Financing Infrastructure .....	13
Statement of Budgetary Policies .....	14
Budgetary Process .....	15
Budget Calendar .....	17
Glossary of Budget Terms .....	18
Ordinance Adopting the Budget .....	20
Executive Recap .....	25
 <b><u>I. BUDGET SUMMARIES</u></b>	
Combined Summary of Budget by Fund Groups .....	33
Summaries - General Fund .....	36
Summaries - Pre Trial Intervention Fund .....	38
Summaries - General Debt Service Fund .....	39
Summaries - Risk Management Fund .....	40
Summaries - Employee Benefits Fund .....	41
Summaries - Unemployment Benefits Fund .....	42
Summaries - Utility Fund .....	44
Summaries - Sanitation Fund .....	46
Summaries - Zoological Park Fund .....	48
Summaries - Golf Course Fund .....	49
Summaries - Municipal Transit Fund .....	50
Recap of Personnel .....	52
Fund Balance Analysis .....	70
Summary of Sources, Uses, Changes in Fund Balance .....	72

2024-2025 ANNUAL BUDGET

TABLE OF CONTENTS

<u>II. GENERAL FUND</u>	<u>PAGE</u>
Revenue .....	75
Legislative - City Council .....	77
Legislative - City Clerk .....	80
Executive - Office of the Mayor .....	83
Executive - General Government .....	86
Executive - Internal Audit .....	89
Executive - Intergovernmental .....	92
Judicial - City Court .....	95
Judicial - City Marshal .....	98
Finance - Administrative .....	101
Finance - Director of Finance .....	103
Finance - Business Office .....	106
Finance - Accounting .....	109
Finance - Purchasing .....	112
Finance - Printing .....	25
Finance - Central Warehouse .....	118
Finance - Parts Warehouse .....	121
Public Works - Divison Director .....	124
Public Works - Code Enforcement .....	127
Planning - Engineering .....	130
Planning - Urban Forestry .....	133
Public Works - Streets .....	136
Public Works - Traffic .....	139
Public Works - Building Services .....	142
Public Works - Motor Pool .....	146
Public Works - Animal Shelter .....	149
Planning - Administration .....	152
Planning - Construction Development .....	155
Public Safety - Police .....	158
Public Safety - Police & Fire Civil Service .....	162
Public Safety - Fire .....	165
Human Resources/Civil Service .....	169
Human Resources .....	172
Legal .....	175
Community Services - Parks & Recreation .....	178
Planning - Community Development .....	181
Community Services - Division Director .....	184
Community Services- Recreation Enhancement .....	188

2024-2025 ANNUAL BUDGET

TABLE OF CONTENTS

<b>III. SPECIAL REVENUE FUNDS</b>	<u>PAGE</u>
Pre Trial Intervention Fund	
Revenue & Expenditures .....	191
<b>IV. DEBT SERVICE FUNDS</b>	
General Debt Service Combined Summary .....	196
General Debt Service Amortization Schedule .....	198
General Debt Service by Issue - Revenue & Exp. ....	200
<b>V. INTERNAL SERVICE FUNDS</b>	
<b>Risk Mangement Fund</b>	
Revenues .....	205
Risk Manager .....	206
Premiums and Claims .....	209
<b>Employee Benefits Fund</b>	
Revenue .....	211
Premiums and Claims .....	212
<b>Unemployment Benefits Fund</b>	
Revenue .....	214
Premiums and Claims .....	215
<b>VI. CAPITAL PROJECTS FUND</b>	
Annual Capital Budget and Five Year Plan .....	217

**2024-2025 ANNUAL BUDGET**

**TABLE OF CONTENTS**

<b>VII. ENTERPRISE FUNDS</b>	<b><u>PAGE</u></b>
Revenue .....	237
Finance - Administration .....	239
Finance - Budget Office .....	241
Finance - Customer Service .....	244
Finance - Customer Field Service .....	248
Finance - Management Information Systems .....	251
Utilities - Director of Utilities .....	254
Utilities - Electric Production .....	257
Utilities - Electric Production - Bayou Cove .....	261
Utilities - Electric Distribution .....	264
Utilities - Water Distribution & Production .....	268
Utilities - Gas .....	274
Utilites - Wastewater Treatment & Collection .....	278
Utilities - Enviromental Services .....	283
Utilities - Enviromental Compliance .....	286
Utilities - Utility Services .....	289
<b>Utility Debt Service</b>	
Revenue & Expenses .....	293
Utility Debt Amortization Schedule .....	296
<b>Sanitation Fund</b>	
Revenue & Expenditures .....	298
<b>Zoological Park Fund</b>	
Revenue & Expenditures .....	303
<b>Golf Course Fund</b>	
Revenue & Expenditures .....	308
<b>Municipal Transit Fund</b>	
Revenue & Expenditures .....	315
<b>VIII. MISCELLANEOUS STATISTICS</b> .....	<b>321</b>





Mr. James “Jim” Villard, President  
and Members of the Alexandria City Council  
City of Alexandria  
Post Office Box 71  
Alexandria, Louisiana 71309-0071

Dear Mr. Villard and Members of the City Council:

This constitutes my required Budget Message for Fiscal Year 2025 (2024-2025) (“FY 25”), regarding the operating and capital budgets, as proposed for the new fiscal year. Retained earnings (fund balance holdings) were used in formulation of these budgets (*collectively*, the “**Budget**”). With this letter, including a detailed budget ordinance (and any legislation needed to effectuate revenue changes), provided in accordance with Section 5-03 of the Home Rule Charter, Local Act 504 of the State of Louisiana, and other policy provisions; the operating and capital budgets and required ordinance(s) to effectuate the entire Budget for fiscal year 2024-2025 are hereby submitted.

This Budget was prepared using conservative expenditure and revenue projections. The national economy, its past unpredictability, and certain international pressures create uncertainty when predicting revenue for FY 25, as will be discussed. Moreover, the Louisiana economy’s influx of recent capital spending (based on federal disaster funding and additional temporary sales tax) portends a potential sharp decline in the next term, requiring that responsible, austere spending is vital at all levels of government. This Budget is indicative of those sentiments, reducing expenses where indicated while attempting to preserve the needed and desired services to the citizens of Alexandria. The focus last fiscal year is maintained in FY 25 regarding public safety, with an increased focus on the Alexandria Utility System. Additionally, the Budget commits substantial expenditures within information technology and systems. Use of fund balance to increase spending where deferred infrastructure investment existed was carefully crafted to consider and prioritize targeted one-time purchase and investment. These expenditures avoid regulatory risks.

Sales taxes are difficult to predict, with so much hangover from one-time grants and pandemic money artificially inflating recent budgets. Despite concern and to maintain proper pay scales, reward great service, and given the needs of the City, we made across-the-board pay adjustments and are committed to further pay scale changes in segments, to be applied permanently for qualified classified employees following policies and pay plan reform. Operating capital needs are addressed in a meaningful measure.

The capital budget for FY 25 focuses on drainage, transportation, and other large commitments to related utility infrastructure. The capital budget opens with a new major initiative, *REIGNITE*—a large commitment to growth infrastructure as reflected by the priority rating system. The capital budget addresses the important Allied Health Initiative, related R.I.V.E.R. Act capital projects, and focuses on completing recreation infrastructure, commitments to utility infrastructure, and resolution of regulatory utility issues.

Sincerely,

Jacques Roy  
Mayor, City of Alexandria



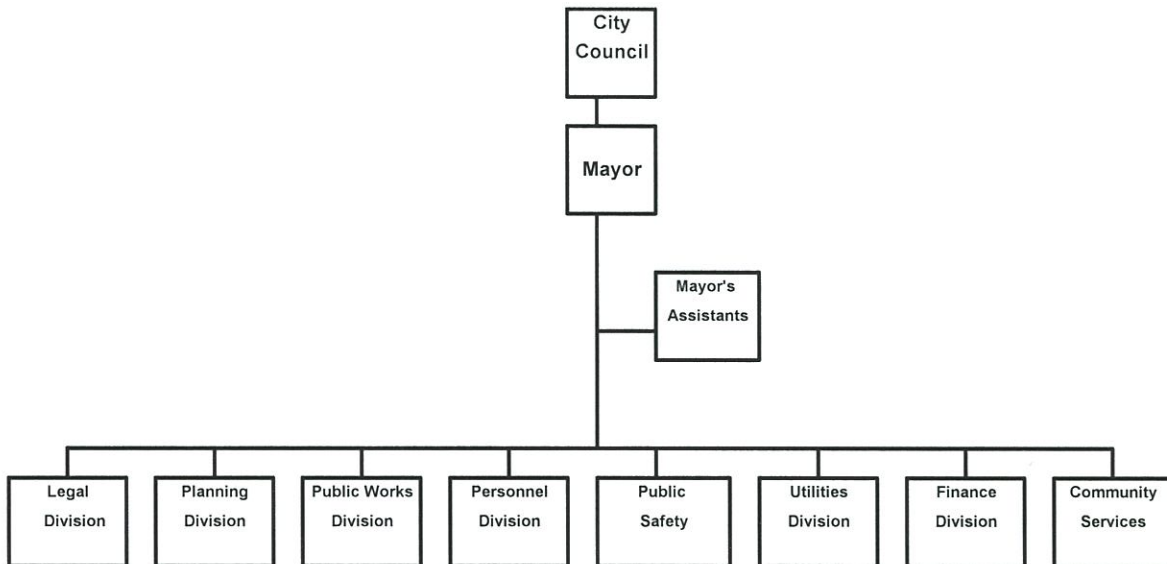
Office of the Mayor  
Post Office Box 71

Alexandria, Louisiana 71309-0071  
Tel (318) 449-5000 · Fax (318) 449-5229

Jacques M. Roy  
Mayor

# CITY OF ALEXANDRIA

## Organizational Chart



# CITY OF ALEXANDRIA STRUCTURE AND BUDGETARY ORGANIZATION

## **ORGANIZATION**

The City of Alexandria was founded in 1785 and incorporated in 1819. In 1977, the current City Charter was adopted, which established a Mayor-Council form of government consisting of a full time Mayor and seven Councilmen, five of which are elected from districts and two of which are elected at-large.

The City provides a full range of municipal services, including police, fire protection, street and drainage systems, refuse collection, parks and recreation, planning and zoning, public transportation, community development programs, and electric, gas, water, and sewerage services.

An organization chart showing all City entities is provided on the preceding page.

## **BUDGETARY STRUCTURE**

The financial transactions of the City are budgeted and recorded in individual funds categorized as follows: Governmental Fund Type, Proprietary Fund and Fiduciary Fund Type. The funds listed under each category are as follows:

**GOVERNMENTAL FUND TYPES:** Governmental funds are used to account for all or most of the City's general activities and are budgeted bases on the modified accrual basis of accounting.

### **1.) GENERAL FUND**

The General Fund is the general operating fund of the City and is used to account for operations traditionally associated with a city which are not required to be accounted for in another fund. This fund is used to account for the activities of elected officials, general administration, finance, public works, planning, and public safety.

### **2.) SPECIAL REVENUE FUNDS**

Special revenue Funds are used to account for the proceeds of specific revenue sources which by law are designated to finance particular functions or activities of government.

Special revenue funds within the budget include the Pre Trial Intervention (PTI) Fund.

### **3.) DEBT SERVICE FUNDS**

Debt Service Funds account for the accumulation of resources for, and the payment of, general governmental long-term debt principal and interest. These funds are funded principally from property taxes and sales tax revenue bonds.

### **4.) CAPITAL PROJECTS FUNDS**

The Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities/infrastructure. The annual Capital Improvements Program is published in a separate

documents and more fully details the funds' activities.

**PROPRIETARY FUND TYPES:** Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary and useful for sound financial administration.

The City budgets proprietary type funds using the accrual basis of accounting except in its treatment of capital expenditures and debt service.

### **1.) ENTERPRISE FUNDS**

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprise, in that costs of providing goods or services to the general public are financed through user charges. Enterprise Funds contained in this budget are:

- a) Electric, Gas, Water and Sewer System
- b) Municipal Transit System (Atrans)
- c) Sanitation System
- d) Zoo Fund
- e) Golf Course Fund

### **2. INTERNAL SERVICE FUNDS**

Internal Service Funds are used to account for the cost of goods or services provided by one department to the other departments and generally accounted as an Enterprise Fund. The Internal Service Funds in this budget are:

- a) Risk Management Fund
- b) Employee Benefits Fund
- c) Unemployment Benefit Fund

**FIDUCIARY FUND TYPES:** Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the City. The Annual Report includes the City's three pension funds: City, Police, and Fire; however, for budgetary purposes, these funds are controlled by the individual retirement boards and are not considered a part of the City's budget process.

## **CITY OF ALEXANDRIA LEGAL REQUIREMENTS**

### **BUDGET SUBMISSION**

The City Charter requires the Mayor to submit a proposed budget to the Council at least forty-five (45) days prior to the beginning of each fiscal year. After submission of the budget, the council holds a public hearing, at which time all interested persons are given an opportunity to be heard. The budget is finally adopted no later than the twenty-seventh (27) day of the last month of the fiscal year (Sec. 5-02).

The City's fiscal year is May 1 - April 30.

### **BUDGET ADMINISTRATION**

Responsibility for administering the annual budget is the Mayor's.

No payment shall be made or obligation incurred against any allotments or appropriations except in accordance with appropriations duly made and unless the Mayor or his designee first certifies that there is a sufficient unencumbered balance and that the funds will be available to cover the claim or meet the obligation when it becomes due and payable. (Sec. 5-04)

### **BUDGET AMENDMENTS**

Budget Amendments are changes to the original budget ordinance that affect different programs or functions or division, department, office or agency (cost centers).

During the year, the Mayor may certify to the Council that additional revenues are available and present a budget amendment to appropriate these revenues. If at any time during the year it appears that the revenues available will be insufficient to meet the amount appropriated, he shall report to the Council without delay, indicated the amount of the deficit, any remedial action taken by him and his recommendations as to other steps to be taken. (Sec. 5-05)

To meet a public emergency affecting life, health, property or the public peace, the Council may adopt an emergency ordinance at the meeting in which it is introduced. (Sec. 5-05)

At any time during the fiscal year, the Mayor may transfer part or all of any unencumbered appropriations balance only within the same program or function of a division, department, office or agency. (Sec. 5-05)

### **LAPSE OF APPROPRIATIONS**

Every appropriation, except an appropriation for the capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned; the purpose of any such appropriation shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriations.

(Sec. 5-06)

## **CITY OF ALEXANDRIA METHODS OF FINANCING INFRASTRUCTURE**

Infrastructure refers to public facilities such as roads, bridges, sidewalks, public buildings, mass transit facilities, sewer systems, etc. The following will describe some of the methods which may be or has been utilized by the City of Alexandria to finance the maintenance and expansion of the City's infrastructure.

### **GENERAL OBLIGATION BONDS**

General Obligation (GO) Bonds are backed by the full faith and credit of the City of Alexandria and require voter approval before they can be issued. GO Bonds are secured by a tax levy. The City of Alexandria's debt limit on GO Bonds has been established by state law. LRS 39:562 states GO Bonds may be issued for up to ten percent (10%) of the assessed valuation for any single authorized purpose or thirty-five (35%) of the assessed valuation for all purposes.

### **REVENUE BONDS**

Revenue bonds are serviced from the revenues of a particular enterprise or revenue source. The City of Alexandria primarily issued two types of revenue bonds:

#### **Sales Tax Bonds**

Sales Tax Bonds are secured by the revenues received from sales taxes levied by the City of Alexandria. The City is allowed to issue Sales Tax Bonds as long as the annual debt service does not exceed 75% of the estimated sales tax collections for the current year. The City has substantial bonding capacity which varies from time to time depending upon levels of sales tax collections.

#### **Utility Revenue Bonds**

Utility Revenue Bonds are secured by the revenues received from the City of Alexandria's Utility Systems. There are no statutory limitations on the amount of bonds that can be issued. Additional Revenue Bonds may be issued after holding or election.

#### **Certificate of Indebtedness (COI)**

Certificate of Indebtedness are loans made to the City of Alexandria by financial institution. COIs are secured by excess revenues. The city can issue COIs as long as they are secured by excess revenues of the City above the statutory, necessary and usual charges in each year. The maximum annual debt service on these certificates in any future year may not exceed the budgeted excess revenues for the current year. The City's borrowing capacity varies from time to time depending upon budgeted revenues.

## **CITY OF ALEXANDRIA STATEMENT OF BUDGETARY POLICIES**

Currently the City of Alexandria does not have a formal set of goals and objectives, nor does it have a long-range strategic plan. During the past two years, however, the City Council and the Administration have developed several significant budget policies.

### **FUND BALANCE:**

During the budget process for the 1990-1991 Annual Budget, the City Council includes a policy with the adopted budget that set the Fund Balance for the General Fund at 7% of total revenues with a goal of increasing it to 10% over a three year period. This policy was developed to maintain an adequate operating cash flow and to provide funding for emergencies.

The fund balance goal of 10% was reached and has been maintained since fiscal year 1993-1994.

### **REVENUES:**

The City Council has set the policy of limiting operating transfers from the Utility Fund to the General Fund to five percent of the gross revenues earned by the utility system.

The City's cash flow is normally lowest during the first four months of the fiscal year due to seasonal revenue and expenditure adjustments. In order to address possible cash flow crunches, the Administration has established a policy that limits filling personnel vacancies and purchasing operating capital outlay to an emergency or critical needs basis only.

### **EXPENDITURES:**

The City Council has also established a ceiling of \$300,000 in the General Capital Projects Fund for the purchase of Vehicles and Equipment. However, certain occasional purchases that are very expensive, e.g. a Fire Truck, are excluded from this policy. This policy was created to enable more funds for city infrastructure needs.

### **RISK MANAGEMENT:**

During fiscal year 1989-1990, the City Council created a Risk Management Fund and an Employee Benefits Fund. The purpose of this policy was to better track claims, build up reserves and self-insure a larger part of its insurance program.

## **CITY OF ALEXANDRIA BUDGETARY PROCESS**

The City of Alexandria prepares two separate budget documents: The Annual Operating Budget and the Annual Capital Budget and Five Year plan. In September of each fiscal year the Budget Officer's Office begins compilation of data necessary for the preparation of the Budget Preparation Manuals for both the Annual Capital and Annual Operating Budgets. Each manual contains the criteria to be used in preparing the budget request forms contained in the manuals. The manuals are sent to Division Directors and Department Managers in October. Annual Capital Improvements Budget requests are due the end of November. Annual Budget requests are due mid-December.

While the Division Directors and Department Managers are compiling their expenditure/expense needs, the Mayor and his staff begin preparing the revenue estimates for the upcoming fiscal year.

### **CAPITAL IMPROVEMENTS PROGRAM BUDGET (CIP)**

The Capital Improvements Budget contains a five year plan. The City's goal is to maintain a Capital Improvements Program that will provide for the improvements necessary to meet the needs of the community within the constraints of available resources. Each Division Director and Department Manager is required to review all existing projects contained within the Five Year Plan. Department Managers are required to reassess the cost estimates of projects budgeted in the Five Year Plan. The Division Directors and Department Managers are required to add, delete or revise projects based upon current cost estimates, community and departmental needs. Packages are submitted to the Budget Officer for review. Any request which does not meet the criteria stated in the manual is sent back to the Division Director and Department Manager.

In January of each fiscal year the Administrative Review Committee meets to review all CIP requests. All CIP requests are prioritized based upon a "critical needs assessment" made by the Administrative Review Committee. Projects which maximize local dollars with federal and/or state funds in order to leverage available local funds are given close consideration. The Mayor and his staff diligently work to balance all five years of anticipated revenues with expenditures. Based upon the history of the CIP program, a CIP policy requires a \$500,000 fund balance at the beginning of each fiscal year for the General Capital Projects Funds and the Utility Capital Project Fund. The fund balance requirement is necessary in order to provide funding for any change orders, plan changes, shortfalls, or emergency needs which may occur during the fiscal year.

### **ANNUAL OPERATING BUDGET**

All Division Directors and Department Managers are asked to carefully review their current operating budgets and to anticipate any future requirements for the next fiscal year. A Current Service Level Budget is required by each department to be submitted. A Current Service Level Budget requires each department to develop a budget that would retain the current level of services provided without any increase in operating/contractual line items with the exception of any increases necessary to fund Federal, State or Local mandates. Capital Outlay requests are not limited to a dollar amount but are restricted to only those items imperative to maintaining the current level of service. Any requests for new personnel or operating/contractual increases which were not mandated by law were required to be submitted by budget addendum. In February of each fiscal year the Administrative Review Committee meets to review all operating requests. The Administrative Review Committee meets with all department managers to review their requests.



## **CITY OF ALEXANDRIA BUDGETARY PROCESS**

Once both budgets have been balanced, final figures are compiled by the Budget Officer's Office. A proposed budget document is prepared and submitted to the City Council for their review. The City Charter requires the Mayor to submit a proposed budget to the Council by March 17 of each fiscal year.

### **CITY OF COUNCIL REVIEW**

Once both budgets have been balanced, final figures are compiled by the Budget Officer's Office. A proposed budget document is prepared and submitted to the City Council by March 17 each fiscal year.

A public hearing is held by the Alexandria City Council. The public hearing provides an opportunity for public input to be received on the proposed budget. In April of each fiscal year the Finance Committee of the Alexandria City Council meets with the Administration to review the proposed budgets. The budgets are then presented to the full City Council for adoption. The City Charter requires that the budgets be adopted no later than April 27<sup>th</sup>.

### **MAJOR BUDGET AMENDMENT**

In November of each fiscal year an analysis of revenues received through the first six months of the current fiscal year is compiled to determine if the budget will be adjusted. If sufficient funds are available, a Major Budget Amendment is prepared. The Administrative Budget Review Committee prepares and approves any additional appropriations to the budget. The Major Budget Amendment is then forwarded to the Alexandria City Council their review and approval.

If the analysis of revenues received should reveal that revenues are not being received as anticipated, then budget "cuts" would be made at this time by the Administrative Budget Review Committee. Any reductions made to the budget by the Administrative Budget Review Committee would be forwarded to the Alexandria City Council for their review and approval.

***CITY OF ALEXANDRIA***  
***Budget Preparation Manual***  
***Operating Budget***  
  
***For Fiscal Year 2024-2025***  
  
***BUDGET CALENDAR***

<b><u>DATE</u></b>	<b><u>ACTIVITY</u></b>
February 14, 2024	Budget Preparation Manual Distributed.
February 21, 2024	Completed budget requests due back the Budget Office.
February 21-28, 2024	Budget requests reviewed and compiled by Budget Officer.
March, 2024	Administrative Budget Review Committee met with Department Managers to discuss new additions or request.
March 15, 2024	Administration's Recommended 2024-2025 Operating & Five Year Capital Budget submitted to the Mayor and City Council.
April 16, 2024	Public Hearing held on Budget.
April 16, 2024	Budget is adopted by City Council.

## **CITY OF ALEXANDRIA GLOSSARY OF BUDGET TERMS**

**APPROPRIATIONS** - Authorization granted by the City Council to make expenditures to incur obligations for specific purposes.

**ASSESSED VALUATION** - A value that is established for real or personal property for use as a basis for levying property taxes.

**ASSESSMENTS** - An amount levied on personal property on a cost sharing basis for improvements made by the benefit of a small group of property owners (e.g. Special assessments for the reconstruction of a sewer line in a lightly populated area).

**BUDGET** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.

**BUDGET CARRYOVER** - The total of the current budget, April 30, minus prior year(s) expenditures.

**BUDGET MESSAGE** - The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal of years, and the views and recommendations of the Mayor.

**CAPITAL IMPROVEMENTS PROGRAM (CIP)** - A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs.

**CAPITAL OUTLAY** - Capital expenditures paid for out of operating funds. Generally consists of machinery, furniture and fixtures, etc. that cost \$500 or more and last more than three years. (Items with a cost of less than \$200, which are purchased in a substantial quantity and are outside the normal operating cost are budgeted as capital outlay).

**DEBT SERVICE** - Cash outlays in the form of debt principal payments, periodic interest payments and related service charges for debt incurred in prior periods.

**DEMAND INDICATORS** - Statistical measures of what is accomplished or performed by a budgetary unit. For example, total meters disconnected is a workload indicator.

**DEPARTMENT** - The smallest organizational unit in the budget.

**DIVISION** - The highest organizational level in the City in which a specific activity is carried out. A division may consist of several departments.

**ENCUMBRANCE** - The commitment of appropriated funds to purchase an item or service and to set aside those funds for the future expenditure.

**FISCAL YEAR** - A twelve-month period of time for which the annual operating budget applies. At the end of this period the government determine its financial position and the results of its operations. The fiscal year for the City of Alexandria is May 1 to April 30.

**CITY OF ALEXANDRIA  
GLOSSARY OF BUDGET TERMS**

**FIVE YEAR CAPITAL PLAN** - A plan of financial operation, to fund capital infrastructure needs over a period accordance with special regulations, restrictions or limitations (e.g. General Fund, Utility Fund, etc.).

**FUND** - A self-balancing accounting entity segregated to carry on specific activates or attain certain objects in accordance with general regulations, restrictions or limitations. (i.e. General Fund)

**FUND BALANCE** - Resources remaining from prior years which are available to be budgeted in the current year.

**FUND SOURCE** - The source of Revenue used to pay for a particular project.

**INTERFUND TRANSFERS** - Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated and expenditures in the fund receiving the transfer.

**OBJECT CODE** - An expenditure classification according to the type of items purchased or services obtained (e.g. Office Expense, Machinery and Equipment, etc.)

**ORDINANCE** - A formal legislative enactment by the governing body of a municipality.

**PERFORMANCE INDICATORS** - Statistical measures of the service level provided to the citizenry and/or other city departments. For example, the response time to an emergency call would be a performance indicator for the Fire Department.

**PERSONAL ROSTER** - A list which contains the titles and numbers of positions authorized to be filled by a particular organizational unit.

**PROJECT CATEGORY** - The functional improvement category under which a project is assigned, (e.g., Public Enterprise, Economic Development, Street, etc.)

**RETAINED EARNINGS** - The cumulative earnings since the establishment of the system that have been invested in property, plant and equipment or current assets.

**URBAN SYSTEMS** - Federal funded street projects that match local funds for the reconstruction of major streets.

**ORDINANCE NO. 43-2024**

**AN ORDINANCE ADOPTING THE OPERATING BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2024/2025; TO MAKE APPROPRIATIONS FOR THE ORDINARY EXPENSES OF ALL CITY DIVISIONS, DEPARTMENTS, OFFICES AND AGENCIES, PENSIONS AND OTHERWISE PROVIDING WITH RESPECT TO THE EXPENDITURES OF APPROPRIATIONS; ADOPTING THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2024/2025; APPROPRIATING FUNDS FOR THE CAPITAL BUDGET FOR THE CITY OF ALEXANDRIA FOR FISCAL YEAR 2024/2025 AND PROVIDING FOR CAPITAL EXPENDITURES; AND OTHER MATTERS WITH RESPECT TO APPROPRIATIONS AND THE EXPENDITURE OF FUNDS PERTAINING THERETO.**

**WHEREAS**, the Operating and Capital Budgets for the City of Alexandria involve the need for using fund balance/retained earnings to balance revenues with expenditures. The use of said funds is to cover the deficit between needed services and expenditures, balanced against the projected revenues, in order to effectively plan for the normal and extraordinary expenses to operate City government and its services and programs, thereby requiring conservative budgeting and careful monitoring of the City's financial condition.

**NOW THEREFORE:**

SECTION I. BE IT ORDAINED BY THE Council of the City of Alexandria, Louisiana, in legal session convened, that the Council adopts and fully appropriates the 2024/2025 Operating and Capital Budgets for the City as evidenced by the proposed "City of Alexandria Annual Budget 2024-2025," to make appropriations for the ordinary and capital expenses of all city divisions, departments, offices and agencies, pensions and otherwise, provided by the individual appropriation items as detailed therein and the respective budgets included therein, a copy of which is referred to and attached hereto for greater accuracy and clarity and which line items as set out in the proposed "City of Alexandria Annual Budget 2024-2025" are incorporated by reference herein as if each is fully stated verbatim and appropriated line for line in this section in its entirety.

SECTION II. BE IT FURTHER ORDAINED, etc. that the 2024-2025 budget (FY 2025) authorized number of employees for each division, department, office and agency of the City of Alexandria is hereby indicated, in detail, in this ordinance; and, provided further, that the number of authorized positions approved for each division, department, office and agency may be individually changed by the Mayor by transfer or in conjunction with an administrative reorganization under Section 4-11 of the Home Rule Charter of the City of Alexandria.

SECTION III. BE IT FURTHER ORDAINED, etc. that the budget ordinance shall provide for each and every division, department, office and agency of

the City and any transfers of funds or expenditures by or within any division, department, office or agency shall comply with Section 5-05 (d) of the Home Rule Charter of the City of Alexandria or otherwise by transfers which net no additional expenditure.

SECTION IV. BE IT FURTHER ORDAINED, etc. that for FY 2025 the rate for electricity and natural gas sold by the City of Alexandria Utility System to the City of Alexandria shall be equal to the fuel cost only.

SECTION V. BE IT FURTHER ORDAINED, etc. that for FY 2024 pensions and other fringe benefits are funded as detailed in the Budget for each respective division, department, office and agency, except as otherwise modified herein by specific provision; and, further providing the Section 457 deferred compensation and retirement contribution plan for the Mayor and certain unclassified employees is funded as provided in the Budget.

SECTION VI. BE IT FURTHER ORDAINED, etc. that the salaries of all positions shall continue under the salary plan of the Alexandria Civil Service Commission approved by the City Council, and further salaries and fringe benefits of all positions shall be as designated in the 2024-2025 (FY 2025) Annual Budget, or as amended, except that no across-the-board per cent salary increase for a position in the classified service pay plan shall be awarded, without the Mayor's authorization, to any position held under a probationary rule or for any special assigned position; provided, however, that the Police Department and Fire Department personnel, in the past or future, who may be covered by collective bargaining agreements with the City, the Chief of Fire, the deputy administrative fire chief, and all Assistant Chiefs of the Fire Department and the First Assistants, and the Chief of the Police Department, and any deputy chiefs of police, if personnel are excepted from recognition by collective bargaining agreements, shall be paid in accordance with the schedules and designations set out in the respective department appropriation, and except for promotions, no wage increases shall be granted to any employees unless funds are appropriated for that purpose, the General Fund being required to use both Prior Year Revenues and transfers from the Utility System Fund to balance revenue with expense, if in the opinion of the mayor such funds are necessary; and further provided that each member of the fire department who has three years continuous service and otherwise who qualifies for a statutory wage increase as mandated by R.S. 33:1992(B) shall be, by the appropriation in this budget ordinance for positions in the Public Safety, fire department budget line items for positions, deemed to have received such longevity pay increase by the funds budgeted and appropriated.

SECTION VII. BE IT FURTHER ORDAINED, etc. the implementation of this budget shall be May 1, 2024, except as otherwise provided herein or in the opinion of the Mayor when implementation of line items hereunder are deemed necessary for such purposes necessary to administer salaries and other fringe benefits, including determining the ability of the City to administer additional salaries and other fringe benefits contained in collective

bargaining; and further otherwise that this ordinance shall become effective upon signature by the Mayor, or, if not signed or vetoed by the Mayor, upon expiration of the time for ordinances to become law without a signature by the Mayor, subject to retroactive application as provided by this section and accepted by Generally Accepted Accounting Practices (GAAP).

SECTION VIII. BE IT FURTHERMORE ORDAINED, etc. that the City hereby prioritizes the capital budget and authorizes the Administration to promulgate such rules as reasonably needed to achieve economies of scale and aid in local economic successes. Categories of priority shall be as follows:

#### PRIORITY ONE (I)

Priority I (P-I) projects include Project *Nehemiah*, any remnant SPARC projects, R.I.V.E.R. Act projects (pertaining to the Weiss and Goldring initiative and LSUA medical allied health complex) as funded in the fiscal year as primary projects, followed by utilities, drainage and transportation projects of high need and city-wide, multi-district application. These priorities would include projects such as drainage (including Clean Out 2.0), utility transmission, and Project ABC needs.

The City's Five-Year Capital Improvements Plan should contain 51% or more in P-I projects for the fiscal year.

There shall be \$500,000 in contingency in P-I to commence the fiscal year. Further best planning practices, in compliance with the American Society of Civil Engineers (ASCE), "Principles for Infrastructure Stimulus Investment," are those projects supported by economic stimulus investment criteria, such as:

- Projects must create and sustain employment increases;
- Investments must provide long term benefits to the public (such as congestion relief or drainage needs);
- Long term maintenance and upkeep needs of all infrastructure projects, existing and new, must be taken into account; and
- To ensure accountability and transparency, auditing programs should be able to establish measurable stated outcomes.

In order to ensure the above criteria are met, the following principles will guide Priority I selection decisions:

- The project should deliver measurable improvements in public safety, health, and quality of life;
- The project should provide substantial, broad-based economic benefit;
- The project should be designed and built in a sustainable and cost-effective manner, and proper consideration must be given to life-cycle costs; and

- The project should have a significant environmental benefit such as area restoration, improved air quality through reduced congestion and better watershed management through eliminating vulnerabilities in a system.

While funds in P-I may be re-allocated as such projects are matched with other funds or become certified to be economically feasible, this Priority should exhaust itself before considering Priority II or III, and the P-I category shall allow the transfer into it from P-II as P-Is are completed or de-prioritized, subject to the minimum 51% rule.

P-IIIs, however, should be funded and prioritized simultaneously with P-Is since P-IIIs that are readily feasible may be of high value as economic development projects and not otherwise on a P-I track.

#### PRIORITY TWO (II)

Projects in this category would be prioritized as P-Is but are not because of one or more of the following reasons:

- The project is awaiting a funding match from another entity.
- The project is a high value economic development project, but is not strictly speaking a project meeting P-I requirements.
- The project does not involve public safety, drainage, or high ASCE ratings.
- The project can be independently phased in different priorities.
- The project is a "stand alone" phase completing already-finished other phases, which were of greater import.

#### PRIORITY THREE (III)

Other projects provided for in the Five-Year Capital Improvements Plan shall be considered prioritized here, and these projects may move into P-I or P-II status generally in order, but not necessarily, depending on funding availability or other feasibility determinations. These projects may be categorized and listed in the Five-Year Capital Improvements Plan, but may not be actively worked by the City Planning Division. P-IIIs shall be reviewed, however, at least twice yearly for priority assessment, along with P-Is and P-IIIs, to ensure proper oversight and movement toward completion. City Council members shall be advised of the status of these projects on a more often basis as requested.

#### PRIORITY Indeterminate (P-ind)

All remaining projects shall be grouped as P-ind and may be in the Five-Year Capital Improvements Plan or capital budget of the City, or may be included on a master needs list maintained by the City Planning Division. These projects are neither scheduled for regular review nor given priority, but are instead a list of requested projects that have been initially vetted or



requested by the City Council or public based on preliminary feasibility, efficacy and need.

SECTION IX. BE IT ORDAINED that the City Council authorizes the Mayor on behalf of the City of Alexandria to enter into a Memo of Understanding and accept a donation from Firehouse Subs Public Safety Foundation, Inc. for funds for a Polaris XP 1000 with accessories for the Alexandria Fire Department and to purchase with the donated funds the movable and related equipment from MacGyver Solutions, Inc. under such terms and conditions as the Mayor believes in his discretion reasonable and necessary and further providing the effective date for the authorizations in this Section is the date the Mayor signs this ordinance or, if not signed by the Mayor, this Section shall be effective at expiration of ten(10) days after publication.

SECTION X. BE IT FINALLY ORDAINED, etc. that if any provision or item of this ordinance or the application thereof is held invalid, such invalidity shall not affect other provisions, items, or applications of this ordinance which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this ordinance are hereby declared severable.

THIS ORDINANCE was introduced on the 2<sup>nd</sup> day of April, 2024.

NOTICE PUBLISHED ON THE 5<sup>th</sup> day of April, 2024.

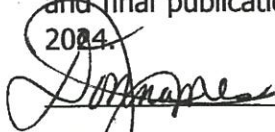
THIS ORDINANCE having been submitted in writing, introduced and published, was then submitted to a final vote as a whole, the vote thereon being as follows:

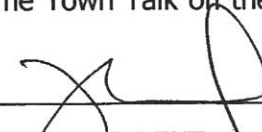
YEAS: Fowler, Washington, Rubin, Villard, Felter, Perry, Johnson.

NAYS: None

ABSENT: None

AND THE ORDINANCE was declared adopted on this 16th day of April, 2024 and final publication was made in The Town Talk on the 19<sup>th</sup> day of April, 2024.

  
CITY CLERK

  
PRESIDENT

  
MAYOR'S APPROVAL/VERO

DELIVERED: DATE: 4/17/24 TIME: 11:45 A.M.  
RECEIVED: DATE: 4/19/24 TIME: 9:30



April 30, 2024

Honorable Mayor and  
Members of the Alexandria City Council

The operating budget requests for fiscal year ending April 30, 2025 were compiled and presented to the Alexandria City Council. The following is an executive recap summarizing the most significant factors in the adopted budget including revenue assumptions, major initiatives and expenditure breakdowns. Figures are rounded to the nearest thousand or the nearest tenth of a million where appropriate for ease of understanding.

***Changes affecting all funds:***

The Board of Trustees of the City of Alexandria's Employees' Retirement System adopted and set the actuarial contribution rate for the City, as recommended by the actuary, at 23.72 % effective May 1, 2024, an increase of 1.29% from the existing rate of 22.43%. The approximate increase in cost by fund at existing staff levels follows:

General Fund	\$ 160,000
CDBG Fund	6,000
Utility Fund	165,000
Sanitation Fund	22,000
Zoo Fund	12,000
Municipal Transit	<u>17,000</u>
Total	<u>\$ 382,000</u>

An across the board raise of 4.25% was given to most classified employees and some unclassified employees increasing all funds as follows:

General Fund	\$ 483,000
CDBG Fund	18,000
Utility Fund	492,000
Sanitation Fund	60,000
Zoo Fund	36,000
Municipal Transit	<u>48,000</u>
Total	<u>\$ 1,137,000</u>

Jacques M. Roy  
Mayor



David L. Johnson  
Director of Finance  
P.O. Box 71 · Alexandria, LA 71309-0071  
Tel (318) 449-5034 · Fax (318) 449-5231  
e-mail: david.johnson@cityofalex.com

### ***Revenue Outlook in Major Funds:***

Sales tax continues to be the major source of revenue for the General Fund and the only “permanent” source for the General Capital Projects Fund. Combined City and Parish sales taxes account for 68% of total revenues in the General Fund. Sales tax has been on a minimal, but consistent incline for the past ten years. We believe stimulus funds from the federal government have dissipated causing prior year revenue to be overinflated in terms of projections. Also of concern is the recent cost of living increases. The CPI for 2023 was 3.4%, 6.5% in 2022, and 7.0% in 2021. Multiple years of inflation has led to growing concerns of whether consumer spending can continue to increase. Consumer purchasing power decreasing could lead to slowed growth in sales tax, increasing the need for conservative revenue forecasting. When considering revenue projections we use information like this that is based on both fact and perception.

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

The electrical industry is facing little or no load growth in previous years due to increased efficiencies in areas such as windows and air HVAC. The City’s Utilities System’s greatest earnings come from the sale of electricity. The lack of growth in that area could become problematic if the operating costs of the system rise significantly. For this fiscal year, the city has severed ties with meter reading contractors and ramped up its hiring efforts to fill all meter reading positions. The City’s long range plans include conversion to Advanced Metering Infrastructure (AMI) which will give greater assurance of consistent billing cycles to the benefit of both the City and its utility customers.

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

The City has significant revenues in most of its operating funds that have allowed the City to operate without having to borrow short-term funds. The 2024-2025 Budget was prepared to utilize some of those prior year revenues as follows:

The **General Fund** is budgeted to use \$11.7 million in Fund Balance in Fiscal 2024-2025.

The **Utilities System Fund** is budgeted to use \$11.4 million in Retained Earnings in Fiscal 2024-2025.

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

The General Fund budget reflects a decrease of \$0.151 million; or 0.21%, compared to the adopted budget of the previous year. As stated earlier, combined sales taxes account for 68% of all General Fund revenues. The summary below details major changes compared to the prior year adopted budget:

## Revenues

**Intergovernmental Revenues** decreased \$4.78 million; or 30.58%, from the previous years adopted budget. The greatest change here is in the depletion of the 2<sup>nd</sup> tranche of American Rescue Plan Act (ARPA) funds that assisted in funding the purchase of additional operating capital.

**Taxes** show an increase \$2.3 million, or 6.59%. The change here is majority City Sales Tax, with a slight increase in property taxes.

**Transfers In** show a net increase of \$0.468 million, or 4.92%, from net increases of cost allocation across multiple divisions.

**Other Revenues** complete the changes, with a net increase of \$1.84 million, or 18.51%. The major change in this category is in Use of Prior Year Fund Balance.

## Expenditures

**Salaries & Fringe Benefits** increased \$2.2 million; or 4.8% over the prior year. This is due to an across the board raise of 4.25% given to most unclassified employees and an increase in health care rates.

**Capital Outlay** decreased \$3 million; or 43.88%, compared to the prior year as the City addressed a vehicle and equipment shortage in FY 2024.

## Judicial Division

The Judicial Division decreased \$50,500; or 3.54%, due mostly to changes in Salaries, Fringes, and Telephone expenses.

## Planning Division

The Planning Division increased \$206,000; or 17.03%, due mostly to the purchasing of a vehicle and the addition of a new position.

## Public Safety Division

The Public Safety budget decreased \$1.075 million; or 3.06%, due to an increase in Salaries and Fringes and a decrease in Capital Outlay. Salaries and Fringes increased as a result of a pay raise for certain Law Enforcement Officers. The Capital Outlay decreased drastically after the large investment in vehicles in FY 2024.

## Human Resources Division

An increase of \$49,600; or 3.98%, was approved for this division due to net changes in salaries and fringes.

Community Services

An increase of \$117,000, or 2.31% was approved for this division, due mostly to the previously referenced raise and capital outlay for Parks & Recreation.

***Special Revenue Funds:***

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

***Internal Service Funds:***

The Risk Management Fund’s budget increased \$.55 million; or 11.88% compared to the prior year. This increase is a combination of increased insurance premiums and claims.

The Employee Benefits Fund overall budget increased \$0.3 million; or 2.37%, compared to the prior year. The expense increase was offset by increasing Charges for Services by \$2.15 million and decreasing Interfund Transfers by \$1.92 million.

The Unemployment Benefits Fund remains unchanged from the prior year.

**General Capital Projects**

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

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Public Enterprise	8	(2,070,000)
Drainage	2	1,625,000
Streets	7	1,240,000
Police	2	950,000
Fire	-0-	-0-
Parks	1	1,730,000
Zoo	<u>-0-</u>	<u>-0-</u>
Total	<u>20</u>	<u>\$ 3,475,000</u>

The General Capital Projects are funded by Sales Tax Revenues, Property Tax Revenues, State and Federal Funds and Other Revenues. A five year 11.25 millage Property tax dedicated to general capital projects has been approved by the voters in 1988, 1998, 2003, and 2008. This property tax renewed in 2018 for ten years. One-half of the 1976 Sales Tax is dedicated to payment of principal and interest on the sales tax bonds and capital improvements.

Projects involving economic development, construction of new facilities, renovation of existing public facilities and feasibility or master plan studies are budgeted under the Public Enterprise category. The City currently has nineteen budgeted projects in this category. The 2024-2025 Budget will add four projects and adjust funding for fifteen of these projects. The additional projects are Information System Security Upgrades, Jackson Street Rehab, a Radio Console for Public Safety, and an Armored Vehicle for Public Safety. Other projects receiving additional funding this year will include Roof Replacements, Riverfront Improvements, Security Improvements, City Compound Repair, Elevator Modifications, Chatlain Overflow Structure to alleviate flooding, Residential Ditch Closure, Street Repairs, Aerial Photography, Land Acquisitions, Traffic Signals, Signage, and the reconstruction of Foisy Street.

The Reserve for Relocation Project, operates as “holding” account for the other projects. The Reserve for Relocation Projects is used to “hold” Utility Funds transferred to the General Capital Projects fund for use with street or drainage projects. The reconstruction of streets or drainage systems often requires the movement or relocation of utility systems. A minimum appropriation of \$100,000 per year is typically made by the Utility Funds to the General Capital Projects Fund.

Budget Amendments will be used to transfer the Utility Fund into special account numbers within a related project. If Utility Funds remain in a completed project, these funds are transferred back to the Reserve for Relocation Projects “holding” account.

**Enterprise Capital Projects**

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

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Electric	8	5,722,000
Water	2	2,920,000
Gas	4	130,000
Wastewater	4	5,380,000
Other	<u>3</u>	<u>650,000</u>
Total	<u>21</u>	<u>\$ 14,802,000</u>

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

The city focused on three large enterprise capital projects this year, including the major maintenance of DG Hunter engines 5-11, Adam’s Pump Station Line Renovation, and sludge removal from primary cell two. We believe these three projects are the most critical to providing adequate service to our citizens.

These capital project’s touch three of the main functions of utilities; Electric, Water, and Wastewater. Major maintenance on DG Hunter engines 5-11 is essential in protecting and preserving one of the city’s most valuable assets. Adam’s Pump Station Line Renovation will ensure water is transferred from our wells to city limits in a safe and timely matter. Lastly, the

sludge removal from primary cell two is necessary to keep it a safe and maintainable level for future years of wastewater.

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

The **Utilities System Fund's** 2024-2025 adopted budget increased by \$1.775 million; or 1.55% compared to the prior year.

#### Revenues

The only major change here is an increase in Use of Retained Earnings of \$1.775 million.

#### Expenses

Changes in expenses include increases in Salaries and Fringes of \$1.48 million, increases in Capital Outlay of \$0.94 million, and decreases in transfers to other funds of \$0.65 million.

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

Sanitation's budget increased \$970,000, or 15.56% compared to the prior year.

In revenues, the changes are an increase in Charges for Services of \$250,000 and an increase in Transfers from General Fund of \$720,000.

In expenses, Salaries and Fringes increased \$262,000, Operating expense increased \$165,000 due to disposal costs, Transfers increased \$457,000, and Capital Outlay increased \$85,000.

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

The Zoo's budget increased \$342,000, or 13.07%.

In revenues, Taxes and Charges for Services increased \$35,000 and \$100,000 respectively, while Transfers from General Fund increased \$557,000 due to a decrease in use of retained earnings of \$350,000.

In expenses, Salaries & Fringes increased \$182,000, Transfers Out increased \$119,000, and Capital Outlay increased 40,000.

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

The Golf Course's budget increased \$178,000, or 17.83% compared to the prior year.

In revenues, Charges for Services increased \$106,000 and Transfers from General Fund increased \$72,000.

In expenses, Operating and Contractual increased \$171,000 and cost allocation increased \$7,000.

***Municipal Transit Fund:***

Municipal Transit Fund's budget decreased \$58,000, or 1.58%, compared to the previous year.

Revenues decreased \$58,000 with a decrease of \$158,000 in charges for services and an increase in transfers from utility fund of \$100,000.

In expenses, Transfers to other funds increased by \$100,000 and salaries and fringes increased 111,000 due to employee raises and an increase in healthcare costs. These increases are partially offset by a decrease of \$170,000 in capital outlay.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Johnson', with a long horizontal flourish extending to the right.

David Johnson  
Director of Finance  
City of Alexandria



2024-2025 ANNUAL BUDGET

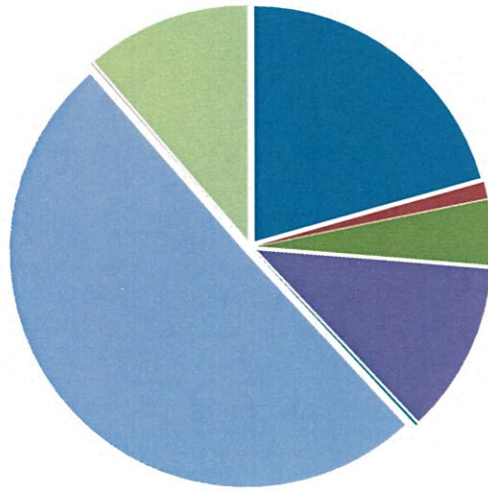
\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

## I. BUDGET SUMMARIES

# 2024-2025 ANNUAL BUDGET

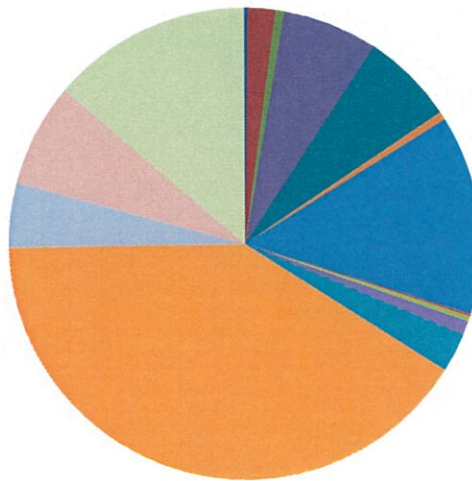
## COMBINED ANNUAL BUDGET SUMMARY

### Sources



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

### Uses



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

## 2024-2025 ANNUAL BUDGET

### COMBINED SUMMARY OF BUDGET BY FUND GROUPS

DESCRIPTION	GOVERNMENTAL FUND TYPES			
	GENERAL FUND	SPECIAL REVENUE FUNDS	GENERAL DEBT SERVICE	GENERAL CAPITAL PROJECTS
<b>SOURCES OF FUNDS</b>				
Taxes	37,533,000		1,883,375	11,927,000
Licenses and Permits	2,939,000			
Intergovernmental	10,852,000			
Internal Services and Interfunds	9,971,000			100,000
Fines and Forfeits	277,000	65,000		
Investment Income	0			
Charges for Services	220,000			
Other	81,000			
Debt Proceeds	0			
Use of Fund Balance/Retained Earnings	11,703,288	120,000		4,000,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>73,576,288</b>	<b>185,000</b>	<b>1,883,375</b>	<b>16,027,000</b>
<b>USES OF FUNDS</b>				
Legislative	537,179			
Executive	1,970,113		400	1,930,000
Judicial	1,480,716			
Finance	6,674,266			
Public Works	13,270,993			2,865,000
Planning and Development	1,415,985			
Public Safety	34,039,795			950,000
Civil Service	408,549			
Human Resources	886,627			
Legal	2,397,037			
Community Services	5,180,028			1,730,000
Enterprise Operations				
Debt Principal & Interest			1,882,975	
Claims/Fees Paid				
Other - Interfund Transfers	5,315,000	185,000		8,429,000
Excess Revenue over Expenditures				123,000
<b>TOTAL USES OF FUNDS</b>	<b>73,576,288</b>	<b>185,000</b>	<b>1,883,375</b>	<b>16,027,000</b>

CITY OF ALEXANDRIA

## 2024-2025 ANNUAL BUDGET

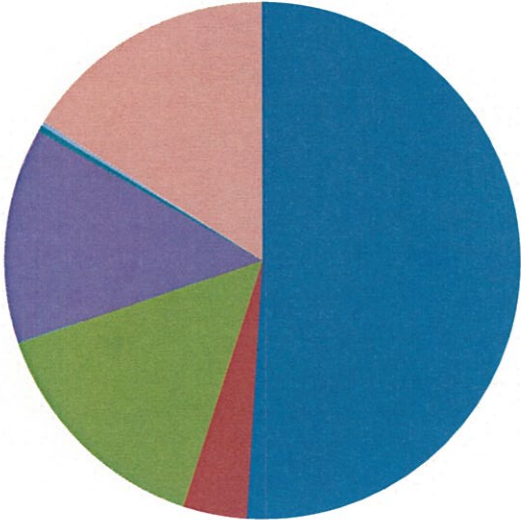
### COMBINED SUMMARY OF BUDGET BY FUND GROUPS

PROPRIETARY FUND TYPES							COMBINED TOTAL
INTERNAL SERVICE FUNDS	UTILITY SYSTEM	SANITATION	MUNICIPAL TRANSIT SYSTEM	ZOO FUND	GOLF COURSE FUND	ENTERPRISE CAPITAL PROJECTS	
				1,350,000			52,693,375
			604,000				2,939,000
	119,000	1,159,000	2,777,000	684,000	390,000	14,802,000	30,002,000
							342,000
							0
17,511,000	104,704,000	5,393,000	235,000	525,000	711,000		129,299,000
75,000	40,000		6,000				202,000
							0
580,600	11,403,000	650,000		400,000			28,856,888
18,166,600	116,266,000	7,202,000	3,622,000	2,959,000	1,101,000	14,802,000	255,790,263
							537,179
	969,077						4,869,590
							1,480,716
	10,098,943						16,773,209
							16,135,993
							1,415,985
							34,989,795
							408,549
							886,627
75,000							2,472,037
							6,910,028
	77,322,223	5,787,000	2,883,000	2,524,000	1,025,000	14,802,000	104,343,223
	9,433,757						11,316,732
18,091,600							18,091,600
	18,442,000	1,415,000	739,000	435,000	76,000		35,036,000
							123,000
18,166,600	116,266,000	7,202,000	3,622,000	2,959,000	1,101,000	14,802,000	255,790,263

CITY OF ALEXANDRIA

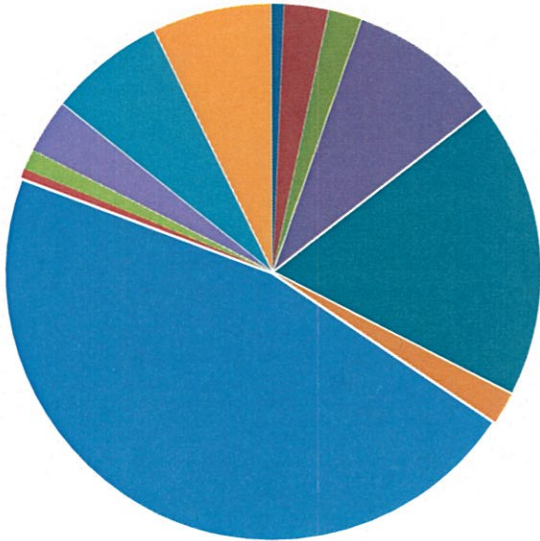
**2024-2025 ANNUAL BUDGET  
GENERAL FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



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

**Expenditures**



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

## 2024-2025 ANNUAL BUDGET

### SUMMARY OF FUNDS

#### GENERAL FUND

#### REVENUE SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Adopted
Taxes	41,432,931	41,046,504	35,213,000	40,533,000	37,533,000	37,533,000	6.59%
Licenses & Permits	3,177,139	3,591,136	2,939,000	3,085,000	2,939,000	2,939,000	0.00%
Intergovernmental	14,915,732	14,053,021	15,632,000	17,578,000	10,852,000	10,852,000	-30.58%
Internal Transfers/Interfunds	9,668,000	4,270,000	9,503,000	9,971,000	9,971,000	9,971,000	4.92%
Fines & Forfeitures	245,248	252,738	277,000	269,000	277,000	277,000	0.00%
Investment Income	45,286	274,429	0	70,000	0	0	0.00%
Charges for Services	338,015	405,185	220,000	304,000	220,000	220,000	0.00%
Other	1,582,759	452,430	9,944,000	7,025,160	11,784,288	11,784,288	18.51%
Total Revenues	71,405,110	64,345,443	73,728,000	78,835,160	73,576,288	73,576,288	-0.21%

#### EXPENDITURE SUMMARY BY DIVISION

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Legislative	426,552	485,837	540,149	540,149	537,179	537,179	-0.55%
Executive	1,279,315	1,344,912	1,988,704	1,640,704	1,970,113	1,970,113	-0.93%
Judicial	1,206,472	1,273,914	1,430,148	1,306,148	1,480,716	1,480,716	3.54%
Finance	3,518,457	5,414,224	6,650,371	6,901,371	6,674,266	6,674,266	0.36%
Public Works	11,268,651	13,998,790	13,238,750	15,954,850	13,270,993	13,270,993	0.24%
Planning	838,134	983,295	1,209,984	1,106,984	1,415,985	1,415,985	17.03%
Public Safety	29,151,230	29,505,199	35,115,401	37,057,361	34,039,795	34,039,795	-3.06%
Civil Service	325,297	347,067	386,120	388,120	408,549	408,549	5.81%
Human Resources	805,842	715,126	859,455	731,455	886,627	886,627	3.16%
Legal	2,613,080	2,660,378	2,376,621	2,600,621	2,397,037	2,397,037	0.86%
Community Services	4,616,806	4,623,565	5,063,297	5,161,397	5,180,028	5,180,028	2.31%
Interfund Transfers	5,555,000	6,561,239	4,869,000	5,446,000	5,315,000	5,315,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenditures	61,604,836	67,913,546	73,728,000	78,835,160	73,576,288	73,576,288	-0.21%

#### EXPENDITURE SUMMARY BY CATEGORY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	27,132,524	28,711,339	30,720,118	30,585,118	31,654,980	31,654,980	3.04%
Fringe Benefits	11,241,697	12,191,138	15,791,184	14,329,184	17,089,343	17,089,343	8.22%
Operating & Contractual	12,334,360	14,613,518	11,418,928	15,552,928	11,350,928	11,350,928	-0.60%
Other	8,919,143	10,330,075	8,957,261	9,651,261	9,642,261	9,642,261	7.65%
Capital Outlay	1,977,112	2,067,476	6,840,509	8,716,669	3,838,776	3,838,776	-43.88%
Total Expenditures	61,604,836	67,913,546	73,728,000	78,835,160	73,576,288	73,576,288	-0.21%

0

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
PRE TRIAL INTERVENTION FUND**

**REVENUE SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	3,670	26,195	0	0	0	0	0.00%
Fines & Forfeitures	56,395	57,367	65,000	45,000	65,000	65,000	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	120,000	140,000	120,000	120,000	0.00%
Total Revenue	60,065	83,562	185,000	185,000	185,000	185,000	0.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
Interfund Transfers	185,000	185,000	185,000	185,000	185,000	185,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	185,000	185,000	185,000	185,000	185,000	185,000	0.00%



**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
GENERAL DEBT SERVICE FUND**

**REVENUE SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual	Actual	Adopted	Final	Admin		Percent
	Received	Received	Budget	Budget	Approved	Adopted	Change
Taxes	2,886,420	2,451,968	2,849,038	2,849,038	1,883,375	1,883,375	-33.89%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	1,120	15,521	0	25,000	0	0	0.00%
Charges for Services	0	0	0	0	0	0	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	100.00%
Total Revenue	2,887,540	2,467,489	2,849,038	2,874,038	1,883,375	1,883,375	-33.89%

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual	Actual	Adopted	Final	Admin		Percent
	Exp	Exp	Budget	Budget	Approved	Adopted	Change
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	800	800	800	800	400	400	-50.00%
Other	2,822,925	2,832,900	2,848,238	2,873,238	1,882,975	1,882,975	-33.89%
Capital Outlay	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenditures	2,823,725	2,833,700	2,849,038	2,874,038	1,883,375	1,883,375	-33.89%

**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
RISK MANAGEMENT FUND**

**REVENUE SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	18,674	76,255	0	90,000	0	0	0.00%
Charges for Services	4,279,000	4,023,000	4,556,000	4,741,000	5,106,000	5,106,000	12.07%
Use of Property	0	0	0	0	0	0	0.00%
Other	1,025,697	240,310	75,000	250,000	75,000	75,000	0.00%
<b>Total Revenue</b>	<b>5,323,371</b>	<b>4,339,565</b>	<b>4,631,000</b>	<b>5,081,000</b>	<b>5,181,000</b>	<b>5,181,000</b>	<b>11.88%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	50,000	50,000	50,000	50,000	0.00%
Fringe	0	0	13,523	13,523	13,523	13,523	0.00%
Operating & Contractual	2,268,208	1,413,058	1,231,477	1,481,477	1,481,477	1,481,477	20.30%
Other	5,135,112	5,175,070	3,336,000	3,536,000	3,636,000	3,636,000	8.99%
Capital Outlay	0	0	0	0	0	0	100.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>7,403,320</b>	<b>6,588,128</b>	<b>4,631,000</b>	<b>5,081,000</b>	<b>5,181,000</b>	<b>5,181,000</b>	<b>11.88%</b>

**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
EMPLOYEE BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,646,000	1,630,000	1,920,000	1,770,000	0	0	-100.00%
Investment Income	22,625	197,931	0	300,000	0	0	0.00%
Charges for Services	9,673,624	9,599,058	10,255,000	9,525,000	12,405,000	12,405,000	20.97%
Use of Property	0	0	0	0	0	0	0.00%
Other	71,452	489,503	500,000	500,000	570,000	570,000	0.00%
<b>Total Revenue</b>	<b>11,413,701</b>	<b>11,916,492</b>	<b>12,675,000</b>	<b>12,095,000</b>	<b>12,975,000</b>	<b>12,975,000</b>	<b>2.37%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	2,194,964	2,560,584	2,075,000	2,595,000	2,075,000	2,075,000	0.00%
Other	8,794,913	8,835,227	10,600,000	9,500,000	10,900,000	10,900,000	2.83%
Capital Outlay	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>10,989,877</b>	<b>11,395,811</b>	<b>12,675,000</b>	<b>12,095,000</b>	<b>12,975,000</b>	<b>12,975,000</b>	<b>2.37%</b>

**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
UNEMPLOYMENT BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	814	6,281	0	8,000	0	0	0.00%
Charges for Services	0	0	0	0	0	0	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	10,600	2,600	10,600	10,600	0.00%
Total Revenue	814	6,281	10,600	10,600	10,600	10,600	0.00%

**EXPENSE SUMMARY BY CATEGORY**

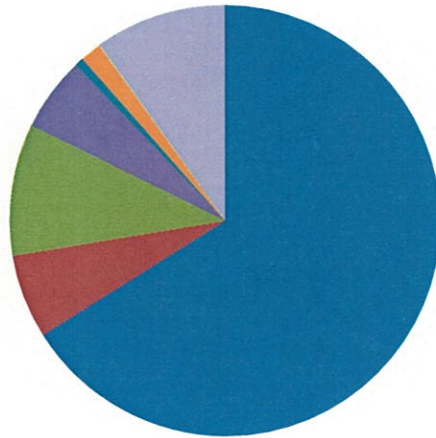
DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	0	0	0	0	0	0	0.00%
Other	5,607	19,845	10,600	10,600	10,600	10,600	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	5,607	19,845	10,600	10,600	10,600	10,600	0.00%

**2024-2025 ANNUAL BUDGET**

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

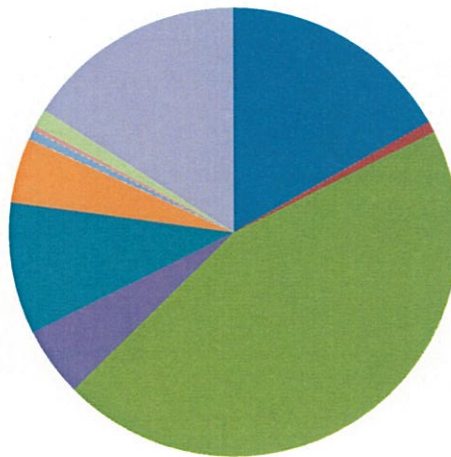
**2024-2025 ANNUAL BUDGET  
UTILITY SYSTEM FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



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

**Expenses**



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

## 2024-2025 ANNUAL BUDGET

### SUMMARY OF FUNDS

#### UTILITY FUND

#### REVENUE SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Electric	71,085,293	82,372,643	76,777,000	82,212,000	76,777,000	76,777,000	0.00%
Water	7,369,083	6,585,553	7,360,000	7,760,000	7,360,000	7,360,000	0.00%
Gas	11,933,727	12,589,236	11,467,000	13,467,000	11,467,000	11,467,000	0.00%
Wastewater	6,138,160	6,027,516	6,520,000	6,720,000	6,520,000	6,520,000	0.00%
Environmental Compliance	655,024	756,951	755,000	755,000	755,000	755,000	0.00%
Other Charges	1,658,640	1,569,701	1,825,000	1,750,000	1,825,000	1,825,000	0.00%
Investment Income	62,693	637,991	0	700,000	0	0	0.00%
Intergovernmental	0	448,489	0	0	0	0	0.00%
Interfund Transfers	132,000	615,000	115,000	119,000	119,000	119,000	3.48%
Other	67,193	121,734	9,672,000	9,744,000	11,443,000	11,443,000	18.31%
<b>Total Revenue</b>	<b>99,101,813</b>	<b>111,724,814</b>	<b>114,491,000</b>	<b>123,227,000</b>	<b>116,266,000</b>	<b>116,266,000</b>	<b>1.55%</b>

#### EXPENSE SUMMARY BY DIVISION

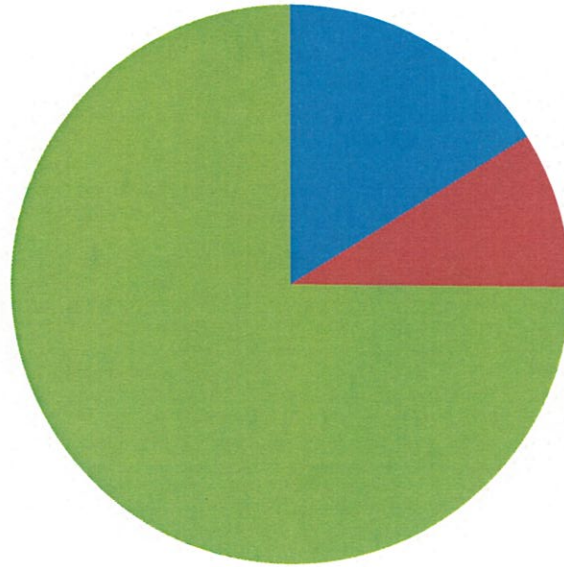
DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Finance	17,264,817	18,603,702	19,591,759	20,290,759	19,532,700	19,532,700	-0.30%
Administration	542,926	935,945	910,942	1,078,942	969,077	969,077	6.38%
Electric	48,998,626	62,161,440	51,487,888	56,135,888	52,314,000	52,314,000	1.60%
Water	4,220,679	5,617,515	5,232,472	5,768,472	5,801,295	5,801,295	10.87%
Gas	12,810,026	13,353,331	10,810,347	13,190,347	11,063,676	11,063,676	2.34%
Wastewater	4,444,181	5,105,942	4,778,465	5,435,465	5,405,048	5,405,048	13.11%
Environmental Services	522,306	598,854	869,757	841,757	835,304	835,304	-3.96%
Environmental Compliance	173,646	149,443	408,000	408,000	408,000	408,000	0.00%
Utility Services	923,074	980,309	1,309,370	1,091,370	1,494,900	1,494,900	14.17%
Interfund Transfers	16,813,000	12,074,000	19,092,000	18,986,000	18,442,000	18,442,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>106,713,281</b>	<b>119,580,481</b>	<b>114,491,000</b>	<b>123,227,000</b>	<b>116,266,000</b>	<b>116,266,000</b>	<b>1.55%</b>

#### EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	9,631,189	11,023,261	12,466,192	12,309,192	13,166,908	13,166,908	5.62%
Fringe Benefits	3,881,023	4,593,414	5,939,933	5,343,933	6,723,938	6,723,938	13.20%
Operating & Contractual	62,453,821	78,402,865	61,893,000	70,678,000	61,893,000	61,893,000	0.00%
Other	27,443,628	22,712,619	29,725,757	29,619,757	29,075,757	29,075,757	-2.19%
Capital Outlay	3,303,620	2,848,322	4,466,118	5,276,118	5,406,397	5,406,397	21.05%
<b>Total Expenses</b>	<b>106,713,281</b>	<b>119,580,481</b>	<b>114,491,000</b>	<b>123,227,000</b>	<b>116,266,000</b>	<b>116,266,000</b>	<b>1.55%</b>

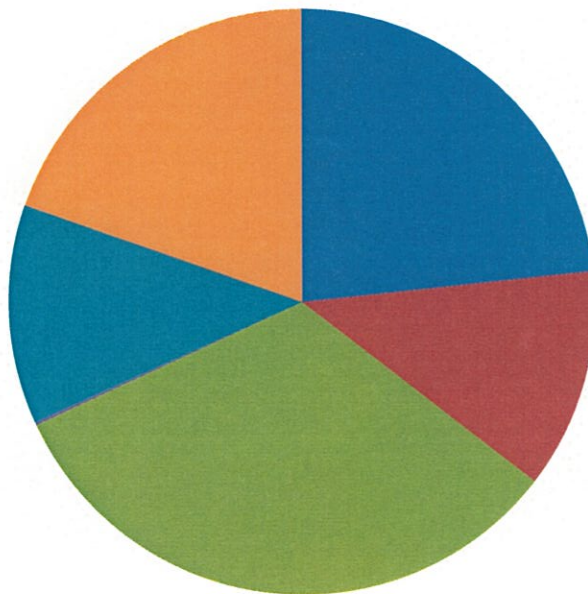
**2024-2025 ANNUAL BUDGET  
SANITATION FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



■ Interntal Service/Interfunds   ■ Other   ■ Charges for Services

**Expenses**



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



## 2024-2025 ANNUAL BUDGET

### SUMMARY OF FUNDS

#### SANITATION FUND

#### REVENUE SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	859,000	1,090,239	439,000	1,426,000	1,159,000	1,159,000	0.00%
Investment Income	0	27,641	0	100,000	0	0	0.00%
Charges for Services	4,792,427	5,244,166	5,143,000	5,509,000	5,393,000	5,393,000	4.86%
Use of Property	0	0	0	0	0	0	0.00%
Other	72,795	20,550	650,000	1,000,000	650,000	650,000	0.00%
Total Revenue	5,724,222	6,382,596	6,232,000	8,035,000	7,202,000	7,202,000	15.56%

#### EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	1,189,596	1,383,444	1,538,155	1,462,155	1,675,616	1,675,616	8.94%
Fringe	452,474	452,094	751,845	614,845	876,939	876,939	16.64%
Operating & Contractual	2,964,116	3,298,856	2,186,000	3,300,000	2,351,000	2,351,000	7.55%
Other	12,000	12,000	12,000	12,000	12,000	12,000	0.00%
Capital Outlay	0	28,175	786,000	1,248,000	871,445	871,445	10.87%
Interfund Transfers	819,000	934,000	958,000	1,398,000	1,415,000	1,415,000	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	5,437,186	6,108,569	6,232,000	8,035,000	7,202,000	7,202,000	15.56%

## 2024-2025 ANNUAL BUDGET

### SUMMARY OF FUNDS ZOOLOGICAL PARK FUND

#### REVENUE SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	1,292,437	1,327,833	1,315,000	1,350,000	1,350,000	1,350,000	2.66%
Intergovernmental	253,549	0	0	0	0	0	0.00%
Interfund Transfers	854,000	1,176,000	127,000	0	684,000	684,000	0.00%
Investment Income	11,908	88,773	0	120,000	0	0	0.00%
Charges for Services	532,901	623,514	425,000	575,000	525,000	525,000	23.53%
Use of Property	0	0	0	0	0	0	0.00%
Other	43,981	720	750,000	1,169,000	400,000	400,000	0.00%
Total Revenue	2,988,776	3,216,840	2,617,000	3,214,000	2,959,000	2,959,000	13.07%

#### EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	748,045	901,975	879,185	944,185	950,314	950,314	8.09%
Fringe	300,229	394,109	397,165	406,165	508,141	508,141	27.94%
Operating & Contractual	1,178,462	1,443,986	904,000	1,279,000	904,000	904,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	50,180	66,968	120,650	149,650	161,545	161,545	33.90%
Interfund Transfers	413,000	316,000	316,000	435,000	435,000	435,000	37.66%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	2,689,916	3,123,038	2,617,000	3,214,000	2,959,000	2,959,000	13.07%

**2024-2025 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
GOLF COURSE FUND**

**REVENUE SUMMARY**

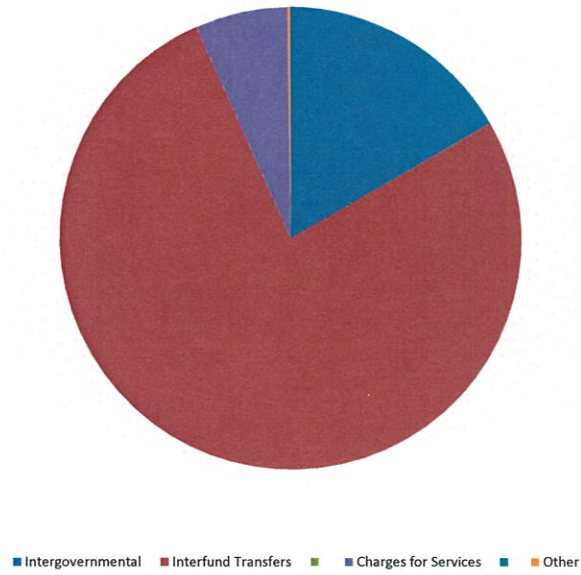
DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	258,000	291,000	318,000	212,000	390,000	390,000	0.00%
Investment Income	2,766	23,610	0	30,000	0	0	0.00%
Charges for Services	757,972	799,975	605,000	787,000	711,000	711,000	17.52%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
<b>Total Revenue</b>	<b>1,018,738</b>	<b>1,114,585</b>	<b>923,000</b>	<b>1,029,000</b>	<b>1,101,000</b>	<b>1,101,000</b>	<b>19.28%</b>

**EXPENSE SUMMARY BY CATEGORY**

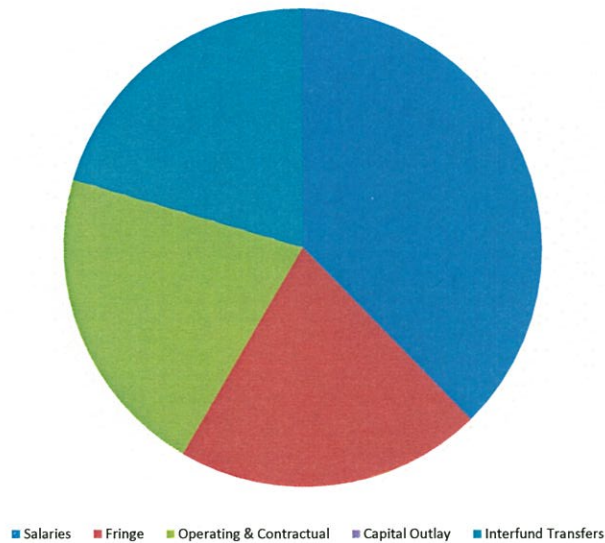
DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	867,053	931,240	854,000	953,000	1,025,000	1,025,000	20.02%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	3,045	3,063	0	0	0	0	0.00%
Interfund Transfers	94,000	69,000	69,000	76,000	76,000	76,000	10.14%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenses</b>	<b>964,098</b>	<b>1,003,303</b>	<b>923,000</b>	<b>1,029,000</b>	<b>1,101,000</b>	<b>1,101,000</b>	<b>19.28%</b>

**2024-2025 ANNUAL BUDGET  
MUNICIPAL TRANSIT FUND  
ADOPTED BUDGET SUMMARY**

**Revenues**



**Expenses**



## 2024-2025 ANNUAL BUDGET

### SUMMARY OF FUNDS MUNICIPAL TRANSIT FUND

#### REVENUE SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Adopted
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	1,877,976	1,409,931	604,000	1,005,000	604,000	604,000	0.00%
Interfund Transfers	1,588,000	2,679,000	2,677,000	2,535,000	2,777,000	2,777,000	0.00%
Investment Income	0	0	0	0	0	0	0.00%
Charges for Services	212,427	228,909	393,000	235,000	235,000	235,000	-40.20%
Use of Property	0	0	0	0	0	0	0.00%
Other	(53,194)	9,504	6,000	6,000	6,000	6,000	0.00%
Total Revenue	3,625,209	4,327,344	3,680,000	3,781,000	3,622,000	3,622,000	-1.58%

#### EXPENSE SUMMARY BY CATEGORY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	876,011	1,064,202	1,349,116	1,324,116	1,365,137	1,365,137	1.19%
Fringe	353,994	426,170	656,445	583,445	751,948	751,948	14.55%
Operating & Contractual	606,719	885,441	865,439	1,092,439	765,915	765,915	-11.50%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	4,946	170,000	170,000	0	0	100.00%
Interfund Transfers	746,000	614,000	639,000	721,000	739,000	739,000	15.65%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	2,582,724	2,994,759	3,680,000	3,891,000	3,622,000	3,622,000	-1.58%

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>City Council</b>						
City Council Persons	7	7	7	7	7	7
<b>Total City Council</b>	7	7	7	7	7	7
<b>City Clerk</b>						
City Clerk	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
<b>Total City Clerk</b>	2	2	2	2	2	2
<b>Office of the Mayor</b>						
Mayor	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
<b>Total Office of the Mayor</b>	2	2	2	2	2	2
<b>General Government</b>						
Commissioner Public Safety	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
<b>Total General Government</b>	3	3	3	3	3	3
<b>Internal Audit</b>						
Mayor's Assistant	1	1	0	0	0	0
Accountant	1	1	0	0	0	0
<b>Total Intergovt'l Agency</b>	2	2	0	0	0	0
<b>Intergovernmental Agency</b>						
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	0	0	1	1	1	1
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant	2	2	2	2	2	2
Mayor's Assistant	1	1	1	1	1	1
Mayor's Assistant - PT	1	1	7	7	7	7
Public Relations Specialist	1	1	0	0	0	0
<b>Total Intergovt'l Agency</b>	8	8	14	14	14	14
<b>City Court</b>						
City Judge	1	1	1	1	1	1
Deputy Clerk	7	7	7	7	7	7
Clerk of Court	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
<b>Total City Court</b>	10	10	10	10	10	10

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Finance</b>						
Director of Finance	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
<b>Total Finance</b>	2	2	2	2	2	2
<b>Business Office</b>						
Business Office Manager	1	1	1	1	1	1
Customer Accounts Representative	2	2	2	2	2	2
Customer Accounts Team Leader	1	1	1	1	1	1
Student Worker	1	1	1	1	1	1
<b>Total Business Office</b>	5	5	5	5	5	5
<b>Accounting</b>						
Accounting Manager	1	1	1	1	1	1
Accountant	3	3	3	3	3	3
Accounting Technician	3	3	3	3	3	3
<b>Total Accounting</b>	7	7	7	7	7	7
<b>Purchasing</b>						
Purchasing Manager	1	1	1	1	1	1
Purchasing Technician	2	2	2	2	2	2
Senior Buyer	2	2	2	2	2	2
Buyer	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
<b>Total Purchasing</b>	7	7	7	7	7	7
<b>Printing</b>						
Mail Clerk	1	1	1	1	1	1
Print Shop Coordinator	2	2	2	2	2	2
<b>Total Printing</b>	3	3	3	3	3	3
<b>Central Warehouse</b>						
Supervisor Central Warehouse	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Stock Clerk	3	3	3	3	3	3
<b>Total Central Warehouse</b>	6	6	6	6	6	6
<b>Parts Warehouse</b>						
Inventory Coordinator	1	1	1	1	1	1
Stock Clerk	1	1	1	1	1	1
<b>Total Parts Warehouse</b>	2	2	2	2	2	2

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Public Works</b>						
Director of Public Works	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
Asst Director Public Works	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
<b>Total Public Works</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Code Enforcement</b>						
Superintendent	1	1	1	1	1	1
Crew Leader	1	2	2	2	2	2
Code Enforcement Officer	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Equipment Operator II	1	2	2	2	2	2
Maintenance Worker	1	2	2	2	2	2
Code Enforcement Officer Senior	2	2	2	2	2	2
<b>Total Code Enforcement</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Engineering</b>						
Assistant City Engineer	1	1	1	1	1	1
City Engineer	1	1	1	1	1	1
Lead Engineering Technician	1	1	1	1	1	1
Engineer in Training	1	1	1	1	1	1
Survey Technician	1	1	1	1	1	1
Engineering Tech III	1	1	1	1	1	1
Construction Inspector	1	1	1	1	1	1
Survey Party Chief	1	1	1	1	1	1
Survey Instrument Operator	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
<b>Total Engineering</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Urban Forestry</b>						
Landscape Architect	1	1	1	1	1	1
<b>Total Urban Forestry</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>



**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Streets &amp; Parks</b>						
Superintendent-Streets	1	1	1	1	1	1
Crew Supervisor Street Maint	2	2	2	2	2	2
Crew Leader Street Maintenance	3	3	3	3	3	3
Maintenance Worker Senior	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Equipment Operator III	4	4	4	4	4	4
Equipment Operator II	7	7	7	7	7	7
Fleet Maintenance Tech	1	1	1	1	1	1
Equipment Operator I	4	4	4	4	4	4
Maintenance Worker	3	3	3	3	3	3
Supervisor - Streets	1	1	1	1	1	1
<b>Total Streets &amp; Parks</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>
<b>Traffic Department</b>						
Traffic Signal Tech	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Superintendent	1	1	1	1	1	1
Sign Artist	1	1	1	1	1	1
Sign & Marking Specialist	3	3	3	3	3	3
<b>Total Traffic Department</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Maintenance Public Buildings</b>						
Custodial Worker	3	3	6	6	6	6
Supervisor Custodial	0	0	1	1	1	1
Supervisor Building Maintenance	2	2	2	2	2	2
Superintendent - Building Maint	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Electrician	1	1	1	1	1	1
Painter	3	3	3	3	3	3
Carpenter	3	3	3	3	3	3
Lead Custodial Worker	1	1	2	2	2	2
Building Maintenance Specialist	2	2	2	2	2	2
Mechanical Systems Technician	3	3	3	3	3	3
Crew Leader- Carpentry	1	1	1	1	1	1
<b>Total Maint.Public Bldgs.</b>	<b>22</b>	<b>22</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Motor Pool</b>						
Superintendent	1	1	1	1	1	1
Supervisor -Fleet Maintenance	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Fleet Maintenance Tech Senior	11	11	11	11	11	11
Fleet Collision Repair Tech	2	2	2	2	2	2
Fleet Service Tech	6	6	6	6	6	6
<b>Total Motor Pool</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Animal Shelter</b>						
Crew Leader	1	1	1	1	1	1
Kennel Technician	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Superintendent-Animal Control	1	1	1	1	1	1
Animal Control Officer	2	2	2	2	2	2
<b>Total Animal Shelter</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Planning</b>						
Director of Planning	1	1	1	1	1	1
Historic Preservation Asst PT	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Assistant Director of Planning	1	1	1	1	1	1
Zoning Enforcement Analyst	2	2	2	2	2	2
GIS Manager	0	0	0	1	1	1
<b>Total Planning</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Construction Development</b>						
Permit Technician	2	2	2	2	2	2
Multi Trades Inspector	5	5	5	5	5	5
Superintendent Construction Dev	1	1	1	1	1	1
Plans Reviewer	1	1	1	1	1	1
<b>Total Construction Develop</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Public Safety Police</b>						
Chief	1	1	1	1	1	1
Assistant Chief	1	1	1	1	1	1
Deputy Chief	0	0	2	2	2	2
Captain	4	4	4	4	4	4
Lieutenant	12	12	12	12	12	12
Sergeant	32	32	32	32	32	32
Communications Officer	17	17	17	17	17	17
Corporal	52	52	52	52	52	52
Police Officer	57	57	57	57	57	57
Jailer	2	2	2	2	2	2
School Patrol	15	15	15	15	15	15
Reserve Police Officer	20	20	20	20	20	20
Records Clerk	14	15	15	15	15	15
Secretary-Police Chief	1	1	1	1	1	1
<b>Total Police Department</b>	<b>228</b>	<b>229</b>	<b>231</b>	<b>231</b>	<b>231</b>	<b>231</b>
<b>Public Safety Fire</b>						
Chief	1	1	1	1	1	1
1st Assistant Chief	3	3	3	3	3	3
2nd Assistant Chief	7	7	7	7	7	7
Chief of Fire Prevention	1	1	1	1	1	1
Chief of Fire Communications	1	1	1	1	1	1
Administrative Chief	0	0	1	1	1	1
Captain	34	34	34	34	34	34
Fire Communications Officer	7	8	8	8	8	8
Fire Training Officer	1	1	1	1	1	1
Fire Prevention Officer	3	3	3	3	3	3
Director of EMS	1	1	1	1	1	1
Fire Equipment Operator	26	26	26	26	26	26
Firefighter 1st Class	39	39	39	39	39	39
Secretary - Fire Chief	1	1	1	1	1	1
Records Clerk	2	2	2	2	2	2
<b>Total Fire Department</b>	<b>127</b>	<b>128</b>	<b>129</b>	<b>129</b>	<b>129</b>	<b>129</b>
<b>Civil Service</b>						
Director of Civil Service	1	1	1	1	1	1
Compensation Analyst	1	1	1	0	0	0
Examination Analyst	1	1	1	2	2	2
Asst Director Civil Service	1	1	1	1	1	1
<b>Total Civil Service</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Human Resources</b>						
Director of Human Resources	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Asst Director of Human Resources	1	1	1	0	0	0
Personnel Analyst	4	4	4	3	3	3
Clerical Specialist	1	1	1	1	1	1
HR Business Partner	0	0	0	1	1	1
Human Resource Specialist	0	0	0	1	1	1
Student Worker	1	1	1	1	1	1
<b>Total Human Resources</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Legal</b>						
City Attorney	1	1	1	1	1	1
Assistant City Attorney	6	4	4	4	4	4
Safe Alex Tech PT	6	6	6	6	6	6
Assistant City Attorney PT	3	7	7	7	7	7
Legal Secretary	1	1	1	1	1	1
Legal Assistant	1	1	1	1	1	1
<b>Total Legal</b>	<b>18</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>Community Services</b>						
Director of Community Services	1	1	1	1	1	1
Secretary	1	1	1	1	1	1
Zoo Media Specialist	0	0	0	1	1	1
Custodial Worker	3	3	0	0	0	0
Supervisor Custodial	1	1	0	0	0	0
Special Events Coordinator	1	1	1	1	1	1
Youth Programs Coordinator	2	2	2	2	2	2
Lead Custodial Worker	1	1	0	0	0	0
Community Center Coordinator	2	2	2	2	2	2
Community Services Representative	2	2	2	2	2	2
Public Relations Specialist	0	0	1	0	0	0
Community Center Attendant PT	5	5	5	5	5	5
Student Worker	9	9	9	9	9	9
<b>Total Community Services</b>	<b>28</b>	<b>28</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>
<b>Rectn Facilities Maintenance</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker - Senior	9	9	9	9	9	9
Crew Leader Parks Maintenance	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Maintenance Worker (Seasonal)	7	7	7	7	7	7
Building Maintenance Specialist	1	1	1	1	1	1
<b>Total Rectn Facilities Maint.</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
Recreational Enhancement						
Mayor's Asst	1	1	1	1	1	1
Recreation Specialist PT	4	4	4	4	4	4
Student Worker	11	11	11	11	11	11
Total Recreational Enhcmnt	16	16	16	16	16	16
TOTAL GENERAL FUND	653	660	668	669	669	669

**2024-2025 ANNUAL BUDGET  
 RECAP OF PERSONNEL**

**CDA FUND & RISK MANAGEMENT FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Community Development</b>						
Administrator	1	1	1	1	1	1
Grants Manager	1	1	1	1	1	1
Permit Technician	2	2	2	2	2	2
Program Manager	3	3	3	3	3	3
Administrative Secretary	1	0	0	0	0	0
Clerical Specialist	0	0	0	0	0	0
Multi Trades Inspector	2	2	2	2	2	2
Accounting Technician	0	1	1	0	0	0
Grants Analyst	0	0	0	1	1	1
<b>Total Community Develop</b>	10	10	10	10	10	10
<b>TOTAL CDBG FUND</b>	10	10	10	10	10	10
<b>Office of Risk Manager</b>						
Risk Manager	1	1	1	1	1	1
<b>Total Office of Risk Manager</b>	1	1	1	1	1	1
<b>TOTAL RISK MGMT FUND</b>	1	1	1	1	1	1

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Budget Office</b>						
Mayor's Asst - Budget Officer	1	1	1	1	1	1
Assistant Director Finance	1	1	1	1	1	1
Accountant	1	1	1	1	1	1
<b>Total Budget Office</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Customer Service</b>						
Manager Customer Service & Field Service	1	1	1	1	1	1
Asst Manager Customer Service & Field Service	1	1	1	1	1	1
Accountant	2	2	2	2	2	2
Administrative Secretary	1	1	1	1	1	1
Customer Accounts Representative	7	7	7	7	7	7
Customer Accounts Team Leader	4	4	2	2	2	2
Customer Services Representative	11	11	11	11	11	11
Utility Billing Specialist	5	5	5	5	5	5
Supervisor Customer Service	0	0	1	1	1	1
Front Office Team Leader	0	0	1	1	1	1
Utility Billing Specialist Lead	1	1	1	1	1	1
Student Worker	1	1	1	1	1	1
<b>Total Cust.Service Dep.</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>
<b>Customer Field Services</b>						
Supervisor Utility Field Services	1	1	1	1	1	1
Crew Leader	1	1	1	1	1	1
Meter Reader	11	11	8	0	0	0
Utility Service Worker	7	7	10	18	18	18
Field Services Office Technician	1	1	1	1	1	1
<b>Total Customer Field Service</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
<b>Management Infor. Systems</b>						
Information Systems Manager	1	1	1	1	1	1
Information Systems Analyst	4	4	4	4	4	4
Database Manager	0	1	1	1	1	1
PC / Network Technician	3	3	3	3	3	3
Computer Operator I	1	0	0	0	0	0
Administrative Secretary	1	1	1	1	1	1
Applications Analyst	0	0	1	1	1	1
<b>Total Mgt Info Systems</b>	<b>10</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Utility Director</b>						
Director of Utilities	1	1	1	1	1	1
Executive Secretary	1	1	1	1	1	1
Enviro Compliance Manager	1	1	1	1	1	1
Professional Engineer	1	1	1	1	1	1
Assistant Director Utiliies	1	1	1	1	1	1
<b>Total Utility Director</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Electric Production</b>						
Superintendent - Electric Prod	1	1	1	1	1	1
Custodial Worker	1	1	1	1	1	1
Supervisor Electric Production	1	1	1	1	1	1
Plant Maintenance Supervisor	1	1	1	1	1	1
Enviromental Tech II	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Electric Plant Shift Supervisor	5	5	5	5	5	5
Maintenance Mechanic II	1	1	1	1	1	1
Electric Plant Operator II	4	4	4	4	4	4
Maintenance Mechanic I	1	1	1	1	1	1
Electric Plant Operator I	5	5	5	5	5	5
Trades Worker	1	1	1	1	1	1
Industrial Electrician-Electric Pr	1	1	1	1	1	1
Electronic & Instr Tech-Electric	1	1	1	1	1	1
<b>Total Electric Production</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>
<b>Electric Distribution</b>						
Superintendent - Electric Distribution	1	1	1	1	1	1
Maintenance Worker Senior	1	1	1	1	1	1
Crew Supervisor Electric Distribution	3	3	3	3	3	3
Supervisor Electric Distribution	1	1	1	1	1	1
Engineering Tech II	1	1	1	0	0	0
SCADA Operator - Electric Dist	4	4	4	4	4	4
Administrative Assistant	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Electric Substation Supervisor	1	1	1	1	1	1
Electric Line Worker Senior	9	9	9	9	9	9
Electric Meter Technician	2	2	2	2	2	2
Electric Line Worker	3	3	3	3	3	3
Electric Substation Tech II	1	1	1	1	1	1
Electric Substation Tech I	2	2	2	2	2	2
Trades Worker	5	5	5	5	5	5
Supervisor Meter & Service	1	1	1	1	1	1
Electric Distribution Systems Tech	1	1	1	1	1	1
Electric Distribution Service Planner	1	1	1	1	1	1
Utility Line Locator	0	0	0	1	1	1
<b>Total Electric Distrib.Dept.</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>



**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Water Distribution</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker Senior	2	2	2	3	3	3
Crew Supervisor Water Distribution	6	6	6	6	6	6
Supervisor Water Distribution	1	2	2	2	2	2
Assistant Superintendent	1	2	2	2	2	2
Meter Technician	2	2	2	2	2	2
Construction Inspector	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Pipe Layer	4	4	4	6	6	6
Equipment Operator III	1	1	1	2	2	2
Maintenance Worker	5	5	5	5	5	5
Industrial Painter	1	1	1	1	1	1
Superintendent - Water Operations	1	1	1	1	1	1
<b>Total Water Distribution</b>	<b>28</b>	<b>30</b>	<b>30</b>	<b>34</b>	<b>34</b>	<b>34</b>
<b>Water Production</b>						
Maintenance Worker Senior	1	1	1	1	1	1
Crew Supervisor Water Distribution	1	1	1	2	2	2
Supervisor Water Treatment	1	1	1	1	1	1
Water Plant Operator	7	7	7	7	7	7
Equipment Operator III	2	2	2	1	1	1
Industrial Painter	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	1	1	1
<b>Total Water Production Dept.</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Gas Distribution</b>						
Superintendent	1	1	1	1	1	1
Crew Supervisor Gas Distribution	4	4	4	4	4	4
Gas General Supervisor	1	1	1	1	1	1
Meter Technician	1	1	1	1	1	1
Gas System Technician	2	2	2	2	2	2
Cathodic Protection Technician	1	1	1	1	1	1
Leak Survey Technician	2	2	2	2	2	2
SCADA Operator - Gas	5	5	5	5	5	5
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Gas Service Technician	1	1	1	1	1	1
Pipe Layer	5	5	5	5	5	5
Pipeline Welder	2	2	2	2	2	2
Equipment Operator III	1	1	1	1	1	1
Trades Worker	4	4	4	4	4	4
Crew Supervisor Cathodic Protect	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	1	1	1
<b>Total Gas Distributin Dept.</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>Wastewater Treatment</b>						
Superintendent	1	1	1	1	1	1
Supervisor Wastewater Treatment	1	2	2	2	2	2
Wastewater Plant Operator	8	8	8	8	8	8
Wastewater Treatment/SCADA	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	1	1	1	1	1	1
Asst Superintendent	1	1	1	1	1	1
Electronic & Instr Tech	1	1	1	1	1	1
<b>Total Wastewater Treat Dept.</b>	<b>15</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>Wastewater Collection</b>						
Maintenance Worker Senior	1	1	1	1	1	1
Supervisor Wastewater Collection	1	2	2	2	2	2
Crew Supervisor WW Line Maint	6	6	6	6	6	6
Maintenance Mechanic I	3	3	3	3	3	3
Pipe Layer	2	2	2	2	2	2
Equipment Operator III	3	3	3	3	3	3
Equipment Operator II	3	3	3	3	3	3
Equipment Operator I	1	1	1	1	1	1
Maintenance Worker	2	2	2	2	2	2
<b>Total Wastewater Collection</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Environmental Services</b>						
Superintendent	1	1	1	1	1	1
Environmental Lab Supervisor	1	1	1	1	1	1
Environmental Technician I	2	2	2	2	2	2
Environmental Technician II	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
<b>Total Environmental Services</b>	6	6	6	6	6	6
<b>Utility Services</b>						
Superintendent	1	1	1	1	1	1
Maintenance Worker Senior	2	2	2	2	2	2
Crew Supervisor Utility Services	2	2	2	2	2	2
Engineering Tech II	4	4	4	0	0	0
Engineering Tech III	1	1	1	1	1	1
Engineering Tech I	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Pipe Layer	1	1	1	1	1	1
Equipment Operator III	1	1	1	1	1	1
Equipment Operator II	2	2	2	2	2	2
Welder	1	1	1	1	1	1
GIS Manager	1	1	1	0	0	0
Utility Line Locator	0	0	0	4	4	4
<b>Total Utility Services</b>	18	18	18	17	17	17
<b>TOTAL UTILITY FUND</b>	275	279	280	283	283	283

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**SANITATION**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Sanitation</b>						
Superintendent	1	1	1	1	1	1
Crew Supervisor Sanitation	3	3	3	3	3	3
Administrative Secretary	1	1	1	1	1	1
Equipment Operator III	7	7	7	7	7	7
Equipment Operator II	10	10	10	10	10	10
Equipment Operator I	8	8	8	8	8	8
Refuse Collector	20	20	20	20	20	20
<b>Total Sanitation Department</b>	50	50	50	50	50	50
<b>TOTAL SANITATION FUND</b>	50	50	50	50	50	50

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**ZOOLOGICAL PARK**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Zoo</b>						
Zoo Director	1	1	1	1	1	1
Custodial Worker	0	0	0	1	1	1
Zoo Education Associate	0	1	1	1	1	1
Supervisor Zoo Facilities Maint	1	1	1	1	1	1
Zoo Keeper III	0	0	0	1	1	1
Veterinarian	1	1	1	1	1	1
Zoo Media Specialist	1	1	1	0	0	0
Zoo Curator - Education	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1
Inventory Coordinator	1	1	1	1	1	1
Customer Services Representative	1	1	1	1	1	1
Trades Worker	1	1	1	1	1	1
Zoo Curator - Health	1	1	1	1	1	1
Zoo Curator - General	1	1	1	1	1	1
Zoo Keeper I	2	3	3	5	5	5
Security Officer	1	1	0	0	0	0
Zoo Keeper II	5	5	5	4	4	4
Vet Tech/Registrar	0	0	1	1	1	1
<b>Total Zoo Department</b>	<b>19</b>	<b>21</b>	<b>21</b>	<b>23</b>	<b>23</b>	<b>23</b>
<b>TOTAL ZOO FUND</b>	<b>19</b>	<b>21</b>	<b>21</b>	<b>23</b>	<b>23</b>	<b>23</b>

**2024-2025 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**MUNICIPAL TRANSIT FUND**

DEPARTMENT	2021-2022	2022-2023	2023-2024	2024-2025		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>General Administration</b>						
Transit Manager	1	1	1	1	1	1
Transit Shift Supervisor	2	2	2	2	2	2
Asst Manager Transit	1	1	1	1	1	1
Transit Analyst	0	1	1	0	0	0
Administrative Secretary	1	1	1	1	1	1
Clerical Specialist	0	0	1	1	1	1
Grants Analyst	0	0	0	1	1	1
<b>Total Department</b>	5	6	7	7	7	7
<b>Revenue Vehicle Operating</b>						
Transit Operator	21	21	20	19	19	19
Transit Operator (PT)	10	10	10	10	10	10
<b>Total Vehicle Operator</b>	31	31	30	29	29	29
<b>Inspection &amp; Maintenance</b>						
Fleet Maintenance Tech Senior	4	4	4	4	4	4
Fleet Service Technician	2	2	2	2	2	2
<b>Total Inspection &amp; Maint.</b>	6	6	6	6	6	6
<b>Maintenance Administration</b>						
Supervisor Fleet Maintenance	1	1	1	1	1	1
<b>Total Maint Administration</b>	1	1	1	1	1	1
<b>TOTAL TRANSIT FUND</b>	43	44	44	43	43	43
<b>TOTAL CITY WIDE</b>	1,051	1,065	1,074	1,079	1,079	1,079

2024-2025 ANNUAL BUDGET

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

**2024-2025 ANNUAL BUDGET**  
**FUND BALANCE ANALYSIS**  
**FOR GOVERNMENTAL FUND TYPES**

FUND	2022-2023	2023-2024	2024-2025
	ACTUAL	ESTIMATED	ADOPTED
<b>GENERAL FUND</b>			
Beginning Balance	38,736,639	35,168,529	28,444,369
Revenues	64,234,973	72,111,000	61,873,000
Expenditures	(67,803,083)	(78,835,160)	(73,576,288)
Ending Balance	35,168,529	28,444,369	16,741,081
Ending Fund Balance as % of Revenues	54.75%	39.45%	27.06%
<b>SPECIAL REVENUE FUNDS</b>			
Beginning Balance	2,177,463	2,377,596	1,895,443
Revenues	808,009	5,371,908	65,000
Expenditures	(607,876)	(5,854,061)	(185,000)
Ending Balance	2,377,596	1,895,443	1,775,443
Ending Fund Balance as % of Revenues	294.25%	35.28%	2731.45%
<b>GENERAL DEBT SERVICE FUND</b>			
Beginning Balance	3,109,320	2,743,110	2,743,110
Revenues	2,467,490	2,874,038	1,883,375
Expenditures	(2,833,700)	(2,874,038)	(1,883,375)
Ending Balance	2,743,110	2,743,110	2,743,110
Ending Fund Balance as % of Revenues	111.17%	95.44%	145.65%
<b>GENERAL CAPITAL PROJECTS FUND</b>			
Beginning Balance	36,506,030	42,413,071	12,815,393
Revenues	17,052,440	48,539,303	11,927,000
Expenditures	(11,145,399)	(78,136,981)	(11,804,000)
Ending Balance	42,413,071	12,815,393	12,938,393
Ending Fund Balance as % of Revenues	248.72%	26.40%	108.48%

Note: In order to calculate true unreserved/undesignated/unappropriated fund balance, Revenues and Expenditures for the General Capital Projects Fund assumes all budgeted revenues will be received and all appropriated expenditures will be spent by April 30th.



**2024-2025 ANNUAL BUDGET**

**NET POSITION ANALYSIS  
FOR PROPRIETARY FUND TYPES**

FUND	2022-2023	2023-2024	2024-2025
	ACTUAL	ESTIMATED	ADOPTED
<b>INTERNAL SERVICE FUNDS</b>			
Beginning Balance	(11,980,744)	(14,339,946)	(14,842,546)
Revenues	16,262,338	16,684,000	17,586,000
Expenses	(18,621,540)	(17,186,600)	(18,166,600)
Ending Balance	(14,339,946)	(14,842,546)	(15,423,146)
Ending Net Position as % of Rev	-88.18%	-88.96%	-87.70%
<b>UTILITY FUND</b>			
Beginning Balance	105,903,197	95,377,353	85,673,353
Revenues	111,880,489	113,523,000	104,863,000
Expenses	(122,406,333)	(123,227,000)	(116,266,000)
Ending Balance	95,377,353	85,673,353	74,270,353
Ending Net Position as % of Rev	85.25%	75.47%	70.83%
<b>MUNICIPAL TRANSIT FUND</b>			
Beginning Balance	6,808,621	7,692,418	7,692,418
Revenues	4,436,641	3,891,000	3,622,000
Expenses	(3,552,844)	(3,891,000)	(3,622,000)
Ending Balance	7,692,418	7,692,418	7,692,418
Ending Net Position as % of Rev	173.38%	197.70%	212.38%
<b>SANITATION FUND</b>			
Beginning Balance	4,204,771	4,063,958	3,063,958
Revenues	6,382,596	7,035,000	6,552,000
Expenses	(6,523,409)	(8,035,000)	(7,202,000)
Ending Balance	4,063,958	3,063,958	2,413,958
Ending Net Position as % of Rev	63.67%	43.55%	36.84%

Note: Actual is based on the City's Financial Statements for the fiscal year ending April 30th. Estimates are calculated on a NON-GAAP Basis which therefore includes debt principal and does not include depreciation.

**2024-2025 ANNUAL BUDGET**

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

**Sources of Funds**

Description	YTD Actual 03-31-24	Fiscal Year 2024 Projected	Fiscal Year 2025 Budget	% Change 2024 Proj To 2025 Budget
Taxes	36,137,337	40,533,000	37,533,000	-7.40%
Licenses & Permits	2,054,077	3,085,000	2,939,000	-4.73%
Intergovernmental	10,159,831	17,578,000	10,852,000	-38.26%
Internal Transfers/Interfunds	8,336,163	9,971,000	9,971,000	0.00%
Fines & Forfeitures	168,903	269,000	277,000	2.97%
Investment Income	123,727	70,000	0	-100.00%
Charges for Services	375,046	304,000	220,000	-27.63%
Other	409,790	301,000	81,000	-73.09%
Budgeted Use of Fund Balance	0	6,724,160	11,703,288	74.05%
<b>Total Sources</b>	<b>57,764,874</b>	<b>78,835,160</b>	<b>73,576,288</b>	<b>-6.67%</b>

**Uses of Funds**

Description	YTD Actual 03-31-24	Fiscal Year 2024 Projected	Fiscal Year 2025 Budget	% Change 2024 Proj To 2025 Budget
Legislative	407,493	540,149	537,179	-0.55%
Executive	1,096,568	1,640,704	1,970,113	20.08%
Judicial	1,215,555	1,306,148	1,480,716	13.37%
Finance	3,586,622	6,901,371	6,674,266	-3.29%
Public Works	12,369,146	15,954,850	13,270,993	-16.82%
Planning	1,545,926	1,106,984	1,415,985	27.91%
Public Safety	28,396,828	37,057,361	34,039,795	-8.14%
Civil Service	294,743	388,120	408,549	5.26%
Human Resources	594,770	731,455	886,627	21.21%
Legal	2,062,605	2,600,621	2,397,037	-7.83%
Community Services	2,833,277	5,161,397	5,180,028	0.36%
Interfund Transfers	5,117,832	5,446,000	5,315,000	-2.41%
<b>Total Uses</b>	<b>59,521,365</b>	<b>78,835,160</b>	<b>73,576,288</b>	<b>-6.67%</b>

<b>Net Change in Fund Balance</b>	<b>(1,756,491)</b>	<b>(6,724,160)</b>	<b>(11,703,288)</b>
<b>Beginning Fund Balance</b>		<b>35,168,528</b>	<b>28,444,368</b>
<b>Ending Fund Balance</b>		<b>28,444,368</b>	<b>16,741,080</b>

**2024-2025 ANNUAL BUDGET**

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

**Sources of Funds**

Description	YTD Actual 03-31-24	Fiscal Year 2024 Projected	Fiscal Year 2025 Budget	% Change 2024 Proj To 2025 Budget
Fines & Forfeitures	45,638	50,000	65,000	30.00%
Investment Income	40,238	43,000	0	0.00%
Budgeted Use of Fund Balance	0	0	120,000	0.00%
<b>TOTAL SOURCES</b>	<b>85,876</b>	<b>93,000</b>	<b>185,000</b>	<b>98.92%</b>

**Uses of Funds**

Description	YTD Actual 03-31-24	Fiscal Year 2024 Projected	Fiscal Year 2025 Budget	% Change 2024 Proj To 2025 Budget
Interfund Transfers	0	185,000	185,000	0.00%
Legal	0	0	0	0.00%
<b>TOTAL USES</b>	<b>0</b>	<b>185,000</b>	<b>185,000</b>	<b>0.00%</b>

<b>Net Change in Fund Balance</b>	85,876	(92,000)	(120,000)
<b>Beginning Fund Balance</b>		960,345	868,345
<b>Ending Fund Balance</b>		868,345	748,345

2024-2025 ANNUAL BUDGET

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

## II. GENERAL FUND

## **General Fund**

This is the General Operating Fund of the City and is used to account for activities not required to be accounted for in some other fund type. The revenues and expenditures for this fund are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

This fund accounts for the activities of elected officials, general administration, finance, public works, planning, public safety, personnel and legal.

## 2024-2025 ANNUAL BUDGET

### GENERAL FUND REVENUE DETAIL

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311101	Taxes - Ad Valorem	3,784,040	3,907,322	3,849,000	3,953,000	3,953,000	3,953,000	3,953,000
311303	Taxes - Franchise	508,080	230,204	510,000	510,000	510,000	510,000	510,000
311301	Sales & Use Tax - 1976	9,227,535	9,214,264	7,696,000	9,000,000	8,250,000	8,250,000	8,250,000
311304	Sales & Use Tax - 1998	18,455,071	18,428,329	15,392,000	18,000,000	16,500,000	16,500,000	16,500,000
311308	Sales & Use Tax - 2005	9,227,418	9,214,165	7,696,000	9,000,000	8,250,000	8,250,000	8,250,000
311900	Interest - Delinquent Taxes	227,819	52,220	60,000	60,000	60,000	60,000	60,000
333103	Housing Authority-P.I.L.O.T	2,968	0	10,000	10,000	10,000	10,000	10,000
	<b>Total Taxes</b>	<b>41,432,931</b>	<b>41,046,504</b>	<b>35,213,000</b>	<b>40,533,000</b>	<b>37,533,000</b>	<b>37,533,000</b>	<b>37,533,000</b>
	<b>Licenses and Permits:</b>							
322101	Licenses - Occupational	3,017,366	3,393,814	2,754,000	2,900,000	2,754,000	2,754,000	2,754,000
322102	Licenses- Compentency Cards	1,684	6,236	5,000	5,000	5,000	5,000	5,000
322201	Permits - Building	152,599	182,284	170,000	170,000	170,000	170,000	170,000
322202	Permits - Zoning	5,490	8,802	10,000	10,000	10,000	10,000	10,000
	<b>Total Licenses And Permits</b>	<b>3,177,139</b>	<b>3,591,136</b>	<b>2,939,000</b>	<b>3,085,000</b>	<b>2,939,000</b>	<b>2,939,000</b>	<b>2,939,000</b>
	<b>Intergovernmental:</b>							
311302	Parish Sales Taxes	10,738,400	10,757,154	8,374,000	10,000,000	9,000,000	9,000,000	9,000,000
333480	Federal - FEMA Recovery	3,066,772	908,922	0	0	0	0	0
333484	Federal - Homeland Security	196,963	0	0	0	0	0	0
333502	State - Beer Tax	58,095	54,576	62,000	62,000	62,000	62,000	62,000
333504	State - Fire Insurance Rebate	132,816	253,188	133,000	214,000	133,000	133,000	133,000
333510	State Grant - DARE Officers	0	0	0	0	0	0	0
333522	Federal - Crime Bill	0	0	0	0	0	0	0
333526	State Grant - LA Comm on Law Enf	225,195	46,501	0	0	0	0	0
333527	Grants - Police	35,668	125,239	0	0	0	0	0
333534	Parish - Sales Tax Rebate	370,891	376,891	108,000	108,000	108,000	108,000	108,000
333536	State - Police Supplemental Pay	0	760,194	646,000	760,000	760,000	760,000	760,000
333537	State - Fire Supplemental Pay	0	753,780	629,000	754,000	754,000	754,000	754,000
333543	Federal - US Dept of Justice	54,752	16,576	0	0	0	0	0
333545	Federal - Drug Confiscations	0	0	35,000	35,000	35,000	35,000	35,000
333549	State - Small Business Development	0	0	0	0	0	0	0
333560	Federal - ARPA	0	0	5,645,000	5,645,000	0	0	0
399014	State - Confiscations	36,180	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	<b>14,915,732</b>	<b>14,053,021</b>	<b>15,632,000</b>	<b>17,578,000</b>	<b>10,852,000</b>	<b>10,852,000</b>	<b>10,852,000</b>
	<b>Internal Services/Interfunds:</b>							
381401	Transfer from Utility-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
333401	Cost Allocation-Utility Fund	2,224,000	1,876,000	1,876,000	1,713,000	1,713,000	1,713,000	1,713,000
333402	Cost Allocation-Sanitation Fund	492,000	649,000	649,000	1,067,000	1,067,000	1,067,000	1,067,000
333403	Cost Allocation-Zoo Fund	413,000	316,000	316,000	435,000	435,000	435,000	435,000
333404	Cost Allocation-Golf Course Fund	94,000	69,000	69,000	76,000	76,000	76,000	76,000
333450	Cost Allocation-Municipal Transit	592,000	459,000	459,000	546,000	546,000	546,000	546,000
388175	Transfers - PTI Fund	185,000	185,000	185,000	185,000	185,000	185,000	185,000
388300	Transfers - General Capital Projects	411,000	692,000	692,000	692,000	692,000	692,000	692,000
388401	Transfers-Utility System 5%	5,233,000	0	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000
	<b>Total Int Service/Interfunds.</b>	<b>9,668,000</b>	<b>4,270,000</b>	<b>9,503,000</b>	<b>9,971,000</b>	<b>9,971,000</b>	<b>9,971,000</b>	<b>9,971,000</b>

**2024-2025 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	<b>Investment Income:</b>							
	Interest - Investments	45,286	274,429	0	70,000	0	0	0
	<b>Total Investment Income</b>	45,286	274,429	0	70,000	0	0	0
	<b>Fines and Forfeitures:</b>							
354701	City Court - Civil Fees	121,256	140,884	120,000	130,000	120,000	120,000	120,000
354702	City Court - Legal	940	961	3,000	1,000	3,000	3,000	3,000
354703	City Court - Fines	118,497	106,729	135,000	119,000	135,000	135,000	135,000
354705	Fines - Parking Tickets	0	0	1,000	1,000	1,000	1,000	1,000
354708	City Court-Police Officers Witness	258	218	12,000	12,000	12,000	12,000	12,000
354710	Fines-DWI Collections	4,297	3,946	6,000	6,000	6,000	6,000	6,000
	<b>Total Fines and Forfeitures</b>	245,248	252,738	277,000	269,000	277,000	277,000	277,000
	<b>Charges for Services:</b>							
334701	Charges - Training Academy	48,500	42,500	30,000	44,000	30,000	30,000	30,000
344001	Charges - Grass Mowing	103,406	153,317	30,000	85,000	30,000	30,000	30,000
344205	Charges - Demolition	4,541	31,894	0	0	0	0	0
344703	Charges - R-O-W Maintenance	60,190	60,190	60,000	60,000	60,000	60,000	60,000
344705	Charges - Animal Shelter	65,935	53,063	75,000	55,000	75,000	75,000	75,000
344708	Charges - Photo Copies	52,768	62,561	25,000	60,000	25,000	25,000	25,000
344709	Charges - Alarm Billing	2,675	1,660	0	0	0	0	0
	<b>Total Charges for Services</b>	338,015	405,185	220,000	304,000	220,000	220,000	220,000
	<b>Other:</b>							
377504	Rent - CLECO	220,292	41,788	240,000	0	0	0	0
377505	Rent - Incubator	0	0	0	0	0	0	0
377600	Rent - Bolton Avenue Center	6,945	6,335	3,000	3,000	3,000	3,000	3,000
377601	Rent - Convention Hall	47,331	23,035	15,000	35,000	15,000	15,000	15,000
377604	Rent - M.L. King Center	160	0	1,000	1,000	1,000	1,000	1,000
377605	Rent - Broadway Resource Center	6,630	950	2,000	2,000	2,000	2,000	2,000
377700	Rent - Harold Miles Park	3,500	1,950	2,000	2,000	2,000	2,000	2,000
377701	Rent - Beagle Club	0	0	0	0	0	0	0
377702	Rent - Farmers Market	3,820	2,970	3,000	3,000	3,000	3,000	3,000
377703	Rent - Ampitheatre	1,960	0	1,000	1,000	1,000	1,000	1,000
377708	Rent - Martin Center	2,080	5,570	3,000	3,000	3,000	3,000	3,000
388200	Sale of Fixed Assets	40,859	26,434	0	33,000	0	0	0
399000	Miscellaneous Revenue	255,800	316,205	45,000	200,000	45,000	45,000	45,000
399001	Misc - Return Checks	0	0	0	0	0	0	0
399004	Misc - Arts & Humanities	0	0	2,000	2,000	2,000	2,000	2,000
399015	Misc - Field Usage	16,150	22,193	4,000	16,000	4,000	4,000	4,000
399510	Revenue - Other	0	5,000	0	0	0	0	0
399524	Revenue - Other Winter Fete	0	0	0	0	0	0	0
399525	Revenue - Insurance Proceeds	977,232	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	9,623,000	6,724,160	11,703,288	11,703,288	11,703,288
	<b>Total Other</b>	1,582,759	452,430	9,944,000	7,025,160	11,784,288	11,784,288	11,784,288
	<b>TOTAL REVENUES</b>	71,405,110	64,345,443	73,728,000	78,835,160	73,576,288	73,576,288	73,576,288



**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To serve as the legislative branch of city government as detailed by the Alexandria Home Rule Charter.

**FUNCTION DESCRIPTION**

The City Council meets as needed to conduct the legislative business of the City. Individual committees of the council meet with the administration to provide recommendations to the full council concerning the City.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Regular council meetings	26	26	26
Council work sessions	26	26	26
Council committee meetings	205	205	205
Ordinances adopted	408	408	408
Resolutions adopted	305	305	305
Telephone inquiries	12,565	12,565	12,565

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	168,600	168,794	176,400	176,400	176,400	176,400	0.00%
Fringe Benefits	36,077	37,061	55,223	55,223	41,276	41,276	-25.26%
Operating/Contractual	34,827	48,760	79,912	79,912	79,912	79,912	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	11,560	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>239,504</b>	<b>266,175</b>	<b>311,535</b>	<b>311,535</b>	<b>297,588</b>	<b>297,588</b>	<b>-4.48%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480110	Salary - City Council Persons	7	7	7	7	7	7	0.00%
	<b>Total Positions</b>	7	7	7	7	7	7	0.00%

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
480110	<b>Salaries:</b>							
	Salary - City Council Persons	168,600	168,794	176,400	176,400	176,400	176,400	176,400
	<b>Total Salaries</b>	168,600	168,794	176,400	176,400	176,400	176,400	176,400
	<b>Fringe:</b>							
510202	Fringe - Hospital	24,346	24,699	41,440	41,440	27,493	27,493	27,493
510206	Fringe - Medicare Insurance Tax	2,492	2,491	2,555	2,555	2,555	2,555	2,555
510207	Fringe - Life Insurance	147	154	294	294	294	294	294
510208	Fringe - FICA Tax Retirement	9,092	9,717	10,934	10,934	10,934	10,934	10,934
	<b>Total Fringe</b>	36,077	37,061	55,223	55,223	41,276	41,276	41,276
	<b>Operating &amp; Contractual:</b>							
531900	Advertising	10,596	13,079	31,000	31,000	31,000	31,000	31,000
533024	Economic Development	15,685	13,685	10,000	10,000	10,000	10,000	10,000
543000	Miscellaneous	5,181	13,482	15,000	15,000	15,000	15,000	15,000
543003	Travel & Training	3,365	8,514	23,912	23,912	23,912	23,912	23,912
	<b>Total Operating &amp; Contractual</b>	34,827	48,760	79,912	79,912	79,912	79,912	79,912
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	11,560	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	11,560	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	239,504	266,175	311,535	311,535	297,588	297,588	297,588

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To serve as the official keeper of records. To serve the City Council as its independent legislative staff.

### FUNCTION DESCRIPTION

1. Municipal Policy formulation.
2. Issue analysis.
3. Contract negotiation.
4. Financial reporting.
5. Performance auditing.
6. Planning.
7. Parliamentary opinions.
8. Agenda organization.
9. Committee coordination & staffing.
10. Composition and retention of ordinances and resolutions.
11. Public relations.
12. Citizen complaint referral and response.
13. Records retention.
14. Record certification.
15. Municipal code compilation.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Regular council meetings	26	26	26
Council work sessions	26	26	26
Council committee meetings	205	205	205
Ordinances adopted	408	408	408
Resolutions adopted	305	305	305
Telephone inquires	12,565	12,565	12,565

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	122,744	138,004	138,004	138,004	143,869	143,869	4.25%
Fringe Benefits	41,297	48,526	48,610	48,610	53,722	53,722	10.52%
Operating/Contractual	23,007	33,132	42,000	42,000	42,000	42,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>187,048</b>	<b>219,662</b>	<b>228,614</b>	<b>228,614</b>	<b>239,591</b>	<b>239,591</b>	<b>4.80%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480101	Salary - City Clerk	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480101	Salary - City Clerk	76,987	86,558	86,558	86,558	90,237	90,237	90,237
480604	Salary - Administrative Assistant	45,757	51,446	51,446	51,446	53,632	53,632	53,632
	<b>Total Salaries</b>	122,744	138,004	138,004	138,004	143,869	143,869	143,869
	<b>Fringe:</b>							
510201	Fringe - Pension	24,758	31,830	31,864	31,864	34,126	34,126	34,126
510202	Fringe - Hospital	15,843	15,916	15,916	15,916	18,734	18,734	18,734
510206	Fringe - Medicare Insurance Tax	637	721	746	746	778	778	778
510207	Fringe - Life Insurance	59	59	84	84	84	84	84
	<b>Total Fringe</b>	41,297	48,526	48,610	48,610	53,722	53,722	53,722
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	1,315	3,121	2,000	2,000	2,000	2,000	2,000
520400	Office	10,175	10,591	17,000	17,000	17,000	17,000	17,000
531410	Telephone	7,111	10,267	5,000	5,000	5,000	5,000	5,000
531500	Printing	0	0	0	0	0	0	0
543000	Miscellaneous Expense	4,266	5,929	6,000	6,000	6,000	6,000	6,000
543003	Travel & Training	140	3,224	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating &amp; Contractual</b>	23,007	33,132	42,000	42,000	42,000	42,000	42,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	187,048	219,662	228,614	228,614	239,591	239,591	239,591

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide the day-to-day policy making and support services necessary to guide management of city operations. To serve as a focal point where information about City Government and its activities can be obtained by citizens and groups.

**FUNCTION DESCRIPTION**

As spokesperson for the city, the Mayor and his assistants are often requested to attend meetings, deliver proclamations, participate in special projects and provide information to the news media. As the key policy maker for the Executive Branch, the Mayor is responsible for proposing policies regarding levels of city services and for communicating these policies to the City Council and Department Heads.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	188,123	201,243	210,903	210,903	215,983	215,983	2.41%
Fringe Benefits	66,332	75,693	83,166	83,166	89,671	89,671	7.82%
Operating/Contractual	88,289	98,551	73,000	92,000	92,000	92,000	26.03%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>342,744</b>	<b>375,487</b>	<b>367,069</b>	<b>386,069</b>	<b>397,654</b>	<b>397,654</b>	<b>8.33%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480109	Salary - Mayor	1	1	1	1	1	1	0.00%
480604	Salary - Executive Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
480109	Salary - Mayor	130,603	141,595	149,403	149,403	154,483	154,483	154,483
480604	Salary - Executive Secretary	57,520	59,648	61,500	61,500	61,500	61,500	61,500
	<b>Total Salaries</b>	<b>188,123</b>	<b>201,243</b>	<b>210,903</b>	<b>210,903</b>	<b>215,983</b>	<b>215,983</b>	<b>215,983</b>
<b>Fringe:</b>								
510201	Fringe - Pension	31,056	38,058	34,294	34,294	37,588	37,588	37,588
510202	Fringe - Hospital	24,346	26,495	37,913	37,913	41,050	41,050	41,050
510206	Fringe - Medicare Insurance Tax	3,172	3,390	3,170	3,170	3,244	3,244	3,244
510207	Fringe - Life Insurance	53	45	84	84	84	84	84
510209	Fringe - Car Allowance	7,705	7,705	7,705	7,705	7,705	7,705	7,705
	<b>Total Fringe</b>	<b>66,332</b>	<b>75,693</b>	<b>83,166</b>	<b>83,166</b>	<b>89,671</b>	<b>89,671</b>	<b>89,671</b>
<b>Operating &amp; Contractual:</b>								
520400	Office	2,240	9,753	4,000	24,000	24,000	24,000	24,000
531301	Vehicle Costs-Fuel	3,757	5,471	2,000	4,000	4,000	4,000	4,000
531304	Vehicle Costs - R & M	1,140	195	0	2,000	2,000	2,000	2,000
531410	Telephone	17,050	23,094	7,000	21,000	21,000	21,000	21,000
531500	Printing	806	3,963	2,000	2,000	2,000	2,000	2,000
543000	Miscellaneous	58,042	48,069	22,000	18,000	18,000	18,000	18,000
543002	Dues & Subscriptions	1,845	295	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	721	7,711	33,000	18,000	18,000	18,000	18,000
605106	Maintenance Equipment	2,688	0	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>88,289</b>	<b>98,551</b>	<b>73,000</b>	<b>92,000</b>	<b>92,000</b>	<b>92,000</b>	<b>92,000</b>
<b>Capital Outlay:</b>								
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>342,744</b>	<b>375,487</b>	<b>367,069</b>	<b>386,069</b>	<b>397,654</b>	<b>397,654</b>	<b>397,654</b>

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

--

**FUNCTION DESCRIPTION**

--

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	45,028	93,079	179,491	179,491	182,041	182,041	0.00%
Fringe Benefits	8,351	16,387	50,905	50,905	49,926	49,926	0.00%
Operating/Contractual	10,015	12,497	24,000	27,000	27,000	27,000	12.50%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>63,394</b>	<b>121,963</b>	<b>254,396</b>	<b>257,396</b>	<b>258,967</b>	<b>258,967</b>	<b>1.80%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480204	Salary - Commisioner Public Safety	1	1	1	1	1	1	0.00%
490614	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480204	Salary - Commisioner Public Safety	18,331	45,042	119,500	119,500	119,500	119,500	119,500
490614	Salary - Administrative Assistant	15,439	25,636	35,052	35,052	36,542	36,542	36,542
490626	Salary - Clerical Specialist	11,258	22,401	24,939	24,939	25,999	25,999	25,999
	<b>Total Salaries</b>	45,028	93,079	179,491	179,491	182,041	182,041	182,041
	<b>Fringe:</b>							
510201	Fringe - Pension	7,020	12,671	40,260	40,260	37,835	37,835	37,835
510202	Fringe - Hospital	0	2,321	7,958	7,958	9,367	9,367	9,367
510206	Fringe - Medicare Insurance Tax	1,311	1,338	2,603	2,603	2,640	2,640	2,640
510207	Fringe - Life Insurance	20	57	84	84	84	84	84
	<b>Total Fringe</b>	8,351	16,387	50,905	50,905	49,926	49,926	49,926
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	83	0	4,000	2,000	2,000	2,000	2,000
531410	Telephone	4,937	6,497	2,000	6,000	6,000	6,000	6,000
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	3,000
543036	Small Business Development	0	6,000	0	6,000	6,000	6,000	6,000
543037	Human Relations Committee	4,995	0	15,000	10,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	10,015	12,497	24,000	27,000	27,000	27,000	27,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	63,394	121,963	254,396	257,396	258,967	258,967	258,967

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

--

**FUNCTION DESCRIPTION**

--

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	137,599	98,546	0	0	0	0	0.00%
Fringe Benefits	36,915	29,225	0	0	0	0	0.00%
Operating/Contractual	376	908	0	0	0	0	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>174,890</b>	<b>128,679</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480211	Salary - Mayor Asst Internal Audit	1	1	0	0	0	0	0.00%
290230	Salary - Accountant	1	1	0	0	0	0	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	0	0	0	0	0	0
480211	Salary - Mayor Asst Internal Audit	98,458	63,637	0	0	0	0	0
290230	Salary - Accountant	39,141	34,909	0	0	0	0	0
	<b>Total Salaries</b>	137,599	98,546	0	0	0	0	0
	<b>Fringe:</b>							
510201	Fringe - Pension	26,724	21,332	0	0	0	0	0
510202	Fringe - Hospital	7,921	6,300	0	0	0	0	0
510206	Fringe - Medicare Insurance Tax	2,211	1,554	0	0	0	0	0
510207	Fringe - Life Insurance	59	39	0	0	0	0	0
	<b>Total Fringe</b>	36,915	29,225	0	0	0	0	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	0	0
531410	Telephone	376	183	0	0	0	0	0
543002	Dues and Subscriptions	0	0	0	0	0	0	0
543003	Travel & Training	0	725	0	0	0	0	0
605106	Maintenance of Equipment	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	376	908	0	0	0	0	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	174,890	128,679	0	0	0	0	0

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To develop contracts and services to enhance intergovernmental relations between the city and other governmental bodies.

**FUNCTION DESCRIPTION**

The function of this department is to coordinate political and community concerns between the city and the state, parish and other local governmental agencies on behalf of the citizens of Alexandria. The Mayor's Assistants in this department also perform varied other functions for the Mayor.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected



**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	401,123	459,210	968,726	706,726	982,176	982,176	1.39%
Fringe Benefits	147,009	160,791	243,513	205,513	246,316	246,316	1.15%
Operating/Contractual	150,155	90,282	155,000	85,000	85,000	85,000	-45.16%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	8,500	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>698,287</b>	<b>718,783</b>	<b>1,367,239</b>	<b>997,239</b>	<b>1,313,492</b>	<b>1,313,492</b>	<b>-3.93%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480201	Salary - Mayor's Asst Chief of Staff	1	1	1	1	1	1	0.00%
480202	Salary - Mayor's Asst	1	1	1	1	1	1	0.00%
480211	Salary - Mayor Asst Veteran Serv	0	1	1	1	1	1	0.00%
480219	Salary - Mayor's Asst -Eco Developm	1	1	1	1	1	1	0.00%
480221	Salary - Mayor's Asst-PR Commun	2	2	2	2	2	2	0.00%
480226	Salary - Mayor's Asst-Capital Projec	1	1	1	1	1	1	0.00%
480227	Salary - Mayor's Asst -PT	1	7	7	7	7	7	0.00%
490928	Salary - Public Relations Spec	1	0	0	0	0	0	1.00%
	<b>Total Positions</b>	<b>8</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480201	Salary - Mayor's Asst Chief of Staff	99,494	115,104	130,000	130,000	130,000	130,000	130,000
480202	Salary - Mayor's Asst	60,457	69,983	80,800	80,800	80,800	80,800	80,800
480211	Salary - Mayor Asst Veteran Serv	0	0	95,000	44,000	95,000	95,000	95,000
480219	Salary - Mayor's Asst -Eco Developr	68,713	73,690	72,500	72,500	72,500	72,500	72,500
480221	Salary - Mayor's Asst-PR Commun	96,139	101,302	126,376	122,376	126,376	126,376	126,376
480226	Salary - Mayor's Asst-Capital Projec	26,670	7,115	79,050	79,050	92,500	92,500	92,500
480227	Salary - Mayor's Asst PT	30,250	46,835	385,000	178,000	385,000	385,000	385,000
490928	Salary - Public Relations Spec	19,400	45,181	0	0	0	0	0
	<b>Total Salaries</b>	401,123	459,210	968,726	706,726	982,176	982,176	982,176
	<b>Fringe:</b>							
510201	Fringe - Pension	74,908	84,629	121,462	110,462	133,814	133,814	133,814
510202	Fringe - Hospital	57,243	58,334	74,097	47,097	64,353	64,353	64,353
510206	Fringe - Medicare Insurance Tax	6,422	7,450	14,190	14,190	14,385	14,385	14,385
510207	Fringe - Life Insurance	154	138	294	294	294	294	294
510208	Fringe - FICA	1,876	5,163	23,870	23,870	23,870	23,870	23,870
510209	Fringe - Car Allowance	6,406	5,077	9,600	9,600	9,600	9,600	9,600
	<b>Total Fringe</b>	147,009	160,791	243,513	205,513	246,316	246,316	246,316
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	5,069	2,872	5,000	2,000	2,000	2,000	2,000
531110	Professional Fees	131,616	79,810	130,000	70,000	70,000	70,000	70,000
531410	Telephone	4,193	3,547	4,000	4,000	4,000	4,000	4,000
543000	Miscellaneous	8,375	2,636	5,000	3,000	3,000	3,000	3,000
543003	Travel & Training	902	1,417	11,000	6,000	6,000	6,000	6,000
646037	Storm Relief - Laura	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	150,155	90,282	155,000	85,000	85,000	85,000	85,000
	<b>Capital Outlay:</b>							
707600	Machinery and Equipment	0	8,500	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	8,500	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	698,287	718,783	1,367,239	997,239	1,313,492	1,313,492	1,313,492

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

Administration of Justice.

**FUNCTION DESCRIPTION**

The operation of the Alexandria City Court system, both criminal and civil, in addition to the operation of the Alexandria City Court Clerk's Office. The due process of justice through court operations includes hearing of criminal, traffic and civil cases as well as the clerical responsibilities that accompanies this process. The Clerk's office handles all civil suit filings, additional pleadings, subpoenas, small claims suits, eviction suits, garnishment proceedings and dismissals. Telephone and personal contact with the general public and legal counsel is handled specifically with the intention of projecting an image of professionalism through out the judicial system. A Probation and Pre-Trial Intervention programs are part of the City Court system. These departments work in conjunction with the City Prosecutors and the criminal Clerk's office. Their function is to primarily assist defendants in abiding by the ruling of the Judge. Pre-Trial Intervention program aids first offenders in maintaining a clean record once all requirements are completed.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Criminal Cases	6,955	7,400	7,500
Traffic Cases	12,100	13,500	14,000
Civil Cases	3,100	2,800	3,000
Pre-Trial Intervention Cases	400	410	450

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	413,817	421,298	458,549	442,549	460,600	460,600	0.45%
Fringe Benefits	214,157	224,838	231,599	231,599	255,116	255,116	10.15%
Operating/Contractual	48,544	62,076	32,000	57,000	57,000	57,000	78.13%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>676,518</b>	<b>708,212</b>	<b>722,148</b>	<b>731,148</b>	<b>772,716</b>	<b>772,716</b>	<b>7.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480111	Salary - City Judge	1	1	1	1	1	1	0.00%
480607	Salary - Deputy Clerk	7	7	7	7	7	7	0.00%
480608	Salary - Clerk of Court	1	1	1	1	1	1	0.00%
480609	Salary - Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480111	Salary - City Judge	55,789	57,091	57,306	57,306	59,357	59,357	59,357
480607	Salary - Deputy Clerk	257,743	257,508	294,544	278,544	294,544	294,544	294,544
480608	Salary - Clerk of Court	56,577	61,339	61,339	61,339	61,339	61,339	61,339
480609	Salary - Secretary	43,708	45,360	45,360	45,360	45,360	45,360	45,360
	<b>Total Salaries</b>	413,817	421,298	458,549	442,549	460,600	460,600	460,600
	<b>Fringe:</b>							
510201	Fringe - Pension	91,015	109,451	98,509	98,509	109,254	109,254	109,254
510202	Fringe - Hospital	117,886	110,037	126,776	126,776	139,518	139,518	139,518
510206	Fringe - Medicare Insurance Tax	4,974	5,089	5,894	5,894	5,924	5,924	5,924
510207	Fringe - Life Insurance	282	261	420	420	420	420	420
	<b>Total Fringe</b>	214,157	224,838	231,599	231,599	255,116	255,116	255,116
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	102	0	0	0	0	0	0
520501	Operating - Janitorial	1,470	0	0	0	0	0	0
531410	Telephone	18,854	26,906	9,000	24,000	24,000	24,000	24,000
531701	Utilities	26,872	33,961	20,000	30,000	30,000	30,000	30,000
605101	Maintenance Buildings & Facilities	1,246	1,209	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	48,544	62,076	32,000	57,000	57,000	57,000	57,000
	<b>TOTAL DEPARTMENT</b>	676,518	708,212	722,148	731,148	772,716	772,716	772,716

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To execute the order of the City Court.

**FUNCTION DESCRIPTION**

The City Marshal is the enforcement officer of the court. He executes the orders and mandates of the court, thereby, making arrests and preserving the peace.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected



**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	973	3,016	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	13,669	19,069	35,000	25,000	35,000	35,000	35,000
531304	Vehicle Costs - Repairs & Maint	9,738	12,610	15,000	20,000	15,000	15,000	15,000
531410	Telephone	16,379	22,543	5,000	22,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	<b>40,759</b>	<b>57,238</b>	<b>58,000</b>	<b>70,000</b>	<b>58,000</b>	<b>58,000</b>	<b>58,000</b>
	<b>Other:</b>							
646015	RPPJ Cost Share	489,195	508,464	650,000	505,000	650,000	650,000	650,000
	<b>Total Other</b>	<b>489,195</b>	<b>508,464</b>	<b>650,000</b>	<b>505,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>529,954</b>	<b>565,702</b>	<b>708,000</b>	<b>575,000</b>	<b>708,000</b>	<b>708,000</b>	<b>708,000</b>



**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	509,770	580,353	1,046,000	955,000	1,046,000	1,046,000	0.00%
Other	6,415,445	8,950,696	7,245,261	8,099,261	7,930,261	7,930,261	0.00%
Capital Outlay	12,204	154,994	750,000	763,000	500,000	500,000	0.00%
<b>Total Appropriations</b>	<b>6,937,419</b>	<b>9,686,043</b>	<b>9,041,261</b>	<b>9,817,261</b>	<b>9,476,261</b>	<b>9,476,261</b>	<b>4.81%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	9,810	4,097	10,000	5,000	10,000	10,000	10,000
531106	Professional Fees - Audit	63,873	66,980	68,000	68,000	68,000	68,000	68,000
531110	Professional Fees & Services	182,065	166,236	600,000	500,000	600,000	600,000	600,000
531122	Fees - Occupal Licenses Collection	169,713	205,395	196,000	206,000	196,000	196,000	196,000
531209	Services - Bank Charges	6,106	6,370	9,000	9,000	9,000	9,000	9,000
533024	Economic Development	2,500	48,649	75,000	75,000	75,000	75,000	75,000
543000	Miscellaneous	47,007	51,916	48,000	52,000	48,000	48,000	48,000
543002	Dues & Subscriptions	28,696	30,710	40,000	40,000	40,000	40,000	40,000
	<b>Total Operating &amp; Contractual</b>	<b>509,770</b>	<b>580,353</b>	<b>1,046,000</b>	<b>955,000</b>	<b>1,046,000</b>	<b>1,046,000</b>	<b>1,046,000</b>
	<b>Other:</b>							
520010	Supplemental Pay - Police	0	760,194	646,000	760,000	760,000	760,000	760,000
520011	Supplemental Pay - Fire	0	753,780	629,000	754,000	754,000	754,000	754,000
543012	Fire Hydrant	95,000	95,000	95,000	95,000	95,000	95,000	95,000
543013	Street Lights	283,000	283,000	283,000	283,000	283,000	283,000	283,000
543028	Election Cost	0	8,030	60,000	75,000	60,000	60,000	60,000
543031	Economic Development - STR	29,103	23,934	59,643	59,643	59,643	59,643	59,643
646001	Civil Defense	10,833	9,166	10,000	10,000	10,000	10,000	10,000
646003	Dept of Veteran Affairs	10,803	9,141	7,000	7,000	7,000	7,000	7,000
646006	Probation Officer	215,587	184,059	245,000	215,000	245,000	245,000	245,000
646014	Arts Council of Central Louisiana	125,000	106,250	79,000	107,000	79,000	79,000	79,000
646032	LMA Convention	0	0	125,000	125,000	125,000	125,000	125,000
646033	Small Business Incubator	77,964	143,419	100,000	125,000	100,000	100,000	100,000
646034	Land Lease	13,155	13,484	15,618	15,618	15,618	15,618	15,618
646037	Storm Relief - Laura	0	0	0	0	0	0	0
646037	Storm Relief - Delta	0	0	0	0	0	0	0
646037	Emergency Relief - COVID 19	0	0	0	0	0	0	0
646040	Transfer to Fire Pension Fund	0	0	22,000	22,000	22,000	22,000	22,000
646160	Transfers to CDA Fund	0	0	0	0	0	0	0
646163	Transfer to HOME Investment Fund	0	0	0	0	0	0	0
646170	Transfer to Lead Hazard Fund	0	0	0	0	0	0	0
646401	Transfer to Uiltiies System Fund	0	500,000	0	0	0	0	0
646402	Transfer to Sanitation Fund	859,000	1,090,239	439,000	1,426,000	1,159,000	1,159,000	1,159,000
646403	Transfer to Zoo Fund	854,000	1,176,000	127,000	0	684,000	684,000	684,000
646404	Transfer to Golf Course Fund	258,000	291,000	318,000	212,000	318,000	318,000	318,000
646551	Transfer to Risk Management Fund	2,761,000	2,689,000	3,025,000	2,923,000	3,154,000	3,154,000	3,154,000
646552	Transfer to Employee Benefit Fund	823,000	815,000	960,000	885,000	0	0	0
	<b>Total Other</b>	<b>6,415,445</b>	<b>8,950,696</b>	<b>7,245,261</b>	<b>8,099,261</b>	<b>7,930,261</b>	<b>7,930,261</b>	<b>7,930,261</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	13,000	0	0	0
707600	Machinery and Equipment	12,204	154,994	750,000	750,000	500,000	500,000	500,000
	<b>Total Capital Outlay</b>	<b>12,204</b>	<b>154,994</b>	<b>750,000</b>	<b>763,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>6,937,419</b>	<b>9,686,043</b>	<b>9,041,261</b>	<b>9,817,261</b>	<b>9,476,261</b>	<b>9,476,261</b>	<b>9,476,261</b>

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

Section 4-03 of the Home Rule Charter of the City of Alexandria, charges the Director of Finance with the custody of city funds, integrity of financial statements, accounting systems, collections and disbursements of all Monies, procurement of property, safeguarding of assets, computer operations and preparation of the annual budget.

### FUNCTION DESCRIPTION

The Director of Finance manages and coordinates all fiscal activities for the city including: Accounting, Budgeting, Purchasing, Tax Collection, Utility Customer Service, Meter Reading, and Management Information Systems.

Responsibilities include: debt administration, cash management and investing, inventory and fixed asset control, internal control system, pension funds, coordinating the annual audit, bond sales and supervision of all division operations.

The Director of Finance also serves on the City of Alexandria Employees' Retirement Boards, the Firefighters' Pension Board, and various committees as assigned or appointed.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	132,067	143,183	143,183	143,183	150,269	150,269	4.95%
Fringe Benefits	49,417	53,989	52,089	52,089	58,394	58,394	12.10%
Operating/Contractual	20,642	25,313	46,000	46,000	46,000	46,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	2,000	2,000	2,000	2,000	0.00%
<b>Total Appropriations</b>	<b>202,126</b>	<b>222,485</b>	<b>243,272</b>	<b>243,272</b>	<b>256,663</b>	<b>256,663</b>	<b>5.50%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480103	Salary - Director of Finance	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480103	Salary - Director of Finance	96,527	104,652	104,652	104,652	110,100	110,100	110,100
480604	Salary - Administrative Assistant	35,540	38,531	38,531	38,531	40,169	40,169	40,169
	<b>Total Salaries</b>	132,067	143,183	143,183	143,183	150,269	150,269	150,269
	<b>Fringe:</b>							
510201	Fringe - Pension	26,471	30,802	29,143	29,143	32,528	32,528	32,528
510202	Fringe - Hospital	15,843	15,916	15,916	15,916	18,734	18,734	18,734
510206	Fringe - Medicare Insurance Tax	2,244	2,412	2,146	2,146	2,248	2,248	2,248
510207	Fringe - Life Insurance	59	59	84	84	84	84	84
510209	Fringe - Car Allowance	4,800	4,800	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	49,417	53,989	52,089	52,089	58,394	58,394	58,394
	<b>Operating &amp; Contractual:</b>							
520400	Office	8,508	8,947	10,000	10,000	10,000	10,000	10,000
531410	Telephone	10,640	13,568	6,000	13,000	6,000	6,000	6,000
543002	Dues & Subscriptions	1,494	487	0	0	0	0	0
543003	Travel & Training	0	2,311	30,000	23,000	30,000	30,000	30,000
	<b>Total Operating &amp; Contractual</b>	20,642	25,313	46,000	46,000	46,000	46,000	46,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	2,000	2,000	2,000	2,000	2,000
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	2,000	2,000	2,000	2,000	2,000
	<b>TOTAL DEPARTMENT</b>	202,126	222,485	243,272	243,272	256,663	256,663	256,663

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To collect all revenue in a timely and efficient manner and provide customers with accurate, timely and courteous service.

**FUNCTION DESCRIPTION**

This department is responsible for the preparation of property tax notices, and the maintenance of the receivables, including sale of adjudicated property.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Tax notices prepared	21,337	22,102	22,867

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	140,508	151,069	172,157	170,157	178,751	178,751	3.83%
Fringe Benefits	73,051	86,402	88,893	88,893	98,219	98,219	10.49%
Operating/Contractual	127,611	167,542	125,000	195,000	125,000	125,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	80,000	80,000	60,000	60,000	0.00%
<b>Total Appropriations</b>	<b>341,170</b>	<b>405,013</b>	<b>466,050</b>	<b>534,050</b>	<b>461,970</b>	<b>461,970</b>	<b>-0.88%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490126	Salary - Business Office Manager	1	1	1	1	1	1	0.00%
490642	Salary - Customer Accounts Rep	2	2	2	2	2	2	0.00%
490644	Salary - Customer Accounts Team L	1	1	1	1	1	1	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	1,048	1,577	6,000	4,000	6,000	6,000	6,000
490126	Salary - Business Office Manager	50,512	55,993	55,993	55,993	58,373	58,373	58,373
490642	Salary - Customer Accounts Rep	47,145	61,288	61,608	61,608	64,226	64,226	64,226
490644	Salary - Customer Accounts Team L	32,484	32,211	37,556	37,556	39,152	39,152	39,152
490690	Salary - Student Worker	9,319	0	11,000	11,000	11,000	11,000	11,000
	<b>Total Salaries</b>	140,508	151,069	172,157	170,157	178,751	178,751	178,751
	<b>Fringe:</b>							
510201	Fringe - Pension	25,422	34,842	36,148	36,148	39,791	39,791	39,791
510202	Fringe - Hospital	45,052	49,398	49,398	49,398	54,986	54,986	54,986
510206	Fringe - Medicare Insurance Tax	1,890	2,044	2,497	2,497	2,592	2,592	2,592
510207	Fringe - Life Insurance	108	118	168	168	168	168	168
510208	Fringe - FICA Tax Retirement	579	0	682	682	682	682	682
	<b>Total Fringe</b>	73,051	86,402	88,893	88,893	98,219	98,219	98,219
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	10,551	8,505	6,000	9,000	6,000	6,000	6,000
531101	Fees Recording	53,860	44,270	17,000	67,000	17,000	17,000	17,000
531301	Vehicle Costs - Fuel & Oil	565	741	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	768	812	1,000	1,000	1,000	1,000	1,000
531401	Postage	27,066	16,294	44,000	34,000	44,000	44,000	44,000
531410	Telephone	2,088	2,728	2,000	2,000	2,000	2,000	2,000
531500	Printing	4,315	347	2,000	2,000	2,000	2,000	2,000
531900	Advertising	1,432	68,178	24,000	49,000	24,000	24,000	24,000
543003	Travel & Training	3,054	2,091	5,000	5,000	5,000	5,000	5,000
543025	Tax Rolls	21,958	21,991	20,000	22,000	20,000	20,000	20,000
605106	Maintenance Equipment	1,954	1,585	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating and Contractual</b>	127,611	167,542	125,000	195,000	125,000	125,000	125,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	80,000	80,000	60,000	60,000	60,000
	<b>Total Capital Outlay</b>	0	0	80,000	80,000	60,000	60,000	60,000
	<b>TOTAL DEPARTMENT</b>	341,170	405,013	466,050	534,050	461,970	461,970	461,970



## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To ensure accurate and efficient accounting of all financial transactions incurred by the City of Alexandria so that complete and timely financial statements can be prepared.

### FUNCTION DESCRIPTION

The Accounting Department is responsible for:

1. Processing Payroll, Accounts Payable, and Accounts Receivable.
2. Maintaining the General Ledger.
3. Accounting for fixed assets.
4. Monitoring cash and investments.
5. Establishing and monitoring internal controls.
6. Monitoring debt service, bond payments, and other long term liabilities.
7. Preparing the city's financial statements in accordance with generally accepted accounting principles.

Additionally, the Accounting Department is responsible for the accounting and financial reporting of the Firefighter's Pension Fund.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Payroll checks issued	23,500	23,500	23,500
Pension fund checks (fire/police)	90	90	90
Accounts payable checks issued	10,500	10,500	10,500
Journal entries posted	5,000	5,000	5,000

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	295,267	314,663	304,212	302,212	316,887	316,887	4.17%
Fringe Benefits	125,792	163,680	157,873	157,873	183,327	183,327	16.12%
Operating/Contractual	14,058	18,813	24,000	29,000	24,000	24,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>435,117</b>	<b>497,156</b>	<b>486,085</b>	<b>489,085</b>	<b>524,214</b>	<b>524,214</b>	<b>7.84%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490108	Salary - Accounting Manager	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	3	3	3	3	3	3	0.00%
490339	Salary - Accounting Technician	3	3	3	3	3	3	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	16,790	14,176	6,000	4,000	6,000	6,000	6,000
490108	Salary - Accounting Manager	57,232	63,295	63,198	63,198	65,884	65,884	65,884
490230	Salary - Accountant	112,166	133,203	130,960	130,960	136,526	136,526	136,526
490339	Salary - Accounting Technician	109,079	103,989	104,054	104,054	108,477	108,477	108,477
	<b>Total Salaries</b>	295,267	314,663	304,212	302,212	316,887	316,887	316,887
	<b>Fringe:</b>							
510201	Fringe - Pension	51,611	72,544	68,233	68,233	75,166	75,166	75,166
510202	Fringe - Hospital	70,506	86,677	84,934	84,934	103,272	103,272	103,272
510206	Fringe - Medicare Insurance Tax	3,491	4,253	4,412	4,412	4,595	4,595	4,595
510207	Fringe - Life Insurance	184	206	294	294	294	294	294
	<b>Total Fringe</b>	125,792	163,680	157,873	157,873	183,327	183,327	183,327
	<b>Operating &amp; Contractual:</b>							
520400	Office	3,901	5,320	8,000	8,000	8,000	8,000	8,000
531301	Vehicle Costs - Fuel & Oil	0	0	1,000	1,000	1,000	1,000	1,000
531304	Vehicle Costs - R & M	0	221	0	0	0	0	0
531410	Telephone	8,220	11,344	4,000	11,000	4,000	4,000	4,000
543002	Dues and Subscriptions	40	0	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	0	906	4,000	4,000	4,000	4,000	4,000
605106	Maintenance of Equipment	1,897	1,022	5,000	3,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	14,058	18,813	24,000	29,000	24,000	24,000	24,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	435,117	497,156	486,085	489,085	524,214	524,214	524,214

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To purchase all property, supplies, material and services for the City of Alexandria in accordance with applicable state laws, council policies, and administrative requirements.

**FUNCTION DESCRIPTION**

The Purchasing Department processes departmental requisitions, solicits and analyzes bids consistent with good purchasing policies and in accordance with applicable state laws and council policy. Purchasing also manages the activities to the Print Shop, Central Warehouse, Electric Distribution Warehouse, and the Vehicle & Equipment Parts Department facilities. In addition, Purchasing Department maintains the records for the city's fleet and handles all communications for city departments (i.e. pagers, mobile and portable radios, and cell phones). Purchasing issues departments approved for procurement cards as well as audits the charges on the card holder's monthly statements (approximately 45 card holders at this time).

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Requisitions/Purchase Orders Processed	16,000	20,000	21,000
Mail Processing	88,400	100,000	105,000
New Vendor Processing	600	775	800
Invoices Processed for Payment	88,400	100,000	105,000
Monthly P-Card Statements Audited	14	60	60
Capital invoices process for payment	0	0	0
Bids Prepared	175	250	275
Quotes for Products	2,500	3,000	3,100
Quote Price Inquires	4,000	4,200	4,300
Vendor Product Inquires	2,200	2,400	2,500
Bid/Quote Preparation-Man Hours	0	2,000	2,100
Product Inquiry/Research-Man Hours	0	3,000	3,100

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	238,463	243,725	278,393	267,393	281,860	281,860	1.25%
Fringe Benefits	100,258	113,850	138,904	127,904	144,960	144,960	4.36%
Operating/Contractual	12,910	13,810	25,000	26,000	25,000	25,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>351,631</b>	<b>371,385</b>	<b>442,297</b>	<b>421,297</b>	<b>451,820</b>	<b>451,820</b>	<b>2.15%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490109	Salary - Purchasing Manager	1	1	1	1	1	1	0.00%
490135	Salary - Purchasing Technician	2	2	2	2	2	2	0.00%
490238	Salary - Senior Buyer	2	2	2	2	2	2	0.00%
490363	Salary - Buyer	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0.00%</b>
=====								

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	268	505	3,000	3,000	3,000	3,000	3,000
490109	Salary - Purchasing Manager	54,379	60,048	60,048	60,048	62,600	62,600	62,600
490135	Salary - Purchasing Technician	64,673	68,926	71,415	60,415	64,922	64,922	64,922
490238	Salary - Senior Buyer	70,327	78,674	81,472	81,472	84,935	84,935	84,935
490363	Salary - Buyer	27,886	15,262	30,472	30,472	36,089	36,089	36,089
490618	Salary - Administrative Secretary	20,930	20,310	31,986	31,986	30,314	30,314	30,314
	<b>Total Salaries</b>	238,463	243,725	278,393	267,393	281,860	281,860	281,860
	<b>Fringe:</b>							
510201	Fringe - Pension	44,946	55,897	62,444	61,444	66,857	66,857	66,857
510202	Fringe - Hospital	51,833	54,393	72,129	62,129	73,720	73,720	73,720
510206	Fringe - Medicare Insurance Tax	3,288	3,379	4,037	4,037	4,089	4,089	4,089
510207	Fringe - Life Insurance	191	181	294	294	294	294	294
	<b>Total Fringe</b>	100,258	113,850	138,904	127,904	144,960	144,960	144,960
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520400	Office	3,517	2,935	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Fuel & Oil	149	351	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	498	786	1,000	1,000	1,000	1,000	1,000
531410	Telephone	7,140	7,337	6,000	7,000	6,000	6,000	6,000
531500	Printing	175	597	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	154	29	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	0	1,775	4,000	4,000	4,000	4,000	4,000
605106	Maintenance Equipment	1,277	0	4,000	4,000	4,000	4,000	4,000
	<b>Total Operating &amp; Contractual</b>	12,910	13,810	25,000	26,000	25,000	25,000	25,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	351,631	371,385	442,297	421,297	451,820	451,820	451,820

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide the printing services for all city departments in the most economical and efficient manner possible.

**FUNCTION DESCRIPTION**

The Printing Department handles the printing of city stationary, envelopes, and forms as needed and works with various departments on special projects such as financial reports, budgets, capital outlay, brochures, posters, banners, post cards, mail outs, certificates, name tags, invitations, programs, etc. We also provide name plates for desks and doors, rubber stamps, graphic design work and typesetting.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Number of sheets printed (includes letterheads, envelopes, forms, and special projects)	2,000,000 Sheets	2,050,000 Sheets	2,100,000 Sheets
Special reports and projects	200 Books	225 Books	250 Books
Utility Bill Printed per month	925 Projects	1,000 Projects	1,100 Projects
	150 Sp. Projects	200 Sp. Projects	225 Sp. Projects
	28,000	28,000	28,000





**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	354	270	3,000	2,000	3,000	3,000	3,000
490131	Salary - Mail Clerk	28,477	31,446	31,446	31,446	32,782	32,782	32,782
490735	Salary - Print Shop Coordinator	78,541	86,728	86,729	86,729	90,415	90,415	90,415
	<b>Total Salaries</b>	107,372	118,444	121,175	120,175	126,197	126,197	126,197
	<b>Fringe:</b>							
510201	Fringe - Pension	20,809	27,318	27,179	27,179	29,934	29,934	29,934
510202	Fringe - Hospital	49,273	50,223	50,223	50,223	54,378	54,378	54,378
510206	Fringe - Medicare	1,394	1,569	1,758	1,758	1,830	1,830	1,830
510207	Fringe - Life Insurance	88	88	126	126	126	126	126
	<b>Total Fringe</b>	71,564	79,198	79,286	79,286	86,268	86,268	86,268
	<b>Operating &amp; Contractual:</b>							
520500	Operating Supplies	1,207	2,373	2,000	2,000	2,000	2,000	2,000
531410	Telephone	1,358	1,763	1,000	2,000	1,000	1,000	1,000
531800	Lease	28,674	36,645	47,000	40,000	47,000	47,000	47,000
543003	Travel & Training	0	0	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	19,277	18,953	27,000	27,000	27,000	27,000	27,000
	<b>Total Operating &amp; Contractual</b>	50,516	59,734	78,000	72,000	78,000	78,000	78,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	116,083	15,486	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	1,590	1,590	0	0	0	0	0
	<b>Total Capital Outlay</b>	117,673	17,076	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	347,125	274,452	278,461	271,461	290,465	290,465	290,465

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To store and distribute supplies, material, and equipment required for city operations, and to provide for the maintenance and storage of city records.

**FUNCTION DESCRIPTION**

The warehouse receives, stores, disburses and properly records, supplies, materials and equipment. The warehouse temporarily stores surplus equipment until disposal.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Pick tickets issued	3,195	3,905	4,000
Inventory issued to departments	67,385	70,785	71,000
Inventory stock received P.O.	93,425	99,750	100,000
Surplus property stored	610	650	675
City records stored (2 locations)	1,600	1,670	1,670

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	193,239	212,685	216,859	190,859	225,692	225,692	4.07%
Fringe Benefits	80,269	99,807	106,419	88,419	121,281	121,281	13.97%
Operating/Contractual	25,396	23,662	31,000	53,000	31,000	31,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	66,325	66,325	0	0	0.00%
<b>Total Appropriations</b>	<b>298,904</b>	<b>336,154</b>	<b>420,603</b>	<b>398,603</b>	<b>377,973</b>	<b>377,973</b>	<b>-10.14%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490136	Salary - Supervisr Central Warehouse	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490841	Salary - Stock Clerk	3	3	3	3	3	3	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	5,294	5,116	9,000	7,000	9,000	9,000	9,000
490136	Salary - Supervisr Central Warehouse	48,587	53,653	53,652	53,652	55,932	55,932	55,932
490624	Salary - Inventory Coordinator	37,274	41,160	41,160	41,160	42,909	42,909	42,909
490626	Salary - Clerical Specialist	26,354	29,101	29,101	20,101	30,338	30,338	30,338
490841	Salary - Stock Clerk	75,730	83,655	83,946	68,946	87,513	87,513	87,513
	<b>Total Salaries</b>	193,239	212,685	216,859	190,859	225,692	225,692	225,692
	<b>Fringe:</b>							
510201	Fringe - Pension	37,450	48,821	46,621	44,621	53,534	53,534	53,534
510202	Fringe - Hospital	39,973	47,876	56,531	40,531	64,353	64,353	64,353
510206	Fringe - Medicare Insurance Tax	2,670	2,936	3,015	3,015	3,142	3,142	3,142
510207	Fringe - Life Insurance	176	174	252	252	252	252	252
	<b>Total Fringe</b>	80,269	99,807	106,419	88,419	121,281	121,281	121,281
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	20,000	0	0	0
520200	Obsolete Inventory	2,809	391	3,000	3,000	3,000	3,000	3,000
520204	Uniforms	1,997	1,993	2,000	2,000	2,000	2,000	2,000
520400	Office	1,551	1,261	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	3,271	3,989	4,000	4,000	4,000	4,000	4,000
520501	Operating - Janitorial	972	986	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	3,768	4,749	2,000	3,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	2,316	3,625	3,000	4,000	3,000	3,000	3,000
531410	Telephone	2,629	3,247	4,000	4,000	4,000	4,000	4,000
531500	Printing	0	20	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	1,995	857	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	4,088	2,544	5,000	5,000	5,000	5,000	5,000
646037	Emergency Relief - Laura	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	25,396	23,662	31,000	53,000	31,000	31,000	31,000
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	66,325	66,325	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	66,325	66,325	0	0	0
	<b>TOTAL DEPARTMENT</b>	298,904	336,154	420,603	398,603	377,973	377,973	377,973

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To inventory and distribute vehicle and equipment parts and supplies for the Motor Pool, Sanitation, and Bus Departments.

**FUNCTION DESCRIPTION**

The Vehicle & Equipment Parts Department is housed within the Motor Pool repair facility building at the Consolidated Complex.

The department implements inventory procedures for the stocking and distribution of commonly used items for the repair and up keep the city's fleet. Through precedent management, the Parts Department strives to maintain an adequate inventory that results in shorter "down times" for city vehicles and ultimately giving better service to the citizens of Alexandria.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Work Orders Processed	8,000	9,000	9,100
Number of Parts Issued From Stock	171,000	190,000	200,000
Number of Parts Checked Inventory	90,000	100,000	105,000
Telephone Quotes	700	825	850
Request for information from shop	850	1,200	1,300

CITY OF ALEXANDRIA

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	94,335	110,039	75,351	100,351	78,426	78,426	4.08%
Fringe Benefits	56,419	64,800	55,991	61,991	60,875	60,875	8.72%
Operating/Contractual	9,211	7,936	10,000	10,000	10,000	10,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	600	600	0.00%
<b>Total Appropriations</b>	<b>159,965</b>	<b>182,775</b>	<b>141,342</b>	<b>172,342</b>	<b>149,901</b>	<b>149,901</b>	<b>6.06%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490841	Salary - Stock Clerk	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	28,820	37,641	3,000	28,000	3,000	3,000	3,000
490624	Salary - Inventory Coordinator	39,541	43,836	43,662	43,662	45,518	45,518	45,518
490841	Salary - Stock Clerk	25,974	28,562	28,689	28,689	29,908	29,908	29,908
	<b>Total Salaries</b>	94,335	110,039	75,351	100,351	78,426	78,426	78,426
	<b>Fringe:</b>							
510201	Fringe - Pension	18,285	25,375	16,901	22,901	18,603	18,603	18,603
510202	Fringe - Hospital	36,835	37,885	37,913	37,913	41,050	41,050	41,050
510206	Fringe - Medicare Insurance Tax	1,240	1,481	1,093	1,093	1,138	1,138	1,138
510207	Fringe - Life Insurance	59	59	84	84	84	84	84
	<b>Total Fringe</b>	56,419	64,800	55,991	61,991	60,875	60,875	60,875
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	995	1,002	1,000	1,000	1,000	1,000	1,000
520400	Office	420	710	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	283	548	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	1,159	2,073	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	3,960	568	1,000	1,000	1,000	1,000	1,000
531410	Telephone	1,922	2,675	2,000	2,000	2,000	2,000	2,000
605106	Maintenance Equipment	472	360	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	9,211	7,936	10,000	10,000	10,000	10,000	10,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	600	600	600
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	600	600	600
	<b>TOTAL DEPARTMENT</b>	159,965	182,775	141,342	172,342	149,901	149,901	149,901

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

Section 4-04 of the Home Rule Charter of the City of Alexandria charges the Director of Public Works with the administration of engineering services, contract construction work, maintenance of streets, and drainage. Also included are transit operations and sanitation.

**FUNCTION DESCRIPTION**

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

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**CITY OF ALEXANDRIA**





**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	22,806	47,032	0	33,000	0	0	0
480104	Salary - Director of Public Works	55,126	96,981	109,000	109,000	109,000	109,000	109,000
480604	Salary - Administrative Assistant	55,884	54,865	49,440	49,440	49,440	49,440	49,440
490228	Salary - Asst Director Public Works	75,102	117,050	160,988	160,988	167,830	167,830	167,830
490618	Salary - Administrative Secretary	20,156	30,109	29,078	29,078	30,314	30,314	30,314
	<b>Total Salaries</b>	229,074	346,037	348,506	381,506	356,584	356,584	356,584
	<b>Fringe:</b>							
510201	Fringe - Pension	45,217	79,910	78,170	86,170	81,727	81,727	81,727
510202	Fringe - Hospital	51,378	55,551	40,615	55,615	61,915	61,915	61,915
510206	Fringe - Medicare Insurance Tax	3,206	5,130	5,124	5,124	5,242	5,242	5,242
510207	Fringe - Life Insurance	100	127	210	210	210	210	210
510209	Fringe - Car Allowance	3,028	4,708	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	102,929	145,426	128,919	151,919	153,894	153,894	153,894
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	5,039	29,054	0	34,000	0	0	0
520400	Office	13,778	18,820	14,000	18,000	14,000	14,000	14,000
531301	Vehicle Costs - Fuel & Oil	2,104	4,043	7,000	4,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	15,557	5,075	4,000	4,000	4,000	4,000	4,000
531410	Telephone	9,349	10,771	10,000	10,000	10,000	10,000	10,000
543003	Travel & Training	38,025	21,203	30,000	35,000	30,000	30,000	30,000
	<b>Total Operating &amp; Contractual</b>	83,852	88,966	65,000	105,000	65,000	65,000	65,000
	<b>Capital Outlay:</b>							
707101	Acquisition	0	0	0	0	0	0	0
707405	Building Improvements	0	2,922	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	4,752	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	4,752	2,922	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	420,607	583,351	542,425	638,425	575,478	575,478	575,478

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

It is the goal of the department to effectively enforce various City codes in regards to high grass, litter, abandoned vehicles, and sanitation. It is also the mission of the department to provide an efficient means to the public as well as other city departments of reporting complaints/problems and making inquires regarding city services and opportunities. This mission is accomplished through our "First Call" line where employees receive, document, and follow up on inquires, problems, complaints and requests from the public, the administration, the council, department heads, and other city employees.

**FUNCTION DESCRIPTION**

The department enforces the City's codes in regards to high grass, litter, abandoned vehicles, and sanitation. The department also receives, documents, and follows up on inquires from the public as well as other city departments in regards to city services and opportunities (First Call).

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Grass cutting work orders completed	2,348	2,270	2,300
Warning citations issued	360	1,650	1,600
Abandoned vehicles removed	350	0	0
Court appearances	111	4	5
First Call complaints received	3,500	3,500	3,500

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	315,566	417,948	396,631	472,631	409,093	409,093	3.14%
Fringe Benefits	114,494	179,691	190,262	202,262	201,695	201,695	6.01%
Operating/Contractual	376,139	576,549	349,000	623,000	349,000	349,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	3,401	56,591	229,784	250,784	136,732	136,732	0.00%
<b>Total Appropriations</b>	<b>809,600</b>	<b>1,230,779</b>	<b>1,165,677</b>	<b>1,548,677</b>	<b>1,096,520</b>	<b>1,096,520</b>	<b>-5.93%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490119	Salary - Superintendent Code Enforc	1	1	1	1	1	1	0.00%
490141	Salary - Crew Leader	1	2	2	2	2	2	0.00%
490337	Salary - Code Enforcement Officer	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490746	Salary - Equipment Operator II	1	2	2	2	2	2	0.00%
490820	Salary - Maintenance Worker	1	2	2	2	2	2	0.00%
490902	Salary - Code Enforcement Officer S	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	47,169	87,512	15,000	97,000	15,000	15,000	15,000
490119	Salary - Superintendent Code Enfr	60,842	55,827	55,827	55,827	58,200	58,200	58,200
490141	Salary - Crew Leader	35,395	73,401	74,366	74,366	76,024	76,024	76,024
490337	Salary - Code Enforcement Officer	31,957	35,052	35,052	35,052	36,542	36,542	36,542
490618	Salary - Administrative Secretary	21,903	31,301	31,986	31,986	33,345	33,345	33,345
490746	Salary - Equipment Operator II	28,030	37,050	63,240	63,240	64,557	64,557	64,557
490820	Salary - Maintenance Worker	15,221	18,368	41,600	35,600	42,484	42,484	42,484
490902	Salary - Code Enforcement Officer S	75,049	79,437	79,560	79,560	82,941	82,941	82,941
	<b>Total Salaries</b>	<b>315,566</b>	<b>417,948</b>	<b>396,631</b>	<b>472,631</b>	<b>409,093</b>	<b>409,093</b>	<b>409,093</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	57,352	96,358	88,888	108,888	97,037	97,037	97,037
510202	Fringe - Hospital	52,507	77,105	95,178	87,178	98,281	98,281	98,281
510206	Fringe - Medicare Insurance Tax	4,415	5,961	5,734	5,734	5,915	5,915	5,915
510207	Fringe - Life Insurance	220	267	462	462	462	462	462
	<b>Total Fringe</b>	<b>114,494</b>	<b>179,691</b>	<b>190,262</b>	<b>202,262</b>	<b>201,695</b>	<b>201,695</b>	<b>201,695</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	102,505	142,545	100,000	110,000	100,000	100,000	100,000
520204	Uniforms	1,635	983	1,000	1,000	1,000	1,000	1,000
520400	Office	2,802	5,513	2,000	5,000	2,000	2,000	2,000
520500	Operating Supplies	15,224	25,462	16,000	16,000	16,000	16,000	16,000
520503	Operating Chemicals	779	1,454	1,000	2,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	27,761	47,239	20,000	38,000	20,000	20,000	20,000
531304	Vehicle Costs R & M	113,158	205,410	33,000	208,000	33,000	33,000	33,000
531401	Postage	9,535	12,627	13,000	13,000	13,000	13,000	13,000
531410	Telephone	5,927	7,714	5,000	7,000	5,000	5,000	5,000
531500	Printing	806	786	0	0	0	0	0
531701	Utilities	90,177	115,428	155,000	220,000	155,000	155,000	155,000
531900	Advertising	403	306	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	4,186	3,381	0	0	0	0	0
605106	Maintenance Equipment	1,241	7,701	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	<b>376,139</b>	<b>576,549</b>	<b>349,000</b>	<b>623,000</b>	<b>349,000</b>	<b>349,000</b>	<b>349,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	121,000	121,000	151,171	70,440	70,440
707600	Machinery & Equipment	3,401	56,591	108,784	129,784	295,177	66,292	66,292
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>3,401</b>	<b>56,591</b>	<b>229,784</b>	<b>250,784</b>	<b>446,348</b>	<b>136,732</b>	<b>136,732</b>
	<b>TOTAL DEPARTMENT</b>	<b>809,600</b>	<b>1,230,779</b>	<b>1,165,677</b>	<b>1,548,677</b>	<b>1,406,136</b>	<b>1,096,520</b>	<b>1,096,520</b>

**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Planning</b>	<b>FUND:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Engineering</b>	<b>ORGANIZATION:</b>	<b>042300</b>

**GOAL MISSION STATEMENT**

The Engineering Department's function is to provide the administration, City Council and Citizens with maps, records, and files concerning widths of rights of ways and easements, municipally owned property, benchmark locations and elevations; street names and locations; drainage facilities; review construction projects; maintain records on parks and recreational facilities and bridges; enter all pertinent information into CAD System; provide usable construction estimates, permits from the Corp of Engineers on all Capital Drainage Projects; participate in planning and/or design a capital improvements and/or projects; work with all other city departments on all other city departments on maintenance and improvements projects concerning existing city facilities, provide plans, specifications, surveying, inspection and processing for various projects including streets, drainage utilities and parks for the City of Alexandria; meet with LDOTD and FHWA officials to discuss funding of Urban System Projects meeting LDOTD and FHWA requirements, coordinating plans between the consultants and LDOTD and FHWA officials; Secure Wet Lands.

**FUNCTION DESCRIPTION**

The Engineering Department handles numerous citizen complaints and questions, daily coordinates various construction activities. Our engineering technicians update the City limits and Zoning maps on an on going basis and update various other maps and records. They also draw plans for various projects, provide assistance for citizens on various matters, provide charts, graphs and maps for administration and council (as required), index and file maps and drawings, update drainage, street numbers and subdivisions maps. The survey crew provides services from construction layout to staking and/or locating right-of-ways and easements, as well as maintaining all city benchmarks. They also secure data for the preparation of Right-of-Way Maps by the Drafting Department for Urban System Projects. The construction inspector maintains constant check on consulting engineers' projects and in house designed projects. The Secretary keeps up with the enormous amount of correspondence, reports, filing and phone calls that flow this office on a daily basis. The engineers must see that the previously mentioned work is assigned and completed, as well as design and supervise city projects; handle citizens' complaints and questions; and assist the administration and council on other matters as required.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Typewritten correspondence	900	1,000	1,000
Meetings (in hours)	700	750	750
Telephone calls	10,000	10,000	10,000
Construction-in-house	40	35	40
Consultant design w/ City Review	60	65	50
Citizens Complaints by phone	800	1,000	1,000
Citizens Complaints in field	200	200	200

**CITY OF ALEXANDRIA**

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	461,061	492,298	552,590	544,590	576,032	576,032	4.24%
Fringe Benefits	194,351	229,317	268,358	257,358	300,212	300,212	11.87%
Operating/Contractual	37,758	42,775	58,000	53,000	58,000	58,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	7,056	3,696	78,450	78,450	2,450	2,450	0.00%
<b>Total Appropriations</b>	<b>700,226</b>	<b>768,086</b>	<b>957,398</b>	<b>933,398</b>	<b>936,694</b>	<b>936,694</b>	<b>-2.16%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490107	Salary - Asst City Engineer	1	1	1	1	1	1	0.00%
490110	Salary - City Engineer	1	1	1	1	1	1	0.00%
490162	Salary - Lead Engineering Technicia	1	1	1	1	1	1	0.00%
490244	Salary - Engineer in Training	1	1	1	1	1	1	0.00%
490313	Salary - Survey Technician	1	1	1	1	1	1	0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1	1	0.00%
490342	Salary - Construction Inspector	1	1	1	1	1	1	0.00%
490343	Salary - Survey Party Chief	1	1	1	1	1	1	0.00%
490346	Salary - Survey Instrument Operator	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
<b>Total Positions</b>		<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0.00%</b>

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	0	1,000	1,000	1,000	1,000	1,000
490107	Salary - Assistant City Engineer	79,601	87,900	87,900	87,900	91,636	91,636	91,636
490110	Salary - City Engineer	99,662	110,052	110,052	110,052	114,729	114,729	114,729
490162	Salary - Lead Engineering Technician	47,776	52,756	52,756	52,756	54,998	54,998	54,998
490244	Salary - Engineer in Training	8,536	15,520	40,352	40,352	42,067	42,067	42,067
490313	Salary - Survey Technician	11,141	15,090	26,333	26,333	27,452	27,452	27,452
490341	Salary - Engineering Technician III	41,305	45,611	45,610	40,610	47,548	47,548	47,548
490342	Salary - Construction Inspector	37,180	18,520	38,522	38,522	40,159	40,159	40,159
490343	Salary - Survey Party Chief	47,407	52,350	52,350	52,350	54,575	54,575	54,575
490346	Salary - Survey Instrument Operator	32,844	36,129	36,268	36,268	37,809	37,809	37,809
490618	Salary - Administrative Secretary	29,546	29,646	32,626	29,626	34,013	34,013	34,013
490626	Salary - Clerical Specialist	26,063	28,724	28,821	28,821	30,046	30,046	30,046
	<b>Total Salaries</b>	461,061	492,298	552,590	544,590	576,032	576,032	576,032
	<b>Fringe:</b>							
510201	Fringe - Pension	89,053	113,506	123,945	121,945	132,421	132,421	132,421
510202	Fringe - Hospital	99,334	109,505	136,709	127,709	159,781	159,781	159,781
510206	Fringe - Medicare Insurance Tax	5,729	6,088	7,255	7,255	7,561	7,561	7,561
510207	Fringe - Life Insurance	235	218	449	449	449	449	449
	<b>Total Fringe</b>	194,351	229,317	268,358	257,358	300,212	300,212	300,212
	<b>Operating &amp; Contractual</b>							
520105	Contract Labor	0	9,053	0	0	0	0	0
520400	Office	16,038	14,809	22,000	17,000	22,000	22,000	22,000
520519	Operating - Drafting & Survey	5,898	1,878	8,000	8,000	8,000	8,000	8,000
531101	Fees - Recording	2,935	2,835	3,000	3,000	3,000	3,000	3,000
531215	Fees, Licenses, & Permits	730	700	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Fuel & Oil	5,716	5,613	9,000	9,000	9,000	9,000	9,000
531304	Vehicle Costs - R & M	2,028	388	3,000	3,000	3,000	3,000	3,000
531410	Telephone	3,127	4,030	4,000	4,000	4,000	4,000	4,000
531500	Printing	18	150	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subscriptions	893	785	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	375	2,534	5,000	5,000	5,000	5,000	5,000
605106	Maintenance Equipment	0	0	1,000	1,000	1,000	1,000	1,000
	<b>Total Operating &amp; Contractual</b>	37,758	42,775	58,000	53,000	58,000	58,000	58,000
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	49,000	49,000	0	0	0
707600	Machinery & Equipment	4,606	0	27,000	27,000	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	2,450	3,696	2,450	2,450	2,450	2,450	2,450
	<b>Total Capital Outlay</b>	7,056	3,696	78,450	78,450	2,450	2,450	2,450
	<b>TOTAL DEPARTMENT</b>	700,226	768,086	957,398	933,398	936,694	936,694	936,694



**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Planning</b>	<b>FUND:</b>	<b>101</b>
<b>DEPARTMENT:</b>	<b>Urban Forestry</b>	<b>ORGANIZATION:</b>	<b>042400</b>

**GOAL MISSION STATEMENT**

The primary goals of this department are: To develop and implement the Urban Forest Management Program for the City; Provide oversight on all capital projects regarding all horticultural and landscape architectural matters; and Review commercial projects to ensure compliance with applicable city ordinances; manage park, green space, and community center landscape maintenance contracts.

**FUNCTION DESCRIPTION**

Receives and responds to an average of (30) tree work service requests per month. Fifty percent of these requests involve trees located on private property that have low limbs that create various safety problems. In most cases, property owners are notified of the problem and required corrective actions. In case of immediate public safety or if property owners refuse to take corrective actions, the City may have the work done on their behalf. Trees located in the rights of way or other City property are inspected and either trimmed or removed depending upon the nature of the problem. All tree work is done by private contractors. The department also assists residents by providing hazard tree assessments. Provides support services to Electric Distribution's Utility Line Vegetation Management Program in determining if their contractor is following appropriate national standards and Provides assistance explaining pruning methods to residents. Conducts annual Arbor Day Program(s) with local elementary schools. Applies for and manages annual Urban and Community Forestry Grant Projects from the LDAF. Prepares annual Tree City USA Certification applications. Develops and disseminates pertinent educational material.

The Department participates in all capital and in-house projects that have a landscape or arboriculture component as part of their scope. Coordinates capital project landscape design performed by consultants. Provides design plans, specifications, and construction administration services for smaller landscape projects that do not require a consultant. Interacts with numerous consultant and City divisions and departments regarding horticultural and arboricultural matters that arise during the design, construction, and maintenance of City infrastructure.

The Department reviews all commercial building permit application for compliance with the Landscape and Tree Ordinance requirements.

The Department prepares specifications and bid documents and manages maintenance contracts for various city parks, green-spaces, and community centers. Provides horticultural consultation for sites maintained by other City departments.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Requests for Assistance	500	700	750
Trees Trimmed	500	700	800
Trees Removed	150	350	250
Trees Planted	0	25	50
Oversight on Capital Projects	5	5	5
Landscape Ordinance Compliance Reviews	60	50	75

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	55,437	61,216	61,216	61,216	63,818	63,818	4.25%
Fringe Benefits	19,472	22,962	22,619	22,619	25,472	25,472	12.61%
Operating/Contractual	392,833	405,604	332,000	431,000	332,000	332,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	4,500	4,500	4,500	4,500	5,175	5,175	0.00%
<b>Total Appropriations</b>	<b>472,242</b>	<b>494,282</b>	<b>420,335</b>	<b>519,335</b>	<b>426,465</b>	<b>426,465</b>	<b>1.46%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490106	Salary - Landscape Architect	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	1	1	1	1	1	1	0.00%

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490106	Salary - Landscape Architect	55,437	61,216	61,216	61,216	63,818	63,818	63,818
	<b>Total Salaries</b>	55,437	61,216	61,216	61,216	63,818	63,818	63,818
	<b>Fringe:</b>							
510201	Fringe - Pension	10,744	14,119	13,731	13,731	15,138	15,138	15,138
510202	Fringe - Hospital	7,921	7,958	7,958	7,958	9,367	9,367	9,367
510206	Fringe - Medicare Insurance Tax	778	856	888	888	925	925	925
510207	Fringe - Life Insurance	29	29	42	42	42	42	42
	<b>Total Fringe</b>	19,472	22,962	22,619	22,619	25,472	25,472	25,472
	<b>Operating &amp; Contractual:</b>							
520500	Operating	1,591	1,747	2,000	2,000	2,000	2,000	2,000
531115	Tree Trimming/Removal	149,841	149,725	150,000	170,000	150,000	150,000	150,000
531301	Vehicle Costs - Fuel & Oil	755	1,094	3,000	2,000	3,000	3,000	3,000
531304	Vehicle Costs - R & M	80	45	2,000	2,000	2,000	2,000	2,000
531410	Telephone	875	876	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	0	0	0	0	0	0	0
543003	Travel & Training	2,635	2,037	2,000	2,000	2,000	2,000	2,000
605110	Maintenance Grounds & ROW	231,254	250,080	171,000	251,000	171,000	171,000	171,000
646037	Emergency Relief - Laura	5,802	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	392,833	405,604	332,000	431,000	332,000	332,000	332,000
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	4,500	4,500	4,500	4,500	5,175	5,175	5,175
	<b>Total Capital Outlay</b>	4,500	4,500	4,500	4,500	5,175	5,175	5,175
	<b>TOTAL DEPARTMENT</b>	472,242	494,282	420,335	519,335	426,465	426,465	426,465

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To ensure the safety and general welfare of the citizens of Alexandria by maintaining, repairing, and improving city streets, drainage, and right-of-way.

### FUNCTION DESCRIPTION

**Street Cleaning:** Weather permitting, the street sweepers operate daily to insure the city streets are free of dirt, leaves, debris and haul off for disposal. (Includes immediately after parades.)

**Street Repair and Construction:** The street repair crew maintains the city streets to include surface treatment (chip seal) and overlay. Also corrects street failures including base, panels, sidewalks, handicap ramps, curbs and gutters, construction catch basins, drainage boxes, footings for playground equipment, patches potholes with shoulders.

**Groom Mowing:** The mowing crew maintains 55 separate locations that include seeding, fertilizing, mowing, grooming, herbicide application, tree trimming, flower beds, and fences.

**Grass Cutting:** Crews bushhog, flail, and sloop mow ditches, canals, streets, city properties, highways, easements, right-of-ways, servitudes, state right of ways, and all properties associated with the City Complex. The cutting season ranges eight to sometimes nine months of the year. During the winter months this crew vacuums leaves and debris from ditches, and culvert ends cleans drains to haul them for disposal.

**Drainage:** The city's canals, open ditches, and right-of-ways are sprayed for weed control three times a year and kept clean and cleared of blockage. The underground drains and culverts and flushed and catch basins suctioned out as needed and kept clean (maintaining records of herbicide application as required by law).

**Emergency Crew:** Other than their normally assigned responsibilities, this crew responds during emergency situations such as flooding to pump water, sandbag and distribution. Also responds during windstorms to removed downed trees and limbs, open drainage ways and assist Light Distribution Department. This crew also assists with hazardous chemical clean-up and automobile wreckage debris in streets as directed by the Fire Department.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Miles of streets swept	700	1,608	2,008
Miles of canals/ditches cleaned	125	3,120	3,220
Miles of canals/ditches sprayed	0	2,560	2,660
Miles of underground pipes flushed	0	410	460
Incoming Calls	350	5,000	5,200
Miles of street repair for potholes	0	200	300
No of hours Larviciding & Spraying	0	1,568	1,768
Annual tons of landfill operation	1,000	2,500	2,700
No. of complaints received	0	689	800
Orders & complaints completed	400	585	700
Emergency Call-Out	0	66	91

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,503,507	1,722,587	1,310,652	1,545,652	1,340,928	1,340,928	2.31%
Fringe Benefits	559,076	657,961	630,195	622,195	684,109	684,109	8.56%
Operating/Contractual	1,516,415	1,883,291	1,203,000	1,923,000	1,203,000	1,203,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	41,628	258,089	1,080,650	1,080,650	630,192	630,192	0.00%
<b>Total Appropriations</b>	<b>3,620,626</b>	<b>4,521,928</b>	<b>4,224,497</b>	<b>5,171,497</b>	<b>3,858,229</b>	<b>3,858,229</b>	<b>-8.67%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490125	Salary - Superintendent	1	1	1	1	1	1	0.00%
490145	Salary - Supervisor Street Maint	2	2	2	2	2	2	0.00%
490146	Salary - Crew Leader Street Maint	3	3	3	3	3	3	0.00%
490147	Salary - Maintenance Worker Senior	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	4	4	4	4	4	4	0.00%
490746	Salary - Equipment Operator II	7	7	7	7	7	7	0.00%
490751	Salary - Fleet Maintenance Technician	1	1	1	1	1	1	0.00%
490819	Salary - Equipment Operator I	4	4	4	4	4	4	0.00%
490820	Salary - Maintenance Worker	3	3	3	3	3	3	0.00%
490919	Salary - Supervisor Streets	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>31</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	513,254	682,871	200,000	475,000	200,000	200,000	200,000
490125	Salary - Superintendent	63,108	64,705	65,002	65,002	67,765	67,765	67,765
490145	Salary - Supervisor Street Maint	92,788	94,332	100,956	100,956	97,977	97,977	97,977
490146	Salary - Crew Leader Street Maint	120,950	134,871	132,632	132,632	138,268	138,268	138,268
490147	Salary - Maintenance Worker Senio	85,212	95,274	90,891	90,891	92,200	92,200	92,200
490618	Salary - Administrative Secretary	13,105	26,489	31,986	31,986	33,345	33,345	33,345
490624	Salary - Inventory Coordinator	36,274	41,335	41,415	41,415	43,175	43,175	43,175
490738	Salary - Equipment Operator III	137,361	151,608	149,534	149,534	155,890	155,890	155,890
490746	Salary - Equipment Operator II	210,140	234,353	232,322	232,322	237,818	237,818	237,818
490751	Salary - Fleet Maintenance Technici	34,346	23,911	34,479	29,479	33,220	33,220	33,220
490819	Salary - Equipment Operator I	106,597	76,163	115,045	91,045	119,934	119,934	119,934
490820	Salary - Maintenance Worker	44,390	45,938	67,018	56,018	69,866	69,866	69,866
490919	Salary - Supervisor Streets	45,982	50,737	49,372	49,372	51,470	51,470	51,470
	<b>Total Salaries</b>	<b>1,503,507</b>	<b>1,722,587</b>	<b>1,310,652</b>	<b>1,545,652</b>	<b>1,340,928</b>	<b>1,340,928</b>	<b>1,340,928</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	289,975	390,552	293,976	338,976	318,069	318,069	318,069
510202	Fringe - Hospital	246,866	241,497	315,910	262,910	345,297	345,297	345,297
510206	Fringe - Medicare Insurance Tax	21,382	25,101	19,007	19,007	19,441	19,441	19,441
510207	Fringe - Life Insurance	853	811	1,302	1,302	1,302	1,302	1,302
	<b>Total Fringe</b>	<b>559,076</b>	<b>657,961</b>	<b>630,195</b>	<b>622,195</b>	<b>684,109</b>	<b>684,109</b>	<b>684,109</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	5,721	0	0	0	0	0	0
520106	Contract Labor - Inmates	131,467	149,369	224,000	224,000	224,000	224,000	224,000
520204	Uniforms	4,403	133	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	73,529	75,048	70,000	90,000	70,000	70,000	70,000
520503	Operating Chemicals	16,935	29,503	25,000	25,000	25,000	25,000	25,000
520506	Operating Concrete & Asphalt	55,179	40,546	81,000	51,000	81,000	81,000	81,000
520507	Operating - Sand & Gravel	3,500	17,886	7,000	7,000	7,000	7,000	7,000
520514	Small Tools	3,003	3,392	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	278,947	260,080	175,000	260,000	175,000	175,000	175,000
531304	Vehicle Costs - R & M	898,301	1,274,894	575,000	1,225,000	575,000	575,000	575,000
531410	Telephone	5,208	6,225	6,000	6,000	6,000	6,000	6,000
531500	Printing	132	245	0	0	0	0	0
531800	Lease	23,351	8,273	15,000	10,000	15,000	15,000	15,000
543003	Travel & Training	1,683	4,360	4,000	4,000	4,000	4,000	4,000
605106	Maintenance Equipment	7,279	13,337	13,000	13,000	13,000	13,000	13,000
646037	Emergency Relief - Laura	7,777	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>1,516,415</b>	<b>1,883,291</b>	<b>1,203,000</b>	<b>1,923,000</b>	<b>1,203,000</b>	<b>1,203,000</b>	<b>1,203,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	31,977	0	342,746	342,746	302,613	201,343	201,343
707600	Machinery & Equipment	9,651	258,089	737,904	737,904	1,370,045	428,849	428,849
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>41,628</b>	<b>258,089</b>	<b>1,080,650</b>	<b>1,080,650</b>	<b>1,672,658</b>	<b>630,192</b>	<b>630,192</b>
	<b>TOTAL DEPARTMENT</b>	<b>3,620,626</b>	<b>4,521,928</b>	<b>4,224,497</b>	<b>5,171,497</b>	<b>4,900,695</b>	<b>3,858,229</b>	<b>3,858,229</b>

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide for the safe transportation of vehicles on City Streets and reduce the liability through detouring and road closures for all city departments.

**FUNCTION DESCRIPTION**

The Traffic Department is responsible for maintain, replacing and adding all traffic signs in the city as well as barricading around street repair projects. In addition, this department is responsible for trimming trees, all traffic counts, all street striping, and providing studies for speed humps. This department also conducts all detours in the City. All name tags for the fire and police departments, striping and lettering all police cars, bikes, helmets, DATE cars, and buses, and maintaining all traffic signals caution light within the city limits. In addition, this department also installs speed humps for the City, conducts all warrant for speed humps, conducts all speed studies, traffic lights warrant. Report road closures for all traffic control on special events; city functions, parades. Inspect all traffic control devices, for contractors for the city of Alexandria. Maintain traffic records and meet with individual law firms to determine the liability to the City of Alexandria. Represent the City of Alexandria in court cases to reduce the liability to the City of Alexandria. Responsible for designing, making and hanging of Banners.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Replace Damage Signs	2,100	2,100	2,500
Paint Cross Walks and Stop Lines	500	500	900
Streets Striped	400	500	900
Signs Made	13,000	14,000	16,000
Banners Made	0	300	500
Banners Hung	2,200	2,200	2,200
Street Closures and Detours	160	170	500
Traffic Counts	1,100	1,100	1,300
Speed Humps Installed	200	200	0

**CITY OF ALEXANDRIA**

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	298,436	341,230	336,951	303,951	339,556	339,556	0.77%
Fringe Benefits	134,741	153,059	160,888	152,888	184,278	184,278	14.54%
Operating/Contractual	101,523	140,831	104,000	117,000	104,000	104,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	24,105	23,655	46,210	190,710	66,844	66,844	0.00%
<b>Total Appropriations</b>	<b>558,805</b>	<b>658,775</b>	<b>648,049</b>	<b>764,549</b>	<b>694,678</b>	<b>694,678</b>	<b>7.20%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490310	Salary - Traffic Signal Technician	2	2	2	2	2	2	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490736	Salary - Superintendent Traffic Sign	1	1	1	1	1	1	0.00%
490741	Salary - Sign Artist	1	1	1	1	1	1	0.00%
490821	Salary - Sign & Marking Specialist	3	3	3	3	3	3	0.00%
	<b>Total Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	19,373	17,627	11,000	13,000	11,000	11,000	11,000
490310	Salary - Traffic Signal Technician	81,923	80,026	89,640	72,640	89,238	89,238	89,238
490618	Salary - Administrative Secretary	35,372	35,287	35,287	35,287	36,787	36,787	36,787
490736	Salary - Superintendent Traffic Sign	60,036	82,163	60,268	60,268	55,793	55,793	55,793
490741	Salary - Sign Artist	31,116	38,726	38,857	38,857	40,508	40,508	40,508
490821	Salary - Sign & Marking Specialist	70,616	87,401	101,899	83,899	106,230	106,230	106,230
	<b>Total Salaries</b>	<b>298,436</b>	<b>341,230</b>	<b>336,951</b>	<b>303,951</b>	<b>339,556</b>	<b>339,556</b>	<b>339,556</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	57,331	74,184	75,578	71,578	80,544	80,544	80,544
510202	Fringe - Hospital	73,106	73,899	80,087	76,087	98,474	98,474	98,474
510206	Fringe - Medicare Insurance Tax	4,095	4,751	4,887	4,887	4,924	4,924	4,924
510207	Fringe - Life Insurance	209	225	336	336	336	336	336
	<b>Total Fringe</b>	<b>134,741</b>	<b>153,059</b>	<b>160,888</b>	<b>152,888</b>	<b>184,278</b>	<b>184,278</b>	<b>184,278</b>
	<b>Operating &amp; Contractual:</b>							
520500	Operating Supplies	18,401	36,017	25,000	35,000	25,000	25,000	25,000
520509	Operating - Signs	31,711	21,708	24,000	24,000	24,000	24,000	24,000
520510	Operating - Paint	12,384	8,000	13,000	13,000	13,000	13,000	13,000
531117	Street Striping	11,461	15,744	12,000	12,000	12,000	12,000	12,000
531301	Vehicle Costs - Fuel & Oil	18,383	22,302	12,000	15,000	12,000	12,000	12,000
531304	Vehicle Costs - R & M	4,908	30,189	13,000	13,000	13,000	13,000	13,000
531410	Telephone	2,201	2,781	3,000	3,000	3,000	3,000	3,000
531500	Printing	115	179	0	0	0	0	0
543003	Travel & Training	1,162	2,330	0	0	0	0	0
605106	Maintenance Equipment	797	1,581	2,000	2,000	2,000	2,000	2,000
646037	Emergency Relief - Laura	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>101,523</b>	<b>140,831</b>	<b>104,000</b>	<b>117,000</b>	<b>104,000</b>	<b>104,000</b>	<b>104,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	144,500	42,022	42,022	42,022
707600	Machinery & Equipment	24,105	23,655	46,210	46,210	48,067	24,822	24,822
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>24,105</b>	<b>23,655</b>	<b>46,210</b>	<b>190,710</b>	<b>90,089</b>	<b>66,844</b>	<b>66,844</b>
	<b>TOTAL DEPARTMENT</b>	<b>558,805</b>	<b>658,775</b>	<b>648,049</b>	<b>764,549</b>	<b>717,923</b>	<b>694,678</b>	<b>694,678</b>

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

What: To provide healthy, safe, clean, and usable buildings and facilities.  
 For Who: The citizens, clients, and employees of the City of Alexandria.  
 When and How: Our department strives to maintain, repair, renovate, clean and provide facility management and staffing in a timely and efficient manner.

**FUNCTION DESCRIPTION**

Contract and Capital Project Management: Initial oversight of maintenance and capital renovation projects, including construction supervision of Capital Projects designated to this department.  
 Air conditioning, Heating, and Ventilation: Extensive preventive, predictive and corrective maintenance are performed and contracted on HVAC systems including filter service, lubrication, adjustments, repairs and replacements. Other miscellaneous work is performed.  
 Plumbing: Performs and contracts plumbing repairs and improvements, including but not limited to water, gas, and wastewater concerns. Other miscellaneous work is performed.  
 Industrial and Commercial Equipment Maintenance: Extensive preventive, predictive, and corrective maintenance performed and contracted. Typical to this area are automated gates, turnstiles, truck and bus washes, ice machines, generators, refrigerators, stoves, ovens, and microwaves. Other miscellaneous work is performed.  
 Carpentry: The Carpentry Shop makes and contracts repairs to building and facilities, as well as undertakes small scale renovations of existing facilities. Work tables, bookshelves, stages and other "wood" oriented items are often integral parts of these projects. Fabrication of wood based signs and barricades as well as limited locksmith services are also provided. This crew also works with and assists painters in a term effort to enhance efficiency of staffing. Other miscellaneous work is performed.  
 Facility Rental: Daily setup and cleaning of publicly utilized or rented program space are provided. Booking, contracting and collection of fees related to rented or reserved spaces or other resources, like tables and chairs. Working with the public in relation to their needs of the publicly utilized resources. Other miscellaneous work performed.  
 Special Events: Provision of support services events, community functions, governmental meetings and Cultural events and events sponsored by other departments such as the Zoo, Recreation, and Community Service Division.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	582,265	665,171	949,698	851,698	989,277	989,277	4.17%
Fringe Benefits	294,822	353,653	523,091	457,091	560,967	560,967	7.24%
Operating/Contractual	1,193,439	1,854,576	1,190,000	1,673,000	1,190,000	1,190,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,224	2,205	246,982	246,982	305,874	305,874	0.00%
<b>Total Appropriations</b>	<b>2,071,750</b>	<b>2,875,605</b>	<b>2,909,771</b>	<b>3,228,771</b>	<b>3,046,118</b>	<b>3,046,118</b>	<b>4.69%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490149	Salary - Custodial Worker	3	6	6	6	6	6	0.00%
490150	Salary - Supervisor Custodial	0	1	1	1	1	1	0.00%
490153	Salary - Supervisor Building Maint	2	2	2	2	2	2	0.00%
490234	Salary - Superintendent-Bldg Maint	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490711	Salary - Electrician	1	1	1	1	1	1	0.00%
490742	Salary - Painter	3	3	3	3	3	3	0.00%
490748	Salary - Carpenter	3	3	3	3	3	3	0.00%
490823	Salary - Lead Custodial Worker	1	2	2	2	2	2	0.00%
490830	Salary - Building Maintenance Spec	2	2	2	2	2	2	0.00%
490859	Salary - Mechanical Systems Tech	3	3	3	3	3	3	0.00%
490924	Salary - Crew Leader-Carpentry	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>22</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	15,067	18,246	36,000	46,000	36,000	36,000	36,000
490149	Salary - Custodial Worker	64,464	86,430	139,901	139,901	147,054	147,054	147,054
490150	Salary - Supervisor Custodial	0	4,570	39,605	39,605	41,288	41,288	41,288
490153	Salary - Supervisor Building Maint	83,518	92,187	92,187	92,187	96,105	96,105	96,105
490234	Salary - Superintendent-Bldg Maint	54,379	60,048	60,048	60,048	62,600	62,600	62,600
490618	Salary - Administrative Secretary	30,510	33,635	33,605	33,605	35,033	35,033	35,033
490626	Salary - Clerical Specialist	5,314	11,920	27,433	15,433	28,599	28,599	28,599
490711	Salary - Electrician	31,491	36,316	36,562	20,562	38,116	38,116	38,116
490742	Salary - Painter	54,567	33,172	94,463	71,463	98,478	98,478	98,478
490748	Salary - Carpenter	48,319	82,323	98,784	82,784	102,982	102,982	102,982
490823	Salary - Lead Custodial Worker	28,110	31,040	60,006	53,006	59,811	59,811	59,811
490830	Salary - Building Maintenance Spec	45,890	12,885	60,944	39,944	65,819	65,819	65,819
490859	Salary - Mechanical Systems Tech	89,083	119,367	127,128	114,128	132,531	132,531	132,531
490924	Salary - Crew Leader-Carpentry	31,553	43,032	43,032	43,032	44,861	44,861	44,861
	<b>Total Salaries</b>	<b>582,265</b>	<b>665,171</b>	<b>949,698</b>	<b>851,698</b>	<b>989,277</b>	<b>989,277</b>	<b>989,277</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	112,036	153,108	209,551	198,551	227,555	227,555	227,555
510202	Fringe - Hospital	174,517	190,868	298,672	243,672	318,060	318,060	318,060
510206	Fringe - Medicare Insurance Tax	7,799	9,058	13,734	13,734	14,218	14,218	14,218
510207	Fringe - Life Insurance	470	619	1,134	1,134	1,134	1,134	1,134
	<b>Total Fringe</b>	<b>294,822</b>	<b>353,653</b>	<b>523,091</b>	<b>457,091</b>	<b>560,967</b>	<b>560,967</b>	<b>560,967</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	48,958	23,075	40,000	75,000	40,000	40,000	40,000
520106	Contract Labor-Inmates	65,733	63,800	0	0	0	0	0
520204	Uniforms	6,063	4,951	6,000	6,000	6,000	6,000	6,000
520400	Office	2,436	1,978	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	43,360	55,008	43,000	50,000	43,000	43,000	43,000
520501	Operating - Janitorial	19,807	21,787	16,000	25,000	16,000	16,000	16,000
520510	Operating - Paint	3,808	1,076	5,000	5,000	5,000	5,000	5,000
520514	Small Tools	5,019	5,502	5,000	5,000	5,000	5,000	5,000
520520	Operating - Locks/Keys	1,609	1,651	2,000	2,000	2,000	2,000	2,000
531301	Vehicle Costs - Fuel & Oil	34,949	38,715	40,000	35,000	40,000	40,000	40,000
531304	Vehicle Costs - R & M	39,918	30,461	28,000	38,000	28,000	28,000	28,000
531410	Telephone	15,537	21,121	12,000	19,000	12,000	12,000	12,000
531500	Printing	38	282	0	0	0	0	0
531701	Utilities	569,182	1,023,490	500,000	800,000	500,000	500,000	500,000
543003	Travel & Training	0	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	303,318	508,829	456,000	556,000	456,000	456,000	456,000
605106	Maintenance Equipment	11,108	7,691	10,000	10,000	10,000	10,000	10,000
605110	Maintenance Grounds & ROW	22,596	45,159	25,000	45,000	25,000	25,000	25,000
646037	Emergency Relief - Laura	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>1,193,439</b>	<b>1,854,576</b>	<b>1,190,000</b>	<b>1,673,000</b>	<b>1,190,000</b>	<b>1,190,000</b>	<b>1,190,000</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	1,224	0	163,000	163,000	245,000	245,000	245,000
707500	Vehicles	0	0	54,657	54,657	182,622	60,874	60,874
707600	Machinery & Equipment	0	2,205	29,325	29,325	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	1,224	2,205	246,982	246,982	427,622	305,874	305,874
	<b>TOTAL DEPARTMENT</b>	2,071,750	2,875,605	2,909,771	3,228,771	3,167,866	3,046,118	3,046,118

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

The mission of the Motor Pool Department is to provide and maintain vehicles and equipment in support of the City of Alexandria's various departments and divisions. Our goal and commitment is to do this in a proficient, professional and courteous manner. Our staff insures that proper maintenance is performed for vehicle and equipment longevity and safety.

### FUNCTION DESCRIPTION

The Motor Pool serves as a centralized garage providing mechanical and body repairs, fuel and oil disbursements, and wrecker services to approximately 1,250 (and increasing) city owned vehicles and equipment. Motor Pool provides the lending of pool vehicles for City of Alexandria Departments that require a vehicle for travel to training/seminars attended by City Employees within the State.

The Motor Pool also provides information on all vehicles/equipment owned by the City through daily input of information processed into RTA. This system has the capabilities to generate detailed reports on preventive maintenance/cost/usage/history, which are required by all division/department heads in maintaining records on vehicle maintenance or budget control within their area.

Other services provided by Motor Pool are fabrication, welding, vehicle paint & body work, vehicle repairs, services to all City departments; monitoring/disposal of waste oils, hazardous material, and used tires per the required EPA guidelines for the State of LA.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Fuel Transactions	35,161	40,000	41,000
Work Orders	9,942	9,950	9,995
Engines Replaced/Overhauled	7	7	7
Vehicles Serviced	2,989	3,050	3,100
Transmissions Serviced/Replaced	55	57	60
Flat Repairs In House/On Road	790	800	820
Tire Shop In House Work Orders	982	1,000	1,050
Body Shop Repairs	266	270	280
Brakes/Clutch Repairs	333	340	345
State Inspections on Road Vehicles	775	800	825

**CITY OF ALEXANDRIA**

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,143,085	1,072,457	925,627	1,077,627	959,863	959,863	3.70%
Fringe Benefits	434,594	439,382	489,929	485,929	544,079	544,079	11.05%
Operating/Contractual	375,765	572,054	88,000	611,000	88,000	88,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	101,090	53,543	110,799	121,399	318,964	318,964	0.00%
<b>Total Appropriations</b>	<b>2,054,534</b>	<b>2,137,436</b>	<b>1,614,355</b>	<b>2,295,955</b>	<b>1,910,906</b>	<b>1,910,906</b>	<b>18.37%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490118	Salary - Superintendent Fleet Maint	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maint	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490750	Salary - Fleet Maintenance Tech Sr	11	11	11	11	11	11	0.00%
490752	Salary - Fleet Collision Repair Tech	2	2	2	2	2	2	0.00%
490834	Salary - Fleet Service Technician	6	6	6	6	6	6	0.00%
	<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	314,217	308,907	18,000	258,000	18,000	18,000	18,000
490118	Salary - Superintendent Fleet Maint	96,909	58,870	58,870	58,870	61,372	61,372	61,372
490139	Salary - Supervisor Fleet Maintenance	137,824	136,045	129,859	129,859	135,378	135,378	135,378
490618	Salary - Administrative Secretary	29,543	36,837	35,648	35,648	37,163	37,163	37,163
490626	Salary - Clerical Specialist	23,092	27,805	29,101	29,101	25,999	25,999	25,999
490750	Salary - Fleet Maintenance Tech Se	369,078	356,071	428,161	384,161	446,359	446,359	446,359
490752	Salary - Fleet Collision Repair Tech	65,760	42,483	70,817	53,817	73,826	73,826	73,826
490834	Salary - Fleet Service Technician	106,662	105,439	155,171	128,171	161,766	161,766	161,766
	<b>Total Salaries</b>	<b>1,143,085</b>	<b>1,072,457</b>	<b>925,627</b>	<b>1,077,627</b>	<b>959,863</b>	<b>959,863</b>	<b>959,863</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	211,329	246,093	207,618	237,618	227,679	227,679	227,679
510202	Fringe - Hospital	206,856	177,642	267,837	233,837	301,430	301,430	301,430
510206	Fringe - Medicare Insurance Tax	15,772	15,049	13,424	13,424	13,920	13,920	13,920
510207	Fringe - Life Insurance	637	598	1,050	1,050	1,050	1,050	1,050
	<b>Total Fringe</b>	<b>434,594</b>	<b>439,382</b>	<b>489,929</b>	<b>485,929</b>	<b>544,079</b>	<b>544,079</b>	<b>544,079</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	208,940	355,859	0	350,000	0	0	0
520204	Uniforms	3,101	3,917	4,000	4,000	4,000	4,000	4,000
520400	Office	1,680	2,398	1,000	2,000	1,000	1,000	1,000
520500	Operating Supplies	28,539	23,784	17,000	19,000	17,000	17,000	17,000
520514	Small Tools	6,288	3,593	4,000	4,000	4,000	4,000	4,000
531212	Disposal	7,586	1,060	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs Fuel & Oil	58,916	62,210	16,000	34,000	16,000	16,000	16,000
531304	Vehicle Costs - R & M	39,879	96,638	21,000	171,000	21,000	21,000	21,000
531410	Telephone	3,408	4,163	5,000	5,000	5,000	5,000	5,000
543003	Travel & Training	7,228	5,333	5,000	5,000	5,000	5,000	5,000
605101	Maintenance Bldg & Facilities	2,815	794	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	7,385	12,305	9,000	11,000	9,000	9,000	9,000
	<b>Total Operating &amp; Contractual</b>	<b>375,765</b>	<b>572,054</b>	<b>88,000</b>	<b>611,000</b>	<b>88,000</b>	<b>88,000</b>	<b>88,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	27,388	0	0	936,145	62,150	62,150
707600	Machinery & Equipment	81,519	0	75,588	86,188	369,381	227,014	227,014
707700	Office Furniture & Fixtures	0	52	0	0	1,980	0	0
707702	Computer Software	19,571	26,103	35,211	35,211	29,800	29,800	29,800
	<b>Total Capital Outlay</b>	<b>101,090</b>	<b>53,543</b>	<b>110,799</b>	<b>121,399</b>	<b>1,337,306</b>	<b>318,964</b>	<b>318,964</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,054,534</b>	<b>2,137,436</b>	<b>1,614,355</b>	<b>2,295,955</b>	<b>2,929,248</b>	<b>1,910,906</b>	<b>1,910,906</b>



## 2024-2025 ANNUAL BUDGET

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

v

### GOAL MISSION STATEMENT

To provide the public with prompt service by responding to their daily complaints on animals that are running at large in the city. To provide for the safety and well being of the citizens of Alexandria by removing animals that might endanger them. To remove dead animals from city roadways and others areas according to health standards. To educate the public relations all national animal concerns sponsored by HSUS. To offer animals for adoption through newspaper coverage and TV programs. To euthanize in a safe humane way unwanted and stray animals. To shelter, feed and euthanize all parish and incorporated area animals. To follow up on all adoptions to make sure all animals are sterilized.

### FUNCTION DESCRIPTION

There are currently 2 Impounding Officers and 2 Kennel Techs capturing between 25 to 35 animals a day. These animals are fed and cared for while being offered to the public. The shelter responds to between 45 to 50 calls per day by setting traps and impounding animals running at large. The shelter staff in cooperation with a veterinarian euthanize approximate 100-200 animals per week. The shelter staff responds to between 5-10 calls per day on animal abuse and cruelty cases. The investigating officers have approximate 5-7 ongoing court cases at any one time. The shelter staff makes 2-3 visits per month to schools and civic organizations to talk about responsibility, pet care and safety issues. Our functions and goals and responsibilities are being tripled by new parish and out-laying incorporated areas utilizing our shelter. We also monitor all lost pets in the city and try and find them and/or return to owners.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Telephone Calls	6,500	6,500	6,500
Animals Returned to Owner	272	300	300
Animals Impounded	5,467	5,000	5,000
Animals Adopted	255	320	320
Animals Incinerated	5,942	5,300	5,300
Citations Issued	141	150	150
Animals Euthanized	4,516	4,000	4,000

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	247,529	298,983	330,504	329,504	333,227	333,227	0.82%
Fringe Benefits	95,743	131,856	157,739	157,739	175,179	175,179	11.06%
Operating/Contractual	191,969	285,830	191,000	290,000	191,000	191,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	25,020	11,879	77,000	77,000	26,500	26,500	0.00%
<b>Total Appropriations</b>	<b>560,261</b>	<b>728,548</b>	<b>756,243</b>	<b>854,243</b>	<b>725,906</b>	<b>725,906</b>	<b>-4.01%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490144	Salary - Kennel Technician	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490855	Salary - Superintendent Animal Cntr	1	1	1	1	1	1	0.00%
490856	Salary - Animal Control Officer	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	35,067	53,241	30,000	52,000	30,000	30,000	30,000
490141	Salary - Crew Leader	35,863	39,979	39,181	39,181	40,846	40,846	40,846
490144	Salary - Kennel Technician	20,118	28,552	64,480	41,480	65,052	65,052	65,052
490618	Salary - Administrative Secretary	30,728	33,931	33,931	33,931	35,373	35,373	35,373
490626	Salary - Clerical Specialist	16,241	11,762	24,939	24,939	25,999	25,999	25,999
490855	Salary - Superintendent Animal Cntr	62,986	69,351	69,351	69,351	72,298	72,298	72,298
490856	Salary - Animal Control Officer	46,526	62,167	68,622	68,622	63,659	63,659	63,659
	<b>Total Salaries</b>	<b>247,529</b>	<b>298,983</b>	<b>330,504</b>	<b>329,504</b>	<b>333,227</b>	<b>333,227</b>	<b>333,227</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	47,446	68,931	74,130	74,130	79,039	79,039	79,039
510202	Fringe - Hospital	44,663	58,543	78,437	78,437	90,931	90,931	90,931
510206	Fringe - Medicare Insurance Tax	3,460	4,187	4,794	4,794	4,831	4,831	4,831
510207	Fringe - Life Insurance	174	195	378	378	378	378	378
	<b>Total Fringe</b>	<b>95,743</b>	<b>131,856</b>	<b>157,739</b>	<b>157,739</b>	<b>175,179</b>	<b>175,179</b>	<b>175,179</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	31,013	33,567	0	30,000	0	0	0
520204	Uniforms	2,060	2,785	3,000	3,000	3,000	3,000	3,000
520400	Office	282	300	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	34,218	31,723	34,000	50,000	34,000	34,000	34,000
520502	Operating Cleaner	2,676	4,192	3,000	3,000	3,000	3,000	3,000
520504	Operating - Animal Food	14,955	17,182	10,000	20,000	10,000	10,000	10,000
520515	Operating Medical Supplies	1,386	4,539	2,000	2,000	2,000	2,000	2,000
531103	Professional Fees - Veterinarian	22,245	25,934	27,000	42,000	27,000	27,000	27,000
531301	Vehicle Costs - Fuel & Oil	20,456	26,170	19,000	20,000	19,000	19,000	19,000
531304	Vehicle Costs - R & M	19,166	39,345	8,000	38,000	8,000	8,000	8,000
531410	Telephone	5,336	5,783	4,000	5,000	4,000	4,000	4,000
531500	Printing	246	401	0	0	0	0	0
531701	Utilities	21,709	27,114	22,000	28,000	22,000	22,000	22,000
543003	Travel & Training	779	2,127	2,000	2,000	2,000	2,000	2,000
605101	Maintenance Bldg & Facilities	13,767	12,358	21,000	21,000	21,000	21,000	21,000
605106	Maintenance Equipment	1,675	52,310	35,000	25,000	35,000	35,000	35,000
646037	Emergency Relief - Laura	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>191,969</b>	<b>285,830</b>	<b>191,000</b>	<b>290,000</b>	<b>191,000</b>	<b>191,000</b>	<b>191,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	9,218	0	0	0	0	0
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	25,020	2,661	77,000	77,000	26,500	26,500	26,500
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>25,020</b>	<b>11,879</b>	<b>77,000</b>	<b>77,000</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>
	<b>TOTAL DEPARTMENT</b>	<b>560,261</b>	<b>728,548</b>	<b>756,243</b>	<b>854,243</b>	<b>725,906</b>	<b>725,906</b>	<b>725,906</b>

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To provide for the overall planning and coordination of the city's land development, housing, urban design and community development activities. This is accomplished through providing exceptional customer service, prompt and adequate responses to telephone inquires, efficient handling and resolution of zoning disputes and complaints and complete answers to any and all questions related to comprehensive planning, zoning, housing rehabilitation, community development, site plan development, application preparation assistance for zoning and rezoning applications, board of adjustment and appeals applications for variances and special exceptions and zoning compliance.

### FUNCTION DESCRIPTION

The Planing Division is responsible for processing permit applications relating to zoning compliance, signs and other development activities including annexation requests and driveway permits. Staff perform site plan reviews for commercial plan applications and subdivision relating to drainage, landscaping, setback, parking, etc. Planned are routed to other department with input into the process such as the Engineering Department, Utility Department, and Public Works Division. The division also supports the Zoning Commission and the Zoning Board of Adjustment and Appeals through agenda development, and other reports. Staff in this division investigated and acted upon as necessary. Complaints regarding zoning are investigated and acted upon as necessary. This division manages and maintains and zoning ordinance (Chapter 28 - Land Development Code) as well as the city maps. This division indirectly oversees staff activities in the Community Development Department. This division also participates in regional planning issues through the Rapides Area Planning Commission.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Zoning Compliance Certificate	600	650	700
Address Assignments	150	250	300
Commercial Plan Review	180	190	190
Subdivision Review	20	20	15
Permits Issued	450	450	350
Zoning Violations Letters	20	15	30
Flood Zone Letters Issued	70	150	200

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	168,074	229,800	320,177	305,177	383,417	383,417	19.75%
Fringe Benefits	66,314	85,892	126,667	113,667	141,520	141,520	11.73%
Operating/Contractual	11,946	15,803	52,000	47,000	52,000	52,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	43,649	43,649	0.00%
<b>Total Appropriations</b>	<b>246,334</b>	<b>331,495</b>	<b>498,844</b>	<b>465,844</b>	<b>620,586</b>	<b>620,586</b>	<b>24.40%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480105	Salary - Director of Planning	1	1	1	1	1	1	0.00%
480230	Salary - Historic Preservation Asst-F	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490229	Salary - Asst Director of Planning	1	1	1	1	1	1	1.00%
490240	Salary - Zoning Enforcement Analys	2	2	2	2	2	2	0.00%
490919	Salary - GIS Manager	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>1.00%</b>
=====								

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
480105	Salary - Director of Planning	73,665	82,423	90,000	90,000	90,000	90,000	90,000
480230	Salary - Historic Preservation Asst-F	0	6,873	39,736	24,736	39,736	39,736	39,736
480604	Salary - Executive Secretary	16,127	29,378	32,503	32,503	32,503	32,503	32,503
490229	Salary - Asst Director of Planning	0	32,236	76,195	76,195	83,404	83,404	83,404
490240	Salary - Zoning Enforcement Analys	78,282	78,890	81,743	81,743	85,217	85,217	85,217
490919	Salary - GIS Manager	0	0	0	0	52,557	52,557	52,557
	<b>Total Salaries</b>	168,074	229,800	320,177	305,177	383,417	383,417	383,417
<b>Fringe:</b>								
510201	Fringe - Pension	33,008	44,789	58,673	58,673	75,818	75,818	75,818
510202	Fringe - Hospital	25,918	31,713	55,797	42,797	52,548	52,548	52,548
510206	Fringe - Medicare Insurance Tax	2,485	3,438	4,723	4,723	5,638	5,638	5,638
510207	Fringe - Life Insurance	103	120	210	210	252	252	252
510208	Fringe - FICA Tax Retirement	0	1,124	2,464	2,464	2,464	2,464	2,464
510209	Fringe - Car Allowance	4,800	4,708	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	66,314	85,892	126,667	113,667	141,520	141,520	141,520
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	0	0	5,000	5,000	5,000	5,000	5,000
520400	Office	5,447	7,396	10,000	12,000	10,000	10,000	10,000
531110	Professional Fees & Services	380	0	10,000	6,000	10,000	10,000	10,000
531301	Vehicle Costs - Fuel & Oil	0	31	2,000	1,000	2,000	2,000	2,000
531304	Vehicle Costs R & M	0	39	3,000	3,000	3,000	3,000	3,000
531410	Telephone	3,966	5,119	3,000	5,000	3,000	3,000	3,000
531500	Printing	12	268	1,000	1,000	1,000	1,000	1,000
531900	Advertising	1,318	843	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	0	420	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	823	1,687	3,000	3,000	3,000	3,000	3,000
605106	Maintenance - Equipment	0	0	1,000	1,000	1,000	1,000	1,000
646043	Historic Preservation Dist Commissi	0	0	10,000	6,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	11,946	15,803	52,000	47,000	52,000	52,000	52,000
<b>Capital Outlay:</b>								
707101	Acquisitions	0	0	0	0	0	0	0
707405	Building Improvements	0	0	0	0	5,895	5,895	5,895
707600	Machinery & Equipment	0	0	0	0	37,754	37,754	37,754
707700	Office Furniture and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	43,649	43,649	43,649
	<b>TOTAL DEPARTMENT</b>	246,334	331,495	498,844	465,844	620,586	620,586	620,586

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	383,256	409,924	443,923	381,923	447,894	447,894	0.89%
Fringe Benefits	160,464	178,961	203,217	176,217	236,947	236,947	16.60%
Operating/Contractual	48,080	62,915	64,000	83,000	64,000	64,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	46,558	46,558	0.00%
<b>Total Appropriations</b>	<b>591,800</b>	<b>651,800</b>	<b>711,140</b>	<b>641,140</b>	<b>795,399</b>	<b>795,399</b>	<b>11.85%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490161	Salary - Permit Technician	2	2	2	2	2	2	0.00%
490903	Salary - Multi Trades Inspector	5	5	5	5	5	5	0.00%
490907	Salary - Superintendent Constructio	1	1	1	1	1	1	0.00%
490911	Salary - Plans Reviewer	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	16,164	9,741	10,000	9,000	10,000	10,000	10,000
490161	Salary - Permit Technician	56,743	26,959	60,521	40,521	59,566	59,566	59,566
490903	Salary - Multi Trades Inspector	228,747	262,300	259,670	233,670	267,278	267,278	267,278
490907	Salary - Superintendent Constructio	60,043	63,494	66,302	51,302	61,604	61,604	61,604
490911	Salary - Plans Reviewer	21,559	47,430	47,430	47,430	49,446	49,446	49,446
	<b>Total Salaries</b>	383,256	409,924	443,923	381,923	447,894	447,894	447,894
	<b>Fringe:</b>							
510201	Fringe - Pension	73,553	93,025	99,574	85,574	106,239	106,239	106,239
510202	Fringe - Hospital	81,362	79,961	96,828	83,828	123,836	123,836	123,836
510206	Fringe - Medicare Insurance Tax	5,309	5,742	6,437	6,437	6,494	6,494	6,494
510207	Fringe - Life Insurance	240	233	378	378	378	378	378
	<b>Total Fringe</b>	160,464	178,961	203,217	176,217	236,947	236,947	236,947
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	8,000	0	0	0
520204	Uniforms	2,601	2,550	3,000	3,000	3,000	3,000	3,000
520400	Office	5,303	5,792	6,000	9,000	6,000	6,000	6,000
520500	Operating Supplies	4,793	2,953	10,000	12,000	10,000	10,000	10,000
531301	Vehicle Costs-Fuel & Oil	13,208	19,035	14,000	15,000	14,000	14,000	14,000
531304	Vehicle Costs-R & M	3,913	2,598	5,000	15,000	5,000	5,000	5,000
531410	Telephone	5,695	6,027	10,000	5,000	10,000	10,000	10,000
531500	Printing	0	91	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	1,736	1,717	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	10,831	22,152	10,000	10,000	10,000	10,000	10,000
	<b>Total Operating &amp; Contractual</b>	48,080	62,915	64,000	83,000	64,000	64,000	64,000
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	93,116	46,558	46,558
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	93,116	46,558	46,558
	<b>TOTAL DEPARTMENT</b>	591,800	651,800	711,140	641,140	841,957	795,399	795,399

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To protect and serve the citizens of Alexandria while still exercising police powers over all property owned or controlled by the City of Alexandria. With the intent to foster a better quality of life for all under our jurisdiction.

**FUNCTION DESCRIPTION**

The Alexandria Police Department currently provides 24 hours, 7 days a week patrol service within the city limits of Alexandria. Additionally, the department investigates criminal activities, utilizes arrest powers, maintain records, attack the infiltration of illegal narcotic activities and provides a regional training academy. Moreover, the Police Department is committed to Community Policing efforts which are enhanced by the Boat Patrol, K-9 Unit, Motorcycle and Street Level Drug Interdiction Team.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Accidents	4,620	4,653	4,700
Calls for Service	57,456	54,995	58,000
Public Service	5,168	4,960	5,200

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	8,968,535	9,763,366	10,838,031	10,555,031	11,255,408	11,255,408	3.85%
Fringe Benefits	3,827,101	3,958,018	6,139,860	5,216,860	6,642,753	6,642,753	8.19%
Operating/Contractual	2,340,523	2,712,708	2,167,516	3,000,516	2,122,516	2,122,516	-2.08%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,140,005	892,052	3,595,512	5,028,772	1,043,026	1,043,026	0.00%
<b>Total Appropriations</b>	<b>16,276,164</b>	<b>17,326,144</b>	<b>22,740,919</b>	<b>23,801,179</b>	<b>21,063,703</b>	<b>21,063,703</b>	<b>-7.38%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
440126	Salary - Police Chief	1	1	1	1	1	1	0.00%
440127	Salary - Assistant Chief	1	1	1	1	1	1	0.00%
440129	Salary - Deputy Chief	0	0	2	2	2	2	0.00%
440217	Salary - Captain	4	4	4	4	4	4	0.00%
440218	Salary - Lieutenant	12	12	12	12	12	12	0.00%
440358	Salary - Sergeant	32	32	32	32	32	32	0.00%
440359	Salary - Communications Officers	17	17	17	17	17	17	0.00%
440404	Salary - Corporal	52	52	52	52	52	52	0.00%
440405	Salary - Police Officer	57	57	57	57	57	57	0.00%
440407	Salary - Jailers	2	2	2	2	2	2	0.00%
440408	Salary - School Patrol	15	15	15	15	15	15	0.00%
440412	Salary - Reserve Police Officer	20	20	20	20	20	20	0.00%
440616	Salary - Record Clerk	15	15	15	15	15	15	0.00%
440618	Salary - Secretary (Chief)	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>229</b>	<b>229</b>	<b>231</b>	<b>231</b>	<b>231</b>	<b>231</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
440126	Salary - Police Chief	97,025	105,701	106,363	106,363	115,000	115,000	115,000
440127	Salary - Assistant Chief	74,778	86,297	86,297	86,297	86,297	86,297	86,297
440129	Salary - Deputy Chief	0	0	150,000	150,000	185,000	185,000	185,000
440217	Salary - Captain	294,871	303,741	305,577	305,577	310,577	310,577	310,577
440218	Salary - Lieutenant	773,356	801,172	812,340	812,340	834,045	834,045	834,045
440358	Salary - Sergeant	1,769,882	1,875,328	1,905,659	1,905,659	1,969,982	1,969,982	1,969,982
440359	Salary - Communications Officers	564,864	567,522	609,006	609,006	611,933	611,933	611,933
440404	Salary - Corporal	1,463,175	1,425,287	2,342,375	1,813,375	2,449,014	2,449,014	2,449,014
440405	Salary - Police Officer	1,300,713	1,363,345	2,185,958	1,704,958	2,370,836	2,370,836	2,370,836
440407	Salary - Jailers	70,512	75,373	77,051	77,051	78,399	78,399	78,399
440408	Salary - School Patrol	35,624	37,076	59,813	59,813	59,813	59,813	59,813
440412	Salary - Reserve Police Officer	0	0	10,000	5,000	10,000	10,000	10,000
440616	Salary - Record Clerk	460,180	463,522	496,870	445,870	482,850	482,850	482,850
440618	Salary - Secretary (Chief)	63,912	65,523	53,722	53,722	54,662	54,662	54,662
450001	Overtime	1,175,527	1,632,250	792,000	1,455,000	792,000	792,000	792,000
450002	Stand by Pay	31,172	32,901	22,000	22,000	22,000	22,000	22,000
450003	Accumulated Leave Pay	369,178	423,084	325,000	445,000	325,000	325,000	325,000
450004	Court Pay	50,110	69,990	58,000	58,000	58,000	58,000	58,000
450005	Holiday Pay	198,585	230,441	285,000	285,000	285,000	285,000	285,000
450006	Differential Pay	5,616	5,141	11,000	11,000	87,000	87,000	87,000
450008	Premium Pay	140,055	157,672	87,000	87,000	11,000	11,000	11,000
450010	City Supplemental Pay	29,400	42,000	57,000	57,000	57,000	57,000	57,000
	<b>Total Salaries</b>	<b>8,968,535</b>	<b>9,763,366</b>	<b>10,838,031</b>	<b>10,555,031</b>	<b>11,255,408</b>	<b>11,255,408</b>	<b>11,255,408</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	2,109,095	2,248,818	3,609,685	3,109,685	3,761,362	3,761,362	3,761,362
510202	Fringe - Hospital	1,560,058	1,533,690	2,359,343	1,936,343	2,704,510	2,704,510	2,704,510
510204	Fringe - Clothing Allowance	0	0	0	0	0	0	0
510206	Fringe - Medicare Insurance Tax	132,414	146,318	158,272	158,272	164,321	164,321	164,321
510207	Fringe - Life Insurance	4,455	4,287	8,232	8,232	8,232	8,232	8,232
510208	Fringe - FICA Tax Retirement	21,079	24,905	4,328	4,328	4,328	4,328	4,328
	<b>Total Fringe</b>	<b>3,827,101</b>	<b>3,958,018</b>	<b>6,139,860</b>	<b>5,216,860</b>	<b>6,642,753</b>	<b>6,642,753</b>	<b>6,642,753</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	107,999	107,217	45,000	110,000	0	0	0
520204	Uniforms	64,235	39,340	35,000	85,000	35,000	35,000	35,000
520400	Office	38,729	34,455	40,000	40,000	40,000	40,000	40,000
520500	Operating Supplies	110,717	115,375	150,000	162,000	150,000	150,000	150,000
520501	Operating - Janitorial	8,028	8,120	8,000	8,000	8,000	8,000	8,000
520504	Operating - Animal Food	0	2,342	6,000	6,000	6,000	6,000	6,000
520517	Operating - Crime Scene	20,433	21,241	20,000	26,000	20,000	20,000	20,000
520525	Operating - Informants	888	2,719	15,000	15,000	15,000	15,000	15,000
520526	Operating - Narcotics Confiscation	20,956	27,421	35,000	35,000	35,000	35,000	35,000
520529	Operating - Narcotics Confiscation F	0	0	0	0	0	0	0
520557	Operating - Academy	81,325	84,739	85,000	100,000	85,000	85,000	85,000
531103	Professional Fees - Veterinarian	5,488	5,831	4,000	4,000	4,000	4,000	4,000
531105	Rapides Parish Coroner	171,840	206,407	126,000	186,000	126,000	126,000	126,000
531110	Professional Fees	69,718	88,037	0	0	0	0	0
531261	Services - Prisoner Detention	359,431	423,582	420,000	420,000	420,000	420,000	420,000
531262	Recruiting	16,854	60,266	113,516	113,516	113,516	113,516	113,516
531301	Vehicle Costs - Fuel & Oil	449,995	428,958	350,000	400,000	350,000	350,000	350,000

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual(Cont)</b>							
531304	Vehicle Costs - R & M	432,152	567,421	295,000	795,000	295,000	295,000	295,000
531410	Telephone	127,392	160,957	130,000	130,000	130,000	130,000	130,000
531500	Printing	2,638	5,021	3,000	3,000	3,000	3,000	3,000
531701	Utilities	99,244	167,499	135,000	175,000	135,000	135,000	135,000
531800	Lease	35,000	0	0	0	0	0	0
543002	Dues & Subscriptions	19,852	25,521	12,000	12,000	12,000	12,000	12,000
543003	Travel & Training	29,417	44,277	30,000	85,000	30,000	30,000	30,000
543032	Community Policing Program	17,721	20,563	20,000	20,000	20,000	20,000	20,000
543038	Downtown Security	132	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	15,801	21,216	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	34,538	44,183	70,000	50,000	70,000	70,000	70,000
	<b>Total Operating &amp; Contractual</b>	2,340,523	2,712,708	2,167,516	3,000,516	2,122,516	2,122,516	2,122,516
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	68,000	93,000	25,170	0	0
707500	Vehicles	438,749	473,788	2,966,928	3,641,328	0	0	0
707600	Machinery & Equipment	473,034	398,414	391,640	849,500	1,676,157	780,536	780,536
707603	Machinery & Equipment - Grants	196,963	0	0	276,000	0	0	0
707700	Furniture & Fixtures	6,460	8,032	0	0	341,363	260,000	260,000
707702	Computer Software	24,799	11,818	168,944	168,944	2,490	2,490	2,490
707900	Animals	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	1,140,005	892,052	3,595,512	5,028,772	2,045,180	1,043,026	1,043,026
	<b>TOTAL DEPARTMENT</b>	16,276,164	17,326,144	22,740,919	23,801,179	22,065,857	21,063,703	21,063,703

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To represent the public interest in matters of personnel administration, advise and assist the governing body, Mayor, Chief of both departments, with reference to the maintenance and improvements of personnel standard and administration of services, investigations of compliance with civil service laws and rules, hear and pass upon matters which are brought before it, make, alter, amend, and promulgate rules necessary to carry out effectively the provisions of law and rules, adopt and maintain a classification plan, and pass upon matters brought before it by the Mayor, Chief of Fire or Police, the State Examiner, or the Fire and Police Civil Service Board brings before it.

**FUNCTION DESCRIPTION**

The Alexandria Municipal Fire and Police Civil Service Board:

1. Establishes and maintains employment lists for the classified services.
2. Provides testing, notification and certification of tests for entrance and promotional applicants.
3. Certifies to the appointing authority the names of eligible persons for employment and promotion.
4. Adopts rules governing leaves of absence, established classes with the classified services.
5. Conducts hearings and investigations into matters of corrective and disciplinary action or violations of civil service laws.
6. Maintains files on all applicants, current classified employees, all former employees.
7. Maintains files on all hearings and investigations.
8. Maintains accurate seniority lists for the classified services.
9. Maintains updated classification plans, laws and rules governing classified services and provides copies to Chief and Fire and Police, appointing authority and State Examiner's office.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Applications/Exams	2,000/20	2,000/20	2,000/20
Appeals	30	30	30
Rules Changes	35	35	35
Classification Changes	10	10	10
Investigations	25	25	25

**CITY OF ALEXANDRIA**



## 2024-2025 ANNUAL BUDGET

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

### GENERAL FUND

#### DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	188	212	2,000	2,000	2,000	2,000	2,000
531110	Professional Fees And Services	4,816	5,208	14,000	10,000	14,000	14,000	14,000
531500	Printing	182	291	0	0	0	0	0
531900	Advertising	0	0	13,000	13,000	13,000	13,000	13,000
605106	Maintenance Equipment	0	0	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	5,186	5,711	31,000	27,000	31,000	31,000	31,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	5,186	5,711	31,000	27,000	31,000	31,000	31,000



## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To save lives and prevent injury; to protect property from fire and explosion; to assist the citizens and visitors in various emergency situations. To maintain fire codes, to abate hazards, to maintain equipment and personnel and to provide extinguishment of fire or other emergency situations. To provide to the citizens and visitors of Alexandria, emergency medical assistance.

### FUNCTION DESCRIPTION

Fire protection for the City of Alexandria consists of six (6) engine companies, two (2) district cars, one (1) ladder company, one (1) elevating aerial platform company. The department also has a Fire Prevention Office (investigation, inspection, and education), a fire alarm and dispatch, maintenance and an administration division. The department operates three (3) fire suppression shifts, 24 hours continuously along with Fire Alarm receiving and dispatching. Fire Administration, Fire Prevention, and Maintenance division operates 7:30 A.M. - 4:30 P.M.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Average response time (minutes)	3.00	3.00	3.00
Average Fire control time (minutes)	10.00	10.00	10.00
Public Assistance and Rescue	550	550	550
House, Business, Auto Fires	300	300	300
False Alarms	250	250	250
Emergency Medical Assistance	3,700	3,700	3,700
Total Alarms	4,800	4,800	4,800

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	7,191,964	7,097,431	7,182,974	7,680,974	7,332,390	7,332,390	2.08%
Fringe Benefits	3,268,671	3,455,178	4,238,231	4,027,231	4,527,502	4,527,502	6.83%
Operating/Contractual	773,263	1,143,283	620,000	1,030,000	620,000	620,000	0.00%
Other	1,280,926	0	0	0	0	0	0.00%
Capital Outlay	355,056	477,452	302,277	490,977	465,200	465,200	0.00%
<b>Total Appropriations</b>	<b>12,869,880</b>	<b>12,173,344</b>	<b>12,343,482</b>	<b>13,229,182</b>	<b>12,945,092</b>	<b>12,945,092</b>	<b>4.87%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
440121	Salary - Fire Chief	1	1	1	1	1	1	0.00%
440122	Salary - 1st Assistant Chief	3	3	3	3	3	3	0.00%
440123	Salary - 2nd Assistant Chief	7	7	7	7	7	7	0.00%
440124	Salary - Chief of Fire Prevention	1	1	1	1	1	1	0.00%
440128	Salary - Chief of Communications	1	1	1	1	1	1	0.00%
440215	Salary - Administrative Chief	0	0	1	1	1	1	0.00%
440216	Salary - Captain	34	34	34	34	34	34	0.00%
440357	Salary - Communications Officer	8	8	8	8	8	8	0.00%
440360	Salary - Fire Training Officer	1	1	1	1	1	1	0.00%
440361	Salary - Fire Prevention Officer	3	3	3	3	3	3	0.00%
440362	Salary - Director of EMS	1	1	1	1	1	1	0.00%
440401	Salary - Fire Equipment Operator	26	26	26	26	26	26	0.00%
440402	Salary - Firefighter 1st Class	39	39	39	39	39	39	0.00%
440614	Salary - Chief's Secretary	1	1	1	1	1	1	0.00%
440615	Salary - Records Clerk	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	128	128	129	129	129	129	0.00%

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
440121	Salary - Fire Chief	100,821	110,115	98,161	98,161	92,398	92,398	92,398
440122	Salary - 1st Assistant Chief	251,291	211,191	246,437	246,437	324,884	324,884	324,884
440123	Salary - 2nd Assistant Chief	469,626	495,235	489,462	489,462	515,016	515,016	515,016
440124	Salary - Chief of Fire Prevention	76,966	79,064	79,059	79,059	83,655	83,655	83,655
440128	Salary - Chief of Communications	59,109	19,528	62,915	62,915	60,126	60,126	60,126
440215	Salary - Administrative Chief	0	0	75,000	75,000	78,188	78,188	78,188
440216	Salary - Captain	1,904,267	1,994,715	2,110,785	2,110,785	2,149,563	2,149,563	2,149,563
440357	Salary - Communications Officer	288,836	301,851	378,409	359,409	387,740	387,740	387,740
440360	Salary - Fire Training Officer	66,244	68,787	68,545	68,545	71,458	71,458	71,458
440361	Salary - Fire Prevention Officer	141,330	150,909	156,714	133,714	156,865	156,865	156,865
440362	Salary - Director of EMS	56,846	58,777	58,773	58,773	61,271	61,271	61,271
440401	Salary - Fire Equipment Operator	1,021,745	955,999	977,425	977,425	1,028,722	1,028,722	1,028,722
440402	Salary - Firefighter 1st Class	940,573	1,112,926	1,243,242	1,078,242	1,185,851	1,185,851	1,185,851
440614	Salary - Chief's Secretary	0	0	33,626	33,626	35,277	35,277	35,277
440615	Salary - Records Clerk	56,986	61,432	60,421	60,421	57,376	57,376	57,376
450001	Overtime	1,290,766	1,004,240	630,000	1,320,000	630,000	630,000	630,000
450003	Accumulated Leave Pay	135,716	82,542	114,000	104,000	114,000	114,000	114,000
450005	Holiday	280,059	351,237	300,000	325,000	300,000	300,000	300,000
450010	City Funded Supplemental Pay	50,783	38,883	0	0	0	0	0
	<b>Total Salaries</b>	<b>7,191,964</b>	<b>7,097,431</b>	<b>7,182,974</b>	<b>7,680,974</b>	<b>7,332,390</b>	<b>7,332,390</b>	<b>7,332,390</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	1,805,307	1,974,485	2,509,964	2,384,964	2,566,325	2,566,325	2,566,325
510202	Fringe - Hospital	1,351,267	1,368,717	1,610,855	1,524,855	1,841,257	1,841,257	1,841,257
510206	Fringe - Medicare Insurance Tax	108,660	108,536	111,994	111,994	114,502	114,502	114,502
510207	Fringe - Life Insurance	3,437	3,440	5,418	5,418	5,418	5,418	5,418
	<b>Total Fringe</b>	<b>3,268,671</b>	<b>3,455,178</b>	<b>4,238,231</b>	<b>4,027,231</b>	<b>4,527,502</b>	<b>4,527,502</b>	<b>4,527,502</b>
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	40,071	35,937	28,000	35,000	28,000	28,000	28,000
520205	Protective Clothing	8,373	15,277	15,000	15,000	15,000	15,000	15,000
520215	Operating Laundry	3,791	2,921	5,000	5,000	5,000	5,000	5,000
520400	Office	9,241	10,008	9,000	21,000	9,000	9,000	9,000
520500	Operating Supplies	45,226	44,529	45,000	54,000	45,000	45,000	45,000
520501	Operating - Janitorial	6,108	11,078	6,000	6,000	6,000	6,000	6,000
520514	Small Tools	412	4,393	2,000	2,000	2,000	2,000	2,000
520515	Operating Medical Supplies	15,245	16,531	17,000	38,000	17,000	17,000	17,000
520518	Operating - Training Materials	4,884	21,073	15,000	15,000	15,000	15,000	15,000
531213	Services - Personnel Processing	14,733	5,747	14,000	19,000	14,000	14,000	14,000
531301	Vehicle Costs - Fuel & Oil	91,089	126,274	75,000	105,000	75,000	75,000	75,000
531304	Vehicle Costs - R & M	319,837	591,029	175,000	440,000	175,000	175,000	175,000
531410	Telephone	29,958	41,514	70,000	50,000	70,000	70,000	70,000
531500	Printing	670	495	1,000	1,000	1,000	1,000	1,000
531701	Utilities	45,253	54,094	43,000	65,000	43,000	43,000	43,000
531800	Lease	0	0	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	6,889	9,046	5,000	5,000	5,000	5,000	5,000
543003	Travel & Training	50,939	40,231	40,000	40,000	40,000	40,000	40,000
605101	Maintenance Bldg & Facilities	48,226	69,523	30,000	58,000	30,000	30,000	30,000
605106	Maintennace Equipment	29,538	40,833	19,000	50,000	19,000	19,000	19,000
605126	Hazardous Material Cleanup	1,900	2,750	2,000	2,000	2,000	2,000	2,000
646037	Emergency Relief - Laura	880	0	0	0	0	0	0

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	Operating & Contractual(Cont)							
	<b>Total Operating &amp; Contractual</b>	773,263	1,143,283	620,000	1,030,000	620,000	620,000	620,000
	<b>Other:</b>							
646051	Pension Merger Payment	1,280,926	0	0	0	0	0	0
	<b>Total Other</b>	1,280,926	0	0	0	0	0	0
	<b>Capital Outlay:</b>							
707002	Turnout Gear	56,208	48,843	45,000	45,000	45,000	45,000	45,000
707405	Building Improvements	38,231	0	31,060	59,760	53,000	53,000	53,000
707500	Vehicles	150,417	227,458	0	0	78,524	78,524	78,524
707600	Machinery & Equipment	86,760	158,607	188,417	348,417	24,627	24,627	24,627
707700	Office Furniture & Fixtures	12,323	29,764	29,800	29,800	80,012	80,012	80,012
707702	Computer Software	11,117	12,780	8,000	8,000	184,037	184,037	184,037
	<b>Total Capital Outlay</b>	355,056	477,452	302,277	490,977	465,200	465,200	465,200
	<b>Total Department</b>	12,869,880	12,173,344	12,343,482	13,229,182	12,945,092	12,945,092	12,945,092

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

The continuing goal of this department is to meet the needs of the citizens of Alexandria by obtaining employees capable of providing high-quality service. This will be accomplished by selecting applicants for the City of Alexandria's classified service on the basis of their ability to do the job without discrimination as to race, sex, age, religion, martial status, or national origin. We will retain quality employees by providing good working conditions at competitive wages, provide opportunities for advancement by filling vacancies through promotions from within when qualified employees are available, and ensure on-the-job training for those employees interested in advancement opportunities. We will serve as advisors to the Civil Service Commission, the City Council, the administration and city employees in matters relating to personnel and civil service issues, we will continuously work to formulate and update policies and procedures, as well as civil service rules, to provide a safe and pleasant working environment for all concerned. There will be an "open door" policy to provide reasonable opportunity for employees to be heard on matters pertaining to their employment with the City.

**FUNCTION DESCRIPTION**

Administers a system of recruitment for classified positions in the City of Alexandria, including securing and screening applications, conducting interviews and rating applicants based on qualifications. Counsel employees on various personnel and civil service issues. Advise the Civil Service Commission, Mayor, City Council, City employees, and the general public on matters regarding civil service and personnel issues. Serves as the administrative arm of the Alexandria Civil Service Commission. Directs and participates in preparing, conducting, and administering comprehensive programs for position classification, examinations and pay plan administration, as well as develops and recommends administrative service policies and procedures, outside of civil service rules and regulations in accordance with local, state, and federal laws.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Terminations Processed	300	200	180
Employment Applications Received	2,780	1,700	2,000
Communications w/ consultant on pay and classification plans	156	189	190
Counsel applicants/employees on opportunities	650	1,560	2,000
Employment Test Administered	1,200	850	1,000
Civil Service/Personnel Questions, Grievances, Investigations, Issues	15,500	3,900	5,200
Responses to Salary Surveys	140	100	200
Qualifying applicants through background & driver's license checks	1,000	1,360	1,600

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	151,203	198,670	224,650	224,650	236,895	236,895	5.45%
Fringe Benefits	44,295	67,288	86,470	81,470	96,654	96,654	11.78%
Operating/Contractual	129,799	79,334	75,000	82,000	75,000	75,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	1,775	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>325,297</b>	<b>347,067</b>	<b>386,120</b>	<b>388,120</b>	<b>408,549</b>	<b>408,549</b>	<b>5.81%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490122	Salary - Director of Civil Service	1	1	1	1	1	1	0.00%
490172	Salary - Compensation Analyst	1	1	1	0	0	0	0.00%
490173	Salary - Examination Analyst	1	1	1	2	2	2	0.00%
490233	Salary - Asst Director of Civil Service	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490122	Salary - Director of Civil Service	74,139	81,868	81,868	81,868	85,347	85,347	85,347
490172	Salary - Compensation Analyst	34,647	48,594	48,444	48,444	0	0	0
490173	Salary - Examination Analyst	42,417	18,442	42,581	42,581	94,894	94,894	94,894
490233	Salary - Asst Director of Civil Service	0	49,766	51,757	51,757	56,654	56,654	56,654
	<b>Total Salaries</b>	151,203	198,670	224,650	224,650	236,895	236,895	236,895
	<b>Fringe:</b>							
510201	Fringe - Pension	27,903	45,821	50,389	50,389	56,191	56,191	56,191
510202	Fringe - Hospital	14,185	18,601	32,657	27,657	36,860	36,860	36,860
510206	Fringe - Medicare Insurance Tax	2,126	2,768	3,256	3,256	3,435	3,435	3,435
510207	Fringe - Life Insurance	81	98	168	168	168	168	168
	<b>Total Fringe</b>	44,295	67,288	86,470	81,470	96,654	96,654	96,654
	<b>Operating &amp; Contractual:</b>							
520400	Office	4,443	7,423	10,000	7,000	10,000	10,000	10,000
531110	Professional Fees & Services	87,297	32,263	17,000	17,000	17,000	17,000	17,000
531410	Telephone	5,111	7,106	1,000	7,000	1,000	1,000	1,000
531500	Printing	38	80	1,000	1,000	1,000	1,000	1,000
531900	Advertising	23,472	15,063	20,000	24,000	20,000	20,000	20,000
543000	Miscellaneous	283	3,397	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	2,861	2,574	8,000	8,000	8,000	8,000	8,000
543003	Travel & Training	6,294	11,330	14,000	14,000	14,000	14,000	14,000
605106	Maintenance of Equipment	0	98	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	129,799	79,334	75,000	82,000	75,000	75,000	75,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	1,775	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	1,775	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	325,297	347,067	386,120	388,120	408,549	408,549	408,549

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

Our mission is to provide a capable, knowledgeable workforce, and to reduce where possible, personnel situations that could have a significant negative impact on its ability to be productive.

Human Resources goal is to assure that there are adequate personnel resources to operate the city's functions in its effort to provide quality service to the citizens.

**FUNCTION DESCRIPTION**

In order to achieve our goal and fulfill our mission, we will review all personnel policies and consider adjustments where necessary, constantly review and update the training needs of our workforce, and where possible, provide opportunities for in-house skill enhancements. We will establish clear guidelines for performance evaluation for all employees.

We will continue to analyze the hiring process and identify new procedures that will reduce the lag time between vacancy being created and it being filled with a qualified replacement.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
New Hires Processed	360	75	100
Status Changes Processed	700	430	430
Termination's Processed	300	19	25
Employment Applications worked	2,780	2,000	2,000
Employment Interviews Conducted	425	225	275
Insurance Changes Processed	18,150	15,000	15,000
Worker's Comp Checks Received	145	100	100
Employee Verification Processed	500	300	300
Grievances & Issues	61,000	45,000	45,000
Personnel Policy Changes	0	3	3

**CITY OF ALEXANDRIA**



**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	387,218	346,509	401,670	355,670	414,707	414,707	3.25%
Fringe Benefits	122,587	121,555	159,785	116,785	173,920	173,920	8.85%
Operating/Contractual	295,177	244,708	298,000	250,000	298,000	298,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	860	2,354	0	9,000	0	0	0.00%
<b>Total Appropriations</b>	<b>805,842</b>	<b>715,126</b>	<b>859,455</b>	<b>731,455</b>	<b>886,627</b>	<b>886,627</b>	<b>3.16%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480114	Salary - Director of Human Resources	1	1	1	1	1	1	0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490138	Salary - Assistant Director of HR	1	1	1	0	0	0	0.00%
490354	Salary - Personnel Analyst	4	4	4	3	3	3	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490935	Salary - HR Business Partner	0	0	0	1	1	1	0.00%
490936	Salary - Human Resource Spec	0	0	0	1	1	1	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
480114	Salary - Director of Human Resources	88,094	100,069	106,800	106,800	106,800	106,800	106,800
480604	Salary - Administrative Assistant	17,808	34,725	34,725	34,725	38,369	38,369	38,369
490138	Salary - Assistant Director of HR	48,757	53,840	53,840	53,840	0	0	0
490354	Salary - Personnel Analyst	205,316	143,978	170,366	135,366	135,539	135,539	135,539
490626	Salary - Clerical Specialist	19,115	10,925	24,939	13,939	25,999	25,999	25,999
490935	Salary - HR Business Partner	0	0	0	0	51,133	51,133	51,133
490936	Salary - Human Resource Spec	0	0	0	0	47,867	47,867	47,867
490690	Salary - Student Worker	8,128	2,972	11,000	11,000	9,000	9,000	9,000
	<b>Total Salaries</b>	<b>387,218</b>	<b>346,509</b>	<b>401,670</b>	<b>355,670</b>	<b>414,707</b>	<b>414,707</b>	<b>414,707</b>
<b>Fringe:</b>								
510201	Fringe - Pension	67,417	79,128	87,627	71,627	93,901	93,901	93,901
510202	Fringe - Hospital	48,694	36,590	65,314	38,314	73,112	73,112	73,112
510206	Fringe - Medicare Insurance Tax	5,655	5,249	5,826	5,826	6,013	6,013	6,013
510207	Fringe - Life Insurance	201	186	336	336	336	336	336
510208	Fringe - FICA Tax	620	402	682	682	558	558	558
	<b>Total Fringe</b>	<b>122,587</b>	<b>121,555</b>	<b>159,785</b>	<b>116,785</b>	<b>173,920</b>	<b>173,920</b>	<b>173,920</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	17,921	22,218	0	18,000	0	0	0
520400	Office	30,255	29,332	27,000	30,000	27,000	27,000	27,000
531107	Professional Fees - City Physician	24,435	22,725	10,000	42,000	10,000	10,000	10,000
531110	Professional Fees	120,589	61,420	163,000	38,000	163,000	163,000	163,000
531250	Services - Drug Testing	71,251	71,875	65,000	81,000	65,000	65,000	65,000
531410	Telephone	3,555	5,462	4,000	4,000	4,000	4,000	4,000
531500	Printing	664	635	1,000	1,000	1,000	1,000	1,000
531800	Lease	0	581	0	0	0	0	0
543002	Dues & Subscriptions	3,880	1,466	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	16,693	9,750	10,000	10,000	10,000	10,000	10,000
543017	Placques & Awards	5,934	19,244	14,000	22,000	14,000	14,000	14,000
	<b>Total Operating &amp; Contractual</b>	<b>295,177</b>	<b>244,708</b>	<b>298,000</b>	<b>250,000</b>	<b>298,000</b>	<b>298,000</b>	<b>298,000</b>
<b>Capital Outlay:</b>								
707405	Building Improvements	0	2,354	0	0	0	0	0
707600	Machinery & Equipment	860	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	9,000	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>860</b>	<b>2,354</b>	<b>0</b>	<b>9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>805,842</b>	<b>715,126</b>	<b>859,455</b>	<b>731,455</b>	<b>886,627</b>	<b>886,627</b>	<b>886,627</b>

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide legal advice to the Mayor, City Council, and all officers, departments, boards, and agencies of the city government.

**FUNCTION DESCRIPTION**

Handle all legal instruments to which the city is a party or has an interest and represent the city in litigation, including the prosecution of ordinance violations in the City Court.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	912,516	955,781	1,155,047	983,047	1,159,927	1,159,927	0.42%
Fringe Benefits	194,773	212,954	254,574	227,574	270,110	270,110	6.10%
Operating/Contractual	1,505,791	1,491,643	967,000	1,390,000	967,000	967,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>2,613,080</b>	<b>2,660,378</b>	<b>2,376,621</b>	<b>2,600,621</b>	<b>2,397,037</b>	<b>2,397,037</b>	<b>0.86%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480106	Salary - City Attorney	1	1	1	1	1	1	0.00%
480205	Salary - Asst City Attorney	4	4	4	4	4	4	0.00%
480228	Salary - SafeAlex Technicians - PT	6	6	6	6	6	6	0.00%
480231	Salary - Asst City Attorney Part Time	7	7	7	7	7	7	0.00%
480603	Salary - Legal Secretary	1	1	1	1	1	1	0.00%
490620	Salary - Clerical Specialist	1	1	1	0	0	0	0.00%
490940	Salary - Legal Assistant	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480106	Salary - City Attorney	106,841	124,450	134,000	134,000	134,000	134,000	134,000
480205	Salary - Asst City Attorney	260,398	262,545	342,500	268,500	342,500	342,500	342,500
480228	Salary - SafeAlex Technicians - PT	202,015	233,762	300,944	300,944	317,375	317,375	317,375
480231	Salary - Asst City Attorney Part Time	271,306	259,751	308,502	210,502	293,895	293,895	293,895
480603	Salary - Legal Secretary	45,602	46,172	40,000	40,000	40,000	40,000	40,000
490626	Salary - Clerical Specialist	26,354	29,101	29,101	29,101	0	0	0
490940	Salary - Legal Assistant	0	0	0	0	32,157	32,157	32,157
	<b>Total Salaries</b>	912,516	955,781	1,155,047	983,047	1,159,927	1,159,927	1,159,927
	<b>Fringe:</b>							
510201	Fringe - Pension	84,918	98,624	112,822	102,822	118,384	118,384	118,384
510202	Fringe - Hospital	63,558	64,055	82,055	65,055	91,846	91,846	91,846
510206	Fringe - Medicare Insurance Tax	14,230	14,821	16,818	16,818	16,888	16,888	16,888
510207	Fringe - Life Insurance	189	172	294	294	294	294	294
510208	Fringe - FICA Tax	27,078	30,482	37,785	37,785	37,898	37,898	37,898
510209	Fringe - Car Allowance	4,800	4,800	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	194,773	212,954	254,574	227,574	270,110	270,110	270,110
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	1,380	0	0	0	0	0
520400	Office	7,758	16,512	6,000	9,000	6,000	6,000	6,000
520514	Operating - SafeAlex	1,820	2,936	25,000	25,000	25,000	25,000	25,000
531110	Professional Fees & Services	1,440,769	1,407,033	900,000	1,300,000	900,000	900,000	900,000
531410	Telephone	9,986	13,948	6,000	10,000	6,000	6,000	6,000
531301	Vehicle Costs - Fuel & Oil	2,786	3,187	0	3,000	0	0	0
531304	Vehicle Costs - R & M	5,486	7,773	0	7,000	0	0	0
531500	Printing	1,055	652	0	0	0	0	0
543000	Miscellaneous	604	2,890	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	20,795	18,516	26,000	26,000	26,000	26,000	26,000
543003	Travel & Training	14,714	16,816	0	6,000	0	0	0
605106	Maintenance Equipment	18	0	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	1,505,791	1,491,643	967,000	1,390,000	967,000	967,000	967,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	2,613,080	2,660,378	2,376,621	2,600,621	2,397,037	2,397,037	2,397,037

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide for a properly maintained system for playground, ball parks, and other recreational facilities available to all citizens for active and passive recreation and meeting at city owned buildings.

**FUNCTION DESCRIPTION**

The Parks & Recreation Department is a service organization that performs maintenance and repair work to support recreational and other competitive activities for the city involving golf courses, soccer fields, ball fields, and rental facilities.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Telephone Calls	11,000	14,000	17,000
Lining of Ball Fields	16,000	19,000	26,000
Cutting Ball Fields	12,000	15,000	18,000
Limb Cutting and Hauling	1,000	2,000	6,000
Maintenance of Building & Fences	2,000	2,000	3,000
Trimming of all Ball Fields	2,400	3,000	6,000
Seeding	1,800	2,400	5,000

**CITY OF ALEXANDRIA**

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	591,537	543,812	590,554	584,554	611,328	611,328	3.52%
Fringe Benefits	235,807	230,729	294,991	272,991	333,965	333,965	13.21%
Operating/Contractual	1,014,282	1,070,118	1,037,000	1,152,000	1,037,000	1,037,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	135,000	34,633	102,020	158,120	185,012	185,012	0.00%
<b>Total Appropriations</b>	<b>1,976,626</b>	<b>1,879,292</b>	<b>2,024,565</b>	<b>2,167,665</b>	<b>2,167,305</b>	<b>2,167,305</b>	<b>7.05%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490117	Salary-Superintendent Parks & Rec	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Sr	9	9	9	9	9	9	0.00%
490330	Salary - Crew Leader Parks Maint	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker (Snl)	7	7	7	7	7	7	0.00%
490830	Salary - Building Maintenance Spec	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>0.00%</b>
=====								

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	104,842	97,556	45,000	71,000	45,000	45,000	45,000
490117	Salary-Superintendent Parks & Rec	56,010	61,556	61,849	61,849	64,478	64,478	64,478
490147	Salary - Maintenance Worker Sr	236,193	195,092	248,128	216,128	258,673	258,673	258,673
490330	Salary - Crew Leader Parks Maint	124,873	110,263	111,163	111,163	115,888	115,888	115,888
490618	Salary - Administrative Secretary	30,292	33,458	33,458	33,458	34,880	34,880	34,880
490830	Salary - Building Maintenance Spec	30,962	34,190	34,190	34,190	56,766	56,766	56,766
490898	Salary - Maintenance Worker (Snl)	8,365	11,697	56,766	56,766	35,643	35,643	35,643
	<b>Total Salaries</b>	<b>591,537</b>	<b>543,812</b>	<b>590,554</b>	<b>584,554</b>	<b>611,328</b>	<b>611,328</b>	<b>611,328</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	102,891	122,455	119,727	119,727	131,545	131,545	131,545
510202	Fringe - Hospital	123,029	99,455	162,551	140,551	189,405	189,405	189,405
510206	Fringe - Medicare Insurance Tax	8,221	7,647	8,564	8,564	8,866	8,866	8,866
510207	Fringe - Life Insurance	388	374	630	630	630	630	630
510208	Fringe - FICA Tax Retirement	1,278	798	3,519	3,519	3,519	3,519	3,519
	<b>Total Fringe</b>	<b>235,807</b>	<b>230,729</b>	<b>294,991</b>	<b>272,991</b>	<b>333,965</b>	<b>333,965</b>	<b>333,965</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	11,377	38,316	50,000	40,000	50,000	50,000	50,000
520204	Uniforms	4,236	2,678	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	67,322	55,845	75,000	65,000	75,000	75,000	75,000
520503	Operating Chemicals	1,035	4,350	5,000	5,000	5,000	5,000	5,000
520514	Small Tools	0	1,443	3,000	3,000	3,000	3,000	3,000
531208	Services - Plumbing	7,653	6,758	9,000	9,000	9,000	9,000	9,000
531301	Vehicle Costs - Fuel & Oil	68,877	68,582	81,000	70,000	81,000	81,000	81,000
531304	Vehicle Costs - R & M	75,167	84,077	65,000	80,000	65,000	65,000	65,000
531410	Telephone	9,289	10,065	7,000	8,000	7,000	7,000	7,000
531701	Utilities	127,712	200,861	160,000	215,000	160,000	160,000	160,000
543003	Travel & Training	1,439	3,004	3,000	3,000	3,000	3,000	3,000
605101	Maintenance Bldg & Facilities	27,210	23,869	30,000	30,000	30,000	30,000	30,000
605103	Maintenance Bringhurst Golf Course	22,469	22,210	25,000	25,000	25,000	25,000	25,000
605105	Maintenance Johnny Downs Park	243,145	268,377	260,000	275,000	260,000	260,000	260,000
605106	Maintenance Equipment	3,253	11,513	5,000	5,000	5,000	5,000	5,000
605108	Maintenance Ball Parks	113,279	94,139	110,000	120,000	110,000	110,000	110,000
605124	Bringhurst Stadium	0	19,000	20,000	10,000	20,000	20,000	20,000
646030	Lease Obligations	179,742	155,031	126,000	186,000	126,000	126,000	126,000
646037	Emergency Relief - Laura	51,077	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>1,014,282</b>	<b>1,070,118</b>	<b>1,037,000</b>	<b>1,152,000</b>	<b>1,037,000</b>	<b>1,037,000</b>	<b>1,037,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	135,000	0	56,261	56,261	0	0	0
707500	Vehicles	0	0	0	0	120,065	62,873	62,873
707600	Machinery & Equipment	0	34,633	45,759	101,859	214,901	122,139	122,139
	<b>Total Capital Outlay</b>	<b>135,000</b>	<b>34,633</b>	<b>102,020</b>	<b>158,120</b>	<b>334,966</b>	<b>185,012</b>	<b>185,012</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,976,626</b>	<b>1,879,292</b>	<b>2,024,565</b>	<b>2,167,665</b>	<b>2,317,259</b>	<b>2,167,305</b>	<b>2,167,305</b>



## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To apply for applicable federal grants, including Community Development Block Grant, HOME Investment Partnership Program, Louisiana Emergency Shelter Grant Program and to efficiently administer federal programs and activities related to these funds.

### FUNCTION DESCRIPTION

The Community Development Department is responsible for preparing grant applications for federal funds, preparing all associated reports, complying with all federal requirements, maintaining records according to federal guidelines, and effectively administering the following programs.

1. Housing Rehabilitation Deferred Loan Program - housing renovation for owner occupied structures with CDBG and HOME funds.
2. HOME Rental Housing Rehabilitation Program - renovation of rental property for low income tenants.
3. Code Enforcement/Demolition Program - to enforce the City's code standards on vacant structures within CDBG target areas.
4. Housing development Program - new construction of single family housing for first time home buyers.
5. Business Facade Improvement Program - facade improvement loans/grants for business located in a designated area.
6. Housing assistance Program - down payment and closing cost assistance for first time home buyers.
7. Monitor HOME activities carried out by the city's Community Housing Development Organization (CHDO).
8. Monitor all sub-recipients to ensure compliance with grant Agreements & HUD regulation including: Boys & Girls Club of Central LA, Boys Scouts of America, Caring People's Free Pharmacy, Inner-City Revitalization Corporation, Cenla Pride, Shepherd Center, Phoenix Point, and Sisterhood Neighborhood Alliance.
9. Economic Development Assistance Program.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Federal Funds Received	1,524,000	1,524,000	1,524,000
Housing Repairs-Owner Occupied	12	12	12
Home buyer Training Graduates	60	60	60
Code Enforcement Inspections	150	150	150
Demolition of Vacant Structures	15	15	15
North Alex. Boys & Girls Club	15	15	15
Free Pharmacy clients assisted	300	300	300

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	276,021	310,037	154,746	154,746	154,746	154,746	0.00%
Fringe Benefits	99,847	136,978	56,652	56,652	56,652	56,652	0.00%
Operating/Contractual	604,525	456,392	397,500	582,500	397,500	397,500	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	50,000	68,000	68,000	0	0	0.00%
<b>Total Appropriations</b>	<b>980,393</b>	<b>953,407</b>	<b>676,898</b>	<b>861,898</b>	<b>608,898</b>	<b>608,898</b>	<b>-10.05%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490116	Salary - Community Develop Admin	1	1	1	1	1	1	0.00%
490120	Salary - CDA Grants Manager	1	1	1	1	1	1	0.00%
490161	Salary - Permit Technician	2	2	2	2	2	2	0.00%
490210	Salary - Program Manager	3	3	3	3	3	3	0.00%
490339	Salary - Accounting Technician	1	1	1	0	0	0	0.00%
490903	Salary - Multi Trades Inspector	2	2	2	2	2	2	0.00%
490941	Salary - Grants Analyst	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490116	Salary - Community Develop Admin	73,456	81,114	36,000	36,000	36,000	36,000	36,000
490120	Salary - Grants Manager	35,067	52,784	0	0	0	0	0
490161	Salary - Permit Technician	5,865	14,929	27,000	27,000	27,000	27,000	27,000
490210	Salary - Program Manager	65,461	51,682	35,000	35,000	35,000	35,000	35,000
490339	Salary - Accounting Technician	0	0	0	0	0	0	0
490618	Salary - Administrative Secretary	21,563	16,769	15,000	15,000	15,000	15,000	15,000
490626	Salary - Clerical Specialist	0	0	0	0	0	0	0
490903	Salary - Multi Trades Inspector	74,609	92,759	41,746	41,746	41,746	41,746	41,746
490941	Salary - Grants Analyst	0	0	0	0	0	0	0
	<b>Total Salaries</b>	276,021	310,037	154,746	154,746	154,746	154,746	154,746
	<b>Fringe:</b>							
510201	Fringe - Pension	52,273	71,483	29,082	29,082	29,082	29,082	29,082
510202	Fringe - Hospital	43,631	61,124	24,923	24,923	24,923	24,923	24,923
510206	Fringe - Medicare Insurance Tax	3,771	4,192	2,605	2,605	2,605	2,605	2,605
510207	Fringe - Life Insurance	172	179	42	42	42	42	42
	<b>Total Fringe</b>	99,847	136,978	56,652	56,652	56,652	56,652	56,652
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	3,386	21,099	15,000	50,000	15,000	15,000	15,000
520400	Office	7,359	6,343	6,000	6,000	6,000	6,000	6,000
531110	Professional Fees & Services	2,000	5,035	19,000	19,000	19,000	19,000	19,000
531201	Services - Demolition	564,111	397,255	350,000	500,000	350,000	350,000	350,000
531205	Services- Boarding up	0	0	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	1,135	4,175	1,000	1,000	1,000	1,000	1,000
531304	Vehicle Costs - R & M	725	479	1,000	1,000	1,000	1,000	1,000
531401	Postage	0	18	1,000	1,000	1,000	1,000	1,000
531410	Telephone	12,159	15,627	1,000	1,000	1,000	1,000	1,000
531500	Printing	281	257	0	0	0	0	0
531800	Lease	0	0	0	0	0	0	0
531900	Advertising	116	874	0	0	0	0	0
543000	Miscellaneous	982	1,712	500	500	500	500	500
543003	Travel & Training	12,271	3,518	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	604,525	456,392	397,500	582,500	397,500	397,500	397,500
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	68,000	68,000	0	0	0
707600	Machinery & Equipment	0	50,000	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	50,000	68,000	68,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	980,393	953,407	676,898	861,898	608,898	608,898	608,898

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

The Division of Community Services' goal, as called for in Section 4-10 of the City Charter and adopted by the City Council in March 1999, was modified and expanded to reflect the change from a Department to a Division. It's mission is to provide the citizens of Alexandria quality leisure and cultural activities by operating a parks and recreations systems that enhances their quality of life by promoting use of the city's green space and community facilities while supporting the development and implementation of local non-profit programming.

**FUNCTION DESCRIPTION**

The function of the Division is based on a response to the needs of the community, neighborhood residents and community-based organization to fulfill its stated goal through the following existing or developing program: organizational support for arts agencies through the Mayoral Commission for Cultural Affairs; the Alexandria Youth Advisory Council; youth job/career fair; Homework Assistance Program; Teen Movie Night; youth leadership program; summer camps; Underwater Easter Egg Hunt; Community Events Calendars; outdoor concert series; community outreach workshops; downtown arts and music mini-festival; and special holiday events.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Community Partnership Request	25	30	50
Community Partnership Awards	15	18	15
Youth Programs	25	25	35
Attendance	25,000	26,250	27,000
Special Events	25	27	30
Attendance	30,000	35,000	40,000
Public Presentations	5	27	5
Attendance	500	35,000	500
Project Enable	3	5	5
Attendance	250	500	500
Community Calendar Editions	5	5	5
Distributed	45,000	45,000	45,000

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	456,696	464,209	562,668	508,668	580,839	580,839	3.23%
Fringe Benefits	143,409	159,865	222,539	170,539	243,987	243,987	9.64%
Operating/Contractual	169,422	179,820	281,000	244,000	281,000	281,000	0.00%
Other	251,389	689,081	737,000	782,000	737,000	737,000	0.00%
Capital Outlay	3,538	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>1,024,454</b>	<b>1,492,975</b>	<b>1,803,207</b>	<b>1,705,207</b>	<b>1,842,826</b>	<b>1,842,826</b>	<b>2.20%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480108	Salary - Director of Community Serv	1	1	1	1	1	1	0.00%
480206	Salary - Secretary	1	1	1	1	1	1	0.00%
490149	Salary - Custodial Worker	3	3	0	0	0	0	0.00%
490150	Salary - Supervisor Custodial	1	1	0	0	0	0	0.00%
490174	Salary - Zoo Media Specialist	0	0	0	0	1	1	0.00%
490201	Salary - Special Events Coordinator	1	1	1	1	1	1	0.00%
490205	Salary - Youth Programs Coordinat	2	2	2	2	2	2	0.00%
490823	Salary - Lead Custodial Worker	1	1	0	0	0	0	0.00%
490909	Salary - Community Center Coordin	2	2	2	2	2	2	0.00%
490927	Salary - Community Services Rep	2	2	2	2	2	2	0.00%
490928	Salary - Public Relations Spec	0	0	1	1	0	0	0.00%
490894	Salary - Community Center Attd PT	5	5	5	5	5	5	0.00%
490690	Salary - Student Worker	9	9	9	9	9	9	0.00%
	<b>Total Positions</b>	<b>28</b>	<b>28</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>2.20%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	43,471	42,358	0	7,000	0	0	0
480108	Salary - Director of Community Serv	86,367	88,271	87,500	87,500	87,500	87,500	87,500
480206	Salary - Secretary	33,026	35,805	35,805	35,805	42,500	42,500	42,500
490149	Salary - Custodial Worker	47,504	20,802	0	0	0	0	0
490150	Salary - Supervisor Custodial	31,046	36,313	0	0	0	0	0
490174	Salary - Zoo Media Specialist	0	0	0	0	42,067	42,067	42,067
490201	Salary - Special Events Coordinator	0	16,008	46,247	46,247	48,212	48,212	48,212
490205	Salary - Youth Programs Coordinat	74,551	85,595	85,595	85,595	89,233	89,233	89,233
490823	Salary - Lead Custodial Worker	12,660	22,282	0	0	0	0	0
490909	Salary - Community Center Coordin	69,656	60,242	78,536	51,536	77,974	77,974	77,974
490927	Salary - Community Services Rep	25,455	18,992	49,878	37,878	54,598	54,598	54,598
490928	Salary - Public Relations Spec	0	0	40,352	18,352	0	0	0
490898	Salary - Community Center Attd PT	19,618	24,482	99,755	99,755	99,755	99,755	99,755
490690	Salary - Student Worker	13,342	13,059	39,000	39,000	39,000	39,000	39,000
	<b>Total Salaries</b>	<b>456,696</b>	<b>464,209</b>	<b>562,668</b>	<b>508,668</b>	<b>580,839</b>	<b>580,839</b>	<b>580,839</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	74,401	86,562	95,082	77,082	104,863	104,863	104,863
510202	Fringe - Hospital	52,709	56,892	105,195	71,195	116,600	116,600	116,600
510206	Fringe - Medicare Insurance Tax	6,751	6,849	8,229	8,229	8,491	8,491	8,491
510207	Fringe - Life Insurance	289	262	630	630	630	630	630
510208	Fringe - FICA Tax Retirement	4,459	4,684	8,603	8,603	8,603	8,603	8,603
510209	Fringe - Car Allowance	4,800	4,616	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>143,409</b>	<b>159,865</b>	<b>222,539</b>	<b>170,539</b>	<b>243,987</b>	<b>243,987</b>	<b>243,987</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	80,224	52,326	149,000	79,000	149,000	149,000	149,000
520400	Office	3,409	4,357	5,000	5,000	5,000	5,000	5,000
520500	Operating	6,060	6,804	25,000	25,000	25,000	25,000	25,000
520501	Operating Janitorial	20,739	17,442	26,000	26,000	26,000	26,000	26,000
531301	Vehicle Costs - Fuel & Oil	0	7,587	0	3,000	0	0	0
531304	Vehicle Costs - R & M	0	0	0	4,000	0	0	0
531410	Telephone	14,443	16,501	10,000	14,000	10,000	10,000	10,000
531500	Printing	1,568	1,222	4,000	4,000	4,000	4,000	4,000
531701	Utilities	34,651	58,937	43,000	65,000	43,000	43,000	43,000
531900	Advertising	7,375	13,614	15,000	15,000	15,000	15,000	15,000
543002	Dues & Subscriptions	953	654	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	0	376	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	<b>169,422</b>	<b>179,820</b>	<b>281,000</b>	<b>244,000</b>	<b>281,000</b>	<b>281,000</b>	<b>281,000</b>
	<b>Other:</b>							
543006	Programming	116,274	120,011	177,000	147,000	177,000	177,000	177,000
543016	Programming - Community Centers	48,372	31,655	100,000	100,000	100,000	100,000	100,000
605101	Maintenance of Building & Facility	7,889	16,721	3,000	3,000	3,000	3,000	3,000
646009	Community Partnership Request	23,486	27,978	30,000	30,000	30,000	30,000	30,000
646028	Mardi Gras	20,000	30,000	30,000	30,000	30,000	30,000	30,000
646029	Fourth of July Fireworks	0	29,100	30,000	30,000	30,000	30,000	30,000
646031	Special Events	0	23,047	28,000	28,000	28,000	28,000	28,000
646035	12 Nights of Christmas	35,368	39,120	39,000	39,000	39,000	39,000	39,000

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	<b>Other: Continued</b>							
646042	Red River Festival	0	171,984	100,000	175,000	100,000	100,000	100,000
646047	Winterfete	0	199,465	200,000	200,000	200,000	200,000	200,000
	<b>Total Other</b>	251,389	689,081	737,000	782,000	737,000	737,000	737,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	3,538	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	3,538	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	1,024,454	1,492,975	1,803,207	1,705,207	1,842,826	1,842,826	1,842,826

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA



## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	131,259	99,891	189,900	133,900	189,900	189,900	0.00%
Fringe Benefits	21,299	16,166	43,727	27,727	46,099	46,099	5.42%
Operating/Contractual	587	0	0	0	0	0	0.00%
Other	482,188	181,834	325,000	265,000	325,000	325,000	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>635,333</b>	<b>297,891</b>	<b>558,627</b>	<b>426,627</b>	<b>560,999</b>	<b>560,999</b>	<b>0.42%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480223	Salary - Mayoral Asst-Rec Coordina	1	1	1	1	1	1	0.00%
480229	Salary - Recreational Specialist PT	4	4	4	4	4	4	0.00%
490690	Salary - Student Worker	11	11	11	11	11	11	0.00%
	<b>Total Positions</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	238	5	0	1,000	0	0	0
480223	Salary - Mayoral Asst-Rec Coordina	76,206	49,572	76,500	44,500	76,500	76,500	76,500
480229	Salary - Recreational Specialist PT	32,505	20,692	62,400	37,400	62,400	62,400	62,400
490690	Salary - Student Worker	22,310	29,622	51,000	51,000	51,000	51,000	51,000
	<b>Total Salaries</b>	131,259	99,891	189,900	133,900	189,900	189,900	189,900
	<b>Fringe:</b>							
510201	Fringe - Pension	15,729	11,446	17,159	10,159	18,146	18,146	18,146
510202	Fringe - Hospital	0	0	16,741	7,741	18,126	18,126	18,126
510206	Fringe - Medicare Insurance Tax	2,128	1,583	2,754	2,754	2,754	2,754	2,754
510207	Fringe - Life Insurance	29	17	42	42	42	42	42
510208	Fringe - FICA Tax Retirement	3,413	3,120	7,031	7,031	7,031	7,031	7,031
	<b>Total Fringe</b>	21,299	16,166	43,727	27,727	46,099	46,099	46,099
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
531410	Telephone	587	0	0	0	0	0	0
543003	Travel & Training	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	587	0	0	0	0	0	0
	<b>Other:</b>							
543009	Recreation Athletics & Sporting Eve	89,590	46,700	142,000	102,000	142,000	142,000	142,000
543011	Recreation Cultural & Arts	141,977	65,559	74,000	54,000	74,000	74,000	74,000
543014	Recreation Programming	67,624	69,575	109,000	109,000	109,000	109,000	109,000
646047	Winterfete	182,997	0	0	0	0	0	0
	<b>Total Other</b>	482,188	181,834	325,000	265,000	325,000	325,000	325,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	635,333	297,891	558,627	426,627	560,999	560,999	560,999
	<b>TOTAL FUND</b>	61,604,836	67,913,546	73,728,000	78,835,160	68,751,212	73,576,288	73,576,288

### III. SPECIAL REVENUE FUNDS

## **Special Revenue Funds**

The purpose of these funds is to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The revenues and expenditures for these funds are recognized on the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting periods in which the fund liability is incurred, if measurable.

The Special Revenue Funds contained in the section are the: Sales, Tax Fund, Hotel/Motel Tax Fund, Capital Property Tax Fund, Community Development Block Grant Fund, Home Investment Partnership Fund, and Youth Baseball Recreation Fund.

**2024-2025 ANNUAL BUDGET**

**PRE-TRIAL INTERVENTION FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
354709	Fines and Forfeitures: Fines-PTI Collections	56,395	57,367	65,000	45,000	65,000	65,000	65,000
	<b>Total Fines and Forfeitures</b>	56,395	57,367	65,000	45,000	65,000	65,000	65,000
367101	Investment Income: Interest - Investments	3,670	26,195	0	0	0	0	0
	<b>Total Investment Income</b>	3,670	26,195	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	120,000	140,000	120,000	120,000	120,000
	<b>Total Other</b>	0	0	120,000	140,000	120,000	120,000	120,000
	<b>TOTAL REVENUES</b>	60,065	83,562	185,000	185,000	185,000	185,000	185,000

## 2024-2025 ANNUAL BUDGET

DIVISION:	N/A	FUND #:	175
DEPARTMENT:	N/A	ORGANIZATION:	020000

### PRE-TRIAL INTERVENTION FUND

#### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	0	0	0	0	0	0	0.00%
Other	185,000	185,000	185,000	185,000	185,000	185,000	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>185,000</b>	<b>0.00%</b>

#### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

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

**PRE-TRIAL INTERVENTION FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
646045	Operating & Contractual: Services - Pre Trial Intervention	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	0	0	0	0	0	0	0
646101	<b>Other:</b> Transfer to General Fund	185,000	185,000	185,000	185,000	185,000	185,000	185,000
	<b>Total Other</b>	185,000	185,000	185,000	185,000	185,000	185,000	185,000
	<b>TOTAL EXPENDITURES</b>	185,000	185,000	185,000	185,000	185,000	185,000	185,000
		=====	=====	=====	=====	=====	=====	=====

**2024-2025 ANNUAL BUDGET**

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*



2024-2025 ANNUAL BUDGET

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

**2024-2025 ANNUAL BUDGET**

**DEBT SERVICE FUNDS  
REVENUE SUMMARY**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311131	Taxes - Ad Valorem	0	0	0	0	0	0	0
311301	Sales & Use Tax 1976	2,886,420	2,451,968	2,849,038	2,849,038	1,883,375	1,883,375	1,883,375
	<b>Total Taxes</b>	2,886,420	2,451,968	2,849,038	2,849,038	1,883,375	1,883,375	1,883,375
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	0	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	1,120	15,521	0	25,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	1,120	15,521	0	25,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	2,887,540	2,467,489	2,849,038	2,874,038	1,883,375	1,883,375	1,883,375

#### IV. DEBT SERVICE FUNDS

## **Debt Service Fund**

The purpose of these funds is to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The revenues and expenditures for these funds are recognized on the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable.

This fund is funded primarily from property taxes and sales tax revenues.

**2024-2025 ANNUAL BUDGET**

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

**DEBT SERVICE FUND**

**SUMMARY BUDGET**

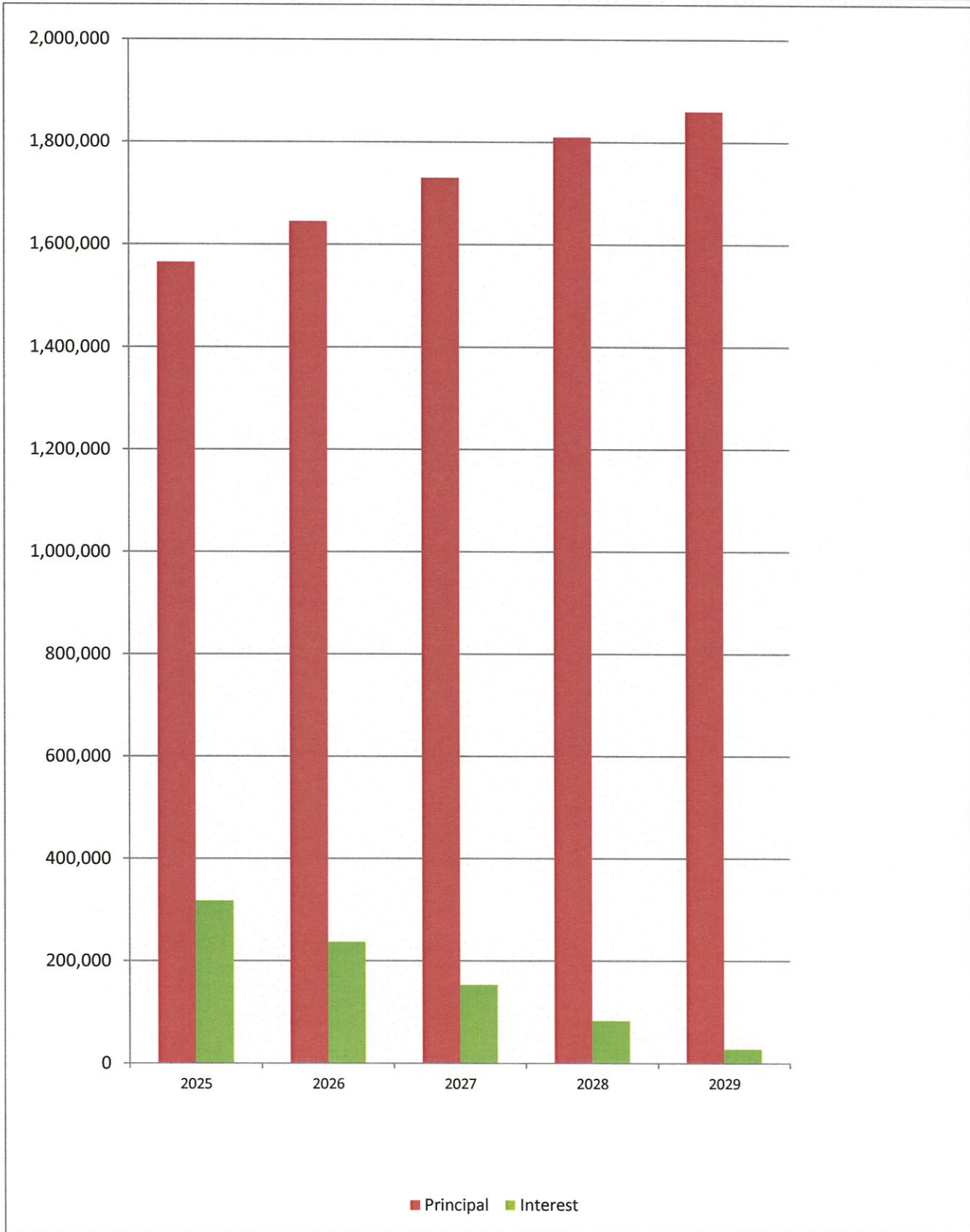
CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	800	800	800	800	400	400	400
	Operating and Contractual:	800	800	800	800	400	400	400
	<b>Other:</b>							
800001	Interest	602,925	502,900	403,238	403,238	317,975	317,975	317,975
800002	Principal Payment	2,220,000	2,330,000	2,445,000	2,445,000	1,565,000	1,565,000	1,565,000
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	25,000	0	0	0
	<b>Total Other</b>	2,822,925	2,832,900	2,848,238	2,873,238	1,882,975	1,882,975	1,882,975
	<b>TOTAL EXPENDITURES</b>	2,823,725	2,833,700	2,849,038	2,874,038	1,883,375	1,883,375	1,883,375

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

**BONDS**

Fiscal Yr Ending	Sales Tax		Total General
	2014	2015	
2025		1,882,975	1,882,975
2026		1,882,725	1,882,725
2027		1,883,350	1,883,350
2028		1,892,950	1,892,950
2029		1,887,900	1,887,900
Total	0	9,429,900	9,429,900
% of Total	0.00%	100.00%	100.00%

**2024-2025 ANNUAL BUDGET  
GENERAL DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



**2024-2025 ANNUAL BUDGET**

**DEBT SERVICE - 2014 SALES TAX BONDS  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	972,120	647,224	956,438	956,438	0	0	0
	<b>Total Taxes</b>	972,120	647,224	956,438	956,438	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	0	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	510	5,619	0	0	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	510	5,619	0	0	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	972,630	652,843	956,438	956,438	0	0	0



**2024-2025 ANNUAL BUDGET**

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

**2014 SALES TAX BOND FUNDS**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	<b>Operating and Contractual:</b> Paying Agent Fees	400	400	400	400	0	0	0
	<b>Operating and Contractual:</b>	400	400	400	400	0	0	0
	<b>Other:</b>							
800001	Interest	101,025	62,100	21,038	21,038	0	0	0
800002	Principal Payment	840,000	890,000	935,000	935,000	0	0	0
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	0	0	0	0
	<b>Total Other</b>	941,025	952,100	956,038	956,038	0	0	0
	<b>TOTAL EXPENDITURES</b>	941,425	952,500	956,438	956,438	0	0	0

**2024-2025 ANNUAL BUDGET**

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

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	1,914,300	1,804,744	1,892,600	1,892,600	1,883,375	1,883,375	1,883,375
	<b>Total Taxes</b>	1,914,300	1,804,744	1,892,600	1,892,600	1,883,375	1,883,375	1,883,375
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	0
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	0
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	0
388208	Transfers-2008 Sales Tax Bond Fund	0	0	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	0	0	0	0	0	0	0
	<b>Investment Income:</b>							
367101	Interest on Investments	610	9,902	0	25,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	610	9,902	0	25,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	0
399993	Original Bond Premium	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,914,910	1,814,646	1,892,600	1,917,600	1,883,375	1,883,375	1,883,375

**2024-2025 ANNUAL BUDGET**

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

**2015 SALES TAX BOND FUNDS**

**SUMMARY BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	Operating and Contractual: Paying Agent Fees	400	400	400	400	400	400	400
	Operating and Contractual:	400	400	400	400	400	400	400
	<b>Other:</b>							
800001	Interest	501,900	440,800	382,200	382,200	317,975	317,975	317,975
800002	Principal Payment	1,380,000	1,440,000	1,510,000	1,510,000	1,565,000	1,565,000	1,565,000
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	0
646300	Transfers to General Capital Projects	0	0	0	0	0	0	0
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	0
646000	Bond Issuance Cost	0	0	0	0	0	0	0
696000	Unappropriated	0	0	0	25,000	0	0	0
	<b>Total Other</b>	1,881,900	1,880,800	1,892,200	1,917,200	1,882,975	1,882,975	1,882,975
	<b>TOTAL EXPENDITURES</b>	1,882,300	1,881,200	1,892,600	1,917,600	1,883,375	1,883,375	1,883,375

**2024-2025 ANNUAL BUDGET**

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

## V. INTERNAL SERVICE FUNDS

## **Internal Service Fund**

The purpose of these funds is to account for financing of goods or services provided by one department or functions to other departments or functions. The revenues and expenses for these funds are recognized on the accrual basis of accounting. Revenues are recognized in the accounting periods in which they are earned and become measurable; expenses are recognized in the accounting period in which they are incurred, if measurable.

The Internal Service Funds contained in the section are the: Risk Management Fund, Employee Benefit Fund, and Unemployment Benefits Fund.

**2024-2025 ANNUAL BUDGET**

**RISK MANAGEMENT FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
347101	Contributions - General Fund	2,761,000	2,689,000	3,025,000	2,923,000	3,154,000	3,154,000	3,154,000
347401	Contributions - Utility Fund	1,169,000	1,009,000	1,157,000	1,431,000	1,530,000	1,530,000	1,530,000
347402	Contributions - Sanitation Fd	211,000	187,000	211,000	229,000	246,000	246,000	246,000
347450	Contributions - Transit Fund	138,000	138,000	163,000	158,000	176,000	176,000	176,000
	<b>Total Charges for Services</b>	<b>4,279,000</b>	<b>4,023,000</b>	<b>4,556,000</b>	<b>4,741,000</b>	<b>5,106,000</b>	<b>5,106,000</b>	<b>5,106,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	18,674	76,255	0	90,000	0	0	0
	<b>Total Investment Income</b>	<b>18,674</b>	<b>76,255</b>	<b>0</b>	<b>90,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
399010	Misc Revenue - Stop Loss	0	0	0	0	0	0	0
399011	Subrogation	1,025,697	240,310	75,000	250,000	75,000	75,000	75,000
399999	Use of Prior Year Revenues	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>1,025,697</b>	<b>240,310</b>	<b>75,000</b>	<b>250,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
	<b>TOTAL REVENUES</b>	<b>5,323,371</b>	<b>4,339,565</b>	<b>4,631,000</b>	<b>5,081,000</b>	<b>5,181,000</b>	<b>5,181,000</b>	<b>5,181,000</b>

**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Legal</b>	<b>FUND:</b>	<b>551</b>
<b>DEPARTMENT:</b>	<b>Office of Risk Manager</b>	<b>ORGANIZATION:</b>	<b>031900</b>

**GOAL MISSION STATEMENT**

To protect and conserve the City of Alexandria's resources by applying risk management concepts and principles to identify and review exposures and to recommend actions to prevent, reduce to transfer various levels of risk.

**FUNCTION DESCRIPTION**

Assist in the development and administration of a proactive loss control program to eliminate and reduce unsafe acts and unsafe conditions which cause injuries to employees, damage to capital resources and accelerates to eroding of the financial base. Make recommendation to protect City assets. Ensures a safe working environment for employees and the public who comes into contact with these employees and properties as services are provided. Assist the City government in minimizing the possibility of interruption of vital public services. Works toward the reduction and elimination of accidents and injuries through an effective safety/loss prevention program.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**CITY OF ALEXANDRIA**



## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	50,000	50,000	50,000	50,000	0.00%
Fringe Benefits	0	0	13,523	13,523	13,523	13,523	0.00%
Operating/Contractual	0	0	11,477	11,477	11,477	11,477	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490217	Salary - Risk Manager	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	1	1	1	1	1	1	0.00%

**2024-2025 ANNUAL BUDGET**

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

**RISK MANAGEMENT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
490217	<b>Salaries:</b>							
	Salary - Risk Manager	0	0	50,000	50,000	50,000	50,000	50,000
	<b>Total Salaries</b>	0	0	50,000	50,000	50,000	50,000	50,000
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	12,756	12,756	12,756	12,756	12,756
510206	Fringe - Medicare Insurance Tax	0	0	725	725	725	725	725
510207	Fringe - Life Insurance	0	0	42	42	42	42	42
	<b>Total Fringes</b>	0	0	13,523	13,523	13,523	13,523	13,523
	<b>Operating and Contractual:</b>							
520400	Office	0	0	1,000	1,000	1,000	1,000	1,000
531301	Vehicle Costs - Gas & Oil	0	0	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Costs - R & M	0	0	3,477	3,477	3,477	3,477	3,477
531410	Telephone	0	0	1,000	1,000	1,000	1,000	1,000
543002	Dues & Subcriptions	0	0	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating &amp; Contractual</b>	0	0	11,477	11,477	11,477	11,477	11,477
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furnitures and Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	0	0	75,000	75,000	75,000	75,000	75,000

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	2,268,208	1,413,058	1,220,000	1,470,000	1,470,000	1,470,000	20.49%
Other	5,135,112	5,175,070	3,336,000	3,536,000	3,636,000	3,636,000	8.99%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>7,403,320</b>	<b>6,588,128</b>	<b>4,556,000</b>	<b>5,006,000</b>	<b>5,106,000</b>	<b>5,106,000</b>	<b>12.07%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

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

**RISK MANAGEMENT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	680,887	152,694	210,000	210,000	210,000	210,000	210,000
531601	Prem/Fees General Liability	221,403	41,329	235,000	41,000	41,000	41,000	41,000
531603	Prem/Fees Workers Compensation	394,367	140,480	325,000	140,000	140,000	140,000	140,000
531604	Prem/Fees Property	971,551	1,078,555	450,000	1,079,000	1,079,000	1,079,000	1,079,000
	<b>Total Operating &amp; Contractual</b>	2,268,208	1,413,058	1,220,000	1,470,000	1,470,000	1,470,000	1,470,000
	<b>Other:</b>							
531605	Claims - General Liability	722,144	1,412,668	339,000	449,000	458,000	458,000	458,000
531606	Claims - Auto	1,055,486	1,584,494	1,000,000	1,069,000	1,122,000	1,122,000	1,122,000
531607	Claims - Property	0	0	0	0	0	0	0
531608	Claims - Workers Compensation	3,357,482	2,177,908	1,997,000	2,018,000	2,056,000	2,056,000	2,056,000
	<b>Total Other</b>	5,135,112	5,175,070	3,336,000	3,536,000	3,636,000	3,636,000	3,636,000
	<b>TOTAL PREMIUMS &amp; CLAIMS</b>	7,403,320	6,588,128	4,556,000	5,006,000	5,106,000	5,106,000	5,106,000
	<b>TOTAL FUND</b>	7,403,320	6,588,128	4,631,000	5,081,000	5,181,000	5,181,000	5,181,000

**2024-2025 ANNUAL BUDGET**

**EMPLOYEE BENEFITS FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
388001	Charges - Employees Health	1,955,209	1,337,887	2,551,000	1,331,000	1,989,000	1,989,000	1,989,000
388002	Charges - Employer Health	6,810,269	7,377,289	6,950,000	7,400,000	9,662,000	9,662,000	9,662,000
388003	Charges - Retirees	717,526	694,234	630,000	670,000	630,000	630,000	630,000
388004	Charges - Employees Life	131,787	125,723	100,000	100,000	100,000	100,000	100,000
388005	Charges - Employer Life	58,833	63,925	24,000	24,000	24,000	24,000	24,000
	<b>Total Charges for Services</b>	<b>9,673,624</b>	<b>9,599,058</b>	<b>10,255,000</b>	<b>9,525,000</b>	<b>12,405,000</b>	<b>12,405,000</b>	<b>12,405,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	22,625	197,931	0	300,000	0	0	0
	<b>Total Investment Income</b>	<b>22,625</b>	<b>197,931</b>	<b>0</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388101	Transfers from General Fund	823,000	815,000	960,000	885,000	0	0	0
388401	Transfer from Utility System Fund	823,000	815,000	960,000	885,000	0	0	0
	<b>Total Internal Services/Interfunds</b>	<b>1,646,000</b>	<b>1,630,000</b>	<b>1,920,000</b>	<b>1,770,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
399010	Misc Revenue - Stop Loss	71,452	489,503	0	0	0	0	0
399999	Use of Retained Earnings	0	0	500,000	500,000	570,000	570,000	570,000
	<b>Total Other</b>	<b>71,452</b>	<b>489,503</b>	<b>500,000</b>	<b>500,000</b>	<b>570,000</b>	<b>570,000</b>	<b>570,000</b>
	<b>TOTAL REVENUES</b>	<b>11,413,701</b>	<b>11,916,492</b>	<b>12,675,000</b>	<b>12,095,000</b>	<b>12,975,000</b>	<b>12,975,000</b>	<b>12,975,000</b>

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	2,194,964	2,560,584	2,075,000	2,595,000	2,075,000	2,075,000	0.00%
Other	8,794,913	8,835,227	10,600,000	9,500,000	10,900,000	10,900,000	2.83%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>10,989,877</b>	<b>11,395,811</b>	<b>12,675,000</b>	<b>12,095,000</b>	<b>12,975,000</b>	<b>12,975,000</b>	<b>2.37%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

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

**EMPLOYEE BENEFITS FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	406,004	793,311	560,000	860,000	560,000	560,000	560,000
510302	Stop Loss	1,234,185	1,185,941	1,000,000	1,250,000	1,000,000	1,000,000	1,000,000
531110	Professional Fees	363,497	377,944	370,000	340,000	370,000	370,000	370,000
531611	Premiums-Life Insurance	191,278	203,388	145,000	145,000	145,000	145,000	145,000
	<b>Total Operating &amp; Contractual</b>	2,194,964	2,560,584	2,075,000	2,595,000	2,075,000	2,075,000	2,075,000
	<b>Other:</b>							
531613	Claims - Health Insurance	8,794,913	8,835,227	10,600,000	9,500,000	10,900,000	10,900,000	10,900,000
	<b>Total Other</b>	8,794,913	8,835,227	10,600,000	9,500,000	10,900,000	10,900,000	10,900,000
	<b>TOTAL DEPARTMENT</b>	10,989,877	11,395,811	12,675,000	12,095,000	12,975,000	12,975,000	12,975,000

**2024-2025 ANNUAL BUDGET**  
**UNEMPLOYMENT BENEFITS FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	Investment Income:							
	Interest - Investments	814	6,281	0	8,000	0	0	0
	<b>Total Investment Income</b>	814	6,281	0	8,000	0	0	0
	<b>Other:</b>							
399999	Use of Retained Earnings	0	0	10,600	2,600	10,600	10,600	10,600
	<b>Total Other</b>	0	0	10,600	2,600	10,600	10,600	10,600
	<b>TOTAL REVENUES</b>	814	6,281	10,600	10,600	10,600	10,600	10,600





**2024-2025 ANNUAL BUDGET**

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

**UNEMPLOYMENT BENEFITS FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other</b>							
531620	Unemp Claims-General Fund	4,521	19,169	7,000	7,000	7,000	7,000	7,000
531621	Unemp Claims-Utility Fund	997	676	3,000	3,000	3,000	3,000	3,000
531622	Unemp Claims-Sanitation Fund	89	0	400	400	400	400	400
531623	Unemp Claims-Bus Fund	0	0	200	200	200	200	200
	<b>TOTAL DEPARTMENT</b>	5,607	19,845	10,600	10,600	10,600	10,600	10,600

## VI. CAPITAL PROJECTS

## **Capital Project Fund**

The purpose of these funds is to account for financial resources to be used for the acquisition or construction of major capital facilities and infrastructure for general government and enterprise systems activities.



April 30, 2024

Honorable Mayor and  
Members of the Alexandria City Council

I am pleased to present the City of Alexandria's Annual Capital Budget and Five Year Plan for the fiscal years 2024/2025 through 2028/2029. Each capital project includes source(s) of funding; prior, current and future expenditures; and scheduling and expenditure breakdowns. The plan, as presented, balances each year's estimated revenue sources with a current or future project's estimated funding requirements.

The City's Home Rule Charter requires the Mayor to submit to the Alexandria City Council a Capital Improvements Program covering a minimum of 5 years. The plan is required to be submitted at the same time as the annual operating budget for the upcoming fiscal year. An appropriation approved by the Council continues in force until the purpose for which it was created is fulfilled or abandoned. The Charter states that any appropriation shall be deemed abandoned if 3 years pass without any disbursement from or encumbrance of the appropriation.

A Five Year Capital Improvements Program requires long term planning. It also requires a constant monitoring of current trends in order to make necessary adjustments to current and future projects proposed in the plan, particularly in times of uncertainty like the present one. The environment in which the City exists is highly fluid, requiring constant reassessing of the prioritization of projects under contemplation. The Administration and Council of the City of Alexandria remain engaged in this process for the benefit of its citizenry.

Jacques M. Roy  
Mayor



David L. Johnson  
Director of Finance  
P.O. Box 71 · Alexandria, LA 71309-0071  
Tel (318) 449-5034 · Fax (318) 449-5231  
e-mail: david.johnson@cityofalex.com

## General Capital Projects

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

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Public Enterprise	8	(2,070,000)
Drainage	2	1,625,000
Streets	7	1,240,000
Police	2	950,000
Fire	-0-	-0-
Parks	1	1,730,000
Zoo	<u>-0-</u>	<u>-0-</u>
Total	<u>20</u>	<u>\$ 3,475,000</u>

The General Capital Projects are funded by Sales Tax Revenues, Property Tax Revenues, State and Federal Funds and Other Revenues. A five year 11.25 millage Property tax dedicated to general capital projects has been approved by the voters in 1988, 1998, 2003, and 2008. This property tax renewed in 2018 for ten years. One-half of the 1976 Sales Tax is dedicated to payment of principal and interest on the sales tax bonds and capital improvements.

Projects involving economic development, construction of new facilities, renovation of existing public facilities and feasibility or master plan studies are budgeted under the Public Enterprise category. The City currently has nineteen budgeted projects in this category. The 2024-2025 Budget will add four projects and adjust funding for fifteen of these projects. The additional projects are Information System Security Upgrades, Jackson Street Rehab, a Radio Console for Public Safety, and an Armored Vehicle for Public Safety. Other projects receiving additional funding this year will include Roof Replacements, Riverfront Improvements, Security Improvements, City Compound Repair, Elevator Modifications, Chatlain Overflow Structure to alleviate flooding, Residential Ditch Closure, Street Repairs, Aerial Photography, Land Acquisitions, Traffic Signals, Signage, and the reconstruction of Foisy Street.

The Reserve for Relocation Project, operates as “holding” account for the other projects. The Reserve for Relocation Projects is used to “hold” Utility Funds transferred to the General Capital Projects fund for use with street or drainage projects. The reconstruction of streets or drainage systems often requires the movement or relocation of utility systems. A minimum appropriation of \$100,000 per year is typically made by the Utility Funds to the General Capital Projects Fund.

Budget Amendments will be used to transfer the Utility Fund into special account numbers within a related project. If Utility Funds remain in a completed project, these funds are transferred back to the Reserve for Relocation Projects “holding” account.

**Enterprise Capital Projects**

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

<b>Category</b>	<b>No. of Projects</b>	<b>Total</b>
Electric	8	5,722,000
Water	2	2,920,000
Gas	4	130,000
Wastewater	4	5,380,000
Other	<u>3</u>	<u>650,000</u>
Total	<u>21</u>	<u>\$ 14,802,000</u>

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

The city focused on three large enterprise capital projects this year, including the major maintenance of DG Hunter engines 5-11, Adam’s Pump Station Line Renovation, and sludge removal from primary cell two. We believe these three projects are the most critical to providing adequate service to our citizens.

These capital project’s touch three of the main functions of utilities; Electric, Water, and Wastewater. Major maintenance on DG Hunter engines 5-11 is essential in protecting and preserving one of the city’s most valuable assets. Adam’s Pump Station Line Renovation will ensure water is transferred from our wells to city limits in a safe and timely matter. Lastly, the sludge removal from primary cell two is necessary to keep it a safe and maintainable level for future years of wastewater.

Sincerely,



David Johnson  
Director of Finance  
City of Alexandria

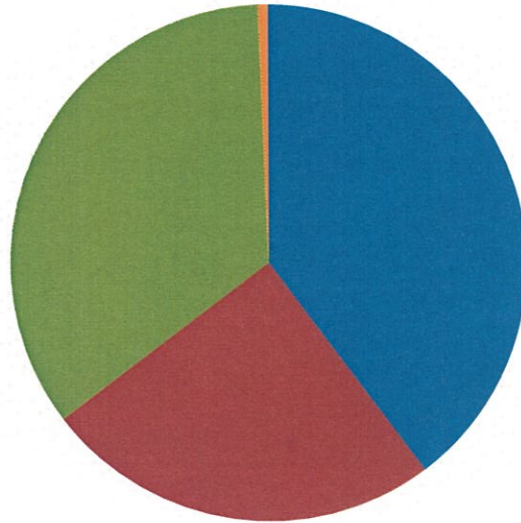
2024-2025 ANNUAL BUDGET

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*



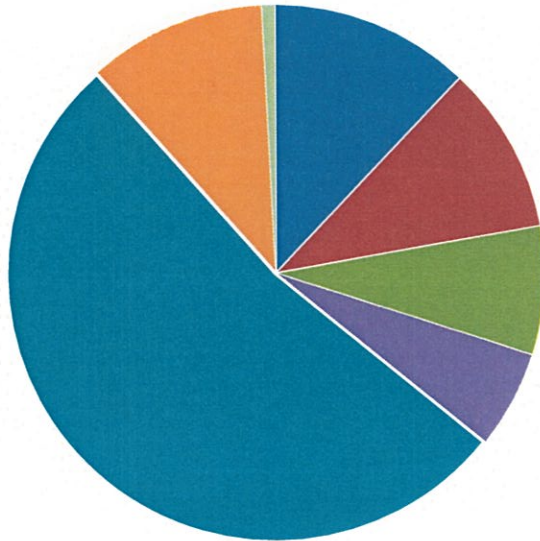
**GENERAL CAPITAL PROJECTS  
REVENUES & EXPENDITURES  
FISCAL YEAR 2024-2025**

**Revenues**



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

**Expenditures**



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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

PUBLIC ENTERPRISE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
059401	Reserve for Relocation Projects	859,394	100,000	100,000	100,000	100,000	100,000	500,000		500,000
050301	City Hall Renovation	5,583,480	(4,000,000)					(4,000,000)	4,000,000	(4,000,000)
860301	Information Upgrades	776,916						0		0
050801	Building Improvements	420,326						0		0
050802	Roof Replacement	576,582	100,000	100,000	100,000	100,000	100,000	500,000		500,000
050812	Brownfields Grant	489,849						0		0
051103	Red River Imp Venture	4,589,712						0		0
051104	Port of Alexandria Rail Spur Imp	202,224						0		0
051401	Energy Renovations	222,810						0		0
051502	Riverfront Improvements	544,555	300,000	100,000	100,000	100,000	100,000	700,000		700,000
051702	Security Improvements	135,595	30,000	30,000	30,000	30,000	30,000	150,000		150,000
051704	Public Safety Datacenter Renovation	21,297						0		0
051801	Riverfront Center Waterproofing/Roofir	(14,173)						0		0
052201	Transfer Station/Landfill	2,100,000						0		0
052301	City Compound Eves & Soffit Repair	799,293	100,000	100,000	100,000	100,000	100,000	500,000		500,000
052302	Adoption Center Animal Shelter	150,000						0		0
052303	Nehemiah Incubator	500,000						0		0
052401	Elevator Modifications	600,000	300,000					300,000		300,000
052402	Alexandria Healthcare Initiative LSUA	3,000,000						0		0
052501	Information System Security Upgrades		1,000,000							1,000,000
<b>Total Public Enterprise</b>		21,557,860	(2,070,000)	430,000	430,000	430,000	430,000	(1,350,000)	4,000,000	(350,000)

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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

DRAINAGE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST	
			24-25	25-26	26-27	27-28	28-29				
250211	Acquisition-ROW/Servitudes	246,962						0		0	
250421	Residential Ditch Closure	1,418,110	375,000	375,000	375,000	375,000	375,000	1,875,000		1,875,000	
250512	Pump Station Repairs	20,374						0		0	
251301	Citywide Drainage Improvements	205,477						0		0	
252203	Willow Glen Drainage	843,516						0		0	
252204	Horseshoe Canal Hardening	1,247,342						0		0	
252205	Chattain Overflow Structure	13,184,673	1,250,000	1,000,000	1,000,000	1,000,000	1,000,000	5,250,000		5,250,000	
252301	Fairground/Machine Shop Flood Contr	4,223,297						0		0	
*	AHA Ditch Repair			400,000				400,000		400,000	
*	Good Earth Ditch Improvements, Phase 1			1,200,000				1,200,000		1,200,000	
*	Good Earth Ditch Improvements, Phase 2				1,000,000			1,000,000		1,000,000	
*	Dorchester Ditch Improvements, Phase 1				650,000	700,000		1,350,000		1,350,000	
*	MacAdams Ditch Improvements					750,000		750,000		750,000	
*	Shenandoah Ditch Enclosure						350,000	350,000		350,000	
*	Worley Drive Ditch Enclosure						450,000	450,000		450,000	
*	Prescott Road Drainage Improvements						650,000	650,000		650,000	
*	Dorchester Ditch Improvements, Phase 2							0	1,200,000	1,200,000	
<b>Total Drainage</b>			<b>21,389,751</b>	<b>1,625,000</b>	<b>2,975,000</b>	<b>3,025,000</b>	<b>2,825,000</b>	<b>2,825,000</b>	<b>13,275,000</b>	<b>1,200,000</b>	<b>14,475,000</b>

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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

STREETS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST	
			24-25	25-26	26-27	27-28	28-29				
268823	Street, Drainage, Sidewalk Repairs	820,520	500,000	500,000	500,000	500,000	500,000	2,500,000		2,500,000	
269007	Sugarhouse Road - Phase 1	8,903,098						0	3,500,000	3,500,000	
260507	Aerial Photography	137,134	15,000	15,000	15,000	15,000	15,000	75,000		75,000	
260608	Land Acquisitions	259,759	50,000					50,000		50,000	
261002	Traffic Signals Renovations	166,789	25,000	25,000	25,000	25,000	25,000	125,000		125,000	
261203	Masonic Corridor Ph 2	275,915						0		0	
261302	Directional Signage & Striping	522,140	75,000	75,000	75,000	75,000	75,000	375,000		375,000	
261801	N. 16th Street Bridge Replacement	(286,758)						0		0	
262001	England Drive Sidewalks	262,500						0		0	
262004	Street Surface Assessment	25,602						0		0	
262201	Elliott Street Reconstruction	2,992,570						0		0	
262301	MPO Asphaltic Street Rehab	4,900,000						0		0	
262302	Foisy Street Reconstruction	4,596,434	175,000					175,000		175,000	
262303	Alexandria Bike/Pedestrian Plan	3,322						0		0	
262304	Bryn Mawr Bridge Replacement	142,967						0		0	
262501	Jackson Street Rehab		400,000					400,000		400,000	
*	Olcutt Street Reconstruction			550,000				550,000		550,000	
*	Heyman Lane Bridge							0	1,320,000	1,320,000	
*	Versailles Boulevard Roundabouts							0	960,000	960,000	
*	Tulane Bridge Replacement							0	1,850,000	1,850,000	
*	6th Street Reconstruction							0	960,000	960,000	
<b>Total Streets</b>			23,721,992	1,240,000	1,165,000	615,000	615,000	615,000	4,250,000	8,590,000	12,840,000

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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

POLICE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
501401	Pistol Range Improvements	595,228						0		0
502101	Public Safety Training Impr	150,000						0		0
502301	SWAT Building Improvements	971,154						971,154		971,154
502501	Radio Console Public Safety		550,000					550,000		550,000
502502	Armoured Vehicle		400,000					400,000		400,000
<b>Total Police</b>		1,716,382	950,000	0	0	0	0	1,921,154	0	1,921,154

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

**2024-2025**

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**FIRE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
602301	Pumper Truck #30	965,000						0		0
602401	Ladder Fire Truck #51	1,650,000						0		0
<b>Total Fire</b>		2,615,000	0	0	0	0	0	0	0	0

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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

PARKS AND RECREATION

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
440901	Recreational Park Improvements	956,026						0		0
441801	Civil Rights Monument	498,200						0		0
441802	Links on the Bayou Improvements	752,268						0		0
441804	Tennis Court Additions	252,120						0		0
442001	Reconstruct Johnny Downs Complex	1,518,655						0		0
442301	Recreation Office @ Johnny Downs	700,000						0		0
442302	Park Playground Equipment	925,000						0		0
442501	Masonic/Bringham Restoration		1,730,000					1,730,000		1,730,000
<b>Total Park/Recreation</b>		5,602,269	1,730,000	0	0	0	0	1,730,000	0	1,730,000

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

2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

ZOOLOGICAL PARK

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
431401	AV System	42,827						0		0
431501	Zoo Improvements	968,688						0		0
431801	Tiger Building Replacement	248,305						0		0
431803	Zoo Master Plan/Feasibility Study	108,615						0		0
<b>Total Zoological Park</b>		1,368,435	0	0	0	0	0	0	0	0
<b>Total General Capital Projects</b>		77,971,689	3,475,000	4,570,000	4,070,000	3,870,000	3,870,000	19,826,154	13,790,000	30,616,154

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



2024-2025

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
TOTAL CDBG			0	0	0	0	0	0	0	0

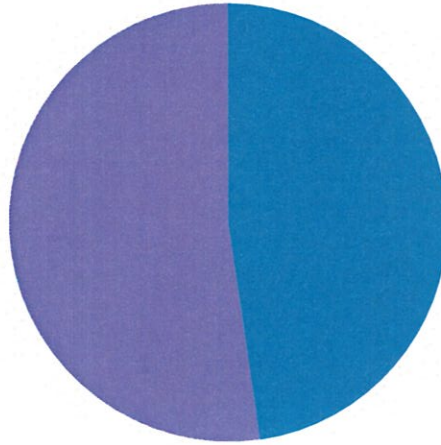
\* Project Number to be Assigned  
 @ New or Revised Projects  
 Projects to be closed

**ENTERPRISE CAPITAL PROJECTS**

**REVENUES & EXPENSES**

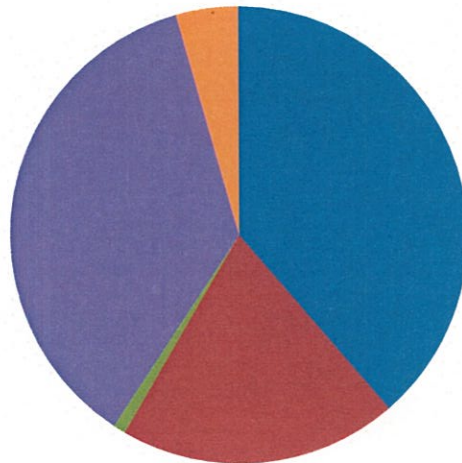
**FISCAL YEAR 2024-2025**

**Revenues**



■ Utility Funds ■ Closed Projects ■ Intergovernmental ■ Transfers In

**Expenses**



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

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**ELECTRIC**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
729202	Circuit Reconductoring	206,480	192,000	300,000	250,000	250,000	250,000	1,242,000		1,242,000
720003	Replace Distribution Breakers	15,333						0		0
720601	138 KV Pole Change Out	469,200						0		0
720801	Electric Utility Relocation	248,502		250,000	250,000	250,000	250,000	1,000,000		1,000,000
720804	Substation Maintenance	272,166	250,000	275,000	275,000	275,000	275,000	1,350,000		1,350,000
720805	Distribution Feeder Maintenance	271,741	100,000	200,000	200,000	200,000	200,000	900,000		900,000
720903	138 KV Pilot Wire Replacement	584,696	50,000	100,000	100,000	100,000	100,000	450,000		450,000
721302	138 KV Transmission Upgrade	678,063	100,000					100,000	300,000	400,000
721502	Bayou Cove #1 Comb Inspection	200,000						0	200,000	200,000
721503	Bayou Cove #1 Capital Imp	75,000		80,000				80,000		80,000
721704	MacArthur Drive Lighting Replacement	493,475						0		0
721801	Demolition DG Hunter 1-4	69,104		100,000				100,000		100,000
721802	Prescott 2400V Conversion	1,578						0		0
721901	Downtown-Willow Glen 138 KV Rebuild	0						0	4,000,000	4,000,000
721902	DG Hunter #5-11 Major Maintenance	1,330,028	4,700,000	1,009,000				5,709,000	9,200,000	14,909,000
722201	TB3 to TB4 15kV Tieline	37,500	255,000	250,000	250,000	250,000	250,000	1,255,000		1,255,000
722202	Roof Improvements/Replacements	85,000						0		0
722203	Step Up Transformer Switch Scheme	39,700						0		0
722302	BYC 1 Hot Gas Path	1,026,926				155,000	155,000	310,000	1,851,000	2,161,000
722303	Replace Feeder Cables-Plant, Twin Bri	165,000		200,000	200,000	200,000	200,000	800,000		800,000
722305	Replace Bayou Rapides Switchgear	145,500		200,000	200,000	200,000	200,000	800,000		800,000
722306	Electric SCADA	6,300		100,000	100,000			200,000		200,000
722501	Staking Sheet Software & Mgt	0	75,000	25,000	25,000	25,000	25,000	175,000		175,000
*	DG Hunter Automation	0						0	1,400,000	1,400,000
*	Power Plant GSU Switch Upgrade	0						0	350,000	350,000
*	Paint Substation Transformers/Switchg	0						0	125,000	125,000
*	Replace Prescott Switchgear #1	0						0	675,000	675,000
*	Replace Prescott Transformer #2	0						0	900,000	900,000
*	Willow Glen Breaker & Switch Rep	0						0	2,000,000	2,000,000
*	Twin Bridges Breaker & Switch Rep	0						0	2,000,000	2,000,000
<b>Total Electric</b>		<b>6,421,292</b>	<b>5,722,000</b>	<b>3,089,000</b>	<b>1,850,000</b>	<b>1,905,000</b>	<b>1,905,000</b>	<b>14,471,000</b>	<b>23,001,000</b>	<b>37,472,000</b>

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

2024-2025

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

WATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
750004	Waterline Replacement & Rehab	1,144,726				2,000,000	2,000,000	4,000,000	4,000,000	8,000,000
751001	Water Well Reclamation	1,011,050				750,000	750,000	1,500,000	1,500,000	3,000,000
751202	Drill New Water Wells	1,283,820				1,300,000	1,300,000	2,600,000	2,600,000	5,200,000
751302	McNutt Field Water Feeder Line	0						0	2,150,000	2,150,000
751602	Fire Hydrant Thread Standardization	17,260						0		0
752001	Martha Lane/Paris St Water	139,743						0		0
752101	Adams Station Equipment Storage	0						0		0
752201	Water Production Stand By Generation	1,721,484		150,000	150,000	150,000	150,000	600,000		600,000
752202	Water Storage Security Cameras	96,625		20,000	20,000	20,000	20,000	80,000		80,000
752203	Ground Storage Tower & Roof	35,303						0		0
752204	Adams Tank Repair & Paint	1,322,465						0		0
752205	Kisatchie Ground Storage Aeration	2,651,432						0		0
752206	Kisatchie By Pass Phase I	1,477,062						0	1,350,000	1,350,000
752301	LSL Inventory Project	600,000						0	600,000	600,000
752401	Hwy 1 South Ground Storage Tank	4,000,000						0		0
752501	Adams Pump Station Line Renovation	0	2,820,000					2,820,000		2,820,000
752502	Tank Inspections	0	100,000	100,000	100,000	100,000	100,000	500,000	100,000	500,000
*	Sterkx Road Materials Storage Cover	0						0	250,000	250,000
*	12" Main Bennett to Tulane	0						0	389,000	389,000
*	Industrial Park Tank Repair & Paint	0						0	900,000	900,000
*	Hamilton Tank Painting	0						0	900,000	900,000
*	Shell Road Tank Painting	0						0	900,000	900,000
*	Hwy 28 Water Main Improvements	0						0	525,960	525,960
*	City Wide Meter Replacements	0						0	720,000	720,000
*	24" Main Annadale Road	0						0	790,000	790,000
*	12" Main England Dr to Highway 1	0						0	869,000	869,000
*	2 Way Radio Water	0						0	120,000	120,000
*	Russell/Rogers/Gay Rd Water Rep	0						0	975,000	975,000
<b>Total Water</b>		15,500,970	2,920,000	270,000	270,000	4,320,000	4,320,000	12,100,000	19,638,960	31,638,960

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

2024-2025

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

GAS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
781401	Gas SCADA Upgrade	134,355	10,000	35,000	35,000	40,000	40,000	160,000		160,000
781801	Lower 3rd/W Sandy Bayou Gas	310,770						0		0
781901	Wells Boulevard Gas Rep	423,034						0		0
782101	MAOP Reverification	188,000						0		0
782201	Odorization Station City Gate 1 & 4	178,846		81,000				81,000		81,000
782202	Olde Town @ Red River Gas Ext	186,432						0		0
782203	Jackson Street Gas Replacement	512,000						0	625,000	625,000
782302	Fairfield West Subdivision Gas	74,000						0		0
782303	Bayou Fields Subdivision	16,009						0		0
782304	Traditions on the Bayou Subdivision	150,000						0		0
782401	Regulator/Meter Station Refurb	68,000	50,000	100,000	100,000			250,000	250,000	500,000
782402	Wellington/Charleston 2" Gas Main Ins	35,000	45,000					45,000		45,000
782403	Gas Regulator Station Implementation	85,000						0		0
782404	Rue Notre Dame & Rue Maria Gas Ext	60,000						0		0
782501	Odorization Equipment Upgrades	0	25,000	95,000				120,000		120,000
*	Stracener/South Street Gas	0						0	300,000	300,000
*	Grundy Cooper Gas Replacement	0						0	900,000	900,000
*	Alexandria West Side Gas Feed	0						0	6,500,000	6,500,000
*	Zone 15 Gas Replacement	0						0	300,000	300,000
*	Bayou Rapides Rd Gas Extension	0						0	250,000	250,000
*	Jefferson Heights Gas Relocation	0						0	300,000	300,000
*	Lee Street Ext/Kees Ave Gas	0						0	300,000	300,000
<b>Total Gas</b>		2,421,446	130,000	311,000	135,000	40,000	40,000	656,000	9,725,000	10,381,000

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

2024-2025

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

WASTEWATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
818901	Sewer Line Rehab & Replacement	1,120,885	1,000,000	1,010,000	1,010,000	1,010,000	1,010,000	5,040,000		5,040,000
811501	Lift Station Upgrades	723,691		750,000	750,000	750,000	750,000	3,000,000		3,000,000
811701	Wastewater Main Rep - Legacy System	0		1,010,000	1,010,000	1,010,000	1,010,000	4,040,000		4,040,000
812001	Dechlorination Facility Improvements	10,542						0		0
812101	Marye Street Sewer	692,528	850,000	850,000	580,000	400,000		2,680,000		2,680,000
812201	Aerator Mooring @ Plant	9,292						0		0
812202	Treatment Plant Roadway Lighting	296,524						0		0
812203	SCADA Tower Replacement	10,544						0		0
812401	SCADA System Additions/Upgrades	0		615,000	425,000	290,000	290,000	1,620,000		1,620,000
812402	Wastewater Admin Refurb/Additions	0		100,000	50,000	50,000	50,000	250,000	50,000	250,000
812501	WWTP Primary Cell 2 - Sludge Removal		3,330,000						6,866,000	6,866,000
812502	Martin Park Flood Control Stand By	0	200,000					200,000		200,000
*	Windemere Lift Station Gravity Sewer	0							1,592,000	1,592,000
*	Engine Replacement-Jones St Lift Stati	0							2,400,000	2,400,000
*	Highway 28 W Sewer Improvements	0						0	1,570,000	1,570,000
*	Main Lift Stations Renovation	0						0	4,148,000	4,148,000
*	W Sandy Bayou Flood Control Stand B	0						0		0
*	Downtown Sewer Line Rehab	0						0	6,000,000	6,000,000
*	West Alexandria Treatment Plant	0						0	57,910,000	57,910,000
*	Treatment Plant Drainage	0						0	465,000	465,000
*	Calvert Street Lift Station	0						0	6,600,000	6,600,000
<b>Total Wastewater</b>		2,864,006	5,380,000	4,335,000	3,825,000	3,510,000	3,110,000	16,830,000	87,601,000	104,381,000

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

**2024-2025**

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**OTHER**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
860301	Information System Upgrades	0	350,000					350,000		350,000
860701	Telephone Network Upgrade	98,354	200,000	100,000	100,000	100,000	100,000	600,000		600,000
860702	GIS System/GPS Equipment	373,765	100,000	100,000	100,000	100,000	100,000	500,000		500,000
861802	Council Chambers Broadcast Upgrade	8,655						0		0
862201	Customer Service HVAC System	1,000,000						0		0
<b>Total Other</b>		1,480,774	650,000	200,000	200,000	200,000	200,000	1,450,000	0	1,450,000
<b>TOTAL UTILITY CAPITAL</b>		28,688,488	14,802,000	8,205,000	6,280,000	9,975,000	9,575,000	45,507,000	139,965,960	214,161,448

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

2024-2025

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

MUNICIPAL TRANSIT

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2029	TOTAL COST
			24-25	25-26	26-27	27-28	28-29			
709709	ADA Vans	173,351						0		0
709711	Misc Shop Equipment	(3)						0		0
709724	Bus Stop Shelters	191,750						0		0
TOTAL TRANSIT			365,098	0	0	0	0	0	0	0

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



## VII. ENTERPRISE FUNDS

## **Enterprise Funds**

The purpose of these funds is to account for operations that are financed and operated in a manner similar to private business enterprises in that the costs of goods and/or services to the general public to be financed through user charges. The revenues and expenses for these funds are recognized on the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the accounting period in which they are incurred, if measurable.

The Enterprise Funds contained in this section include the combined Utility System Fund; which includes Electric, Water, Gas, Wastewater Operations, Sanitation Fund, and Municipal Transit Fund.

**2024-2025 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Electric Revenues</b>							
345000	Charges - Residential	12,497,328	8,021,808	12,200,000	12,500,000	12,200,000	12,200,000	12,200,000
345001	Charges - Commercial	13,276,933	13,770,885	14,500,000	14,000,000	14,500,000	14,500,000	14,500,000
345004	Charges - Energy Sales	5,507,993	7,096,736	3,000,000	6,000,000	3,000,000	3,000,000	3,000,000
345200	Charges - Penalties	471,555	307,168	450,000	410,000	450,000	450,000	450,000
345300	Charges - Fuel Cost	38,744,474	52,542,729	46,297,000	48,297,000	46,297,000	46,297,000	46,297,000
345900	Charges - Meters	53,814	64,184	20,000	20,000	20,000	20,000	20,000
345902	Charge for Services - Vexus	0	0	0	700,000	0	0	0
346000	Charges - City Street Lights	283,000	283,000	283,000	283,000	283,000	283,000	283,000
346300	Charges - Pole Rental	231,584	247,100	0	0	0	0	0
346400	Charges - Dusk to Dawn Lights	17,281	39,033	2,000	2,000	2,000	2,000	2,000
399000	Miscellaneous Electric	1,331	0	25,000	0	25,000	25,000	25,000
	<b>Total Electric Revenues</b>	<b>71,085,293</b>	<b>82,372,643</b>	<b>76,777,000</b>	<b>82,212,000</b>	<b>76,777,000</b>	<b>76,777,000</b>	<b>76,777,000</b>
	<b>Water Revenues</b>							
345000	Charges - Residential	4,236,032	3,801,234	4,600,000	4,500,000	4,600,000	4,600,000	4,600,000
345001	Charges - Commercial	2,170,192	2,378,191	2,100,000	2,300,000	2,100,000	2,100,000	2,100,000
345200	Charges - Penalties	766,618	192,695	440,000	740,000	440,000	440,000	440,000
345800	Charges - Tap Fees	22,695	8,850	70,000	70,000	70,000	70,000	70,000
345900	Charges - Meters	41,720	69,730	30,000	30,000	30,000	30,000	30,000
346100	Charges - City Fire Hydrants	96,400	96,800	95,000	95,000	95,000	95,000	95,000
379001	Lease-Water Tower Space	30,716	30,518	20,000	20,000	20,000	20,000	20,000
399000	Miscellaneous - Water	4,710	7,535	5,000	5,000	5,000	5,000	5,000
	<b>Total Water Revenues</b>	<b>7,369,083</b>	<b>6,585,553</b>	<b>7,360,000</b>	<b>7,760,000</b>	<b>7,360,000</b>	<b>7,360,000</b>	<b>7,360,000</b>
	<b>Gas Revenues</b>							
345000	Charges - Residential	1,803,987	1,130,750	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
345001	Charges - Commercial	677,445	778,096	750,000	750,000	750,000	750,000	750,000
345200	Charges - Penalties	481,887	85,417	470,000	470,000	470,000	470,000	470,000
345300	Charges - Fuel Cost	8,793,033	10,456,885	8,000,000	10,000,000	8,000,000	8,000,000	8,000,000
345800	Charges - Tap Fees	23,385	16,900	17,000	17,000	17,000	17,000	17,000
345900	Charges - Meters	127,005	104,548	25,000	25,000	25,000	25,000	25,000
399000	Miscellaneous - Gas	26,985	16,640	5,000	5,000	5,000	5,000	5,000
	<b>Total Gas Revenues</b>	<b>11,933,727</b>	<b>12,589,236</b>	<b>11,467,000</b>	<b>13,467,000</b>	<b>11,467,000</b>	<b>11,467,000</b>	<b>11,467,000</b>
	<b>Wastewater Revenues</b>							
345000	Charges - Residential	4,583,978	4,372,540	4,800,000	5,000,000	4,800,000	4,800,000	4,800,000
345001	Charges - Commercial	1,484,411	1,552,922	1,650,000	1,650,000	1,650,000	1,650,000	1,650,000
345800	Charges - Tap Fees	5,481	7,984	30,000	30,000	30,000	30,000	30,000
399000	Miscellaneous - Wastewater	64,290	94,070	40,000	40,000	40,000	40,000	40,000
	<b>Total Wastewater Revenues</b>	<b>6,138,160</b>	<b>6,027,516</b>	<b>6,520,000</b>	<b>6,720,000</b>	<b>6,520,000</b>	<b>6,520,000</b>	<b>6,520,000</b>
	<b>Environmental Compliance</b>							
345100	Charges-Environmental Compliance	655,024	756,951	755,000	755,000	755,000	755,000	755,000
	<b>Total Enviro Compliance</b>	<b>655,024</b>	<b>756,951</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>

**2024-2025 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other Charges</b>							
345700	Charges - Service Charges	188,814	134,806	300,000	300,000	300,000	300,000	300,000
346600	Charges - Infrastructure Replacement	1,469,826	1,434,895	1,525,000	1,450,000	1,525,000	1,525,000	1,525,000
	<b>Total Other Charges</b>	1,658,640	1,569,701	1,825,000	1,750,000	1,825,000	1,825,000	1,825,000
	<b>Total Charges</b>	98,839,927	109,901,600	104,704,000	112,664,000	104,704,000	104,704,000	104,704,000
	<b>Investment Income:</b>							
367101	Interest - Investments	58,562	551,134	0	700,000	0	0	0
367300	Interest - Bond Reserves	2,582	24,458	0	0	0	0	0
367301	Interest - Bond Sinking Funds	1,549	62,399	0	0	0	0	0
	<b>Total Investment Income</b>	62,693	637,991	0	700,000	0	0	0
	<b>Internal Services/Interfunds:</b>							
333402	Cost Allocation - Sanitation	116,000	98,000	98,000	102,000	102,000	102,000	102,000
333450	Cost Allocation - Bus	16,000	17,000	17,000	17,000	17,000	17,000	17,000
388101	Transfer from General Fund	0	500,000	0	0	0	0	0
	<b>Total Internal Services/Interfunds</b>	132,000	615,000	115,000	119,000	119,000	119,000	119,000
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	0	448,489	0	0	0	0	0
333480	Federal - Homeland Security	0	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	0	448,489	0	0	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	20,621	23,327	0	0	0	0	0
398900	Misc - Cash Over/(Short)	(6,535)	(17,741)	0	0	0	0	0
399000	Miscellaneous Revenue	3,797	97,648	20,000	20,000	20,000	20,000	20,000
399001	Misc - Returned Checks	0	18,500	20,000	20,000	20,000	20,000	20,000
399510	Contribution - Other	0	0	0	0	0	0	0
399525	Other Revenue - Insurance Proceeds	49,310	0	0	0	0	0	0
399996	Use of Restricted Retained Earnings	0	0	0	0	0	0	0
399999	Use of Retained Earnings	0	0	9,632,000	9,704,000	11,403,000	11,403,000	11,403,000
	<b>Total Other</b>	67,193	121,734	9,672,000	9,744,000	11,443,000	11,443,000	11,443,000
	<b>TOTAL REVENUES</b>	99,101,813	111,724,814	114,491,000	123,227,000	116,266,000	116,266,000	116,266,000



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
531106	Professional Fees - Audit	47,746	56,675	58,000	62,000	58,000	58,000	58,000
531110	Professional Fees & Services	112,852	57,223	525,000	250,000	525,000	525,000	525,000
531125	Automated Meter Reading	0	0	250,000	50,000	250,000	250,000	250,000
531209	Services - Bank Charges	254,571	279,141	159,000	300,000	159,000	159,000	159,000
533024	Economic Development	0	0	60,000	30,000	60,000	60,000	60,000
543000	Miscellaneous Expense	2,300	3,273	5,000	5,000	5,000	5,000	5,000
646037	Storm Relief	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	417,469	396,312	1,057,000	697,000	1,057,000	1,057,000	1,057,000
	<b>Other:</b>							
646000	Bond Issuance Cost	0	0	0	0	0	0	0
646039	Project RESTOR	0	0	0	0	0	0	0
646046	Utility Rebates	0	0	0	0	0	0	0
646052	Transfer to Utility Debt Service	9,430,628	9,438,619	9,433,757	9,433,757	9,433,757	9,433,757	9,433,757
646101	Transfer to General Fund (5%)	5,233,000	0	5,233,000	5,233,000	5,233,000	5,233,000	5,233,000
646300	Transfer to General Cap Projects	100,000	100,000	100,000	100,000	100,000	100,000	100,000
646411	Transfer to Utility Capital Projects	5,652,000	5,571,000	7,065,000	7,065,000	7,065,000	7,065,000	7,065,000
646450	Transfer to Municipal Transit Fund	1,588,000	2,679,000	2,677,000	2,535,000	2,777,000	2,777,000	2,777,000
646551	Transfer to Risk Management Fund	1,169,000	1,009,000	1,157,000	1,431,000	1,530,000	1,530,000	1,530,000
646552	Transfer to Employee Benefits Fund	823,000	815,000	960,000	885,000	0	0	0
647101	Cost Allocation - General Fund	2,224,000	1,876,000	1,876,000	1,713,000	1,713,000	1,713,000	1,713,000
648101	Transfer to General Fund-Other	24,000	24,000	24,000	24,000	24,000	24,000	24,000
	<b>Total Other</b>	26,243,628	21,512,619	28,525,757	28,419,757	27,875,757	27,875,757	27,875,757
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	26,661,097	21,908,931	29,582,757	29,116,757	28,932,757	28,932,757	28,932,757

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To provide the Council, the Mayor, and the Citizens of Alexandria with accurate financial and budgetary information.

To provide the information to the Council and the Mayor that will aid them in the decision making process.

To assist division and departments heads with the administration of their individual budgets.

To assist he Director of Finance in the planning, directing and coordination of operations within the Finance Division.

### FUNCTION DESCRIPTION

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

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

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

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Budget printed	85	85	85
Department budget transfers	425	425	425
Budget Amendments	65	65	65
Accounts w/ Budget Transactions	9,700	9,700	9,700
Total active accounts	10,000	10,000	10,000
Fact sheets reviewed	300	300	300

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	119,870	126,862	207,020	157,020	208,160	208,160	0.55%
Fringe Benefits	33,725	35,970	90,500	63,500	89,379	89,379	-1.24%
Operating/Contractual	6,875	7,662	15,000	13,000	15,000	15,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	5,000	5,000	5,000	5,000	0.00%
<b>Total Appropriations</b>	<b>160,470</b>	<b>170,494</b>	<b>317,520</b>	<b>238,520</b>	<b>317,539</b>	<b>317,539</b>	<b>0.01%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480207	Salary - Mayoral Asst - Budget Officer	1	1	1	1	1	1	0.00%
490225	Salary - Assistant Director Finance	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	1	1	1	1	1	1	0.00%
490926	<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	3,844	1,541	1,000	1,000	1,000	1,000	1,000
480207	Salary - Mayoral Asst - Budget Officer	75,269	80,355	93,636	79,636	90,000	90,000	90,000
490225	Salary - Assistant Director Finance	0	0	67,434	31,434	70,300	70,300	70,300
490230	Salary - Accountant	40,757	44,966	44,950	44,950	46,860	46,860	46,860
	<b>Total Positions</b>	119,870	126,862	207,020	157,020	208,160	208,160	208,160
	<b>Fringe:</b>							
510201	Fringe - Pension	24,058	26,164	45,931	36,931	49,375	49,375	49,375
510202	Fringe - Hospital	7,921	7,958	41,440	23,440	36,860	36,860	36,860
510206	Fringe - Medicare Insurance Tax	1,692	1,794	3,003	3,003	3,018	3,018	3,018
510207	Fringe - Life Insurance	54	54	126	126	126	126	126
	<b>Total Fringe</b>	33,725	35,970	90,500	63,500	89,379	89,379	89,379
	<b>Operating &amp; Contractual:</b>							
520400	Office	2,723	1,143	7,000	5,000	7,000	7,000	7,000
531410	Telephone	3,395	4,743	4,000	4,000	4,000	4,000	4,000
531500	Printing	757	1,776	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	0	0	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating &amp; Contractual</b>	6,875	7,662	15,000	13,000	15,000	15,000	15,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	5,000	5,000	5,000	5,000	5,000
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	5,000	5,000	5,000	5,000	5,000
	<b>TOTAL DEPARTMENT</b>	160,470	170,494	317,520	238,520	317,539	317,539	317,539

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To provide utility customers with accurate billing and collection for electric, gas, water, wastewater, and sanitation services. Insure that customers receive accurate information on their accounts and to provide customers inquiring about their accounts with prompt information and courteous service.

### FUNCTION DESCRIPTION

The Customer Service Department is responsible for billing approximately 25,000 customers for electric, water, gas, wastewater, and sanitation services and also collecting revenues generated. Additionally, this department is responsible for new accounts, cut-off and disconnect procedures. This department also serves as the collector of property taxes and miscellaneous receipts.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Telephone Calls	72,355	72,355	72,355
Total Customers	25,220	25,220	25,220
Work Orders	79,150	79,150	79,150
Customer Disconnects	14,200	14,200	14,200
Applications for Services	7,276	7,276	7,276

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	936,376	1,152,515	1,157,771	1,144,771	1,189,906	1,189,906	2.78%
Fringe Benefits	333,634	412,999	495,070	442,070	547,068	547,068	10.50%
Operating/Contractual	1,154,781	1,051,907	934,000	1,083,000	934,000	934,000	0.00%
Other	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0.00%
Capital Outlay	13,205	144,771	81,300	85,300	35,000	35,000	0.00%
<b>Total Appropriations</b>	<b>3,637,996</b>	<b>3,962,192</b>	<b>3,868,141</b>	<b>3,955,141</b>	<b>3,905,974</b>	<b>3,905,974</b>	<b>0.98%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490124	Salary - Manager Cust Serv/Field Ser	1	1	1	1	1	1	0.00%
490218	Salary - Asst Mgr Cust Serv/Field Ser	1	1	1	1	1	1	0.00%
490230	Salary - Accountant	2	2	2	2	2	2	0.00%
490339	Salary - Accounting Technician	1	1	1	0	0	0	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490642	Salary - Customer Accounts Rep	7	7	7	7	7	7	0.00%
490644	Salary - Customer Accounts Team Ld	4	4	2	2	2	2	0.00%
490646	Salary - Customer Services Rep	11	11	11	11	11	11	0.00%
490926	Salary - Utility Billing Specialist	5	5	5	5	5	5	0.00%
490930	Salary - Supervisor Customer Service	0	0	1	1	1	1	0.00%
490931	Salary - Front Office Team Leader	0	0	1	1	1	1	0.00%
490937	Salary - Utility Billing Specialist Lead	0	0	0	1	1	1	0.00%
490690	Salary - Student Worker	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	76,338	115,453	50,000	130,000	50,000	50,000	50,000
490124	Salary - Manager Cust Serv/Field Ser	65,078	71,862	71,862	71,862	74,916	74,916	74,916
490218	Salary - Asst Mgr Cust Serv/Field Ser	51,976	92,003	57,394	44,394	52,785	52,785	52,785
490230	Salary - Accountant	59,321	84,748	84,748	84,748	88,350	88,350	88,350
490339	Salary - Accounting Technician	34,198	37,528	37,528	37,528	0	0	0
490618	Salary - Administrative Secretary	31,526	34,676	34,618	34,618	36,089	36,089	36,089
490642	Salary - Customer Accounts Rep	157,230	166,486	212,473	190,473	216,649	216,649	216,649
490644	Salary - Customer Accounts Team Ld	79,370	74,064	63,991	58,991	69,646	69,646	69,646
490646	Salary - Customer Services Rep	201,307	249,785	290,961	237,961	294,362	294,362	294,362
490926	Salary - Utility Billing Specialist	174,887	190,970	167,110	167,110	176,631	176,631	176,631
490930	Salary - Supervisor Customer Service	0	22,329	41,468	41,468	40,159	40,159	40,159
490931	Salary - Front Office Team Leader	0	12,611	34,618	34,618	36,089	36,089	36,089
490937	Salary - Utility Billing Specialist Lead	0	0	0	0	43,230	43,230	43,230
490690	Salary - Student Worker	5,145	0	11,000	11,000	11,000	11,000	11,000
	<b>Total Salaries</b>	<b>936,376</b>	<b>1,152,515</b>	<b>1,157,771</b>	<b>1,144,771</b>	<b>1,189,906</b>	<b>1,189,906</b>	<b>1,189,906</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	175,620	252,041	257,220	250,220	279,285	279,285	279,285
510202	Fringe - Hospital	143,582	143,899	218,991	172,991	248,460	248,460	248,460
510206	Fringe - Medicare Insurance Tax	13,094	16,233	16,791	16,791	17,255	17,255	17,255
510207	Fringe - Life Insurance	728	826	1,386	1,386	1,386	1,386	1,386
510208	Fringe - FICA Tax Retirement	610	0	682	682	682	682	682
	<b>Total Fringe</b>	<b>333,634</b>	<b>412,999</b>	<b>495,070</b>	<b>442,070</b>	<b>547,068</b>	<b>547,068</b>	<b>547,068</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	283,294	154,752	150,000	110,000	150,000	150,000	150,000
520204	Uniforms	6,248	6,482	7,000	7,000	7,000	7,000	7,000
520400	Office	53,609	56,238	50,000	62,000	50,000	50,000	50,000
531109	Security	342,976	276,893	62,000	280,000	62,000	62,000	62,000
531210	Fees Substation	0	0	5,000	5,000	5,000	5,000	5,000
531211	Fees Collection Agency	71,506	87,537	150,000	90,000	150,000	150,000	150,000
531214	Fees - Billing Services	47,906	56,930	60,000	70,000	60,000	60,000	60,000
531301	Vehicle Costs - Fuel & Oil	4,154	2,612	2,000	2,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	1,493	1,542	2,000	2,000	2,000	2,000	2,000
531401	Postage	203,561	220,154	235,000	235,000	235,000	235,000	235,000
531410	Telephone	13,570	24,179	20,000	20,000	20,000	20,000	20,000
531500	Printing	1,251	6,308	29,000	29,000	29,000	29,000	29,000
531701	Utilities	70,595	100,826	100,000	105,000	100,000	100,000	100,000
543003	Travel & Training	6,866	6,029	6,000	6,000	6,000	6,000	6,000
605101	Maintenance Building & Facilities	47,360	49,241	46,000	50,000	46,000	46,000	46,000
605106	Maintenance Equipment	392	2,184	10,000	10,000	10,000	10,000	10,000
	<b>Total Operating and Contractual</b>	<b>1,154,781</b>	<b>1,051,907</b>	<b>934,000</b>	<b>1,083,000</b>	<b>934,000</b>	<b>934,000</b>	<b>934,000</b>
	<b>Other:</b>							
543001	Bad Debt	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
	<b>Total Other</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>	<b>1,200,000</b>

**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	Finance	<b>401</b>
<b>DEPARTMENT:</b>	Customer Service	<b>218600</b>

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	13,205	311	0	0	35,000	35,000	35,000
707500	Vehicles	0	144,460	0	0	0	0	0
707600	Machinery & Equipment	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	81,300	85,300	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	13,205	144,771	81,300	85,300	35,000	35,000	35,000
	<b>TOTAL DEPARTMENT</b>	3,637,996	3,962,192	3,868,141	3,955,141	3,905,974	3,905,974	3,905,974

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide utility customers with accurate billings and collections for electric, gas, water, wastewater, and sanitation services. Insure that customers receive accurate information on their accounts and to provide customers inquiring about their accounts with prompt information and courteous service.

**FUNCTION DESCRIPTION**

The Customer Service Department is responsible for billing approximately 25,000 customers for electric, water, gas, wastewater, and sanitation services and also collecting revenues generated. Additionally, this department is responsible for new accounts, cut-off and disconnect procedures.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2021-2022 Estimated</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Projected</b>
Telephone Calls	72,355	72,355	72,355
Total Customers	25,220	25,220	25,220
Work Orders	79,150	79,150	79,150
Customer Disconnects	14,200	14,200	14,200
Applications for Services	7,276	7,276	7,276

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	373,886	412,130	900,487	842,487	942,397	942,397	4.65%
Fringe Benefits	159,198	180,847	385,514	326,514	439,606	439,606	14.03%
Operating/Contractual	88,598	780,952	95,000	932,000	95,000	95,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	46,347	89,047	74,000	74,000	78,000	78,000	0.00%
<b>Total Appropriations</b>	<b>668,029</b>	<b>1,462,976</b>	<b>1,455,001</b>	<b>2,175,001</b>	<b>1,555,003</b>	<b>1,555,003</b>	<b>6.87%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490132	Salary - Supervisor Utility Field Service	1	1	1	1	1	1	0.00%
490141	Salary - Crew Leader	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	0	0	0	0.00%
490647	Salary - Meter Reader	11	8	8	0	0	0	0.00%
490763	Salary - Utility Service Worker	7	10	10	18	18	18	0.00%
490939	Salary - Field Services Office Tech	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	52,356	70,541	50,000	100,000	50,000	50,000	50,000
490132	Salary - Supervisor Utility Field Servic	41,397	49,356	60,528	60,528	63,100	63,100	63,100
490141	Salary - Crew Leader	34,653	40,693	49,878	49,878	51,998	51,998	51,998
490626	Salary - Clerical Specialist	17,042	16,676	24,939	24,939	0	0	0
490647	Salary - Meter Reader	119,872	45,551	299,352	259,352	312,072	0	0
490763	Salary - Utility Service Worker	108,566	189,313	415,790	347,790	433,460	745,532	745,532
490939	Salary - Field Services Office Tech	0	0	0	0	31,767	31,767	31,767
	<b>Total Salaries</b>	<b>373,886</b>	<b>412,130</b>	<b>900,487</b>	<b>842,487</b>	<b>942,397</b>	<b>942,397</b>	<b>942,397</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	72,133	94,704	201,977	192,977	223,540	223,540	223,540
510202	Fringe - Hospital	81,547	80,088	169,593	119,593	201,511	201,511	201,511
510206	Fringe - Medicare Insurance Tax	5,163	5,744	13,062	13,062	13,673	13,673	13,673
510207	Fringe - Life Insurance	355	311	882	882	882	882	882
	<b>Total Fringe</b>	<b>159,198</b>	<b>180,847</b>	<b>385,514</b>	<b>326,514</b>	<b>439,606</b>	<b>439,606</b>	<b>439,606</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	5,561	5,969	5,000	5,000	5,000	5,000	5,000
520400	Office	5,714	10,279	7,000	7,000	7,000	7,000	7,000
520500	Operating Supplies	15,768	16,757	15,000	30,000	15,000	15,000	15,000
531110	Professional Fees	0	663,352	0	825,000	0	0	0
531301	Vehicle Costs - Fuel & Oil	32,470	30,896	42,000	32,000	42,000	42,000	42,000
531304	Vehicle Cost - R & M	26,986	14,325	12,000	19,000	12,000	12,000	12,000
543003	Travel & Training	773	2,310	2,000	2,000	2,000	2,000	2,000
605106	Maintenance Equipment	1,326	37,064	12,000	12,000	12,000	12,000	12,000
	<b>Total Operating and Contractual</b>	<b>88,598</b>	<b>780,952</b>	<b>95,000</b>	<b>932,000</b>	<b>95,000</b>	<b>95,000</b>	<b>95,000</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	26,134	56,593	74,000	74,000	78,000	78,000	78,000
707600	Machinery & Equipment	20,213	32,454	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>46,347</b>	<b>89,047</b>	<b>74,000</b>	<b>74,000</b>	<b>78,000</b>	<b>78,000</b>	<b>78,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>668,029</b>	<b>1,462,976</b>	<b>1,455,001</b>	<b>2,175,001</b>	<b>1,555,003</b>	<b>1,555,003</b>	<b>1,555,003</b>



**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To provide departments with the most comprehensive, professional and state-of-art Information System services. To service user departments and customers by developing and maintaining efficient, reliable and progressive information technology including technology including telecommunications, internet services, application software and network systems.

**FUNCTION DESCRIPTION**

The activities of the Management Information System include the following:

1. Operating
2. Programming
3. System Analysis
4. Hardware Maintenance
5. System Education and Training
6. System Evaluation and Implementation
7. Telecommunications
8. Network Development and Maintenance
9. Internet Functions and Applications

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Number of Accounts	17	17	17
Number of Transactions	17	17	17
Number of Pages Printer	115	115	115
Number of Jobs Run	21	21	21
Service Calls - Hardware	26,700	26,700	26,700
Service Calls - Software	8,900	8,900	8,900
Number of Documents Prepared	720	720	720

**CITY OF ALEXANDRIA**

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	382,390	433,322	535,700	467,700	557,830	557,830	4.13%
Fringe Benefits	156,929	184,048	257,140	220,140	275,597	275,597	7.18%
Operating/Contractual	1,811,636	1,856,416	1,209,000	1,583,000	1,209,000	1,209,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	599,270	699,323	1,458,500	1,520,500	1,221,000	1,221,000	-16.28%
<b>Total Appropriations</b>	<b>2,950,225</b>	<b>3,173,109</b>	<b>3,460,340</b>	<b>3,791,340</b>	<b>3,263,427</b>	<b>3,263,427</b>	<b>-5.69%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490123	Salary - Information Systems Manage	1	1	1	1	1	1	0.00%
490227	Salary - Information Systems Analyst	4	4	4	4	4	4	0.00%
490242	Salary - Database Manager	1	1	1	1	1	1	0.00%
490356	Salary - PC / Network Technician	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490932	Salary - Application Analyst	0	0	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>10</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0.00%</b>
=====								

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	5,637	15,390	15,000	12,000	15,000	15,000	15,000
490123	Salary - Information Systems Manage	58,949	65,094	65,094	65,094	67,860	67,860	67,860
490227	Salary - Information Systems Analyst	175,086	184,922	194,348	194,348	202,608	202,608	202,608
490242	Salary - Database Manager	0	47,427	53,847	53,847	56,135	56,135	56,135
490356	Salary - PC / Network Technician	112,418	87,031	112,926	79,926	117,726	117,726	117,726
490618	Salary - Administrative Secretary	30,300	33,458	33,458	33,458	34,880	34,880	34,880
490932	Salary - Application Analyst	0	0	61,027	29,027	63,621	63,621	63,621
	<b>Total Salaries</b>	<b>382,390</b>	<b>433,322</b>	<b>535,700</b>	<b>467,700</b>	<b>557,830</b>	<b>557,830</b>	<b>557,830</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	74,107	99,533	120,159	112,159	132,318	132,318	132,318
510202	Fringe - Hospital	77,319	78,262	128,751	99,751	134,726	134,726	134,726
510206	Fringe - Medicare Insurance Tax	5,238	5,998	7,768	7,768	8,091	8,091	8,091
510207	Fringe - Life Insurance	265	255	462	462	462	462	462
	<b>Total Fringe</b>	<b>156,929</b>	<b>184,048</b>	<b>257,140</b>	<b>220,140</b>	<b>275,597</b>	<b>275,597</b>	<b>275,597</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	0	0	0	0	0	0	0
520400	Office	3,337	4,138	4,000	4,000	4,000	4,000	4,000
520500	Operating Supplies	10,031	12,941	15,000	15,000	15,000	15,000	15,000
520513	Operating - Paper	4,480	6,708	12,000	7,000	12,000	12,000	12,000
531301	Vehicle Costs - Fuel & Oil	1,472	1,861	3,000	3,000	3,000	3,000	3,000
531304	Vehicle Cost - R & M	254	39	5,000	3,000	5,000	5,000	5,000
531410	Telephone	42,834	58,090	35,000	56,000	35,000	35,000	35,000
531415	Internet Access	32,794	30,297	45,000	40,000	45,000	45,000	45,000
531416	Government Access Channel	0	2,062	15,000	75,000	15,000	15,000	15,000
543003	Travel & Training	3,691	1,006	20,000	20,000	20,000	20,000	20,000
605106	Maintenance Equipment	332,872	510,330	225,000	360,000	225,000	225,000	225,000
605114	Maintenance Software	992,894	1,228,944	830,000	1,000,000	830,000	830,000	830,000
646037	Emergency Relief - Laura	386,977	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	<b>1,811,636</b>	<b>1,856,416</b>	<b>1,209,000</b>	<b>1,583,000</b>	<b>1,209,000</b>	<b>1,209,000</b>	<b>1,209,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	4,000	4,000	0	0	0
707500	Vehicles	0	0	28,000	28,000	0	0	0
707600	Machinery & Equipment	430,887	380,543	582,000	608,000	600,000	600,000	600,000
707700	Office Furniture & Fixtures	985	690	2,500	2,500	0	0	0
707702	Computer Software	167,398	318,090	842,000	878,000	621,000	621,000	621,000
	<b>Total Capital Outlay</b>	<b>599,270</b>	<b>699,323</b>	<b>1,458,500</b>	<b>1,520,500</b>	<b>1,221,000</b>	<b>1,221,000</b>	<b>1,221,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,950,225</b>	<b>3,173,109</b>	<b>3,460,340</b>	<b>3,791,340</b>	<b>3,263,427</b>	<b>3,263,427</b>	<b>3,263,427</b>

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

Section 4-05 of the Home Rule Charter of the city of Alexandria charges the Director of Utilities with the administration of power plants; electric lines and services; water supply and distribution; gas lines and distribution; and sewerage collection and disposal.

**FUNCTION DESCRIPTION**

The Director of Utilities manages and coordinates all utility activities for the city including: electric production, electric distribution, water, gas, wastewater, and laboratory and testing services.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	98,976	165,179	381,979	373,979	413,068	413,068	8.14%
Fringe Benefits	24,948	53,428	136,963	124,963	164,009	164,009	19.75%
Operating/Contractual	419,002	650,150	392,000	580,000	392,000	392,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	67,188	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>542,926</b>	<b>935,945</b>	<b>910,942</b>	<b>1,078,942</b>	<b>969,077</b>	<b>969,077</b>	<b>6.38%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480107	Salary - Director of Utilities	1	1	1	1	1	1	0.00%
480604	Salary - Executive Secretary	1	1	1	1	1	1	0.00%
490175	Salary - Enviro Compliance Manager	1	1	1	1	1	1	0.00%
490219	Salary - Professional Engineer	1	1	1	1	1	1	0.00%
490226	Salary - Assistant Director Utilities	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	0	0	2,000	0	0	0
480107	Salary - Director of Utilities	55,904	107,389	134,000	134,000	134,000	134,000	134,000
480604	Salary - Executive Secretary	18,586	4,788	40,000	40,000	62,250	62,250	62,250
490175	Salary - Enviro Compliance Manager	24,486	33,291	78,687	78,687	82,031	82,031	82,031
490219	Salary - Professional Engineer	0	0	61,859	51,859	64,488	64,488	64,488
490226	Salary - Assistant Director Utilities	0	19,711	67,433	67,433	70,299	70,299	70,299
	<b>Total Salaries</b>	<b>98,976</b>	<b>165,179</b>	<b>381,979</b>	<b>373,979</b>	<b>413,068</b>	<b>413,068</b>	<b>413,068</b>
	<b>Fringe:</b>							
510201	<b>Fringe - Pension</b>	19,257	38,053	76,121	73,121	89,195	89,195	89,195
510202	Fringe - Hospital	973	7,986	50,223	41,223	63,745	63,745	63,745
510206	Fringe - Medicare Insurance Tax	1,537	2,630	5,609	5,609	6,059	6,059	6,059
510207	Fringe - Life Insurance	42	51	210	210	210	210	210
510209	Fringe - Car Allowance	3,139	4,708	4,800	4,800	4,800	4,800	4,800
	<b>Total Fringe</b>	<b>24,948</b>	<b>53,428</b>	<b>136,963</b>	<b>124,963</b>	<b>164,009</b>	<b>164,009</b>	<b>164,009</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	0	1,302	1,000	1,000	1,000	1,000	1,000
520400	Office	1,683	5,006	7,000	5,000	7,000	7,000	7,000
531110	Professional Fees	294,425	588,664	300,000	475,000	300,000	300,000	300,000
531123	NERC ICP	73,614	0	50,000	25,000	50,000	50,000	50,000
531301	Vehicle Costs - Fuel & Oil	4,847	7,220	2,000	6,000	2,000	2,000	2,000
531304	Vehicle Cost - R & M	940	1,024	1,000	1,000	1,000	1,000	1,000
531410	Telephone	9,097	13,293	6,000	12,000	6,000	6,000	6,000
531500	Printing	284	181	2,000	2,000	2,000	2,000	2,000
543002	Dues & Subscriptions	27,983	28,932	18,000	48,000	18,000	18,000	18,000
543003	Travel & Training	6,129	4,528	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating and Contractual</b>	<b>419,002</b>	<b>650,150</b>	<b>392,000</b>	<b>580,000</b>	<b>392,000</b>	<b>392,000</b>	<b>392,000</b>
	<b>Capital Outlay:</b>							
707405	<b>Building Improvements</b>	0	67,188	0	0	0	0	0
707500	<b>Vehicles</b>	0	0	0	0	0	0	0
707600	<b>Machinery &amp; Equipment</b>	0	0	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>0</b>	<b>67,188</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>542,926</b>	<b>935,945</b>	<b>910,942</b>	<b>1,078,942</b>	<b>969,077</b>	<b>969,077</b>	<b>969,077</b>

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

The mission of the City of Alexandria, Electric Production Department is to provide reliable and cost effective energy services, in a responsible and courteous manner, which meet the current future needs to our customers.

1. Customers. We will continually strive to remain customer-focused and always seek to improve the way in which we deliver services to our customers.
2. Employees. We will maintain a safe and positive work environment and provide the opportunity for professional and personal development. We will properly train employees for their responsibilities and see that they are regularly updated in current developments in their disciplines. We will ensure that employees and the community.
3. Power Supply. We will develop and maintain a reliable and secure supply of energy at a reasonable cost.

### FUNCTION DESCRIPTION

D.G. Hunter Generating Station operates 24 hours a day, 7 days a week, with the capability to supply the city with electrical power to meet the needs of the citizens. Plant equipment is kept in proper working conditions to insure safe and reliable operations, allowing a unit to be started up in a minimum of four hours.

Negotiations for fuel and electrical power insures the most economical power for the citizens of Alexandria.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Reports: EPAAA, LEPA, SWPP, Dept. of Energy, NERC, FERC, DEQ & Utility Date	1,300	1,389	1,500
Requisitions Processed	1,200	1,250	1,315
Invoices & Packing Slips	2,500	1,820	2,690
Cleco Interchange Calls	8,760	9,700	8,980
Interchange Log Entries	61,320	62,500	61,320
Customer Complaints & Trouble Calls	5,000	4,980	

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	986,950	1,099,909	1,214,479	1,155,479	1,259,296	1,259,296	3.69%
Fringe Benefits	392,319	453,883	515,732	485,732	554,255	554,255	7.47%
Operating/Contractual	37,630,328	47,950,507	40,728,000	42,783,000	40,728,000	40,728,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	66,823	41,489	31,000	31,000	467,190	467,190	0.00%
<b>Total Appropriations</b>	<b>39,076,420</b>	<b>49,545,788</b>	<b>42,489,211</b>	<b>44,455,211</b>	<b>43,008,741</b>	<b>43,008,741</b>	<b>1.22%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490101	Salary - Superintendent Electric Prod	1	1	1	1	1	1	0.00%
490149	Salary - Custodial Worker	1	1	1	1	1	1	0.00%
490301	Salary - Supervisor Electric Production	1	1	1	1	1	1	0.00%
490302	Salary - Plant Maintenance Supervisor	1	1	1	1	1	1	0.00%
490378	Salary - Environmental Tech II	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490701	Salary - Electric Plant Shift Supervisor	5	5	5	5	5	5	0.00%
490704	Salary - Maintenance Mechanic II	1	1	1	1	1	1	0.00%
490705	Salary - Electric Plant Operator II	4	4	4	4	4	4	0.00%
490706	Salary - Maintenance Mechanic I	1	1	1	1	1	1	0.00%
490707	Salary - Electric Plant Operator I	5	5	5	5	5	5	0.00%
490822	Salary - Trades Worker	1	1	1	1	1	1	0.00%
490914	Salary - Industrial Electrician-Electric	1	1	1	1	1	1	0.00%
490915	Salary - Elec & Insrt Tech-Electric Pro	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	101,029	116,425	160,000	120,000	160,000	160,000	160,000
490101	Salary - Superintendent Electric Prod	64,197	70,943	70,943	70,943	73,958	73,958	73,958
490149	Salary - Custodial Worker	24,285	26,817	26,817	26,817	27,957	27,957	27,957
490301	Salary - Supervisor Electric Production	53,340	63,833	63,559	63,559	66,260	66,260	66,260
490302	Salary - Plant Maintenance Supervisor	41,816	46,180	46,180	46,180	48,143	48,143	48,143
490378	Salary - Environmental Tech II	46,095	52,723	50,900	50,900	53,063	53,063	53,063
490618	Salary - Administrative Secretary	22,655	32,626	32,626	32,626	34,013	34,013	34,013
490701	Salary - Electric Plant Shift Supervisor	237,500	263,745	261,035	261,035	272,129	272,129	272,129
490704	Salary - Maintenance Mechanic II	38,831	42,315	42,409	42,409	44,211	44,211	44,211
490705	Salary - Electric Plant Operator II	141,792	142,218	147,005	147,005	153,253	153,253	153,253
490706	Salary - Maintenance Mechanic I	17,562	37,573	36,562	36,562	38,116	38,116	38,116
490707	Salary - Electric Plant Operator I	101,348	89,622	152,494	133,494	158,976	158,976	158,976
490822	Salary - Trades Worker	18,120	22,734	31,109	31,109	32,431	32,431	32,431
490914	Salary - Industrial Electrician-Electric I	43,075	46,880	47,565	47,565	49,587	49,587	49,587
490915	Salary - Elec & Insrt Tech-Electric Prod	35,305	45,275	45,275	45,275	47,199	47,199	47,199
	<b>Total Salaries</b>	<b>986,950</b>	<b>1,099,909</b>	<b>1,214,479</b>	<b>1,155,479</b>	<b>1,259,296</b>	<b>1,259,296</b>	<b>1,259,296</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	191,322	253,486	272,407	260,407	298,707	298,707	298,707
510202	Fringe - Hospital	186,688	184,406	224,663	206,663	236,240	236,240	236,240
510206	Fringe - Medicare Insurance Tax	13,663	15,347	17,612	17,612	18,258	18,258	18,258
510207	Fringe - Life Insurance	646	644	1,050	1,050	1,050	1,050	1,050
	<b>Total Fringe</b>	<b>392,319</b>	<b>453,883</b>	<b>515,732</b>	<b>485,732</b>	<b>554,255</b>	<b>554,255</b>	<b>554,255</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	6,763	0	0	0	0	0	0
520204	Uniforms	15,265	10,879	14,000	14,000	14,000	14,000	14,000
520400	Office	1,424	1,356	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	10,437	6,585	20,000	20,000	20,000	20,000	20,000
520501	Operating - Janitorial	3,566	3,838	3,000	3,000	3,000	3,000	3,000
520503	Operating - Chemicals	139,954	112,659	200,000	200,000	200,000	200,000	200,000
520505	Operating - Gases	2,899	4,612	26,000	6,000	26,000	26,000	26,000
520514	Small Tools	2,182	4,553	4,000	4,000	4,000	4,000	4,000
531215	Fees, Licenses & Permits	1,796	7,093	4,000	4,000	4,000	4,000	4,000
531301	Vehicle Costs - Fuel & Oil	3,231	9,986	7,000	10,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	6,358	10,215	3,000	7,000	3,000	3,000	3,000
531410	Telephone	2,392	3,041	6,000	4,000	6,000	6,000	6,000
531500	Printing	103	201	0	0	0	0	0
531701	Utilities	3,919	5,018	7,000	7,000	7,000	7,000	7,000
543002	Dues & Subscriptions	0	0	4,000	4,000	4,000	4,000	4,000
543003	Travel & Training	275	0	5,000	5,000	5,000	5,000	5,000
554001	Purchases-Direct Energy Costs	31,085,162	39,844,881	31,000,000	32,000,000	31,000,000	31,000,000	31,000,000
554002	Purchases-Other Energy Costs	5,968,342	7,466,581	9,000,000	10,000,000	9,000,000	9,000,000	9,000,000
554006	Purchases-Plant Fuel	0	0	0	0	0	0	0
605101	Maintenance Bldg & Facilities	19,529	10,729	20,000	20,000	20,000	20,000	20,000
605102	Maintenance Plant	356,193	448,280	400,000	470,000	400,000	400,000	400,000
646037	Emergency Relief - Laura	0	0	0	0	0	0	0
605106	Maintenance Equipment	538	0	3,000	3,000	3,000	3,000	3,000
	<b>Total Operating and Contractual</b>	<b>37,630,328</b>	<b>47,950,507</b>	<b>40,728,000</b>	<b>42,783,000</b>	<b>40,728,000</b>	<b>40,728,000</b>	<b>40,728,000</b>

## 2024-2025 ANNUAL BUDGET

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

### UTILITIES SYSTEM FUND

#### DEPARTMENTAL BUDGET

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	13,599	0	0	0	370,000	370,000	370,000
707500	Vehicles	0	0	0	0	0	0	0
707600	Machinery & Equipment	53,224	25,527	12,000	12,000	4,922,000	13,000	13,000
707700	Office Furniture & Fixtures	0	800	3,000	3,000	15,000	15,000	15,000
707702	Computer Software	0	15,162	16,000	16,000	769,190	69,190	69,190
	<b>Total Capital Outlay</b>	66,823	41,489	31,000	31,000	6,076,190	467,190	467,190
	<b>TOTAL DEPARTMENT</b>	39,076,420	49,545,788	42,489,211	44,455,211	48,617,741	43,008,741	43,008,741

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

--

**FUNCTION DESCRIPTION**

--

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
531110	Operating and Contractual: Professional Fees & Services	855,525	923,983	1,100,000	1,000,000	1,100,000	1,100,000	1,100,000
554006	Purchases-Plant Fuel	2,138,029	5,493,756	1,600,000	1,800,000	1,600,000	1,600,000	1,600,000
	<b>Total Operating and Contractual</b>	2,993,554	6,417,739	2,700,000	2,800,000	2,700,000	2,700,000	2,700,000
	<b>TOTAL DEPARTMENT</b>	2,993,554	6,417,739	2,700,000	2,800,000	2,700,000	2,700,000	2,700,000

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To provide quality electric service to residential, commercial and industrial customers by maintaining high standards of workmanship, efficiency and reliability.

### FUNCTION DESCRIPTION

Construction of new additions and extensions to the City's electrical distribution system as growth requires. Maintain existing electric distribution system by checking equipment, performing preventive maintenance and reconducting outdated circuits as loads and schedules allow. Respond to emergency call 24 hours a day, 7 days a week. Maintain street lighting and rental lights. Provide temporary electric service for special events. Maintain and store proper documentation of all electric meters, breakers, relays, transformers and equipment in the system. Test, record and remove all PCB contaminated transformers in system. Relamp and maintain sports lighting at all Ball Parks in the City. Ensure compliance with all FERC, NERC, and SPP rules and regulations. Assist all other departments as required.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Distribution Substations	7	7	7
Substation Transformers (MVA)	350	350	360
Distribution Lines (miles)	175	181	183
Transmission Lines (miles)	17	17	17
Electric Meters	22,972	24,022	24,142
Electric Customers	27,297	28,545	28,687
Street Lights	19,500	20,001	20,501
Peak Load (MW)	179	181	184

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,610,588	1,723,102	2,035,380	1,969,380	2,213,087	2,213,087	8.73%
Fringe Benefits	654,926	724,813	965,185	847,185	1,130,172	1,130,172	17.09%
Operating/Contractual	3,322,746	3,040,246	2,102,000	4,519,000	2,102,000	2,102,000	2,102,000
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,340,392	709,752	1,196,112	1,545,112	1,160,000	1,160,000	-3.02%
<b>Total Appropriations</b>	<b>6,928,652</b>	<b>6,197,913</b>	<b>6,298,677</b>	<b>8,880,677</b>	<b>6,605,259</b>	<b>6,605,259</b>	<b>4.87%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490102	Salary - Superintendent Electric Dist	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490171	Salary - Crew Supervisor Electric Dist	3	3	3	3	3	3	0.00%
490303	Salary - Supervisor Electric Distributio	1	1	1	1	1	1	0.00%
490316	Salary - Engineering Tech II	1	1	1	0	0	0	100.00%
490365	Salary - SCADA Operator Electric Dis	4	4	4	4	4	4	0.00%
490618	Salary - Administrative Assistant	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490708	Salary - Electric Substation Superviso	1	1	1	1	1	1	0.00%
490712	Salary - Electric Line Worker Senior	9	9	9	9	9	9	0.00%
490715	Salary - Electric Meter Technician	2	2	2	2	2	2	0.00%
490718	Salary - Electric Line Worker	3	3	3	3	3	3	0.00%
490764	Salary - Electc Substation Tech II	1	1	1	1	1	1	0.00%
490769	Salary - Electc Substation Tech I	2	2	2	2	2	2	0.00%
490822	Salary - Trades Worker	5	5	5	5	5	5	0.00%
490904	Salary - Supervisor Meter & Service	1	1	1	1	1	1	0.00%
490917	Salary - Electric Distribution System T	1	1	1	1	1	1	0.00%
490922	Salary - Electric Dist Service Planner	1	1	1	1	1	1	0.00%
490938	Salary - Utility Line Locator	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>39</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	295,503	345,852	250,000	400,000	250,000	250,000	250,000
490102	Salary - Superintendent Electric Dist	0	0	61,859	37,859	64,488	64,488	64,488
490147	Salary - Maintenance Worker Senior	28,953	31,972	31,972	31,972	33,331	33,331	33,331
490171	Salary - Crew Supervisor Electric Dist	147,379	196,288	196,289	196,289	204,632	204,632	204,632
490303	Salary - Supervisor Electric Distributio	64,284	70,985	70,985	70,985	74,002	74,002	74,002
490316	Salary - Engineering Tech II	33,773	37,294	37,293	37,293	0	0	0
490365	Salary - SCADA Operator Electric Dis	154,324	171,055	165,861	165,861	172,911	172,911	172,911
490614	Salary - Administrative Assistant	33,981	37,902	36,853	36,853	38,419	38,419	38,419
490618	Salary - Administrative Secretary	29,508	32,626	32,626	32,626	34,013	34,013	34,013
490708	Salary - Electric Substation Superviso	62,279	69,133	68,737	68,737	71,658	71,658	71,658
490712	Salary - Electric Line Worker Senior	240,051	198,225	417,814	283,814	531,675	531,675	531,675
490715	Salary - Electric Meter Technician	65,450	72,160	72,195	72,195	75,264	75,264	75,264
490718	Salary - Electric Line Worker	48,140	41,640	110,904	84,904	115,618	115,618	115,618
490764	Salary - Electric Substation Tech II	58,387	64,324	64,324	64,324	67,058	67,058	67,058
490769	Salary - Electric Substation Tech I	58,369	71,091	76,952	76,952	80,222	80,222	80,222
490822	Salary - Trades Worker	112,221	86,023	144,176	112,176	150,302	150,302	150,302
490904	Salary - Supervisor Meter & Service	61,874	68,316	68,324	68,324	71,228	71,228	71,228
490917	Salary - Electric Distribution System T	53,864	59,479	59,479	59,479	62,007	62,007	62,007
490922	Salary - Electric Dist Service Planner	62,248	68,737	68,737	68,737	71,658	71,658	71,658
490938	Salary - Utility Line Locator	0	0	0	0	44,601	44,601	44,601
	<b>Total Salaries</b>	<b>1,610,588</b>	<b>1,723,102</b>	<b>2,035,380</b>	<b>1,969,380</b>	<b>2,213,087</b>	<b>2,213,087</b>	<b>2,213,087</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	305,428	397,383	456,536	441,536	524,945	524,945	524,945
510202	Fringe - Hospital	326,432	302,459	477,500	374,500	571,496	571,496	571,496
510206	Fringe - Medicare Insurance Tax	22,182	24,121	29,511	29,511	32,093	32,093	32,093
510207	Fringe - Life Insurance	884	850	1,638	1,638	1,638	1,638	1,638
	<b>Total Fringe</b>	<b>654,926</b>	<b>724,813</b>	<b>965,185</b>	<b>847,185</b>	<b>1,130,172</b>	<b>1,130,172</b>	<b>1,130,172</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	15,000	0	0	0
520204	Uniforms	13,983	11,323	14,000	14,000	14,000	14,000	14,000
520400	Office	2,030	502	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	27,435	27,773	40,000	30,000	40,000	40,000	40,000
520514	Small Tools	6,061	6,846	14,000	14,000	14,000	14,000	14,000
531115	Tree Trimming	631,622	978,783	400,000	1,000,000	400,000	400,000	400,000
531301	Vehicle Costs - Fuel & Oil	75,874	83,731	80,000	80,000	80,000	80,000	80,000
531304	Vehicle Costs - R & M	37,577	82,341	60,000	130,000	60,000	60,000	60,000
531410	Telephone	264,417	489,241	65,000	640,000	65,000	65,000	65,000
531701	Utilities	156,891	229,453	190,000	220,000	190,000	190,000	190,000
543002	Dues & Subscriptions	667	425	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	1,529	1,275	19,000	19,000	19,000	19,000	19,000
554007	Lamp Renewals	11,118	13,610	35,000	35,000	35,000	35,000	35,000
605101	Maintenance Bldg & Facilities	15,977	21,465	32,000	37,000	32,000	32,000	32,000
605106	Maintenance Equipment	58,189	51,535	70,000	87,000	70,000	70,000	70,000
605113	Maintenance Lines & Poles	1,402,242	983,274	950,000	1,400,000	950,000	950,000	950,000
605115	Maintenance Meters	0	0	2,000	2,000	2,000	2,000	2,000
605118	Maintenance Substations	75,470	55,560	110,000	75,000	110,000	110,000	110,000
605125	PCB Disposal/Testing	179	3,109	15,000	15,000	15,000	15,000	15,000
605130	Vexus Preparation	0	0	0	700,000	0	0	0
646037	Emergency Relief - Laura	541,485	0	0	0	0	0	0



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Total Operating and Contractual</b>	3,322,746	3,040,246	2,102,000	4,519,000	2,102,000	2,102,000	2,102,000
	<b>Capital Outlay:</b>							
707101	Acquisitions	0	0	0	0	0	0	0
707300	Meters	102,615	85,364	97,000	97,000	97,000	97,000	97,000
707359	Christmas Lighting	0	0	0	25,000	97,000	97,000	97,000
707361	Street Lights	255,386	186,903	97,000	97,000	0	0	0
707363	Electric Transformers	511,970	250,873	206,000	206,000	206,000	206,000	206,000
707401	Electric Systems Additions	189,640	161,141	97,000	97,000	97,000	97,000	97,000
707405	Building Improvements	0	0	106,750	156,750	354,200	120,000	120,000
707500	Vehicles	153,380	0	345,000	619,000	855,000	366,000	366,000
707600	Machinery & Equipment	51,304	16,850	128,362	128,362	655,400	113,600	113,600
707700	Office Furniture and Fixtures	0	0	3,150	3,150	8,400	8,400	8,400
707702	Computer Software	76,097	8,621	115,850	115,850	133,000	55,000	55,000
	<b>Total Capital Outlay</b>	1,340,392	709,752	1,196,112	1,545,112	2,503,000	1,160,000	1,160,000
	<b>TOTAL DEPARTMENT</b>	6,928,652	6,197,913	6,298,677	8,880,677	7,948,259	6,605,259	6,605,259

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To produce water that is good, pure, wholesome and in quantity suitable for drinking, domestic and culinary purposes. It also provides water for fire protection and delivers the water by pump stations and water mains to our customers.

**FUNCTION DESCRIPTION**

The Water Department monitors, inspects, repairs and maintains 52 water wells, 27,500 water meters, 500 miles of water mains, over 2,834 fire hydrants, 7 pump stations, 11 water resevoirs and delivers an average of 20 million gallons of water to its customers each day. In performing these tasks, approximately 50 corrective work orders are completed each day.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Total Water Customers	27,500	27,500	28,000
Average Daily Water Consumption	15,000,000	15,000,000	15,000,000
Work Orders	20,000	21,400	22,000

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	783,731	1,033,680	1,160,745	1,140,745	1,326,363	1,326,363	14.27%
Fringe Benefits	321,425	415,821	655,100	531,100	790,770	790,770	20.71%
Operating/Contractual	366,133	558,007	458,000	663,000	458,000	458,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	201,441	257,956	270,300	289,300	468,550	468,550	73.34%
<b>Total Appropriations</b>	<b>1,672,730</b>	<b>2,265,464</b>	<b>2,544,145</b>	<b>2,624,145</b>	<b>3,043,683</b>	<b>3,043,683</b>	<b>19.63%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490103	Salary - Superintendent Water	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	3	3	0.00%
490167	Salary - Crew Supervisor Water Dist	6	6	6	5	6	6	0.00%
490168	Salary - Supervisor Water Distribution	2	2	2	2	2	2	0.00%
490204	Salary - Asst Superintendent	2	2	2	2	2	2	0.00%
490318	Salary - Meter Technician	2	2	2	2	2	2	0.00%
490342	Salary - Construction Inspector	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	100.00%
490722	Salary - Pipe Layer	4	4	4	4	6	6	0.00%
490738	Salary - Equipment Operator III	1	1	1	2	2	2	0.00%
490820	Salary - Maintenance Worker	5	5	5	5	5	5	0.00%
490905	Salary - Industrial Painter	1	1	1	1	1	1	0.00%
490923	Salary - Superintendent Water Ops	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>34</b>	<b>34</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	92,785	181,247	40,000	200,000	40,000	40,000	40,000
490103	Salary - Superintendent Water	0	45,456	59,093	36,093	61,604	61,604	61,604
490147	Salary - Maintenance Worker Senior	0	16,205	52,665	35,665	82,354	82,354	82,354
490167	Salary - Crew Supervisor Water Dist	282,713	282,178	256,685	256,685	258,079	258,079	258,079
490168	Salary - Supervisor Water Distribution	37,371	61,075	103,842	88,842	108,256	108,256	108,256
490204	Salary - Asst Superintendent	9,685	54,719	99,917	75,917	104,164	104,164	104,164
490318	Salary - Meter Technician	41,769	48,948	65,345	49,345	68,122	68,122	68,122
490342	Salary - Construction Inspector	39,136	43,221	43,221	43,221	45,058	45,058	45,058
490618	Salary - Administrative Secretary	29,919	25,282	30,314	30,314	31,602	31,602	31,602
490626	Salary - Clerical Specialist	4,643	22,445	24,939	24,939	29,170	29,170	29,170
490722	Salary - Pipe Layer	64,812	125,177	127,660	109,660	196,744	196,744	196,744
490738	Salary - Equipment Operator III	34,342	37,927	37,927	37,927	72,759	72,759	72,759
490820	Salary - Maintenance Worker	38,691	3,320	104,000	58,000	108,420	108,420	108,420
490905	Salary - Industrial Painter	25,377	14,875	34,225	34,225	35,680	35,680	35,680
490923	Salary - Superintendent Water Ops	82,488	71,605	80,912	59,912	84,351	84,351	84,351
	<b>Total Salaries</b>	<b>783,731</b>	<b>1,033,680</b>	<b>1,160,745</b>	<b>1,140,745</b>	<b>1,326,363</b>	<b>1,326,363</b>	<b>1,326,363</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	151,863	230,329	260,351	252,351	314,608	314,608	314,608
510202	Fringe - Hospital	158,173	170,492	376,657	260,657	455,504	455,504	455,504
510206	Fringe - Medicare Insurance Tax	10,828	14,432	16,832	16,832	19,230	19,230	19,230
510207	Fringe - Life Insurance	561	568	1,260	1,260	1,428	1,428	1,428
	<b>Total Fringe</b>	<b>321,425</b>	<b>415,821</b>	<b>655,100</b>	<b>531,100</b>	<b>790,770</b>	<b>790,770</b>	<b>790,770</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	23,651	39,717	0	130,000	0	0	0
520204	Uniforms	4,636	0	7,000	7,000	7,000	7,000	7,000
520400	Office	4,679	6,894	7,000	7,000	7,000	7,000	7,000
520500	Operating Supplies	10,601	15,161	10,000	15,000	10,000	10,000	10,000
520501	Operating - Janitorial	224	200	1,000	1,000	1,000	1,000	1,000
520507	Operating - Sand & Gravel	0	2,521	5,000	5,000	5,000	5,000	5,000
520510	Operating - Paint	4,500	3,277	9,000	9,000	9,000	9,000	9,000
520514	Small Tools	1,499	4,239	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	24,445	44,156	40,000	40,000	40,000	40,000	40,000
531301	Vehicle Costs - Fuel & Oil	62,591	92,174	83,000	83,000	83,000	83,000	83,000
531304	Vehicle Costs - R & M	63,844	123,299	60,000	150,000	60,000	60,000	60,000
531410	Telephone	2,508	4,553	7,000	7,000	7,000	7,000	7,000
531500	Printing	537	922	5,000	5,000	5,000	5,000	5,000
543002	Dues & Subscriptions	1,580	-142	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	11,057	20,639	7,000	7,000	7,000	7,000	7,000
605106	Maintenance Equipment	4,233	7,110	10,000	10,000	10,000	10,000	10,000
605115	Maintenance Meters	9,634	28,646	60,000	20,000	60,000	60,000	60,000
605117	Maintenance Mains	135,914	164,641	140,000	160,000	140,000	140,000	140,000
	<b>Total Operating and Contractual</b>	<b>366,133</b>	<b>558,007</b>	<b>458,000</b>	<b>663,000</b>	<b>458,000</b>	<b>458,000</b>	<b>458,000</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707300	Meters	119,403	183,291	117,000	136,000	117,000	117,000	117,000
707401	Water System Additions	0	4,818	38,000	38,000	38,000	38,000	38,000
707405	Building Improvements	0	0	10,000	10,000	206,000	0	0
707500	Vehicles	56,198	36,169	42,000	42,000	664,200	190,200	190,200
707600	Machinery & Equipment	25,242	33,214	46,800	46,800	697,550	123,350	123,350
707700	Office Furniture & Fixtures	598	464	16,500	16,500	0	0	0
707702	Computer Software	0		0	0	0	0	0
	<b>Total Capital Outlay</b>	201,441	257,956	270,300	289,300	1,722,750	468,550	468,550
	<b>TOTAL DEPARTMENT</b>	1,672,730	2,265,464	2,544,145	2,624,145	4,297,883	3,043,683	3,043,683

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	660,685	672,457	655,871	732,871	702,316	702,316	7.08%
Fringe Benefits	263,420	300,025	295,956	292,956	333,996	333,996	12.85%
Operating/Contractual	1,532,090	2,334,463	1,496,000	1,780,000	1,496,000	1,496,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	91,754	45,106	240,500	338,500	225,300	225,300	-6.32%
<b>Total Appropriations</b>	<b>2,547,949</b>	<b>3,352,051</b>	<b>2,688,327</b>	<b>3,144,327</b>	<b>2,757,612</b>	<b>2,757,612</b>	<b>2.58%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490167	Salary - Crew Supervisor Water Dist	1	1	1	2	2	2	0.00%
490169	Salary - Supervisor Water Treatment	1	1	1	1	1	1	0.00%
490351	Salary - Water Plant Operator	7	7	7	7	7	7	0.00%
490738	Salary - Equipment Operator III	2	2	2	1	1	1	0.00%
490905	Salary - Industrial Painter	1	1	1	1	1	1	0.00%
490916	Salary - Elec & Insrt Tech-Wastew/Wa	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	14	14	14	14	14	14	0.00%
=====								

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	147,187	169,345	40,000	150,000	40,000	40,000	40,000
490147	Salary - Maintenance Worker Senior	26,125	0	32,282	28,282	33,654	33,654	33,654
490167	Salary - Crew Supervisor Water Dist	13,326	0	54,954	25,954	101,034	101,034	101,034
490169	Salary - Supervisor Water Treatment	66,701	61,038	59,760	59,760	62,300	62,300	62,300
490351	Salary - Water Plant Operator	262,681	294,279	298,240	298,240	320,661	320,661	320,661
490738	Salary - Equipment Operator III	50,716	53,852	78,119	78,119	48,219	48,219	48,219
490905	Salary - Industrial Painter	34,008	37,562	37,562	37,562	39,158	39,158	39,158
490916	Salary - Elec & Instrt Tech-Wastew/Wa	59,941	56,381	54,954	54,954	57,290	57,290	57,290
	<b>Total Salaries</b>	<b>660,685</b>	<b>672,457</b>	<b>655,871</b>	<b>732,871</b>	<b>702,316</b>	<b>702,316</b>	<b>702,316</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	123,535	155,100	129,016	149,016	142,923	142,923	142,923
510202	Fringe - Hospital	130,380	135,139	158,199	135,199	181,862	181,862	181,862
510206	Fringe - Medicare Insurance Tax	9,167	9,438	8,153	8,153	8,623	8,623	8,623
510207	Fringe - Life Insurance	338	348	588	588	588	588	588
	<b>Total Fringe</b>	<b>263,420</b>	<b>300,025</b>	<b>295,956</b>	<b>292,956</b>	<b>333,996</b>	<b>333,996</b>	<b>333,996</b>
	<b>Operating and Contractual:</b>							
520500	Operating Supplies	7,706	6,910	5,000	9,000	5,000	5,000	5,000
520503	Operating Chemicals	149,232	251,070	200,000	500,000	200,000	200,000	200,000
520514	Small Tools	2,062	1,949	3,000	3,000	3,000	3,000	3,000
531701	Utilities	1,015,427	1,357,720	925,000	855,000	925,000	925,000	925,000
605101	Maintenance Bldg & Facilities	4,187	1,446	2,000	2,000	2,000	2,000	2,000
605106	Maintenance - Equipment	5,738	5,856	8,000	8,000	8,000	8,000	8,000
605110	Maint Grounds & Right of Way	2,235	3,830	6,000	6,000	6,000	6,000	6,000
605117	Maintenance Mains	20,372	12,422	60,000	110,000	60,000	60,000	60,000
605119	Maintenance Reservoirs	69,549	36,317	74,000	74,000	74,000	74,000	74,000
605121	Maintenance Wells	206,408	176,786	200,000	200,000	200,000	200,000	200,000
605123	Maintenance Pump Stations	8,983	6,107	13,000	13,000	13,000	13,000	13,000
646037	Emergency Relief - Laura	40,191	474,050	0	0	0	0	0
	<b>Total Operating and Contractual</b>	<b>1,532,090</b>	<b>2,334,463</b>	<b>1,496,000</b>	<b>1,780,000</b>	<b>1,496,000</b>	<b>1,496,000</b>	<b>1,496,000</b>
	<b>Capital Outlay:</b>							
707300	Meters	0	0	5,000	5,000	0	0	0
707405	Building Improvements	0	14,585	46,500	46,500	149,000	19,000	19,000
707500	Vehicles	0	1,450	150,000	248,000	191,100	0	0
707600	Machinery & Equipment	59,754	29,071	39,000	39,000	437,500	191,300	191,300
707700	Office Furniture & Fixtures	0	0	0	0	102,000	15,000	15,000
707702	Computer Software	32,000	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>91,754</b>	<b>45,106</b>	<b>240,500</b>	<b>338,500</b>	<b>879,600</b>	<b>225,300</b>	<b>225,300</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,547,949</b>	<b>3,352,051</b>	<b>2,688,327</b>	<b>3,144,327</b>	<b>3,411,912</b>	<b>2,757,612</b>	<b>2,757,612</b>

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

The goal and mission of the City of Alexandria, Gas Department is to continue to provide quality service to all of our residential, industrial, and commercial customers in a safe and efficient manner. While at the same time striving to meet all regulations and mandates required to satisfy the State and Federal Offices of Pipeline Safety.

The coordinating of all utility activities between engineering firms, construction contractors, and the City of Alexandria, Gas Department is mandatory.

The City of Alexandria, Gas Department inspects all new gas main lines laid by gas contractors and all work performed by gas contractors on private property, both inside and outside the city limits, to insure that the gas lines installed and the work performed on private property is in accordance with our codes and specifications to guarantee a safe operating natural gas system.

### FUNCTION DESCRIPTION

The City of Alexandria, Gas Distribution Department provides natural gas to approximately 20,000 customers for residential, industrial, and commercial use. We maintain approximately 550 miles of main line and approximately 20,000 service lines that range in size from 1/2" to 12" pipe.

Natural gas service is provided to these customers from 32 regulator station, one (1) booster station, and one (1) meter/regulator station at the City of Alexandria, D.G. Hunter Power Plant. The natural gas to supply our customers is purchased from four (4) gate stations. Natural gas for the City of Alexandria, D.G. Hunter Power Plant is purchased from one (1) gate station. The department also maintains and services three (3) bulk odorization tank stations as well as three (3) odorant injectors.

To assist in insuring the proper and safe operation of our natural gas system, the City of Alexandria, Gas Department utilizes an up-to-date SCADA System monitored 24 hours a day/365 days a year.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Customers (residential, industrial, commercial)	20,000	20,000	20,000
Work Orders	7,000	7,000	7,000
Gas Inspections	1,000	1,000	1,000
Meters & Taps Installed	500	500	500
Meters Changed Out	400	400	400
Leaks Detected	600	600	600

CITY OF ALEXANDRIA



**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,192,721	1,356,656	1,407,571	1,461,571	1,460,296	1,460,296	3.75%
Fringe Benefits	545,913	648,214	798,770	737,770	887,355	887,355	11.09%
Operating/Contractual	10,684,829	10,967,180	8,413,000	10,642,000	8,413,000	8,413,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	386,563	381,281	191,006	349,006	303,025	303,025	58.65%
<b>Total Appropriations</b>	<b>12,810,026</b>	<b>13,353,331</b>	<b>10,810,347</b>	<b>13,190,347</b>	<b>11,063,676</b>	<b>11,063,676</b>	<b>2.34%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490104	Salary - Superintendent	1	1	1	1	1	1	0.00%
490170	Salary - Crew Supervisor Gas Dist	4	4	4	4	4	4	0.00%
490308	Salary - Gas General Supervisor	1	1	1	1	1	1	0.00%
490318	Salary - Meter Technician	1	1	1	1	1	1	0.00%
490322	Salary - Gas System Technician	2	2	2	2	2	2	0.00%
490324	Salary - Cathodic Protection Tech	1	1	1	1	1	1	0.00%
490325	Salary - Leak Survey Technician	2	2	2	2	2	2	0.00%
490367	Salary - SCADA Operator Gas	5	5	5	5	5	5	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490721	Salary - Gas Service Technician	1	1	1	1	1	1	0.00%
490722	Salary - Pipe Layer	5	5	5	5	5	5	0.00%
490726	Salary - Pipeline Welder	2	2	2	2	2	2	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490822	Salary - Trades Worker	4	4	4	4	4	4	0.00%
490908	Salary - Supervisor Cathodic Protectio	1	1	1	1	1	1	0.00%
490916	Salary - Electronic & Instrumentation	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	166,687	230,492	75,000	235,000	75,000	75,000	75,000
490104	Salary - Superintendent	58,679	66,302	66,302	66,302	69,120	69,120	69,120
490170	Salary - Crew Supervisor Gas Dist	161,793	184,475	183,181	183,181	179,431	179,431	179,431
490308	Salary - Gas General Supervisor	28,874	49,002	49,002	49,002	51,085	51,085	51,085
490318	Salary - Meter Technician	10,262	0	32,507	15,507	33,889	33,889	33,889
490322	Salary - Gas System Technician	73,000	78,046	79,324	79,324	81,898	81,898	81,898
490324	Salary - Cathodic Protection Tech	32,565	35,959	35,753	30,753	37,131	37,131	37,131
490325	Salary - Leak Survey Technician	60,229	66,420	72,535	58,535	80,087	80,087	80,087
490366	Salary - SCADA Operator Gas	189,255	217,262	209,225	209,225	218,117	218,117	218,117
490618	Salary - Administrative Secretary	29,550	31,687	32,626	32,626	33,345	33,345	33,345
490624	Salary - Inventory Coordinator	38,364	42,364	42,364	42,364	44,164	44,164	44,164
490626	Salary - Clerical Specialist	25,462	28,241	27,982	27,982	29,171	29,171	29,171
490721	Salary - Gas Service Technician	21,323	35,331	32,379	32,379	38,487	38,487	38,487
490722	Salary - Pipe Layer	109,486	98,652	154,922	144,922	161,538	161,538	161,538
490726	Salary - Pipeline Welder	58,614	54,130	79,610	61,610	82,994	82,994	82,994
490738	Salary - Equipment Operator III	30,782	12,938	31,866	17,866	33,220	33,220	33,220
490822	Salary - Trades Worker	34,748	31,992	110,904	82,904	115,616	115,616	115,616
490908	Salary - Supervisor Cathodic Protection	35,178	45,265	44,898	44,898	46,806	46,806	46,806
490916	Salary - Electronic & Instrumentation	27,870	48,098	47,191	47,191	49,197	49,197	49,197
	<b>Total Salaries</b>	<b>1,192,721</b>	<b>1,356,656</b>	<b>1,407,571</b>	<b>1,461,571</b>	<b>1,460,296</b>	<b>1,460,296</b>	<b>1,460,296</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	230,454	311,862	315,718	329,718	346,379	346,379	346,379
510202	Fringe - Hospital	298,280	316,771	461,175	386,175	518,334	518,334	518,334
510206	Fringe - Medicare Insurance Tax	16,353	18,782	20,407	20,407	21,172	21,172	21,172
510207	Fringe - Life Insurance	826	799	1,470	1,470	1,470	1,470	1,470
	<b>Total Fringe</b>	<b>545,913</b>	<b>648,214</b>	<b>798,770</b>	<b>737,770</b>	<b>887,355</b>	<b>887,355</b>	<b>887,355</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	17,476	14,609	9,000	9,000	9,000	9,000	9,000
520400	Office	6,487	4,854	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	11,640	14,896	12,000	23,000	12,000	12,000	12,000
520503	Operating - Chemicals	19,728	20,497	20,000	24,000	20,000	20,000	20,000
520514	Small Tools	2,163	4,059	4,000	4,000	4,000	4,000	4,000
531124	Regulatory Compliance	86,174	34,028	45,000	55,000	45,000	45,000	45,000
531215	Fees, Licenses & Permits	22,256	21,476	25,000	25,000	25,000	25,000	25,000
531301	Vehicle Costs - Fuel & Oil	47,971	66,992	55,000	65,000	55,000	55,000	55,000
531304	Vehicle Costs - R & M	30,500	44,202	27,000	57,000	27,000	27,000	27,000
531410	Telephone	2,057	2,103	4,000	4,000	4,000	4,000	4,000
531500	Printing	3,234	1,548	0	0	0	0	0
531701	Utilities	1,663	3,014	4,000	4,000	4,000	4,000	4,000
531800	Lease	40,197	37,579	48,000	43,000	48,000	48,000	48,000
543002	Dues & Subscriptions	613	0	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	156	2,323	10,000	10,000	10,000	10,000	10,000
554003	Purchases-Natural Gas	10,231,845	10,517,801	8,000,000	10,000,000	8,000,000	8,000,000	8,000,000
605101	Maintenance Bldg & Facilities	86	831	3,000	3,000	3,000	3,000	3,000
605106	Maintenance Equipment	14,675	17,448	15,000	19,000	15,000	15,000	15,000
605115	Maintenance Meters	23,750	9,780	15,000	120,000	15,000	15,000	15,000

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating and Contractual (Cont):</b>							
646037	Storm Relief	0	0	0	0	0	0	0
605117	Maintenance Mains	122,158	149,140	110,000	170,000	110,000	110,000	110,000
	<b>Total Operating and Contractual</b>	10,684,829	10,967,180	8,413,000	10,642,000	8,413,000	8,413,000	8,413,000
	<b>Capital Outlay:</b>							
707300	Meters	321,679	270,579	90,000	160,000	90,000	90,000	90,000
707401	Gas System Additions	0	0	5,000	5,000	5,000	5,000	5,000
707405	Building Improvements	0	0	0	0	10,000	10,000	10,000
707500	Vehicles	27,723	45,464	49,000	108,000	200,118	158,791	158,791
707600	Machinery & Equipment	7,500	40,244	44,506	73,506	49,234	39,234	39,234
707700	Office Furniture & Fixtures	4,927	0	2,500	2,500	0	0	0
707702	Computer Software	24,734	24,994	0	0	0	0	0
	<b>Total Capital Outlay</b>	386,563	381,281	191,006	349,006	354,352	303,025	303,025
	<b>TOTAL DEPARTMENT</b>	12,810,026	13,353,331	10,810,347	13,190,347	11,115,003	11,063,676	11,063,676

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

To keep existing sewer system in repair and condition to meet health, D.E.Q., and E.P.A. standards for infiltration - inflow and any other sanitary conditions dealing with the entire sewer system. To insure the production of a quality dewatered sludge that can be beneficially reused. To review Plans and Specification for new sewer system.

### FUNCTION DESCRIPTION

The Wastewater Department consist of two different operations, namely the collection and treatment of wastewater for the City of Alexandria, and is in operation 24-hours a day seven days per week. The Collection Department installs service taps, builds manholes, lays extension, and maintains lift stations. The Treatment Department operates and maintains a treatment facility that utilizes a modified activated sludge process.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Complaints - stop ups & alarms	6,500	6,500	6,500
Telephone calls	7,500	7,500	7,500
Correspondence	875	875	900
Radio communications	7,500	7,500	7,775
Sewer taps	275	150	175

CITY OF ALEXANDRIA

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	720,053	896,996	862,972	897,972	903,802	903,802	4.73%
Fringe Benefits	274,339	381,400	397,163	387,163	447,233	447,233	12.61%
Operating/Contractual	1,246,375	1,459,764	1,158,000	1,413,000	1,158,000	1,158,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	294,714	194,701	127,000	191,000	386,800	386,800	204.57%
<b>Total Appropriations</b>	<b>2,535,481</b>	<b>2,932,861</b>	<b>2,545,135</b>	<b>2,889,135</b>	<b>2,895,835</b>	<b>2,895,835</b>	<b>13.78%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490105	Salary - Superintendent Wastewater	1	1	1	1	1	1	0.00%
490165	Salary - Supervisor Wastewater Treat	2	2	2	2	2	2	0.00%
490352	Salary - Wastewater Plant Operator	8	8	8	8	8	8	0.00%
490368	Salary - Wastewater Treatment/SCAD	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1	1	0.00%
490901	Salary - Asst Superintendent	1	1	1	1	1	1	0.00%
490916	Salary - Elec & Insrt Tech-Wastew/Wa	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	16	16	16	16	16	16	0.00%

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	145,747	190,787	75,000	150,000	75,000	75,000	75,000
490105	Salary - Superintendent Wastewater	0	65,002	65,002	65,002	67,765	67,765	67,765
490165	Salary - Supervisor Wastewater Treat	48,625	60,725	103,843	80,843	108,257	108,257	108,257
490352	Salary - Wastewater Plant Operator	367,882	376,840	384,612	374,612	410,709	410,709	410,709
490368	Salary - Wastewater Treatment/SCAD	42,651	28,099	55,556	55,556	57,917	57,917	57,917
490618	Salary - Administrative Secretary	29,743	33,109	32,626	28,626	31,602	31,602	31,602
490626	Salary - Clerical Specialist	18,864	21,539	25,438	22,438	26,519	26,519	26,519
490901	Salary - Asst Superintendent	19,192	68,611	68,611	68,611	71,527	71,527	71,527
490916	Salary - Elec & Insrt Tech-Wastew/Wa	47,349	52,284	52,284	52,284	54,506	54,506	54,506
	<b>Total Salaries</b>	<b>720,053</b>	<b>896,996</b>	<b>862,972</b>	<b>897,972</b>	<b>903,802</b>	<b>903,802</b>	<b>903,802</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	138,891	206,776	193,564	202,564	214,382	214,382	214,382
510202	Fringe - Hospital	125,047	161,692	190,414	171,414	219,074	219,074	219,074
510206	Fringe - Medicare Insurance Tax	10,033	12,535	12,513	12,513	13,105	13,105	13,105
510207	Fringe - Life Insurance	368	397	672	672	672	672	672
	<b>Total Fringe</b>	<b>274,339</b>	<b>381,400</b>	<b>397,163</b>	<b>387,163</b>	<b>447,233</b>	<b>447,233</b>	<b>447,233</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	2,000	0	0	0
520204	Uniforms	1,682	0	4,000	4,000	4,000	4,000	4,000
520400	Office	6,126	6,354	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	13,884	14,985	10,000	15,000	10,000	10,000	10,000
520503	Operating - Chemicals	119,541	217,395	125,000	315,000	125,000	125,000	125,000
520512	Sludge Removal	17,060	20,158	12,000	12,000	12,000	12,000	12,000
520514	Small Tools	4,814	4,974	5,000	5,000	5,000	5,000	5,000
531206	Services - Other	2,219	5,283	5,000	5,000	5,000	5,000	5,000
531215	Fees, Licenses & Permits	28,567	41,628	34,000	34,000	34,000	34,000	34,000
531301	Vehicle Costs - Fuel & Oil	111,311	145,713	119,000	129,000	119,000	119,000	119,000
531304	Vehicle Costs - R & M	112,960	139,963	73,000	148,000	73,000	73,000	73,000
531410	Telephone	895	2,335	7,000	3,000	7,000	7,000	7,000
531701	Utilities	625,721	658,383	525,000	500,000	525,000	525,000	525,000
531800	Lease	23,198	21,771	10,000	10,000	10,000	10,000	10,000
543002	Dues & Subscriptions	441	0	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	5,179	15,031	8,000	8,000	8,000	8,000	8,000
605101	Maintenance Bldg & Facilities	15,453	15,838	20,000	17,000	20,000	20,000	20,000
605102	Maintenance Plant	143,440	144,671	170,000	180,000	170,000	170,000	170,000
605106	Maintenance Equipment	13,864	4,042	22,000	17,000	22,000	22,000	22,000
605110	Maint Grounds & Right of Way	20	1,240	2,000	2,000	2,000	2,000	2,000
	<b>Total Operating and Contractual</b>	<b>1,246,375</b>	<b>1,459,764</b>	<b>1,158,000</b>	<b>1,413,000</b>	<b>1,158,000</b>	<b>1,158,000</b>	<b>1,158,000</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	4,584	56,000	0	0	583,000	22,000	22,000
707500	Vehicles	44,003	0	50,000	50,000	50,000	50,000	50,000
707600	Machinery & Equipment	246,127	138,701	77,000	84,000	73,000	210,300	210,300
707700	Office Furniture & Fixtures	0	0	0	0	14,500	4,500	4,500
707702	Computer Software	0	0	0	57,000	100,000	100,000	100,000
	<b>Total Capital Outlay</b>	<b>294,714</b>	<b>194,701</b>	<b>127,000</b>	<b>191,000</b>	<b>820,500</b>	<b>386,800</b>	<b>386,800</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,535,481</b>	<b>2,932,861</b>	<b>2,545,135</b>	<b>2,889,135</b>	<b>3,329,535</b>	<b>2,895,835</b>	<b>2,895,835</b>

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	982,647	1,102,984	973,037	1,136,037	1,008,053	1,008,053	3.60%
Fringe Benefits	368,456	420,960	461,193	469,193	537,160	537,160	16.47%
Operating/Contractual	331,131	507,771	353,000	446,000	353,000	353,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	226,466	141,366	446,100	495,100	611,000	611,000	36.96%
<b>Total Appropriations</b>	<b>1,908,700</b>	<b>2,173,081</b>	<b>2,233,330</b>	<b>2,546,330</b>	<b>2,509,213</b>	<b>2,509,213</b>	<b>12.35%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490147	Salary - Maintenance Worker Senior	1	1	1	1	1	1	0.00%
490164	Salary - Supervisor WW Collection	2	2	2	2	2	2	0.00%
490166	Salary - Crew Supervisor WW Line	6	6	6	6	6	6	0.00%
490706	Salary - Maintenance Mechanic I	3	3	3	3	3	3	0.00%
490722	Salary - Pipe Layer	2	2	2	2	2	2	0.00%
490738	Salary - Equipment Operator III	3	3	3	3	3	3	0.00%
490746	Salary - Equipment Operator II	3	3	3	3	3	3	0.00%
490819	Salary - Equipment Operator I	1	1	1	1	1	1	0.00%
490820	Salary - Maintenance Worker	2	2	2	2	2	2	0.00%
	<b>Total Positions</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
450001	Overtime	238,266	346,760	105,000	360,000	105,000	105,000	105,000
490147	Salary - Maintenance Worker Senior	4,051	23,560	26,333	26,333	27,452	27,452	27,452
490164	Salary - Supervisor WW Collection	91,693	61,390	104,508	82,508	108,950	108,950	108,950
490166	Salary - Crew Supervisor WW Line	289,946	301,199	276,193	235,193	287,931	287,931	287,931
490706	Salary - Maintenance Mechanic I	111,836	118,233	122,714	122,714	127,929	127,929	127,929
490722	Salary - Pipe Layer	39,741	65,887	67,236	67,236	70,094	70,094	70,094
490738	Salary - Equipment Operator III	105,774	88,811	112,718	105,718	115,633	115,633	115,633
490746	Salary - Equipment Operator II	72,786	61,881	90,402	82,402	94,244	94,244	94,244
490819	Salary - Equipment Operator I	9,514	12,154	26,333	12,333	27,452	27,452	27,452
490820	Salary - Maintenance Worker	19,040	23,109	41,600	41,600	43,368	43,368	43,368
	<b>Total Salaries</b>	<b>982,647</b>	<b>1,102,984</b>	<b>973,037</b>	<b>1,136,037</b>	<b>1,008,053</b>	<b>1,008,053</b>	<b>1,008,053</b>
<b>Fringe:</b>								
510201	Fringe - Pension	182,118	243,709	218,252	258,252	239,108	239,108	239,108
510202	Fringe - Hospital	172,093	161,235	227,865	195,865	282,467	282,467	282,467
510206	Fringe - Medicare Insurance Tax	13,704	15,501	14,110	14,110	14,619	14,619	14,619
510207	Fringe - Life Insurance	541	515	966	966	966	966	966
	<b>Total Fringe</b>	<b>368,456</b>	<b>420,960</b>	<b>461,193</b>	<b>469,193</b>	<b>537,160</b>	<b>537,160</b>	<b>537,160</b>
<b>Operating and Contractual:</b>								
520105	Contract Labor	0	4,872	0	0	0	0	0
520204	Uniforms	5,000	0	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	22,573	17,351	23,000	43,000	23,000	23,000	23,000
520514	Small Tools	5,877	5,530	5,000	5,000	5,000	5,000	5,000
605106	Maintenance Equipment	28,954	45,543	26,000	26,000	26,000	26,000	26,000
605117	Maintenance Mains	94,642	190,952	147,000	137,000	147,000	147,000	147,000
605123	Maintenance Pump Stations	174,085	243,523	147,000	230,000	147,000	147,000	147,000
646037	Storm Relief	0	0	0	0	0	0	0
	<b>Total Operating and Contractual</b>	<b>331,131</b>	<b>507,771</b>	<b>353,000</b>	<b>446,000</b>	<b>353,000</b>	<b>353,000</b>	<b>353,000</b>
<b>Capital Outlay:</b>								
707401	Wastewater Systems Additions	0	0	34,000	34,000	34,000	34,000	34,000
707405	Building Improvements	2,800	15,105	80,000	80,000	342,500	54,000	54,000
707500	Vehicles	34,380	56,793	212,000	212,000	1,626,000	399,000	399,000
707600	Machinery & Equipment	189,286	69,468	120,100	169,100	859,500	118,500	118,500
707700	Office Furniture & Fixtures	0	0	0	0	0	5,500	5,500
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>226,466</b>	<b>141,366</b>	<b>446,100</b>	<b>495,100</b>	<b>2,862,000</b>	<b>611,000</b>	<b>611,000</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,908,700</b>	<b>2,173,081</b>	<b>2,233,330</b>	<b>2,546,330</b>	<b>4,760,213</b>	<b>2,509,213</b>	<b>2,509,213</b>



**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To ensure compliance of environmental regulations mandated by State/Federal agencies (i.e. EPA, DEQ, DHHR). To enforce the City's environmental ordinances.

**FUNCTION DESCRIPTION**

The Environmental Services Department is responsible for:

1. Analysis of the City's drinking water.
2. Analysis of the City's wastewater discharge.
3. Administering pretreatment program.
4. Preparation of environmental reports for Utilities.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Wastewater analysis	26,000	31,200	32,500
Drinking water analysis	2,750	3,300	3,450
Commercial Users Surveys	500	550	600
Pretreatment Inspections	25	50	75

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	247,785	296,795	293,263	290,263	305,514	305,514	4.18%
Fringe Benefits	127,853	151,978	151,194	151,194	166,258	166,258	9.96%
Operating/Contractual	136,787	112,247	190,000	158,000	190,000	190,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	9,881	37,834	235,300	242,300	173,532	173,532	-26.25%
<b>Total Appropriations</b>	<b>522,306</b>	<b>598,854</b>	<b>869,757</b>	<b>841,757</b>	<b>835,304</b>	<b>835,304</b>	<b>-3.96%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490232	Salary - Superintendent	1	1	1	1	1	1	0.00%
490239	Salary - Enviromental Lab Supervisor	1	1	1	1	1	1	0.00%
490369	Salary - Environmental Tech I	2	2	2	2	2	2	0.00%
490378	Salary - Environmental Tech II	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	1,941	1,146	5,000	2,000	5,000	5,000	5,000
490232	Salary - Superintendent	61,844	68,291	68,291	68,291	71,193	71,193	71,193
490239	Salary - Enviromental Lab Supervisor	40,848	59,213	52,560	52,560	54,794	54,794	54,794
490369	Salary - Environmental Tech I	68,293	85,481	84,748	84,748	88,350	88,350	88,350
490378	Salary - Environmental Tech II	44,427	49,059	49,059	49,059	51,144	51,144	51,144
490618	Salary - Administrative Secretary	30,432	33,605	33,605	33,605	35,033	35,033	35,033
	<b>Total Salaries</b>	247,785	296,795	293,263	290,263	305,514	305,514	305,514
	<b>Fringe:</b>							
510201	Fringe - Pension	49,329	66,919	65,779	65,779	72,467	72,467	72,467
510202	Fringe - Hospital	74,909	80,912	80,912	80,912	89,107	89,107	89,107
510206	Fringe - Medicare Insurance Tax	3,448	3,971	4,251	4,251	4,432	4,432	4,432
510207	Fringe - Life Insurance	167	176	252	252	252	252	252
	<b>Total Fringe</b>	127,853	151,978	151,194	151,194	166,258	166,258	166,258
	<b>Operating and Contractual:</b>							
520105	Contract Labor	12,266	0	0	0	0	0	0
520204	Uniforms	2,096	2,238	2,000	2,000	2,000	2,000	2,000
520400	Office	3,371	4,237	5,000	5,000	5,000	5,000	5,000
520500	Operating Supplies	36,769	36,929	40,000	45,000	40,000	40,000	40,000
520503	Operating - Chemicals	38,073	25,307	36,000	40,000	36,000	36,000	36,000
531206	Services - Other	31,338	22,421	25,000	32,000	25,000	25,000	25,000
531301	Vehicle Costs - Fuel & Oil	670	873	3,000	1,000	3,000	3,000	3,000
531304	Vehicle Costs - R & M	1,404	2,709	4,000	4,000	4,000	4,000	4,000
531410	Telephone	1,400	2,005	4,000	4,000	4,000	4,000	4,000
531500	Printing	0	186	5,000	5,000	5,000	5,000	5,000
543002	Dues & Subscriptions	770	325	2,000	2,000	2,000	2,000	2,000
543003	Travel & Training	2,316	2,268	3,000	3,000	3,000	3,000	3,000
543007	Enviromental Conference	0	0	51,000	0	51,000	51,000	51,000
605106	Maintenance Equipment	6,314	12,749	10,000	15,000	10,000	10,000	10,000
	<b>Total Operating and Contractual</b>	136,787	112,247	190,000	158,000	190,000	190,000	190,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	150,000	150,000	150,000	150,000	150,000
707500	Vehicles	0	0	50,000	50,000	49,500	0	0
707600	Machinery & Equipment	9,881	37,834	30,400	37,400	23,150	23,532	23,532
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	4,900	4,900	0	0	0
	<b>Total Capital Outlay</b>	9,881	37,834	235,300	242,300	222,650	173,532	173,532
	<b>TOTAL DEPARTMENT</b>	522,306	598,854	869,757	841,757	884,422	835,304	835,304

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected

CITY OF ALEXANDRIA

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	173,646	149,443	408,000	408,000	408,000	408,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>173,646</b>	<b>149,443</b>	<b>408,000</b>	<b>408,000</b>	<b>408,000</b>	<b>408,000</b>	<b>0.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520500	Operating Supplies	173,646	149,443	408,000	408,000	408,000	408,000	408,000
	<b>Total Operating and Contractual</b>	173,646	149,443	408,000	408,000	408,000	408,000	408,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	173,646	149,443	408,000	408,000	408,000	408,000	408,000

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

The City of Alexandria, Utility Service Department ensures that all Utility Department repair "cuts" are restored in a timely, efficient manner. The department handles all utility mapping and field locating resulting in a safe and productive gas, water and wastewater system.

The Utility Services Department also works in conjunction with the other city departments by making available for their use a trackhoe, backhoe, city wide welder and welding machine, and trencher, tractor/trailer (lowboy), and vaccum/jet unit.

### FUNCTION DESCRIPTION

The City of Alexandria's Utility Services Department is responsible for:

1. Operating a utility cut repair crew to handle all "cuts" for the Utility Division.
2. Handling all utility line location duties for the Utility Division.
3. Maintaining maps and "as built" drawings along with updating them as needed for the Utility Division.
4. Developing a computer operated mapping system using Autocad Software and the city of Alexandria Base Map.
5. Working in conjunction with the City of Alexandria, SCADA System.
6. Maintaining and updating data pertaining the fire flows and the wellhead protection program as well as the maintenance records of the Gas Distribution and Water Distribution System.
7. Working in conjunction with other city departments with equipment use.
8. Providing the services of a certified city welder to Utility and Public Works Divisions.
9. Developing, implementing and operating a City-Wide geographical information system. (GIS)
10. Scanning City of Alexandria Project Plans to ensure a digital set plans.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Call receive/LA One Call System	4,500	4,700	5,000
Utility Customers (Gas, Water, & Wastewater)	210	225	275
Availability Verification of Utilities	450	500	500
Welding Work Orders	340	350	375
Utility Map Information Requests	515	525	550
Computer Assisted Drawings	200	225	250

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	534,531	550,674	679,917	538,917	676,820	676,820	-0.46%
Fringe Benefits	223,938	229,028	334,453	264,453	361,080	361,080	7.96%
Operating/Contractual	137,841	162,099	185,000	178,000	185,000	185,000	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	26,764	38,508	110,000	110,000	272,000	272,000	147.27%
<b>Total Appropriations</b>	<b>923,074</b>	<b>980,309</b>	<b>1,309,370</b>	<b>1,091,370</b>	<b>1,494,900</b>	<b>1,494,900</b>	<b>14.17%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490127	Salary - Superintendent	1	1	1	1	1	1	0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	2	2	0.00%
490163	Salary - Crew Supervisor Utility Service	2	2	2	2	2	2	0.00%
490316	Salary - Engineering Technician II	4	4	4	0	0	0	0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1	1	0.00%
490347	Salary - Engineering Tech I	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490722	Salary - Pipe Layer	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1	1	0.00%
490746	Salary - Equipment Operator II	2	2	2	2	2	2	0.00%
490753	Salary - Welder	1	1	1	1	1	1	0.00%
490919	Salary - GIS Manager	1	1	1	0	0	0	0.00%
490938	Salary - Utility Line Locator	0	0	0	4	4	4	0.00%
	<b>Total Positions</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0.00%</b>



**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	9,658	3,849	12,000	7,000	12,000	12,000	12,000
490127	Salary - Superintendent	57,232	63,198	63,198	63,198	65,884	65,884	65,884
490147	Salary - Maintenance Worker Senior	47,068	58,511	58,511	58,511	60,998	60,998	60,998
490163	Salary - Crew Supervisor Utility Service	80,885	89,317	89,317	89,317	93,113	93,113	93,113
490316	Salary - Engineering Technician II	80,074	69,442	136,276	83,276	0	0	0
490341	Salary - Engineering Technician III	38,380	32,350	39,122	39,122	40,785	40,785	40,785
490347	Salary - Engineering Tech I	30,777	26,500	31,081	14,081	32,402	32,402	32,402
490618	Salary - Administrative Secretary	29,498	32,626	32,626	32,626	34,013	34,013	34,013
490722	Salary - Pipe Layer	30,137	33,278	33,278	33,278	34,692	34,692	34,692
490738	Salary - Equipment Operator III	33,025	36,468	36,468	36,468	38,018	38,018	38,018
490746	Salary - Equipment Operator II	20,131	31,986	61,064	46,064	63,659	63,659	63,659
490753	Salary - Welder	27,446	33,904	36,562	16,562	38,116	38,116	38,116
490919	Salary - GIS Manager	50,220	39,245	50,414	19,414	0	0	0
490938	Salary - Utility Line Locator	0	0	0	0	163,140	163,140	163,140
	<b>Total Salaries</b>	534,531	550,674	679,917	538,917	676,820	676,820	676,820
	<b>Fringe:</b>							
510201	Fringe - Pension	102,661	126,253	152,504	136,504	160,540	160,540	160,540
510202	Fringe - Hospital	113,481	94,659	171,334	117,334	190,013	190,013	190,013
510206	Fringe - Medicare Insurance Tax	7,387	7,719	9,859	9,859	9,813	9,813	9,813
510207	Fringe - Life Insurance	409	397	756	756	714	714	714
	<b>Total Fringe</b>	223,938	229,028	334,453	264,453	361,080	361,080	361,080
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	0
520204	Uniforms	3,970	3,990	4,000	4,000	4,000	4,000	4,000
520400	Office	520	1,197	3,000	3,000	3,000	3,000	3,000
520500	Operating Supplies	17,804	17,455	25,000	17,000	25,000	25,000	25,000
520506	Operating Concrete & Asphalt	17,071	30,715	46,000	36,000	46,000	46,000	46,000
520507	Operating - Sand & Gravel	0	0	16,000	4,000	16,000	16,000	16,000
520514	Small Tools	2,660	858	4,000	4,000	4,000	4,000	4,000
520519	Operating Drafting & Survey	3,188	4,735	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Fuel & Oil	41,773	45,174	41,000	41,000	41,000	41,000	41,000
531304	Vehicle Costs - R & M	33,294	39,671	17,000	40,000	17,000	17,000	17,000
531410	Telephone	10,668	11,383	12,000	12,000	12,000	12,000	12,000
531500	Printing	19	99	0	0	0	0	0
531800	Lease	0	0	0	0	0	0	0
543002	Dues & Subscriptions	100	100	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	5,414	6,342	5,000	5,000	5,000	5,000	5,000
646037	Storm Relief	500	0	0	0	0	0	0
605106	Maintenance Equipment	860	380	6,000	6,000	6,000	6,000	6,000
	<b>Total Operating and Contractual</b>	137,841	162,099	185,000	178,000	185,000	185,000	185,000

**2024-2025 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	2,488	0	0	0	0	0	0
707500	Vehicles	0	37,242	90,000	90,000	165,000	165,000	165,000
707600	Machinery & Equipment	24,276	1,266	20,000	20,000	337,000	107,000	107,000
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	26,764	38,508	110,000	110,000	502,000	272,000	272,000
	<b>TOTAL DEPARTMENT</b>	923,074	980,309	1,309,370	1,091,370	1,724,900	1,494,900	1,494,900
	<b>TOTAL FUND</b>	106,713,281	119,580,481	114,491,000	123,227,000	128,141,645	116,266,000	116,266,000

**2024-2025 ANNUAL BUDGET**

<b>UTILITY DEBT SERVICE REVENUE DETAIL</b>
--

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	Internal Services & Interfunds: Transfer to Debt Service	9,430,628	10,180,069	9,433,757	9,433,757	9,461,118	9,461,118	9,461,118
	<b>Total Revenues</b>	9,430,628	10,180,069	9,433,757	9,433,757	9,461,118	9,461,118	9,461,118

## 2024-2025 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
SALARIES AND WAGES	0	0	0	0	0	0	0.00%
FRINGE BENEFITS	0	0	0	0	0	0	0.00%
OPERATING/CONTRACTUAL	11,000	11,000	11,000	11,000	11,000	11,000	0.00%
OTHER	9,419,628	9,427,619	9,422,757	9,422,757	9,450,118	9,450,118	0.29%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>9,430,628</b>	<b>9,438,619</b>	<b>9,433,757</b>	<b>9,433,757</b>	<b>9,461,118</b>	<b>9,461,118</b>	<b>0.29%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2024-2025 ANNUAL BUDGET**

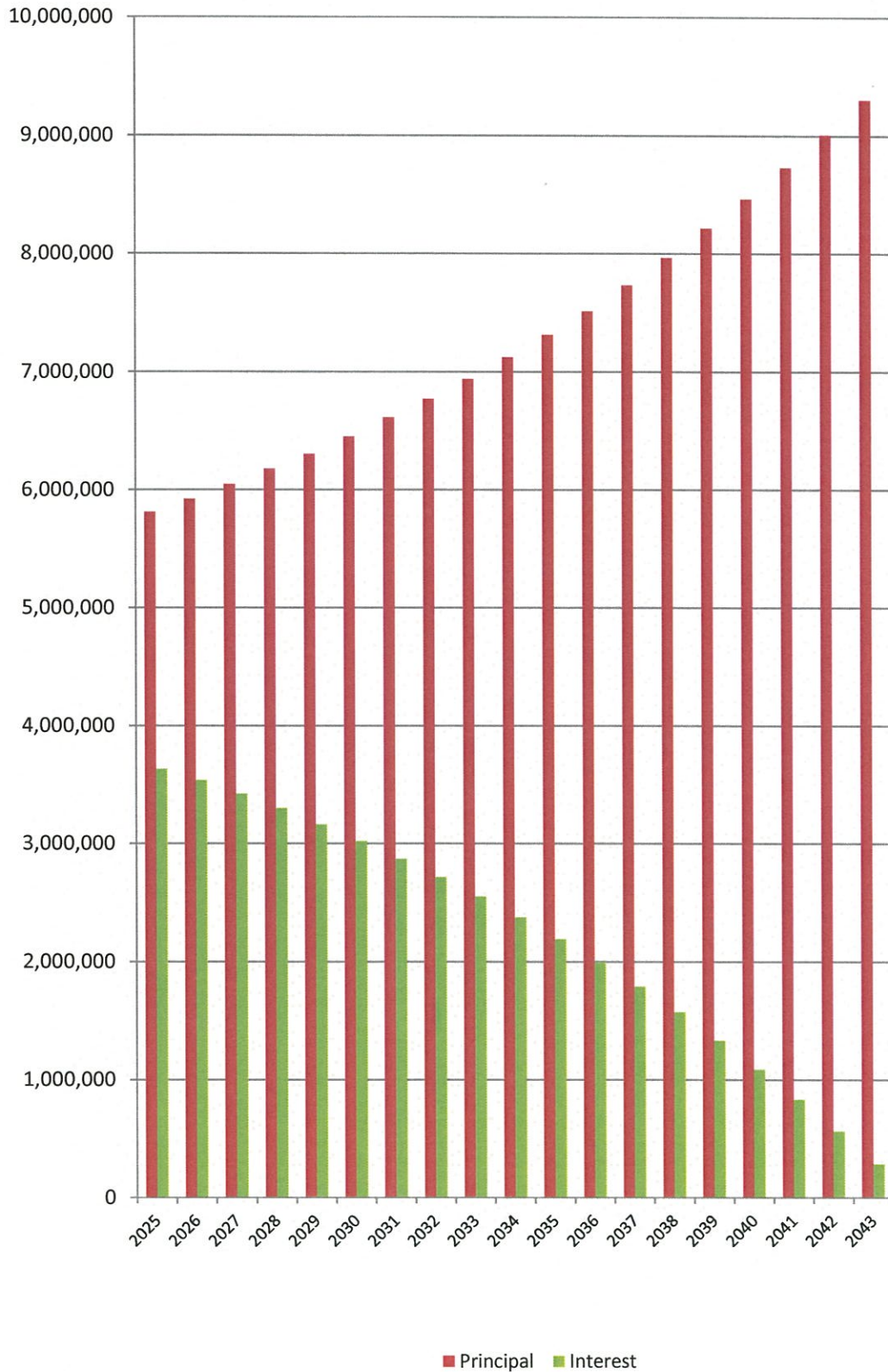
<b>DIVISION:</b> N/A	<b>N/A</b>
<b>DEPARTMENT:</b> Utility Debt Service	<b>210500</b>

**UTILITY DEBT SERVICE FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	<b>Operating and Contractual:</b>							
	Paying Agent Fees	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Total Operating &amp; Contractual</b>	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	<b>Other:</b>							
800001	Interest - 2010 DHH Loan	59,547	53,544	47,403	47,403	41,710	41,710	41,710
800001	Interest - 2011 DHH Loan	97,842	90,390	82,662	82,662	112,706	112,706	112,706
800001	Interest - 2012A DHH Loan	43,608	40,261	36,811	36,811	0	0	0
800001	Interest - 2012B DEQ Loan	24,757	22,610	20,444	20,444	18,258	18,258	18,258
800001	Interest - 2013A Refunding Bonds	135,850	81,100	23,600	23,600	0	0	0
800001	Interest - 2013B Refunding Bonds	176,807	114,632	46,628	46,628	0	0	0
800001	Interest - 2013A Revenue Bonds	0	0	0	0	0	0	0
800001	Interest - 2014 Revenue Bonds	72,250	50,000	31,200	31,200	0	0	0
800001	Interest - 2020 Revenue Bonds	3,530,967	3,515,082	3,497,009	3,497,009	3,463,444	3,463,444	3,463,444
800002	Principal - 2010 DHH Loan	174,000	178,000	182,000	182,000	190,000	190,000	190,000
800002	Principal - 2011 DHH Loan	216,000	224,000	232,000	232,000	362,000	362,000	362,000
800002	Principal - 2012A DHH Loan	97,000	100,000	103,000	103,000	0	0	0
800002	Principal - 2012B DEQ Loan	226,000	228,000	230,000	230,000	232,000	232,000	232,000
800002	Principal - 2013A Refunding Bonds	1,095,000	1,150,000	590,000	590,000	0	0	0
800002	Principal - 2013B Refunding Bonds	1,525,000	1,590,000	1,030,000	1,030,000	0	0	0
800002	Principal - 2013A Revenue Bonds	0	0	0	0	0	0	0
800002	Principal - 2014 Revenue Bonds	445,000	470,000	780,000	780,000	0	0	0
800002	Principal - 2020 Refunding Bonds	1,500,000	1,520,000	2,490,000	2,490,000	5,030,000	5,030,000	5,030,000
	<b>Total Other</b>	9,419,628	9,427,619	9,422,757	9,422,757	9,450,118	9,450,118	9,450,118
	<b>TOTAL FUND</b>	9,430,628	9,438,619	9,433,757	9,433,757	9,461,118	9,461,118	9,461,118

**2024-2025 ANNUAL BUDGET  
UTILITY DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



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

**REVENUE BONDS**

FYE	2010 DHH	2011 DHH	2012B DEQ	2020 URB	Total
2025	231,710	474,706	250,258	8,493,444	9,450,118
2026	229,156	474,217	251,055	8,508,094	9,462,522
2027	227,463	474,314	250,823	8,520,678	9,473,278
2028	225,597	473,963	250,571	8,528,529	9,478,660
2029	222,559	474,163	250,301	8,519,734	9,466,757
2030	221,383	473,880	251,011	8,525,435	9,471,709
2031		474,114	250,693	8,760,055	9,484,862
2032		474,675	250,356	8,763,603	9,488,634
2033				9,492,861	9,492,861
2034				9,504,152	9,504,152
2035				9,509,401	9,509,401
2036				9,513,140	9,513,140
2037				9,527,003	9,527,003
2038				9,538,644	9,538,644
2039				9,549,933	9,549,933
2040				9,553,730	9,553,730
2041				9,570,033	9,570,033
2042				9,575,384	9,575,384
2043				9,592,245	9,592,245
2044					
<b>Total</b>	<b>1,357,868</b>	<b>3,794,032</b>	<b>2,005,068</b>	<b>173,546,098</b>	<b>180,703,066</b>
% of Total	0.75%	2.10%	1.11%	96.04%	100.00%

**2024-2025 ANNUAL BUDGET**

**SANITATION FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344201	Charges - Collection Fees	3,126,709	3,270,428	3,533,000	3,533,000	3,533,000	3,533,000	3,533,000
344202	Charges - Disposal Fees	1,624,138	1,938,640	1,550,000	1,938,000	1,800,000	1,800,000	1,800,000
344203	Charges - Garbage Bags	41,580	35,098	60,000	38,000	60,000	60,000	60,000
	<b>Total Charges for Services</b>	<b>4,792,427</b>	<b>5,244,166</b>	<b>5,143,000</b>	<b>5,509,000</b>	<b>5,393,000</b>	<b>5,393,000</b>	<b>5,393,000</b>
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	0	0	0	0	0	0	0
333480	Federal - Homeland Security	0	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388101	Transfers - General Fund	859,000	1,090,239	439,000	1,426,000	1,159,000	1,159,000	1,159,000
	<b>Total Internal Services/Interfunds</b>	<b>859,000</b>	<b>1,090,239</b>	<b>439,000</b>	<b>1,426,000</b>	<b>1,159,000</b>	<b>1,159,000</b>	<b>1,159,000</b>
	<b>Investment Income:</b>							
367101	Interest Revenue	0	27,641	0	100,000	0	0	0
	<b>Total Investment Income</b>	<b>0</b>	<b>27,641</b>	<b>0</b>	<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	70,995	20,550	0	0	0	0	0
399000	Miscellaneous Revenue	1,800	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	650,000	1,000,000	650,000	650,000	650,000
	<b>Total Other</b>	<b>72,795</b>	<b>20,550</b>	<b>650,000</b>	<b>1,000,000</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
	<b>TOTAL REVENUES</b>	<b>5,724,222</b>	<b>6,382,596</b>	<b>6,232,000</b>	<b>8,035,000</b>	<b>7,202,000</b>	<b>7,202,000</b>	<b>7,202,000</b>



**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

To thoroughly clean all streets of garbage and trash. Also garbage will be picked up in the alleyways on some routes. To provide some pickup at the door for the elderly and the disabled. To offer the city of Alexandria residents the best service at the minimum cost. To attain a better pickup and disposal system and a better recording system of daily operating and maintenance procedures.

**FUNCTION DESCRIPTION**

The Sanitation Department is responsible for the collection of refuse (garbage) and class 3 debris, (limbs and bulky items), from the city residences and some commercial customers and delivery to the dump site. Refuse (garbage) is collected from each customer twice a week. However, holidays may effect the twice a week pickup. On each Wednesday small piles of trash will be picked up except for the weeks with holidays. We also furnish man power and equipment to other city departments removal of debris and garbage.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Numbers of routes collected	9	10	10
Number of customers collected	16,784	17,200	17,400
Commercial	395	400	420
Reduced residential	3,690	4,000	4,050
Amount of class 3 debris collected	13,712	13,800	14,000
Amount of garbage collected	17,172	17,300	17,500

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,189,596	1,383,444	1,538,155	1,462,155	1,675,616	1,675,616	8.94%
Fringe Benefits	452,474	452,094	751,845	614,845	876,939	876,939	16.64%
Operating/Contractual	2,964,116	3,298,856	2,186,000	3,300,000	2,351,000	2,351,000	7.55%
Other	831,000	946,000	970,000	1,410,000	1,427,000	1,427,000	47.11%
Capital Outlay	0	28,175	786,000	1,248,000	871,445	871,445	10.87%
<b>Total Appropriations</b>	<b>5,437,186</b>	<b>6,108,569</b>	<b>6,232,000</b>	<b>8,035,000</b>	<b>7,202,000</b>	<b>7,202,000</b>	<b>15.56%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490111	Salary - Superintendent - Sanitation	1	1	1	1	1	1	0.00%
490142	Salary - Crew Supervisor Sanitation	3	3	3	3	3	3	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490738	Salary - Equipment Operator III	7	7	7	7	7	7	0.00%
490746	Salary - Equipment Operator II	10	10	10	10	10	10	0.00%
490819	Salary - Equipment Operator I	8	8	8	8	8	8	0.00%
490827	Salary - Refuse Collector	20	20	20	20	20	20	0.00%
	<b>Total Positions</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**SANITATION FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
450001	Overtime	141,587	217,977	120,000	180,000	120,000	120,000	120,000
490111	Salary - Superintendent - Sanitation	54,832	59,550	60,048	60,048	62,600	62,600	62,600
490142	Salary - Crew Supervisor Sanitation	117,436	130,695	128,006	128,006	133,446	133,446	133,446
490618	Salary - Administrative Secretary	30,835	32,518	32,626	32,626	34,013	34,013	34,013
490738	Salary - Equipment Operator III	183,787	244,653	243,187	243,187	253,524	253,524	253,524
490746	Salary - Equipment Operator II	212,231	287,727	314,416	276,416	325,783	325,783	325,783
490819	Salary - Equipment Operator I	117,082	113,484	216,250	195,250	225,830	225,830	225,830
490827	Salary - Refuse Collector	331,806	296,840	423,622	346,622	520,420	520,420	520,420
	<b>Total Salaries</b>	<b>1,189,596</b>	<b>1,383,444</b>	<b>1,538,155</b>	<b>1,462,155</b>	<b>1,675,616</b>	<b>1,675,616</b>	<b>1,675,616</b>
<b>Fringe:</b>								
510201	Fringe - Pension	229,393	278,331	337,675	310,675	389,379	389,379	389,379
510202	Fringe - Hospital	205,319	153,268	390,234	280,234	406,975	461,662	461,662
510206	Fringe - Medicare Insurance Tax	16,630	19,606	21,836	21,836	23,798	23,798	23,798
510207	Fringe - Life Insurance	1,132	889	2,100	2,100	2,100	2,100	2,100
	<b>Total Fringe</b>	<b>452,474</b>	<b>452,094</b>	<b>751,845</b>	<b>614,845</b>	<b>822,252</b>	<b>876,939</b>	<b>876,939</b>
<b>Operating &amp; Contractual</b>								
520105	Contract Labor	266,847	32,436	20,000	20,000	20,000	20,000	20,000
520204	Uniforms	11,010	11,988	12,000	12,000	12,000	12,000	12,000
520400	Office	1,264	941	1,000	1,000	1,000	1,000	1,000
520500	Operating Supplies	34,897	43,274	22,000	46,000	22,000	22,000	22,000
520508	Operating - Garbage Bags	37,757	53,917	59,000	59,000	59,000	59,000	59,000
531212	Disposal Costs	1,816,165	1,957,810	1,550,000	1,950,000	1,800,000	1,800,000	1,800,000
531301	Vehicle Costs - Fuel & Oil	240,344	262,430	178,000	168,000	178,000	178,000	178,000
531304	Vehicle Costs - R & M	547,543	928,875	250,000	950,000	250,000	250,000	250,000
531410	Telephone	3,670	3,699	4,000	4,000	4,000	4,000	4,000
531500	Printing	339	214	0	0	0	0	0
543003	Travel & Training	1,225	2,026	3,000	3,000	3,000	3,000	3,000
543017	Placques & Awards	40	42	1,000	1,000	1,000	1,000	1,000
605106	Maintenance Equipment	3,015	1,204	1,000	1,000	1,000	1,000	1,000
606003	Glass Recycling	0	0	85,000	85,000	0	0	0
646037	Storm Relief	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	<b>2,964,116</b>	<b>3,298,856</b>	<b>2,186,000</b>	<b>3,300,000</b>	<b>2,351,000</b>	<b>2,351,000</b>	<b>2,351,000</b>
<b>Other:</b>								
543001	Bad Debt	12,000	12,000	12,000	12,000	12,000	12,000	12,000
646101	Transfer to General Fund	492,000	649,000	649,000	1,067,000	1,067,000	1,067,000	1,067,000
646551	Transfer to Risk Management Fund	211,000	187,000	211,000	229,000	246,000	246,000	246,000
647401	Cost Allocation - Utility System Fund	116,000	98,000	98,000	102,000	102,000	102,000	102,000
	<b>Total Other</b>	<b>831,000</b>	<b>946,000</b>	<b>970,000</b>	<b>1,410,000</b>	<b>1,427,000</b>	<b>1,427,000</b>	<b>1,427,000</b>

**2024-2025 ANNUAL BUDGET**

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

**SANITATION FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707102	Landfill Closure	0	0	0	0	0	0	0
707405	Building Improvements	0	0	0	0	3,332	3,332	3,332
707500	Vehicles	0	0	786,000	1,248,000	867,675	868,113	868,113
707600	Machinery & Equipment	0	28,175	0	0	0	0	0
707700	Office Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	28,175	786,000	1,248,000	871,007	871,445	871,445
	<b>TOTAL FUND</b>	5,437,186	6,108,569	6,232,000	8,035,000	7,146,875	7,202,000	7,202,000
		=====	=====	=====	=====	=====	=====	=====

**2024-2025 ANNUAL BUDGET**

**ZOOLOGICAL PARK FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
311101	<b>Taxes:</b>							
	Taxes - Ad Valorem	1,292,437	1,327,833	1,315,000	1,350,000	1,350,000	1,350,000	1,350,000
	<b>Total Taxes</b>	1,292,437	1,327,833	1,315,000	1,350,000	1,350,000	1,350,000	1,350,000
	<b>Intergovernmental:</b>							
333480	Federal - Homeland Security	0	0	0	0	0	0	0
333562	Federal - SBA Shuttered Venue	253,549	0	0	0	0	0	0
	<b>Total Intergovernmental</b>	253,549	0	0	0	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfer from General Fund	854,000	1,176,000	127,000	0	684,000	684,000	684,000
	<b>Total Internal Services/Interfunds</b>	854,000	1,176,000	127,000	0	684,000	684,000	684,000
	<b>Charges for Services:</b>							
344701	Charges - Zoological Park	532,901	623,514	425,000	575,000	525,000	525,000	525,000
	<b>Total Charges for Services</b>	532,901	623,514	425,000	575,000	525,000	525,000	525,000
	<b>Investment Income:</b>							
367101	Interest - Investments	11,908	88,773	0	120,000	0	0	0
	<b>Total Investment Income</b>	11,908	88,773	0	120,000	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	43,981	720	0	0	0	0	0
399525	Other - Insurance Proceeds	0	0	0	0	0	0	0
399999	Use of Prior Year Revenues	0	0	750,000	1,169,000	400,000	400,000	400,000
	<b>Total Other</b>	43,981	720	750,000	1,169,000	400,000	400,000	400,000
	<b>TOTAL REVENUES</b>	2,988,776	3,216,840	2,617,000	3,214,000	2,959,000	2,959,000	2,959,000

## 2024-2025 ANNUAL BUDGET

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

### GOAL MISSION STATEMENT

- "To promote the understand conservation of the natural world in which we live." In doing so we strive to:
1. Provide the citizens of Alexandria and Central Louisiana with recreational and educational experiences while viewing an organized collection of animals.
  2. Increase services to our community by development of new educational programs and to continue with the conservation of endangered species.
  3. Develop research projects in cooperation with other agencies such as colleges and universities.
  4. Increase attendance through the implementation of Phase I of the Zoo's Master Plan, thereby insuring revenue and providing better living conditions for our Zoo animals.
  5. Maintain standards set forth by USDA and the American Zoo and Aquarium Association for animal husbandry, thereby insuring our accreditation by AZA.

### FUNCTION DESCRIPTION

- The Alexandria Zoo:
1. Serves as a community recreational facility as well as being the largest family oriented, educational tourist attraction in Central Louisiana with close to 200,000 visitors annually.
  2. Serves as an educational source for thousands of school children from Rapides and the surrounding parishes. Educational programs research approximately 20,000 children and adults each year. Volunteers assist staff.
  3. Actively participates conservation program for endangered and threatened wildlife, including Species Survival Plan programs nationally for Sumatran tigers, Andean condors, white-handed gibbons, maned wolf, red wolf, and jaguars.
  4. Maintains 30 species of mammals, 65 species of birds, 15 species of reptiles, 10 species of fish, for a total of approximately 500 animals. Approximately 20 species exhibited at our zoo endangered or threatened species.
  5. Actively promotes the appreciation and preservation of native as well as exotic wildlife.
  6. Promotes cultural enrichment through special events such as concerts and other forms of entertainment in the zoo.
  7. Strives to increase revenue and attendance through special events such as Zoo Boo and Holiday Light Safari.
  8. Contributes to economic development since it draws a large out-of-town audience.

### DEMAND PERFORMANCE INDICATORS

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected
Special Events	12	12	12
Animals Cared For Daily	650	650	650
Health/Other Records Maintained	650	650	650
Buildings Maintained	25	26	27
Grounds (acres) Maintained	33	33	33
Walk maintained (miles)	4.5	4.5	4.5
Parking Lot (# Spaces) Maintained	292	292	292
Annual Visitors	165,000	165,000	165,000
Education Program Offered	300	300	300

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	748,045	901,975	879,185	944,185	950,314	950,314	8.09%
Fringe Benefits	300,229	394,109	397,165	406,165	508,141	508,141	27.94%
Operating/Contractual	1,178,462	1,443,986	904,000	1,279,000	904,000	904,000	0.00%
Other	413,000	316,000	316,000	435,000	435,000	435,000	37.66%
Capital Outlay	50,180	66,968	120,650	149,650	161,545	161,545	33.90%
<b>Total Appropriations</b>	<b>2,689,916</b>	<b>3,123,038</b>	<b>2,617,000</b>	<b>3,214,000</b>	<b>2,959,000</b>	<b>2,959,000</b>	<b>13.07%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490115	Salary - Zoo Director	1	1	1	1	1	1	0.00%
490149	Salary - Custodial Worker	0	0	0	1	1	1	0.00%
490152	Salary - Zoo Education Associate	1	1	1	1	1	1	0.00%
490154	Salary - Supervisor Zoo Facilities Maint	1	1	1	1	1	1	0.00%
490155	Salary - Zoo Keeper III	0	0	0	1	1	1	0.00%
490157	Salary - Veterinarian	1	1	1	1	1	1	0.00%
490174	Salary - Zoo Media Specialist	1	1	1	1	0	0	0.00%
490222	Salary - Zoo Curator - Education	1	1	1	1	1	1	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1	1	0.00%
490646	Salary - Customer Services Rep	1	1	1	1	1	1	0.00%
490822	Salary - Trades Worker	1	1	1	1	1	1	0.00%
490845	Salary - Zoo Curator - Health	1	1	1	1	1	1	0.00%
490846	Salary - Zoo Curator - General	1	1	1	1	1	1	0.00%
490848	Salary - Zoo Keeper I	3	3	3	3	5	5	0.00%
490849	Salary - Security Officer	1	0	0	0	0	0	0.00%
490860	Salary - Zoo Keeper II	5	5	5	4	4	4	0.00%
490934	Salary - Vet Tech Registrar	0	1	1	1	1	1	0.00%
	<b>Total Positions</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**ZOO FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
450001	Overtime	56,092	95,122	35,000	100,000	35,000	35,000	35,000
490115	Salary - Zoo Director	62,854	69,406	69,406	69,406	72,356	72,356	72,356
490149	Salary - Custodial Worker	0	0	0	0	21,684	21,684	21,684
490152	Salary - Zoo Education Associate	683	37,194	38,095	38,095	39,714	39,714	39,714
490154	Salary - Supervisor Zoo Facilities Maint	44,725	47,087	44,090	44,090	45,964	45,964	45,964
490155	Salary - Zoo Keeper III	0	0	0	0	43,513	43,513	43,513
490157	Salary - Veterinarian	78,796	86,343	86,343	86,343	90,013	90,013	90,013
490174	Salary - Zoo Media Specialist	43,074	47,566	47,566	47,566	0	0	0
490222	Salary - Zoo Curator - Education	37,683	48,609	46,839	46,839	48,830	48,830	48,830
490618	Salary - Administrative Secretary	30,198	34,444	32,626	32,626	34,013	34,013	34,013
490624	Salary - Inventory Coordinator	38,250	42,983	40,411	40,411	42,128	42,128	42,128
490646	Salary - Customer Services Rep	23,061	20,333	24,939	24,939	25,999	25,999	25,999
490822	Salary - Trades Worker	21,656	31,567	30,499	30,499	31,795	31,795	31,795
490845	Salary - Zoo Curator - Health	44,656	24,601	41,746	41,746	43,520	43,520	43,520
490846	Salary - Zoo Curator - General	50,820	56,016	53,799	53,799	56,085	56,085	56,085
490848	Salary - Zoo Keeper I	44,130	82,328	84,265	84,265	146,865	146,865	146,865
490849	Salary - Security Officer	24,201	3,751	0	0	0	0	0
490860	Salary - Zoo Keeper II	147,166	174,625	168,929	168,929	136,731	136,731	136,731
490934	Salary - Vet Tech Registrar	0	0	34,632	34,632	36,104	36,104	36,104
<b>Total Salaries</b>		<b>748,045</b>	<b>901,975</b>	<b>879,185</b>	<b>944,185</b>	<b>950,314</b>	<b>950,314</b>	<b>950,314</b>
<b>Fringe:</b>								
510201	Fringe - Pension	144,368	206,885	197,201	212,201	224,116	224,116	224,116
510202	Fringe - Hospital	144,968	174,126	186,334	180,334	238,754	269,283	269,283
510206	Fringe - Medicare Insurance Tax	10,391	12,541	12,748	12,748	13,776	13,776	13,776
510207	Fringe - Life Insurance	502	557	882	882	966	966	966
<b>Total Fringe</b>		<b>300,229</b>	<b>394,109</b>	<b>397,165</b>	<b>406,165</b>	<b>477,612</b>	<b>508,141</b>	<b>508,141</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	17,190	37,388	5,000	40,000	5,000	5,000	5,000
520204	Uniforms	5,918	6,432	6,000	6,000	6,000	6,000	6,000
520500	Operating Supplies	83,496	96,690	80,000	125,000	80,000	80,000	80,000
520502	Operating - Cleaner	2,562	4,268	5,000	5,000	5,000	5,000	5,000
520504	Operating - Animal Food	136,413	147,543	115,000	170,000	115,000	115,000	115,000
520514	Small Tools	5,203	4,370	5,000	5,000	5,000	5,000	5,000
520515	Operating Medical	27,290	24,510	18,000	28,000	18,000	18,000	18,000
531103	Professional Fees - Veterinarian	22,683	23,223	25,000	40,000	25,000	25,000	25,000
531209	Services - Bank Charges	16,455	14,603	10,000	10,000	10,000	10,000	10,000
531215	Fees, Licenses, Permits	120	261	3,000	3,000	3,000	3,000	3,000
531301	Vehicle Costs - Fuel & Oil	3,879	5,676	7,000	7,000	7,000	7,000	7,000
531304	Vehicle Costs - R & M	6,742	6,664	7,000	7,000	7,000	7,000	7,000
531410	Telephone	5,533	7,074	8,000	8,000	8,000	8,000	8,000
531500	Printing	5,945	6,857	6,000	6,000	6,000	6,000	6,000
531701	Utilities	672,722	885,906	470,000	640,000	470,000	470,000	470,000
531900	Advertising	11,987	16,290	12,000	12,000	12,000	12,000	12,000
543002	Dues & Subscriptions	20,012	23,660	10,000	10,000	10,000	10,000	10,000
543003	Travel & Training	1,575	3,469	3,000	3,000	3,000	3,000	3,000
605101	Maintenance Bldg & Facilities	94,983	87,954	75,000	90,000	75,000	75,000	75,000
605106	Maintenance Equipment	23,372	27,622	20,000	50,000	20,000	20,000	20,000
605120	Intern Sponsorship Program	3,200	0	4,000	4,000	4,000	4,000	4,000
605127	Special Events	11,182	13,526	10,000	10,000	10,000	10,000	10,000
<b>Total Operating &amp; Contractual</b>		<b>1,178,462</b>	<b>1,443,986</b>	<b>904,000</b>	<b>1,279,000</b>	<b>904,000</b>	<b>904,000</b>	<b>904,000</b>



**2024-2025 ANNUAL BUDGET**

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

**ZOO FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
647101	<b>Other:</b>							
	Cost Allocation - General Fund	413,000	316,000	316,000	435,000	435,000	435,000	435,000
	<b>Total Other</b>	413,000	316,000	316,000	435,000	435,000	435,000	435,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	34,097	33,195	50,000	50,000	14,400	14,400	14,400
707500	Vehicles	0	0	0	0	66,132	66,132	66,132
707600	Machinery & Equipment	15,783	33,773	68,150	97,150	66,865	66,865	66,865
707700	Office Furniture & Fixtures	300	0	2,500	2,500	13,677	14,148	14,148
707702	Computer Software	0	0	0	0	0	0	0
707900	Animals	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	50,180	66,968	120,650	149,650	161,074	161,545	161,545
	<b>TOTAL DEPARTMENT</b>	2,689,916	3,123,038	2,617,000	3,214,000	2,928,000	2,959,000	2,959,000

**2024-2025 ANNUAL BUDGET**

**GOLF COURSE FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
388101	Internal Services/Interfunds: Transfer from General Fund	258,000	291,000	318,000	212,000	390,000	390,000	390,000
	<b>Total Internal Services/Interfunds</b>	258,000	291,000	318,000	212,000	390,000	390,000	390,000
367101	Investment Income: Interest - Investments	2,766	23,610	0	30,000	0	0	0
	<b>Total Investment Income</b>	2,766	23,610	0	30,000	0	0	0
	<b>Total Charges for Services</b>							
344751	Charges - Tournament Fees	80,777	83,242	62,000	81,000	62,000	62,000	62,000
344752	Charges - Green Fees	419,864	444,622	330,000	432,000	386,000	386,000	386,000
344753	Charges - Cart Rental	206,330	222,361	169,000	222,000	219,000	219,000	219,000
344754	Charges - Range	51,001	49,750	41,000	49,000	41,000	41,000	41,000
344755	Charges - Restaurant	0	0	3,000	3,000	3,000	3,000	3,000
	<b>Total Charges for Services</b>	757,972	799,975	605,000	787,000	711,000	711,000	711,000
	<b>TOTAL REVENUES</b>	1,018,738	1,114,585	923,000	1,029,000	1,101,000	1,101,000	1,101,000

**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maint	<b>ORGANIZATION:</b>	045900

**GOAL MISSION STATEMENT**

To properly maintain the City's golf course.

**FUNCTION DESCRIPTION**

The Golf Course Maintenance Department is a service organization that performs maintenance on the City's golf course, including grounds, clubhouse, and the like.

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected



**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maintenance	<b>ORGANIZATION:</b>	045900

**GOLF COURSE FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	288,824	339,855	313,000	363,000	355,000	355,000	355,000
520105	Contract Labor	1,570	0	0	0	0	0	0
520204	Uniforms	1,000	1,543	2,000	2,000	2,000	2,000	2,000
520500	Operating Supplies	9,386	11,221	10,000	10,000	15,000	15,000	15,000
520503	Operating Chemicals	67,145	62,857	50,000	77,000	80,000	80,000	80,000
520507	Operating Sand & Gravel	5,241	7,758	6,000	9,000	10,000	10,000	10,000
531111	Golf Course Management Fee	69,577	64,963	67,000	70,000	67,000	67,000	67,000
531209	Services - Bank Charges	15,190	15,944	10,000	10,000	10,000	10,000	10,000
531301	Vehicle Costs - Gas & Oil	10,370	0	12,000	12,000	14,000	14,000	14,000
531410	Telephone	1,191	1,199	3,000	2,000	3,000	3,000	3,000
531500	Printing	1,109	882	0	0	0	0	0
531701	Utilities	27,422	40,982	40,000	48,000	40,000	40,000	40,000
531900	Advertising	6,049	3,709	4,000	4,000	4,000	4,000	4,000
543002	Dues & Subscriptions	1,375	2,091	1,000	1,000	1,000	1,000	1,000
543003	Travel & Training	3,008	2,805	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	336	1,565	2,000	2,000	5,000	5,000	5,000
605106	Maintenance Equipment	23,522	25,522	25,000	40,000	28,000	28,000	28,000
605112	Maintenace of Golf Course	59,393	58,365	9,000	9,000	12,000	12,000	12,000
646030	Lease Obligation	63,745	63,337	72,000	66,000	98,000	98,000	98,000
969000	Contingencies	0	0	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating &amp; Contractual</b>	655,453	704,598	632,000	731,000	750,000	750,000	750,000
	<b>Other:</b>							
647101	Cost Allocation - General Fund	94,000	69,000	69,000	76,000	76,000	76,000	76,000
	<b>Total Other</b>	94,000	69,000	69,000	76,000	76,000	76,000	76,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	3,045	0	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
707702	Computer Software	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	3,045	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	752,498	773,598	701,000	807,000	826,000	826,000	826,000

**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND:</b>	404
<b>DEPARTMENT:</b>	Club House Maint	<b>ORGANIZATION:</b>	045901

**GOAL MISSION STATEMENT**

To operate and maintain the clubhouse at the City's golf course.

**FUNCTION DESCRIPTION**

**DEMAND PERFORMANCE INDICATORS**

Description	2021-2022 Estimated	2022-2023 Estimated	2023-2024 Projected



**2024-2025 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	404
<b>DEPARTMENT:</b>	Club House Maintenance	<b>ORGANIZATION:</b>	045901

**GOLF COURSE FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	191,918	202,197	200,000	200,000	240,000	240,000	240,000
520400	Office	4,988	4,486	5,000	5,000	6,000	6,000	6,000
520500	Operating Supplies	6,464	8,831	9,000	9,000	13,000	13,000	13,000
543002	Dues & Subscriptions	345	119	1,000	1,000	1,000	1,000	1,000
605101	Maintenance Bldg & Facilities	3,483	2,964	3,000	3,000	5,000	5,000	5,000
605106	Maintenance Equipment	939	4,650	3,000	3,000	4,000	4,000	4,000
605128	Maintenance Range Ball Facility	3,463	3,395	1,000	1,000	6,000	6,000	6,000
	<b>Total Operating &amp; Contractual</b>	211,600	226,642	222,000	222,000	275,000	275,000	275,000
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	3,063	0	0	0	0	0
707700	Furniture & Fixtures	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	3,063	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	211,600	229,705	222,000	222,000	275,000	275,000	275,000
	<b>TOTAL FUND</b>	964,098	1,003,303	923,000	1,029,000	1,101,000	1,101,000	1,101,000



**2024-2025 ANNUAL BUDGET**

**MUNICIPAL TRANSIT FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344401	Charges - Lower Third/McArthur	26,862	21,578	44,000	26,000	26,000	26,000	26,000
344402	Charges - Broadway/Meadow	20,448	23,476	42,000	23,000	23,000	23,000	23,000
344403	Charges - Willow Glen	15,638	16,924	38,000	18,000	18,000	18,000	18,000
344404	Charges - Pineville	27,512	29,302	60,000	29,000	29,000	29,000	29,000
344405	Charges - Elliott/Cabrini	5,427	8,325	32,000	10,000	10,000	10,000	10,000
344406	Charges - Mall/Kmart	18,478	24,180	46,000	24,000	24,000	24,000	24,000
344407	Charges - England Authority	13,472	17,281	40,000	16,000	16,000	16,000	16,000
344408	Charges - Woodale Park	28,910	28,242	53,000	30,000	30,000	30,000	30,000
344409	Charges - Elderly/Handicap Van	2,315	1,428	6,000	2,000	2,000	2,000	2,000
344999	Charges - Transit Vouchers	53,365	58,173	32,000	57,000	57,000	57,000	57,000
	<b>Total Charges for Services</b>	<b>212,427</b>	<b>228,909</b>	<b>393,000</b>	<b>235,000</b>	<b>235,000</b>	<b>235,000</b>	<b>235,000</b>
	<b>Internal Services/Interfunds:</b>							
388401	Transfers - Utility Fund	1,588,000	2,679,000	2,677,000	2,535,000	2,777,000	2,777,000	2,777,000
	<b>Total Internal Services/Interfunds</b>	<b>1,588,000</b>	<b>2,679,000</b>	<b>2,677,000</b>	<b>2,535,000</b>	<b>2,777,000</b>	<b>2,777,000</b>	<b>2,777,000</b>
	<b>Intergovernmental:</b>							
333102	Federal - FTA Grant	1,692,662	1,210,818	479,000	750,000	479,000	479,000	479,000
333105	Federal - Section 9 Planning Grant	0	0	0	0	0	0	0
333106	Federal - FTA Preventive Maintenance	0	0	0	80,000	0	0	0
333484	Federal-CARES Act	0	0	0	0	0	0	0
333407	State - Parish Transportation	185,314	199,113	125,000	175,000	125,000	125,000	125,000
	<b>Total Intergovernmental</b>	<b>1,877,976</b>	<b>1,409,931</b>	<b>604,000</b>	<b>1,005,000</b>	<b>604,000</b>	<b>604,000</b>	<b>604,000</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	11,677	109,299	0	110,000	0	0	0
	<b>Total Investment Income</b>	<b>11,677</b>	<b>109,299</b>	<b>0</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
344501	Misc - Advertising	0	0	5,000	5,000	5,000	5,000	5,000
388200	Other-Sales of Fixed Assets	(58,129)	2,700	0	0	0	0	0
398900	Misc - Cash Over/(Short)	4,935	6,804	0	0	0	0	0
399000	Miscellaneous Revenue	0	0	1,000	1,000	1,000	1,000	1,000
399003	Misc - Bus Damages	0	0	0	0	0	0	0
	<b>Total Other</b>	<b>-53,194</b>	<b>9,504</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
	<b>TOTAL REVENUES</b>	<b>3,636,886</b>	<b>4,436,643</b>	<b>3,680,000</b>	<b>3,891,000</b>	<b>3,622,000</b>	<b>3,622,000</b>	<b>3,622,000</b>

**2024-2025 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

The mission of ATRANS is to improve the quality of life of the citizens of Alexandria by providing a dependable means of transportation for those who do not own a personal vehicle or those who require alternative means of transportation. This will be accomplished by creating a transit system and a complimentary paratransit system that is dependable, yet affordable to all clients.

**FUNCTION DESCRIPTION**

The municipal transit system operates eight fixed routes through out the city limits of Alexandria and Pineville as well as two specialized curb-to-curb complimentary paratransit vans for the disabled clients in the area. The bus department maintains the fleet via an in-house maintenance department. The daily operation of ATRANS are Monday-Saturday from 6:00 AM to 7:00 PM. The eight routes are designed to be rider friendly and are equipped with special equipment to make boarding, ridding, and alighting more safer.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2021-2022 Estimated</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Projected</b>
Total mileage for buses	456,758	456,758	456,758
Total mileage for vans	128,495	128,495	128,495
Totals hours for Superintendent and Supervisor	13,000	13,000	13,000
Total hours for Clerical	4,500	4,500	4,500
Total hours for Operators	50,500	50,500	50,500
Total Passengers	676,442	676,442	676,442

**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2021-2022	2022-2023	2023-2024		2024-2025		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	876,011	1,064,202	1,349,116	1,324,116	1,365,137	1,365,137	1.19%
Fringe Benefits	353,994	426,170	656,445	583,445	751,948	751,948	14.55%
Operating/Contractual	606,719	885,441	865,439	1,092,439	765,915	765,915	-11.50%
Other	746,000	614,000	639,000	721,000	739,000	739,000	15.65%
Capital Outlay	0	4,946	170,000	170,000	0	0	0.00%
<b>Total Appropriations</b>	<b>2,582,724</b>	<b>2,994,759</b>	<b>3,680,000</b>	<b>3,891,000</b>	<b>3,622,000</b>	<b>3,622,000</b>	<b>-1.58%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490113	Salary - Transit Manager	1	1	1	1	1	1	0.00%
490139	Salary - Supervisor Fleet Maint	1	1	1	1	1	1	0.00%
490140	Salary - Transit Shift Supervisor	2	2	2	2	2	2	0.00%
490151	Salary - Asst Transit Manager	1	1	1	1	1	1	0.00%
490223	Salary - Transit Analyst	0	1	1	0	0	0	0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1	1	0.00%
490626	Salary - Clerical Specialist	0	1	1	1	1	1	0.00%
490750	Salary - Fleet Maintenance Tech Sr	4	4	4	4	4	4	0.00%
490834	Salary - Fleet Service Technician	2	2	2	2	2	2	0.00%
490837	Salary - Transit Operator	21	21	20	20	19	19	0.00%
490896	Salary - Transit Operator (PT)	10	10	10	10	10	10	0.00%
490941	Salary - Grants Analyst	0	0	0	1	1	1	0.00%
	<b>Total Positions</b>	<b>43</b>	<b>45</b>	<b>44</b>	<b>44</b>	<b>43</b>	<b>43</b>	<b>0.00%</b>

**2024-2025 ANNUAL BUDGET**

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

**MUNICIPAL TRANSIT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	258,557	281,932	133,000	323,000	133,000	133,000	133,000
490113	Salary - Transit Manager	57,232	58,138	56,326	56,326	58,720	58,720	58,720
490139	Salary - Supervisor Fleet Maintenance	49,867	61,424	40,401	40,401	42,118	42,118	42,118
490140	Salary - Transit Shift Supervisor	62,803	59,818	79,210	68,210	78,823	78,823	78,823
490151	Salary - Asst Transit Manager	21,525	42,300	44,639	44,639	46,536	46,536	46,536
490233	Salary - Transit Analyst	0	8,894	38,522	38,522	0	0	0
490618	Salary - Administrative Secretary	29,216	32,999	32,626	32,626	34,013	34,013	34,013
490626	Salary - Clerical Specialist	0	0	24,939	24,939	25,999	25,999	25,999
490750	Salary - Fleet Maintenance Tech Seni	34,421	72,853	137,007	91,007	138,604	138,604	138,604
490834	Salary - Fleet Service Technician	15,509	46,612	57,236	27,236	51,998	51,998	51,998
490896	Salary - Transit Operator-Part Time	15,608	49,135	88,242	80,242	88,242	88,242	88,242
490837	Salary - Transit Operator	331,273	350,097	616,968	496,968	615,497	615,497	615,497
490941	Salary - Grants Analyst	0	0	0	0	51,587	51,587	51,587
	<b>Total Salaries</b>	876,011	1,064,202	1,349,116	1,324,116	1,365,137	1,365,137	1,365,137
	<b>Fringe:</b>							
510201	Fringe - Pension	160,595	221,961	282,809	271,809	302,870	302,870	302,870
510202	Fringe - Hospital	178,666	185,117	342,168	280,168	417,422	417,422	417,422
510204	Fringe - Clothing Allowance	0	0	5,000	5,000	5,000	5,000	5,000
510206	Fringe - Medicare Insurance Tax	12,112	14,788	19,569	19,569	19,799	19,799	19,799
510207	Fringe - Life Insurance	508	575	1,428	1,428	1,386	1,386	1,386
510208	Fringe - FICA Tax Retirement	2,113	3,729	5,471	5,471	5,471	5,471	5,471
	<b>Total Fringe</b>	353,994	426,170	656,445	583,445	751,948	751,948	751,948
	<b>Operating and Contractual:</b>							
520105	Contract Labor	110,266	381,910	10,000	410,000	10,000	10,000	10,000
520204	Uniforms	0	8,604	12,000	12,000	12,000	12,000	12,000
520400	Office	2,819	3,798	3,000	6,000	3,000	3,000	3,000
520500	Operating Supplies	25,445	40,077	41,450	36,450	41,848	41,848	41,848
531106	Professional Fees - Audit	3,331	3,095	4,000	4,000	4,000	4,000	4,000
531110	Professional Fees & Services	0	4,772	5,000	5,000	5,000	5,000	5,000
531301	Vehicle Costs - Gas	5,312	69,686	6,000	6,000	6,000	6,000	6,000
531302	Vehicle Costs - Diesel	111,229	244,172	450,000	225,000	350,000	350,000	350,000
531303	Vehicle Costs - Oil	14,620	20,424	11,000	11,000	11,000	11,000	11,000
531304	Vehicle Costs - R & M	241,258	28,116	243,000	243,000	243,000	243,000	243,000
531305	Vehicle Costs - Tires	15,939	15,469	26,000	26,000	26,000	26,000	26,000
531306	Vehicle Costs - Other Lubricants	0	0	8,000	8,000	8,000	8,000	8,000
531410	Telephone	3,927	5,740	6,989	5,989	7,067	7,067	7,067
531500	Printing	2,369	1,503	3,000	3,000	3,000	3,000	3,000
531701	Utilities	6,920	9,203	8,000	8,000	8,000	8,000	8,000
543003	Travel & Training	1,885	3,046	4,000	4,000	4,000	4,000	4,000
543017	Plaques & Awards	40	130	1,000	1,000	1,000	1,000	1,000
605101	Maintenance of Building & Facilities	57,745	28,288	15,000	70,000	15,000	15,000	15,000
605106	Maintenance Equipment	3,614	3,498	3,000	3,000	3,000	3,000	3,000
605107	Maintenance Radios	0	13,910	5,000	5,000	5,000	5,000	5,000
	<b>Total Operating and Contractual</b>	606,719	885,441	865,439	1,092,439	765,915	765,915	765,915

**2024-2025 ANNUAL BUDGET**

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

**MUNICIPAL TRANSIT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2021-2022	2022-2023	2023-2024		2024-2025		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other:</b>							
646101	Transfer to General Fund	592,000	459,000	459,000	546,000	546,000	546,000	546,000
647401	Transfer to Utility Fund	16,000	17,000	17,000	17,000	17,000	17,000	17,000
646551	Transfer to Risk Management	138,000	138,000	163,000	158,000	176,000	176,000	176,000
	<b>Total Other</b>	746,000	614,000	639,000	721,000	739,000	739,000	739,000
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	0
707500	Vehicles	0	0	170,000	170,000	0	0	0
707600	Machinery & Equipment	0	4,946	0	0	0	0	0
707000	Capital Projects Exp	0	0	0	0	0	0	0
	<b>Total Capital Outlay</b>	0	4,946	170,000	170,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	2,582,724	2,994,759	3,680,000	3,891,000	3,622,000	3,622,000	3,622,000

2024-2025 ANNUAL BUDGET

\*\*\*\*\*This Page Intentionally Left Blank\*\*\*\*\*

## VIII. MISCELLANEOUS STATISTICS

# CITY OF ALEXANDRIA

## HISTORY

The City of Alexandria was founded in 1785, incorporated in 1819 and chartered in 1932. Spanish Franciscan missionaries arrived about 1690. Tradition has it that the mission they built was located within the boundaries of what is today the Rapides Cemetery in Pineville. In the early 1700's St. Denis ascended the Red River with the French and ordered the Spanish priests to leave Louisiana. The French then stationed a small detachment at the rapids in 1723. The beginning of today's crossroads was secured by "Post du Rapide".

Nature and geography played important roles in establishing twin communities on opposite banks of the Red River. In those early days, a ledge of limestone crossed the Red River forming a rapids just above what is now the site of Alexandria and Pineville. The first travelers stopped at this point rather than make the portage around the rapids - over which even a canoe could not pass for 4 or 5 months of each year during low water periods.

## GENERAL

The City of Alexandria serves as the Parish Seat and is located near the geographic center of Louisiana along the west bank of the Red River. Alexandria is central Louisiana's largest populated and commercial activity center with an estimated S.M.A. population of 155,000 plus. The Alexandria area, the "Crossroads of Louisiana", is a center for electronic media and commercial trade. The official trade area served by Alexandria contains a population in excess of 350,000. Alexandria is the eighth largest city in the state.

Alexandria adopted a City Charter which became effective in 1977 and which provides for a Mayor-Council form of government consisting of a full time Mayor and seven Councilmen, five of which are elected from districts and two of which are elected at large. The Council members elect their president, appoint the City Clerk, adopt ordinances and perform the duties outlined in the Charter. The Charter also sets forth the duties of the Mayor, who is the Chief Executive Officer of the City. The City Administration includes a Public Works Division, a Utility Division, a Finance Division, a Planning Division, a Personnel Division, a Legal Division, Community Services Division, and Police and Fire Departments.

The Charter also sets forth certain procedures relating to financial operations of the City, including but not limited to, the preparation, adoption and administration of the City budget, the adoption of supplemental and emergency appropriations, the reduction of and transfer of appropriations, (with the limitation that no appropriation for debt service on bonds of the city may be reduced or transferred) and the provision of a five year capital outlay program. The City is empowered to incur debt in accordance with the City Charter and the constitution and statutes of the State of Louisiana.



The City owns and operates its own Utilities System consisting of a combined electric power and a light plan and system, waterworks plant and system, gas system and wastewater plant and system. The City also owns and operates its own Municipal Transit and Sanitation systems.

## **ECONOMY**

Alexandria's economy is based upon agriculture and timber production, wholesale and retail trade, services and public sector activity. Unlike some other areas of Louisiana, it is not dependent on the oil and gas industries. Located in the fertile Red River Valley, the Alexandria area is considered as some of the best farm and timberland in the country.

Alexandria's importance in the trade sector has been enhanced by the addition of the two new regional shopping malls within the City limits. The City's per capital retail sales rate continues to reflect that Alexandria is the principal location to do business in Central Louisiana.

The vitality of Alexandria's service sector is evidenced by six major medical facilities, two four year colleges, two T.V. stations, two newspapers and 10 radio stations. The conversion of the Rapides Regional Medical Center from a public to a private facility caused a significant increase in the taxable assessed valuation of the City in 1995.

Capitalizing on Alexandria's historic and central location, a healthy tourism sector has been established with almost 2,000 guest rooms available in the City and Convention Center combined seating capacity of approximately 9,000. Hotel occupancy in Alexandria rose from 65.1% in 1994 to 66.5% in 1995 according to PKF Consulting.

The City has had underway since 1979 a major downtown redevelopment effort. Instigated by a \$1,250,000 pledge from the City of Alexandria, private and public sector investment in projects has exceeded \$100 million in the downtown area. Growth of the City outside of the central business district continues to be strong with the addition of new retail space, apartment development, residential and commercial development. There are currently three new assisted living apartment complexes currently under construction in Alexandria.

Construction of the \$1 billion I-49 project was completed in 1996. I-49 includes 4.19 miles of interstate highways, an interchange at U.S. Highway 71, highway ramps, downtown street underpass (related to the relocation of the Missouri-Pacific Railroad from Lee Street to Elliott Street), the Sugar House Road overpass, and the rebuilding of Fulton and Casson Streets. In addition, the Corps of Engineers completed the \$1.7 billion Red River Navigation Project which connected Shreveport with the Mississippi River. This completion of this project and the development at the England Economic and Industrial Park has been a boost to development at the England Economic and Industrial Park has been a boost to development at the Port of Alexandria.

The December, 1992 closure of England Air Force Base prompted the creation of the England Economic and Industrial Development District (England Authority). The England Authority is responsible for the commercial and industrial development of the base through the reuse of the land infrastructure improvements. Commercial aviation was moved during the Summer of 1996 from Esler Regional Airport to England International Airport. They provide transportation through the use of commuter airlines who furnish regularly scheduled transportation through the use of commuter airlines who furnish regularly scheduled flight from/ to Dallas/Ft. Worth, Houston, New Orleans, Monroe, Shreveport and Memphis.

## **CULTURE, RECREATION AND TOURISM**

In October of 1996 the City of Alexandria opened the Alexandria Riverfront Center. This facilities offers 6,200 theater style seating capacity, space for 380 indoor booths, over 93,000 square feet of indoor exhibition space and an additional 12,150 square feet of covered outdoor exhibition area. A three story parking garage adjacent to the new center was constructed in the Fall of 1997. The City of Alexandria provided \$1.25 million dollars toward the construction of a \$2.6 million River Oaks Artists Studio. Construction began during the Fall of 1997. The Rapides Foundation has committed to providing \$4 million toward the construction of a new Performing Arts Complex to be located adjacent to the new River Oaks Artists Studio. Renovation of the Alexandria Museum of Art located directly behind City Hall and just down the street from the Riverfront Center will be completed during the Fall of 1997.

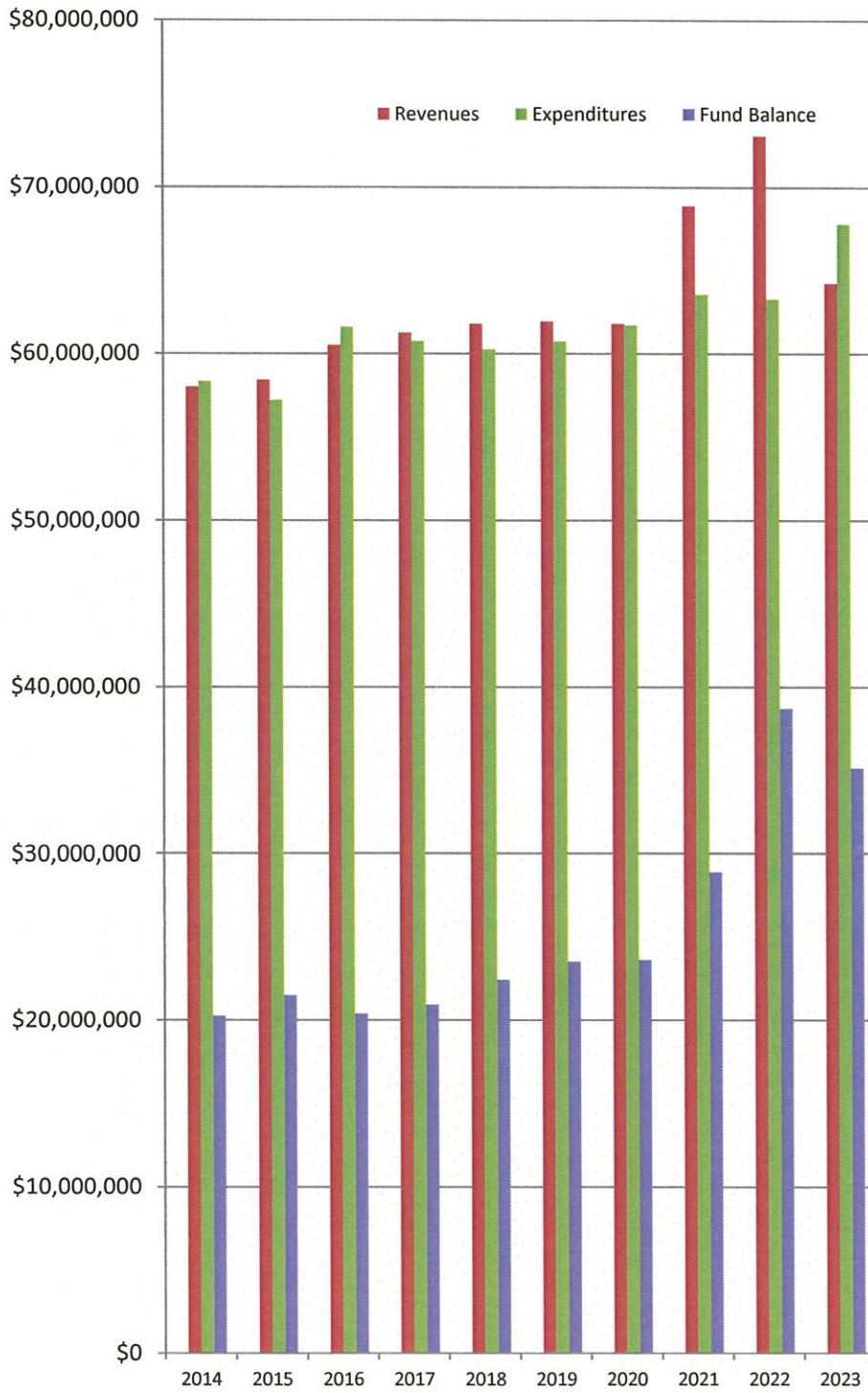
The City is in the process of constructing a sports complex, consisting of 12 lighted ball fields, 19 soccer fields, a jogging trail, tennis courts, and parking for over 1,000 cars. Completion is expected in the Fall of 2003.

In the Alexandria area, tourists visit historical sites such as the Kent Plantation House, built in 1976; the renovated Hotel Bentley, which opened in 1908, and was the place where Generals Eisenhower, Clark and Patton planned battle strategies; the Alexandria Visual Arts Museum; the Alexandria Historical and Genealogical Library and Museum; the Louisiana Seminary Site, first home of Louisiana State University, opened in 1860 with William Tecumseh Sherman as headmaster. Other attractions included but are not limited, the Alexandria Zoological Park; recreational areas in the vicinity such as Valentine Lake, Cotile, Kincaide, Indian Creek, and Kees Parks; the Azalea Trail; Hot Wells Health Resort; Rapides Parish Coliseum; churches such as St. Francis Xavier Cathedral, Mount Olivet Church, Trinity Episcopal Church built in 1953. River Oaks Square is the site of painters, weaves, sculptors and stained glass artists creating and exhibiting their works of art.

Recreational opportunities abound in the Alexandria area with over 100 civic clubs and organizations, 26 ball fields, 14 local parks, including the Alexandria Zoological Park, theaters at Louisiana College, LSU-A and the City Park Players, and semi-professional baseball at Bringham Stadium. Alexandria also hosts several "celebrations" including Cenlabration, Christmas lighting attractions and parades, Mardi Gras parades, ... There are wonderful opportunities for visitors to our area to have a memorable experience.

2024-2025 ANNUAL BUDGET  
GENERAL FUND

TEN YEAR HISTORY OF FUND BALANCE, REVENUES, & EXPENDITURES



CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**GENERAL FUND**

DESCRIPTIONS	4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)
<b>REVENUES:</b>				
Taxes	39,618,991	33,357,377	34,802,549	34,230,322
Licenses and Permits	2,980,016	3,174,057	3,140,840	3,014,712
Intergovernmental	2,289,701	10,572,580	10,722,559	10,863,874
Charges for Services	349,191	313,160	272,294	220,963
Fines and Forfeitures	675,131	515,753	517,779	450,182
Investment Income	20,249	21,885	53,204	91,219
Other	579,974	846,794	862,542	1,059,749
<b>Total Revenues</b>	<b>46,513,253</b>	<b>48,801,606</b>	<b>50,371,767</b>	<b>49,931,021</b>
<b>EXPENDITURES:</b>				
Legislative	416,299	343,803	364,355	407,334
General Administration	5,514,973	6,724,249	6,882,692	9,112,616
Judicial	976,451	983,235	939,971	1,018,840
Finance	6,127,998	5,433,613	5,356,975	5,010,145
Planning and Development	1,191,189	1,156,257	1,075,844	1,088,083
Public Safety	27,746,834	25,946,626	26,135,016	28,364,037
Public Works	10,734,261	10,788,587	12,137,541	11,891,518
Debt Service	1,279,580	1,272,795	1,272,795	1,278,472
<b>Total Expenditures</b>	<b>53,987,585</b>	<b>52,649,165</b>	<b>54,165,189</b>	<b>58,171,045</b>
Excess/(Deficiency) of Revenues Over Expenditures	(7,474,332)	(3,847,559)	(3,793,422)	(8,240,024)
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	11,483,242	9,623,947	10,147,517	11,321,780
Operating Transfers Out	(4,339,293)	(4,551,845)	(7,437,685)	(2,590,626)
<b>Total Other Sources/(Uses)</b>	<b>7,143,949</b>	<b>5,072,102</b>	<b>2,709,832</b>	<b>8,731,154</b>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(330,383)	1,224,543	(1,083,590)	491,130
Fund Balance, Beginning of the Year	20,627,862	20,297,479	21,522,022	20,438,432
Fund Balance Adjustments	0	0	0	0
<b>Fund Balance/(Deficit), End of Year</b>	<b>20,297,479</b>	<b>21,522,022</b>	<b>20,438,432</b>	<b>20,929,562</b>

Note: This is the general operating fund of the City and is used to account for operations traditionally associated with a city which are not required to be accounted for in another fund.

**2024-2025 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2014 THROUGH 2023**

**GENERAL FUND**

<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>4-30-20 (Actual)</b>	<b>4-30-21 (Actual)</b>	<b>4-30-22 (Actual)</b>	<b>4-30-23 (Actual)</b>	<b>TOTAL</b>
34,661,057	35,536,503	34,817,165	41,307,799	41,432,931	41,407,099	371,171,793
3,133,239	3,139,204	3,004,739	3,081,798	3,177,139	3,591,137	31,436,881
10,839,489	10,623,206	11,143,027	13,596,683	14,915,732	13,911,657	109,478,508
275,230	300,260	332,868	566,990	338,015	486,048	3,455,019
375,027	354,534	308,428	264,718	245,248	281,671	3,988,471
101,133	177,572	138,879	40,308	45,287	274,429	964,165
1,436,914	762,641	737,037	534,443	1,582,759	512,932	8,915,785
50,822,089	50,893,920	50,482,143	59,392,739	61,737,111	60,464,973	529,410,622
477,021	440,009	515,595	452,692	426,552	485,837	4,329,497
7,670,755	8,310,715	7,734,836	8,295,608	9,737,972	12,588,373	82,572,789
1,071,316	1,140,235	1,173,840	1,173,840	1,206,472	1,273,914	10,958,114
4,975,725	5,039,070	5,116,900	5,090,486	3,518,457	5,414,224	51,083,593
916,909	915,658	849,977	740,502	740,502	983,295	9,658,216
26,663,479	27,190,342	27,481,098	26,108,067	27,870,304	29,505,199	273,011,002
11,800,771	11,091,818	10,841,766	14,605,855	11,268,651	13,988,790	119,149,558
1,280,837	1,280,641	1,282,756	1,286,224	1,280,926	191,212	11,706,238
54,856,813	55,408,488	54,996,768	57,753,274	56,049,836	64,430,844	562,469,007
(4,034,724)	(4,514,568)	(4,514,625)	1,639,465	5,687,275	(3,965,871)	(33,058,385)
10,959,023	11,032,000	10,905,000	9,483,000	9,668,000	3,770,000	98,393,509
(5,408,036)	(5,324,987)	(6,303,303)	(5,813,000)	(5,555,000)	(3,372,239)	(50,696,014)
5,550,987	5,707,013	4,601,697	3,670,000	4,113,000	397,761	47,697,495
1,516,263	1,192,445	87,072	5,309,465	9,800,275	(3,568,110)	14,639,110
20,929,562	22,445,825	23,638,270	23,725,342	28,936,364	38,736,639	20,627,862
0	0	0	(98,443)	0	0	(98,443)
22,445,825	23,638,270	23,725,342	28,936,364	38,736,639	35,168,529	35,168,529

**2024-2025 ANNUAL BUDGET**

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**SPECIAL REVENUE FUNDS**

DESCRIPTIONS	4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)
<b>REVENUES:</b>				
Taxes	0	0	0	0
Intergovernmental	1,221,613	1,061,939	570,575	668,621
Fines and Forfeitures	258,664	841,176	384,818	291,223
Investment Income	348	229	3,949	7,183
Other	40,202	32,154	43,687	7,112
<b>Total Revenues</b>	<b>1,520,827</b>	<b>1,935,498</b>	<b>1,003,029</b>	<b>974,139</b>
<b>EXPENDITURES:</b>				
General Administration	0	0	0	0
Special Programs	1,765,691	1,159,685	684,353	805,013
Capital Outlay	0	0	0	0
<b>Total Expenditures</b>	<b>1,765,691</b>	<b>1,159,685</b>	<b>684,353</b>	<b>805,013</b>
Excess/(Deficiency) of Revenues Over Expenditures	(244,864)	775,813	318,676	169,126
<b>OTHER FINANCING SOURCES:</b>				
Operating Transfers In	1,999	19,101	0	30,571
Operating Transfers Out	(158,664)	(108,000)	(120,000)	(235,000)
<b>Total Other Sources/(Uses)</b>	<b>(156,665)</b>	<b>(88,899)</b>	<b>(120,000)</b>	<b>(204,429)</b>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(401,529)	686,914	198,676	(35,303)
Fund Balance, Beginning of the Year	1,228,053	826,524	1,513,438	1,712,114
Fund Balance Adjustments	0	0	0	0
<b>Fund Balance/(Deficit), End of Year</b>	<b>826,524</b>	<b>1,513,438</b>	<b>1,712,114</b>	<b>1,676,811</b>

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

**2024-2025 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**SPECIAL REVENUE FUNDS**

<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>4-30-20 (Actual)</b>	<b>4-30-21 (Actual)</b>	<b>4-30-22 (Actual)</b>	<b>4-30-23 (Actual)</b>	<b>TOTAL</b>
0	0	0	0	0	0	0
818,025	573,958	915,130	471,290	736,097	461,437	7,498,685
306,320	250,905	192,578	93,230	56,395	57,367	2,732,676
7,860	11,876	9,791	2,983	3,670	26,195	74,084
74,178	54,039	6,718	30,360	96,353	72,658	457,461
1,206,383	890,778	1,124,217	597,863	892,515	617,657	10,762,906
0	0	0	0	0	0	0
906,925	578,311	915,132	272,938	506,103	216,347	7,810,498
0		0	0	0	0	0
906,925	578,311	915,132	272,938	506,103	216,347	7,810,498
299,458	312,467	209,085	324,925	386,412	401,310	2,952,408
1,768	3,552	(6,370)	0	0	0	50,621
(162,000)	(235,000)	(108,000)	0	(185,000)	(185,000)	(1,496,664)
(160,232)	(231,448)	(114,370)	0	(185,000)	(185,000)	(1,446,043)
139,226	81,019	94,715	324,925	201,412	216,310	1,506,365
1,676,811	1,816,037	1,897,056	1,991,771	2,316,696	2,518,108	1,228,053
0	0	0	0	0	0	0
1,816,037	1,897,056	1,991,771	2,316,696	2,518,108	2,734,418	2,734,418

**2024-2025 ANNUAL BUDGET**

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**GENERAL DEBT SERVICE FUNDS**

DESCRIPTIONS	4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)
<b>REVENUES:</b>				
Taxes	3,603,766	2,855,722	2,960,255	2,832,998
Investment Income	5,175	3,788	2,278	224
Total Revenues	<u>3,608,941</u>	<u>2,859,510</u>	<u>2,962,533</u>	<u>2,833,222</u>
<b>EXPENDITURES:</b>				
Principal Retirement	3,825,000	3,220,000	21,345,793	3,570,000
Interest	1,773,598	1,433,770	1,414,656	1,056,986
Paying Agent Fees	800	10,319,134	1,402	1,600
Other	0	0	0	0
Total Expenditures	<u>5,599,398</u>	<u>14,972,904</u>	<u>22,761,851</u>	<u>4,628,586</u>
Excess/(Deficiency) of Revenues Over Expenditures	(1,990,457)	(12,113,394)	(19,799,318)	(1,795,364)
<b>OTHER FINANCING SOURCES:</b>				
COI Proceeds/Bond Refunding Proceeds	0	7,596,268	17,402,576	0
Operating Transfers In	1,926,038	4,875,211	2,196,477	1,942,000
Operating Transfers Out	0	(2,943,111)	(238,521)	0
Total Other Sources/(Uses)	<u>1,926,038</u>	<u>9,528,368</u>	<u>19,360,532</u>	<u>1,942,000</u>
Excess/(Deficiency) of Revenues and Other Sources over Expenditures	(64,419)	(2,585,026)	(438,786)	146,636
Fund Balance, Beg of the Year	6,022,889	5,958,470	3,373,444	2,934,658
Fund Balance Adjustments	0	0	0	0
Fund Balance, End of Year	<u><u>5,958,470</u></u>	<u><u>3,373,444</u></u>	<u><u>2,934,658</u></u>	<u><u>3,081,294</u></u>

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



**2024-2025 ANNUAL BUDGET  
REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**GENERAL DEBT SERVICE FUNDS**

<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>4-30-20 (Actual)</b>	<b>4-30-21 (Actual)</b>	<b>4-30-22 (Actual)</b>	<b>4-30-23 (Actual)</b>	<b>TOTAL</b>
2,818,766	2,726,362	2,846,567	2,867,650	2,886,420	2,451,968	28,850,474
2,215	13,713	17,133	4,593	1,120	15,522	65,761
2,820,981	2,740,075	2,863,700	2,872,243	2,887,540	2,467,490	28,916,235
3,770,000	1,985,000	2,065,000	2,140,000	2,220,000	2,330,000	46,470,793
945,600	799,675	736,275	678,775	602,925	502,900	9,945,160
1,600	1,800	800	800	800	800	10,329,536
0	0	0	0	0	0	0
4,717,200	2,786,475	2,802,075	2,819,575	2,823,725	2,833,700	66,745,489
(1,896,219)	(46,400)	61,625	52,668	63,815	(366,210)	(37,829,254)
0	0	0	0	0	0	24,998,844
1,566,238	0	0	0	0	0	12,505,964
0	0	0	0	0	0	(3,181,632)
1,566,238	0	0	0	0	0	34,323,176
(329,981)	(46,400)	61,625	52,668	63,815	(366,210)	(3,506,078)
3,081,294	2,751,313	2,631,213	2,692,838	2,745,506	2,809,321	6,022,889
0	(73,700)	0	0	0	0	(73,700)
2,751,313	2,631,213	2,692,838	2,745,506	2,809,321	2,443,111	2,443,111

**2024-2025 ANNUAL BUDGET**

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**COMBINED CAPITAL PROJECTS**

DESCRIPTIONS	4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)
<b>REVENUES:</b>				
Taxes	7,713,069	9,120,290	9,408,645	9,623,429
Intergovernmental	1,022,961	1,557,581	820,508	1,967,314
Investment Income	88,423	82,547	112,953	210,606
Other	0	0	0	0
<b>Total Revenues</b>	<b>8,824,453</b>	<b>10,760,418</b>	<b>10,342,106</b>	<b>11,801,349</b>
<b>EXPENDITURES:</b>				
General Government	0	0	0	0
Public Safety	0	0	0	0
Public Works	8,877,898	14,066,889	5,348,299	11,367,035
Parks and Recreation	0	0	0	0
Public Facilities	0	0	0	0
Municipal Bus System	0	0	0	0
Utility System	0	0	0	0
Sanitation Fund	0	0	0	0
Other	0	0	0	0
<b>Total Expenditures</b>	<b>8,877,898</b>	<b>14,066,889</b>	<b>5,348,299</b>	<b>11,367,035</b>
Excess/(Deficiency) of Revenues Over Expenditures	(53,445)	(3,306,471)	4,993,807	434,314
<b>OTHER FINANCING SOURCES/(USES):</b>				
Bond Proceeds (Net)	0	0	0	0
COI Proceeds	0	0	0	0
Land Sales	0	1,100,000	1,000,000	0
Operating Transfers In	100,000	119,101	100,000	100,000
Operating Transfers Out	(2,338,092)	(2,425,065)	(2,384,571)	(2,385,971)
<b>Total Other Sources/(Uses)</b>	<b>(2,238,092)</b>	<b>(1,205,964)</b>	<b>(1,284,571)</b>	<b>(2,285,971)</b>
Excess/(Deficiency) of Revenues and Other sources over Expenditures	(2,291,537)	(4,512,435)	3,709,236	(1,851,657)
Fund Balance, Beg of the Year	30,435,172	28,650,987	24,138,552	27,847,788
Change in Designated Fund Balance Audit Adjustments to Beg Fund Balance	507,352			
<b>Fund Balance, End of the Year</b>	<b>28,650,987</b>	<b>24,138,552</b>	<b>27,847,788</b>	<b>25,996,131</b>

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

**2024-2025 ANNUAL BUDGET**

**REVENUE AND EXPENDITURE HISTORY  
FOR FISCAL YEARS 2014 THROUGH 2023**

**COMBINED CAPITAL PROJECTS**

<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>4-30-20 (Actual)</b>	<b>4-30-21 (Actual)</b>	<b>4-30-22 (Actual)</b>	<b>4-30-23 (Actual)</b>	<b>TOTAL</b>
9,786,008	10,002,360	9,920,111	11,090,362	11,663,343	12,230,284	100,557,901
1,503,232	1,915,964	768,192	1,232,450	2,302,998	3,250,751	16,341,951
199,471	298,138	258,453	86,833	101,053	879,384	2,317,861
0	755,439	1,239,377	525,184	421,147	592,021	3,533,168
11,488,711	12,971,901	12,186,133	12,934,829	14,488,541	16,952,440	122,750,881
0	0	0	0	0	0	0
0	0	0	0	0	0	0
9,016,007	11,378,968	6,066,392	12,607,140	11,061,789	10,231,392	100,021,809
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	0
9,016,007	11,378,968	6,066,392	12,607,140	11,061,789	10,231,392	100,021,809
2,472,704	1,592,933	6,119,741	327,689	3,426,752	6,721,048	22,729,072
0	0	0	0	0	0	0
0	0	0	0	0	0	0
0	0	0	0	0	0	2,100,000
99,996	173,700	100,000	100,000	100,000	100,000	1,092,797
(2,165,096)	(417,301)	(413,634)	(486,061)	(521,524)	(914,007)	(14,451,322)
(2,065,100)	(243,601)	(313,634)	(386,061)	(421,524)	(814,007)	(11,258,525)
407,604	1,349,332	5,806,107	(58,372)	3,005,228	5,907,041	11,470,547
25,996,131	26,403,735	27,753,067	33,559,174	33,500,802	36,506,030	30,435,172
						507,352
26,403,735	27,753,067	33,559,174	33,500,802	36,506,030	42,413,071	42,413,071

CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET**  
**REVENUE AND EXPENDITURE HISTORY**  
**FOR FISCAL YEARS 2014 THROUGH 2023**

**COMBINED ENTERPRISE FUNDS**

DESCRIPTIONS	4-30-14 (Actual)	4-30-15 (Actual)	4-30-16 (Actual)	4-30-17 (Actual)
<b>OPERATING REVENUES:</b>				
Charges for Services	103,602,327	109,147,906	106,150,936	101,083,577
Other	216,025	205,169	6,668,736	575,079
Total Operating Revenues	103,818,352	109,353,075	112,819,672	101,658,656
<b>OPERATING EXPENSES:</b>				
Production/Distribution/Treatment	53,578,607	54,528,888	37,587,636	36,808,905
Utility Rebates	0	0	0	0
Cost of Service	29,315,217	28,962,107	30,478,809	34,060,012
General and Administrative	7,430,786	7,177,688	5,680,752	4,887,391
Depreciation	8,226,658	9,013,643	9,313,178	12,331,295
Total Operating Expenses	98,551,268	99,682,326	83,060,375	88,087,603
Operating Income (Loss)	5,267,084	9,670,749	29,759,297	13,571,053
<b>NONOPERATING REVENUES/(EXPENSES):</b>				
Property Taxes		1,127,494	1,146,571	1,191,243
Grant Revenue	1,181,726	869,882	1,137,124	1,149,180
Investment Income	99,771	126,093	153,329	265,737
Non-operating Expenses	(2,963,529)	(5,576,249)	(6,482,573)	(7,000,605)
Total Nonoperating	(1,682,032)	(3,452,780)	(4,045,549)	(4,394,445)
Income/(Loss) Before Transfers	3,585,052	6,217,969	25,713,748	9,176,608
<b>Operating Transfers In/(Out):</b>	(9,632,808)	(8,274,298)	(9,257,212)	(10,787,486)
Extraordinary Loss-Early Ext of Debt	0	0	0	0
Special Item - Abandon Project	0	(1,220,135)	0	0
Bond Issuance Premium	1,627,635	0	0	0
Capital Contributions	580,570	410,607	297,212	869,587
Change in Net Position	(3,839,551)	(2,865,857)	16,753,748	(741,291)
Net Position, Beg of Year	131,085,512	126,994,653	122,191,141	138,944,889
Net Position Adjustments	(251,308)	(1,937,655)	0	0
Net Position, End of Year	126,994,653	122,191,141	138,944,889	138,203,598

Note: These funds account for the activities of the Utility System, the Sanitation Fund, the Zoo Fund, the Golf Course Fund, and the Municipal Transit Fund.

**2024-2025 ANNUAL BUDGET**

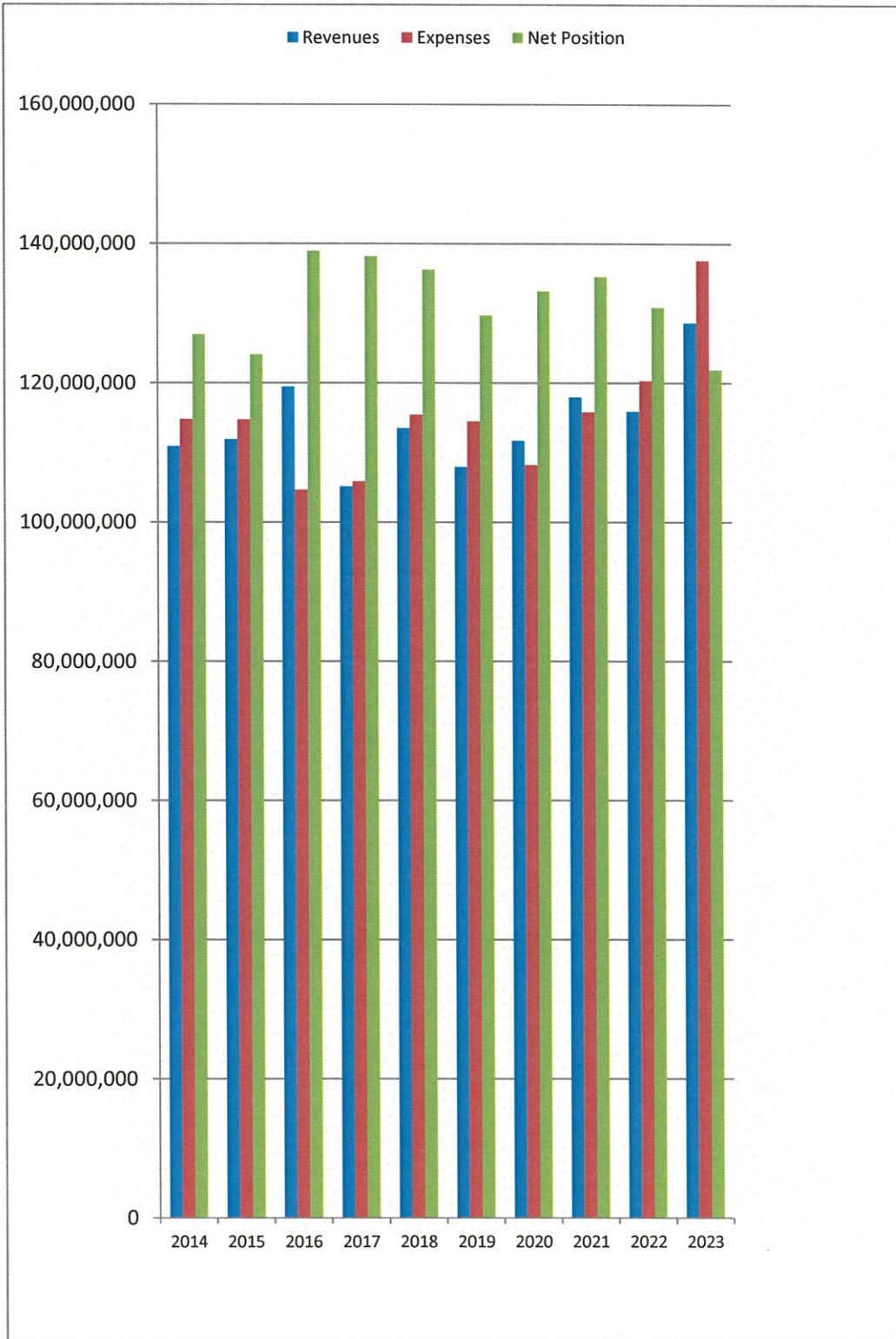
<b>REVENUE AND EXPENDITURE HISTORY FOR FISCAL YEARS 2014 THROUGH 2023</b>
---

**COMBINED ENTERPRISE FUNDS**

<b>4-30-18 (Actual)</b>	<b>4-30-19 (Actual)</b>	<b>4-30-20 (Actual)</b>	<b>4-30-21 (Actual)</b>	<b>4-30-22 (Actual)</b>	<b>4-30-23 (Actual)</b>	<b>TOTAL</b>
106,762,581	104,966,300	103,093,727	102,066,698	103,797,017	115,438,410	1,056,109,479
207,912	137,766	173,225	655,719	217,282	374,752	9,431,665
106,970,493	105,104,066	103,266,952	102,722,417	104,014,299	115,813,162	1,065,541,144
39,637,453	40,904,054	34,763,179	39,998,402	49,423,378	63,323,019	450,553,521
6,008,261	279,598	125,873	36,397	99,985	67,191	6,617,305
34,996,383	38,508,390	34,684,137	38,990,355	37,385,649	43,152,966	350,534,025
5,827,806	4,875,825	4,749,896	4,298,204	4,746,448	5,302,808	54,977,604
12,773,134	13,132,123	13,128,697	13,549,775	11,871,982	11,670,583	115,011,068
99,243,037	97,699,990	87,451,782	96,873,133	103,527,442	123,516,567	977,693,523
7,727,456	7,404,076	15,815,170	5,849,284	486,857	(7,703,405)	87,847,621
1,207,372	1,219,945	1,235,048	1,261,457	1,292,437	1,327,833	11,009,400
1,122,326	958,595	718,022	1,590,034	2,131,525	1,858,420	12,716,834
322,970	558,214	460,190	121,088	145,457	1,232,821	3,485,670
(6,935,441)	(6,996,904)	(6,728,995)	(1,670,817)	(1,642,793)	(6,941,568)	(52,939,474)
(4,282,773)	(4,260,150)	(4,315,735)	1,301,762	1,926,626	(2,522,494)	(25,727,570)
3,444,683	3,143,926	11,499,435	7,151,046	2,413,483	(10,225,899)	62,120,051
(9,254,161)	(9,814,264)	(8,018,181)	(6,561,939)	(7,913,476)	(1,028,754)	(80,542,579)
0	0	0	0	0	0	0
0	0	0	0	0	0	(1,220,135)
0	0	0	0	0	0	1,627,635
3,872,563	106,417	10,535	350,200	1,064,434	2,274,231	9,836,356
(1,936,915)	(6,563,921)	3,491,789	939,307	(4,435,559)	(8,980,422)	(8,178,672)
138,203,598	136,266,683	129,702,762	134,349,635	135,288,942	130,853,383	131,085,512
0	0	1,155,084	0	0	0	(1,033,879)
136,266,683	129,702,762	134,349,635	135,288,942	130,853,383	121,872,961	121,872,961

2024-2025 ANNUAL BUDGET  
COMBINED ENTERPRISE FUNDS

TEN YEAR HISTORY OF NET POSITION, REVENUES, & EXPENSE



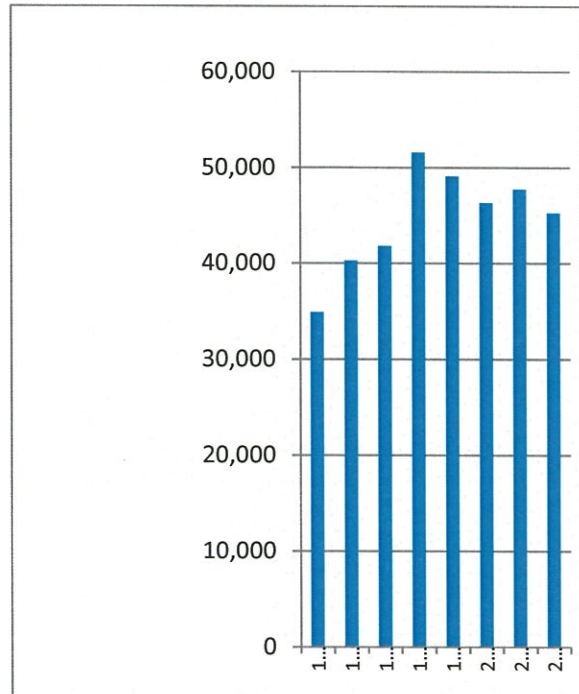
CITY OF ALEXANDRIA

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**POPULATION**

The following is the population of the City of Alexandria:

Year	Population	Source
1950	34,913	U.S. Census
1960	40,279	U.S. Census
1970	41,811	U.S. Census
1980	51,565	U.S. Census
1990	49,087	U.S. Census
2000	46,342	U.S. Census
2010	47,723	U.S. Census
2020	45,275	U.S. Census



**LARGEST EMPLOYERS**

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

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

Source: England Airpark

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**LEADING PROPERTY TAXPAYERS**

The ten largest property taxpayers of Alexandria and their 2023 assessed valuation is as follows:

	<b>Taxpayer</b>	<b>Type of Business</b>	<b>Assessed Valuation</b>
1.	Central LA Healthcare System, LP	Hospital	12,782,550
2.	Red River Bank	Bank	10,729,162
3.	Stella Jones Corporation	Wood Products	8,694,319
4.	Rapides Regional Medical Center	Medical Facilities	7,292,374
5.	Union Pacific	Railroad	4,711,640
6.	AFCO Industries	Manufacturer	3,258,665
7.	Alexandria Mall I LLC	Retail	2,676,550
8.	Capital One	Financial Institution	2,407,910
9.	CLECO Power	Utility	2,295,630
10.	Alexandria Lincoln Road LLC	Shopping Center	2,166,100
		Total	* <u><u>57,014,900</u></u>

\* Equals approximately 12.68% of the total assessed valuation of Alexandria for 2023.

**ASSESSED VALUATION**

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

<b>Tax Year</b>	<b>Fiscal Year</b>	<b>Assessed Valuation</b>	<b>Increase/(Decrease)</b>	
			<b>Amount</b>	<b>Percentage</b>
2015	2016	380,516,599	4,685,328	0.9%
2016	2017	393,792,039	13,275,440	3.5%
2017	2018	399,124,251	5,332,212	1.4%
2018	2019	403,280,627	4,156,376	1.0%
2019	2020	408,273,174	4,992,547	1.2%
2020	2021	413,300,276	5,027,102	1.2%
2021	2022	423,742,758	10,442,482	2.5%
2022	2023	435,347,818	11,605,060	2.7%
2023	2024	449,786,390	14,438,572	3.3%

A breakdown of the 2023 assessed valuation of property classification is as follows:

Real Estate	324,926,112
Personal Property	114,359,938
Public Service Property	<u>10,500,340</u>
	<u><u>449,786,390</u></u>



**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**SALES TAX COLLECTIONS**

The following table reflects the 1976 sales tax collections for the past ten years.

Fiscal Year	Amount	Percentage Inc/Dec
2014	14,759,636	4.3%
2015	14,706,527	-0.4%
2016	15,335,867	4.3%
2017	15,002,574	-2.2%
2018	15,187,811	1.2%
2019	15,319,935	0.9%
2020	15,270,348	-0.3%
2021	17,526,725	14.8%
2022	18,455,071	5.3%
2023	18,428,527	-0.1%

**MILLAGE RATES**

The following is the ten year history of millage rates from 2012 to 2021:

FYE April 30	General Purpose	Debt Service	Capital Improvements	Zoo & Recreation	Total
2013	6.83	2.15	11.25	0.00	20.23
2014	6.83	0.00	11.25	6.00	24.08
2015	6.93	0.00	11.25	6.00	24.18
2016	6.98	0.00	11.51	6.05	24.54
2017	6.98	0.00	11.51	6.05	24.54
2018	6.98	0.00	11.51	6.05	24.54
2019	6.98	0.00	11.51	6.05	24.54
2020	6.98	0.00	11.51	6.05	24.54
2022	6.98	0.00	11.51	6.05	24.54
2023	6.98	0.00	11.51	6.05	24.54
Ten Year Avg	6.95	0.22	11.43	5.44	24.03

SOURCE: City Business Office

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**TAX COLLECTION RECORD**

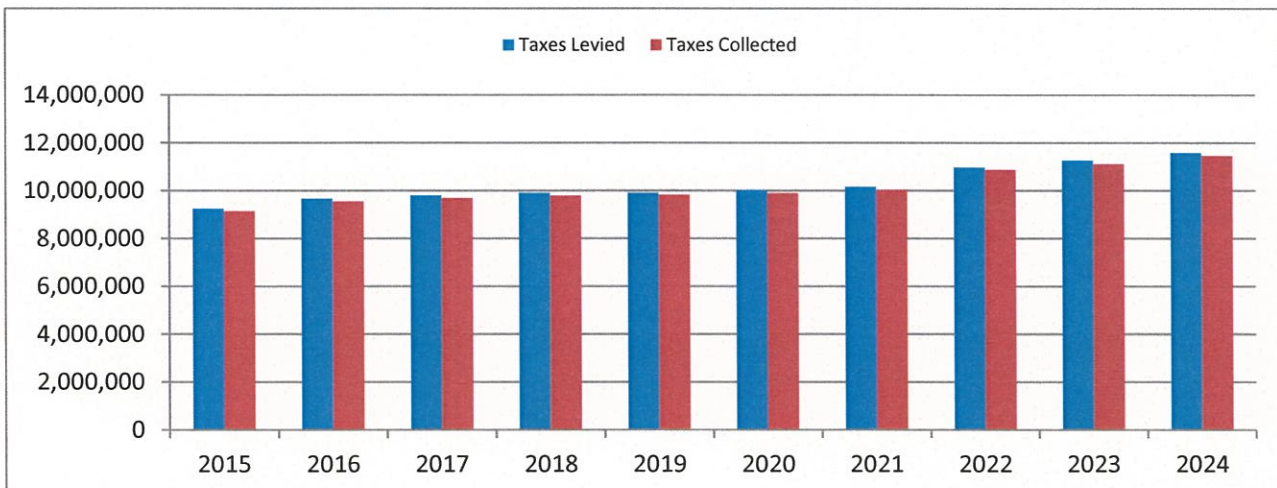
The City's ad valorem tax collections for the past ten years:

Fiscal Year	Taxes Levied	Total Collected	Percent Collected	Taxes Over/(Short)
2015	9,241,395	9,142,055	98.93%	99,340
2016	9,663,715	9,558,657	98.91%	105,058
2017	9,794,567	9,688,311	98.92%	106,256
2018	9,896,564	9,790,308	98.93%	106,256
2019	9,896,464	9,822,454	99.25%	74,010
2020	10,019,081	9,888,791	98.70%	130,290
2021	10,149,437	10,019,282	98.72%	130,155
2022	10,977,721	10,882,555	99.13%	95,166
2023	11,267,877	11,123,695	98.72%	144,182
2024	11,585,911	11,461,824	98.93%	124,087
Total				<u>1,114,800</u>

Ten year cumulative collection average 98.91%

SOURCE: City Business Office

**AD VALOREM TAXES LEVIED & COLLECTED**



**CITY OF ALEXANDRIA**

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**LARGEST UTILITY CUSTOMERS**

**ELECTRIC**

Customer	Type of Business	Gross Sales
1. Rapides Regional Medical Center	Hospital	3,787,015
2. Christus St. Frances Cabrini	Hospital	3,315,372
3. Rapides Parish School Board	Political Subdivision	2,821,600
4. Wal-Mart	Retail	1,387,338
5. Alexandria Mall	Retail	748,551
6. Central LA Surgical Hospital	Hospital	736,721
7. Rapides Parish Police Jury	Political Subdivision	601,180
8. Sam's	Wholesale	478,721
9. AFCO	Manufacturing	475,865
10. Central LA Supports & Services	Resident Facility	463,008
TOTAL		* 14,815,371
TOTAL ELECTRIC SALES		90,076,861

\*Equals Approximately 16% of Total Electricity Sales

**LARGEST UTILITY CUSTOMERS**

**GAS**

Customer	Type of Business	Gross Sales
1. Union Tank Car	Manufacturing	992,461
2. Christus St. Frances Cabrini	Hospital	469,817
3. Rapides Regional Medical Center	Hospital	349,891
4. Rapides Parish School Board	Political Subdivision	287,470
5. Diamond B Construction	Contractor	276,968
6. England Authority Commercial	Political Subdivision	204,794
7. AFCO Industries	Manufacturing	114,183
8. Southern Textiles	Laundry	107,636
9. Central LA Surgical Hospital	Hospital	80,507
10. Rapides Parish Police Jury	Political Subdivision	77,026
TOTAL		* 2,960,753
TOTAL GAS SALES		9,616,926

\*Equals Approximately 31% of Total Gas Sales

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2024**

**LARGEST UTILITY CUSTOMERS**

WATER		
Customer	Type of Business	Gross Sales
1. Town of Woodworth	Political Subdivision	239,904
2. Alexandria Housing Authority	Political Subdivision	98,873
3. Latanier Water Association	Water District	85,694
4. Rapides Island Water Association	Water District	75,421
5. Rapides Regional Medical Center	Hospital	65,853
6. Rapides Parish School Board	Political Subdivision	56,612
7. Christus St. Frances Cabrini	Hospital	44,447
8. England Authority Residential	Political Subdivision	33,898
9. England Authority Commercial	Political Subdivision	29,434
10. Rapides Parish Police Jury	Political Subdivision	22,485
TOTAL		* 752,621
TOTAL WATER SALES		8,494,698

\*Equals Approximately 9% of Total Water Sales

**LARGEST UTILITY CUSTOMERS**

WASTEWATER		
Customer	Type of Business	Gross Sales
1. Alexandria Housing Authority	Political Subdivision	126,203
2. Rapides Parish Sewer District #1	Political Subdivision	110,677
3. Rapides Regional Medical Center	Hospital	89,217
4. Rapides Parish School Board	Political Subdivision	65,330
5. LSUA	University	60,496
6. England Authority Residential	Political Subdivision	60,320
7. Christus St. Frances Cabrini	Hospital	55,623
8. England Authority Commercial	Political Subdivision	52,333
9. Magnolia Trace Apartments	Real Estate Management	43,047
10. Rapides Parish Police Jury	Political Subdivision	37,313
TOTAL		* 700,559
TOTAL WASTEWATER SALES		6,854,835

\*Equals Approximately 10% of Total Wastewater Sales

**2024-2025 ANNUAL BUDGET  
FINANCIAL AND STATISTICAL DATA  
AS OF APRIL 30, 2023**

**GENERAL FUND**

**FUND BALANCE GROWTH**

<b>Fiscal Year</b>	<b>Fund Balance</b>	<b>Actual Expenditures</b>	<b>Percent of Budget</b>
2014	20,297,480	58,326,877	34.80%
2015	21,522,023	57,201,010	37.63%
2016	20,438,434	61,617,747	33.17%
2017	20,929,562	60,761,671	34.45%
2018	22,347,382	60,266,580	37.08%
2019	23,539,827	60,733,475	38.76%
2020	23,626,896	61,702,022	38.29%
2021	28,936,361	63,566,274	45.52%
2022	38,736,639	63,282,033	61.21%
2023	35,168,529	67,803,083	51.87%

**GENERAL FUND**

