

***CITY OF ALEXANDRIA  
ELECTED OFFICIALS  
2025-2026***

**EXECUTIVE**

Jacques M. Roy

Mayor

**LEGISLATIVE**

Malcolm Larvadain

Gary Johnson

Cynthia Perry

Lizzie Felter

Chuck Fowler

Jim Villard

Jules Green

District One

District Two

District Three

District Four

District Five

At-Large

At-Large

**JUDICIAL**

Richard Starling, Jr.

Jerome Hopewell

City Judge

City Marshal

***CITY OF ALEXANDRIA  
EXECUTIVE OFFICERS  
2025 - 2026***

Kay Michiels	Chief of Staff
Chad Gremillion	Police Chief
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



**2025-2026 ANNUAL BUDGET**

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March 15, 2025

Mrs. Cynthia Perry, President  
and Members of the Alexandria City Council  
City of Alexandria  
Post Office Box 71  
Alexandria, Louisiana 71309-0071

Dear Mrs. Perry and Members of the City Council:

This constitutes my required Budget Message for Fiscal Year 2026 (2025-2026) (“**FY 26**”), 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 2025-2026 are hereby submitted.

This Budget was prepared using *very* conservative expenditure and revenue projections. The national economy’s recent unpredictability and market volatility coupled with unique international pressures create uncertainty when predicting revenue for FY 26. Reliance on federal grants to local governments is ambiguous. Moreover, Louisiana’s proposed restructuring of tax revenue for local governments portends a potential unpredictability 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 of last fiscal year has moved toward the Alexandria Utility System (“**AUS**”) in FY 26. With public safety and resilience, the focus pivots additionally to AUS capital support given the rate making authority’s anemic appetite to address reform. The governing authority’s struggle with a coherent plan for capital improvement funding results in drastic changes to capital project planning. The Budget commits substantial expenditures to information technology and systems. Use of fund balance to increase spending where deferred infrastructure investment existed was carefully crafted to consider and prioritize the AUS, with a need to transfer general capital outlay to the AUS capital needs. These expenditures seek to, but do not totally, avoid regulatory risks. Despite neutral third-party warnings, the inability to rely on renewal of ad valorem revenue and adjustment of the rates for the AUS result in a tandem threat to operations and capital planning of historic proportion.

The capital budget for FY 26 focuses on drainage, transportation, and other large commitments to related utility infrastructure. The capital budget’s planned focus on a new major initiative, REIGNITE—a large commitment to growth infrastructure as reflected by the priority rating system—is on momentary hold based on the loss of out years for capital planning. We think the current likelihood for ad valorem renewal is substantially low. As such, this Budget is not indicative of the budgets that otherwise would reflect the confidence and commitments to projects discussed over the last year. In short, the funding issues reflected by this Budget are self-generated and avoidable but carry forward proper re-scaling to protect the public fisc.

Sincerely,

Jacques Roy  
Mayor, City of Alexandria



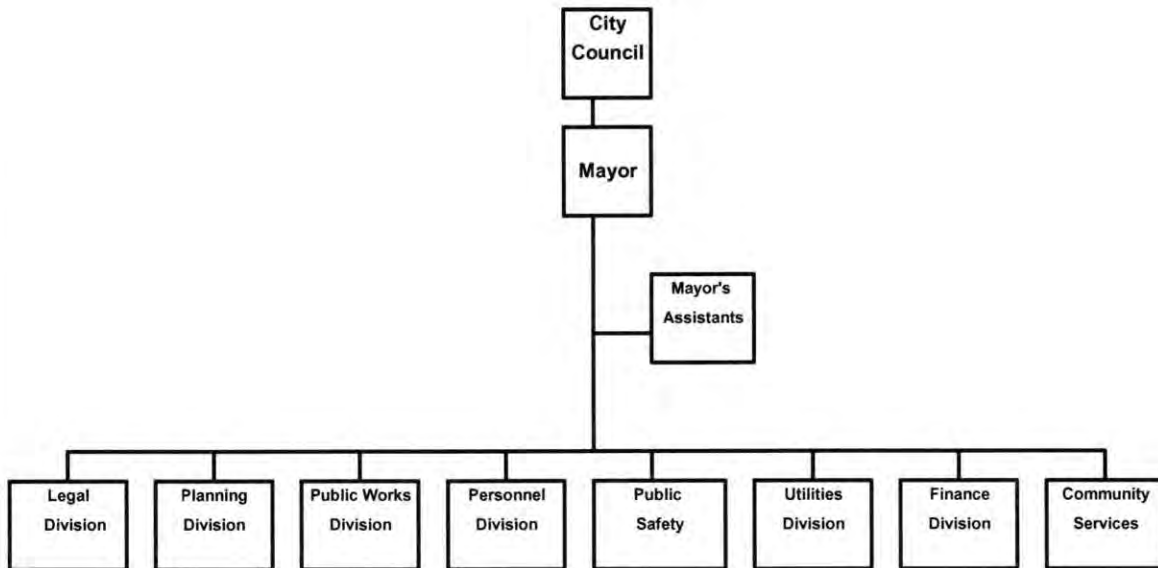
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Jacques M. Roy  
Mayor

Office of the Mayor  
Post Office Box 71  
Alexandria, Louisiana 71309-0071  
Tel (318) 449-5000 · Fax (318) 449-5229  
e-mail: Mayor@cityofalex.com

# 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 purposed.

### **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  
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 activities 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.

**2025-2026 ANNUAL BUDGET**

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**2025-2026 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	39,578,000		1,883,125	11,374,275
Licenses and Permits	2,939,000			
Intergovernmental	10,901,000			
Internal Services and Interfunds	7,971,000			100,000
Fines and Forfeits	206,000	45,000		
Investment Income	0			
Charges for Services	220,000			
Other	81,000			
Debt Proceeds	0			
Use of Fund Balance/Retained Earnings	17,359,694	140,000		558,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>79,255,694</b>	<b>185,000</b>	<b>1,883,125</b>	<b>12,032,275</b>
<b>USES OF FUNDS</b>				
Legislative	549,997			
Executive	1,934,715		400	580,000
Judicial	1,537,420			
Finance	6,504,289			
Public Works	13,302,757			3,853,337
Planning and Development	1,336,902			
Public Safety	34,764,089			1,230,000
Civil Service	382,822			
Human Resources	862,709			
Legal	2,774,727			
Community Services	5,386,069			
Enterprise Operations				
Debt Principal & Interest			1,882,725	
Claims/Fees Paid				
Other - Interfund Transfers	9,919,198	185,000		4,692,000
Excess Revenue over Expenditures				1,676,938
<b>TOTAL USES OF FUNDS</b>	<b>79,255,694</b>	<b>185,000</b>	<b>1,883,125</b>	<b>12,032,275</b>

**CITY OF ALEXANDRIA**



**2025-2026 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	
				1,420,000			54,255,400
							2,939,000
			604,000				11,505,000
2,065,000	119,000	2,214,744	3,261,493	1,409,454	390,000	9,175,000	26,705,691
							251,000
							0
17,643,000	104,704,000	5,393,000	235,000	600,000	711,000		129,506,000
75,000	40,000		6,000				202,000
							0
10,600	7,795,918						25,864,212
19,793,600	112,658,918	7,607,744	4,106,493	3,429,454	1,101,000	9,175,000	251,228,303
=====							
							549,997
	1,069,326						3,584,441
							1,537,420
	10,505,950						17,010,239
							17,156,094
							1,336,902
							35,994,089
							382,822
							862,709
75,000							2,849,727
							5,386,069
	75,703,627	6,128,744	3,360,493	2,994,454	1,025,000	9,167,997	98,380,315
	9,473,522						11,356,247
19,718,600							19,718,600
	15,906,493	1,479,000	746,000	435,000	76,000		33,438,691
						7,003	1,683,941
19,793,600	112,658,918	7,607,744	4,106,493	3,429,454	1,101,000	9,175,000	251,228,303
=====							

**CITY OF ALEXANDRIA**

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS**

**GENERAL FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Adopted
Taxes	41,046,504	43,038,754	37,533,000	41,378,000	39,578,000	0	-100.00%
Licenses & Permits	3,591,136	3,638,122	2,939,000	3,385,000	2,939,000	0	-100.00%
Intergovernmental	14,053,021	23,680,270	10,852,000	13,514,000	10,901,000	0	-100.00%
Internal Transfers/Interfunds	4,270,000	9,971,000	9,971,000	5,616,000	7,971,000	0	-100.00%
Fines & Forfeitures	252,738	190,082	277,000	206,000	206,000	0	-100.00%
Investment Income	274,429	290,708	0	900,000	0	0	0.00%
Charges for Services	405,185	374,275	220,000	330,000	220,000	0	-100.00%
Other	452,430	451,435	11,784,288	17,027,183	17,440,694	0	-100.00%
<b>Total Revenues</b>	<b>64,345,443</b>	<b>81,634,646</b>	<b>73,576,288</b>	<b>82,356,183</b>	<b>79,255,694</b>	<b>0</b>	<b>-100.00%</b>

**EXPENDITURE SUMMARY BY DIVISION**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Legislative	485,837	468,501	537,179	537,179	549,997	0	-100.00%
Executive	1,344,912	1,294,385	1,970,113	1,672,113	1,934,715	0	-100.00%
Judicial	1,273,914	1,325,908	1,480,716	1,492,716	1,537,420	0	-100.00%
Finance	5,414,224	5,735,005	6,674,266	6,983,266	6,504,289	0	-100.00%
Public Works	13,998,790	14,174,501	13,270,993	16,445,695	13,302,757	0	-100.00%
Planning	983,295	975,291	1,415,985	1,360,985	1,336,902	0	-100.00%
Public Safety	29,505,199	32,702,935	34,039,795	37,859,280	34,764,089	0	-100.00%
Civil Service	347,067	370,261	408,549	375,549	382,822	0	-100.00%
Human Resources	715,126	693,952	886,627	836,627	862,709	0	-100.00%
Legal	2,660,378	2,353,954	2,397,037	2,719,037	2,774,727	0	-100.00%
Community Services	4,623,565	4,053,138	5,180,028	5,389,736	5,386,069	0	-100.00%
Interfund Transfers	6,561,239	5,446,000	5,315,000	6,684,000	9,919,198	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
<b>Total Expenditures</b>	<b>67,913,546</b>	<b>69,593,831</b>	<b>73,576,288</b>	<b>82,356,183</b>	<b>79,255,694</b>	<b>0</b>	<b>-100.00%</b>

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	28,711,339	28,868,455	31,654,980	31,613,980	32,080,672	0	-100.00%
Fringe Benefits	12,191,138	12,908,417	17,089,343	15,592,343	16,476,027	0	-100.00%
Operating & Contractual	14,613,518	14,125,791	11,350,928	16,096,928	11,415,928	0	-100.00%
Other	10,330,075	9,436,269	9,642,261	11,354,261	14,148,459	0	-100.00%
Capital Outlay	2,067,476	4,254,899	3,838,776	7,698,671	5,134,608	0	-100.00%
<b>Total Expenditures</b>	<b>67,913,546</b>	<b>69,593,831</b>	<b>73,576,288</b>	<b>82,356,183</b>	<b>79,255,694</b>	<b>0</b>	<b>-100.00%</b>

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**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
PRE TRIAL INTERVENTION FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
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	26,195	43,669	0	25,000	0	0	0.00%
Fines & Forfeitures	57,367	49,778	65,000	45,000	45,000	0	0.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	0	120,000	115,000	140,000	0	0.00%
Total Revenue	83,562	93,447	185,000	185,000	185,000	0	0.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
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	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	185,000	185,000	185,000	185,000	185,000	0	0.00%

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
GENERAL DEBT SERVICE FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Taxes	2,451,968	2,003,125	1,883,375	1,883,375	1,883,125	0	-100.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	0	0	0	0	0	0	0.00%
Investment Income	15,521	42,862	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	2,467,489	2,045,987	1,883,375	1,908,375	1,883,125	0	-100.00%

**EXPENDITURE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	800	1,400	400	400	400	0	-100.00%
Other	2,832,900	2,848,237	1,882,975	1,907,975	1,882,725	0	-100.00%
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 Expenditures	2,833,700	2,849,637	1,883,375	1,908,375	1,883,125	0	-100.00%



**2025-2026 ANNUAL BUDGET**

<p><b>SUMMARY OF FUNDS</b> <b>RISK MANAGEMENT FUND</b></p>
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**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
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	76,255	119,252	0	10,000	0	0	0.00%
Charges for Services	4,023,000	4,741,000	5,106,000	6,483,000	6,733,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	240,310	319,146	75,000	200,000	75,000	0	-100.00%
<b>Total Revenue</b>	<b>4,339,565</b>	<b>5,179,398</b>	<b>5,181,000</b>	<b>6,693,000</b>	<b>6,808,000</b>	<b>0</b>	<b>-100.00%</b>

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	0	0	50,000	50,000	50,000	0	-100.00%
Fringe	0	0	13,523	13,523	13,523	0	-100.00%
Operating & Contractual	1,413,058	2,164,899	1,481,477	2,669,479	2,669,477	0	-100.00%
Other	5,175,070	3,660,036	3,636,000	3,959,998	4,075,000	0	-100.00%
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>6,588,128</b>	<b>5,824,935</b>	<b>5,181,000</b>	<b>6,693,000</b>	<b>6,808,000</b>	<b>0</b>	<b>-100.00%</b>

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
EMPLOYEE BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,630,000	1,770,000	0	0	2,065,000	0	#DIV/0!
Investment Income	197,931	360,566	0	300,000	0	0	0.00%
Charges for Services	9,599,058	9,658,585	12,405,000	10,980,000	10,910,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	489,503	798,029	570,000	2,195,000	0	0	0.00%
Total Revenue	11,916,492	12,587,180	12,975,000	13,475,000	12,975,000	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	2,560,584	2,580,593	2,075,000	2,775,000	2,075,000	0	-100.00%
Other	8,835,227	9,256,633	10,900,000	10,700,000	10,900,000	0	-100.00%
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	11,395,811	11,837,226	12,975,000	13,475,000	12,975,000	0	-100.00%

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
UNEMPLOYMENT BENEFITS FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
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	6,281	10,967	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	0	0.00%
Total Revenue	6,281	10,967	10,600	10,600	10,600	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
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	19,845	21,665	10,600	10,600	10,600	0	-100.00%
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	19,845	21,665	10,600	10,600	10,600	0	-100.00%



**2025-2026 ANNUAL BUDGET**

<b>SUMMARY OF FUNDS</b>
<b>UTILITY FUND</b>

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	
Electric	82,372,643	94,862,518	76,777,000	64,002,000	76,777,000	0	-100.00%
Water	6,585,553	8,937,344	7,360,000	7,585,000	7,360,000	0	-100.00%
Gas	12,589,236	10,125,664	11,467,000	7,397,000	11,467,000	0	-100.00%
Wastewater	6,027,516	7,284,612	6,520,000	6,530,000	6,520,000	0	-100.00%
Environmental Compliance	756,951	746,196	755,000	755,000	755,000	0	-100.00%
Other Charges	1,569,701	1,998,305	1,825,000	1,825,000	1,825,000	0	-100.00%
Investment Income	637,991	1,445,920	0	800,000	0	0	0.00%
Intergovernmental	448,489	0	0	0	0	0	0.00%
Interfund Transfers	615,000	119,000	119,000	119,000	119,000	0	-100.00%
Other	121,734	98,740	11,443,000	15,626,618	7,835,918	0	-100.00%
Total Revenue	111,724,814	125,618,299	116,266,000	104,639,618	112,658,918	0	-100.00%

**EXPENSE SUMMARY BY DIVISION**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Finance	18,603,702	19,029,298	19,532,700	21,179,700	19,979,472	0	-100.00%
Administration	935,945	991,492	969,077	1,284,077	1,069,326	0	-100.00%
Electric	62,161,440	49,281,334	52,314,000	39,441,000	51,632,383	0	-100.00%
Water	5,617,515	5,684,614	5,801,295	6,376,745	5,388,056	0	-100.00%
Gas	13,353,331	8,423,271	11,063,676	7,300,676	11,067,086	0	-100.00%
Wastewater	5,105,942	4,957,508	5,405,048	6,619,748	5,190,658	0	-100.00%
Environmental Services	598,854	598,537	835,304	809,772	679,711	0	-100.00%
Environmental Compliance	149,443	136,640	408,000	408,000	408,000	0	-100.00%
Utility Services	980,309	787,685	1,494,900	1,465,900	1,337,733	0	-100.00%
Interfund Transfers	12,074,000	18,986,000	18,442,000	19,754,000	15,906,493	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	119,580,481	108,876,379	116,266,000	104,639,618	112,658,918	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries	11,023,261	11,773,649	13,166,908	13,510,908	13,203,840	0	-100.00%
Fringe Benefits	4,593,414	4,666,620	6,723,938	6,338,938	6,215,706	0	-100.00%
Operating & Contractual	78,402,865	59,155,742	61,893,000	48,035,000	61,893,000	0	-100.00%
Other	22,712,619	29,619,757	29,075,757	30,387,757	26,580,015	0	-100.00%
Capital Outlay	2,848,322	3,660,611	5,406,397	6,367,015	4,766,357	0	-100.00%
Total Expenses	119,580,481	108,876,379	116,266,000	104,639,618	112,658,918	0	-100.00%

**2025-2026 ANNUAL BUDGET**

<p><b>SUMMARY OF FUNDS</b> <b>SANITATION FUND</b></p>
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**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		Percent
	Received	Received	Budget	Budget	Approved	Adopted	Change
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,090,239	1,426,000	1,159,000	1,857,000	2,214,744	0	0.00%
Investment Income	27,641	73,448	0	110,000	0	0	0.00%
Charges for Services	5,244,166	5,668,689	5,393,000	5,568,000	5,393,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	20,550	600	650,000	650,000	0	0	0.00%
Total Revenue	6,382,596	7,168,737	7,202,000	8,185,000	7,607,744	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		Percent
	Exp	Exp	Budget	Budget	Approved	Adopted	Change
Salaries	1,383,444	1,382,857	1,675,616	1,614,616	1,631,835	0	-100.00%
Fringe	452,094	515,748	876,939	796,939	832,397	0	-100.00%
Operating & Contractual	3,298,856	3,476,458	2,351,000	3,423,000	2,351,000	0	-100.00%
Other	12,000	12,000	12,000	12,000	12,000	0	-100.00%
Capital Outlay	28,175	1,247,171	871,445	871,445	1,301,512	0	-100.00%
Interfund Transfers	934,000	1,398,000	1,415,000	1,467,000	1,479,000	0	0.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	6,108,569	8,032,234	7,202,000	8,185,000	7,607,744	0	-100.00%

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
ZOOLOGICAL PARK FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		Percent
	Received	Received	Budget	Budget	Approved	Adopted	Change
Taxes	1,327,833	1,363,905	1,350,000	1,420,000	1,420,000	0	-100.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	1,176,000	0	684,000	832,000	1,409,454	0	0.00%
Investment Income	88,773	176,052	0	100,000	0	0	0.00%
Charges for Services	623,514	627,407	525,000	625,000	600,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	720	-3,211	400,000	400,000	0	0	0.00%
Total Revenue	3,216,840	2,164,153	2,959,000	3,377,000	3,429,454	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		Percent
	Exp	Exp	Budget	Budget	Approved	Adopted	Change
Salaries	901,975	901,524	950,314	896,314	998,552	0	-100.00%
Fringe	394,109	382,488	508,141	461,141	537,343	0	-100.00%
Operating & Contractual	1,443,986	1,359,825	904,000	1,415,000	904,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	66,968	151,655	161,545	169,545	554,559	0	-100.00%
Interfund Transfers	316,000	435,000	435,000	435,000	435,000	0	-100.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	3,123,038	3,230,492	2,959,000	3,377,000	3,429,454	0	-100.00%



**2025-2026 ANNUAL BUDGET**

<b>SUMMARY OF FUNDS</b> <b>GOLF COURSE FUND</b>
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**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Received	Actual Received	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	0	0	0	0	0	0	0.00%
Interfund Transfers	291,000	212,000	390,000	311,000	390,000	0	0.00%
Investment Income	23,610	50,048	0	40,000	0	0	0.00%
Charges for Services	799,975	811,468	711,000	803,000	711,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	0	29,593	0	0	0	0	0.00%
Total Revenue	1,114,585	1,103,109	1,101,000	1,154,000	1,101,000	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries	0	0	0	0	0	0	0.00%
Fringe	0	0	0	0	0	0	0.00%
Operating & Contractual	931,240	934,767	1,025,000	1,078,000	1,025,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	3,063	8,133	0	0	0	0	0.00%
Interfund Transfers	69,000	76,000	76,000	76,000	76,000	0	-100.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	1,003,303	1,018,900	1,101,000	1,154,000	1,101,000	0	-100.00%

**2025-2026 ANNUAL BUDGET**

**SUMMARY OF FUNDS  
MUNICIPAL TRANSIT FUND**

**REVENUE SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		
	Received	Received	Budget	Budget	Approved	Adopted	Adopted
Taxes	0	0	0	0	0	0	0.00%
Intergovernmental	1,409,931	1,487,123	604,000	1,554,000	604,000	0	-100.00%
Interfund Transfers	2,679,000	2,535,000	2,777,000	2,434,000	3,261,493	0	0.00%
Investment Income	109,299	184,389	0	200,000	0	0	0.00%
Charges for Services	228,909	275,452	235,000	235,000	235,000	0	-100.00%
Use of Property	0	0	0	0	0	0	0.00%
Other	9,504	7,364	6,000	6,000	6,000	0	-100.00%
Total Revenue	4,436,643	4,489,328	3,622,000	4,429,000	4,106,493	0	-100.00%

**EXPENSE SUMMARY BY CATEGORY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual	Actual	Adopted	Final	Admin		Percent
	Exp	Exp	Budget	Budget	Approved	Adopted	Change
Salaries	1,064,202	1,176,104	1,365,137	1,437,137	1,400,890	0	-100.00%
Fringe	426,170	471,944	751,948	744,948	741,544	0	-100.00%
Operating & Contractual	885,441	1,198,660	765,915	1,512,915	765,915	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	4,946	0	0	0	452,144	0	100.00%
Interfund Transfers	614,000	721,000	739,000	734,000	746,000	0	-100.00%
Operating Reserve	0	0	0	0	0	0	0.00%
Total Expenses	2,994,759	3,567,708	3,622,000	4,429,000	4,106,493	0	-100.00%

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL  
GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>City Council</b>						
City Council Persons	7	7	7	7	7	
Total City Council	7	7	7	7	7	0
<b>City Clerk</b>						
City Clerk	1	1	1	1	1	
Administrative Assistant	1	1	1	1	1	
Total City Clerk	2	2	2	2	2	0
<b>Office of the Mayor</b>						
Mayor	1	1	1	1	1	
Executive Secretary	1	1	1	1	1	
Total Office of the Mayor	2	2	2	2	2	0
<b>General Government</b>						
Commissioner Public Safety	1	1	1	1	1	
Administrative Assistant	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Total General Government	3	3	3	3	3	0
<b>Internal Audit</b>						
Mayor's Assistant	1	0	0	0	0	
Accountant	1	0	0	0	0	
Total Intergovt'l Agency	2	0	0	0	0	0
<b>Intergovernmental Agency</b>						
Mayor's Assistant	1	1	1	1	1	
Mayor's Assistant	1	1	1	1	1	
Mayor's Assistant	0	1	1	1	1	
Mayor's Assistant	1	1	1	1	1	
Mayor's Assistant	2	2	2	2	2	
Mayor's Assistant	1	1	1	1	1	
Mayor's Assistant - PT	1	7	7	7	7	
Public Relations Specialist	1	0	0	0	0	
Total Intergovt'l Agency	8	14	14	14	14	0
<b>City Court</b>						
City Judge	1	1	1	1	1	
Deputy Clerk	7	7	7	7	7	
Clerk of Court	1	1	1	1	1	
Secretary	1	1	1	1	1	
Total City Court	10	10	10	10	10	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Finance</b>						
Director of Finance	1	1	1	1	1	
Administrative Assistant	1	1	1	1	1	
<b>Total Finance</b>	2	2	2	2	2	0
<b>Business Office</b>						
Business Office Manager	1	1	1	1	1	
Customer Accounts Representative	2	2	2	2	2	
Customer Accounts Team Leader	1	1	1	1	1	
Student Worker	1	1	1	1	1	
<b>Total Business Office</b>	5	5	5	5	5	0
<b>Accounting</b>						
Accounting Manager	1	1	1	1	1	
Accountant	3	3	3	3	3	
Accounting Technician	3	3	3	3	3	
<b>Total Accounting</b>	7	7	7	7	7	0
<b>Purchasing</b>						
Purchasing Manager	1	1	1	1	1	
Purchasing Technician	2	2	2	2	2	
Senior Buyer	2	2	2	2	2	
Buyer	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
<b>Total Purchasing</b>	7	7	7	7	7	0
<b>Printing</b>						
Mail Clerk	1	1	1	1	1	
Print Shop Coordinator	2	2	2	2	2	
<b>Total Printing</b>	3	3	3	3	3	0
<b>Central Warehouse</b>						
Supervisor Central Warehouse	1	1	1	1	1	
Inventory Coordinator	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Stock Clerk	3	3	3	3	3	
<b>Total Central Warehouse</b>	6	6	6	6	6	0
<b>Parts Warehouse</b>						
Inventory Coordinator	1	1	1	1	1	
Stock Clerk	1	1	1	1	1	
<b>Total Parts Warehouse</b>	2	2	2	2	2	0



**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Public Works</b>						
Director of Public Works	1	1	1	1	1	
Executive Secretary	1	1	1	1	1	
Asst Director Public Works	2	2	2	2	2	
Administrative Secretary	1	1	1	1	1	
<b>Total Public Works</b>	5	5	5	5	5	0
<b>Code Enforcement</b>						
Superintendent	1	1	1	1	1	
Crew Leader	2	2	2	2	2	
Code Enforcement Officer	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Equipment Operator II	2	2	2	2	2	
Maintenance Worker	2	2	2	2	2	
Code Enforcement Officer Senior	2	2	2	2	2	
<b>Total Code Enforcement</b>	11	11	11	11	11	0
<b>Engineering</b>						
Assistant City Engineer	1	1	1	1	1	
City Engineer	1	1	1	1	1	
Lead Engineering Technician	1	1	1	1	1	
Engineer in Training	1	1	1	1	1	
Survey Technician	1	1	1	1	1	
Engineering Tech III	1	1	1	1	1	
Construction Inspector	1	1	1	1	1	
Survey Party Chief	1	1	1	1	1	
Survey Instrument Operator	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
<b>Total Engineering</b>	11	11	11	11	11	0
<b>Urban Forestry</b>						
Landscape Architect	1	1	1	1	1	
<b>Total Urban Forestry</b>	1	1	1	1	1	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Streets &amp; Parks</b>						
Superintendent-Streets	1	1	1	1	1	
Crew Supervisor Street Maint	2	2	2	2	2	
Crew Leader Street Maintenance	3	3	3	3	3	
Maintenance Worker Senior	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Inventory Coordinator	1	1	1	1	1	
Equipment Operator III	4	4	4	4	4	
Equipment Operator II	7	7	7	7	7	
Fleet Maintenance Tech	1	1	1	1	1	
Equipment Operator I	4	4	4	4	4	
Maintenance Worker	3	3	3	3	3	
Supervisor - Streets	1	1	1	1	1	
<b>Total Streets &amp; Parks</b>	31	31	31	31	31	0
<b>Traffic Department</b>						
Traffic Signal Tech	2	2	2	2	2	
Administrative Secretary	1	1	1	1	1	
Superintendent	1	1	1	1	1	
Sign Artist	1	1	1	1	1	
Sign & Marking Specialist	3	3	3	3	3	
<b>Total Traffic Department</b>	8	8	8	8	8	0
<b>Maintenance Public Buildings</b>						
Custodial Worker	3	6	6	6	6	
Supervisor Custodial	0	1	1	1	1	
Supervisor Mechanical Systems Maint	2	2	2	2	2	
Superintendent - Building Maint	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Electrician	1	1	1	1	1	
Painter	3	3	3	2	2	
Carpenter	3	3	3	3	3	
Lead Custodial Worker	1	2	2	2	2	
Building Maintenance Specialist	2	2	2	2	2	
Mechanical Systems Technician	3	3	3	3	3	
Crew Leader Carpenter & Paint	1	1	1	1	1	
<b>Total Maint.Public Bldgs.</b>	22	27	27	26	26	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Motor Pool</b>						
Superintendent	1	1	1	1	1	
Supervisor -Fleet Maintenance	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Fleet Mechanic	11	11	11	10	10	
Fleet Auto Body Technician	2	2	2	2	2	
Lube & Tire Service Tech	6	6	6	6	6	
<b>Total Motor Pool</b>	25	25	25	24	24	0
<b>Animal Shelter</b>						
Crew Leader	1	1	1	1	1	
Kennel Technician	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Superintendent-Animal Control	1	1	1	1	1	
Animal Control Officer	2	2	2	2	2	
<b>Total Animal Shelter</b>	9	9	9	9	9	0
<b>Planning</b>						
Director of Planning	1	1	1	1	1	
Historic Preservation Asst PT	1	1	1	1	1	
Administrative Assistant	1	1	1	1	1	
Assistant Director of Planning	1	1	1	1	1	
Zoning Enforcement Analyst	2	2	2	2	2	
GIS Manager	0	0	1	1	1	
<b>Total Planning</b>	6	6	7	7	7	0
<b>Construction Development</b>						
Permit Technician	2	2	2	2	2	
Multi Trades Inspector	5	5	5	5	5	
Superintendent Construction Dev	1	1	1	1	1	
Plans Reviewer	1	1	1	1	1	
<b>Total Construction Develop</b>	9	9	9	9	9	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Public Safety Police</b>						
Chief	1	1	1	1	1	
Assistant Chief	1	1	1	1	1	
Deputy Chief	0	2	2	2	2	
Captain	4	4	4	4	4	
Lieutenant	12	12	12	12	12	
Sergeant	32	32	32	32	32	
Communications Officer	17	17	17	17	17	
Corporal	52	52	52	52	52	
Police Officer	57	57	57	57	57	
Jailer	2	2	2	2	2	
School Patrol	15	15	15	11	11	
Reserve Police Officer	20	20	20	0	0	
Records Clerk	15	15	15	15	15	
Secretary-Police Chief	1	1	1	1	1	
<b>Total Police Department</b>	<b>229</b>	<b>231</b>	<b>231</b>	<b>207</b>	<b>207</b>	<b>0</b>
<b>Public Safety Fire</b>						
Chief	1	1	1	1	1	
Assistant Fire Chief	3	3	3	3	3	
District Fire Chief	7	7	7	7	7	
Chief of Fire Prevention	1	1	1	1	1	
Chief of Fire Communications	1	1	1	1	1	
Research & Stat Analysis Officer	0	0	0	1	1	
Administrative Chief	0	1	1	1	1	
Captain	34	34	34	33	33	
Fire Communications Officer	8	8	8	8	8	
Fire Training Officer	1	1	1	1	1	
Fire Prevention Officer	3	3	3	3	3	
Director of EMS	1	1	1	1	1	
Fire Equipment Operator	26	26	26	26	26	
Firefighter 1st Class	39	39	39	39	39	
Secretary - Fire Chief	1	1	1	1	1	
Records Clerk	2	2	2	2	2	
<b>Total Fire Department</b>	<b>128</b>	<b>129</b>	<b>129</b>	<b>129</b>	<b>129</b>	<b>0</b>
<b>Civil Service</b>						
Director of Civil Service	1	1	1	1	1	
Compensation Analyst	1	1	0	0	0	
Examination Analyst	1	1	2	2	2	
Asst Director Civil Service	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>0</b>



**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Human Resources</b>						
Director of Human Resources	1	1	1	1	1	
Administrative Assistant	1	1	1	1	1	
Asst Director of Human Resources	1	1	0	0	0	
Personnel Analyst	4	4	3	3	3	
Clerical Specialist	1	1	1	1	1	
HR Business Partner	0	0	1	1	1	
Human Resource Specialist	0	0	1	1	1	
Student Worker	1	1	1	1	1	
<b>Total Human Resources</b>	9	9	9	9	9	0
<b>Legal</b>						
City Attorney	1	1	1	1	1	
Assistant City Attorney	4	4	4	4	4	
Safe Alex Tech PT	6	6	6	6	6	
Assistant City Attorney PT	7	7	7	7	7	
Community Service Officer Supervisor	0	0	0	2	2	
Community Service Officer	0	0	0	10	10	
Legal Secretary	1	1	1	1	1	
Legal Assistant	1	1	1	1	1	
<b>Total Legal</b>	20	20	20	32	32	0
<b>Community Services</b>						
Director of Community Services	1	1	1	1	1	
Secretary	1	1	1	1	1	
Zoo Media Specialist	0	0	1	0	0	
Custodial Worker	3	0	0	0	0	
Supervisor Custodial	1	0	0	0	0	
Special Events Coordinator	1	1	1	1	1	
Youth Programs Coordinator	2	2	2	2	2	
Lead Custodial Worker	1	0	0	0	0	
Community Center Coordinator	2	2	2	2	2	
Community Services Representative	2	2	2	0	0	
Public Relations Specialist	0	1	0	1	1	
Guest Services Representative	0	0	0	2	2	
Community Center Attendant PT	5	5	5	5	5	
Student Worker	9	9	9	9	9	
<b>Total Community Services</b>	28	24	24	24	24	0

CITY OF ALEXANDRIA

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**GENERAL FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Rectn Facilities Maintenance</b>						
Superintendent	1	1	1	1	1	
Maintenance Worker - Senior	9	9	9	9	9	
Crew Leader Parks Maintenance	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Maintenance Worker (Seasonal)	7	7	7	7	7	
Building Maintenance Specialist	1	1	1	1	1	
<b>Total Rectn Facilities Maint.</b>	22	22	22	22	22	0
<b>Recreational Enhancement</b>						
Mayor's Asst	1	1	1	1	1	
Recreation Specialist PT	4	4	4	0	0	
Student Worker	11	11	11	11	11	
<b>Total Recreational Enhcmnt</b>	16	16	16	12	12	0
<b>TOTAL GENERAL FUND</b>	660	668	669	651	651	0

**2025-2026 ANNUAL BUDGET  
 RECAP OF PERSONNEL**

**CDA FUND & RISK MANAGEMENT FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Community Development</b>						
Administrator	1	1	1	1	1	
Grants Manager	1	1	1	1	1	
Permit Technician	2	2	2	2	2	
Program Manager	3	3	3	3	3	
Multi Trades Inspector	2	2	2	2	2	
Accounting Technician	1	1	0	0	0	
Grants Analyst	0	0	1	1	1	
<b>Total Community Develop</b>	10	10	10	10	10	0
<b>TOTAL CDBG FUND</b>	10	10	10	10	10	0
<b>Office of Risk Manager</b>						
Risk Manager	1	1	1	1	1	
<b>Total Office of Risk Manager</b>	1	1	1	1	1	0
<b>TOTAL RISK MGMT FUND</b>	1	1	1	1	1	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Budget Office</b>						
Mayor's Asst - Budget Officer	1	1	1	1	1	
Assistant Director Finance	1	1	1	1	1	
Accountant	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>0</b>
<b>Customer Service</b>						
Manager Customer Service & Field Service	1	1	1	1	1	
Asst Manager Customer Service & Field Service	1	1	1	2	2	
Accountant	2	2	2	2	2	
Administrative Assistant	0	0	0	1	1	
Administrative Secretary	1	1	1	0	0	
Customer Accounts Representative	7	7	7	0	0	
Customer Accounts Team Leader	4	2	2	0	0	
Customer Services Representative	11	11	11	11	11	
Utility Billing Specialist	5	5	5	0	0	
Supervisor Customer Service	0	1	1	1	1	
Front Office Team Leader	0	1	1	0	0	
Utility Billing Specialist Lead	1	1	1	1	1	
Customer Service Specialist	0	0	0	12	12	
Customer Service Team Leader	0	0	0	3	3	
Student Worker	1	1	1	1	1	
<b>Total Cust.Service Dep.</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>35</b>	<b>0</b>
<b>Customer Field Services</b>						
Supervisor Utility Field Services	1	1	1	1	1	
Crew Leader	1	1	1	1	1	
Meter Reader	11	8	0	0	0	
Utility Service Worker	7	10	18	18	18	
Field Services Office Technician	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>0</b>
<b>Management Infor. Systems</b>						
Information Systems Manager	1	1	1	1	1	
Information Systems Analyst	4	4	4	4	4	
Database Manager	1	1	1	1	1	
PC / Network Technician	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Applications Analyst	0	1	1	1	1	
<b>Total Mgt Info Systems</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Utility Director</b>						
Director of Utilities	1	1	1	1	1	
Executive Secretary	1	1	1	1	1	
Enviro Compliance Manager	1	1	1	1	1	
Professional Engineer	1	1	1	1	1	
Assistant Director Utiliies	1	1	1	1	1	
<b>Total Utility Director</b>	5	5	5	5	5	0
<b>Electric Production</b>						
Superintendent - Electric Prod	1	1	1	1	1	
Custodial Worker	1	1	1	1	1	
Supervisor Electric Production	1	1	1	1	1	
Plant Maintenance Supervisor	1	1	1	1	1	
Enviromental Tech II	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Electric Plant Shift Supervisor	5	5	5	5	5	
Maintenance Mechanic II	1	1	1	1	1	
Electric Plant Operator II	4	4	4	4	4	
Maintenance Mechanic I	1	1	1	1	1	
Electric Plant Operator I	5	5	5	5	5	
Trades Worker	1	1	1	1	1	
Industrial Electrician-Electric Pr	1	1	1	1	1	
Electronic & Instr Tech-Electric	1	1	1	1	1	
<b>Total Electric Production</b>	25	25	25	25	25	0
<b>Electric Distribution</b>						
Superintendent - Electric Distribution	1	1	1	1	1	
Maintenance Worker Senior	1	1	1	1	1	
Crew Supervisor Electric Distribution	3	3	3	3	3	
Supervisor Electric Distribution	1	1	1	1	1	
Engineering Tech II	1	1	0	0	0	
SCADA Operator - Electric Dist	4	4	4	4	4	
Administrative Assistant	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Electric Substation Supervisor	1	1	1	1	1	
Electric Line Worker Senior	9	9	9	9	9	
Electric Meter Technician	2	2	2	2	2	
Electric Line Worker	3	3	3	3	3	
Electric Substation Tech II	1	1	1	1	1	
Electric Substation Tech I	2	2	2	2	2	
Trades Worker	5	5	5	5	5	
Supervisor Meter & Service	1	1	1	1	1	
Electric Distribution Systems Tech	1	1	1	1	1	
Electric Distribution Service Planner	1	1	1	1	1	
Utility Line Locator	0	0	1	1	1	
<b>Total Electric Distrib.Dept.</b>	39	39	39	39	39	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Water Distribution</b>						
Superintendent	1	1	1	1	1	
Maintenance Worker Senior	2	3	3	3	3	
Crew Supervisor Water Distribution	6	6	6	6	6	
Supervisor Water Distribution	2	2	2	2	2	
Assistant Superintendent	2	2	2	2	2	
Meter Technician	2	2	2	2	2	
Construction Inspector	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Pipe Layer	4	6	6	6	6	
Equipment Operator III	1	2	2	2	2	
Maintenance Worker	5	5	5	5	5	
Industrial Painter	1	1	1	1	1	
Superintendent - Water Operations	1	1	1	1	1	
<b>Total Water Distribution</b>	<b>30</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>0</b>
<b>Water Production</b>						
Maintenance Worker Senior	1	1	1	1	1	
Crew Supervisor Water Distribution	1	2	2	2	2	
Supervisor Water Treatment	1	1	1	1	1	
Water Plant Operator	7	7	7	7	7	
Equipment Operator III	2	1	1	1	1	
Industrial Painter	1	1	1	1	1	
Electronic & Instr Tech	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>0</b>

**2025-2026 ANNUAL BUDGET  
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**UTILITY FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Gas Distribution</b>						
Superintendent	1	1	1	1	1	
Crew Supervisor Gas Distribution	4	4	4	4	4	
Assistant Superintendent - Gas	0	0	0	1	1	
Gas General Supervisor	1	1	1	1	1	
Meter Technician	1	1	1	1	1	
Gas System Technician	2	2	2	2	2	
Cathodic Protection Technician	1	1	1	1	1	
Leak Survey Technician	2	2	2	2	2	
SCADA Operator - Gas	5	5	5	5	5	
Administrative Secretary	1	1	1	1	1	
Inventory Coordinator	1	1	1	1	1	
Clerical Specialist	1	1	1	0	0	
Gas Service Technician	1	1	1	1	1	
Pipe Layer	5	5	5	5	5	
Pipeline Welder	2	2	2	2	2	
Equipment Operator III	1	1	1	1	1	
Trades Worker	4	4	4	4	4	
Crew Supervisor Cathodic Protect	1	1	1	1	1	
Electronic & Instr Tech	1	1	1	1	1	
Gas Administrative Coordinator	0	0	0	1	1	
<b>Total Gas Distributin Dept.</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>36</b>	<b>36</b>	<b>0</b>
<b>Wastewater Treatment</b>						
Superintendent	1	1	1	1	1	
Supervisor Wastewater Treatment	2	2	2	2	2	
Wastewater Plant Operator	8	8	8	8	8	
Wastewater Treatment/SCADA	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Clerical Specialist	1	1	1	1	1	
Asst Superintendent	1	1	1	1	1	
Electronic & Instr Tech	1	1	1	1	1	
<b>Total Wastewate Treat Dept.</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0</b>
<b>Wastewater Collection</b>						
Maintenance Worker Senior	1	1	1	1	1	
Supervisor Wastewater Collection	2	2	2	2	2	
Crew Supervisor WW Line Maint	6	6	6	6	6	
Maintenance Mechanic I	3	3	3	3	3	
Pipe Layer	2	2	2	2	2	
Equipment Operator III	3	3	3	3	3	
Equipment Operator II	3	3	3	3	3	
Equipment Operator I	1	1	1	1	1	
Maintenance Worker	2	2	2	2	2	
<b>Total Wastewater Collection</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**UTILITY FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Environmental Services</b>						
Superintendent	1	1	1	1	1	
Environmental Lab Supervisor	1	1	1	1	1	
Environmental Technician I	2	2	2	2	2	
Environmental Technician II	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
<b>Total Environmental Services</b>	6	6	6	6	6	0
<b>Utility Services</b>						
Superintendent	1	1	1	1	1	
Maintenance Worker Senior	2	2	2	3	3	
Crew Supervisor Utility Services	2	2	2	2	2	
Engineering Tech II	4	4	0	0	0	
Engineering Tech III	1	1	1	1	1	
Engineering Tech I	1	1	1	1	1	
Administrative Secretary	1	1	1	1	1	
Pipe Layer	1	1	1	1	1	
Equipment Operator III	1	1	1	1	1	
Equipment Operator II	2	2	2	2	2	
Welder	1	1	1	1	1	
GIS Manager	1	1	0	0	0	
Utility Line Locator	0	0	4	4	4	
<b>Total Utility Services</b>	18	18	17	18	18	0
<b>TOTAL UTILITY FUND</b>	279	284	283	286	286	0



**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**SANITATION**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Sanitation</b>						
Superintendent	1	1	1	1	1	
Crew Supervisor Sanitation	3	3	3	3	3	
Administrative Secretary	1	1	1	1	1	
Equipment Operator III	7	7	7	7	7	
Equipment Operator II	10	10	10	10	10	
Equipment Operator I	8	8	8	8	8	
Refuse Collector	20	20	20	20	20	
<b>Total Sanitation Department</b>	50	50	50	50	50	0
<b>TOTAL SANITATION FUND</b>	50	50	50	50	50	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**ZOOLOGICAL PARK**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>Zoo</b>						
Zoo Director	1	1	1	1	1	
Custodial Worker	0	0	1	1		1
Zoo Education Associate	1	1	1	1		1
Supervisor Zoo Facilities Maint	1	1	1	1		1
Zoo Keeper III	0	0	1	1		1
Veterinarian	1	1	1	1		1
Assistant Zoo Director	0	0	0	1		1
Zoo Media Specialist	1	1	0	0		0
Zoo Curator - Education	1	1	1	1		1
Administrative Secretary	1	1	1	1		1
Inventory Coordinator	1	1	1	1		1
Customer Services Representative	1	1	1	0		0
Trades Worker	1	1	1	1		1
Zoo Curator - Health	1	1	1	1		1
Zoo Curator - General	1	1	1	1		1
Zoo Keeper I	3	3	5	5		5
Security Officer	1	1	0	0		0
Zoo Keeper II	5	5	4	4		4
Vet Tech/Registrar	0	0	1	1		1
Guest Services Representative	0	0	0	1		1
<b>Total Zoo Department</b>	21	21	23	24	24	0
<b>TOTAL ZOO FUND</b>	21	21	23	24	24	0

**2025-2026 ANNUAL BUDGET  
RECAP OF PERSONNEL**

**MUNICIPAL TRANSIT FUND**

DEPARTMENT	2022-2023	2023-2024	2024-2025	2025-2026		
	ADOPTED	ADOPTED	ADOPTED	DEP.REQ	ADMN APV	ADOPTED
<b>General Administration</b>						
Transit Manager	1	1	1	1	1	
Transit Shift Supervisor	2	2	2	2	2	
Asst Manager Transit	1	1	1	1	1	
Transit Analyst	1	1	0	0		0
Administrative Secretary	1	1	1	1		1
Clerical Specialist	0	1	1	1		1
Grants Analyst	0	0	1	1		1
<b>Total Department</b>	6	7	7	7	7	0
<b>Revenue Vehicle Operating</b>						
Transit Operator	21	20	19	19	19	
Transit Operator (PT)	10	10	10	10	10	
<b>Total Vehicle Operator</b>	31	30	29	29	29	0
<b>Inspection &amp; Maintenance</b>						
Fleet Mechanic	4	4	4	4	4	
Lube & Tire Service Tech	2	2	2	2	2	
<b>Total Inspection &amp; Maint.</b>	6	6	6	6	6	0
<b>Maintenance Administration</b>						
Supervisor Fleet Maintenance	1	1	1	0	0	
Supervisor Transit Maintenance	0	0	0	1	1	
<b>Total Maint Administration</b>	1	1	1	1	1	0
<b>TOTAL TRANSIT FUND</b>	44	44	43	43	43	0
<b>TOTAL CITY WIDE</b>	1,065	1,078	1,079	1,065	1,065	0

**2025-2026 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311101	Taxes - Ad Valorem	3,907,322	4,260,003	3,953,000	4,158,000	4,158,000	4,158,000	
311303	Taxes - Franchise	230,204	534,249	510,000	350,000	350,000	350,000	
311301	Sales & Use Tax - 1976	9,214,264	9,550,146	8,250,000	9,200,000	8,750,000	8,750,000	
311304	Sales & Use Tax - 1998	18,428,329	19,100,291	16,500,000	18,400,000	17,500,000	17,500,000	
311308	Sales & Use Tax - 2005	9,214,165	9,550,146	8,250,000	9,200,000	8,750,000	8,750,000	
311900	Interest - Delinquent Taxes	52,220	43,919	60,000	60,000	60,000	60,000	
333103	Housing Authority-P.I.L.O.T	0	0	10,000	10,000	10,000	10,000	
	<b>Total Taxes</b>	<b>41,046,504</b>	<b>43,038,754</b>	<b>37,533,000</b>	<b>41,378,000</b>	<b>39,578,000</b>	<b>39,578,000</b>	<b>0</b>
	<b>Licenses and Permits:</b>							
322101	Licenses - Occupational	3,393,814	3,404,301	2,754,000	3,200,000	2,754,000	2,754,000	
322102	Licenses- Compentency Cards	6,236	4,204	5,000	5,000	5,000	5,000	
322201	Permits - Building	182,284	222,303	170,000	170,000	170,000	170,000	
322202	Permits - Zoning	8,802	7,314	10,000	10,000	10,000	10,000	
	<b>Total Licenses And Permits</b>	<b>3,591,136</b>	<b>3,638,122</b>	<b>2,939,000</b>	<b>3,385,000</b>	<b>2,939,000</b>	<b>2,939,000</b>	<b>0</b>
	<b>Intergovernmental:</b>							
311302	Parish Sales Taxes	10,757,154	11,064,700	9,000,000	11,500,000	9,000,000	9,000,000	
333480	Federal - FEMA Recovery	908,922		0	0	0	0	
333484	Federal - Homeland Security	0	0	0	0	0	0	
333502	State - Beer Tax	54,576	51,163	62,000	51,000	62,000	62,000	
333504	State - Fire Insurance Rebate	253,188	213,982	133,000	217,000	133,000	133,000	
333510	State Grant - DARE Officers	0	0	0	0	0	0	
333522	Federal - Crime Bill	0	0	0	0	0	0	
333526	State Grant - LA Comm on Law Enf	46,501	43,821	0	0	0	0	
333527	Grants - Police	125,239	94,032	0	40,000	0	0	
333534	Parish - Sales Tax Rebate	376,891	372,932	108,000	108,000	108,000	108,000	
333536	State - Police Supplemental Pay	760,194	773,050	760,000	773,000	773,000	773,000	
333537	State - Fire Supplemental Pay	753,780	789,904	754,000	790,000	790,000	790,000	
333543	Federal - US Dept of Justice	16,576	276,686	0	0	0	0	
333545	Federal - Drug Confiscations	0	0	35,000	35,000	35,000	35,000	
333549	State - Small Business Development	0	0	0	0	0	0	
333560	Federal - ARPA	0	10,000,000	0	0	0	0	
399014	State - Confiscations	0	0	0	0	0	0	
	<b>Total Intergovernmental</b>	<b>14,053,021</b>	<b>23,680,270</b>	<b>10,852,000</b>	<b>13,514,000</b>	<b>10,901,000</b>	<b>10,901,000</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
381401	Transfer from Utility-Other	24,000	24,000	24,000	24,000	24,000	24,000	
333401	Cost Allocation-Utility Fund	1,876,000	1,713,000	1,713,000	1,713,000	1,713,000	1,713,000	
333402	Cost Allocation-Sanitation Fund	649,000	1,067,000	1,067,000	1,067,000	1,067,000	1,067,000	
333403	Cost Allocation-Zoo Fund	316,000	435,000	435,000	435,000	435,000	435,000	
333404	Cost Allocation-Golf Course Fund	69,000	76,000	76,000	76,000	76,000	76,000	
333450	Cost Allocation-Municipal Transit	459,000	546,000	546,000	546,000	546,000	546,000	
388175	Transfers - PTI Fund	185,000	185,000	185,000	185,000	185,000	185,000	
388300	Transfers - General Capital Projects	692,000	692,000	692,000	692,000	692,000	692,000	
388401	Transfers-Utility System 5%	0	5,233,000	5,233,000	878,000	3,233,000	3,233,000	
	<b>Total Int Service/Interfunds.</b>	<b>4,270,000</b>	<b>9,971,000</b>	<b>9,971,000</b>	<b>5,616,000</b>	<b>7,971,000</b>	<b>7,971,000</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET**

**GENERAL FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	<b>Investment Income:</b> Interest - Investments	274,429	290,708	0	900,000	0	0	
	<b>Total Investment Income</b>	274,429	290,708	0	900,000	0	0	0
	<b>Fines and Forfeitures:</b>							
354701	City Court - Civil Fees	140,884	73,261	120,000	73,000	73,000	73,000	
354702	City Court - Legal	961	413	3,000	1,000	1,000	1,000	
354703	City Court - Fines	106,729	101,244	135,000	101,000	101,000	101,000	
354705	Fines - Parking Tickets	0	0	1,000	1,000	1,000	1,000	
354708	City Court-Police Officers Witness	218	102	12,000	12,000	12,000	12,000	
354710	Fines-DWI Collections	3,946	3,389	6,000	6,000	6,000	6,000	
354711	City Court - Probation	0	11,673	0	12,000	12,000	12,000	
	<b>Total Fines and Forfeitures</b>	252,738	190,082	277,000	206,000	206,000	206,000	0
	<b>Charges for Services:</b>							
334701	Charges - Training Academy	42,500	51,500	30,000	45,000	30,000	30,000	
344001	Charges - Grass Mowing	153,317	127,025	30,000	120,000	30,000	30,000	
344205	Charges - Demolition	31,894	10,904	0	0	0	0	
344703	Charges - R-O-W Maintenance	60,190	60,190	60,000	60,000	60,000	60,000	
344705	Charges - Animal Shelter	53,063	54,385	75,000	55,000	75,000	75,000	
344708	Charges - Photo Copies	62,561	52,041	25,000	50,000	25,000	25,000	
344709	Charges - Alarm Billing	1,660	18,230	0	0	0	0	
	<b>Total Charges for Services</b>	405,185	374,275	220,000	330,000	220,000	220,000	0
	<b>Other:</b>							
377504	Rent - CLECO	41,788	0	0	0	0	0	
377505	Rent - Incubator	0	0	0	0	0	0	
377600	Rent - Bolton Avenue Center	6,335	4,659	3,000	3,000	3,000	3,000	
377601	Rent - Convention Hall	23,035	31,345	15,000	15,000	15,000	15,000	
377604	Rent - M.L. King Center	0	380	1,000	1,000	1,000	1,000	
377605	Rent - Broadway Resource Center	950	3,350	2,000	2,000	2,000	2,000	
377700	Rent - Harold Miles Park	1,950	730	2,000	2,000	2,000	2,000	
377701	Rent - Beagle Club	0	0	0	0	0	0	
377702	Rent - Farmers Market	2,970	2,235	3,000	3,000	3,000	3,000	
377703	Rent - Ampitheatre	0	0	1,000	1,000	1,000	1,000	
377708	Rent - Martin Center	5,570	4,365	3,000	3,000	3,000	3,000	
388200	Sale of Fixed Assets	26,434	9,764	0	10,000	0	0	
399000	Miscellaneous Revenue	316,205	317,071	45,000	295,000	45,000	45,000	
399001	Misc - Return Checks	0	26	0	0	0	0	
399004	Misc - Arts & Humanities	0	0	2,000	2,000	2,000	2,000	
399015	Misc - Field Usage	22,193	29,510	4,000	30,000	4,000	4,000	
399510	Revenue - Other	5,000	48,000	0	0	0	0	
399524	Revenue - Other Winter Fete	0	0	0	0	0	0	
399525	Revenue - Insurance Proceeds	0	0	0	0	0	0	
399999	Use of Prior Year Revenues	0	0	11,703,288	16,660,183	17,359,694	17,359,694	
	<b>Total Other</b>	452,430	451,435	11,784,288	17,027,183	17,440,694	17,440,694	0
	<b>TOTAL REVENUES</b>	64,345,443	81,634,646	73,576,288	82,356,183	79,255,694	79,255,694	0

**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Regular council meetings			
Council work sessions			
Council committee meetings			
Ordinances adopted			
Resolutions adopted			
Telephone inquiries			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	168,794	169,897	176,400	176,400	176,400	0	-100.00%
Fringe Benefits	37,061	44,793	41,276	41,276	59,402	0	-100.00%
Operating/Contractual	48,760	39,758	79,912	79,912	79,912	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	11,560	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>266,175</b>	<b>254,448</b>	<b>297,588</b>	<b>297,588</b>	<b>315,714</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480110	Salary - City Council Persons	7	7	7	7	7		0.00%
	<b>Total Positions</b>	7	7	7	7	7	0	0.00%

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
480110	<b>Salaries:</b>							
	Salary - City Council Persons	168,794	169,897	176,400	176,400	176,400	176,400	
	<b>Total Salaries</b>	168,794	169,897	176,400	176,400	176,400	176,400	0
	<b>Fringe:</b>							
510202	Fringe - Hospital	24,699	31,531	27,493	27,493	45,619	45,619	
510206	Fringe - Medicare Insurance Tax	2,491	2,480	2,555	2,555	2,555	2,555	
510207	Fringe - Life Insurance	154	177	294	294	294	294	
510208	Fringe - FICA Tax Retirement	9,717	10,605	10,934	10,934	10,934	10,934	
	<b>Total Fringe</b>	37,061	44,793	41,276	41,276	59,402	59,402	0
	<b>Operating &amp; Contractual:</b>							
531900	Advertising	13,079	16,100	31,000	31,000	31,000	31,000	
533024	Economic Development	13,685	11,535	10,000	10,000	10,000	10,000	
543000	Miscellaneous	13,482	2,793	15,000	15,000	15,000	15,000	
543003	Travel & Training	8,514	9,330	23,912	23,912	23,912	23,912	
	<b>Total Operating &amp; Contractual</b>	48,760	39,758	79,912	79,912	79,912	79,912	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707600	Machinery & Equipment	11,560	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	11,560	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	266,175	254,448	297,588	297,588	315,714	315,714	0



**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Regular council meetings			
Council work sessions			
Council committee meetings			
Ordinances adopted			
Resolutions adopted			
Telephone inquires			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	138,004	139,066	143,869	143,869	143,869	0	-100.00%
Fringe Benefits	48,526	48,296	53,722	53,722	48,414	0	-100.00%
Operating/Contractual	33,132	26,691	42,000	42,000	42,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>219,662</b>	<b>214,053</b>	<b>239,591</b>	<b>239,591</b>	<b>234,283</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480101	Salary - City Clerk	1	1	1	1	1		0.00%
480604	Salary - Administrative Assistant	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480101	Salary - City Clerk	86,558	87,224	90,237	90,237	90,237	90,237	
480604	Salary - Administrative Assistant	51,446	51,842	53,632	53,632	53,632	53,632	
	<b>Total Salaries</b>	138,004	139,066	143,869	143,869	143,869	143,869	0
	<b>Fringe:</b>							
510201	Fringe - Pension	31,830	31,349	34,126	34,126	28,818	28,818	
510202	Fringe - Hospital	15,916	16,173	18,734	18,734	18,734	18,734	
510206	Fringe - Medicare Insurance Tax	721	726	778	778	778	778	
510207	Fringe - Life Insurance	59	48	84	84	84	84	
	<b>Total Fringe</b>	48,526	48,296	53,722	53,722	48,414	48,414	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	3,121	4,190	2,000	2,000	2,000	2,000	
520400	Office	10,591	8,494	17,000	17,000	17,000	17,000	
531410	Telephone	10,267	10,451	5,000	5,000	5,000	5,000	
531500	Printing	0	0	0	0	0	0	
543000	Miscellaneous Expense	5,929	2,361	6,000	6,000	6,000	6,000	
543003	Travel & Training	3,224	1,195	12,000	12,000	12,000	12,000	
	<b>Total Operating &amp; Contractual</b>	33,132	26,691	42,000	42,000	42,000	42,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	219,662	214,053	239,591	239,591	234,283	234,283	0

**2025-2026 ANNUAL BUDGET**

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

**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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	201,243	204,657	215,983	215,983	220,463	0	-100.00%
Fringe Benefits	75,693	86,097	89,671	89,671	87,466	0	-100.00%
Operating/Contractual	98,551	77,652	92,000	92,000	92,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>375,487</b>	<b>368,406</b>	<b>397,654</b>	<b>397,654</b>	<b>399,929</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480109	Salary - Mayor	1	1	1	1	1		0.00%
480604	Salary - Executive Secretary	1	1	1	1	1		0.00%
	<b>Total Positions</b>	2	2	2	2	2	0	0.00%
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**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480109	Salary - Mayor	141,595	142,684	154,483	154,483	158,963	158,963	
480604	Salary - Executive Secretary	59,648	61,973	61,500	61,500	61,500	61,500	
	<b>Total Salaries</b>	201,243	204,657	215,983	215,983	220,463	220,463	0
	<b>Fringe:</b>							
510201	Fringe - Pension	38,058	36,478	37,588	37,588	35,318	35,318	
510202	Fringe - Hospital	26,495	38,384	41,050	41,050	41,050	41,050	
510206	Fringe - Medicare Insurance Tax	3,390	3,411	3,244	3,244	3,309	3,309	
510207	Fringe - Life Insurance	45	59	84	84	84	84	
510209	Fringe - Car Allowance	7,705	7,765	7,705	7,705	7,705	7,705	
	<b>Total Fringe</b>	75,693	86,097	89,671	89,671	87,466	87,466	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	9,753	21,572	24,000	30,000	30,000	30,000	
531301	Vehicle Costs-Fuel	5,471	3,371	4,000	4,000	4,000	4,000	
531304	Vehicle Costs - R & M	195	802	2,000	2,000	2,000	2,000	
531410	Telephone	23,094	32,185	21,000	28,000	28,000	28,000	
531500	Printing	3,963	448	2,000	2,000	2,000	2,000	
543000	Miscellaneous	48,069	15,775	18,000	13,000	13,000	13,000	
543002	Dues & Subscriptions	295	0	2,000	2,000	2,000	2,000	
543003	Travel & Training	7,711	3,224	18,000	10,000	10,000	10,000	
605106	Maintenance Equipment	0	275	1,000	1,000	1,000	1,000	
	<b>Total Operating &amp; Contractual</b>	98,551	77,652	92,000	92,000	92,000	92,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	375,487	368,406	397,654	397,654	399,929	399,929	0



**2025-2026 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	93,079	179,755	182,041	182,041	182,041	0	0.00%
Fringe Benefits	16,387	34,877	49,926	49,926	47,618	0	0.00%
Operating/Contractual	12,497	11,639	27,000	27,000	27,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>121,963</b>	<b>226,271</b>	<b>258,967</b>	<b>258,967</b>	<b>256,659</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480204	Salary - Commisioner Public Safety	1	1	1	1	1		0.00%
490614	Salary - Administrative Assistant	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480204	Salary - Commisioner Public Safety	45,042	120,419	119,500	119,500	119,500	119,500	
490614	Salary - Administrative Assistant	25,636	34,876	36,542	36,542	36,542	36,542	
490626	Salary - Clerical Specialist	22,401	24,460	25,999	25,999	25,999	25,999	
	<b>Total Salaries</b>	93,079	179,755	182,041	182,041	182,041	182,041	0
	<b>Fringe:</b>							
510201	Fringe - Pension	12,671	16,715	37,835	37,835	35,527	35,527	
510202	Fringe - Hospital	2,321	8,996	9,367	9,367	9,367	9,367	
510206	Fringe - Medicare Insurance Tax	1,338	9,078	2,640	2,640	2,640	2,640	
510207	Fringe - Life Insurance	57	88	84	84	84	84	
	<b>Total Fringe</b>	16,387	34,877	49,926	49,926	47,618	47,618	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520400	Office	0	885	2,000	2,000	2,000	2,000	
531410	Telephone	6,497	7,813	6,000	6,000	6,000	6,000	
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	
543036	Small Business Development	6,000	2,041	6,000	6,000	6,000	6,000	
543037	Human Relations Committee	0	900	10,000	10,000	10,000	10,000	
	<b>Total Operating &amp; Contractual</b>	12,497	11,639	27,000	27,000	27,000	27,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	121,963	226,271	258,967	258,967	256,659	256,659	0

**2025-2026 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	98,546	23,539	0	0	0	0	0.00%
Fringe Benefits	29,225	5,755	0	0	0	0	0.00%
Operating/Contractual	908	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%
<b>Total Appropriations</b>	<b>128,679</b>	<b>29,294</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480211	Salary - Mayor Asst Internal Audit	0	0	0	0	0	0	0.00%
290230	Salary - Accountant	0	0	0	0	0	0	0.00%
	<b>Total Positions</b>	0	0	0	0	0	0	0.00%
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**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		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	63,637	23,539	0	0	0	0	0
290230	Salary - Accountant	34,909	0	0	0	0	0	0
	<b>Total Salaries</b>	98,546	23,539	0	0	0	0	0
	<b>Fringe:</b>							
510201	Fringe - Pension	21,332	5,330	0	0	0	0	0
510202	Fringe - Hospital	6,300	0	0	0	0	0	0
510206	Fringe - Medicare Insurance Tax	1,554	418	0	0	0	0	0
510207	Fringe - Life Insurance	39	7	0	0	0	0	0
	<b>Total Fringe</b>	29,225	5,755	0	0	0	0	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	0	0	0	0	0	0	0
531410	Telephone	183	0	0	0	0	0	0
543002	Dues and Subscriptions	0	0	0	0	0	0	0
543003	Travel & Training	725	0	0	0	0	0	0
605106	Maintenance of Equipment	0	0	0	0	0	0	0
	<b>Total Operating &amp; Contractual</b>	908	0	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>	128,679	29,294	0	0	0	0	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	459,210	507,315	982,176	684,176	982,176	0	-100.00%
Fringe Benefits	160,791	129,620	246,316	214,316	210,951	0	-100.00%
Operating/Contractual	90,282	33,479	85,000	117,000	85,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	8,500	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>718,783</b>	<b>670,414</b>	<b>1,313,492</b>	<b>1,015,492</b>	<b>1,278,127</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		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		0.00%
480202	Salary - Mayor's Asst	1	1	1	1	1		0.00%
480211	Salary - Mayor Asst Veteran Serv	1	1	1	1	1		0.00%
480219	Salary - Mayor's Asst -Eco Developm	1	1	1	1	1		0.00%
480221	Salary - Mayor's Asst-PR Commun	2	2	2	2	2		0.00%
480226	Salary - Mayor's Asst-Capital Projec	1	1	1	1	1		0.00%
480227	Salary - Mayor's Asst -PT	7	7	7	7	7		0.00%
	<b>Total Positions</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480201	Salary - Mayor's Asst Chief of Staff	115,104	131,000	130,000	130,000	130,000	130,000	
480202	Salary - Mayor's Asst	69,983	81,421	80,800	80,800	80,800	80,800	
480211	Salary - Mayor Asst Veteran Serv	0	0	95,000	38,000	95,000	95,000	
480219	Salary - Mayor's Asst -Eco Develop	73,690	73,058	72,500	72,500	72,500	72,500	
480221	Salary - Mayor's Asst-PR Commun	101,302	107,761	126,376	119,376	126,376	126,376	
480226	Salary - Mayor's Asst-Public Safety	7,115	114,075	92,500	92,500	92,500	92,500	
480227	Salary - Mayor's Asst PT	46,835	0	385,000	151,000	385,000	385,000	
490928	Salary - Public Relations Spec	45,181	0	0	0	0	0	
	<b>Total Salaries</b>	459,210	507,315	982,176	684,176	982,176	982,176	0
	<b>Fringe:</b>							
510201	Fringe - Pension	84,629	85,295	133,814	122,814	116,575	116,575	
510202	Fringe - Hospital	58,334	24,288	64,353	43,353	46,227	46,227	
510206	Fringe - Medicare Insurance Tax	7,450	8,994	14,385	14,385	14,385	14,385	
510207	Fringe - Life Insurance	138	134	294	294	294	294	
510208	Fringe - FICA	5,163	6,072	23,870	23,870	23,870	23,870	
510209	Fringe - Car Allowance	5,077	4,837	9,600	9,600	9,600	9,600	
	<b>Total Fringe</b>	160,791	129,620	246,316	214,316	210,951	210,951	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520400	Office	2,872	3,621	2,000	3,000	2,000	2,000	
531110	Professional Fees	79,810	17,850	70,000	100,000	70,000	70,000	
531410	Telephone	3,547	5,007	4,000	4,000	4,000	4,000	
543000	Miscellaneous	2,636	541	3,000	4,000	3,000	3,000	
543003	Travel & Training	1,417	6,460	6,000	6,000	6,000	6,000	
646037	Storm Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	90,282	33,479	85,000	117,000	85,000	85,000	0
	<b>Capital Outlay:</b>							
707600	Machinery and Equipment	8,500	0	0	0	0	0	
	<b>Total Capital Outlay</b>	8,500	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	718,783	670,414	1,313,492	1,015,492	1,278,127	1,278,127	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Criminal Cases			
Traffic Cases			
Civil Cases			
Pre-Trial Intervention Cases			

**CITY OF ALEXANDRIA**



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	421,298	425,827	460,600	440,600	440,000	0	-100.00%
Fringe Benefits	224,838	226,000	255,116	255,116	267,420	0	-100.00%
Operating/Contractual	62,076	57,679	57,000	124,000	122,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>708,212</b>	<b>709,506</b>	<b>772,716</b>	<b>819,716</b>	<b>829,420</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
480111	Salary - City Judge	1	1	1	1	1		0.00%
480607	Salary - Deputy Clerk	7	7	7	7	7		0.00%
480608	Salary - Clerk of Court	1	1	1	1	1		0.00%
480609	Salary - Secretary	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480111	Salary - City Judge	57,091	60,642	59,357	59,357	62,000	62,000	
480607	Salary - Deputy Clerk	257,508	257,665	294,544	274,544	270,000	270,000	
480608	Salary - Clerk of Court	61,339	61,811	61,339	61,339	55,000	55,000	
480609	Salary - Secretary	45,360	45,709	45,360	45,360	53,000	53,000	
	<b>Total Salaries</b>	421,298	425,827	460,600	440,600	440,000	440,000	0
	<b>Fringe:</b>							
510201	Fringe - Pension	109,451	109,840	109,254	109,254	115,000	115,000	
510202	Fringe - Hospital	110,037	110,744	139,518	139,518	145,000	145,000	
510206	Fringe - Medicare Insurance Tax	5,089	5,168	5,924	5,924	7,000	7,000	
510207	Fringe - Life Insurance	261	248	420	420	420	420	
	<b>Total Fringe</b>	224,838	226,000	255,116	255,116	267,420	267,420	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520400	Office	0	0	0	0	0	0	
520501	Operating - Janitorial	0	0	0	0	0	0	
520532	Probation Fee Reimbursement	0	0	0	25,000	25,000	25,000	
520533	Court Reporting Reimbursement	0	0	0	40,000	40,000	40,000	
531410	Telephone	26,906	28,837	24,000	30,000	24,000	24,000	
531701	Utilities	33,961	26,707	30,000	26,000	30,000	30,000	
605101	Maintenance Buildings & Facilities	1,209	2,135	3,000	3,000	3,000	3,000	
	<b>Total Operating &amp; Contractual</b>	62,076	57,679	57,000	124,000	122,000	122,000	0
	<b>TOTAL DEPARTMENT</b>	708,212	709,506	772,716	819,716	829,420	829,420	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	57,238	62,523	58,000	73,000	58,000	0	-100.00%
Other	508,464	553,879	650,000	600,000	650,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
Total Appropriations	565,702	616,402	708,000	673,000	708,000	0	-100.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	3,016	2,063	3,000	3,000	3,000	3,000	
531301	Vehicle Costs - Fuel & Oil	19,069	19,391	35,000	20,000	35,000	35,000	
531304	Vehicle Costs - Repairs & Maint	12,610	13,433	15,000	22,000	15,000	15,000	
531410	Telephone	22,543	27,636	5,000	28,000	5,000	5,000	
	<b>Total Operating &amp; Contractual</b>	57,238	62,523	58,000	73,000	58,000	58,000	0
	<b>Other:</b>							
646015	RPPJ Cost Share	508,464	553,879	650,000	600,000	650,000	650,000	
	<b>Total Other</b>	508,464	553,879	650,000	600,000	650,000	650,000	0
	<b>TOTAL DEPARTMENT</b>	565,702	616,402	708,000	673,000	708,000	708,000	0



### 2025-2026 ANNUAL BUDGET

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

#### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	580,353	712,477	1,046,000	887,000	1,046,000	0	-100.00%
Other	8,950,696	8,112,724	7,930,261	9,788,261	12,436,459	0	0.00%
Capital Outlay	154,994	46,970	500,000	500,000	500,000	0	0.00%
<b>Total Appropriations</b>	<b>9,686,043</b>	<b>8,872,171</b>	<b>9,476,261</b>	<b>11,175,261</b>	<b>13,982,459</b>	<b>0</b>	<b>-100.00%</b>

#### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	4,097	0	10,000	7,000	10,000	10,000	
531106	Professional Fees - Audit	66,980	77,655	68,000	80,000	68,000	68,000	
531110	Professional Fees & Services	166,236	304,633	600,000	350,000	600,000	600,000	
531122	Fees - Occupal Licenses Collection	205,395	215,469	196,000	311,000	196,000	196,000	
531209	Services - Bank Charges	6,370	7,016	9,000	9,000	9,000	9,000	
533024	Economic Development	48,649	60,167	75,000	75,000	75,000	75,000	
543000	Miscellaneous	51,916	11,684	48,000	20,000	48,000	48,000	
543002	Dues & Subscriptions	30,710	35,853	40,000	35,000	40,000	40,000	
	<b>Total Operating &amp; Contractual</b>	580,353	712,477	1,046,000	887,000	1,046,000	1,046,000	0
	<b>Other:</b>							
520010	Supplemental Pay - Police	760,194	773,050	760,000	773,000	773,000	773,000	
520011	Supplemental Pay - Fire	753,780	789,904	754,000	790,000	790,000	790,000	
543012	Fire Hydrant	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	
543028	Election Cost	8,030	73,177	60,000	60,000	60,000	60,000	
543031	Economic Development - STR	23,934	6,381	59,643	59,643	59,643	59,643	
646001	Civil Defense	9,166	10,833	10,000	10,000	10,000	10,000	
646003	Dept of Veteran Affairs	9,141	10,803	7,000	7,000	7,000	7,000	
646006	Probation Officer	184,059	210,833	245,000	245,000	245,000	245,000	
646014	Arts Council of Central Louisiana	106,250	143,750	79,000	144,000	79,000	79,000	
646032	LMA Convention	0	120,066	125,000	0	0	0	
646033	Small Business Incubator	143,419	123,137	100,000	100,000	100,000	100,000	
646034	Land Lease	13,484	26,790	15,618	15,618	15,618	15,618	
646037	Storm Relief - Laura	0	0	0	500,000	0	0	
646037	Storm Relief - Delta	0	0	0	0	0	0	
646037	Emergency Relief - COVID 19	0	0	0	0	0	0	
646040	Transfer to Fire Pension Fund	0	0	22,000	22,000	0	0	
646160	Transfers to CDA Fund	0	0	0	0	0	0	
646163	Transfer to HOME Investment Fund	0	0	0	0	0	0	
646170	Transfer to Lead Hazard Fund	0	0	0	0	0	0	
646401	Transfer to Utlitiies System Fund	500,000	0	0	0	0	0	
646402	Transfer to Sanitation Fund	1,090,239	1,426,000	1,159,000	1,857,000	2,214,744	2,214,744	
646403	Transfer to Zoo Fund	1,176,000	0	684,000	832,000	1,409,454	1,409,454	
646404	Transfer to Golf Course Fund	291,000	212,000	318,000	311,000	390,000	390,000	
646551	Transfer to Risk Management Fund	2,689,000	2,923,000	3,154,000	3,684,000	3,840,000	3,840,000	
646552	Transfer to Employee Benefit Fund	815,000	885,000	0	0	2,065,000	2,065,000	
	<b>Total Other</b>	8,950,696	8,112,724	7,930,261	9,788,261	12,436,459	12,436,459	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	12,876	0	0	0	0	
707600	Machinery and Equipment	154,994	34,094	500,000	500,000	500,000	500,000	
	<b>Total Capital Outlay</b>	154,994	46,970	500,000	500,000	500,000	500,000	0
	<b>TOTAL DEPARTMENT</b>	9,686,043	8,872,171	9,476,261	11,175,261	13,982,459	13,982,459	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected



## 2025-2026 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	143,183	144,285	150,269	150,269	150,169	0	-100.00%
Fringe Benefits	53,989	54,450	58,394	58,393	46,577	0	-100.00%
Operating/Contractual	25,313	23,434	46,000	32,000	46,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	2,000	2,000	2,000	0	0.00%
<b>Total Appropriations</b>	<b>222,485</b>	<b>222,169</b>	<b>256,663</b>	<b>242,662</b>	<b>244,746</b>	<b>0</b>	<b>-100.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480103	Salary - Director of Finance	1	1	1	1	1		0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1		0.00%
	<b>Total Positions</b>	2	2	2	2	2	0	0.00%

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480103	Salary - Director of Finance	104,652	105,457	110,100	110,100	110,000	110,000	
480604	Salary - Administrative Assistant	38,531	38,828	40,169	40,169	40,169	40,169	
	<b>Total Salaries</b>	143,183	144,285	150,269	150,269	150,169	150,169	0
	<b>Fringe:</b>							
510201	Fringe - Pension	30,802	31,262	32,528	32,528	30,079	30,079	
510202	Fringe - Hospital	15,916	15,718	18,734	18,734	9,367	9,367	
510206	Fringe - Medicare Insurance Tax	2,412	2,574	2,248	2,247	2,247	2,247	
510207	Fringe - Life Insurance	59	59	84	84	84	84	
510209	Fringe - Car Allowance	4,800	4,837	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	53,989	54,450	58,394	58,393	46,577	46,577	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	8,947	8,185	10,000	10,000	10,000	10,000	
531410	Telephone	13,568	14,581	6,000	12,000	6,000	6,000	
543002	Dues & Subscriptions	487	59	0	0	0	0	
543003	Travel & Training	2,311	609	30,000	10,000	30,000	30,000	
	<b>Total Operating &amp; Contractual</b>	25,313	23,434	46,000	32,000	46,000	46,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture and Fixtures	0	0	2,000	2,000	2,000	2,000	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	2,000	2,000	2,000	2,000	0
	<b>TOTAL DEPARTMENT</b>	222,485	222,169	256,663	242,662	244,746	244,746	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Tax notices prepared			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	151,069	146,795	178,751	168,751	175,861	0	-100.00%
Fringe Benefits	86,402	81,047	98,219	94,219	91,408	0	-100.00%
Operating/Contractual	167,542	158,475	125,000	170,000	125,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	60,000	60,000	0	0	0.00%
<b>Total Appropriations</b>	<b>405,013</b>	<b>386,317</b>	<b>461,970</b>	<b>492,970</b>	<b>392,269</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490126	Salary - Business Office Manager	1	1	1	1	1		0.00%
490642	Salary - Customer Accounts Rep	2	2	2	2	2		0.00%
490644	Salary - Customer Accounts Team L	1	1	1	1	1		0.00%
490690	Salary - Student Worker	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	1,577	510	6,000	4,000	6,000	6,000	
490126	Salary - Business Office Manager	55,993	56,424	58,373	50,373	58,373	58,373	
490642	Salary - Customer Accounts Rep	61,288	49,610	64,226	64,226	61,336	61,336	
490644	Salary - Customer Accounts Team L	32,211	37,845	39,152	39,152	39,152	39,152	
490690	Salary - Student Worker	0	2,406	11,000	11,000	11,000	11,000	
	<b>Total Salaries</b>	151,069	146,795	178,751	168,751	175,861	175,861	0
	<b>Fringe:</b>							
510201	Fringe - Pension	34,842	32,180	39,791	37,791	33,022	33,022	
510202	Fringe - Hospital	49,398	46,624	54,986	52,986	54,986	54,986	
510206	Fringe - Medicare Insurance Tax	2,044	1,989	2,592	2,592	2,550	2,550	
510207	Fringe - Life Insurance	118	105	168	168	168	168	
510208	Fringe - FICA Tax Retirement	0	149	682	682	682	682	
	<b>Total Fringe</b>	86,402	81,047	98,219	94,219	91,408	91,408	0
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520400	Office	8,505	8,293	6,000	6,000	6,000	6,000	
531101	Fees Recording	44,270	61,865	17,000	70,000	17,000	17,000	
531301	Vehicle Costs - Fuel & Oil	741	596	2,000	2,000	2,000	2,000	
531304	Vehicle Cost - R & M	812	615	1,000	1,000	1,000	1,000	
531401	Postage	16,294	14,538	44,000	20,000	44,000	44,000	
531410	Telephone	2,728	1,780	2,000	2,000	2,000	2,000	
531500	Printing	347	2,645	2,000	2,000	2,000	2,000	
531900	Advertising	68,178	41,415	24,000	38,000	24,000	24,000	
543003	Travel & Training	2,091	3,884	5,000	5,000	5,000	5,000	
543025	Tax Rolls	21,991	21,989	20,000	22,000	20,000	20,000	
605106	Maintenance Equipment	1,585	855	2,000	2,000	2,000	2,000	
	<b>Total Operating and Contractual</b>	167,542	158,475	125,000	170,000	125,000	125,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	60,000	60,000	0	0	
	<b>Total Capital Outlay</b>	0	0	60,000	60,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	405,013	386,317	461,970	492,970	392,269	392,269	0

**2025-2026 ANNUAL BUDGET**

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

**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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Payroll checks issued			
Pension fund checks (fire/police)			
Accounts payable checks issued			
Journal entries posted			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	314,663	313,624	316,887	316,887	371,269	0	-100.00%
Fringe Benefits	163,680	168,565	183,327	165,327	176,686	0	-100.00%
Operating/Contractual	18,813	21,798	24,000	31,000	24,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	5,500	0	0.00%
<b>Total Appropriations</b>	<b>497,156</b>	<b>503,987</b>	<b>524,214</b>	<b>513,214</b>	<b>577,455</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490108	Salary - Accounting Manager	1	1	1	1	1		0.00%
490230	Salary - Accountant	3	3	3	3	3		0.00%
490339	Salary - Accounting Technician	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>0</b>	<b>0.00%</b>
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**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	14,176	13,570	6,000	6,000	6,000	6,000	
490108	Salary - Accounting Manager	63,295	63,684	65,884	65,884	79,255	79,255	
490230	Salary - Accountant	133,203	132,237	136,526	136,526	180,714	180,714	
490339	Salary - Accounting Technician	103,989	104,133	108,477	108,477	105,300	105,300	
	<b>Total Salaries</b>	314,663	313,624	316,887	316,887	371,269	371,269	0
	<b>Fringe:</b>							
510201	Fringe - Pension	72,544	70,315	75,166	75,166	74,365	74,365	
510202	Fringe - Hospital	86,677	93,824	103,272	85,272	96,644	96,644	
510206	Fringe - Medicare Insurance Tax	4,253	4,221	4,595	4,595	5,383	5,383	
510207	Fringe - Life Insurance	206	205	294	294	294	294	
	<b>Total Fringe</b>	163,680	168,565	183,327	165,327	176,686	176,686	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	5,320	6,760	8,000	8,000	8,000	8,000	
531301	Vehicle Costs - Fuel & Oil	0	0	1,000	1,000	1,000	1,000	
531304	Vehicle Costs - R & M	221	164	0	0	0	0	
531410	Telephone	11,344	13,499	4,000	14,000	4,000	4,000	
543002	Dues and Subscriptions	0	0	2,000	2,000	2,000	2,000	
543003	Travel & Training	906	0	4,000	4,000	4,000	4,000	
605106	Maintenance of Equipment	1,022	1,375	5,000	2,000	5,000	5,000	
	<b>Total Operating &amp; Contractual</b>	18,813	21,798	24,000	31,000	24,000	24,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	5,500	5,500	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	5,500	5,500	0
	<b>TOTAL DEPARTMENT</b>	497,156	503,987	524,214	513,214	577,455	577,455	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Requisitions/Purchase Orders Process			
Mail Processing			
New Vendor Processing			
Invoices Processed for Payment			
Monthly P-Card Statements Audited			
Capital invoices process for payment			
Bids Prepared			
Quotes for Products			
Quote Price Inquires			
Vendor Product Inquires			
Bid/Quote Preparation-Man Hours			
Product Inquiry/Research-Man Hours			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	243,725	258,080	281,860	281,860	280,537	0	-100.00%
Fringe Benefits	113,850	113,296	144,960	139,960	134,276	0	-100.00%
Operating/Contractual	13,810	16,120	25,000	22,000	25,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>371,385</b>	<b>387,496</b>	<b>451,820</b>	<b>443,820</b>	<b>439,813</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490109	Salary - Purchasing Manager	1	1	1	1	1		0.00%
490135	Salary - Purchasing Technician	2	2	2	2	2		0.00%
490238	Salary - Senior Buyer	2	2	2	2	2		0.00%
490363	Salary - Buyer	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	505	531	3,000	3,000	3,000	3,000	
490109	Salary - Purchasing Manager	60,048	60,510	62,600	62,600	62,600	62,600	
490135	Salary - Purchasing Technician	68,926	52,431	64,922	64,922	63,600	63,600	
490238	Salary - Senior Buyer	78,674	82,099	84,935	84,935	84,934	84,934	
490363	Salary - Buyer	15,262	34,884	36,089	36,089	36,089	36,089	
490618	Salary - Administrative Secretary	20,310	27,625	30,314	30,314	30,314	30,314	
	<b>Total Salaries</b>	243,725	258,080	281,860	281,860	280,537	280,537	0
	<b>Fringe:</b>							
510201	Fringe - Pension	55,897	57,894	66,857	66,857	56,192	56,192	
510202	Fringe - Hospital	54,393	51,633	73,720	68,720	73,720	73,720	
510206	Fringe - Medicare Insurance Tax	3,379	3,590	4,089	4,089	4,070	4,070	
510207	Fringe - Life Insurance	181	179	294	294	294	294	
	<b>Total Fringe</b>	113,850	113,296	144,960	139,960	134,276	134,276	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520400	Office	2,935	4,401	5,000	5,000	5,000	5,000	
531301	Vehicle Costs - Fuel & Oil	351	1,980	2,000	2,000	2,000	2,000	
531304	Vehicle Costs - R & M	786	615	1,000	1,000	1,000	1,000	
531410	Telephone	7,337	6,759	6,000	6,000	6,000	6,000	
531500	Printing	597	564	1,000	1,000	1,000	1,000	
543002	Dues & Subscriptions	29	121	2,000	2,000	2,000	2,000	
543003	Travel & Training	1,775	1,680	4,000	4,000	4,000	4,000	
605106	Maintenance Equipment	0	0	4,000	1,000	4,000	4,000	
	<b>Total Operating &amp; Contractual</b>	13,810	16,120	25,000	22,000	25,000	25,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	371,385	387,496	451,820	443,820	439,813	439,813	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Number of sheets printed (includes letterheads, envelopes, forms, and special projects)			
Special reports and projects			
Utility Bill Printed per month			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	118,444	119,171	126,197	119,197	124,861	0	-100.00%
Fringe Benefits	79,198	79,298	86,268	82,268	72,566	0	-100.00%
Operating/Contractual	59,734	53,071	78,000	68,000	78,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	17,076	1,590	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>274,452</b>	<b>253,130</b>	<b>290,465</b>	<b>269,465</b>	<b>275,427</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490131	Salary - Mail Clerk	1	1	1	1	1		0.00%
490735	Salary - Print Shop Coordinator	2	2	2	2	2		0.00%
	<b>Total Positions</b>	3	3	3	3	3	0	0.00%

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	270	87	3,000	3,000	3,000	3,000	
490131	Salary - Mail Clerk	31,446	31,688	32,782	25,782	31,446	31,446	
490735	Salary - Print Shop Coordinator	86,728	87,396	90,415	90,415	90,415	90,415	
	<b>Total Salaries</b>	118,444	119,171	126,197	119,197	124,861	124,861	0
	<b>Fringe:</b>							
510201	Fringe - Pension	27,318	26,801	29,934	29,934	25,010	25,010	
510202	Fringe - Hospital	50,223	50,834	54,378	50,378	45,619	45,619	
510206	Fringe - Medicare	1,569	1,575	1,830	1,830	1,811	1,811	
510207	Fringe - Life Insurance	88	88	126	126	126	126	
	<b>Total Fringe</b>	79,198	79,298	86,268	82,268	72,566	72,566	0
	<b>Operating &amp; Contractual:</b>							
520500	Operating Supplies	2,373	1,885	2,000	2,000	2,000	2,000	
531410	Telephone	1,763	1,244	1,000	1,000	1,000	1,000	
531800	Lease	36,645	30,778	47,000	37,000	47,000	47,000	
543003	Travel & Training	0	0	1,000	1,000	1,000	1,000	
605106	Maintenance Equipment	18,953	19,164	27,000	27,000	27,000	27,000	
	<b>Total Operating &amp; Contractual</b>	59,734	53,071	78,000	68,000	78,000	78,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707600	Machinery & Equipment	15,486	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	1,590	1,590	0	0	0	0	
	<b>Total Capital Outlay</b>	17,076	1,590	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	274,452	253,130	290,465	269,465	275,427	275,427	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Pick tickets issued			
Inventory issued to departments			
Inventory stock received P.O.			
Surplus property stored			
City records stored (2 locations)			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	212,685	176,319	225,692	196,692	211,538	0	-100.00%
Fringe Benefits	99,807	69,342	121,281	101,281	109,913	0	-100.00%
Operating/Contractual	23,662	60,542	31,000	39,000	31,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	65,936	0	0	12,460	0	0.00%
<b>Total Appropriations</b>	<b>336,154</b>	<b>372,139</b>	<b>377,973</b>	<b>336,973</b>	<b>364,911</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490136	Salary - Supervisr Central Warehouse	1	1	1	1	1		0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490841	Salary - Stock Clerk	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	5,116	8,778	9,000	9,000	9,000	9,000	
490136	Salary - Supervisor Central Warehouse	53,653	54,065	55,932	52,932	45,913	45,913	
490624	Salary - Inventory Coordinator	41,160	41,477	42,909	36,909	49,527	49,527	
490626	Salary - Clerical Specialist	29,101	17,455	30,338	28,338	29,101	29,101	
490841	Salary - Stock Clerk	83,655	54,544	87,513	69,513	77,997	77,997	
	<b>Total Salaries</b>	212,685	176,319	225,692	196,692	211,538	211,538	0
	<b>Fringe:</b>							
510201	Fringe - Pension	48,821	39,683	53,534	45,534	42,371	42,371	
510202	Fringe - Hospital	47,876	27,053	64,353	52,353	64,353	64,353	
510206	Fringe - Medicare Insurance Tax	2,936	2,474	3,142	3,142	2,937	2,937	
510207	Fringe - Life Insurance	174	132	252	252	252	252	
	<b>Total Fringe</b>	99,807	69,342	121,281	101,281	109,913	109,913	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	21,832	0	5,000	0	0	
520200	Obsolete Inventory	391	1,898	3,000	1,000	3,000	3,000	
520204	Uniforms	1,993	1,408	2,000	2,000	2,000	2,000	
520400	Office	1,261	2,258	3,000	3,000	3,000	3,000	
520500	Operating Supplies	3,989	4,262	4,000	6,000	4,000	4,000	
520501	Operating - Janitorial	986	1,277	1,000	1,000	1,000	1,000	
531301	Vehicle Costs - Fuel & Oil	4,749	3,320	2,000	2,000	2,000	2,000	
531304	Vehicle Costs - R & M	3,625	6,002	3,000	6,000	3,000	3,000	
531410	Telephone	3,247	14,062	4,000	4,000	4,000	4,000	
531500	Printing	20	97	1,000	1,000	1,000	1,000	
605101	Maintenance Bldg & Facilities	857	902	3,000	3,000	3,000	3,000	
605106	Maintenance Equipment	2,544	3,224	5,000	5,000	5,000	5,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	23,662	60,542	31,000	39,000	31,000	31,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	65,936	0	0	12,460	12,460	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	65,936	0	0	12,460	12,460	0
	<b>TOTAL DEPARTMENT</b>	336,154	372,139	377,973	336,973	364,911	364,911	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Work Orders Processed			
Number of Parts Issued From Stock			
Number of Parts Checked Inventory			
Telephone Quotes			
Request for information from shop			

## 2025-2026 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	110,039	112,022	78,426	113,426	78,426	0	-100.00%
Fringe Benefits	64,800	65,202	60,875	68,875	57,981	0	-100.00%
Operating/Contractual	7,936	6,372	10,000	10,000	10,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	600	600	0	0	0.00%
<b>Total Appropriations</b>	<b>182,775</b>	<b>183,596</b>	<b>149,901</b>	<b>192,901</b>	<b>146,407</b>	<b>0</b>	<b>-100.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490624	Salary - Inventory Coordinator	1	1	1	1	1		0.00%
490841	Salary - Stock Clerk	1	1	1	1	1		0.00%
	<b>Total Positions</b>	2	2	2	2	2	0	0.00%



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	37,641	39,114	3,000	38,000	3,000	3,000	
490624	Salary - Inventory Coordinator	43,836	43,998	45,518	45,518	45,518	45,518	
490841	Salary - Stock Clerk	28,562	28,910	29,908	29,908	29,908	29,908	
	<b>Total Salaries</b>	110,039	112,022	78,426	113,426	78,426	78,426	0
	<b>Fringe:</b>							
510201	Fringe - Pension	25,375	25,211	18,603	26,603	15,709	15,709	
510202	Fringe - Hospital	37,885	38,427	41,050	41,050	41,050	41,050	
510206	Fringe - Medicare Insurance Tax	1,481	1,505	1,138	1,138	1,138	1,138	
510207	Fringe - Life Insurance	59	59	84	84	84	84	
	<b>Total Fringe</b>	64,800	65,202	60,875	68,875	57,981	57,981	0
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	1,002	603	1,000	1,000	1,000	1,000	
520400	Office	710	714	1,000	1,000	1,000	1,000	
520500	Operating Supplies	548	747	1,000	1,000	1,000	1,000	
531301	Vehicle Costs - Fuel & Oil	2,073	1,576	2,000	2,000	2,000	2,000	
531304	Vehicle Costs - R & M	568	1,108	1,000	1,000	1,000	1,000	
531410	Telephone	2,675	1,361	2,000	2,000	2,000	2,000	
605106	Maintenance Equipment	360	263	2,000	2,000	2,000	2,000	
	<b>Total Operating &amp; Contractual</b>	7,936	6,372	10,000	10,000	10,000	10,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	600	600	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	600	600	0	0	0
	<b>TOTAL DEPARTMENT</b>	182,775	183,596	149,901	192,901	146,407	146,407	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	346,037	395,078	356,584	400,584	356,584	0	-100.00%
Fringe Benefits	145,426	154,483	153,894	163,894	143,591	0	-100.00%
Operating/Contractual	88,966	95,368	65,000	99,000	65,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	2,922	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>583,351</b>	<b>644,929</b>	<b>575,478</b>	<b>663,478</b>	<b>565,175</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480104	Salary - Director of Public Works	1	1	1	1	1		0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1		0.00%
490228	Salary - Asst Director Public Works	2	2	2	2	2		0.00%
490618	Salary - Administrative Secretary	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>0</b>	<b>0.00%</b>
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**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	47,032	44,003	0	44,000	0	0	
480104	Salary - Director of Public Works	96,981	109,839	109,000	109,000	109,000	109,000	
480604	Salary - Administrative Assistant	54,865	49,820	49,440	49,440	49,440	49,440	
490228	Salary - Asst Director Public Works	117,050	162,226	167,830	167,830	167,830	167,830	
490618	Salary - Administrative Secretary	30,109	29,190	30,314	30,314	30,314	30,314	
	<b>Total Salaries</b>	346,037	395,078	356,584	400,584	356,584	356,584	0
	<b>Fringe:</b>							
510201	Fringe - Pension	79,910	86,733	81,727	91,727	71,424	71,424	
510202	Fringe - Hospital	55,551	56,611	61,915	61,915	61,915	61,915	
510206	Fringe - Medicare Insurance Tax	5,130	6,155	5,242	5,242	5,242	5,242	
510207	Fringe - Life Insurance	127	147	210	210	210	210	
510209	Fringe - Car Allowance	4,708	4,837	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	145,426	154,483	153,894	163,894	143,591	143,591	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	29,054	31,914	0	30,000	0	0	
520400	Office	18,820	15,446	14,000	15,000	14,000	14,000	
531301	Vehicle Costs - Fuel & Oil	4,043	2,913	7,000	5,000	7,000	7,000	
531304	Vehicle Costs - R & M	5,075	2,151	4,000	4,000	4,000	4,000	
531410	Telephone	10,771	9,384	10,000	10,000	10,000	10,000	
543003	Travel & Training	21,203	33,560	30,000	35,000	30,000	30,000	
	<b>Total Operating &amp; Contractual</b>	88,966	95,368	65,000	99,000	65,000	65,000	0
	<b>Capital Outlay:</b>							
707101	Acquisition	0		0	0	0	0	
707405	Building Improvements	2,922		0	0	0	0	
707500	Vehicles	0		0	0	0	0	
707600	Machinery & Equipment	0		0	0	0	0	
707700	Office Furniture & Fixtures	0		0	0	0	0	
707702	Computer Software	0		0	0	0	0	
	<b>Total Capital Outlay</b>	2,922	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	583,351	644,929	575,478	663,478	565,175	565,175	0



**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Grass cutting work orders completed			
Warning citations issued			
Abandoned vehicles removed			
Court appearances			
First Call complaints received			



**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	417,948	451,961	409,093	454,093	404,086	0	-100.00%
Fringe Benefits	179,691	184,157	201,695	191,695	170,164	0	-100.00%
Operating/Contractual	576,549	643,860	349,000	586,000	349,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	56,591	109,836	136,732	251,000	72,405	0	0.00%
<b>Total Appropriations</b>	<b>1,230,779</b>	<b>1,389,814</b>	<b>1,096,520</b>	<b>1,482,788</b>	<b>995,655</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490119	Salary - Superintendent Code Enfr	1	1	1	1	1		0.00%
490141	Salary - Crew Leader	2	2	2	2	2		0.00%
490337	Salary - Code Enforcement Officer	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490746	Salary - Equipment Operator II	2	2	2	2	2		0.00%
490820	Salary - Maintenance Worker	2	2	2	2	2		0.00%
490902	Salary - Code Enforcement Officer S	2	2	2	2	2		0.00%
	<b>Total Positions</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	87,512	89,333	15,000	85,000	15,000	15,000	
490119	Salary - Superintendent Code Enforc	55,827	56,257	58,200	58,200	58,200	58,200	
490141	Salary - Crew Leader	73,401	71,295	76,024	76,024	73,993	73,993	
490337	Salary - Code Enforcement Officer	35,052	35,322	36,542	36,542	35,052	35,052	
490618	Salary - Administrative Secretary	31,301	32,190	33,345	23,345	30,314	30,314	
490746	Salary - Equipment Operator II	37,050	58,521	64,557	51,557	62,625	62,625	
490820	Salary - Maintenance Worker	18,368	28,870	42,484	40,484	49,920	49,920	
490902	Salary - Code Enforcement Officer S	79,437	80,173	82,941	82,941	78,982	78,982	
	<b>Total Salaries</b>	417,948	451,961	409,093	454,093	404,086	404,086	0
	<b>Fringe:</b>							
510201	Fringe - Pension	96,358	101,627	97,037	97,037	80,938	80,938	
510202	Fringe - Hospital	77,105	75,599	98,281	88,281	82,894	82,894	
510206	Fringe - Medicare Insurance Tax	5,961	6,329	5,915	5,915	5,870	5,870	
510207	Fringe - Life Insurance	267	602	462	462	462	462	
	<b>Total Fringe</b>	179,691	184,157	201,695	191,695	170,164	170,164	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	142,545	100,702	100,000	105,000	100,000	100,000	
520204	Uniforms	983	2,250	1,000	1,000	1,000	1,000	
520400	Office	5,513	5,789	2,000	2,000	2,000	2,000	
520500	Operating Supplies	25,462	14,023	16,000	25,000	16,000	16,000	
520503	Operating Chemicals	1,454	1,564	1,000	1,000	1,000	1,000	
531301	Vehicle Costs - Fuel & Oil	47,239	36,428	20,000	44,000	20,000	20,000	
531304	Vehicle Costs R & M	205,410	234,023	33,000	250,000	33,000	33,000	
531401	Postage	12,627	4,399	13,000	13,000	13,000	13,000	
531410	Telephone	7,714	8,436	5,000	7,000	5,000	5,000	
531500	Printing	786	807	0	0	0	0	
531701	Utilities	115,428	214,042	155,000	135,000	155,000	155,000	
531900	Advertising	306	477	2,000	2,000	2,000	2,000	
543003	Travel & Training	3,381	3,992	0	0	0	0	
605106	Maintenance Equipment	7,701	16,928	1,000	1,000	1,000	1,000	
	<b>Total Operating &amp; Contractual</b>	576,549	643,860	349,000	586,000	349,000	349,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	70,440	180,000	0	0	
707600	Machinery & Equipment	56,591	109,836	66,292	71,000	72,405	72,405	
707700	Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	56,591	109,836	136,732	251,000	72,405	72,405	0
	<b>TOTAL DEPARTMENT</b>	1,230,779	1,389,814	1,096,520	1,482,788	995,655	995,655	0



**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Typewritten correspondence			
Meetings (in hours)			
Telephone calls			
Construction-in-house			
Consultant design w/ City Review			
Citizens Complaints by phone			
Citizens Complaints in field			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	492,298	539,669	576,032	518,032	561,349	0	-100.00%
Fringe Benefits	229,317	251,360	300,212	267,212	271,259	0	-100.00%
Operating/Contractual	42,775	39,118	58,000	48,000	58,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	3,696	76,917	2,450	2,450	3,425	0	0.00%
<b>Total Appropriations</b>	<b>768,086</b>	<b>907,064</b>	<b>936,694</b>	<b>835,694</b>	<b>894,033</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490107	Salary - Asst City Engineer	1	1	1	1	1		0.00%
490110	Salary - City Engineer	1	1	1	1	1		0.00%
490162	Salary - Lead Engineering Technicia	1	1	1	1	1		0.00%
490244	Salary - Engineer in Training	1	1	1	1	1		0.00%
490313	Salary - Survey Technician	1	1	1	1	1		0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1		0.00%
490342	Salary - Construction Inspector	1	1	1	1	1		0.00%
490343	Salary - Survey Party Chief	1	1	1	1	1		0.00%
490346	Salary - Survey Instrument Operator	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual	Actual	Adopted	Final	Dept	Admin	Adopted
		Exp	Exp	Budget	Budget	Request	Approved	
	<b>Salaries:</b>							
450001	Overtime	0	62	1,000	1,000	1,000	1,000	
490107	Salary - Assistant City Engineer	87,900	88,576	91,636	91,636	91,636	91,636	
490110	Salary - City Engineer	110,052	110,898	114,729	114,729	114,729	114,729	
490162	Salary - Lead Engineering Technicia	52,756	53,162	54,998	31,998	52,756	52,756	
490244	Salary - Engineer in Training	15,520	40,662	42,067	42,067	42,067	42,067	
490313	Salary - Survey Technician	15,090	25,219	27,452	10,452	26,332	26,332	
490341	Salary - Engineering Technician III	45,611	39,181	47,548	29,548	45,610	45,610	
490342	Salary - Construction Inspector	18,520	38,522	40,159	40,159	38,522	38,522	
490343	Salary - Survey Party Chief	52,350	52,752	54,575	54,575	54,574	54,574	
490346	Salary - Survey Instrument Operator	36,129	36,547	37,809	37,809	37,810	37,810	
490618	Salary - Administrative Secretary	29,646	25,960	34,013	34,013	30,314	30,314	
490626	Salary - Clerical Specialist	28,724	28,128	30,046	30,046	25,999	25,999	
	<b>Total Salaries</b>	492,298	539,669	576,032	518,032	561,349	561,349	0
	<b>Fringe:</b>							
510201	Fringe - Pension	113,506	121,316	132,421	116,421	112,438	112,438	
510202	Fringe - Hospital	109,505	123,061	159,781	142,781	151,022	151,022	
510206	Fringe - Medicare Insurance Tax	6,088	6,715	7,561	7,561	7,350	7,350	
510207	Fringe - Life Insurance	218	268	449	449	449	449	
	<b>Total Fringe</b>	229,317	251,360	300,212	267,212	271,259	271,259	0
	<b>Operating &amp; Contractual</b>							
520105	Contract Labor	9,053	0	0	0	0	0	
520400	Office	14,809	15,781	22,000	15,000	22,000	22,000	
520519	Operating - Drafting & Survey	1,878	6,457	8,000	8,000	8,000	8,000	
531101	Fees - Recording	2,835	1,465	3,000	3,000	3,000	3,000	
531215	Fees, Licenses, & Permits	700	825	1,000	1,000	1,000	1,000	
531301	Vehicle Costs - Fuel & Oil	5,613	6,896	9,000	6,000	9,000	9,000	
531304	Vehicle Costs - R & M	388	3,642	3,000	3,000	3,000	3,000	
531410	Telephone	4,030	3,013	4,000	4,000	4,000	4,000	
531500	Printing	150	72	1,000	1,000	1,000	1,000	
543002	Dues & Subscriptions	785	631	1,000	1,000	1,000	1,000	
543003	Travel & Training	2,534	336	5,000	5,000	5,000	5,000	
605106	Maintenance Equipment	0	0	1,000	1,000	1,000	1,000	
	<b>Total Operating &amp; Contractual</b>	42,775	39,118	58,000	48,000	58,000	58,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	50,093	0	0	0	0	
707600	Machinery & Equipment	0	24,374	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	3,696	2,450	2,450	2,450	3,425	3,425	
	<b>Total Capital Outlay</b>	3,696	76,917	2,450	2,450	3,425	3,425	0
	<b>TOTAL DEPARTMENT</b>	768,086	907,064	936,694	835,694	894,033	894,033	0

**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Requests for Assistance			
Trees Trimmed			
Trees Removed			
Trees Planted			
Oversight on Capital Projects			
Landscape Ordinance Compliance Reviews			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	61,216	61,687	63,818	63,818	63,818	0	-100.00%
Fringe Benefits	22,962	22,856	25,472	25,472	23,116	0	-100.00%
Operating/Contractual	405,604	433,432	332,000	569,000	332,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	4,500	4,500	5,175	5,175	5,175	0	0.00%
<b>Total Appropriations</b>	<b>494,282</b>	<b>522,475</b>	<b>426,465</b>	<b>663,465</b>	<b>424,109</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490106	Salary - Landscape Architect	1	1	1	1	1		0.00%
	<b>Total Positions</b>	1	1	1	1	1	0	0.00%



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
490106	<b>Salaries:</b> Salary - Landscape Architect	61,216	61,687	63,818	63,818	63,818	63,818	
	<b>Total Salaries</b>	61,216	61,687	63,818	63,818	63,818	63,818	0
	<b>Fringe:</b>							
510201	Fringe - Pension	14,119	13,873	15,138	15,138	12,782	12,782	
510202	Fringe - Hospital	7,958	8,092	9,367	9,367	9,367	9,367	
510206	Fringe - Medicare Insurance Tax	856	862	925	925	925	925	
510207	Fringe - Life Insurance	29	29	42	42	42	42	
	<b>Total Fringe</b>	22,962	22,856	25,472	25,472	23,116	23,116	0
	<b>Operating &amp; Contractual:</b>							
520500	Operating	1,747	1,449	2,000	2,000	2,000	2,000	
531115	Tree Trimming/Removal	149,725	167,025	150,000	300,000	150,000	150,000	
531301	Vehicle Costs - Fuel & Oil	1,094	892	3,000	2,000	3,000	3,000	
531304	Vehicle Costs - R & M	45	259	2,000	2,000	2,000	2,000	
531410	Telephone	876	874	2,000	1,000	2,000	2,000	
543002	Dues & Subscriptions	0	0	0	0	0	0	
543003	Travel & Training	2,037	2,285	2,000	2,000	2,000	2,000	
605110	Maintenance Grounds & ROW	250,080	260,648	171,000	260,000	171,000	171,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	405,604	433,432	332,000	569,000	332,000	332,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	4,500	4,500	5,175	5,175	5,175	5,175	
	<b>Total Capital Outlay</b>	4,500	4,500	5,175	5,175	5,175	5,175	0
	<b>TOTAL DEPARTMENT</b>	494,282	522,475	426,465	663,465	424,109	424,109	0



**2025-2026 ANNUAL BUDGET**

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

**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 slop 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Miles of streets swept			
Miles of canals/ditches cleaned			
Miles of canals/ditches sprayed			
Miles of underground pipes flushed			
Incoming Calls			
Miles of street repair for potholes			
No of hours Larviciding & Spraying			
Annual tons of landfill operation			
No. of complaints received			
Orders & complaints completed			
Emergency Call-Out			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,722,587	1,477,509	1,340,928	1,417,928	1,296,414	0	-100.00%
Fringe Benefits	657,961	557,896	684,109	624,109	615,707	0	-100.00%
Operating/Contractual	1,883,291	1,629,965	1,203,000	1,820,000	1,203,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	258,089	630,095	630,192	924,000	1,345,334	0	0.00%
<b>Total Appropriations</b>	<b>4,521,928</b>	<b>4,295,465</b>	<b>3,858,229</b>	<b>4,786,037</b>	<b>4,460,455</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490125	Salary - Superintendent	1	1	1	1	1		0.00%
490145	Salary - Supervisor Street Maint	2	2	2	2	2		0.00%
490146	Salary - Crew Leader Street Maint	3	3	3	3	3		0.00%
490147	Salary - Maintenance Worker Senior	3	3	3	3	3		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1		0.00%
490738	Salary - Equipment Operator III	4	4	4	4	4		0.00%
490746	Salary - Equipment Operator II	7	7	7	7	7		0.00%
490751	Salary - Fleet Maintenance Technician	1	1	1	1	1		0.00%
490819	Salary - Equipment Operator I	4	4	4	4	4		0.00%
490820	Salary - Maintenance Worker	3	3	3	3	3		0.00%
490919	Salary - Supervisor Streets	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	682,871	430,349	200,000	365,000	200,000	200,000	
490125	Salary - Superintendent	64,705	65,502	67,765	67,765	67,765	67,765	
490145	Salary - Supervisor Street Maint	94,332	73,749	97,977	97,977	83,197	83,197	
490146	Salary - Crew Leader Street Maint	134,871	162,437	138,268	138,268	134,172	134,172	
490147	Salary - Maintenance Worker Senior	95,274	84,405	92,200	77,200	88,234	88,234	
490618	Salary - Administrative Secretary	26,489	23,039	33,345	31,345	30,314	30,314	
490624	Salary - Inventory Coordinator	41,335	21,937	43,175	43,175	43,175	43,175	
490738	Salary - Equipment Operator III	151,608	140,975	155,890	137,890	148,692	148,692	
490746	Salary - Equipment Operator II	234,353	217,197	237,818	237,818	228,353	228,353	
490751	Salary - Fleet Maintenance Technician	23,911	23,715	33,220	33,220	33,220	33,220	
490819	Salary - Equipment Operator I	76,163	82,271	119,934	98,934	113,773	113,773	
490820	Salary - Maintenance Worker	45,938	51,933	69,866	37,866	62,400	62,400	
490919	Salary - Supervisor Streets	50,737	100,000	51,470	51,470	63,119	63,119	
	<b>Total Salaries</b>	<b>1,722,587</b>	<b>1,477,509</b>	<b>1,340,928</b>	<b>1,417,928</b>	<b>1,296,414</b>	<b>1,296,414</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	390,552	315,070	318,069	318,069	259,674	259,674	
510202	Fringe - Hospital	241,497	221,254	345,297	285,297	335,930	335,930	
510206	Fringe - Medicare Insurance Tax	25,101	20,751	19,441	19,441	18,801	18,801	
510207	Fringe - Life Insurance	811	821	1,302	1,302	1,302	1,302	
	<b>Total Fringe</b>	<b>657,961</b>	<b>557,896</b>	<b>684,109</b>	<b>624,109</b>	<b>615,707</b>	<b>615,707</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	90,000	0	0	
520106	Contract Labor - Inmates	149,369	208,800	224,000	210,000	224,000	224,000	
520204	Uniforms	133	5,043	5,000	5,000	5,000	5,000	
520500	Operating Supplies	75,048	83,523	70,000	100,000	70,000	70,000	
520503	Operating Chemicals	29,503	0	25,000	30,000	25,000	25,000	
520506	Operating Concrete & Asphalt	40,546	38,527	81,000	61,000	81,000	81,000	
520507	Operating - Sand & Gravel	17,886	6,300	7,000	7,000	7,000	7,000	
520514	Small Tools	3,392	1,254	3,000	3,000	3,000	3,000	
531301	Vehicle Costs - Fuel & Oil	260,080	189,117	175,000	170,000	175,000	175,000	
531304	Vehicle Costs - R & M	1,274,894	1,074,942	575,000	1,100,000	575,000	575,000	
531410	Telephone	6,225	4,396	6,000	6,000	6,000	6,000	
531500	Printing	245	362	0	0	0	0	
531800	Lease	8,273	0	15,000	16,000	15,000	15,000	
543003	Travel & Training	4,360	5,150	4,000	4,000	4,000	4,000	
605106	Maintenance Equipment	13,337	12,551	13,000	18,000	13,000	13,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	<b>1,883,291</b>	<b>1,629,965</b>	<b>1,203,000</b>	<b>1,820,000</b>	<b>1,203,000</b>	<b>1,203,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	201,343	464,000	374,753	266,540	
707600	Machinery & Equipment	258,089	630,095	428,849	460,000	1,896,272	1,078,794	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	<b>258,089</b>	<b>630,095</b>	<b>630,192</b>	<b>924,000</b>	<b>2,271,025</b>	<b>1,345,334</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>4,521,928</b>	<b>4,295,465</b>	<b>3,858,229</b>	<b>4,786,037</b>	<b>5,386,146</b>	<b>4,460,455</b>	<b>0</b>



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Replace Damage Signs			
Paint Cross Walks and Stop Lines			
Streets Striped			
Signs Made			
Banners Made			
Banners Hung			
Street Closures and Detours			
Traffic Counts			
Speed Humps Installed			

**CITY OF ALEXANDRIA**



**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	341,230	269,046	339,556	311,556	326,344	0	-100.00%
Fringe Benefits	153,059	136,054	184,278	169,278	151,998	0	-100.00%
Operating/Contractual	140,831	85,578	104,000	151,000	104,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	23,655	199,377	66,844	66,844	53,013	0	0.00%
<b>Total Appropriations</b>	<b>658,775</b>	<b>690,055</b>	<b>694,678</b>	<b>698,678</b>	<b>635,355</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490310	Salary - Traffic Signal Technician	2	2	2	2	2		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490736	Salary - Superintendent Traffic Sign	1	1	1	1	1		0.00%
490741	Salary - Sign Artist	1	1	1	1	1		0.00%
490821	Salary - Sign & Marking Specialist	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	17,627	12,185	11,000	16,000	11,000	11,000	
490310	Salary - Traffic Signal Technician	80,026	59,876	89,238	86,238	83,607	83,607	
490618	Salary - Administrative Secretary	35,287	35,559	36,787	36,787	36,787	36,787	
490736	Salary - Superintendent Traffic Sign	82,163	53,930	55,793	55,793	55,793	55,793	
490741	Salary - Sign Artist	38,726	38,591	40,508	23,508	36,104	36,104	
490821	Salary - Sign & Marking Specialist	87,401	68,905	106,230	93,230	103,053	103,053	
	<b>Total Salaries</b>	341,230	269,046	339,556	311,556	326,344	326,344	0
	<b>Fringe:</b>							
510201	Fringe - Pension	74,184	60,009	80,544	73,544	65,365	65,365	
510202	Fringe - Hospital	73,899	72,160	98,474	90,474	81,564	81,564	
510206	Fringe - Medicare Insurance Tax	4,751	3,701	4,924	4,924	4,733	4,733	
510207	Fringe - Life Insurance	225	184	336	336	336	336	
	<b>Total Fringe</b>	153,059	136,054	184,278	169,278	151,998	151,998	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	1,048	0	10,000	0	0	
520500	Operating Supplies	36,017	29,875	25,000	37,000	25,000	25,000	
520509	Operating - Signs	21,708	23,773	24,000	32,000	24,000	24,000	
520510	Operating - Paint	8,000	0	13,000	13,000	13,000	13,000	
531117	Street Striping	15,744	0	12,000	12,000	12,000	12,000	
531301	Vehicle Costs - Fuel & Oil	22,302	14,182	12,000	13,000	12,000	12,000	
531304	Vehicle Costs - R & M	30,189	9,264	13,000	30,000	13,000	13,000	
531410	Telephone	2,781	1,651	3,000	2,000	3,000	3,000	
531500	Printing	179	74	0	0	0	0	
543003	Travel & Training	2,330	2,406	0	0	0	0	
605106	Maintenance Equipment	1,581	3,305	2,000	2,000	2,000	2,000	
	<b>Total Operating &amp; Contractual</b>	140,831	85,578	104,000	151,000	104,000	104,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	144,500	42,022	42,022	0	0	
707600	Machinery & Equipment	23,655	54,877	24,822	24,822	53,013	53,013	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	23,655	199,377	66,844	66,844	53,013	53,013	0
	<b>TOTAL DEPARTMENT</b>	658,775	690,055	694,678	698,678	635,355	635,355	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	665,171	797,508	989,277	917,277	984,371	0	-100.00%
Fringe Benefits	353,653	396,772	560,967	530,967	505,204	0	-100.00%
Operating/Contractual	1,854,576	1,589,636	1,190,000	1,492,000	1,190,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	2,205	94,888	305,874	413,000	169,583	0	0.00%
<b>Total Appropriations</b>	<b>2,875,605</b>	<b>2,878,804</b>	<b>3,046,118</b>	<b>3,353,244</b>	<b>2,849,158</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490149	Salary - Custodial Worker	6	6	6	6	6		-100.00%
490150	Salary - Supervisor Custodial	1	1	1	1	1		0.00%
490153	Salary - Supervisor Mech Systems	2	2	2	2	2		-100.00%
490234	Salary - Superintendent-Bldg Maint	1	1	1	1	1		-100.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		-100.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		-100.00%
490711	Salary - Electrician	1	1	1	1	1		-100.00%
490742	Salary - Painter	3	3	3	2	2		-100.00%
490748	Salary - Carpenter	3	3	3	3	3		-100.00%
490823	Salary - Lead Custodial Worker	2	2	2	2	2		-100.00%
490830	Salary - Building Maintenance Spec	2	2	2	2	2		-100.00%
490859	Salary - Mechanical Systems Tech	3	3	3	3	3		-100.00%
490924	Salary - Crew Leader Carp & Paint	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>27</b>	<b>27</b>	<b>27</b>	<b>26</b>	<b>26</b>	<b>0</b>	<b>-100.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	18,246	49,083	36,000	48,000	36,000	36,000	
490149	Salary - Custodial Worker	86,430	130,069	147,054	136,054	154,235	154,235	
490150	Salary - Supervisor Custodial	4,570	40,900	41,288	41,288	41,288	41,288	
490153	Salary - Supervisor Mech Systems	92,187	95,939	96,105	96,105	103,739	103,739	
490234	Salary - Superintendent-Bldg Maint	60,048	60,510	62,600	62,600	61,377	61,377	
490618	Salary - Administrative Secretary	33,635	36,671	35,033	35,033	34,013	34,013	
490626	Salary - Clerical Specialist	11,920	10,884	28,599	28,599	25,999	25,999	
490711	Salary - Electrician	36,316	8,563	38,116	38,116	52,000	52,000	
490742	Salary - Painter	33,172	47,612	98,478	58,478	67,511	67,511	
490748	Salary - Carpenter	82,323	64,520	102,982	86,982	112,605	112,605	
490823	Salary - Lead Custodial Worker	31,040	52,049	59,811	59,811	59,811	59,811	
490830	Salary - Building Maintenance Spec	12,885	42,453	65,819	65,819	65,416	65,416	
490859	Salary - Mechanical Systems Tech	119,367	114,908	132,531	115,531	122,376	122,376	
490924	Salary - Crew Leader Carp & Paint	43,032	43,347	44,861	44,861	48,001	48,001	
	<b>Total Salaries</b>	665,171	797,508	989,277	917,277	984,371	984,371	0
	<b>Fringe:</b>							
510201	Fringe - Pension	153,108	175,659	227,555	213,555	180,288	180,288	
510202	Fringe - Hospital	190,868	209,622	318,060	302,060	310,609	310,609	
510206	Fringe - Medicare Insurance Tax	9,058	10,883	14,218	14,218	13,215	13,215	
510207	Fringe - Life Insurance	619	608	1,134	1,134	1,092	1,092	
	<b>Total Fringe</b>	353,653	396,772	560,967	530,967	505,204	505,204	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	23,075	94,391	40,000	80,000	40,000	40,000	
520106	Contract Labor-Inmates	63,800	0	0	0	0	0	
520204	Uniforms	4,951	4,887	6,000	6,000	6,000	6,000	
520400	Office	1,978	1,822	2,000	2,000	2,000	2,000	
520500	Operating Supplies	55,008	42,632	43,000	43,000	43,000	43,000	
520501	Operating - Janitorial	21,787	29,537	16,000	33,000	16,000	16,000	
520510	Operating - Paint	1,076	2,722	5,000	5,000	5,000	5,000	
520514	Small Tools	5,502	3,415	5,000	5,000	5,000	5,000	
520520	Operating - Locks/Keys	1,651	1,901	2,000	2,000	2,000	2,000	
531301	Vehicle Costs - Fuel & Oil	38,715	32,176	40,000	35,000	40,000	40,000	
531304	Vehicle Costs - R & M	30,461	62,165	28,000	45,000	28,000	28,000	
531410	Telephone	21,121	22,611	12,000	21,000	12,000	12,000	
531500	Printing	282	12	0	0	0	0	
531701	Utilities	1,023,490	765,585	500,000	615,000	500,000	500,000	
543003	Travel & Training	0	288	0	0	0	0	
605101	Maintenance Bldg & Facilities	508,829	486,609	456,000	550,000	456,000	456,000	
605106	Maintenance Equipment	7,691	0	10,000	10,000	10,000	10,000	
605110	Maintenance Grounds & ROW	45,159	38,883	25,000	40,000	25,000	25,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	1,854,576	1,589,636	1,190,000	1,492,000	1,190,000	1,190,000	0

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	63,436	245,000	291,000	309,715	109,715	
707500	Vehicles	0	0	60,874	122,000	59,868	59,868	
707600	Machinery & Equipment	2,205	31,452	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	2,205	94,888	305,874	413,000	369,583	169,583	0
	<b>TOTAL DEPARTMENT</b>	2,875,605	2,878,804	3,046,118	3,353,244	3,049,158	2,849,158	0

**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Fuel Transactions			
Work Orders			
Engines Replaced/Overhauled			
Vehicles Serviced			
Transmissions Serviced/Replaced			
Flat Repairs In House/On Road			
Tire Shop In House Work Orders			
Body Shop Repairs			
Brakes/Clutch Repairs			
State Inspections on Road Vehicles			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,072,457	943,716	959,863	792,863	929,994	0	-100.00%
Fringe Benefits	439,382	389,158	544,079	488,079	540,286	0	-100.00%
Operating/Contractual	572,054	696,585	88,000	1,180,000	88,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	53,543	68,038	318,964	618,964	224,819	0	0.00%
<b>Total Appropriations</b>	<b>2,137,436</b>	<b>2,097,497</b>	<b>1,910,906</b>	<b>3,079,906</b>	<b>1,783,099</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490118	Salary - Superintendent Fleet Maint	1	1	1	1	1		0.00%
490139	Salary - Supervisor Fleet Maint	3	3	3	3	3		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490750	Salary - Fleet Mechanic	11	11	11	10	10		-100.00%
490752	Salary - Fleet Auto Body Tech	2	2	2	2	2		0.00%
490834	Salary - Lube & Tire Service Tech	6	6	6	6	6		0.00%
	<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>-100.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	308,907	209,657	18,000	100,000	18,000	18,000	
490118	Salary - Superintendent Fleet Maint	58,870	59,323	61,372	61,372	61,372	61,372	
490139	Salary - Supervisor Fleet Maintenan	136,045	136,701	135,378	121,378	143,035	143,035	
490618	Salary - Administrative Secretary	36,837	37,593	37,163	37,163	37,163	37,163	
490626	Salary - Clerical Specialist	27,805	22,795	25,999	25,999	25,999	25,999	
490750	Salary - Fleet Mechanic	356,071	330,308	446,359	271,359	409,589	409,589	
490752	Salary - Fleet Auto Body Tech	42,483	38,829	73,826	53,826	78,842	78,842	
490834	Salary - Lube & Tire Service Tech	105,439	108,510	161,766	121,766	155,994	155,994	
	<b>Total Salaries</b>	<b>1,072,457</b>	<b>943,716</b>	<b>959,863</b>	<b>792,863</b>	<b>929,994</b>	<b>929,994</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	246,093	204,242	227,679	176,679	186,277	186,277	
510202	Fringe - Hospital	177,642	171,220	301,430	296,430	339,518	339,518	
510206	Fringe - Medicare Insurance Tax	15,049	13,153	13,920	13,920	13,483	13,483	
510207	Fringe - Life Insurance	598	543	1,050	1,050	1,008	1,008	
	<b>Total Fringe</b>	<b>439,382</b>	<b>389,158</b>	<b>544,079</b>	<b>488,079</b>	<b>540,286</b>	<b>540,286</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	355,859	446,991	0	950,000	0	0	
520204	Uniforms	3,917	3,099	4,000	4,000	4,000	4,000	
520400	Office	2,398	1,608	1,000	1,000	1,000	1,000	
520500	Operating Supplies	23,784	17,229	17,000	17,000	17,000	17,000	
520514	Small Tools	3,593	1,717	4,000	4,000	4,000	4,000	
531212	Disposal	1,060	3,627	5,000	5,000	5,000	5,000	
531301	Vehicle Costs Fuel & Oil	62,210	27,954	16,000	21,000	16,000	16,000	
531304	Vehicle Costs - R & M	96,638	170,645	21,000	155,000	21,000	21,000	
531410	Telephone	4,163	2,311	5,000	3,000	5,000	5,000	
543003	Travel & Training	5,333	6,249	5,000	5,000	5,000	5,000	
605101	Maintenance Bldg & Facilities	794	160	1,000	1,000	1,000	1,000	
605106	Maintenance Equipment	12,305	14,995	9,000	14,000	9,000	9,000	
	<b>Total Operating &amp; Contractual</b>	<b>572,054</b>	<b>696,585</b>	<b>88,000</b>	<b>1,180,000</b>	<b>88,000</b>	<b>88,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	4,932	4,932	
707500	Vehicles	27,388	0	62,150	362,150	0	0	
707600	Machinery & Equipment	0	49,051	227,014	227,014	217,328	152,694	
707700	Office Furniture & Fixtures	52	0	0	0	0	0	
707702	Computer Software	26,103	18,987	29,800	29,800	67,193	67,193	
	<b>Total Capital Outlay</b>	<b>53,543</b>	<b>68,038</b>	<b>318,964</b>	<b>618,964</b>	<b>289,453</b>	<b>224,819</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,137,436</b>	<b>2,097,497</b>	<b>1,910,906</b>	<b>3,079,906</b>	<b>1,847,733</b>	<b>1,783,099</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

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

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**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Telephone Calls			
Animals Returned to Owner			
Animals Impounded			
Animals Adopted			
Animals Incinerated			
Citations Issued			
Animals Euthanized			

**CITY OF ALEXANDRIA**

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	298,983	356,873	333,227	357,227	317,557	0	-100.00%
Fringe Benefits	131,856	121,275	175,179	155,179	152,895	0	-100.00%
Operating/Contractual	285,830	270,250	191,000	265,000	191,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	11,879	0	26,500	105,000	34,266	0	0.00%
<b>Total Appropriations</b>	<b>728,548</b>	<b>748,398</b>	<b>725,906</b>	<b>882,406</b>	<b>695,718</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490141	Salary - Crew Leader	1	1	1	1	1		0.00%
490144	Salary - Kennel Technician	3	3	3	3	3		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490855	Salary - Superintendent Animal Cntr	1	1	1	1	1		0.00%
490856	Salary - Animal Control Officer	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	53,241	58,191	30,000	88,000	30,000	30,000	
490141	Salary - Crew Leader	39,979	38,348	40,846	36,846	34,651	34,651	
490144	Salary - Kennel Technician	28,552	17,796	65,052	54,052	77,997	77,997	
490618	Salary - Administrative Secretary	33,931	34,253	35,373	35,373	35,373	35,373	
490626	Salary - Clerical Specialist	11,762	19,237	25,999	25,999	25,999	25,999	
490855	Salary - Superintendent Animal Cntr	69,351	122,564	72,298	61,298	52,909	52,909	
490856	Salary - Animal Control Officer	62,167	66,484	63,659	55,659	60,628	60,628	
	<b>Total Salaries</b>	<b>298,983</b>	<b>356,873</b>	<b>333,227</b>	<b>357,227</b>	<b>317,557</b>	<b>317,557</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	68,931	64,808	79,039	75,039	63,609	63,609	
510202	Fringe - Hospital	58,543	51,258	90,931	74,931	84,303	84,303	
510206	Fringe - Medicare Insurance Tax	4,187	5,035	4,831	4,831	4,605	4,605	
510207	Fringe - Life Insurance	195	174	378	378	378	378	
	<b>Total Fringe</b>	<b>131,856</b>	<b>121,275</b>	<b>175,179</b>	<b>155,179</b>	<b>152,895</b>	<b>152,895</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	33,567	37,387	0	35,000	0	0	
520204	Uniforms	2,785	608	3,000	3,000	3,000	3,000	
520400	Office	300	960	1,000	1,000	1,000	1,000	
520500	Operating Supplies	31,723	46,516	34,000	34,000	34,000	34,000	
520502	Operating Cleaner	4,192	2,917	3,000	3,000	3,000	3,000	
520504	Operating - Animal Food	17,182	19,025	10,000	40,000	10,000	10,000	
520515	Operating Medical Supplies	4,539	2,655	2,000	2,000	2,000	2,000	
531103	Professional Fees - Veterinarian	25,934	42,791	27,000	47,000	27,000	27,000	
531301	Vehicle Costs - Fuel & Oil	26,170	12,580	19,000	11,000	19,000	19,000	
531304	Vehicle Costs - R & M	39,345	45,582	8,000	30,000	8,000	8,000	
531410	Telephone	5,783	5,125	4,000	5,000	4,000	4,000	
531500	Printing	401	614	0	0	0	0	
531701	Utilities	27,114	27,198	22,000	22,000	22,000	22,000	
543003	Travel & Training	2,127	4,209	2,000	2,000	2,000	2,000	
605101	Maintenance Bldg & Facilities	12,358	12,667	21,000	15,000	21,000	21,000	
605106	Maintenance Equipment	52,310	9,416	35,000	15,000	35,000	35,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	<b>285,830</b>	<b>270,250</b>	<b>191,000</b>	<b>265,000</b>	<b>191,000</b>	<b>191,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	9,218	0	0	0	0	0	
707500	Vehicles	0	0	0	0	34,266	34,266	
707600	Machinery & Equipment	2,661	0	26,500	105,000	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	<b>11,879</b>	<b>0</b>	<b>26,500</b>	<b>105,000</b>	<b>34,266</b>	<b>34,266</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>728,548</b>	<b>748,398</b>	<b>725,906</b>	<b>882,406</b>	<b>695,718</b>	<b>695,718</b>	<b>0</b>



**2025-2026 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>

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Zoning Compliance Certificate			
Address Assignments			
Commercial Plan Review			
Subdivision Review			
Permits Issued			
Zoning Violations Letters			
Flood Zone Letters Issued			

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	229,800	302,187	383,417	351,417	382,655	0	-100.00%
Fringe Benefits	85,892	100,912	141,520	125,520	131,751	0	-100.00%
Operating/Contractual	15,803	23,709	52,000	76,000	52,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	43,649	43,649	0	0	0.00%
<b>Total Appropriations</b>	<b>331,495</b>	<b>426,808</b>	<b>620,586</b>	<b>596,586</b>	<b>566,406</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480105	Salary - Director of Planning	1	1	1	1	1		0.00%
480230	Salary - Historic Preservation Asst-F	1	1	1	1	1		0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1		0.00%
490229	Salary - Asst Director of Planning	1	1	1	1	1		1.00%
490240	Salary - Zoning Enforcement Analys	2	2	2	2	2		-100.00%
490919	Salary - GIS Manager	0	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>-99.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480105	Salary - Director of Planning	82,423	90,692	90,000	90,000	90,000	90,000	
480230	Salary - Historic Preservation Asst-F	6,873	17,117	39,736	39,736	39,736	39,736	
480604	Salary - Executive Secretary	29,378	32,753	32,503	32,503	33,884	33,884	
490229	Salary - Asst Director of Planning	32,236	79,448	83,404	83,404	83,404	83,404	
490240	Salary - Zoning Enforcement Analys	78,890	82,177	85,217	85,217	85,217	85,217	
490919	Salary - GIS Manager	0	0	52,557	20,557	50,414	50,414	
	<b>Total Salaries</b>	229,800	302,187	383,417	351,417	382,655	382,655	0
	<b>Fringe:</b>							
510201	Fringe - Pension	44,789	56,745	75,818	65,818	66,060	66,060	
510202	Fringe - Hospital	31,713	31,515	52,548	46,548	52,548	52,548	
510206	Fringe - Medicare Insurance Tax	3,438	4,637	5,638	5,638	5,627	5,627	
510207	Fringe - Life Insurance	120	147	252	252	252	252	
510208	Fringe - FICA Tax Retirement	1,124	3,031	2,464	2,464	2,464	2,464	
510209	Fringe - Car Allowance	4,708	4,837	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	85,892	100,912	141,520	125,520	131,751	131,751	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	5,000	32,000	5,000	5,000	
520400	Office	7,396	13,547	10,000	15,000	10,000	10,000	
531110	Professional Fees & Services	0	1,083	10,000	3,000	10,000	10,000	
531301	Vehicle Costs - Fuel & Oil	31	1,397	2,000	2,000	2,000	2,000	
531304	Vehicle Costs R & M	39	496	3,000	2,000	3,000	3,000	
531410	Telephone	5,119	4,615	3,000	3,000	3,000	3,000	
531500	Printing	268	345	1,000	1,000	1,000	1,000	
531900	Advertising	843	0	2,000	2,000	2,000	2,000	
543002	Dues & Subscriptions	420	300	2,000	2,000	2,000	2,000	
543003	Travel & Training	1,687	1,926	3,000	3,000	3,000	3,000	
605106	Maintenance - Equipment	0	0	1,000	1,000	1,000	1,000	
646043	Historic Preservation Dist Commissi	0	0	10,000	10,000	10,000	10,000	
	<b>Total Operating &amp; Contractual</b>	15,803	23,709	52,000	76,000	52,000	52,000	0
	<b>Capital Outlay:</b>							
707101	Acquisitions	0	0	0	0	0	0	
707405	Building Improvements	0	0	5,895	5,895	0	0	
707600	Machinery & Equipment	0	0	37,754	37,754	0	0	
707700	Office Furniture and Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	43,649	43,649	0	0	0
	<b>TOTAL DEPARTMENT</b>	331,495	426,808	620,586	596,586	566,406	566,406	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	409,924	326,309	447,894	423,894	449,890	0	-100.00%
Fringe Benefits	178,961	146,638	236,947	219,947	214,222	0	-100.00%
Operating/Contractual	62,915	75,536	64,000	74,000	64,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	46,558	46,558	42,384	0	0.00%
<b>Total Appropriations</b>	<b>651,800</b>	<b>548,483</b>	<b>795,399</b>	<b>764,399</b>	<b>770,496</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490161	Salary - Permit Technician	2	2	2	2	2		0.00%
490903	Salary - Multi Trades Inspector	5	5	5	5	5		0.00%
490907	Salary - Superintendent Constructio	1	1	1	1	1		0.00%
490911	Salary - Plans Reviewer	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>0</b>	<b>0.00%</b>
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**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	9,741	14,151	10,000	14,000	10,000	10,000	
490161	Salary - Permit Technician	26,959	28,180	59,566	48,566	63,578	63,578	
490903	Salary - Multi Trades Inspector	262,300	212,080	267,278	262,278	267,278	267,278	
490907	Salary - Superintendent Constructio	63,494	48,183	61,604	61,604	61,604	61,604	
490911	Salary - Plans Reviewer	47,430	23,715	49,446	37,446	47,430	47,430	
	<b>Total Salaries</b>	409,924	326,309	447,894	423,894	449,890	449,890	0
	<b>Fringe:</b>							
510201	Fringe - Pension	93,025	73,376	106,239	100,239	90,113	90,113	
510202	Fringe - Hospital	79,961	68,519	123,836	112,836	117,208	117,208	
510206	Fringe - Medicare Insurance Tax	5,742	4,559	6,494	6,494	6,523	6,523	
510207	Fringe - Life Insurance	233	184	378	378	378	378	
	<b>Total Fringe</b>	178,961	146,638	236,947	219,947	214,222	214,222	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	14,922	0	0	0	0	
520204	Uniforms	2,550	0	3,000	3,000	3,000	3,000	
520400	Office	5,792	4,655	6,000	4,000	6,000	6,000	
520500	Operating Supplies	2,953	18,407	10,000	18,000	10,000	10,000	
531301	Vehicle Costs-Fuel & Oil	19,035	12,556	14,000	14,000	14,000	14,000	
531304	Vehicle Costs-R & M	2,598	13,613	5,000	5,000	5,000	5,000	
531410	Telephone	6,027	5,655	10,000	14,000	10,000	10,000	
531500	Printing	91	211	4,000	4,000	4,000	4,000	
543002	Dues & Subscriptions	1,717	312	2,000	2,000	2,000	2,000	
543003	Travel & Training	22,152	5,205	10,000	10,000	10,000	10,000	
	<b>Total Operating &amp; Contractual</b>	62,915	75,536	64,000	74,000	64,000	64,000	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	46,558	46,558	127,152	42,384	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture and Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	46,558	46,558	127,152	42,384	0
	<b>TOTAL DEPARTMENT</b>	651,800	548,483	795,399	764,399	855,264	770,496	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Accidents			
Calls for Service			
Public Service			

**CITY OF ALEXANDRIA**



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	9,763,366	9,622,454	11,255,408	11,186,408	11,424,914	0	-100.00%
Fringe Benefits	3,958,018	4,688,710	6,642,753	5,812,753	6,537,974	0	-100.00%
Operating/Contractual	2,712,708	3,095,937	2,122,516	3,121,516	2,122,516	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	892,052	2,592,429	1,043,026	3,436,026	1,202,767	0	0.00%
<b>Total Appropriations</b>	<b>17,326,144</b>	<b>19,999,530</b>	<b>21,063,703</b>	<b>23,556,703</b>	<b>21,288,171</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
440126	Salary - Police Chief	1	1	1	1	1		0.00%
440127	Salary - Assistant Chief	1	1	1	1	1		0.00%
440129	Salary - Deputy Chief	0	2	2	2	2		0.00%
440217	Salary - Captain	4	4	4	4	4		0.00%
440218	Salary - Lieutenant	12	12	12	12	12		0.00%
440358	Salary - Sergeant	32	32	32	32	32		0.00%
440359	Salary - Communications Officers	17	17	17	17	17		0.00%
440404	Salary - Corporal	52	52	52	52	52		0.00%
440405	Salary - Police Officer	57	57	57	57	57		0.00%
440407	Salary - Jailers	2	2	2	2	2		0.00%
440408	Salary - School Patrol	15	15	15	11	11		0.00%
440412	Salary - Reserve Police Officer	20	20	20	0	0		0.00%
440616	Salary - Record Clerk	15	15	15	15	15		0.00%
440618	Salary - Secretary (Chief)	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>229</b>	<b>231</b>	<b>231</b>	<b>207</b>	<b>207</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
440126	Salary - Police Chief	105,701	115,884	115,000	115,000	115,000	115,000	
440127	Salary - Assistant Chief	86,297	73,021	86,297	55,297	86,297	86,297	
440129	Salary - Deputy Chief	0	96,461	185,000	185,000	220,000	220,000	
440217	Salary - Captain	303,741	487,339	310,577	310,577	316,765	316,765	
440218	Salary - Lieutenant	801,172	771,345	834,045	826,045	849,585	849,585	
440358	Salary - Sergeant	1,875,328	1,894,676	1,969,982	1,969,982	1,964,079	1,964,079	
440359	Salary - Communications Officers	567,522	537,999	611,933	553,933	638,757	638,757	
440404	Salary - Corporal	1,425,287	1,324,343	2,449,014	2,200,014	2,436,971	2,436,971	
440405	Salary - Police Officer	1,363,345	1,286,334	2,370,836	1,726,836	2,429,679	2,429,679	
440407	Salary - Jailers	75,373	77,477	78,399	78,399	81,567	81,567	
440408	Salary - School Patrol	37,076	48,194	59,813	59,813	61,009	61,009	
440412	Salary - Reserve Police Officer	0	0	10,000	0	0	0	
440616	Salary - Record Clerk	463,522	407,090	482,850	460,850	499,710	499,710	
440618	Salary - Secretary (Chief)	65,523	59,408	54,662	54,662	55,755	55,755	
450001	Overtime	1,632,250	1,516,589	792,000	1,620,000	807,840	807,840	
450002	Stand by Pay	32,901	33,780	22,000	22,000	22,440	22,440	
450003	Accumulated Leave Pay	423,084	384,436	325,000	450,000	331,500	331,500	
450004	Court Pay	69,990	86,609	58,000	58,000	59,160	59,160	
450005	Holiday Pay	230,441	237,024	285,000	285,000	290,700	290,700	
450006	Differential Pay	5,141	5,774	87,000	87,000	88,740	88,740	
450008	Premium Pay	157,672	154,520	11,000	11,000	11,220	11,220	
450010	City Supplemental Pay	42,000	24,151	57,000	57,000	58,140	58,140	
	<b>Total Salaries</b>	<b>9,763,366</b>	<b>9,622,454</b>	<b>11,255,408</b>	<b>11,186,408</b>	<b>11,424,914</b>	<b>11,424,914</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	2,248,818	2,819,238	3,761,362	3,361,362	3,632,207	3,692,897	
510202	Fringe - Hospital	1,533,690	1,695,147	2,704,510	2,274,510	2,667,072	2,667,072	
510204	Fringe - Clothing Allowance	0	0	0	0	0	0	
510206	Fringe - Medicare Insurance Tax	146,318	146,057	164,321	164,321	163,175	165,990	
510207	Fringe - Life Insurance	4,287	4,128	8,232	8,232	8,232	8,232	
510208	Fringe - FICA Tax Retirement	24,905	24,140	4,328	4,328	3,708	3,783	
	<b>Total Fringe</b>	<b>3,958,018</b>	<b>4,688,710</b>	<b>6,642,753</b>	<b>5,812,753</b>	<b>6,474,394</b>	<b>6,537,974</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	107,217	157,916	0	155,000	0	0	
520204	Uniforms	39,340	48,470	35,000	100,000	35,000	35,000	
520400	Office	34,455	33,416	40,000	50,000	40,000	40,000	
520500	Operating Supplies	115,375	150,717	150,000	150,000	150,000	150,000	
520501	Operating - Janitorial	8,120	16,112	8,000	8,000	8,000	8,000	
520504	Operating - Animal Food	2,342	4,903	6,000	6,000	6,000	6,000	
520517	Operating - Crime Scene	21,241	30,926	20,000	40,000	20,000	20,000	
520525	Operating - Informants	2,719	0	15,000	15,000	15,000	15,000	
520526	Operating - Narcotics Confiscation	27,421	8,011	35,000	35,000	35,000	35,000	
520529	Operating - Narcotics Confiscation F	0	0	0	0	0	0	
520557	Operating - Academy	84,739	100,754	85,000	100,000	85,000	85,000	
531103	Professional Fees - Veterinarian	5,831	13,680	4,000	4,000	4,000	4,000	
531105	Rapides Parish Coroner	206,407	242,857	126,000	250,000	126,000	126,000	
531110	Professional Fees	88,037	100,298	0	0	0	0	
531261	Services - Prisoner Detention	423,582	393,905	420,000	440,000	420,000	420,000	
531262	Recruiting	60,266	119,115	113,516	113,516	113,516	113,516	
531301	Vehicle Costs - Fuel & Oil	428,958	359,732	350,000	315,000	350,000	350,000	

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual(Cont)</b>							
531304	Vehicle Costs - R & M	567,421	754,843	295,000	775,000	295,000	295,000	
531410	Telephone	160,957	175,534	130,000	180,000	130,000	130,000	
531500	Printing	5,021	4,790	3,000	3,000	3,000	3,000	
531701	Utilities	167,499	133,702	135,000	130,000	135,000	135,000	
531800	Lease	0	0	0	0	0	0	
543002	Dues & Subscriptions	25,521	24,850	12,000	12,000	12,000	12,000	
543003	Travel & Training	44,277	111,339	30,000	80,000	30,000	30,000	
543032	Community Policing Program	20,563	18,944	20,000	20,000	20,000	20,000	
543038	Downtown Security	0	0	0	0	0	0	
605101	Maintenance Bldg & Facilities	21,216	22,340	20,000	20,000	20,000	20,000	
605106	Maintenance Equipment	44,183	68,783	70,000	120,000	70,000	70,000	
	<b>Total Operating &amp; Contractual</b>	2,712,708	3,095,937	2,122,516	3,121,516	2,122,516	2,122,516	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	55,390	0	0	160,690	160,690	
707500	Vehicles	473,788	1,524,212	0	2,137,000	544,210	42,000	
707600	Machinery & Equipment	398,414	632,107	780,536	843,536	1,324,303	937,131	
707603	Machinery & Equipment - Grants	0	276,000	0	0	0	0	
707700	Furniture & Fixtures	8,032	0	260,000	260,000	168,337	15,212	
707702	Computer Software	11,818	104,720	2,490	195,490	85,154	47,734	
707900	Animals	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	892,052	2,592,429	1,043,026	3,436,026	2,282,694	1,202,767	0
	<b>TOTAL DEPARTMENT</b>	17,326,144	19,999,530	21,063,703	23,556,703	22,304,518	21,288,171	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Applications/Exams			
Appeals			
Rules Changes			
Classification Changes			
Investigations			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	5,711	4,204	31,000	27,000	31,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>5,711</b>	<b>4,204</b>	<b>31,000</b>	<b>27,000</b>	<b>31,000</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520400	Office	212	536	2,000	2,000	2,000	2,000	
531110	Professional Fees And Services	5,208	3,591	14,000	10,000	14,000	14,000	
531500	Printing	291	77	0	0	0	0	
531900	Advertising	0	0	13,000	13,000	13,000	13,000	
605106	Maintenance Equipment	0	0	2,000	2,000	2,000	2,000	
	<b>Total Operating &amp; Contractual</b>	5,711	4,204	31,000	27,000	31,000	31,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	5,711	4,204	31,000	27,000	31,000	31,000	0

**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Average response time (minutes)			
Average Fire control time (minutes)			
Public Assistance and Rescue			
House, Business, Auto Fires			
False Alarms			
Emergency Medical Assistance			
Total Alarms			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	7,097,431	7,719,697	7,332,390	8,177,390	7,469,043	0	-100.00%
Fringe Benefits	3,455,178	3,697,100	4,527,502	4,302,502	4,437,761	0	-100.00%
Operating/Contractual	1,143,283	985,683	620,000	908,000	620,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	477,452	296,721	465,200	887,685	918,114	0	0.00%
<b>Total Appropriations</b>	<b>12,173,344</b>	<b>12,699,201</b>	<b>12,945,092</b>	<b>14,275,577</b>	<b>13,444,918</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
440121	Salary - Fire Chief	1	1	1	1	1		0.00%
440122	Salary - Assistant Fire Cheif	3	3	3	3	3		0.00%
440123	Salary - District Fire Chief	7	7	7	7	7		0.00%
440124	Salary - Chief of Fire Prevention	1	1	1	1	1		0.00%
440128	Salary - Chief of Communications	1	1	1	1	1		0.00%
440214	Salary - Research & Stat Analysis	0	0	0	1	1		0.00%
440215	Salary - Administrative Chief	0	1	1	1	1		0.00%
440216	Salary - Captain	34	34	34	33	33		0.00%
440357	Salary - Communications Officer	8	8	8	8	8		0.00%
440360	Salary - Fire Training Officer	1	1	1	1	1		0.00%
440361	Salary - Fire Prevention Officer	3	3	3	3	3		0.00%
440362	Salary - Director of EMS	1	1	1	1	1		0.00%
440401	Salary - Fire Equipment Operator	26	26	26	26	26		0.00%
440402	Salary - Firefighter 1st Class	39	39	39	39	39		0.00%
440614	Salary - Chief's Secretary	1	1	1	1	1		0.00%
440615	Salary - Records Clerk	2	2	2	2	2		0.00%
	<b>Total Positions</b>	<b>128</b>	<b>129</b>	<b>129</b>	<b>129</b>	<b>129</b>	<b>0</b>	<b>-100.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
440121	Salary - Fire Chief	110,115	92,675	92,398	92,398	96,278	96,278	
440122	Salary - Assistant Fire Cheif	211,191	301,047	324,884	324,884	267,388	267,388	
440123	Salary - District Fire Chief	495,235	522,991	515,016	515,016	565,327	565,327	
440124	Salary - Chief of Fire Prevention	79,064	80,245	83,655	83,655	69,205	69,205	
440128	Salary - Chief of Communications	19,528	54,515	60,126	60,126	63,376	63,376	
440214	Salary - Research & Stat Analysis	0	0	0	0	76,500	76,500	
440215	Salary - Administrative Chief	0	0	78,188	78,188	89,767	89,767	
440216	Salary - Captain	1,994,715	2,030,212	2,149,563	2,149,563	2,045,751	2,045,751	
440357	Salary - Communications Officer	301,851	355,175	387,740	387,740	399,667	399,667	
440360	Salary - Fire Training Officer	68,787	70,054	71,458	71,458	73,038	73,038	
440361	Salary - Fire Prevention Officer	150,909	130,183	156,865	156,865	144,082	144,082	
440362	Salary - Director of EMS	58,777	60,611	61,271	61,271	59,948	59,948	
440401	Salary - Fire Equipment Operator	955,999	986,496	1,028,722	1,028,722	1,108,757	1,108,757	
440402	Salary - Firefighter 1st Class	1,112,926	989,940	1,185,851	1,185,851	1,268,289	1,268,289	
440614	Salary - Chief's Secretary	0	34,343	35,277	35,277	35,895	35,895	
440615	Salary - Records Clerk	61,432	40,427	57,376	57,376	61,775	61,775	
450001	Overtime	1,004,240	1,445,141	630,000	1,400,000	630,000	630,000	
450003	Accumulated Leave Pay	82,542	127,991	114,000	114,000	114,000	114,000	
450005	Holiday	351,237	366,151	300,000	375,000	300,000	300,000	
450010	City Funded Supplemental Pay	38,883	31,500	0	0	0	0	
	<b>Total Salaries</b>	<b>7,097,431</b>	<b>7,719,697</b>	<b>7,332,390</b>	<b>8,177,390</b>	<b>7,469,043</b>	<b>7,469,043</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	1,974,485	2,115,115	2,566,325	2,451,325	2,542,500	2,583,445	
510202	Fringe - Hospital	1,368,717	1,459,870	1,841,257	1,731,257	1,733,639	1,733,639	
510206	Fringe - Medicare Insurance Tax	108,536	118,634	114,502	114,502	113,438	115,259	
510207	Fringe - Life Insurance	3,440	3,481	5,418	5,418	5,418	5,418	
	<b>Total Fringe</b>	<b>3,455,178</b>	<b>3,697,100</b>	<b>4,527,502</b>	<b>4,302,502</b>	<b>4,394,995</b>	<b>4,437,761</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520204	Uniforms	35,937	48,400	28,000	40,000	28,000	28,000	
520205	Protective Clothing	15,277	7,756	15,000	20,000	15,000	15,000	
520215	Operating Laundry	2,921	0	5,000	3,000	5,000	5,000	
520400	Office	10,008	19,606	9,000	18,000	9,000	9,000	
520500	Operating Supplies	44,529	56,087	45,000	50,000	45,000	45,000	
520501	Operating - Janitorial	11,078	6,688	6,000	6,000	6,000	6,000	
520514	Small Tools	4,393	1,890	2,000	2,000	2,000	2,000	
520515	Operating Medical Supplies	16,531	17,378	17,000	18,000	17,000	17,000	
520518	Operating - Training Materials	21,073	10,171	15,000	12,000	15,000	15,000	
531213	Services - Personnel Processing	5,747	21,894	14,000	20,000	14,000	14,000	
531301	Vehicle Costs - Fuel & Oil	126,274	101,380	75,000	85,000	75,000	75,000	
531304	Vehicle Costs - R & M	591,029	439,665	175,000	375,000	175,000	175,000	
531410	Telephone	41,514	51,796	70,000	60,000	70,000	70,000	
531500	Printing	495	392	1,000	1,000	1,000	1,000	
531701	Utilities	54,094	52,244	43,000	40,000	43,000	43,000	
531800	Lease	0	0	4,000	4,000	4,000	4,000	
543002	Dues & Subscriptions	9,046	10,414	5,000	5,000	5,000	5,000	
543003	Travel & Training	40,231	39,185	40,000	40,000	40,000	40,000	
605101	Maintenance Bldg & Facilities	69,523	56,003	30,000	58,000	30,000	30,000	
605106	Maintennace Equipment	40,833	44,734	19,000	49,000	19,000	19,000	
605126	Hazardous Material Cleanup	2,750	0	2,000	2,000	2,000	2,000	



**2025-2026 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	<b>Operating &amp; Contractual(Cont)</b>							
	<b>Total Operating &amp; Contractual</b>	1,143,283	985,683	620,000	908,000	620,000	620,000	0
	<b>Capital Outlay:</b>							
707002	Turnout Gear	48,843	94,461	45,000	45,000	100,000	100,000	
707405	Building Improvements	0	28,703	53,000	53,000	100,000	100,000	
707500	Vehicles	227,458	0	78,524	293,524	0	0	
707600	Machinery & Equipment	158,607	151,338	24,627	217,112	657,944	657,944	
707700	Office Furniture & Fixtures	29,764	17,737	80,012	80,012	0	0	
707702	Computer Software	12,780	4,482	184,037	199,037	60,170	60,170	
	<b>Total Capital Outlay</b>	477,452	296,721	465,200	887,685	918,114	918,114	0
	<b>Total Department</b>	12,173,344	12,699,201	12,945,092	14,275,577	13,402,152	13,444,918	0

**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Terminations Processed			
Employment Applications Received			
Communications w/ consultant on pay and classification plans			
Counsel applicants/employees on opportunities			
Employment Test Administered			
Civil Service/Personnel Questions, Grievances, Investigations, Issues			
Responses to Salary Surveys			
Qualifying applicants through background & driver's license checks			

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	198,670	218,392	236,895	202,895	229,847	0	-100.00%
Fringe Benefits	67,288	67,187	96,654	83,654	77,975	0	-100.00%
Operating/Contractual	79,334	84,682	75,000	89,000	75,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	1,775	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>347,067</b>	<b>370,261</b>	<b>408,549</b>	<b>375,549</b>	<b>382,822</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490122	Salary - Director of Civil Service	1	1	1	1	1		0.00%
490172	Salary - Compensation Analyst	1	0	0	0	0		0.00%
490173	Salary - Examination Analyst	1	2	2	2	2		0.00%
490233	Salary - Asst Director of Civil Service	1	1	1	1	1		-100.00%
	<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>-100.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490122	Salary - Director of Civil Service	81,868	87,759	85,347	85,347	80,000	80,000	
490172	Salary - Compensation Analyst	48,594	61,317	0	0	0	0	
490173	Salary - Examination Analyst	18,442	15,350	94,894	94,894	95,503	95,503	
490233	Salary - Asst Director of Civil Service	49,766	53,966	56,654	22,654	54,344	54,344	
	<b>Total Salaries</b>	198,670	218,392	236,895	202,895	229,847	229,847	0
	<b>Fringe:</b>							
510201	Fringe - Pension	45,821	47,907	56,191	48,191	30,015	30,015	
510202	Fringe - Hospital	18,601	16,109	36,860	31,860	45,619	45,619	
510206	Fringe - Medicare Insurance Tax	2,768	3,073	3,435	3,435	2,173	2,173	
510207	Fringe - Life Insurance	98	98	168	168	168	168	
	<b>Total Fringe</b>	67,288	67,187	96,654	83,654	77,975	77,975	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	7,423	5,484	10,000	10,000	10,000	10,000	
531110	Professional Fees & Services	32,263	32,657	17,000	25,000	17,000	17,000	
531410	Telephone	7,106	8,179	1,000	9,000	1,000	1,000	
531500	Printing	80	80	1,000	1,000	1,000	1,000	
531900	Advertising	15,063	18,260	20,000	18,000	20,000	20,000	
543000	Miscellaneous	3,397	2,157	4,000	4,000	4,000	4,000	
543002	Dues & Subscriptions	2,574	5,072	8,000	8,000	8,000	8,000	
543003	Travel & Training	11,330	12,793	14,000	14,000	14,000	14,000	
605106	Maintenance of Equipment	98	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	79,334	84,682	75,000	89,000	75,000	75,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	1,775	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	1,775	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	347,067	370,261	408,549	375,549	382,822	382,822	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
New Hires Processed			
Status Changes Processed			
Termination's Processed			
Employment Applications worked			
Employment Interviews Conducted			
Insurance Changes Processed			
Worker's Comp Checks Received			
Employee Verification Processed			
Grievances & Issues			
Personnel Policy Changes			

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	346,509	346,866	414,707	411,707	412,131	0	-100.00%
Fringe Benefits	121,555	116,136	173,920	171,920	152,578	0	-100.00%
Operating/Contractual	244,708	221,952	298,000	253,000	298,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	2,354	8,998	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>715,126</b>	<b>693,952</b>	<b>886,627</b>	<b>836,627</b>	<b>862,709</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480114	Salary - Director of Human Resourc	1	1	1	1	1		0.00%
480604	Salary - Administrative Assistant	1	1	1	1	1		0.00%
490138	Salary - Assistant Director of HR	1	0	0	0	0		0.00%
490354	Salary - Personnel Analyst	4	3	3	3	3		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490935	Salary - HR Business Partner	0	1	1	1	1		0.00%
490936	Salary - Human Resource Spec	0	1	1	1	1		0.00%
490690	Salary - Student Worker	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480114	Salary - Director of Human Resourc	100,069	107,621	106,800	106,800	106,800	106,800	
480604	Salary - Administrative Assistant	34,725	34,324	38,369	38,369	40,000	40,000	
490138	Salary - Assistant Director of HR	53,840	17,864	0	0	0	0	
490354	Salary - Personnel Analyst	143,978	108,751	135,539	132,539	131,333	131,333	
490626	Salary - Clerical Specialist	10,925	9,320	25,999	25,999	25,999	25,999	
490935	Salary - HR Business Partner	0	30,561	51,133	51,133	51,132	51,132	
490936	Salary - Human Resource Spec	0	28,609	47,867	47,867	47,867	47,867	
490690	Salary - Student Worker	2,972	9,816	9,000	9,000	9,000	9,000	
	<b>Total Salaries</b>	<b>346,509</b>	<b>346,866</b>	<b>414,707</b>	<b>411,707</b>	<b>412,131</b>	<b>412,131</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	79,128	71,481	93,901	93,901	80,747	80,747	
510202	Fringe - Hospital	36,590	38,509	73,112	71,112	64,961	64,961	
510206	Fringe - Medicare Insurance Tax	5,249	5,364	6,013	6,013	5,976	5,976	
510207	Fringe - Life Insurance	186	173	336	336	336	336	
510208	Fringe - FICA Tax	402	609	558	558	558	558	
	<b>Total Fringe</b>	<b>121,555</b>	<b>116,136</b>	<b>173,920</b>	<b>171,920</b>	<b>152,578</b>	<b>152,578</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	22,218	14,349	0	7,000	0	0	
520400	Office	29,332	26,522	27,000	27,000	27,000	27,000	
531107	Professional Fees - City Physician	22,725	24,648	10,000	20,000	10,000	10,000	
531110	Professional Fees	61,420	40,520	163,000	75,000	163,000	163,000	
531250	Services - Drug Testing	71,875	74,369	65,000	85,000	65,000	65,000	
531410	Telephone	5,462	3,384	4,000	4,000	4,000	4,000	
531500	Printing	635	366	1,000	1,000	1,000	1,000	
531800	Lease	581	0	0	0	0	0	
543002	Dues & Subscriptions	1,466	4,241	4,000	4,000	4,000	4,000	
543003	Travel & Training	9,750	11,775	10,000	10,000	10,000	10,000	
543017	Placques & Awards	19,244	21,778	14,000	20,000	14,000	14,000	
	<b>Total Operating &amp; Contractual</b>	<b>244,708</b>	<b>221,952</b>	<b>298,000</b>	<b>253,000</b>	<b>298,000</b>	<b>298,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	2,354	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	8,998	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	<b>2,354</b>	<b>8,998</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>715,126</b>	<b>693,952</b>	<b>886,627</b>	<b>836,627</b>	<b>862,709</b>	<b>862,709</b>	<b>0</b>

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	955,781	830,768	1,159,927	1,064,927	1,468,293	0	-100.00%
Fringe Benefits	212,954	175,783	270,110	257,110	339,434	0	-100.00%
Operating/Contractual	1,491,643	1,347,403	967,000	1,397,000	967,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>2,660,378</b>	<b>2,353,954</b>	<b>2,397,037</b>	<b>2,719,037</b>	<b>2,774,727</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480106	Salary - City Attorney	1	1	1	1	1		0.00%
480205	Salary - Asst City Attorney	4	4	4	4	4		0.00%
480228	Salary - SafeAlex Technicians - PT	6	6	6	6	6		0.00%
480231	Salary - Asst City Attorney Part Time	7	7	7	7	7		0.00%
480234	Salary - Comm Serv Officer Super	0	0	0	2	2		0.00%
480235	Salary - Comm Serv Officer	0	0	0	10	10		0.00%
480603	Salary - Legal Secretary	1	1	1	1	1		0.00%
490620	Salary - Clerical Specialist	1	0	0	0	0		0.00%
490940	Salary - Legal Assistant	0	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>32</b>	<b>32</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
480106	Salary - City Attorney	124,450	135,031	134,000	134,000	134,000	134,000	
480205	Salary - Asst City Attorney	262,545	206,073	342,500	247,500	354,500	354,500	
480228	Salary - SafeAlex Technicians - PT	233,762	307,614	317,375	317,375	312,375	312,375	
480231	Salary - Asst City Attorney Part Tim	259,751	110,396	293,895	293,895	293,895	293,895	
480234	Salary - Comm Serv Officer Super	0	0	0	0	65,000	65,000	
480235	Salary - Comm Serv Officer	0	0	0	0	235,000	235,000	
480603	Salary - Legal Secretary	46,172	40,308	40,000	40,000	40,000	40,000	
490626	Salary - Clerical Specialist	29,101	31,346	0	0	0	0	
490940	Salary - Legal Assistant	0	0	32,157	32,157	33,523	33,523	
	<b>Total Salaries</b>	<b>955,781</b>	<b>830,768</b>	<b>1,159,927</b>	<b>1,064,927</b>	<b>1,468,293</b>	<b>1,468,293</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	98,624	78,467	118,384	110,384	168,823	168,823	
510202	Fringe - Hospital	64,055	53,633	91,846	86,846	87,885	87,885	
510206	Fringe - Medicare Insurance Tax	14,821	12,885	16,888	16,888	21,360	21,360	
510207	Fringe - Life Insurance	172	147	294	294	378	378	
510208	Fringe - FICA Tax	30,482	25,814	37,898	37,898	56,188	56,188	
510209	Fringe - Car Allowance	4,800	4,837	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	<b>212,954</b>	<b>175,783</b>	<b>270,110</b>	<b>257,110</b>	<b>339,434</b>	<b>339,434</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	1,380	0	0	0	0	0	
520400	Office	16,512	9,110	6,000	21,000	6,000	6,000	
520514	Operating - SafeAlex	2,936	499	25,000	25,000	25,000	25,000	
531110	Professional Fees & Services	1,407,033	1,281,848	900,000	1,300,000	900,000	900,000	
531410	Telephone	13,948	13,480	6,000	12,000	6,000	6,000	
531301	Vehicle Costs - Fuel & Oil	3,187	5,437	0	3,000	0	0	
531304	Vehicle Costs - R & M	7,773	4,937	0	1,000	0	0	
531500	Printing	652	140	0	0	0	0	
543000	Miscellaneous	2,890	278	2,000	2,000	2,000	2,000	
543002	Dues & Subscriptions	18,516	27,514	26,000	26,000	26,000	26,000	
543003	Travel & Training	16,816	4,160	0	5,000	0	0	
605106	Maintenance Equipment	0	0	2,000	2,000	2,000	2,000	
	<b>Total Operating &amp; Contractual</b>	<b>1,491,643</b>	<b>1,347,403</b>	<b>967,000</b>	<b>1,397,000</b>	<b>967,000</b>	<b>967,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture and Fixtures	0	0	0	0	0	0	
707702	Computer Software	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>2,660,378</b>	<b>2,353,954</b>	<b>2,397,037</b>	<b>2,719,037</b>	<b>2,774,727</b>	<b>2,774,727</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

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

**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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Telephone Calls			
Lining of Ball Fields			
Cutting Ball Fields			
Limb Cutting and Hauling			
Maintenance of Building & Fences			
Trimming of all Ball Fields			
Seeding			

**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	543,812	531,093	611,328	588,328	594,366	0	-100.00%
Fringe Benefits	230,729	226,648	333,965	295,965	292,339	0	-100.00%
Operating/Contractual	1,070,118	1,024,733	1,037,000	1,296,000	1,037,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	34,633	57,734	185,012	252,720	543,363	0	0.00%
<b>Total Appropriations</b>	<b>1,879,292</b>	<b>1,840,208</b>	<b>2,167,305</b>	<b>2,433,013</b>	<b>2,467,068</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490117	Salary-Superintendent Parks & Rec	1	1	1	1	1		0.00%
490147	Salary - Maintenance Worker Sr	9	9	9	9	9		0.00%
490330	Salary - Crew Leader Parks Maint	3	3	3	3	3		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490820	Salary - Maintenance Worker (Snl)	7	7	7	7	7		0.00%
490830	Salary - Building Maintenance Spec	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	97,556	98,459	45,000	100,000	45,000	45,000	
490117	Salary-Superintendent Parks & Rec	61,556	62,325	64,478	64,478	64,478	64,478	
490147	Salary - Maintenance Worker Sr	195,092	173,382	258,673	222,673	253,766	253,766	
490330	Salary - Crew Leader Parks Maint	110,263	133,307	115,888	99,888	109,852	109,852	
490618	Salary - Administrative Secretary	33,458	33,942	34,880	34,880	30,314	30,314	
490830	Salary - Building Maintenance Spec	34,190	28,880	56,766	30,766	56,766	56,766	
490898	Salary - Maintenance Worker (Snl)	11,697	798	35,643	35,643	34,190	34,190	
	<b>Total Salaries</b>	543,812	531,093	611,328	588,328	594,366	594,366	0
	<b>Fringe:</b>							
510201	Fringe - Pension	122,455	111,032	131,545	123,545	107,684	107,684	
510202	Fringe - Hospital	99,455	107,813	189,405	159,405	171,887	171,887	
510206	Fringe - Medicare Insurance Tax	7,647	7,406	8,866	8,866	8,619	8,619	
510207	Fringe - Life Insurance	374	338	630	630	630	630	
510208	Fringe - FICA Tax Retirement	798	59	3,519	3,519	3,519	3,519	
	<b>Total Fringe</b>	230,729	226,648	333,965	295,965	292,339	292,339	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	38,316	40,176	50,000	50,000	50,000	50,000	
520204	Uniforms	2,678	0	3,000	3,000	3,000	3,000	
520500	Operating Supplies	55,845	53,129	75,000	75,000	75,000	75,000	
520503	Operating Chemicals	4,350	0	5,000	5,000	5,000	5,000	
520514	Small Tools	1,443	0	3,000	3,000	3,000	3,000	
531208	Services - Plumbing	6,758	9,663	9,000	9,000	9,000	9,000	
531301	Vehicle Costs - Fuel & Oil	68,582	38,756	81,000	51,000	81,000	81,000	
531304	Vehicle Costs - R & M	84,077	102,915	65,000	300,000	65,000	65,000	
531410	Telephone	10,065	6,869	7,000	7,000	7,000	7,000	
531701	Utilities	200,861	191,748	160,000	155,000	160,000	160,000	
543003	Travel & Training	3,004	1,825	3,000	3,000	3,000	3,000	
605101	Maintenance Bldg & Facilities	23,869	23,212	30,000	30,000	30,000	30,000	
605103	Maintenance Bringham Golf Course	22,210	28,513	25,000	25,000	25,000	25,000	
605105	Maintenance Johnny Downs Park	268,377	268,410	260,000	260,000	260,000	260,000	
605106	Maintenance Equipment	11,513	7,252	5,000	5,000	5,000	5,000	
605108	Maintenance Ball Parks	94,139	84,287	110,000	120,000	110,000	110,000	
605124	Bringham Stadium	19,000	1,560	20,000	20,000	20,000	20,000	
646030	Lease Obligations	155,031	166,418	126,000	175,000	126,000	126,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	1,070,118	1,024,733	1,037,000	1,296,000	1,037,000	1,037,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	20,631	0	10,847	381,038	274,358	
707500	Vehicles	0	0	62,873	62,873	103,916	103,916	
707600	Machinery & Equipment	34,633	37,103	122,139	179,000	165,089	165,089	
	<b>Total Capital Outlay</b>	34,633	57,734	185,012	252,720	650,043	543,363	0
	<b>TOTAL DEPARTMENT</b>	1,879,292	1,840,208	2,167,305	2,433,013	2,573,748	2,467,068	0

**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Federal Funds Received			
Housing Repairs-Owner Occupied			
Home buyer Training Graduates			
Code Enforcement Inspections			
Demolition of Vacant Structures			
North Alex. Boys & Girls Club			
Free Pharmacy clients assisted			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	310,037	330,060	154,746	154,746	154,746	0	-100.00%
Fringe Benefits	136,978	146,139	56,652	56,652	56,652	0	-100.00%
Operating/Contractual	456,392	303,263	397,500	597,500	397,500	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	50,000	870	0	83,000	0	0	0.00%
<b>Total Appropriations</b>	<b>953,407</b>	<b>780,332</b>	<b>608,898</b>	<b>891,898</b>	<b>608,898</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
490116	Salary - Community Develop Admin	1	1	1	1	1		0.00%
490120	Salary - CDA Grants Manager	1	1	1	1	1		0.00%
490161	Salary - Permit Technician	2	2	2	2	2		0.00%
490210	Salary - Program Manager	3	3	3	3	3		0.00%
490339	Salary - Accounting Technician	1	0	0	0	0		0.00%
490903	Salary - Multi Trades Inspector	2	2	2	2	2		0.00%
490941	Salary - Grants Analyst	0	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
490116	Salary - Community Develop Admin	81,114	81,660	36,000	36,000	36,000	36,000	
490120	Salary - Grants Manager	52,784	53,190	0	0	0	0	
490161	Salary - Permit Technician	14,929	30,645	27,000	27,000	27,000	27,000	
490210	Salary - Program Manager	51,682	52,349	35,000	35,000	35,000	35,000	
490339	Salary - Accounting Technician	0	18,744	0	0	0	0	
490618	Salary - Administrative Secretary	16,769	0	15,000	15,000	15,000	15,000	
490626	Salary - Clerical Specialist	0	0	0	0	0	0	
490903	Salary - Multi Trades Inspector	92,759	93,472	41,746	41,746	41,746	41,746	
490941	Salary - Grants Analyst	0	0	0	0	0	0	
	<b>Total Salaries</b>	310,037	330,060	154,746	154,746	154,746	154,746	0
	<b>Fringe:</b>							
510201	Fringe - Pension	71,483	73,657	29,082	29,082	29,082	29,082	
510202	Fringe - Hospital	61,124	67,848	24,923	24,923	24,923	24,923	
510206	Fringe - Medicare Insurance Tax	4,192	4,443	2,605	2,605	2,605	2,605	
510207	Fringe - Life Insurance	179	191	42	42	42	42	
	<b>Total Fringe</b>	136,978	146,139	56,652	56,652	56,652	56,652	0
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	21,099	38,790	15,000	15,000	15,000	15,000	
520400	Office	6,343	9,229	6,000	6,000	6,000	6,000	
531110	Professional Fees & Services	5,035	21,571	19,000	19,000	19,000	19,000	
531201	Services - Demolition	397,255	206,897	350,000	550,000	350,000	350,000	
531205	Services- Boarding up	0	0	3,000	3,000	3,000	3,000	
531301	Vehicle Costs - Fuel & Oil	4,175	1,813	1,000	1,000	1,000	1,000	
531304	Vehicle Costs - R & M	479	1,065	1,000	1,000	1,000	1,000	
531401	Postage	18	454	1,000	1,000	1,000	1,000	
531410	Telephone	15,627	17,349	1,000	1,000	1,000	1,000	
531500	Printing	257	2,364	0	0	0	0	
531800	Lease	0	0	0	0	0	0	
531900	Advertising	874	0	0	0	0	0	
543000	Miscellaneous	1,712	0	500	500	500	500	
543003	Travel & Training	3,518	3,731	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	456,392	303,263	397,500	597,500	397,500	397,500	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	83,000	0	0	
707600	Machinery & Equipment	50,000	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	870	0	0	0	0	
	<b>Total Capital Outlay</b>	50,000	870	0	83,000	0	0	0
	<b>TOTAL DEPARTMENT</b>	953,407	780,332	608,898	891,898	608,898	608,898	0



**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Community Partnership Request			
Community Partnership Awards			
Youth Programs			
Attendance			
Special Events			
Attendance			
Public Presentations			
Attendance			
Project Enable			
Attendance			
Community Calendar Editions			
Distributed			

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	464,209	367,459	580,839	486,839	589,160	0	-100.00%
Fringe Benefits	159,865	114,433	243,987	199,987	230,067	0	-100.00%
Operating/Contractual	179,820	112,830	281,000	234,000	281,000	0	-100.00%
Other	689,081	632,204	737,000	700,000	737,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>1,492,975</b>	<b>1,226,926</b>	<b>1,842,826</b>	<b>1,620,826</b>	<b>1,837,227</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480108	Salary - Director of Community Serv	1	1	1	1	1		0.00%
480206	Salary - Secretary	1	1	1	1	1		0.00%
490149	Salary - Custodial Worker	3	0	0	0	0		0.00%
490150	Salary - Supervisor Custodial	1	0	0	0	0		0.00%
490174	Salary - Zoo Media Specialist	0	0	1	0	0		0.00%
490201	Salary - Special Events Coordinator	1	1	1	1	1		0.00%
490205	Salary - Youth Programs Coordinatc	2	2	2	2	2		0.00%
490823	Salary - Lead Custodial Worker	1	0	0	0	0		0.00%
490909	Salary - Community Center Coordin	2	2	2	2	2		0.00%
490927	Salary - Community Services Rep	2	2	2	0	0		0.00%
490928	Salary - Public Relations Spec	0	1	0	1	1		0.00%
490944	Salary - Guest Services Rep	0	0	0	2	2		0.00%
490894	Salary - Community Center Attd PT	5	5	5	5	5		0.00%
490690	Salary - Student Worker	9	9	9	9	9		0.00%
	<b>Total Positions</b>	<b>28</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>-100.00%</b>

**2025-2026 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>

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	42,358	5,898	0	2,000	0	0	
480108	Salary - Director of Community Serv	88,271	88,173	87,500	87,500	87,500	87,500	
480206	Salary - Secretary	35,805	39,480	42,500	42,500	42,500	42,500	
490149	Salary - Custodial Worker	20,802	0	0	0	0	0	
490150	Salary - Supervisor Custodial	36,313	0	0	0	0	0	
490174	Salary - Zoo Media Specialist	0	0	42,067	42,067	0	0	
490201	Salary - Special Events Coordinator	16,008	46,602	48,212	48,212	48,212	48,212	
490205	Salary - Youth Programs Coordinat	85,595	68,747	89,233	62,233	87,432	87,432	
490823	Salary - Lead Custodial Worker	22,282	0	0	0	0	0	
490909	Salary - Community Center Coordin	60,242	32,048	77,974	54,974	77,976	77,976	
490927	Salary - Community Services Rep	18,992	27,644	54,598	44,598	0	0	
490928	Salary - Public Relations Spec	0	10,428	0	0	49,587	49,587	
490944	Salary - Guest Services Rep	0	0	0	0	57,198	57,198	
490898	Salary - Community Center Attd PT	24,482	37,069	99,755	63,755	99,755	99,755	
490690	Salary - Student Worker	13,059	11,370	39,000	39,000	39,000	39,000	
	<b>Total Salaries</b>	<b>464,209</b>	<b>367,459</b>	<b>580,839</b>	<b>486,839</b>	<b>589,160</b>	<b>589,160</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	86,562	57,579	104,863	78,863	90,215	90,215	
510202	Fringe - Hospital	56,892	39,835	116,600	98,600	117,208	117,208	
510206	Fringe - Medicare Insurance Tax	6,849	5,557	8,491	8,491	8,611	8,611	
510207	Fringe - Life Insurance	262	176	630	630	630	630	
510208	Fringe - FICA Tax Retirement	4,684	6,449	8,603	8,603	8,603	8,603	
510209	Fringe - Car Allowance	4,616	4,837	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	<b>159,865</b>	<b>114,433</b>	<b>243,987</b>	<b>199,987</b>	<b>230,067</b>	<b>230,067</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	52,326	576	149,000	79,000	149,000	149,000	
520400	Office	4,357	3,223	5,000	5,000	5,000	5,000	
520500	Operating	6,804	6,230	25,000	25,000	25,000	25,000	
520501	Operating Janitorial	17,442	2,571	26,000	26,000	26,000	26,000	
531301	Vehicle Costs - Fuel & Oil	7,587	2,521	0	2,000	0	0	
531304	Vehicle Costs - R & M	0	3,150	0	5,000	0	0	
531410	Telephone	16,501	18,058	10,000	16,000	10,000	10,000	
531500	Printing	1,222	1,743	4,000	4,000	4,000	4,000	
531701	Utilities	58,937	56,143	43,000	53,000	43,000	43,000	
531900	Advertising	13,614	15,000	15,000	15,000	15,000	15,000	
543002	Dues & Subscriptions	654	664	1,000	1,000	1,000	1,000	
543003	Travel & Training	376	2,951	3,000	3,000	3,000	3,000	
	<b>Total Operating &amp; Contractual</b>	<b>179,820</b>	<b>112,830</b>	<b>281,000</b>	<b>234,000</b>	<b>281,000</b>	<b>281,000</b>	<b>0</b>
	<b>Other:</b>							
543006	Programming	120,011	120,638	177,000	160,000	177,000	177,000	
543016	Programming - Community Centers	31,655	41,635	100,000	80,000	100,000	100,000	
605101	Maintenance of Building & Facility	16,721	995	3,000	3,000	3,000	3,000	
646009	Community Partnership Request	27,978	29,728	30,000	30,000	30,000	30,000	
646028	Mardi Gras	30,000	30,000	30,000	30,000	30,000	30,000	
646029	Fourth of July Fireworks	29,100	17,500	30,000	30,000	30,000	30,000	
646031	Special Events	23,047	21,664	28,000	28,000	28,000	28,000	
646035	12 Nights of Christmas	39,120	21,181	39,000	39,000	39,000	39,000	

**2025-2026 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
	<b>Other: Continued</b>							
646042	River Fete	171,984	153,723	100,000	100,000	100,000	100,000	
646047	Winterfete	199,465	195,140	200,000	200,000	200,000	200,000	
	<b>Total Other</b>	689,081	632,204	737,000	700,000	737,000	737,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	1,492,975	1,226,926	1,842,826	1,620,826	1,837,227	1,837,227	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	99,891	59,771	189,900	141,900	127,500	0	-100.00%
Fringe Benefits	16,166	8,082	46,099	36,099	20,376	0	-100.00%
Operating/Contractual	0	357	0	0	0	0	0.00%
Other	181,834	137,462	325,000	266,000	325,000	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>297,891</b>	<b>205,672</b>	<b>560,999</b>	<b>443,999</b>	<b>472,876</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480223	Salary - Mayoral Asst-Rec Coordina	1	1	1	1	1		0.00%
480229	Salary - Recreational Specialist PT	4	4	4	0	0		0.00%
490690	Salary - Student Worker	11	11	11	11	11		0.00%
	<b>Total Positions</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>12</b>	<b>12</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 ANNUAL BUDGET**

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

**GENERAL FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	5	653	0	0	0	0	
480223	Salary - Mayoral Asst-Rec Coordina	49,572	30,158	76,500	76,500	76,500	76,500	
480229	Salary - Recreational Specialist PT	20,692	8,437	62,400	24,400	0	0	
490690	Salary - Student Worker	29,622	20,523	51,000	41,000	51,000	51,000	
	<b>Total Salaries</b>	<b>99,891</b>	<b>59,771</b>	<b>189,900</b>	<b>141,900</b>	<b>127,500</b>	<b>127,500</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	11,446	4,742	18,146	18,146	15,323	15,323	
510202	Fringe - Hospital	0	0	18,126	8,126	0	0	
510206	Fringe - Medicare Insurance Tax	1,583	928	2,754	2,754	1,849	1,849	
510207	Fringe - Life Insurance	17	4	42	42	42	42	
510208	Fringe - FICA Tax Retirement	3,120	2,408	7,031	7,031	3,162	3,162	
	<b>Total Fringe</b>	<b>16,166</b>	<b>8,082</b>	<b>46,099</b>	<b>36,099</b>	<b>20,376</b>	<b>20,376</b>	<b>0</b>
	<b>Operating &amp; Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
531410	Telephone	0	357	0	0	0	0	
543003	Travel & Training	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	<b>0</b>	<b>357</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Other:</b>							
543009	Recreation Athletics & Sporting Eve	46,700	35,129	142,000	92,000	142,000	142,000	
543011	Recreation Cultural & Arts	65,559	51,225	74,000	99,000	74,000	74,000	
543014	Recreation Programming	69,575	51,108	109,000	75,000	109,000	109,000	
646047	Winterfete	0	0	0	0	0	0	
	<b>Total Other</b>	<b>181,834</b>	<b>137,462</b>	<b>325,000</b>	<b>266,000</b>	<b>325,000</b>	<b>325,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	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>297,891</b>	<b>205,672</b>	<b>560,999</b>	<b>443,999</b>	<b>472,876</b>	<b>472,876</b>	<b>0</b>
	<b>TOTAL FUND</b>	<b>67,913,546</b>	<b>69,593,831</b>	<b>73,576,288</b>	<b>82,356,183</b>	<b>81,611,048</b>	<b>79,255,694</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

**PRE-TRIAL INTERVENTION FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
354709	<b>Fines and Forfeitures:</b> Fines-PTI Collections	57,367	49,778	65,000	45,000	45,000	45,000	
	<b>Total Fines and Forfeitures</b>	57,367	49,778	65,000	45,000	45,000	45,000	0
367101	<b>Investment Income:</b> Interest - Investments	26,195	43,669	0	25,000	0	0	
	<b>Total Investment Income</b>	26,195	43,669	0	25,000	0	0	0
399999	Use of Prior Year Revenues	0	0	120,000	115,000	140,000	140,000	
	<b>Total Other</b>	0	0	120,000	115,000	140,000	140,000	0
	<b>TOTAL REVENUES</b>	83,562	93,447	185,000	185,000	185,000	185,000	0



**2025-2026 ANNUAL BUDGET**

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

**PRE-TRIAL INTERVENTION FUND**

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	185,000	185,000	185,000	185,000	185,000	0	0.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
646045	<b>Operating &amp; Contractual:</b> 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	
	<b>Total Other</b>	185,000	185,000	185,000	185,000	185,000	185,000	0
	<b>TOTAL EXPENDITURES</b>	185,000	185,000	185,000	185,000	185,000	185,000	0
		=====	=====	=====	=====	=====	=====	=====

**2025-2026 ANNUAL BUDGET**

**DEBT SERVICE FUNDS  
REVENUE SUMMARY**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		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	2,451,968	2,003,125	1,883,375	1,883,375	1,883,125	1,883,125	0
	<b>Total Taxes</b>	2,451,968	2,003,125	1,883,375	1,883,375	1,883,125	1,883,125	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	15,521	42,862	0	25,000	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	15,521	42,862	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>	2,467,489	2,045,987	1,883,375	1,908,375	1,883,125	1,883,125	0

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	<b>Operating and Contractual:</b> Paying Agent Fees	800	1,400	400	400	400	400	0
	<b>Operating and Contractual:</b>	800	1,400	400	400	400	400	0
	<b>Other:</b>							
800001	Interest	502,900	403,237	317,975	317,975	237,725	237,725	0
800002	Principal Payment	2,330,000	2,445,000	1,565,000	1,565,000	1,645,000	1,645,000	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	25,000	0	0	0
	<b>Total Other</b>	2,832,900	2,848,237	1,882,975	1,907,975	1,882,725	1,882,725	0
	<b>TOTAL EXPENDITURES</b>	2,833,700	2,849,637	1,883,375	1,908,375	1,883,125	1,883,125	0

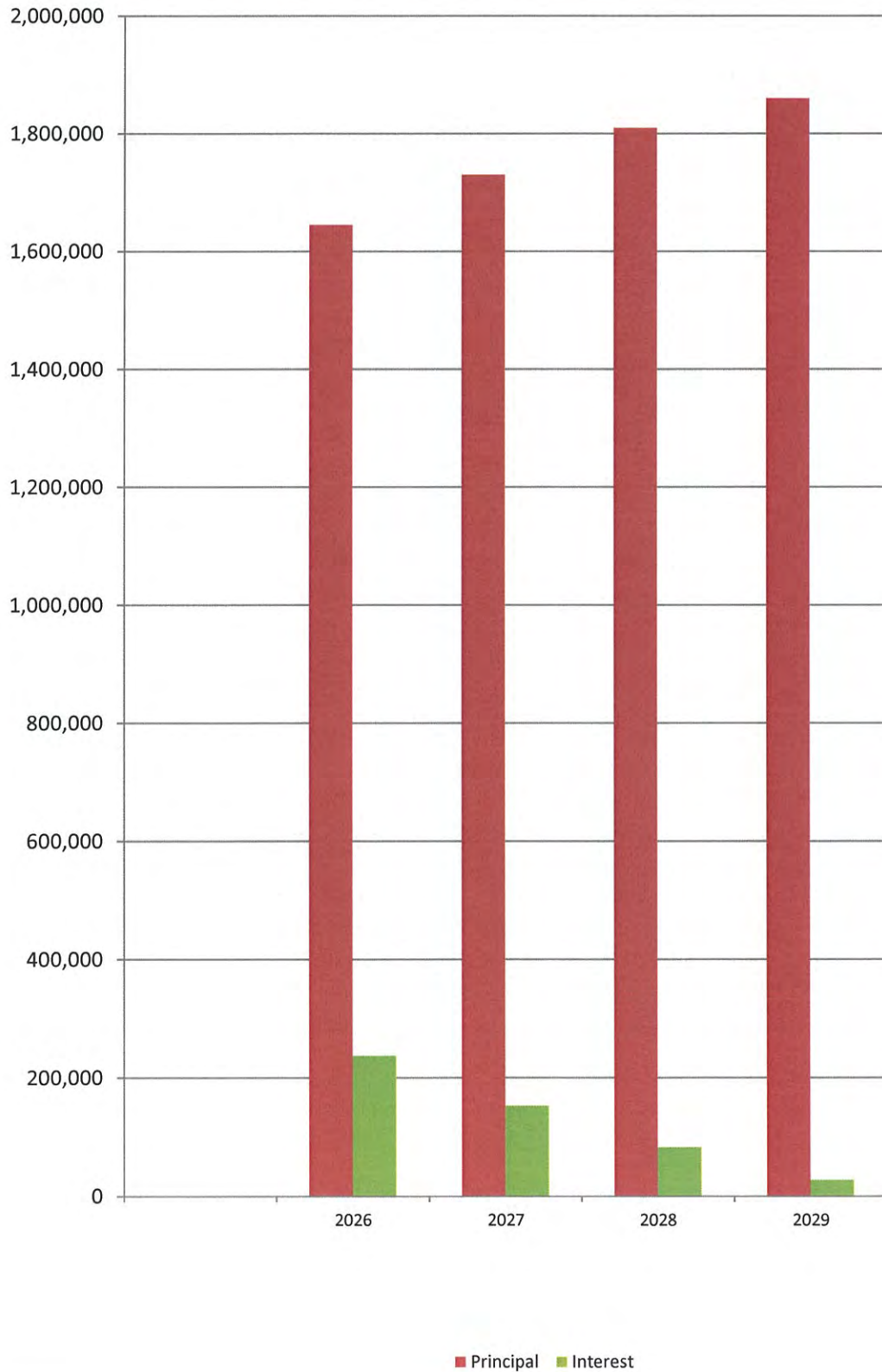


**AMORTIZATION SCHEDULE OF DEBT SERVICE PAYMENTS  
GENERAL DEBT SERVICE SCHEDULE**

**BONDS**

Fiscal Yr Ending	Sales Tax		Total General
	2014	2015	
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	7,546,925	7,546,925
% of Total	0.00%	100.00%	100.00%

**2025-2026 ANNUAL BUDGET  
GENERAL DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



**2025-2026 ANNUAL BUDGET**  
**DEBT SERVICE - 2014 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	647,224	69,941	0	0	0	0	0
	<b>Total Taxes</b>	647,224	69,941	0	0	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	5,619	7,239	0	0	0	0	0
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	0
	<b>Total Investment Income</b>	5,619	7,239	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>	652,843	77,180	0	0	0	0	0

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
800003	<b>Operating and Contractual:</b> Paying Agent Fees	400	1,000	0	0	0	0	0
	<b>Operating and Contractual:</b>	400	1,000	0	0	0	0	0
	<b>Other:</b>							
800001	Interest	62,100	21,037	0	0	0	0	0
800002	Principal Payment	890,000	935,000	0	0	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>	952,100	956,037	0	0	0	0	0
	<b>TOTAL EXPENDITURES</b>	952,500	957,037	0	0	0	0	0



**2025-2026 ANNUAL BUDGET**  
**DEBT SERVICE - 2015 SALES TAX BONDS**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Taxes:</b>							
311301	Sales & Use Tax 1976	1,804,744	1,933,184	1,883,375	1,883,375	1,883,125	1,883,125	
	<b>Total Taxes</b>	1,804,744	1,933,184	1,883,375	1,883,375	1,883,125	1,883,125	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfers-General Fund	0	0	0	0	0	0	
388308	Transfer from Gen Cap Pro 2008 Prop	0	0	0	0	0	0	
388204	Transfers-2004 Sales Tax Bond Fund	0	0	0	0	0	0	
388208	Transfers-2008 Sales Tax Bond Fund	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	9,902	35,623	0	25,000	0	0	
367115	Interest on Sales Tax Reserve	0	0	0	0	0	0	
	<b>Total Investment Income</b>	9,902	35,623	0	25,000	0	0	0
	<b>Other:</b>							
399996	Bond Proceeds	0	0	0	0	0	0	
399993	Original Bond Premium	0	0	0	0	0	0	
399999	Use of Prior Year Revenues	0	0	0	0	0	0	
	<b>Total Other</b>	0	0	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,814,646	1,968,807	1,883,375	1,908,375	1,883,125	1,883,125	0

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		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	400	400	
	<b>Operating and Contractual:</b>	400	400	400	400	400	400	0
	<b>Other:</b>							
800001	Interest	440,800	382,200	317,975	317,975	237,725	237,725	
800002	Principal Payment	1,440,000	1,510,000	1,565,000	1,565,000	1,645,000	1,645,000	
646214	Transfers to 2014 Bond Sinking Fund	0	0	0	0	0	0	
646300	Transfers to General Capital Projects	0	0	0	0	0	0	
800004	Payment to Bond Escrow Agent	0	0	0	0	0	0	
646000	Bond Issuance Cost	0	0	0	0	0	0	
696000	Unappropriated	0	0	0	25,000	0	0	
	<b>Total Other</b>	1,880,800	1,892,200	1,882,975	1,907,975	1,882,725	1,882,725	0
	<b>TOTAL EXPENDITURES</b>	1,881,200	1,892,600	1,883,375	1,908,375	1,883,125	1,883,125	0

**2025-2026 ANNUAL BUDGET**

**RISK MANAGEMENT FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
347101	Contributions - General Fund	2,689,000	2,923,000	3,154,000	3,684,000	3,840,000	3,840,000	
347401	Contributions - Utility Fund	1,009,000	1,431,000	1,530,000	2,330,000	2,400,000	2,400,000	
347402	Contributions - Sanitation Fd	187,000	229,000	246,000	298,000	310,000	310,000	
347450	Contributions - Transit Fund	138,000	158,000	176,000	171,000	183,000	183,000	
	<b>Total Charges for Services</b>	4,023,000	4,741,000	5,106,000	6,483,000	6,733,000	6,733,000	0
	<b>Investment Income:</b>							
367101	Interest - Investments	76,255	119,252	0	10,000	0	0	
	<b>Total Investment Income</b>	76,255	119,252	0	10,000	0	0	0
	<b>Other:</b>							
399010	Misc Revenue - Stop Loss	0	114,821	0	0	0	0	
399011	Subrogation	240,310	204,325	75,000	200,000	75,000	75,000	
399999	Use of Prior Year Revenues	0	0	0	0	0	0	
	<b>Total Other</b>	240,310	319,146	75,000	200,000	75,000	75,000	0
	<b>TOTAL REVENUES</b>	4,339,565	5,179,398	5,181,000	6,693,000	6,808,000	6,808,000	0

**2025-2026 ANNUAL BUDGET**

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

**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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Certificates of Insurance Reviewed and Issued			
Departmental Safety Visits			
Correspondence Processed			
Total Number of Claims			
Total Payments to Claims			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	0	0	50,000	50,000	50,000	0	-100.00%
Fringe Benefits	0	0	13,523	13,523	13,523	0	-100.00%
Operating/Contractual	0	0	11,477	11,477	11,477	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	0	0	75,000	75,000	75,000	0	-100.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490217	Salary - Risk Manager	1	1	1	1	1		0.00%
	<b>Total Positions</b>	1	1	1	1	1	0	0.00%

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		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	
	<b>Total Salaries</b>	0	0	50,000	50,000	50,000	50,000	0
	<b>Fringe:</b>							
510201	Fringe - Pension	0	0	12,756	12,756	12,756	12,756	
510206	Fringe - Medicare Insurance Tax	0	0	725	725	725	725	
510207	Fringe - Life Insurance	0	0	42	42	42	42	
	<b>Total Fringes</b>	0	0	13,523	13,523	13,523	13,523	0
	<b>Operating and Contractual:</b>							
520400	Office -	0	0	1,000	1,000	1,000	1,000	
531301	Vehicle Costs - Gas & Oil	0	0	2,000	2,000	2,000	2,000	
531304	Vehicle Costs - R & M	0	0	3,477	3,477	3,477	3,477	
531410	Telephone	0	0	1,000	1,000	1,000	1,000	
543002	Dues & Subscriptions	0	0	1,000	1,000	1,000	1,000	
543003	Travel & Training	0	0	3,000	3,000	3,000	3,000	
	<b>Total Operating &amp; Contractual</b>	0	0	11,477	11,477	11,477	11,477	0
	<b>Capital Outlay:</b>							
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furnitures and Fixtures	0	0	0	0	0	0	
707702	Computer Software	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	0

### 2025-2026 ANNUAL BUDGET

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

#### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	1,413,058	2,164,899	1,470,000	2,658,002	2,658,000	0	-100.00%
Other	5,175,070	3,660,036	3,636,000	3,959,998	4,075,000	0	-100.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>6,588,128</b>	<b>5,824,935</b>	<b>5,106,000</b>	<b>6,618,000</b>	<b>6,733,000</b>	<b>0</b>	<b>-100.00%</b>

#### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	152,694	1,647,434	210,000	210,000	210,000	210,000	0
531601	Prem/Fees General Liability	41,329	266,713	41,000	628,002	628,000	628,000	0
531603	Prem/Fees Workers Compensation	140,480	250,752	140,000	297,000	297,000	297,000	0
531604	Prem/Fees Property	1,078,555	0	1,079,000	1,523,000	1,523,000	1,523,000	0
	<b>Total Operating &amp; Contractual</b>	1,413,058	2,164,899	1,470,000	2,658,002	2,658,000	2,658,000	0
	<b>Other:</b>							
531605	Claims - General Liability	1,412,668	748,071	458,000	2,075,999	2,117,000	2,117,000	0
531606	Claims - Auto	1,584,494	1,035,194	1,122,000	1,263,000	1,326,000	1,326,000	0
531607	Claims - Property	0	0	0	0	0	0	0
531608	Claims - Workers Compensation	2,177,908	1,876,771	2,056,000	620,999	632,000	632,000	0
	<b>Total Other</b>	5,175,070	3,660,036	3,636,000	3,959,998	4,075,000	4,075,000	0
	<b>TOTAL PREMIUMS &amp; CLAIMS</b>	6,588,128	5,824,935	5,106,000	6,618,000	6,733,000	6,733,000	0
	<b>TOTAL FUND</b>	6,588,128	5,824,935	5,181,000	6,693,000	6,808,000	6,808,000	0



**2025-2026 ANNUAL BUDGET**

**EMPLOYEE BENEFITS FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
388001	Charges - Employees Health	1,337,887	1,302,023	1,989,000	1,571,000	1,571,000	1,571,000	
388002	Charges - Employer Health	7,377,289	7,493,890	9,662,000	8,585,000	8,585,000	8,585,000	
388003	Charges - Retirees	694,234	656,827	630,000	700,000	630,000	630,000	
388004	Charges - Employees Life	125,723	137,382	100,000	100,000	100,000	100,000	
388005	Charges - Employer Life	63,925	68,463	24,000	24,000	24,000	24,000	
	<b>Total Charges for Services</b>	9,599,058	9,658,585	12,405,000	10,980,000	10,910,000	10,910,000	0
	<b>Investment Income:</b>							
367101	Interest - Investments	197,931	360,566	0	300,000	0	0	
	<b>Total Investment Income</b>	197,931	360,566	0	300,000	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfers from General Fund	815,000	885,000	0	0	2,065,000	2,065,000	
388401	Transfer from Utility System Fund	815,000	885,000	0	0	0	0	
	<b>Total Internal Services/Interfunds</b>	1,630,000	1,770,000	0	0	2,065,000	2,065,000	0
	<b>Other:</b>							
399010	Misc Revenue - Stop Loss	489,503	798,029	0	1,625,000	0	0	
399999	Use of Retained Earnings	0		570,000	570,000	0	0	
	<b>Total Other</b>	489,503	798,029	570,000	2,195,000	0	0	0
	<b>TOTAL REVENUES</b>	11,916,492	12,587,180	12,975,000	13,475,000	12,975,000	12,975,000	0

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	2,560,584	2,580,593	2,075,000	2,775,000	2,075,000	0	-100.00%
Other	8,835,227	9,256,633	10,900,000	10,700,000	10,900,000	0	-100.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	11,395,811	11,837,226	12,975,000	13,475,000	12,975,000	0	-100.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating/Contractual:</b>							
510301	Administrative Expenses	793,311	686,223	560,000	680,000	560,000	560,000	
510302	Stop Loss	1,185,941	1,325,798	1,000,000	1,580,000	1,000,000	1,000,000	
531110	Professional Fees	377,944	362,965	370,000	370,000	370,000	370,000	
531611	Premiums-Life Insurance	203,388	205,607	145,000	145,000	145,000	145,000	
	<b>Total Operating &amp; Contractual</b>	2,560,584	2,580,593	2,075,000	2,775,000	2,075,000	2,075,000	0
	<b>Other:</b>							
531613	Claims - Health Insurance	8,835,227	9,256,633	10,900,000	10,700,000	10,900,000	10,900,000	
	<b>Total Other</b>	8,835,227	9,256,633	10,900,000	10,700,000	10,900,000	10,900,000	0
	<b>TOTAL DEPARTMENT</b>	11,395,811	11,837,226	12,975,000	13,475,000	12,975,000	12,975,000	0

**2025-2026 ANNUAL BUDGET**  
**UNEMPLOYMENT BENEFITS FUND**  
**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
367101	<b>Investment Income:</b> Interest - Investments	6,281	10,967	0	8,000	0	0	
	<b>Total Investment Income</b>	6,281	10,967	0	8,000	0	0	0
399999	<b>Other:</b> Use of Retained Earnings	0	0	10,600	2,600	10,600	10,600	
	<b>Total Other</b>	0	0	10,600	2,600	10,600	10,600	0
	<b>TOTAL REVENUES</b>	6,281	10,967	10,600	10,600	10,600	10,600	0



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	0	0	0	0	0	0	0.00%
Other	19,845	21,665	10,600	10,600	10,600	0	-100.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	19,845	21,665	10,600	10,600	10,600	0	-100.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other</b>							
531620	Unemp Claims-General Fund	19,169	13,691	7,000	7,000	7,000	7,000	
531621	Unemp Claims-Utility Fund	676	7,974	3,000	3,000	3,000	3,000	
531622	Unemp Claims-Sanitation Fund	0	0	400	400	400	400	
531623	Unemp Claims-Bus Fund	0	0	200	200	200	200	
	<b>TOTAL DEPARTMENT</b>	19,845	21,665	10,600	10,600	10,600	10,600	0

2025-2026

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**PUBLIC ENTERPRISE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
059401	Reserve for Relocation Projects	959,394	100,000	100,000	100,000	100,000	100,000	500,000		500,000
050301	City Hall Renovation	1,583,480						0	4,000,000	
860301	Information Upgrades	478,066	300,000	300,000	250,000	100,000	100,000	1,050,000		1,050,000
050801	Building Improvements	420,326						0		0
050802	Roof Replacement	676,582	100,000	100,000	100,000	100,000	100,000	500,000		500,000
050812	Brownsfields Grant	415,215						0		0
051103	Red River Imp Venture	3,078,645						0		0
051104	Port of Alexandria Rail Spur Imp	202,224						0		0
051401	Energy Renovations	222,810						0		0
051502	Riverfront Improvements	844,555	100,000	100,000	100,000	100,000	100,000	500,000		500,000
051702	Security Improvements	165,595	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	850,933	100,000	100,000	100,000	100,000	100,000	500,000		500,000
052302	Adoption Center Animal Shelter	150,000	(150,000)					(150,000)		(150,000)
052303	Nehemiah Incubator	500,000						0		0
052401	Elevator Modifications	853,146						0		0
052402	Alexandria Healthcare Initiattive LSUA	3,000,000						0		0
052501	Information System Security Upgrades	1,000,000						0		0
052503	Jackson/MacArthur Landscaping	85,000						0		0
<b>Total Public Enterprise</b>		17,593,095	580,000	730,000	680,000	530,000	530,000	3,050,000	4,000,000	3,050,000

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

2025-2026

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

DRAINAGE

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
250211	Acquisition-ROW/Servitudes	246,962						0		0
250421	Residential Ditch Closure	1,524,190	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	186,072						0		0
252203	Willow Glen Drainage	840,507						0		0
252204	Horseshoe Canal Hardening	229,033						0		0
252205	Chatlain Overflow Structure	14,351,342	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000		5,000,000
252301	Fairground/Machine Shop Flood Contr	4,215,571						0		0
*	AHA Ditch Repair							0	400,000	400,000
*	Good Earth Ditch Improvements, Phase 1							0	1,200,000	1,200,000
*	Good Earth Ditch Improvements, Phase 2							0	100,000	100,000
*	Dorchester Ditch Improvements, Phase 1							0	1,350,000	1,350,000
*	MacAdams Ditch Improvements							0	750,000	750,000
*	Shenandoah Ditch Enclosure							0	350,000	350,000
*	Worley Drive Ditch Enclosure							0	450,000	450,000
*	Prescott Road Drainage Improvements							0	650,000	650,000
*	Dorchester Ditch Improvements, Phase 2							0	1,200,000	0
<b>Total Drainage</b>		21,614,051	1,375,000	1,375,000	1,375,000	1,375,000	1,375,000	6,875,000	6,450,000	12,125,000

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



2025-2026

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

STREETS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
268823	Street, Drainage, Sidewalk Repairs	1,474,055	500,000	500,000	500,000	500,000	500,000	2,500,000		2,500,000
269007	Sugarhouse Road - Phase 1	8,840,658						0	3,500,000	3,500,000
260507	Aerial Photography	152,134	15,000	15,000	15,000	15,000	15,000	75,000		75,000
260608	Land Acquisitions	309,759						0		0
261002	Traffic Signals Renovations	98,437	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	479,772	75,000	75,000	75,000	75,000	75,000	375,000		375,000
261801	N. 16th Street Bridge Replacement	(286,758)	286,758					286,758		286,758
262001	England Drive Sidewalks	262,500						0		0
262004	Street Surface Assessment	25,602	(25,602)					(25,602)		(25,602)
262201	Elliott Street Reconstruction	1,128,739						0		0
262301	MPO Asphaltic Street Rehab	4,890,225						0		0
262302	Foisy Street Reconstruction	4,749,293						0		0
262303	Alexandria Bike/Pedestrian Plan	3,322						0		0
262304	Bryn Mawr Bridge Replacement	11,061	(11,061)					(11,061)		(11,061)
262501	Jackson Street Rehab	400,000	(400,000)					(400,000)		(400,000)
*	Baldwin Avenue Extension		650,000							
*	Worley Drive Reconstruction		750,000							
*	Olcutt Street Reconstruction							0	550,000	0
*	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>		22,814,714	1,865,095	615,000	615,000	615,000	615,000	2,925,095	9,140,000	11,515,095

\* Project Number to be Assigned

@ New or Revised Projects

Projects to be closed

2025-2026

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**POLICE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
501401	Pistol Range Improvements	595,228	(595,228)					(595,228)		(595,228)
502101	Public Safety Training Impr	150,000						0		0
502301	SWAT Building Improvements	918,529						0		0
502501	Radio Console Public Safety	136,744						0		0
502502	Armoured Vehicle	376,875						0		0
*	CAD/RMS Public Safety		595,228					595,228		595,228
<b>Total Police</b>		2,177,376	0	0	0	0	0	0	0	0

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

**2025-2026**

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**FIRE**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
602301	Pumper Truck #30	965,000						0		0
602401	Ladder Fire Truck #51	1,650,000						0		0
*	Pumper Truck #50		1,230,000							
<b>Total Fire</b>			2,615,000	1,230,000	0	0	0	0	0	0

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

**2025-2026**

**GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**PARKS AND RECREATION**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
440901	Recreational Park Improvements	781,293						0		0
441801	Civil Rights Monument	498,200						0		0
441802	Links on the Bayou Improvements	702,968						0	750,000	750,000
441804	Tennis Court Additions	252,120						0		0
442001	Reconstruct Johnny Downs Complex	1,515,580						0		0
442301	Recreation Office @ Johnny Downs	700,000						0		0
442302	Park Playground Equipment	893,989						0	1,500,000	
442501	Masonic/Bringhurst Restoration	1,725,371						0		0
<b>Total Park/Recreation</b>		7,069,521	0	0	0	0	0	0	2,250,000	750,000

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



2025-2026

GENERAL CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

ZOOLOGICAL PARK

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST	
			25-26	26-27	27-28	28-29	29-30				
431401	AV System	42,827						0		0	
431501	Zoo Improvements	968,688						0		0	
431801	Tiger Building Replacement	248,305	500,000	500,000				1,000,000		1,000,000	
431803	Zoo Master Plan/Feasibility Study	108,615						0		0	
*	Primate Enclosures		400,000	400,000				800,000		800,000	
<b>Total Zoological Park</b>			1,368,435	900,000	900,000	0	0	0	1,800,000	0	1,800,000
<b>Total General Capital Projects</b>			75,252,192	5,950,095	3,620,000	2,670,000	2,520,000	2,520,000	14,650,095	21,840,000	29,240,095

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

**2025-2026**

<b>GENERAL CAPITAL PROJECTS FIVE YEAR CAPITAL PLAN</b>
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**COMMUNITY DEVELOPMENT BLOCK GRANT**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST											
			25-26	26-27	27-28	28-29	29-30														
<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30%; vertical-align: bottom;">TOTAL CDBG</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> <td style="border-top: 1px dashed black; border-bottom: 1px dashed black; text-align: center;">0</td> </tr> </table>											TOTAL CDBG	0	0	0	0	0	0	0	0	0	0
TOTAL CDBG	0	0	0	0	0	0	0	0	0	0											

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

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**ELECTRIC**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
729202	Circuit Reconductoring	319,516		250,000	250,000	250,000	250,000	1,000,000		1,000,000
720003	Replace Distribution Breakers	15,333	100,000					100,000		100,000
720601	138 KV Pole Change Out	325,888	100,000					100,000		100,000
720801	Electric Utility Relocation	248,502		250,000	250,000	250,000	250,000	1,000,000		1,000,000
720804	Substation Maintenance	341,873	525,000	275,000	275,000	275,000	275,000	1,625,000		1,625,000
720805	Distribution Feeder Maintenance	371,741	250,000	200,000	200,000	200,000	200,000	1,050,000		1,050,000
720903	138 KV Pilot Wire Replacement	610,826	100,000	100,000	100,000	100,000	100,000	500,000		500,000
721302	138 KV Transmission Upgrade	738,502						0	300,000	300,000
721502	Bayou Cove #1 Comb Inspection	200,000						0	200,000	200,000
721503	Bayou Cove #1 Capital Imp	75,000	250,000					250,000		250,000
721704	MacArthur Drive Lighting Replacement	92,357						0		0
721801	Demolition DG Hunter 1-4	69,104						0		0
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	5,538,907	500,000					500,000	9,200,000	9,700,000
722201	TB3 to TB4 15kV Tieline	197,370			250,000	250,000	250,000	750,000		750,000
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		600,000		600,000
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	75,000	25,000	25,000	25,000	25,000	25,000	125,000		125,000
*	Replace Transformers & Switch Gears	0	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000		5,000,000
*	Cooling Tower Removal	0		100,000				100,000		100,000
*	LA 28 West Load Study	0	150,000					150,000		150,000
*	Mobile Substation	0						0	5,000,000	5,000,000
*	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>10,689,923</b>	<b>3,300,000</b>	<b>2,700,000</b>	<b>2,905,000</b>	<b>2,905,000</b>	<b>2,350,000</b>	<b>14,160,000</b>	<b>28,001,000</b>	<b>42,161,000</b>

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

2025-2026

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

WATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
750004	Waterline Replacement & Rehab	1,024,472			2,000,000	2,000,000		4,000,000	4,000,000	8,000,000
751001	Water Well Reclamation	997,623			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	(17,260)					(17,260)		(17,260)
752001	Martha Lane/Paris St Water	139,743	(139,743)					(139,743)		(139,743)
752101	Adams Station Equipment Storage	0						0		0
752201	Water Production Stand By Generation	1,720,734	0	150,000	150,000	150,000		450,000		450,000
752202	Water Storage Security Cameras	95,848	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	1,082,075						0		0
752205	Kisatchie Ground Storage Aeration	1,046,344						0		0
752206	Kisatchie By Pass Phase I	1,477,062						0	1,350,000	1,350,000
752301	LSL Inventory Project	386,321						0	600,000	600,000
752401	Hwy 1 South Ground Storage Tank	3,955,253						0		0
752501	Adams Pump Station Line Renovation	2,820,000						0		0
752502	Tank Inspections	91,075	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>		16,172,933	(37,003)	270,000	4,320,000	4,320,000	100,000	8,972,997	19,638,960	28,511,957

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



2025-2026

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

GAS

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
781401	Gas SCADA Upgrade	144,355	35,000	35,000	35,000	40,000	40,000	185,000		185,000
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						0		0
782202	Olde Town @ Red River Gas Ext	146,682						0		0
782203	Jackson Street Gas Replacement	504,742						0	625,000	625,000
782302	Fairfield West Subdivison Gas	74,000						0		0
782303	Bayou Fields Subdivision	16,009						0		0
782304	Traditions on the Bayou Subdivision	135,001						0		0
782401	Regulator/Meter Station Refurb	105,526	50,000	100,000				150,000	250,000	400,000
782402	Wellington/Charleston 2" Gas Main Ins	80,000	45,000					45,000		45,000
782403	Gas Infrastructure Enhancements	85,000	800,000	800,000	800,000	800,000	800,000	4,000,000		4,000,000
782404	Rue Notre Dame & Rue Maria Gas Ext	60,000						0		0
782501	Odorization Equipment Upgrades	25,000	25,000					25,000		25,000
782502	Gas Extensions & Rehab	200,000								
782503	Lower 3rd Gas Replacement	520,000								
*	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>		3,196,965	955,000	935,000	835,000	840,000	840,000	4,405,000	9,725,000	14,130,000

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

2025-2026

ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN

WASTEWATER

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
818901	Sewer Line Rehab & Replacement	1,203,268	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	1,008,319	750,000	750,000	750,000	750,000	750,000	3,750,000		3,750,000
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	1,542,319	1,700,000	580,000	400,000			2,680,000		2,680,000
812201	Aerator Mooring @ Plant	4,278						0		0
812202	Treatment Plant Roadway Lighting	272,825						0		0
812203	SCADA Tower Replacement	11,215						0		0
812401	SCADA System Additions/Upgrades	0		425,000	290,000	290,000		1,005,000		1,005,000
812402	Wastewater Admin Refurb/Additions	0	50,000	50,000	50,000	50,000	50,000	250,000		250,000
812501	WWTP Primary Cell 2 - Sludge Remov	3,330,000	500,000						6,866,000	6,866,000
812502	Martin Park Flood Control Stand By	121,855								0
812503	West Alex Wastewater Capacity Study	150,000						0		0
*	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>		7,654,621	4,000,000	3,825,000	3,510,000	3,110,000	2,820,000	16,765,000	87,551,000	104,316,000

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

**2025-2026**

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**OTHER**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
860301	Information System Upgrades	350,000						0		0
860701	Telephone Network Upgrade	285,296	750,000	250,000	250,000	100,000	100,000	1,450,000		1,450,000
860702	GIS System/GPS Equipment	448,389	100,000	100,000	100,000	100,000	100,000	500,000		500,000
861802	Council Chambers Broadcast Upgrade	8,655	100,000					100,000		100,000
862201	Customer Service HVAC System	934,784						0		0
<b>Total Other</b>		2,027,124	950,000	350,000	350,000	200,000	200,000	2,050,000	0	2,050,000
<b>TOTAL UTILITY CAPITAL</b>		39,741,566	9,167,997	8,080,000	11,920,000	11,375,000	6,310,000	46,352,997	144,915,960	231,010,523

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

2025-2026

**ENTERPRISE CAPITAL PROJECTS  
FIVE YEAR CAPITAL PLAN**

**MUNICIPAL TRANSIT**

PROJ #	PROJECT IDENTIFICATION	BUDGET C/O	FISCAL YEAR					TOTAL 5 YEAR	BEYOND 2030	TOTAL COST
			25-26	26-27	27-28	28-29	29-30			
709709	ADA Vans	173,351						0		0
709710	Support Vehicles	216,343						0		0
709711	Misc Shop Equipment	(3)						0		0
709712	Buses	0		1,150,000			550,000	1,700,000		1,700,000
709724	Bus Stop Shelters	1,741			191,750			191,750		191,750
<b>TOTAL TRANSIT</b>		391,432	0	1,150,000	191,750	0	550,000	1,891,750	0	1,891,750

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



**2025-2026 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Electric Revenues</b>							
345000	Charges - Residential	8,021,808	15,326,052	12,200,000	12,075,000	12,200,000	12,200,000	
345001	Charges - Commercial	13,770,885	14,557,174	14,500,000	13,800,000	14,500,000	14,500,000	
345004	Charges - Energy Sales	7,096,736	4,988,470	3,000,000	5,000,000	3,000,000	3,000,000	
345200	Charges - Penalties	307,168	592,473	450,000	450,000	450,000	450,000	
345300	Charges - Fuel Cost	52,542,729	58,095,249	46,297,000	32,297,000	46,297,000	46,297,000	
345900	Charges - Meters	64,184	32,925	20,000	20,000	20,000	20,000	
345902	Charge for Services - Vexus	0	961,437	0	0	0	0	
346000	Charges - City Street Lights	283,000	283,000	283,000	283,000	283,000	283,000	
346300	Charges - Pole Rental	247,100	0	0	0	0	0	
346400	Charges - Dusk to Dawn Lights	39,033	25,230	2,000	2,000	2,000	2,000	
399000	Miscellaneous Electric	0	508	25,000	75,000	25,000	25,000	
	<b>Total Electric Revenues</b>	<b>82,372,643</b>	<b>94,862,518</b>	<b>76,777,000</b>	<b>64,002,000</b>	<b>76,777,000</b>	<b>76,777,000</b>	<b>0</b>
	<b>Water Revenues</b>							
345000	Charges - Residential	3,801,234	5,279,806	4,600,000	4,500,000	4,600,000	4,600,000	
345001	Charges - Commercial	2,378,191	2,526,712	2,100,000	2,300,000	2,100,000	2,100,000	
345200	Charges - Penalties	192,695	907,246	440,000	590,000	440,000	440,000	
345800	Charges - Tap Fees	8,850	33,895	70,000	20,000	70,000	70,000	
345900	Charges - Meters	69,730	50,730	30,000	55,000	30,000	30,000	
346100	Charges - City Fire Hydrants	96,800	95,400	95,000	95,000	95,000	95,000	
379001	Lease-Water Tower Space	30,518	32,842	20,000	20,000	20,000	20,000	
399000	Miscellaneous - Water	7,535	10,713	5,000	5,000	5,000	5,000	
	<b>Total Water Revenues</b>	<b>6,585,553</b>	<b>8,937,344</b>	<b>7,360,000</b>	<b>7,585,000</b>	<b>7,360,000</b>	<b>7,360,000</b>	<b>0</b>
	<b>Gas Revenues</b>							
345000	Charges - Residential	1,130,750	2,628,365	2,200,000	2,250,000	2,200,000	2,200,000	
345001	Charges - Commercial	778,096	734,205	750,000	730,000	750,000	750,000	
345200	Charges - Penalties	85,417	471,619	470,000	370,000	470,000	470,000	
345300	Charges - Fuel Cost	10,456,885	6,162,261	8,000,000	4,000,000	8,000,000	8,000,000	
345800	Charges - Tap Fees	16,900	21,474	17,000	17,000	17,000	17,000	
345900	Charges - Meters	104,548	87,893	25,000	25,000	25,000	25,000	
399000	Miscellaneous - Gas	16,640	19,847	5,000	5,000	5,000	5,000	
	<b>Total Gas Revenues</b>	<b>12,589,236</b>	<b>10,125,664</b>	<b>11,467,000</b>	<b>7,397,000</b>	<b>11,467,000</b>	<b>11,467,000</b>	<b>0</b>
	<b>Wastewater Revenues</b>							
345000	Charges - Residential	4,372,540	5,559,923	4,800,000	4,900,000	4,800,000	4,800,000	
345001	Charges - Commercial	1,552,922	1,645,019	1,650,000	1,550,000	1,650,000	1,650,000	
345800	Charges - Tap Fees	7,984	7,385	30,000	5,000	30,000	30,000	
399000	Miscellaneous - Wastewater	94,070	72,285	40,000	75,000	40,000	40,000	
	<b>Total Wastewater Revenues</b>	<b>6,027,516</b>	<b>7,284,612</b>	<b>6,520,000</b>	<b>6,530,000</b>	<b>6,520,000</b>	<b>6,520,000</b>	<b>0</b>
	<b>Enviromental Compliance</b>							
345100	Charges-Enviromental Complianc	756,951	746,196	755,000	755,000	755,000	755,000	
	<b>Total Enviro Compliance</b>	<b>756,951</b>	<b>746,196</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>	<b>755,000</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

**UTILITIES SYSTEM FUND**

**REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other Charges</b>							
345700	Charges - Service Charges	134,806	458,406	300,000	300,000	300,000	300,000	
346600	Charges - Infrastructure Replacement	1,434,895	1,539,899	1,525,000	1,525,000	1,525,000	1,525,000	
	<b>Total Other Charges</b>	1,569,701	1,998,305	1,825,000	1,825,000	1,825,000	1,825,000	0
	<b>Total Charges</b>	109,901,600	123,954,639	104,704,000	88,094,000	104,704,000	104,704,000	0
	<b>Investment Income:</b>							
367101	Interest - Investments	551,134	1,278,723	0	800,000	0	0	
367300	Interest - Bond Reserves	24,458	29,212	0	0	0	0	
367301	Interest - Bond Sinking Funds	62,399	137,985	0	0	0	0	
	<b>Total Investment Income</b>	637,991	1,445,920	0	800,000	0	0	0
	<b>Internal Services/Interfunds:</b>							
333402	Cost Allocation - Sanitation	98,000	102,000	102,000	102,000	102,000	102,000	
333450	Cost Allocation - Bus	17,000	17,000	17,000	17,000	17,000	17,000	
388101	Transfer from General Fund	500,000	0	0	0	0	0	
	<b>Total Internal Services/Interfunds</b>	615,000	119,000	119,000	119,000	119,000	119,000	0
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	448,489	0	0	0	0	0	
333480	Federal - Homeland Security	0	0	0	0	0	0	
	<b>Total Intergovernmental</b>	448,489	0	0	0	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	23,327	27,326	0	0	0	0	
398900	Misc - Cash Over/(Short)	(17,741)	1,675	0	0	0	0	
399000	Miscellaneous Revenue	97,648	39,239	20,000	20,000	20,000	20,000	
399001	Misc - Returned Checks	18,500	30,500	20,000	20,000	20,000	20,000	
399510	Contribution - Other	0	0	0	0	0	0	
399525	Other Revenue - Insurance Proceeds	0	0	0	0	0	0	
399996	Use of Restricted Retained Earnings	0	0	0	0	0	0	
399999	Use of Retained Earnings	0	0	11,403,000	15,586,618	7,795,918	7,795,918	
	<b>Total Other</b>	121,734	98,740	11,443,000	15,626,618	7,835,918	7,835,918	0
	<b>TOTAL REVENUES</b>	111,724,814	125,618,299	116,266,000	104,639,618	112,658,918	112,658,918	0

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	
Salaries and Wages	0	0	0	0	0	0	0.00%
Fringe Benefits	0	0	0	0	0	0	0.00%
Operating/Contractual	396,312	621,565	1,057,000	1,744,000	1,057,000	0	-100.00%
Other	21,512,619	28,419,757	27,875,757	29,187,757	25,380,015	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
Total Appropriations	21,908,931	29,041,322	28,932,757	30,931,757	26,437,015	0	-100.00%

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		Percent Change
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	



**2025-2026 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
531106	Professional Fees - Audit	56,675	62,560	58,000	170,000	58,000	58,000	
531110	Professional Fees & Services	57,223	115,282	525,000	325,000	525,000	525,000	
531125	Automated Meter Reading	0	0	250,000	250,000	250,000	250,000	
531209	Services - Bank Charges	279,141	437,303	159,000	464,000	159,000	159,000	
533024	Economic Development	0	0	60,000	30,000	60,000	60,000	
543000	Miscellaneous Expense	3,273	6,420	5,000	5,000	5,000	5,000	
646037	Storm Relief	0	0	0	500,000	0	0	
	<b>Total Operating &amp; Contractual</b>	<b>396,312</b>	<b>621,565</b>	<b>1,057,000</b>	<b>1,744,000</b>	<b>1,057,000</b>	<b>1,057,000</b>	<b>0</b>
	<b>Other:</b>							
646000	Bond Issuance Cost	0	0	0	0	0	0	
646039	Project RESTOR	0	0	0	0	0	0	
646046	Utility Rebates	0	0	0	0	0	0	
646052	Transfer to Utility Debt Service	9,438,619	9,433,757	9,433,757	9,433,757	9,473,522	9,473,522	
646101	Transfer to General Fund (5%)	0	5,233,000	5,233,000	878,000	3,233,000	3,233,000	
646300	Transfer to General Cap Projects	100,000	100,000	100,000	100,000	100,000	100,000	
646411	Transfer to Utility Capital Projects	5,571,000	7,065,000	7,065,000	12,275,000	5,175,000	5,175,000	
646450	Transfer to Municipal Transit Fund	2,679,000	2,535,000	2,777,000	2,434,000	3,261,493	3,261,493	
646551	Transfer to Risk Management Fund	1,009,000	1,431,000	1,530,000	2,330,000	2,400,000	2,400,000	
646552	Transfer to Employee Benefits Fund	815,000	885,000	0	0	0	0	
647101	Cost Allocation - General Fund	1,876,000	1,713,000	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	
	<b>Total Other</b>	<b>21,512,619</b>	<b>28,419,757</b>	<b>27,875,757</b>	<b>29,187,757</b>	<b>25,380,015</b>	<b>25,380,015</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	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>21,908,931</b>	<b>29,041,322</b>	<b>28,932,757</b>	<b>30,931,757</b>	<b>26,437,015</b>	<b>26,437,015</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Budget printed			
Department budget transfers			
Budget Amendments			
Accounts w/ Budget Transactions			
Total active accounts			
Fact sheets reviewed			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	126,862	124,646	208,160	174,160	218,672	0	-100.00%
Fringe Benefits	35,970	36,819	89,379	77,379	99,645	0	-100.00%
Operating/Contractual	7,662	8,297	15,000	14,000	15,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	5,000	5,000	5,000	0	-100.00%
<b>Total Appropriations</b>	<b>170,494</b>	<b>169,762</b>	<b>317,539</b>	<b>270,539</b>	<b>338,317</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480207	Salary - Mayoral Asst - Budget Officer	1	1	1	1	1		0.00%
490225	Salary - Assistant Director Finance	1	1	1	1	1		0.00%
490230	Salary - Accountant	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	1,541	727	1,000	1,000	1,000	1,000	
480207	Salary - Mayoral Asst - Budget Officer	80,355	78,623	90,000	90,000	90,000	90,000	
490225	Salary - Assistant Director Finance	0	0	70,300	36,300	67,434	67,434	
490230	Salary - Accountant	44,966	45,296	46,860	46,860	60,238	60,238	
	<b>Total Positions</b>	126,862	124,646	208,160	174,160	218,672	218,672	0
	<b>Fringe:</b>							
510201	Fringe - Pension	26,164	21,050	49,375	41,375	43,800	43,800	
510202	Fringe - Hospital	7,958	11,873	36,860	32,860	52,548	52,548	
510206	Fringe - Medicare Insurance Tax	1,794	3,837	3,018	3,018	3,171	3,171	
510207	Fringe - Life Insurance	54	59	126	126	126	126	
	<b>Total Fringe</b>	35,970	36,819	89,379	77,379	99,645	99,645	0
	<b>Operating &amp; Contractual:</b>							
520400	Office	1,143	1,987	7,000	4,000	7,000	7,000	
531410	Telephone	4,743	4,748	4,000	6,000	4,000	4,000	
531500	Printing	1,776	1,337	2,000	2,000	2,000	2,000	
543003	Travel & Training	0	225	2,000	2,000	2,000	2,000	
	<b>Total Operating &amp; Contractual</b>	7,662	8,297	15,000	14,000	15,000	15,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	5,000	5,000	5,000	5,000	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	5,000	5,000	5,000	5,000	0
	<b>TOTAL DEPARTMENT</b>	170,494	169,762	317,539	270,539	338,317	338,317	0

**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Telephone Calls			
Total Customers			
Work Orders			
Customer Disconnects			
Applications for Services			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,152,515	1,049,027	1,189,906	1,162,906	1,296,659	0	-100.00%
Fringe Benefits	412,999	376,242	547,068	514,068	588,098	0	-100.00%
Operating/Contractual	1,051,907	935,054	934,000	1,192,000	934,000	0	-100.00%
Other	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0	0.00%
Capital Outlay	144,771	36,819	35,000	63,000	30,000	0	0.00%
<b>Total Appropriations</b>	<b>3,962,192</b>	<b>3,597,142</b>	<b>3,905,974</b>	<b>4,131,974</b>	<b>4,048,757</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		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		0.00%
490218	Salary - Asst Mgr Cust Serv/Field Ser	1	1	1	2	2		0.00%
490230	Salary - Accountant	2	2	2	2	2		0.00%
490339	Salary - Accounting Technician	1	0	0	0	0		0.00%
490614	Salary - Administrative Assistant	0	0	0	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	0	0		0.00%
490642	Salary - Customer Accounts Rep	7	7	7	0	0		0.00%
490644	Salary - Customer Accounts Team Ld	4	2	2	0	0		0.00%
490646	Salary - Customer Services Rep	11	11	11	11	11		0.00%
490926	Salary - Utility Billing Specialist	5	5	5	0	0		0.00%
490930	Salary - Supervisor Customer Service	0	1	1	1	1		0.00%
490931	Salary - Front Office Team Leader	0	1	1	0	0		0.00%
490937	Salary - Utility Billing Specialist Lead	0	1	1	1	1		0.00%
490948	Salary - Customer Service Specialist	0	0	0	12	12		0.00%
490949	Salary - Customer Service Team Ldr	0	0	0	3	3		0.00%
490690	Salary - Student Worker	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>35</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	115,453	122,057	50,000	120,000	50,000	50,000	
490124	Salary - Manager Cust Serv/Field Ser	71,862	76,685	74,916	74,916	80,129	80,129	
490218	Salary - Asst Mgr Cust Serv/Field Ser	92,003	41,285	52,785	52,785	109,627	109,627	
490230	Salary - Accountant	84,748	85,399	88,350	88,350	120,476	120,476	
490339	Salary - Accounting Technician	37,528	41,181	0	0	0	0	
490614	Salary - Administrative Assistant	0	0	0	0	38,616	38,616	
490618	Salary - Administrative Secretary	34,676	35,582	36,089	36,089	0	0	
490642	Salary - Customer Accounts Rep	166,486	177,747	216,649	216,649	0	0	
490644	Salary - Customer Accounts Team Ld	74,064	33,331	69,646	27,646	0	0	
490646	Salary - Customer Services Rep	249,785	193,516	294,362	239,362	349,437	349,437	
490926	Salary - Utility Billing Specialist	190,970	158,992	176,631	176,631	0	0	
490930	Salary - Supervisor Customer Service	22,329	40,111	40,159	40,159	38,345	38,345	
490931	Salary - Front Office Team Leader	12,611	24,643	36,089	36,089	0	0	
490937	Salary - Utility Billing Specialist Lead	0	0	43,230	43,230	43,230	43,230	
490948	Salary - Customer Service Specialist	0	0	0	0	355,242	355,242	
490949	Salary - Customer Service Team Ldr	0	0	0	0	100,557	100,557	
490690	Salary - Student Worker	0	18,498	11,000	11,000	11,000	11,000	
	<b>Total Salaries</b>	<b>1,152,515</b>	<b>1,049,027</b>	<b>1,189,906</b>	<b>1,162,906</b>	<b>1,296,659</b>	<b>1,296,659</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	252,041	226,780	279,285	274,285	257,523	257,523	
510202	Fringe - Hospital	143,899	132,244	248,460	220,460	309,659	309,659	
510206	Fringe - Medicare Insurance Tax	16,233	14,757	17,255	17,255	18,806	18,806	
510207	Fringe - Life Insurance	826	742	1,386	1,386	1,428	1,428	
510208	Fringe - FICA Tax Retirement	0	1,719	682	682	682	682	
	<b>Total Fringe</b>	<b>412,999</b>	<b>376,242</b>	<b>547,068</b>	<b>514,068</b>	<b>588,098</b>	<b>588,098</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	154,752	104,742	150,000	150,000	150,000	150,000	
520204	Uniforms	6,482	5,361	7,000	7,000	7,000	7,000	
520400	Office	56,238	68,681	50,000	60,000	50,000	50,000	
531109	Security	276,893	268,960	62,000	300,000	62,000	62,000	
531210	Fees Substation	0	0	5,000	5,000	5,000	5,000	
531211	Fees Collection Agency	87,537	89,494	150,000	140,000	150,000	150,000	
531214	Fees - Billing Services	56,930	46,724	60,000	60,000	60,000	60,000	
531301	Vehicle Costs - Fuel & Oil	2,612	1,523	2,000	2,000	2,000	2,000	
531304	Vehicle Cost - R & M	1,542	565	2,000	2,000	2,000	2,000	
531401	Postage	220,154	167,750	235,000	235,000	235,000	235,000	
531410	Telephone	24,179	16,060	20,000	16,000	20,000	20,000	
531500	Printing	6,308	1,321	29,000	29,000	29,000	29,000	
531701	Utilities	100,826	100,939	100,000	80,000	100,000	100,000	
543003	Travel & Training	6,029	3,934	6,000	6,000	6,000	6,000	
605101	Maintenance Building & Facilities	49,241	58,335	46,000	90,000	46,000	46,000	
605106	Maintenance Equipment	2,184	665	10,000	10,000	10,000	10,000	
	<b>Total Operating and Contractual</b>	<b>1,051,907</b>	<b>935,054</b>	<b>934,000</b>	<b>1,192,000</b>	<b>934,000</b>	<b>934,000</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Adopted Budget	Adopted Budget	Admin Approved	Adopted
543001	<b>Other:</b>							
	Bad Debt	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	
	<b>Total Other</b>	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	311	0	35,000	35,000	30,000	30,000	
707500	Vehicles	144,460	0	0	0	0	0	
707600	Machinery & Equipment	0	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	36,819	0	28,000	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	144,771	36,819	35,000	63,000	30,000	30,000	0
	<b>TOTAL DEPARTMENT</b>	3,962,192	3,597,142	3,905,974	4,131,974	4,048,757	4,048,757	0

**2025-2026 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

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

**FUNCTION DESCRIPTION**

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

**DEMAND PERFORMANCE INDICATORS**

Description	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Telephone Calls			
Total Customers			
Work Orders			
Customer Disconnects			
Applications for Services			



**2025-2026 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>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	412,130	742,390	942,397	970,397	912,613	0	-100.00%
Fringe Benefits	180,847	243,238	439,606	406,606	364,307	0	-100.00%
Operating/Contractual	780,952	725,871	95,000	105,000	95,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	89,047	114,203	78,000	158,000	91,000	0	0.00%
<b>Total Appropriations</b>	<b>1,462,976</b>	<b>1,825,702</b>	<b>1,555,003</b>	<b>1,640,003</b>	<b>1,462,920</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490132	Salary - Supervisor Utility Field Service	1	1	1	1	1		0.00%
490141	Salary - Crew Leader	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	0	0	0	0		0.00%
490647	Salary - Meter Reader	8	0	0	0	0		0.00%
490763	Salary - Utility Service Worker	10	18	18	18	18		0.00%
490939	Salary - Field Services Office Tech	0	1	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	70,541	108,507	50,000	175,000	50,000	50,000	
490132	Salary - Supervisor Utility Field Servic	49,356	60,994	63,100	63,100	63,100	63,100	
490141	Salary - Crew Leader	40,693	50,262	51,998	51,998	51,998	51,998	
490626	Salary - Clerical Specialist	16,676	26,038	0	0	0	0	
490647	Salary - Meter Reader	45,551	228,824	0	0	0	0	
490763	Salary - Utility Service Worker	189,313	267,765	745,532	648,532	715,748	715,748	
490939	Salary - Field Services Office Tech	0	0	31,767	31,767	31,767	31,767	
	<b>Total Salaries</b>	<b>412,130</b>	<b>742,390</b>	<b>942,397</b>	<b>970,397</b>	<b>912,613</b>	<b>912,613</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	94,704	166,552	223,540	230,540	182,798	182,798	
510202	Fringe - Hospital	80,088	65,695	201,511	161,511	167,390	167,390	
510206	Fringe - Medicare Insurance Tax	5,744	10,561	13,673	13,673	13,237	13,237	
510207	Fringe - Life Insurance	311	430	882	882	882	882	
	<b>Total Fringe</b>	<b>180,847</b>	<b>243,238</b>	<b>439,606</b>	<b>406,606</b>	<b>364,307</b>	<b>364,307</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	5,969	4,352	5,000	5,000	5,000	5,000	
520400	Office	10,279	5,847	7,000	7,000	7,000	7,000	
520500	Operating Supplies	16,757	49,105	15,000	12,000	15,000	15,000	
531110	Professional Fees	663,352	608,337	0	0	0	0	
531301	Vehicle Costs - Fuel & Oil	30,896	30,392	42,000	32,000	42,000	42,000	
531304	Vehicle Cost - R & M	14,325	26,070	12,000	35,000	12,000	12,000	
543003	Travel & Training	2,310	1,768	2,000	2,000	2,000	2,000	
605106	Maintenance Equipment	37,064	0	12,000	12,000	12,000	12,000	
	<b>Total Operating and Contractual</b>	<b>780,952</b>	<b>725,871</b>	<b>95,000</b>	<b>105,000</b>	<b>95,000</b>	<b>95,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707500	Vehicles	56,593	84,501	78,000	146,000	91,000	91,000	
707600	Machinery & Equipment	32,454	29,702	0	12,000	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	<b>89,047</b>	<b>114,203</b>	<b>78,000</b>	<b>158,000</b>	<b>91,000</b>	<b>91,000</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>1,462,976</b>	<b>1,825,702</b>	<b>1,555,003</b>	<b>1,640,003</b>	<b>1,462,920</b>	<b>1,462,920</b>	<b>0</b>

**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Number of Accounts			
Number of Transactions			
Number of Pages Printer			
Number of Jobs Run			
Service Calls - Hardware			
Service Calls - Software			
Number of Documents Prepared			



**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	433,322	441,305	557,830	508,830	577,702	0	-100.00%
Fringe Benefits	184,048	182,637	275,597	245,597	257,454	0	-100.00%
Operating/Contractual	1,856,416	1,589,695	1,209,000	1,914,000	1,209,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	699,323	1,167,733	1,221,000	1,291,000	1,554,800	0	-100.00%
<b>Total Appropriations</b>	<b>3,173,109</b>	<b>3,381,370</b>	<b>3,263,427</b>	<b>3,959,427</b>	<b>3,598,956</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490123	Salary - Information Systems Manage	1	1	1	1	1		0.00%
490227	Salary - Information Systems Analyst	4	4	4	4	4		-100.00%
490242	Salary - Database Manager	1	1	1	1	1		0.00%
490356	Salary - PC / Network Technician	3	3	3	3	3		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490932	Salary - Application Analyst	0	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>10</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>	<b>-100.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	15,390	5,168	15,000	15,000	15,000	15,000	
490123	Salary - Information Systems Manage	65,094	65,595	67,860	67,860	86,520	86,520	
490227	Salary - Information Systems Analyst	184,922	195,843	202,608	202,608	202,608	202,608	
490242	Salary - Database Manager	47,427	54,249	56,135	56,135	73,921	73,921	
490356	Salary - PC / Network Technician	87,031	86,734	117,726	107,726	108,312	108,312	
490618	Salary - Administrative Secretary	33,458	33,716	34,880	34,880	30,314	30,314	
490932	Salary - Application Analyst	0	0	63,621	24,621	61,027	61,027	
	<b>Total Salaries</b>	<b>433,322</b>	<b>441,305</b>	<b>557,830</b>	<b>508,830</b>	<b>577,702</b>	<b>577,702</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	99,533	95,095	132,318	115,318	115,716	115,716	
510202	Fringe - Hospital	78,262	81,186	134,726	121,726	132,896	132,896	
510206	Fringe - Medicare Insurance Tax	5,998	6,101	8,091	8,091	8,380	8,380	
510207	Fringe - Life Insurance	255	255	462	462	462	462	
	<b>Total Fringe</b>	<b>184,048</b>	<b>182,637</b>	<b>275,597</b>	<b>245,597</b>	<b>257,454</b>	<b>257,454</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520204	Uniforms	0	0	0	0	0	0	
520400	Office	4,138	2,971	4,000	4,000	4,000	4,000	
520500	Operating Supplies	12,941	7,181	15,000	10,000	15,000	15,000	
520513	Operating - Paper	6,708	2,265	12,000	6,000	12,000	12,000	
531301	Vehicle Costs - Fuel & Oil	1,861	1,381	3,000	2,000	3,000	3,000	
531304	Vehicle Cost - R & M	39	398	5,000	2,000	5,000	5,000	
531410	Telephone	58,090	73,780	35,000	75,000	35,000	35,000	
531415	Internet Access	30,297	34,913	45,000	35,000	45,000	45,000	
531416	Government Access Channel	2,062	3,140	15,000	10,000	15,000	15,000	
543003	Travel & Training	1,006	6,596	20,000	20,000	20,000	20,000	
605106	Maintenance Equipment	510,330	571,576	225,000	500,000	225,000	225,000	
605114	Maintenance Software	1,228,944	885,494	830,000	1,250,000	830,000	830,000	
646037	Emergency Relief - Laura	0		0	0	0	0	
	<b>Total Operating and Contractual</b>	<b>1,856,416</b>	<b>1,589,695</b>	<b>1,209,000</b>	<b>1,914,000</b>	<b>1,209,000</b>	<b>1,209,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	12,305	0	0	0	0	
707500	Vehicles	0	26,768	0	0	0	0	
707600	Machinery & Equipment	380,543	507,961	600,000	613,000	800,000	800,000	
707700	Office Furniture & Fixtures	690	2,727	0	0	2,600	2,600	
707702	Computer Software	318,090	617,972	621,000	678,000	752,200	752,200	
	<b>Total Capital Outlay</b>	<b>699,323</b>	<b>1,167,733</b>	<b>1,221,000</b>	<b>1,291,000</b>	<b>1,554,800</b>	<b>1,554,800</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>3,173,109</b>	<b>3,381,370</b>	<b>3,263,427</b>	<b>3,959,427</b>	<b>3,598,956</b>	<b>3,598,956</b>	<b>0</b>

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	165,179	347,964	413,068	399,068	435,940	0	-100.00%
Fringe Benefits	53,428	113,298	164,009	158,009	151,386	0	-100.00%
Operating/Contractual	650,150	528,151	392,000	727,000	392,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	67,188	2,079	0	0	90,000	0	0.00%
<b>Total Appropriations</b>	<b>935,945</b>	<b>991,492</b>	<b>969,077</b>	<b>1,284,077</b>	<b>1,069,326</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
480107	Salary - Director of Utilities	1	1	1	1	1		0.00%
480604	Salary - Executive Secretary	1	1	1	1	1		0.00%
490175	Salary - Enviro Compliance Manager	1	1	1	1	1		0.00%
490219	Salary - Professional Engineer	1	1	1	1	1		0.00%
490226	Salary - Assistant Director Utilities	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>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	0	1,783	0	0	0	0	
480107	Salary - Director of Utilities	107,389	136,208	134,000	134,000	159,500	159,500	
480604	Salary - Executive Secretary	4,788	62,729	62,250	62,250	62,250	62,250	
490175	Salary - Enviro Compliance Manager	33,291	79,292	82,031	82,031	82,031	82,031	
490219	Salary - Professional Engineer	0	0	64,488	50,488	61,860	61,860	
490226	Salary - Assistant Director Utilities	19,711	67,952	70,299	70,299	70,299	70,299	
	<b>Total Salaries</b>	165,179	347,964	413,068	399,068	435,940	435,940	0
	<b>Fringe:</b>							
510201	<b>Fringe - Pension</b>	38,053	70,442	89,195	89,195	78,371	78,371	
510202	Fringe - Hospital	7,986	32,687	63,745	57,745	61,614	61,614	
510206	Fringe - Medicare Insurance Tax	2,630	5,438	6,059	6,059	6,391	6,391	
510207	Fringe - Life Insurance	51	115	210	210	210	210	
510209	Fringe - Car Allowance	4,708	4,616	4,800	4,800	4,800	4,800	
	<b>Total Fringe</b>	53,428	113,298	164,009	158,009	151,386	151,386	0
	<b>Operating and Contractual:</b>							
520204	Uniforms	1,302	1,311	1,000	1,000	1,000	1,000	
520400	Office	5,006	7,025	7,000	7,000	7,000	7,000	
531110	Professional Fees	588,664	455,988	300,000	600,000	300,000	300,000	
531123	NERC ICP	0	0	50,000	30,000	50,000	50,000	
531301	Vehicle Costs - Fuel & Oil	7,220	5,602	2,000	4,000	2,000	2,000	
531304	Vehicle Cost - R & M	1,024	1,389	1,000	2,000	1,000	1,000	
531410	Telephone	13,293	14,041	6,000	11,000	6,000	6,000	
531500	Printing	181	147	2,000	2,000	2,000	2,000	
543002	Dues & Subscriptions	28,932	38,681	18,000	65,000	18,000	18,000	
543003	Travel & Training	4,528	3,967	5,000	5,000	5,000	5,000	
	<b>Total Operating and Contractual</b>	650,150	528,151	392,000	727,000	392,000	392,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	67,188	0	0	0	25,000	25,000	
707500	Vehicles	0	2,079	0	0	55,000	55,000	
707600	Machinery & Equipment	0	0	0	0	10,000	10,000	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	67,188	2,079	0	0	90,000	90,000	0
	<b>TOTAL DEPARTMENT</b>	935,945	991,492	969,077	1,284,077	1,069,326	1,069,326	0



**2025-2026 ANNUAL BUDGET**

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

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Reports: EPAAA, LEPA, SWPP, Dept. of Energy, NERC, FERC, DEQ & Utility Date			
Requisitions Processed			
Invoices & Packing Slips			
Cleco Interchange Calls			
Interchange Log Entries			
Customer Complaints & Trouble Calls			

**2025-2026 ANNUAL BUDGET**

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

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,099,909	1,141,505	1,259,296	1,190,296	1,244,916	0	-100.00%
Fringe Benefits	453,883	475,151	554,255	530,255	524,346	0	-100.00%
Operating/Contractual	47,950,507	36,722,332	40,728,000	26,995,000	40,728,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	41,489	11,087	467,190	467,190	272,000	0	0.00%
<b>Total Appropriations</b>	<b>49,545,788</b>	<b>38,350,075</b>	<b>43,008,741</b>	<b>29,182,741</b>	<b>42,769,262</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490101	Salary - Superintendent Electric Prod	1	1	1	1	1		0.00%
490149	Salary - Custodial Worker	1	1	1	1	1		0.00%
490301	Salary - Supervisor Electric Production	1	1	1	1	1		0.00%
490302	Salary - Plant Maintenance Supervisor	1	1	1	1	1		0.00%
490378	Salary - Environmental Tech II	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490701	Salary - Electric Plant Shift Supervisor	5	5	5	5	5		0.00%
490704	Salary - Maintenance Mechanic II	1	1	1	1	1		0.00%
490705	Salary - Electric Plant Operator II	4	4	4	4	4		0.00%
490706	Salary - Maintenance Mechanic I	1	1	1	1	1		0.00%
490707	Salary - Electric Plant Operator I	5	5	5	5	5		0.00%
490822	Salary - Trades Worker	1	1	1	1	1		0.00%
490914	Salary - Industrial Electrician-Electric	1	1	1	1	1		0.00%
490915	Salary - Elec & Insrt Tech-Electric Pro	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	116,425	101,419	160,000	140,000	160,000	160,000	
490101	Salary - Superintendent Electric Prod	70,943	71,489	73,958	73,958	73,958	73,958	
490149	Salary - Custodial Worker	26,817	27,023	27,957	27,957	27,957	27,957	
490301	Salary - Supervisor Electric Production	63,833	64,781	66,260	66,260	66,260	66,260	
490302	Salary - Plant Maintenance Supervisor	46,180	46,536	48,143	48,143	48,143	48,143	
490378	Salary - Environmental Tech II	52,723	51,275	53,063	53,063	53,063	53,063	
490618	Salary - Administrative Secretary	32,626	32,877	34,013	34,013	34,013	34,013	
490701	Salary - Electric Plant Shift Supervisor	263,745	265,418	272,129	272,129	260,580	260,580	
490704	Salary - Maintenance Mechanic II	42,315	42,735	44,211	44,211	42,409	42,409	
490705	Salary - Electric Plant Operator II	142,218	157,293	153,253	153,253	153,253	153,253	
490706	Salary - Maintenance Mechanic I	37,573	36,509	38,116	17,116	36,562	36,562	
490707	Salary - Electric Plant Operator I	89,622	133,322	158,976	142,976	160,823	160,823	
490822	Salary - Trades Worker	22,734	17,123	32,431	20,431	31,109	31,109	
490914	Salary - Industrial Electrician-Electric I	46,880	47,932	49,587	49,587	49,587	49,587	
490915	Salary - Elec & Insrt Tech-Electric Pro	45,275	45,773	47,199	47,199	47,199	47,199	
	<b>Total Salaries</b>	<b>1,099,909</b>	<b>1,141,505</b>	<b>1,259,296</b>	<b>1,190,296</b>	<b>1,244,916</b>	<b>1,244,916</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	253,486	256,290	298,707	278,707	249,359	249,359	
510202	Fringe - Hospital	184,406	202,264	236,240	232,240	255,889	255,889	
510206	Fringe - Medicare Insurance Tax	15,347	15,913	18,258	18,258	18,048	18,048	
510207	Fringe - Life Insurance	644	684	1,050	1,050	1,050	1,050	
	<b>Total Fringe</b>	<b>453,883</b>	<b>475,151</b>	<b>554,255</b>	<b>530,255</b>	<b>524,346</b>	<b>524,346</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	7,000	0	0	
520204	Uniforms	10,879	11,478	14,000	14,000	14,000	14,000	
520400	Office	1,356	2,818	2,000	2,000	2,000	2,000	
520500	Operating Supplies	6,585	9,472	20,000	20,000	20,000	20,000	
520501	Operating - Janitorial	3,838	1,785	3,000	3,000	3,000	3,000	
520503	Operating - Chemicals	112,659	115,318	200,000	175,000	200,000	200,000	
520505	Operating - Gases	4,612	7,601	26,000	11,000	26,000	26,000	
520514	Small Tools	4,553	4,287	4,000	4,000	4,000	4,000	
531215	Fees, Licenses & Permits	7,093	2,637	4,000	4,000	4,000	4,000	
531301	Vehicle Costs - Fuel & Oil	9,986	5,079	7,000	4,000	7,000	7,000	
531304	Vehicle Costs - R & M	10,215	9,406	3,000	9,000	3,000	3,000	
531410	Telephone	3,041	2,438	6,000	3,000	6,000	6,000	
531500	Printing	201	51	0	0	0	0	
531701	Utilities	5,018	5,106	7,000	7,000	7,000	7,000	
543002	Dues & Subscriptions	0	0	4,000	4,000	4,000	4,000	
543003	Travel & Training	0	0	5,000	5,000	5,000	5,000	
554001	Purchases-Direct Energy Costs	39,844,881	28,490,507	31,000,000	20,000,000	31,000,000	31,000,000	
554002	Purchases-Other Energy Costs	7,466,581	7,589,917	9,000,000	6,000,000	9,000,000	9,000,000	
554006	Purchases-Plant Fuel	0	0	0	0	0	0	
605101	Maintenance Bldg & Facilities	10,729	18,258	20,000	20,000	20,000	20,000	
605102	Maintenance Plant	448,280	434,176	400,000	700,000	400,000	400,000	
646037	Emergency Relief - Laura	0	0	0	0	0	0	
605106	Maintenance Equipment	0	11,998	3,000	3,000	3,000	3,000	
	<b>Total Operating and Contractual</b>	<b>47,950,507</b>	<b>36,722,332</b>	<b>40,728,000</b>	<b>26,995,000</b>	<b>40,728,000</b>	<b>40,728,000</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	370,000	370,000	0	0	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	25,527	0	13,000	13,000	225,000	225,000	
707700	Office Furniture & Fixtures	800	0	15,000	15,000	0	0	
707702	Computer Software	15,162	11,087	69,190	69,190	47,000	47,000	
	<b>Total Capital Outlay</b>	41,489	11,087	467,190	467,190	272,000	272,000	0
	<b>TOTAL DEPARTMENT</b>	49,545,788	38,350,075	43,008,741	29,182,741	42,769,262	42,769,262	0



**2025-2026 ANNUAL BUDGET**

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

**GOAL MISSION STATEMENT**

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**FUNCTION DESCRIPTION**

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**DEMAND PERFORMANCE INDICATORS**

Description	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

## 2025-2026 ANNUAL BUDGET

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

### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	6,417,739	3,367,251	2,700,000	2,700,000	2,700,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	0	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>6,417,739</b>	<b>3,367,251</b>	<b>2,700,000</b>	<b>2,700,000</b>	<b>2,700,000</b>	<b>0</b>	<b>-100.00%</b>

### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
531110	<b>Operating and Contractual:</b>							
	Professional Fees & Services	923,983	1,579,883	1,100,000	1,100,000	1,100,000	1,100,000	
554006	Purchases-Plant Fuel	5,493,756	1,787,368	1,600,000	1,600,000	1,600,000	1,600,000	
	<b>Total Operating and Contractual</b>	6,417,739	3,367,251	2,700,000	2,700,000	2,700,000	2,700,000	0
	<b>TOTAL DEPARTMENT</b>	6,417,739	3,367,251	2,700,000	2,700,000	2,700,000	2,700,000	0

**2025-2026 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>

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Distribution Substations			
Substation Transformers (MVA)			
Distribution Lines (miles)			
Transmission Lines (miles)			
Electric Meters			
Electric Customers			
Street Lights			
Peak Load (MW)			



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,723,102	1,877,034	2,213,087	2,343,087	2,219,224	0	-100.00%
Fringe Benefits	724,813	725,501	1,130,172	1,096,172	1,014,497	0	-100.00%
Operating/Contractual	3,040,246	3,753,256	2,102,000	2,680,000	2,102,000	0	0
Other	0	0	0	0	0	0	0.00%
Capital Outlay	709,752	1,208,217	1,160,000	1,439,000	827,400	0	-100.00%
<b>Total Appropriations</b>	<b>6,197,913</b>	<b>7,564,008</b>	<b>6,605,259</b>	<b>7,558,259</b>	<b>6,163,121</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490102	Salary - Superintendent Electric Dist	1	1	1	1	1		0.00%
490147	Salary - Maintenance Worker Senior	1	1	1	1	1		0.00%
490171	Salary - Crew Supervisor Electric Dist	3	3	3	3	3		-100.00%
490303	Salary - Supervisor Electric Distributio	1	1	1	1	1		0.00%
490316	Salary - Engineering Tech II	1	0	0	0	0		100.00%
490365	Salary - SCADA Operator Electric Dis	4	4	4	4	4		0.00%
490614	Salary - Administrative Assistant	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490708	Salary - Electric Substation Superviso	1	1	1	1	1		0.00%
490712	Salary - Electric Line Worker Senior	9	9	9	9	9		-100.00%
490715	Salary - Electric Meter Technician	2	2	2	2	2		0.00%
490718	Salary - Electric Line Worker	3	3	3	3	3		0.00%
490764	Salary - Electc Substation Tech II	1	1	1	1	1		0.00%
490769	Salary - Electc Substation Tech I	2	2	2	2	2		0.00%
490822	Salary - Trades Worker	5	5	5	5	5		0.00%
490904	Salary - Supervisor Meter & Service	1	1	1	1	1		0.00%
490917	Salary - Electric Distribution System T	1	1	1	1	1		0.00%
490922	Salary - Electric Dist Service Planner	1	1	1	1	1		0.00%
490938	Salary - Utility Line Locator	0	1	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	345,852	489,548	250,000	650,000	250,000	250,000	
490102	Salary - Superintendent Electric Dist	0	44,696	64,488	64,488	80,231	80,231	
490147	Salary - Maintenance Worker Senior	31,972	32,218	33,331	33,331	33,331	33,331	
490171	Salary - Crew Supervisor Electric Dist	196,288	187,711	204,632	204,632	200,171	200,171	
490303	Salary - Supervisor Electric Distributio	70,985	113,452	74,002	74,002	76,674	76,674	
490316	Salary - Engineering Tech II	37,294	34,962	0	0	0	0	
490365	Salary - SCADA Operator Electric Dis	171,055	145,226	172,911	155,911	176,874	176,874	
490614	Salary - Administrative Assistant	37,902	38,505	38,419	38,419	38,419	38,419	
490618	Salary - Administrative Secretary	32,626	24,396	34,013	34,013	30,314	30,314	
490708	Salary - Electric Substation Superviso	69,133	70,170	71,658	71,658	71,658	71,658	
490712	Salary - Electric Line Worker Senior	198,225	202,739	531,675	380,675	531,675	531,675	
490715	Salary - Electric Meter Technician	72,160	61,415	75,264	75,264	71,466	71,466	
490718	Salary - Electric Line Worker	41,640	69,577	115,618	95,618	114,145	114,145	
490764	Salary - Electric Substation Tech II	64,324	65,097	67,058	67,058	67,058	67,058	
490769	Salary - Electric Substation Tech I	71,091	50,553	80,222	58,222	72,208	72,208	
490822	Salary - Trades Worker	86,023	61,975	150,302	90,302	144,525	144,525	
490904	Salary - Supervisor Meter & Service	68,316	68,850	71,228	71,228	71,228	71,228	
490917	Salary - Electric Distribution System T	59,479	59,887	62,007	62,007	72,944	72,944	
490922	Salary - Electric Dist Service Planner	68,737	56,057	71,658	71,658	71,702	71,702	
490938	Salary - Utility Line Locator	0	0	44,601	44,601	44,601	44,601	
	<b>Total Salaries</b>	<b>1,723,102</b>	<b>1,877,034</b>	<b>2,213,087</b>	<b>2,343,087</b>	<b>2,219,224</b>	<b>2,219,224</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	397,383	407,768	524,945	555,945	444,517	444,517	
510202	Fringe - Hospital	302,459	290,539	571,496	506,496	536,159	536,159	
510206	Fringe - Medicare Insurance Tax	24,121	26,412	32,093	32,093	32,183	32,183	
510207	Fringe - Life Insurance	850	782	1,638	1,638	1,638	1,638	
	<b>Total Fringe</b>	<b>724,813</b>	<b>725,501</b>	<b>1,130,172</b>	<b>1,096,172</b>	<b>1,014,497</b>	<b>1,014,497</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	19,547	0	0	0	0	
520204	Uniforms	11,323	15,490	14,000	14,000	14,000	14,000	
520400	Office	502	2,709	5,000	5,000	5,000	5,000	
520500	Operating Supplies	27,773	29,649	40,000	40,000	40,000	40,000	
520514	Small Tools	6,846	12,498	14,000	14,000	14,000	14,000	
531115	Tree Trimming	978,783	921,731	400,000	1,000,000	400,000	400,000	
531301	Vehicle Costs - Fuel & Oil	83,731	84,179	80,000	98,000	80,000	80,000	
531304	Vehicle Costs - R & M	82,341	130,800	60,000	75,000	60,000	60,000	
531410	Telephone	489,241	222,212	65,000	15,000	65,000	65,000	
531701	Utilities	229,453	214,953	190,000	175,000	190,000	190,000	
543002	Dues & Subscriptions	425	779	1,000	1,000	1,000	1,000	
543003	Travel & Training	1,275	0	19,000	19,000	19,000	19,000	
554007	Lamp Renewals	13,610	11,619	35,000	35,000	35,000	35,000	
605101	Maintenance Bldg & Facilities	21,465	23,866	32,000	22,000	32,000	32,000	
605106	Maintenance Equipment	51,535	87,373	70,000	95,000	70,000	70,000	
605113	Maintenance Lines & Poles	983,274	1,127,955	950,000	975,000	950,000	950,000	
605115	Maintenance Meters	0	4,965	2,000	2,000	2,000	2,000	
605118	Maintenance Substations	55,560	257,628	110,000	80,000	110,000	110,000	
605125	PCB Disposal/Testing	3,109	213	15,000	15,000	15,000	15,000	
605130	Vexus Preparation	0	585,090	0	0	0	0	
646037	Emergency Relief - Laura	0	0	0	0	0	0	

**2025-2026 ANNUAL BUDGET**

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

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Total Operating and Contractual</b>	3,040,246	3,753,256	2,102,000	2,680,000	2,102,000	2,102,000	0
	<b>Capital Outlay:</b>							
707101	Acquisitions	0	0	0	0	0	0	
707300	Meters	85,364	95,592	97,000	97,000	97,000	97,000	
707359	Christmas Lighting	0	25,000	97,000	97,000	0	0	
707361	Street Lights	186,903	182,970	0	0	97,000	97,000	
707363	Electric Transformers	250,873	498,801	206,000	206,000	206,000	206,000	
707401	Electric Systems Additions	161,141	40,165	97,000	97,000	97,000	97,000	
707405	Building Improvements	0	0	120,000	120,000	0	0	
707500	Vehicles	0	283,932	366,000	640,000	0	0	
707600	Machinery & Equipment	16,850	31,957	113,600	118,600	243,400	243,400	
707700	Office Furniture and Fixtures	0	0	8,400	8,400	0	0	
707702	Computer Software	8,621	49,800	55,000	55,000	87,000	87,000	
	<b>Total Capital Outlay</b>	709,752	1,208,217	1,160,000	1,439,000	827,400	827,400	0
	<b>TOTAL DEPARTMENT</b>	6,197,913	7,564,008	6,605,259	7,558,259	6,163,121	6,163,121	0

**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Total Water Customers			
Average Daily Water Consumption			
Work Orders			



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Water Distribution</b>	<b>ORGANIZATION:</b>	<b>237501</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,033,680	1,124,197	1,326,363	1,425,363	1,325,285	0	-100.00%
Fringe Benefits	415,821	433,642	790,770	696,770	757,425	0	-100.00%
Operating/Contractual	558,007	835,005	458,000	917,000	458,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	257,956	355,816	468,550	527,000	153,288	0	-100.00%
<b>Total Appropriations</b>	<b>2,265,464</b>	<b>2,748,660</b>	<b>3,043,683</b>	<b>3,566,133</b>	<b>2,693,998</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490103	Salary - Superintendent Water	1	1	1	1	1		0.00%
490147	Salary - Maintenance Worker Senior	2	2	3	3	3		0.00%
490167	Salary - Crew Supervisor Water Dist	6	5	6	6	6		0.00%
490168	Salary - Supervisor Water Distribution	2	2	2	2	2		0.00%
490204	Salary - Asst Superintendent	2	2	2	2	2		0.00%
490318	Salary - Meter Technician	2	2	2	2	2		0.00%
490342	Salary - Construction Inspector	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		-100.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		100.00%
490722	Salary - Pipe Layer	4	4	6	6	6		0.00%
490738	Salary - Equipment Operator III	1	2	2	2	2		0.00%
490820	Salary - Maintenance Worker	5	5	5	5	5		0.00%
490905	Salary - Industrial Painter	1	1	1	1	1		0.00%
490923	Salary - Superintendent Water Ops	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>30</b>	<b>30</b>	<b>34</b>	<b>34</b>	<b>34</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	181,247	281,284	40,000	420,000	40,000	40,000	
490103	Salary - Superintendent Water	45,456	8,182	61,604	24,604	59,093	59,093	
490147	Salary - Maintenance Worker Senior	16,205	25,725	82,354	43,354	82,356	82,356	
490167	Salary - Crew Supervisor Water Dist	282,178	267,772	258,079	239,079	238,675	238,675	
490168	Salary - Supervisor Water Distribution	61,075	62,556	108,256	99,256	108,256	108,256	
490204	Salary - Asst Superintendent	54,719	98,227	104,164	82,164	133,322	133,322	
490318	Salary - Meter Technician	48,948	35,142	68,122	58,122	74,962	74,962	
490342	Salary - Construction Inspector	43,221	43,554	45,058	36,058	49,175	49,175	
490618	Salary - Administrative Secretary	25,282	30,722	31,602	31,602	31,602	31,602	
490626	Salary - Clerical Specialist	22,445	26,367	29,170	29,170	29,170	29,170	
490722	Salary - Pipe Layer	125,177	101,923	196,744	145,744	181,884	181,884	
490738	Salary - Equipment Operator III	37,927	38,219	72,759	53,759	72,759	72,759	
490820	Salary - Maintenance Worker	3,320	9,840	108,420	42,420	104,000	104,000	
490905	Salary - Industrial Painter	14,875	34,934	35,680	35,680	35,680	35,680	
490923	Salary - Superintendent Water Ops	71,605	59,750	84,351	84,351	84,351	84,351	
	<b>Total Salaries</b>	<b>1,033,680</b>	<b>1,124,197</b>	<b>1,326,363</b>	<b>1,425,363</b>	<b>1,325,285</b>	<b>1,325,285</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	230,329	245,869	314,608	290,608	265,790	265,790	
510202	Fringe - Hospital	170,492	171,485	455,504	385,504	470,963	470,963	
510206	Fringe - Medicare Insurance Tax	14,432	15,744	19,230	19,230	19,244	19,244	
510207	Fringe - Life Insurance	568	544	1,428	1,428	1,428	1,428	
	<b>Total Fringe</b>	<b>415,821</b>	<b>433,642</b>	<b>790,770</b>	<b>696,770</b>	<b>757,425</b>	<b>757,425</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	39,717	117,207	0	150,000	0	0	
520204	Uniforms	0	7,552	7,000	7,000	7,000	7,000	
520400	Office	6,894	18,547	7,000	20,000	7,000	7,000	
520500	Operating Supplies	15,161	15,044	10,000	33,000	10,000	10,000	
520501	Operating - Janitorial	200	0	1,000	1,000	1,000	1,000	
520507	Operating - Sand & Gravel	2,521	8,333	5,000	5,000	5,000	5,000	
520510	Operating - Paint	3,277	5,109	9,000	9,000	9,000	9,000	
520514	Small Tools	4,239	7,458	5,000	5,000	5,000	5,000	
531215	Fees, Licenses & Permits	44,156	15,951	40,000	28,000	40,000	40,000	
531301	Vehicle Costs - Fuel & Oil	92,174	80,669	83,000	78,000	83,000	83,000	
531304	Vehicle Costs - R & M	123,299	166,179	60,000	180,000	60,000	60,000	
531410	Telephone	4,553	8,393	7,000	7,000	7,000	7,000	
531500	Printing	922	1,298	5,000	5,000	5,000	5,000	
543002	Dues & Subscriptions	-142	0	2,000	2,000	2,000	2,000	
543003	Travel & Training	20,639	20,284	7,000	7,000	7,000	7,000	
605106	Maintenance Equipment	7,110	7,119	10,000	10,000	10,000	10,000	
605115	Maintenance Meters	28,646	46,235	60,000	60,000	60,000	60,000	
605117	Maintenance Mains	164,641	309,627	140,000	310,000	140,000	140,000	
	<b>Total Operating and Contractual</b>	<b>558,007</b>	<b>835,005</b>	<b>458,000</b>	<b>917,000</b>	<b>458,000</b>	<b>458,000</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	401
<b>DEPARTMENT:</b>	Water Distribution	237501

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707300	Meters	183,291	319,966	117,000	117,000	0	0	
707401	Water System Additions	4,818	0	38,000	38,000	0	0	
707405	Building Improvements	0	5,207	0	0	0	0	
707500	Vehicles	36,169	0	190,200	240,000	99,788	99,788	
707600	Machinery & Equipment	33,214	28,072	123,350	132,000	53,500	53,500	
707700	Office Furniture & Fixtures	464	2,571	0	0	0	0	
707702	Computer Software	0		0	0	0	0	
	<b>Total Capital Outlay</b>	257,956	355,816	468,550	527,000	153,288	153,288	0
	<b>TOTAL DEPARTMENT</b>	2,265,464	2,748,660	3,043,683	3,566,133	2,693,998	2,693,998	0

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Water Production</b>	<b>ORGANIZATION:</b>	<b>237502</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	672,457	771,948	702,316	708,316	603,924	0	-100.00%
Fringe Benefits	300,025	291,038	333,996	305,996	284,884	0	-100.00%
Operating/Contractual	2,334,463	1,667,074	1,496,000	1,571,000	1,496,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	45,106	205,894	225,300	225,300	309,250	0	-100.00%
<b>Total Appropriations</b>	<b>3,352,051</b>	<b>2,935,954</b>	<b>2,757,612</b>	<b>2,810,612</b>	<b>2,694,058</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490147	Salary - Maintenance Worker Senior	1	1	1	1	1		0.00%
490167	Salary - Crew Supervisor Water Dist	1	2	2	2	2		0.00%
490169	Salary - Supervisor Water Treatment	1	1	1	1	1		0.00%
490351	Salary - Water Plant Operator	7	7	7	7	7		0.00%
490738	Salary - Equipment Operator III	2	1	1	1	1		0.00%
490905	Salary - Industrial Painter	1	1	1	1	1		0.00%
490916	Salary - Elec & Insrt Tech-Wastew/Wa	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	169,345	210,409	40,000	185,000	40,000	40,000	
490147	Salary - Maintenance Worker Senior	0	3,747	33,654	24,654	27,452	27,452	
490167	Salary - Crew Supervisor Water Dist	0	0	101,034	40,034	96,075	96,075	
490169	Salary - Supervisor Water Treatment	61,038	59,828	62,300	62,300	63,305	63,305	
490351	Salary - Water Plant Operator	294,279	310,519	320,661	259,661	255,245	255,245	
490738	Salary - Equipment Operator III	53,852	79,810	48,219	48,219	33,220	33,220	
490905	Salary - Industrial Painter	37,562	37,018	39,158	31,158	37,562	37,562	
490916	Salary - Elec & Insrst Tech-Wastew/Wa	56,381	70,617	57,290	57,290	51,065	51,065	
	<b>Total Salaries</b>	672,457	771,948	702,316	708,316	603,924	603,924	0
	<b>Fringe:</b>							
510201	Fringe - Pension	155,100	167,840	142,923	142,923	115,304	115,304	
510202	Fringe - Hospital	135,139	112,236	181,862	153,862	160,997	160,997	
510206	Fringe - Medicare Insurance Tax	9,438	10,619	8,623	8,623	7,995	7,995	
510207	Fringe - Life Insurance	348	343	588	588	588	588	
	<b>Total Fringe</b>	300,025	291,038	333,996	305,996	284,884	284,884	0
	<b>Operating and Contractual:</b>							
520500	Operating Supplies	6,910	8,080	5,000	10,000	5,000	5,000	
520503	Operating Chemicals	251,070	336,978	200,000	375,000	200,000	200,000	
520514	Small Tools	1,949	3,050	3,000	3,000	3,000	3,000	
531701	Utilities	1,357,720	882,613	925,000	775,000	925,000	925,000	
605101	Maintenance Bldg & Facilities	1,446	2,359	2,000	2,000	2,000	2,000	
605106	Maintenance - Equipment	5,856	12,777	8,000	8,000	8,000	8,000	
605110	Maint Grounds & Right of Way	3,830	5,406	6,000	6,000	6,000	6,000	
605117	Maintenance Mains	12,422	99,494	60,000	60,000	60,000	60,000	
605119	Maintenance Reservoirs	36,317	21,638	74,000	74,000	74,000	74,000	
605121	Maintenance Wells	176,786	260,299	200,000	180,000	200,000	200,000	
605123	Maintenance Pump Stations	6,107	34,380	13,000	78,000	13,000	13,000	
646037	Emergency Relief - Laura	474,050	0	0	0	0	0	
	<b>Total Operating and Contractual</b>	2,334,463	1,667,074	1,496,000	1,571,000	1,496,000	1,496,000	0
	<b>Capital Outlay:</b>							
707300	Meters	0	0	0	0	5,000	5,000	
707405	Building Improvements	14,585	46,121	19,000	19,000	12,950	12,950	
707500	Vehicles	1,450	146,015	0	0	130,000	130,000	
707600	Machinery & Equipment	29,071	13,758	191,300	191,300	161,300	161,300	
707700	Office Furniture & Fixtures	0	0	15,000	15,000	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	45,106	205,894	225,300	225,300	309,250	309,250	0
	<b>TOTAL DEPARTMENT</b>	3,352,051	2,935,954	2,757,612	2,810,612	2,694,058	2,694,058	0

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Gas Distribution</b>	<b>ORGANIZATION:</b>	<b>247800</b>

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Customers (residential, industrial, commercial)			
Work Orders			
Gas Inspections			
Meters & Taps Installed			
Meters Changed Out			
Leaks Detected			

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Gas Distribution</b>	<b>ORGANIZATION:</b>	<b>247800</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,356,656	1,416,071	1,460,296	1,487,296	1,480,293	0	-100.00%
Fringe Benefits	648,214	646,863	887,355	827,355	815,193	0	-100.00%
Operating/Contractual	10,967,180	6,138,972	8,413,000	4,683,000	8,413,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	381,281	221,365	303,025	303,025	358,600	0	-100.00%
<b>Total Appropriations</b>	<b>13,353,331</b>	<b>8,423,271</b>	<b>11,063,676</b>	<b>7,300,676</b>	<b>11,067,086</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490104	Salary - Superintendent	1	1	1	1	1		0.00%
490170	Salary - Crew Supervisor Gas Dist	4	4	4	4	4		0.00%
490207	Salary - Asst Superintendent Gas	0	0	0	1	1		0.00%
490308	Salary - Gas General Supervisor	1	1	1	1	1		0.00%
490318	Salary - Meter Technician	1	1	1	1	1		0.00%
490322	Salary - Gas System Technician	2	2	2	2	2		0.00%
490324	Salary - Cathodic Protection Tech	1	1	1	1	1		0.00%
490325	Salary - Leak Survey Technician	2	2	2	2	2		0.00%
490367	Salary - SCADA Operator Gas	5	5	5	5	5		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	0	0		0.00%
490721	Salary - Gas Service Technician	1	1	1	1	1		0.00%
490722	Salary - Pipe Layer	5	5	5	5	5		0.00%
490726	Salary - Pipeline Welder	2	2	2	2	2		0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1		0.00%
490822	Salary - Trades Worker	4	4	4	4	4		0.00%
490908	Salary - Supervisor Cathodic Protectio	1	1	1	1	1		0.00%
490916	Salary - Electronic & Instrumentation	1	1	1	1	1		0.00%
490943	Salary - Gas Admin Coordinator	0	0	0	1	1		0.00%
	<b>Total Positions</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>36</b>	<b>36</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	230,492	289,713	75,000	310,000	75,000	75,000	
490104	Salary - Superintendent	66,302	66,812	69,120	69,120	69,120	69,120	
490170	Salary - Crew Supervisor Gas Dist	184,475	193,271	179,431	168,431	180,931	180,931	
490207	Salary - Asst Superintendent Gas	0	0	0	0	54,246	54,246	
490308	Salary - Gas General Supervisor	49,002	49,379	51,085	51,085	51,085	51,085	
490318	Salary - Meter Technician	0	0	33,889	33,889	36,436	36,436	
490322	Salary - Gas System Technician	78,046	77,127	81,898	75,898	80,271	80,271	
490324	Salary - Cathodic Protection Tech	35,959	30,833	37,131	37,131	35,617	35,617	
490325	Salary - Leak Survey Technician	66,420	41,896	80,087	50,087	73,460	73,460	
490366	Salary - SCADA Operator Gas	217,262	222,038	218,117	218,117	205,395	205,395	
490618	Salary - Administrative Secretary	31,687	25,339	33,345	26,345	30,314	30,314	
490624	Salary - Inventory Coordinator	42,364	42,934	44,164	44,164	36,104	36,104	
490626	Salary - Clerical Specialist	28,241	28,520	29,171	29,171	0	0	
490721	Salary - Gas Service Technician	35,331	37,628	38,487	31,487	36,918	36,918	
490722	Salary - Pipe Layer	98,652	105,778	161,538	121,538	154,630	154,630	
490726	Salary - Pipeline Welder	54,130	46,729	82,994	61,994	81,581	81,581	
490738	Salary - Equipment Operator III	12,938	18,221	33,220	33,220	33,220	33,220	
490822	Salary - Trades Worker	31,992	46,962	115,616	62,616	122,619	122,619	
490908	Salary - Supervisor Cathodic Protectio	45,265	45,751	46,806	23,806	41,029	41,029	
490916	Salary - Electronic & Instrumentation	48,098	47,140	49,197	49,197	50,083	50,083	
490943	Salary - Gas Admin Coordinator	0	0	0	0	32,234	32,234	
	<b>Total Salaries</b>	<b>1,356,656</b>	<b>1,416,071</b>	<b>1,460,296</b>	<b>1,487,296</b>	<b>1,480,293</b>	<b>1,480,293</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	311,862	310,278	346,379	351,379	296,505	296,505	
510202	Fringe - Hospital	316,771	316,155	518,334	453,334	495,711	495,711	
510206	Fringe - Medicare Insurance Tax	18,782	19,647	21,172	21,172	21,465	21,465	
510207	Fringe - Life Insurance	799	783	1,470	1,470	1,512	1,512	
	<b>Total Fringe</b>	<b>648,214</b>	<b>646,863</b>	<b>887,355</b>	<b>827,355</b>	<b>815,193</b>	<b>815,193</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	1,000	0	0	
520204	Uniforms	14,609	17,211	9,000	9,000	9,000	9,000	
520400	Office	4,854	7,025	6,000	6,000	6,000	6,000	
520500	Operating Supplies	14,896	26,636	12,000	45,000	12,000	12,000	
520503	Operating - Chemicals	20,497	19,038	20,000	20,000	20,000	20,000	
520514	Small Tools	4,059	5,238	4,000	4,000	4,000	4,000	
531124	Regulatory Compliance	34,028	66,130	45,000	65,000	45,000	45,000	
531215	Fees, Licenses & Permits	21,476	21,136	25,000	25,000	25,000	25,000	
531301	Vehicle Costs - Fuel & Oil	66,992	57,013	55,000	45,000	55,000	55,000	
531304	Vehicle Costs - R & M	44,202	37,886	27,000	78,000	27,000	27,000	
531410	Telephone	2,103	1,904	4,000	4,000	4,000	4,000	
531500	Printing	1,548	2,728	0	0	0	0	
531701	Utilities	3,014	9,426	4,000	4,000	4,000	4,000	
531800	Lease	37,579	37,551	48,000	48,000	48,000	48,000	
543002	Dues & Subscriptions	0	588	1,000	1,000	1,000	1,000	
543003	Travel & Training	2,323	2,025	10,000	10,000	10,000	10,000	
554003	Purchases-Natural Gas	10,517,801	5,426,521	8,000,000	4,000,000	8,000,000	8,000,000	
605101	Maintenance Bldg & Facilities	831	221	3,000	3,000	3,000	3,000	
605106	Maintenance Equipment	17,448	8,713	15,000	15,000	15,000	15,000	
605115	Maintenance Meters	9,780	98,074	15,000	175,000	15,000	15,000	



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		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	
605117	Maintenance Mains	149,140	293,908	110,000	125,000	110,000	110,000	
	<b>Total Operating and Contractual</b>	10,967,180	6,138,972	8,413,000	4,683,000	8,413,000	8,413,000	0
	<b>Capital Outlay:</b>							
707300	Meters	270,579	102,449	90,000	90,000	90,000	90,000	
707401	Gas System Additions	0	28,029	5,000	5,000	5,000	5,000	
707405	Building Improvements	0	0	10,000	10,000	11,600	11,600	
707500	Vehicles	45,464	58,793	158,791	158,791	169,000	169,000	
707600	Machinery & Equipment	40,244	32,094	39,234	39,234	83,000	83,000	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	24,994	0	0	0	0	0	
	<b>Total Capital Outlay</b>	381,281	221,365	303,025	303,025	358,600	358,600	0
	<b>TOTAL DEPARTMENT</b>	13,353,331	8,423,271	11,063,676	7,300,676	11,067,086	11,067,086	0

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Wastewater</b>	<b>ORGANIZATION:</b>	<b>258101</b>

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Complaints - stop ups & alarms			
Telephone calls			
Correspondence			
Radio communications			
Sewer taps			

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Wastewater Treatment</b>	<b>ORGANIZATION:</b>	<b>258101</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	896,996	890,328	903,802	958,802	893,078	0	-100.00%
Fringe Benefits	381,400	374,708	447,233	444,233	411,879	0	-100.00%
Operating/Contractual	1,459,764	1,426,603	1,158,000	1,583,000	1,158,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	194,701	159,880	386,800	393,500	261,000	0	-100.00%
<b>Total Appropriations</b>	<b>2,932,861</b>	<b>2,851,519</b>	<b>2,895,835</b>	<b>3,379,535</b>	<b>2,723,957</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490105	Salary - Superintendent Wastewater	1	1	1	1	1		0.00%
490165	Salary - Supervisor Wastewater Treat	2	2	2	2	2		0.00%
490352	Salary - Wastewater Plant Operator	8	8	8	8	8		0.00%
490368	Salary - Wastewater Treatment/SCAD	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490901	Salary - Asst Superintendent	1	1	1	1	1		0.00%
490916	Salary - Elec & Insrt Tech-Wastew/W	1	1	1	1	1		0.00%
	<b>Total Positions</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	190,787	167,312	75,000	185,000	75,000	75,000	
490105	Salary - Superintendent Wastewater	65,002	65,502	67,765	67,765	67,765	67,765	
490165	Salary - Supervisor Wastewater Treat	60,725	61,425	108,257	81,257	106,423	106,423	
490352	Salary - Wastewater Plant Operator	376,840	373,416	410,709	390,709	402,339	402,339	
490368	Salary - Wastewater Treatment/SCAD	28,099	58,228	57,917	49,917	57,917	57,917	
490618	Salary - Administrative Secretary	33,109	27,477	31,602	31,602	31,602	31,602	
490626	Salary - Clerical Specialist	21,539	15,142	26,519	26,519	25,999	25,999	
490901	Salary - Asst Superintendent	68,611	69,139	71,527	71,527	71,527	71,527	
490916	Salary - Elec & Insrt Tech-Wastew/Wa	52,284	52,687	54,506	54,506	54,506	54,506	
	<b>Total Salaries</b>	<b>896,996</b>	<b>890,328</b>	<b>903,802</b>	<b>958,802</b>	<b>893,078</b>	<b>893,078</b>	<b>0</b>
	<b>Fringe:</b>							
510201	Fringe - Pension	206,776	199,943	214,382	226,382	178,883	178,883	
510202	Fringe - Hospital	161,692	161,938	219,074	204,074	219,375	219,375	
510206	Fringe - Medicare Insurance Tax	12,535	12,433	13,105	13,105	12,949	12,949	
510207	Fringe - Life Insurance	397	394	672	672	672	672	
	<b>Total Fringe</b>	<b>381,400</b>	<b>374,708</b>	<b>447,233</b>	<b>444,233</b>	<b>411,879</b>	<b>411,879</b>	<b>0</b>
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	2,913	0	50,000	0	0	
520204	Uniforms	0	3,948	4,000	4,000	4,000	4,000	
520400	Office	6,354	7,703	6,000	6,000	6,000	6,000	
520500	Operating Supplies	14,985	15,800	10,000	15,000	10,000	10,000	
520503	Operating - Chemicals	217,395	232,969	125,000	290,000	125,000	125,000	
520512	Sludge Removal	20,158	14,749	12,000	22,000	12,000	12,000	
520514	Small Tools	4,974	4,992	5,000	5,000	5,000	5,000	
531206	Services - Other	5,283	12,501	5,000	5,000	5,000	5,000	
531215	Fees, Licenses & Permits	41,628	30,646	34,000	30,000	34,000	34,000	
531301	Vehicle Costs - Fuel & Oil	145,713	110,396	119,000	94,000	119,000	119,000	
531304	Vehicle Costs - R & M	139,963	184,800	73,000	292,000	73,000	73,000	
531410	Telephone	2,335	2,781	7,000	7,000	7,000	7,000	
531701	Utilities	658,383	511,156	525,000	500,000	525,000	525,000	
531800	Lease	21,771	0	10,000	10,000	10,000	10,000	
543002	Dues & Subscriptions	0	0	1,000	1,000	1,000	1,000	
543003	Travel & Training	15,031	15,345	8,000	8,000	8,000	8,000	
605101	Maintenance Bldg & Facilities	15,838	24,426	20,000	20,000	20,000	20,000	
605102	Maintenance Plant	144,671	233,848	170,000	200,000	170,000	170,000	
605106	Maintenance Equipment	4,042	16,747	22,000	22,000	22,000	22,000	
605110	Maint Grounds & Right of Way	1,240	883	2,000	2,000	2,000	2,000	
	<b>Total Operating and Contractual</b>	<b>1,459,764</b>	<b>1,426,603</b>	<b>1,158,000</b>	<b>1,583,000</b>	<b>1,158,000</b>	<b>1,158,000</b>	<b>0</b>
	<b>Capital Outlay:</b>							
707405	Building Improvements	56,000	0	22,000	22,000	37,000	37,000	
707500	Vehicles	0	49,829	50,000	50,000	65,000	65,000	
707600	Machinery & Equipment	138,701	53,540	210,300	217,000	159,000	159,000	
707700	Office Furniture & Fixtures	0	0	4,500	4,500	0	0	
707702	Computer Software	0	56,511	100,000	100,000	0	0	
	<b>Total Capital Outlay</b>	<b>194,701</b>	<b>159,880</b>	<b>386,800</b>	<b>393,500</b>	<b>261,000</b>	<b>261,000</b>	<b>0</b>
	<b>TOTAL DEPARTMENT</b>	<b>2,932,861</b>	<b>2,851,519</b>	<b>2,895,835</b>	<b>3,379,535</b>	<b>2,723,957</b>	<b>2,723,957</b>	<b>0</b>



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Wastewater Collection</b>	<b>ORGANIZATION:</b>	<b>258102</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,102,984	1,113,873	1,008,053	1,276,053	979,302	0	-100.00%
Fringe Benefits	420,960	436,801	537,160	567,160	484,429	0	-100.00%
Operating/Contractual	507,771	410,205	353,000	437,000	353,000	0	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	141,366	145,110	611,000	960,000	649,970	0	-100.00%
<b>Total Appropriations</b>	<b>2,173,081</b>	<b>2,105,989</b>	<b>2,509,213</b>	<b>3,240,213</b>	<b>2,466,701</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490147	Salary - Maintenance Worker Senior	1	1	1	1	1		0.00%
490164	Salary - Supervisor WW Collection	2	2	2	2	2		0.00%
490166	Salary - Crew Supervisor WW Line	6	6	6	6	6		0.00%
490706	Salary - Maintenance Mechanic I	3	3	3	3	3		0.00%
490722	Salary - Pipe Layer	2	2	2	2	2		0.00%
490738	Salary - Equipment Operator III	3	3	3	3	3		0.00%
490746	Salary - Equipment Operator II	3	3	3	3	3		0.00%
490819	Salary - Equipment Operator I	1	1	1	1	1		0.00%
490820	Salary - Maintenance Worker	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>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	346,760	410,102	105,000	490,000	105,000	105,000	
490147	Salary - Maintenance Worker Senior	23,560	21,573	27,452	11,452	27,452	27,452	
490164	Salary - Supervisor WW Collection	61,390	62,216	108,950	81,950	107,117	107,117	
490166	Salary - Crew Supervisor WW Line	301,199	227,179	287,931	287,931	285,207	285,207	
490706	Salary - Maintenance Mechanic I	118,233	115,245	127,929	105,929	111,782	111,782	
490722	Salary - Pipe Layer	65,887	62,035	70,094	66,094	60,628	60,628	
490738	Salary - Equipment Operator III	88,811	91,058	115,633	87,633	108,331	108,331	
490746	Salary - Equipment Operator II	61,881	81,354	94,244	94,244	100,573	100,573	
490819	Salary - Equipment Operator I	12,154	12,337	27,452	27,452	27,452	27,452	
490820	Salary - Maintenance Worker	23,109	30,774	43,368	23,368	45,760	45,760	
	<b>Total Salaries</b>	1,102,984	1,113,873	1,008,053	1,276,053	979,302	979,302	0
	<b>Fringe:</b>							
510201	Fringe - Pension	243,709	248,910	239,108	299,108	196,159	196,159	
510202	Fringe - Hospital	161,235	171,781	282,467	252,467	273,100	273,100	
510206	Fringe - Medicare Insurance Tax	15,501	15,591	14,619	14,619	14,204	14,204	
510207	Fringe - Life Insurance	515	519	966	966	966	966	
	<b>Total Fringe</b>	420,960	436,801	537,160	567,160	484,429	484,429	0
	<b>Operating and Contractual:</b>							
520105	Contract Labor	4,872	0	0	0	0	0	
520204	Uniforms	0	3,669	5,000	5,000	5,000	5,000	
520500	Operating Supplies	17,351	42,514	23,000	18,000	23,000	23,000	
520514	Small Tools	5,530	5,823	5,000	5,000	5,000	5,000	
605106	Maintenance Equipment	45,543	25,088	26,000	50,000	26,000	26,000	
605117	Maintenance Mains	190,952	104,530	147,000	122,000	147,000	147,000	
605123	Maintenance Pump Stations	243,523	228,581	147,000	237,000	147,000	147,000	
646037	Storm Relief	0	0	0	0	0	0	
	<b>Total Operating and Contractual</b>	507,771	410,205	353,000	437,000	353,000	353,000	0
	<b>Capital Outlay:</b>							
707401	Wastewater Systems Additions	0	0	34,000	90,000	34,000	34,000	
707405	Building Improvements	15,105	52,872	54,000	61,000	149,970	149,970	
707500	Vehicles	56,793	0	399,000	595,000	284,000	284,000	
707600	Machinery & Equipment	69,468	92,238	118,500	208,500	177,000	177,000	
707700	Office Furniture & Fixtures	0	0	5,500	5,500	5,000	5,000	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	141,366	145,110	611,000	960,000	649,970	649,970	0
	<b>TOTAL DEPARTMENT</b>	2,173,081	2,105,989	2,509,213	3,240,213	2,466,701	2,466,701	0

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

**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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Wastewater analysis			
Drinking water analysis			
Commercial Users Surveys			
Pretreatment Inspections			

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Enviromental Services	<b>ORGANIZATION:</b>	258103

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	296,795	288,355	305,514	305,514	301,499	0	-100.00%
Fringe Benefits	151,978	144,900	166,258	160,258	145,363	0	-100.00%
Operating/Contractual	112,247	136,584	190,000	160,000	190,000	0	0.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	37,834	28,698	173,532	184,000	42,849	0	-100.00%
<b>Total Appropriations</b>	<b>598,854</b>	<b>598,537</b>	<b>835,304</b>	<b>809,772</b>	<b>679,711</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490232	Salary - Superintendent	1	1	1	1	1		0.00%
490239	Salary - Enviromental Lab Supervisor	1	1	1	1	1		0.00%
490369	Salary - Environmental Tech I	2	2	2	2	2		0.00%
490378	Salary - Environmental Tech II	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	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>0</b>	<b>0.00%</b>



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Environmental Services	<b>ORGANIZATION:</b>	258103

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	1,146	4,578	5,000	5,000	5,000	5,000	
490232	Salary - Superintendent	68,291	68,816	71,193	71,193	71,193	71,193	
490239	Salary - Environmental Lab Supervisor	59,213	52,965	54,794	54,794	54,794	54,794	
490369	Salary - Environmental Tech I	85,481	78,414	88,350	88,350	84,335	84,335	
490378	Salary - Environmental Tech II	49,059	49,719	51,144	51,144	51,144	51,144	
490618	Salary - Administrative Secretary	33,605	33,863	35,033	35,033	35,033	35,033	
	<b>Total Salaries</b>	296,795	288,355	305,514	305,514	301,499	301,499	0
	<b>Fringe:</b>							
510201	Fringe - Pension	66,919	64,854	72,467	72,467	60,390	60,390	
510202	Fringe - Hospital	80,912	75,920	89,107	83,107	80,348	80,348	
510206	Fringe - Medicare Insurance Tax	3,971	3,957	4,432	4,432	4,373	4,373	
510207	Fringe - Life Insurance	176	169	252	252	252	252	
	<b>Total Fringe</b>	151,978	144,900	166,258	160,258	145,363	145,363	0
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	7,796	0	0	0	0	
520204	Uniforms	2,238	1,516	2,000	2,000	2,000	2,000	
520400	Office	4,237	3,806	5,000	5,000	5,000	5,000	
520500	Operating Supplies	36,929	39,393	40,000	45,000	40,000	40,000	
520503	Operating - Chemicals	25,307	37,816	36,000	44,000	36,000	36,000	
531206	Services - Other	22,421	27,394	25,000	25,000	25,000	25,000	
531301	Vehicle Costs - Fuel & Oil	873	669	3,000	3,000	3,000	3,000	
531304	Vehicle Costs - R & M	2,709	142	4,000	4,000	4,000	4,000	
531410	Telephone	2,005	1,025	4,000	2,000	4,000	4,000	
531500	Printing	186	296	5,000	5,000	5,000	5,000	
543002	Dues & Subscriptions	325	1,488	2,000	2,000	2,000	2,000	
543003	Travel & Training	2,268	3,552	3,000	3,000	3,000	3,000	
543007	Environmental Conference	0	0	51,000	0	51,000	51,000	
605106	Maintenance Equipment	12,749	11,691	10,000	20,000	10,000	10,000	
	<b>Total Operating and Contractual</b>	112,247	136,584	190,000	160,000	190,000	190,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	150,000	150,000	0	0	
707500	Vehicles	0	0	0	0	0	0	
707600	Machinery & Equipment	37,834	21,198	23,532	34,000	42,849	42,849	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	7,500	0	0	0	0	
	<b>Total Capital Outlay</b>	37,834	28,698	173,532	184,000	42,849	42,849	0
	<b>TOTAL DEPARTMENT</b>	598,854	598,537	835,304	809,772	679,711	679,711	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	<b>FUND #:</b>	401
<b>DEPARTMENT:</b>	Enviromental Compliance	<b>ORGANIZATION:</b>	258104

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	149,443	136,640	408,000	408,000	408,000	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>149,443</b>	<b>136,640</b>	<b>408,000</b>	<b>408,000</b>	<b>408,000</b>	<b>0</b>	<b>0.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Enviromental Compliance</b>	<b>ORGANIZATION:</b>	<b>258104</b>

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		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	
520500	Operating Supplies	149,443	136,640	408,000	408,000	408,000	408,000	
	<b>Total Operating and Contractual</b>	149,443	136,640	408,000	408,000	408,000	408,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	149,443	136,640	408,000	408,000	408,000	408,000	0



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Utility Services</b>	<b>ORGANIZATION:</b>	<b>258900</b>

**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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Call receive/LA One Call System			
Utility Customers (Gas, Water, & Wastewater)			
Availability Verification of Utilities			
Welding Work Orders			
Utility Map Information Requests			
Computer Assisted Drawings			

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Utilities</b>	<b>FUND #:</b>	<b>401</b>
<b>DEPARTMENT:</b>	<b>Utility Services</b>	<b>ORGANIZATION:</b>	<b>258900</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	550,674	445,006	676,820	600,820	714,733	0	-100.00%
Fringe Benefits	229,028	185,782	361,080	309,080	316,800	0	-100.00%
Operating/Contractual	162,099	153,187	185,000	205,000	185,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	38,508	3,710	272,000	351,000	121,200	0	-100.00%
<b>Total Appropriations</b>	<b>980,309</b>	<b>787,685</b>	<b>1,494,900</b>	<b>1,465,900</b>	<b>1,337,733</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490127	Salary - Superintendent	1	1	1	1	1		0.00%
490147	Salary - Maintenance Worker Senior	2	2	2	2	2		0.00%
490163	Salary - Crew Supervisor Utility Serv	2	2	2	3	3		0.00%
490316	Salary - Engineering Technician II	4	0	0	0	0		0.00%
490341	Salary - Engineering Technician III	1	1	1	1	1		0.00%
490347	Salary - Engineering Tech I	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490722	Salary - Pipe Layer	1	1	1	1	1		0.00%
490738	Salary - Equipment Operator III	1	1	1	1	1		0.00%
490746	Salary - Equipment Operator II	2	2	2	2	2		0.00%
490753	Salary - Welder	1	1	1	1	1		0.00%
490919	Salary - GIS Manager	1	0	0	0	0		0.00%
490938	Salary - Utility Line Locator	0	4	4	4	4		0.00%
	<b>Total Positions</b>	<b>18</b>	<b>17</b>	<b>17</b>	<b>18</b>	<b>18</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	3,849	6,782	12,000	12,000	12,000	12,000	
490127	Salary - Superintendent	63,198	63,684	65,884	65,884	65,884	65,884	
490147	Salary - Maintenance Worker Senior	58,511	43,566	60,998	54,998	57,649	57,649	
490163	Salary - Crew Supervisor Utility Servic	89,317	90,004	93,113	93,113	138,346	138,346	
490316	Salary - Engineering Technician II	69,442	56,951	0	0	0	0	
490341	Salary - Engineering Technician III	32,350	39,423	40,785	40,785	39,122	39,122	
490347	Salary - Engineering Tech I	26,500	0	32,402	12,402	31,081	31,081	
490618	Salary - Administrative Secretary	32,626	32,877	34,013	34,013	34,013	34,013	
490722	Salary - Pipe Layer	33,278	33,534	34,692	34,692	34,692	34,692	
490738	Salary - Equipment Operator III	36,468	36,749	38,018	38,018	38,018	38,018	
490746	Salary - Equipment Operator II	31,986	32,232	63,659	55,659	63,772	63,772	
490753	Salary - Welder	33,904	9,204	38,116	36,116	34,651	34,651	
490919	Salary - GIS Manager	39,245	0	0	0	0	0	
490938	Salary - Utility Line Locator	0	0	163,140	123,140	165,505	165,505	
	<b>Total Salaries</b>	550,674	445,006	676,820	600,820	714,733	714,733	0
	<b>Fringe:</b>							
510201	Fringe - Pension	126,253	100,113	160,540	138,540	143,162	143,162	
510202	Fringe - Hospital	94,659	79,145	190,013	160,013	162,520	162,520	
510206	Fringe - Medicare Insurance Tax	7,719	6,213	9,813	9,813	10,362	10,362	
510207	Fringe - Life Insurance	397	311	714	714	756	756	
	<b>Total Fringe</b>	229,028	185,782	361,080	309,080	316,800	316,800	0
	<b>Operating and Contractual:</b>							
520105	Contract Labor	0	0	0	0	0	0	
520204	Uniforms	3,990	2,817	4,000	4,000	4,000	4,000	
520400	Office	1,197	1,842	3,000	3,000	3,000	3,000	
520500	Operating Supplies	17,455	23,770	25,000	25,000	25,000	25,000	
520506	Operating Concrete & Asphalt	30,715	33,594	46,000	46,000	46,000	46,000	
520507	Operating - Sand & Gravel	0	889	16,000	6,000	16,000	16,000	
520514	Small Tools	858	1,758	4,000	4,000	4,000	4,000	
520519	Operating Drafting & Survey	4,735	4,722	5,000	5,000	5,000	5,000	
531301	Vehicle Costs - Fuel & Oil	45,174	29,265	41,000	31,000	41,000	41,000	
531304	Vehicle Costs - R & M	39,671	39,326	17,000	60,000	17,000	17,000	
531410	Telephone	11,383	8,913	12,000	9,000	12,000	12,000	
531500	Printing	99	210	0	0	0	0	
531800	Lease	0	0	0	0	0	0	
543002	Dues & Subscriptions	100	100	1,000	1,000	1,000	1,000	
543003	Travel & Training	6,342	3,367	5,000	5,000	5,000	5,000	
646037	Storm Relief	0	0	0	0	0	0	
605106	Maintenance Equipment	380	2,614	6,000	6,000	6,000	6,000	
	<b>Total Operating and Contractual</b>	162,099	153,187	185,000	205,000	185,000	185,000	0

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Utilities	401
<b>DEPARTMENT:</b>	Utility Services	258900

**UTILITIES SYSTEM FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707500	Vehicles	37,242	0	165,000	244,000	0	0	
707600	Machinery & Equipment	1,266	3,710	107,000	107,000	120,000	120,000	
707700	Office Furniture & Fixtures	0	0	0	0	1,200	1,200	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	38,508	3,710	272,000	351,000	121,200	121,200	0
	<b>TOTAL DEPARTMENT</b>	980,309	787,685	1,494,900	1,465,900	1,337,733	1,337,733	0
	<b>TOTAL FUND</b>	119,580,481	108,876,379	116,266,000	104,639,618	112,658,918	112,658,918	0



**2025-2026 ANNUAL BUDGET**

**UTILITY DEBT SERVICE  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Internal Services &amp; Interfunds:</b>							
	Transfer to Debt Service	9,438,619	10,180,069	9,461,118	9,461,118	9,473,522	9,473,522	0
	<b>Total Revenues</b>	9,438,619	10,180,069	9,461,118	9,461,118	9,473,522	9,473,522	0

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	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	0	-100.00%
OTHER	9,427,619	9,422,757	9,450,118	9,450,118	9,462,522	0	-100.00%
CAPITAL OUTLAY	0	0	0	0	0	0	0.00%
<b>TOTAL APPROPRIATIONS</b>	<b>9,438,619</b>	<b>9,433,757</b>	<b>9,461,118</b>	<b>9,461,118</b>	<b>9,473,522</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		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	
	<b>Total Operating &amp; Contractual</b>	11,000	11,000	11,000	11,000	11,000	11,000	0
	<b>Other:</b>							
800001	Interest - 2010 DHH Loan	53,544	47,403	41,710	41,710	35,156	35,156	
800001	Interest - 2011 DHH Loan	90,390	82,662	112,706	112,706	100,217	100,217	
800001	Interest - 2012A DHH Loan	40,261	36,811	0	0	0	0	
800001	Interest - 2012B DEQ Loan	22,610	20,444	18,258	18,258	16,055	16,055	
800001	Interest - 2013A Refunding Bonds	81,100	23,600	0	0	0	0	
800001	Interest - 2013B Refunding Bonds	114,632	46,628	0	0	0	0	
800001	Interest - 2013A Revenue Bonds	0	0	0	0	0	0	
800001	Interest - 2014 Revenue Bonds	50,000	31,200	0	0	0	0	
800001	Interest - 2020 Revenue Bonds	3,515,082	3,497,009	3,463,444	3,463,444	3,388,094	3,388,094	
800002	Principal - 2010 DHH Loan	178,000	182,000	190,000	190,000	194,000	194,000	
800002	Principal - 2011 DHH Loan	224,000	232,000	362,000	362,000	374,000	374,000	
800002	Principal - 2012A DHH Loan	100,000	103,000	0	0	0	0	
800002	Principal - 2012B DEQ Loan	228,000	230,000	232,000	232,000	235,000	235,000	
800002	Principal - 2013A Refunding Bonds	1,150,000	590,000	0	0	0	0	
800002	Principal - 2013B Refunding Bonds	1,590,000	1,030,000	0	0	0	0	
800002	Principal - 2013A Revenue Bonds	0	0	0	0	0	0	
800002	Principal - 2014 Revenue Bonds	470,000	780,000	0	0	0	0	
800002	Principal - 2020 Refunding Bonds	1,520,000	2,490,000	5,030,000	5,030,000	5,120,000	5,120,000	
	<b>Total Other</b>	9,427,619	9,422,757	9,450,118	9,450,118	9,462,522	9,462,522	0
	<b>TOTAL FUND</b>	9,438,619	9,433,757	9,461,118	9,461,118	9,473,522	9,473,522	0

**AMORTIZATION SCHEDULE OF DEBT SERVICE PAYMENTS  
UTILITY DEBT SERVICE SCHEDULE**

**REVENUE BONDS**

FYE	2010 DHH	2011 DHH	2012B DEQ	2020 URB	Total
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>1,126,158</b>	<b>3,319,326</b>	<b>1,754,810</b>	<b>165,052,654</b>	<b>171,252,948</b>

% of Total	0.66%	1.94%	1.02%	96.38%	100.00%
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**2025-2026 ANNUAL BUDGET  
UTILITY DEBT SERVICE PAYMENTS  
AMORTIZATION SCHEDULE**



**2025-2026 ANNUAL BUDGET**

**SANITATION FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344201	Charges - Collection Fees	3,270,428	3,475,583	3,533,000	3,528,000	3,533,000	3,533,000	
344202	Charges - Disposal Fees	1,938,640	2,148,068	1,800,000	2,000,000	1,800,000	1,800,000	
344203	Charges - Garbage Bags	35,098	45,038	60,000	40,000	60,000	60,000	
	<b>Total Charges for Services</b>	5,244,166	5,668,689	5,393,000	5,568,000	5,393,000	5,393,000	0
	<b>Intergovernmental:</b>							
333480	Federal - FEMA Recovery	0	0	0	0	0	0	
333480	Federal - Homeland Security	0	0	0	0	0	0	
	<b>Total Intergovernmental</b>	0	0	0	0	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfers - General Fund	1,090,239	1,426,000	1,159,000	1,857,000	2,214,744	2,214,744	
	<b>Total Internal Services/Interfunds</b>	1,090,239	1,426,000	1,159,000	1,857,000	2,214,744	2,214,744	0
	<b>Investment Income:</b>							
367101	Interest Revenue	27,641	73,448	0	110,000	0	0	
	<b>Total Investment Income</b>	27,641	73,448	0	110,000	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	20,550	0	0	0	0	0	
399000	Miscellaneous Revenue	0	600	0	0	0	0	
399999	Use of Prior Year Revenues	0	0	650,000	650,000	0	0	
	<b>Total Other</b>	20,550	600	650,000	650,000	0	0	0
	<b>TOTAL REVENUES</b>	6,382,596	7,168,737	7,202,000	8,185,000	7,607,744	7,607,744	0

**2025-2026 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**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Numbers of routes collected			
Number of customers collected			
Commercial			
Reduced residential			
Amount of class 3 debris collected			
Amount of garbage collected			

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,383,444	1,382,857	1,675,616	1,614,616	1,631,835	0	-100.00%
Fringe Benefits	452,094	515,748	876,939	796,939	832,397	0	-100.00%
Operating/Contractual	3,298,856	3,476,458	2,351,000	3,423,000	2,351,000	0	-100.00%
Other	946,000	1,410,000	1,427,000	1,479,000	1,491,000	0	-100.00%
Capital Outlay	28,175	1,247,171	871,445	871,445	1,301,512	0	-100.00%
<b>Total Appropriations</b>	<b>6,108,569</b>	<b>8,032,234</b>	<b>7,202,000</b>	<b>8,185,000</b>	<b>7,607,744</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490111	Salary - Superintendent - Sanitation	1	1	1	1	1		-100.00%
490142	Salary - Crew Supervisor Sanitation	3	3	3	3	3		-100.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		-100.00%
490738	Salary - Equipment Operator III	7	7	7	7	7		0.00%
490746	Salary - Equipment Operator II	10	10	10	10	10		-100.00%
490819	Salary - Equipment Operator I	8	8	8	8	8		-100.00%
490827	Salary - Refuse Collector	20	20	20	20	20		-100.00%
	<b>Total Positions</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>0.00%</b>



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
450001	Overtime	217,977	210,846	120,000	260,000	120,000	120,000	
490111	Salary - Superintendent - Sanitation	59,550	60,510	62,600	62,600	62,600	62,600	
490142	Salary - Crew Supervisor Sanitation	130,695	143,110	133,446	133,446	131,355	131,355	
490618	Salary - Administrative Secretary	32,518	31,966	34,013	34,013	30,314	30,314	
490738	Salary - Equipment Operator III	244,653	230,852	253,524	239,524	236,789	236,789	
490746	Salary - Equipment Operator II	287,727	235,672	325,783	285,783	322,752	322,752	
490819	Salary - Equipment Operator I	113,484	170,818	225,830	195,830	222,481	222,481	
490827	Salary - Refuse Collector	296,840	299,083	520,420	403,420	505,544	505,544	
	<b>Total Salaries</b>	<b>1,383,444</b>	<b>1,382,857</b>	<b>1,675,616</b>	<b>1,614,616</b>	<b>1,631,835</b>	<b>1,631,835</b>	<b>0</b>
<b>Fringe:</b>								
510201	Fringe - Pension	278,331	293,741	389,379	374,379	313,631	313,631	
510202	Fringe - Hospital	153,268	197,789	461,662	396,662	493,959	493,959	
510206	Fringe - Medicare Insurance Tax	19,606	23,188	23,798	23,798	22,707	22,707	
510207	Fringe - Life Insurance	889	1,030	2,100	2,100	2,100	2,100	
	<b>Total Fringe</b>	<b>452,094</b>	<b>515,748</b>	<b>876,939</b>	<b>796,939</b>	<b>832,397</b>	<b>832,397</b>	<b>0</b>
<b>Operating &amp; Contractual</b>								
520105	Contract Labor	32,436	650	20,000	35,000	20,000	20,000	
520204	Uniforms	11,988	10,098	12,000	12,000	12,000	12,000	
520400	Office	941	2,098	1,000	1,000	1,000	1,000	
520500	Operating Supplies	43,274	46,747	22,000	42,000	22,000	22,000	
520508	Operating - Garbage Bags	53,917	44,844	59,000	55,000	59,000	59,000	
531212	Disposal Costs	1,957,810	2,258,535	1,800,000	2,259,000	1,800,000	1,800,000	
531301	Vehicle Costs - Fuel & Oil	262,430	160,400	178,000	160,000	178,000	178,000	
531304	Vehicle Costs - R & M	928,875	944,810	250,000	850,000	250,000	250,000	
531410	Telephone	3,699	3,237	4,000	4,000	4,000	4,000	
531500	Printing	214	169	0	0	0	0	
543003	Travel & Training	2,026	3,583	3,000	3,000	3,000	3,000	
543017	Placques & Awards	42	90	1,000	1,000	1,000	1,000	
605106	Maintenance Equipment	1,204	1,197	1,000	1,000	1,000	1,000	
606003	Glass Recycling	0	0	0	0	0	0	
646037	Storm Relief	0	0	0	0	0	0	
	<b>Total Operating &amp; Contractual</b>	<b>3,298,856</b>	<b>3,476,458</b>	<b>2,351,000</b>	<b>3,423,000</b>	<b>2,351,000</b>	<b>2,351,000</b>	<b>0</b>
<b>Other:</b>								
543001	Bad Debt	12,000	12,000	12,000	12,000	12,000	12,000	
646101	Transfer to General Fund	649,000	1,067,000	1,067,000	1,067,000	1,067,000	1,067,000	
646551	Transfer to Risk Management Fund	187,000	229,000	246,000	298,000	310,000	310,000	
647401	Cost Allocation - Utility System Fund	98,000	102,000	102,000	102,000	102,000	102,000	
	<b>Total Other</b>	<b>946,000</b>	<b>1,410,000</b>	<b>1,427,000</b>	<b>1,479,000</b>	<b>1,491,000</b>	<b>1,491,000</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	402
<b>DEPARTMENT:</b>	Sanitation	043001

**SANITATION FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		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	
707405	Building Improvements	0	0	3,332	3,332	0	0	
707500	Vehicles	0	1,247,171	868,113	868,113	1,301,512	1,301,512	
707600	Machinery & Equipment	28,175	0	0	0	0	0	
707700	Office Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	28,175	1,247,171	871,445	871,445	1,301,512	1,301,512	0
	<b>TOTAL FUND</b>	6,108,569	8,032,234	7,202,000	8,185,000	7,607,744	7,607,744	0

**2025-2026 ANNUAL BUDGET**

**ZOOLOGICAL PARK FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
311101	<b>Taxes:</b> Taxes - Ad Valorem	1,327,833	1,363,905	1,350,000	1,420,000	1,420,000	1,420,000	
	<b>Total Taxes</b>	1,327,833	1,363,905	1,350,000	1,420,000	1,420,000	1,420,000	0
	<b>Intergovernmental:</b>							
333480	Federal - Homeland Security	0	0	0	0	0	0	
333562	Federal - SBA Shuttered Venue	0	0	0	0	0	0	
	<b>Total Intergovernmental</b>	0	0	0	0	0	0	0
	<b>Internal Services/Interfunds:</b>							
388101	Transfer from General Fund	1,176,000	0	684,000	832,000	1,409,454	1,409,454	
	<b>Total Internal Services/Interfunds</b>	1,176,000	0	684,000	832,000	1,409,454	1,409,454	0
	<b>Charges for Services:</b>							
344701	Charges - Zoological Park	623,514	627,407	525,000	625,000	600,000	600,000	
	<b>Total Charges for Services</b>	623,514	627,407	525,000	625,000	600,000	600,000	0
	<b>Investment Income:</b>							
367101	Interest - Investments	88,773	176,052	0	100,000	0	0	
	<b>Total Investment Income</b>	88,773	176,052	0	100,000	0	0	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	720	(3,211)	0	0	0	0	
399525	Other - Insurance Proceeds	0	0	0	0	0	0	
399999	Use of Prior Year Revenues	0	0	400,000	400,000	0	0	
	<b>Total Other</b>	720	-3,211	400,000	400,000	0	0	0
	<b>TOTAL REVENUES</b>	3,216,840	2,164,153	2,959,000	3,377,000	3,429,454	3,429,454	0

## 2025-2026 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, manned 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected
Special Events			
Animals Cared For Daily			
Health/Other Records Maintained			
Buildings Maintained			
Grounds (acres) Maintained			
Walk maintained (miles)			
Parking Lot (# Spaces) Maintained			
Annual Visitors			
Education Program Offered			



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	901,975	901,524	950,314	896,314	998,552	0	-100.00%
Fringe Benefits	394,109	382,488	508,141	461,141	537,343	0	-100.00%
Operating/Contractual	1,443,986	1,359,825	904,000	1,415,000	904,000	0	-100.00%
Other	316,000	435,000	435,000	435,000	435,000	0	-100.00%
Capital Outlay	66,968	151,655	161,545	169,545	554,559	0	-100.00%
<b>Total Appropriations</b>	<b>3,123,038</b>	<b>3,230,492</b>	<b>2,959,000</b>	<b>3,377,000</b>	<b>3,429,454</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490115	Salary - Zoo Director	1	1	1	1	1		0.00%
490149	Salary - Custodial Worker	0	1	1	1	1		0.00%
490152	Salary - Zoo Education Associate	1	1	1	1	1		0.00%
490154	Salary - Supervisor Zoo Facilities Maint	1	1	1	1	1		0.00%
490155	Salary - Zoo Keeper III	0	1	1	1	1		0.00%
490157	Salary - Veterinarin	1	1	1	1	1		0.00%
490158	Salary - Asst Zoo Director	0	0	0	1	1		0.00%
490174	Salary - Zoo Media Specialist	1	1	0	0	0		0.00%
490222	Salary - Zoo Curator - Education	1	1	1	1	1		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490624	Salary - Inventory Coordinator	1	1	1	1	1		0.00%
490646	Salary - Customer Services Rep	1	1	1	0	0		0.00%
490822	Salary - Trades Worker	1	1	1	1	1		0.00%
490845	Salary - Zoo Curator - Health	1	1	1	1	1		0.00%
490846	Salary - Zoo Curator - General	1	1	1	1	1		0.00%
490848	Salary - Zoo Keeper I	3	3	5	5	5		0.00%
490860	Salary - Zoo Keeper II	5	4	4	4	4		0.00%
490934	Salary - Vet Tech Registrar	1	1	1	1	1		0.00%
490944	Salary - Guest Services Rep	0	0	0	1	1		0.00%
	<b>Total Positions</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>0.00%</b>

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
<b>Salaries:</b>								
450001	Overtime	95,122	108,836	35,000	105,000	35,000	35,000	
490115	Salary - Zoo Director	69,406	67,940	72,356	28,356	69,406	69,406	
490149	Salary - Custodial Worker	0	0	21,684	10,684	24,960	24,960	
490152	Salary - Zoo Education Associate	37,194	19,299	39,714	39,714	38,095	38,095	
490154	Salary - Supervisor Zoo Facilities Maint	47,087	40,116	45,964	45,964	45,964	45,964	
490155	Salary - Zoo Keeper III	0	0	43,513	24,513	41,739	41,739	
490157	Salary - Veterinarin	86,343	88,689	90,013	90,013	86,343	86,343	
490158	Salary - Asst Zoo Director	47,566	37,504	0	0	57,574	57,574	
490222	Salary - Zoo Curator - Education	48,609	49,369	48,830	48,830	48,830	48,830	
490618	Salary - Administrative Secretary	34,444	34,518	34,013	34,013	34,013	34,013	
490624	Salary - Inventory Coordinator	42,983	43,462	42,128	42,128	42,128	42,128	
490646	Salary - Customer Services Rep	20,333	26,351	25,999	25,999	0	0	
490822	Salary - Trades Worker	31,567	10,810	31,795	19,795	28,905	28,905	
490845	Salary - Zoo Curator - Health	24,601	42,742	43,520	43,520	41,746	41,746	
490846	Salary - Zoo Curator - General	56,016	56,155	56,085	56,085	56,085	56,085	
490848	Salary - Zoo Keeper I	86,079	84,045	146,865	113,865	145,135	145,135	
490860	Salary - Zoo Keeper II	174,625	177,918	136,731	136,731	135,030	135,030	
490934	Salary - Vet Tech Registrar	0	13,770	36,104	31,104	41,600	41,600	
490944	Salary - Guest Services Rep	0	0	0	0	25999	25999	
	<b>Total Salaries</b>	<b>901,975</b>	<b>901,524</b>	<b>950,314</b>	<b>896,314</b>	<b>998,552</b>	<b>998,552</b>	<b>0</b>
<b>Fringe:</b>								
510201	Fringe - Pension	206,885	201,846	224,116	211,116	198,855	198,855	
510202	Fringe - Hospital	174,126	167,556	269,283	235,283	323,053	323,053	
510206	Fringe - Medicare Insurance Tax	12,541	12,545	13,776	13,776	14,427	14,427	
510207	Fringe - Life Insurance	557	541	966	966	1,008	1,008	
	<b>Total Fringe</b>	<b>394,109</b>	<b>382,488</b>	<b>508,141</b>	<b>461,141</b>	<b>537,343</b>	<b>537,343</b>	<b>0</b>
<b>Operating &amp; Contractual:</b>								
520105	Contract Labor	37,388	70,468	5,000	55,000	5,000	5,000	
520204	Uniforms	6,432	236	6,000	6,000	6,000	6,000	
520500	Operating Supplies	96,690	114,727	80,000	75,000	80,000	80,000	
520502	Operating - Cleaner	4,268	7,702	5,000	5,000	5,000	5,000	
520504	Operating - Animal Food	147,543	161,297	115,000	124,000	115,000	115,000	
520514	Small Tools	4,370	2,876	5,000	5,000	5,000	5,000	
520515	Operating Medical	24,510	19,218	18,000	27,000	18,000	18,000	
531103	Professional Fees - Veterinarian	23,223	34,405	25,000	75,000	25,000	25,000	
531209	Services - Bank Charges	14,603	16,046	10,000	10,000	10,000	10,000	
531215	Fees, Licenses, Permits	261	356	3,000	3,000	3,000	3,000	
531301	Vehicle Costs - Fuel & Oil	5,676	3,804	7,000	7,000	7,000	7,000	
531304	Vehicle Costs - R & M	6,664	5,434	7,000	4,000	7,000	7,000	
531410	Telephone	7,074	6,111	8,000	7,000	8,000	8,000	
531500	Printing	6,857	3,065	6,000	6,000	6,000	6,000	
531701	Utilities	885,906	676,943	470,000	710,000	470,000	470,000	
531900	Advertising	16,290	10,910	12,000	12,000	12,000	12,000	
543002	Dues & Subscriptions	23,660	21,341	10,000	10,000	10,000	10,000	
543003	Travel & Training	3,469	391	3,000	3,000	3,000	3,000	
605101	Maintenance Bldg & Facilities	87,954	152,262	75,000	230,000	75,000	75,000	
605106	Maintenance Equipment	27,622	43,595	20,000	27,000	20,000	20,000	
605120	Intern Sponsorship Program	0	0	4,000	4,000	4,000	4,000	
605127	Special Events	13,526	8,638	10,000	10,000	10,000	10,000	
	<b>Total Operating &amp; Contractual</b>	<b>1,443,986</b>	<b>1,359,825</b>	<b>904,000</b>	<b>1,415,000</b>	<b>904,000</b>	<b>904,000</b>	<b>0</b>

**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	Public Works	<b>403</b>
<b>DEPARTMENT:</b>	Zoological Park	<b>044300</b>

**ZOO FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
647101	<b>Other:</b> Cost Allocation - General Fund	316,000	435,000	435,000	435,000	435,000	435,000	
	<b>Total Other</b>	316,000	435,000	435,000	435,000	435,000	435,000	0
	<b>Capital Outlay:</b>							
707405	Building Improvements	33,195	48,611	14,400	14,400	454,286	454,286	
707500	Vehicles	0	0	66,132	66,132	61,195	61,195	
707600	Machinery & Equipment	33,773	100,924	66,865	74,865	24,078	24,078	
707700	Office Furniture & Fixtures	0	2,120	14,148	14,148	15,000	15,000	
707702	Computer Software	0	0	0	0	0	0	
707900	Animals	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	66,968	151,655	161,545	169,545	554,559	554,559	0
	<b>TOTAL DEPARTMENT</b>	3,123,038	3,230,492	2,959,000	3,377,000	3,429,454	3,429,454	0

**2025-2026 ANNUAL BUDGET**

**GOLF COURSE FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
388101	<b>Internal Services/Interfunds:</b>							
	Transfer from General Fund	291,000	212,000	390,000	311,000	390,000	390,000	
	<b>Total Internal Services/Interfunds</b>	291,000	212,000	390,000	311,000	390,000	390,000	0
367101	<b>Investment Income:</b>							
	Interest - Investments	23,610	50,048	0	40,000	0	0	
	<b>Total Investment Income</b>	23,610	50,048	0	40,000	0	0	0
	<b>Total Charges for Services</b>							
344751	Charges - Tournament Fees	83,242	93,631	62,000	85,000	62,000	62,000	
344752	Charges - Green Fees	444,622	434,833	386,000	439,000	386,000	386,000	
344753	Charges - Cart Rental	222,361	226,501	219,000	224,000	219,000	219,000	
344754	Charges - Range	49,750	55,948	41,000	52,000	41,000	41,000	
344755	Charges - Restaurant	0	555	3,000	3,000	3,000	3,000	
	<b>Total Charges for Services</b>	799,975	811,468	711,000	803,000	711,000	711,000	0
	<b>Other:</b>							
388200	Other - Sale of Fixed Assets	0	29,583	0	0	0	0	
399000	Misc Revenue	0	10	0	0	0	0	
	<b>Total Other</b>	0	29,593	0	0	0	0	0
	<b>TOTAL REVENUES</b>	1,114,585	1,103,109	1,101,000	1,154,000	1,101,000	1,101,000	0



**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected

### 2025-2026 ANNUAL BUDGET

<b>DIVISION:</b>	Public Works	<b>FUND #:</b>	404
<b>DEPARTMENT:</b>	Golf Course Maintenance	<b>ORGANIZATION:</b>	045900

#### APPROPRIATION SUMMARY

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	704,598	708,146	750,000	803,000	750,000	0	-100.00%
Other	69,000	76,000	76,000	76,000	76,000	0	-100.00%
Capital Outlay	0	8,133	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>773,598</b>	<b>792,279</b>	<b>826,000</b>	<b>879,000</b>	<b>826,000</b>	<b>0</b>	<b>-100.00%</b>

#### PERSONNEL ROSTER

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	339,855	340,675	355,000	345,000	355,000	355,000	
520105	Contract Labor	0	1,100	0	0	0	0	
520204	Uniforms	1,543	1,947	2,000	2,000	2,000	2,000	
520500	Operating Supplies	11,221	8,072	15,000	10,000	15,000	15,000	
520503	Operating Chemicals	62,857	70,365	80,000	125,000	80,000	80,000	
520507	Operating Sand & Gravel	7,758	11,949	10,000	10,000	10,000	10,000	
531111	Golf Course Management Fee	64,963	67,000	67,000	67,000	67,000	67,000	
531209	Services - Bank Charges	15,944	18,740	10,000	10,000	10,000	10,000	
531301	Vehicle Costs - Gas & Oil	0	0	14,000	14,000	14,000	14,000	
531410	Telephone	1,199	647	3,000	1,000	3,000	3,000	
531500	Printing	882	1,085	0	0	0	0	
531701	Utilities	40,982	44,709	40,000	37,000	40,000	40,000	
531900	Advertising	3,709	3,757	4,000	4,000	4,000	4,000	
543002	Dues & Subscriptions	2,091	1,184	1,000	1,000	1,000	1,000	
543003	Travel & Training	2,805	3,023	1,000	1,000	1,000	1,000	
605101	Maintenance Bldg & Facilities	1,565	769	5,000	5,000	5,000	5,000	
605106	Maintenance Equipment	25,522	30,835	28,000	56,000	28,000	28,000	
605112	Maintenace of Golf Course	58,365	50,009	12,000	12,000	12,000	12,000	
646030	Lease Obligation	63,337	52,280	98,000	98,000	98,000	98,000	
969000	Contingencies	0	0	5,000	5,000	5,000	5,000	
	<b>Total Operating &amp; Contractual</b>	704,598	708,146	750,000	803,000	750,000	750,000	0
	<b>Other:</b>							
647101	Cost Allocation - General Fund	69,000	76,000	76,000	76,000	76,000	76,000	
	<b>Total Other</b>	69,000	76,000	76,000	76,000	76,000	76,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	0	8,133	0	0	0	0	
707700	Furniture & Fixtures	0	0	0	0	0	0	
707702	Computer Software	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	0	8,133	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	773,598	792,279	826,000	879,000	826,000	826,000	0

**2025-2026 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	2022-2023 Estimated	2023-2024 Estimated	2024-2025 Projected



**2025-2026 ANNUAL BUDGET**

<b>DIVISION:</b>	<b>Public Works</b>	<b>FUND #:</b>	<b>404</b>
<b>DEPARTMENT:</b>	<b>Club House Maintenance</b>	<b>ORGANIZATION:</b>	<b>045901</b>

**APPROPRIATION SUMMARY**

DESCRIPTION	2022-2023	2023-2024	2024-2025		2025-2026		
	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	226,642	226,621	275,000	275,000	275,000	0	-100.00%
Other	0	0	0	0	0	0	0.00%
Capital Outlay	3,063	0	0	0	0	0	0.00%
<b>Total Appropriations</b>	<b>229,705</b>	<b>226,621</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change

**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Operating &amp; Contractual:</b>							
520102	Maintenance Expense	202,197	206,439	240,000	240,000	240,000	240,000	
520400	Office	4,486	3,194	6,000	6,000	6,000	6,000	
520500	Operating Supplies	8,831	8,951	13,000	13,000	13,000	13,000	
543002	Dues & Subscriptions	119	2,551	1,000	1,000	1,000	1,000	
605101	Maintenance Bldg & Facilities	2,964	2,374	5,000	5,000	5,000	5,000	
605106	Maintenance Equipment	4,650	2,191	4,000	4,000	4,000	4,000	
605128	Maintenance Range Ball Facility	3,395	921	6,000	6,000	6,000	6,000	
	<b>Total Operating &amp; Contractual</b>	226,642	226,621	275,000	275,000	275,000	275,000	0
	<b>Capital Outlay:</b>							
707600	Machinery & Equipment	3,063	0	0	0	0	0	
707700	Furniture & Fixtures	0	0	0	0	0	0	
	<b>Total Capital Outlay</b>	3,063	0	0	0	0	0	0
	<b>TOTAL DEPARTMENT</b>	229,705	226,621	275,000	275,000	275,000	275,000	0
	<b>TOTAL FUND</b>	1,003,303	1,018,900	1,101,000	1,154,000	1,101,000	1,101,000	0

**2025-2026 ANNUAL BUDGET**

**MUNICIPAL TRANSIT FUND  
REVENUE DETAIL**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Received	Actual Received	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Charges for Services:</b>							
344401	Charges - Lower Third/McArthur	21,578	31,209	26,000	26,000	26,000	26,000	
344402	Charges - Broadway/Meadow	23,476	24,671	23,000	23,000	23,000	23,000	
344403	Charges - Willow Glen	16,924	18,522	18,000	18,000	18,000	18,000	
344404	Charges - Pineville	29,302	34,879	29,000	29,000	29,000	29,000	
344405	Charges - Elliott/Cabrini	8,325	17,285	10,000	10,000	10,000	10,000	
344406	Charges - Mall/Kmart	24,180	29,680	24,000	24,000	24,000	24,000	
344407	Charges - England Authority	17,281	19,441	16,000	16,000	16,000	16,000	
344408	Charges - Woodale Park	28,242	33,081	30,000	30,000	30,000	30,000	
344409	Charges - Elderly/Handicap Van	1,428	1,418	2,000	2,000	2,000	2,000	
344999	Charges - Transit Vouchers	58,173	65,266	57,000	57,000	57,000	57,000	
	<b>Total Charges for Services</b>	<b>228,909</b>	<b>275,452</b>	<b>235,000</b>	<b>235,000</b>	<b>235,000</b>	<b>235,000</b>	<b>0</b>
	<b>Internal Services/Interfunds:</b>							
388401	Transfers - Utility Fund	2,679,000	2,535,000	2,777,000	2,434,000	3,261,493	3,261,493	
	<b>Total Internal Services/Interfunds</b>	<b>2,679,000</b>	<b>2,535,000</b>	<b>2,777,000</b>	<b>2,434,000</b>	<b>3,261,493</b>	<b>3,261,493</b>	<b>0</b>
	<b>Intergovernmental:</b>							
333102	Federal - FTA Grant	1,210,818	1,388,821	479,000	1,394,000	479,000	479,000	
333105	Federal - Section 9 Planning Grant	0	0	0	0	0	0	
333106	Federal - FTA Preventive Maintenance	0	0	0	0	0	0	
333484	Federal-CARES Act	0	0	0	0	0	0	
333407	State - Parish Transportation	199,113	98,302	125,000	160,000	125,000	125,000	
	<b>Total Intergovernmental</b>	<b>1,409,931</b>	<b>1,487,123</b>	<b>604,000</b>	<b>1,554,000</b>	<b>604,000</b>	<b>604,000</b>	<b>0</b>
	<b>Investment Income:</b>							
367101	Interest - Investments	109,299	184,389	0	200,000	0	0	
	<b>Total Investment Income</b>	<b>109,299</b>	<b>184,389</b>	<b>0</b>	<b>200,000</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	
388200	Other-Sales of Fixed Assets	2,700	200	0	0	0	0	
398900	Misc - Cash Over/(Short)	6,804	7,164	0	0	0	0	
399000	Miscellaneous Revenue	0	0	1,000	1,000	1,000	1,000	
399003	Misc - Bus Damages	0	0	0	0	0	0	
	<b>Total Other</b>	<b>9,504</b>	<b>7,364</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>
	<b>TOTAL REVENUES</b>	<b>4,436,643</b>	<b>4,489,328</b>	<b>3,622,000</b>	<b>4,429,000</b>	<b>4,106,493</b>	<b>4,106,493</b>	<b>0</b>

**2025-2026 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, riding, and alighting more safer.

**DEMAND PERFORMANCE INDICATORS**

<b>Description</b>	<b>2022-2023 Estimated</b>	<b>2023-2024 Estimated</b>	<b>2024-2025 Projected</b>
Total mileage for buses			
Total mileage for vans			
Totals hours for Superintendent and Supervisor			
Total hours for Clerical			
Total hours for Operators			
Total Passengers			



**2025-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
	Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
Salaries and Wages	1,064,202	1,176,104	1,365,137	1,437,137	1,400,890	0	-100.00%
Fringe Benefits	426,170	471,944	751,948	744,948	741,544	0	-100.00%
Operating/Contractual	885,441	1,198,660	765,915	1,512,915	765,915	0	-100.00%
Other	614,000	721,000	739,000	734,000	746,000	0	-100.00%
Capital Outlay	4,946	0	0	0	452,144	0	0.00%
<b>Total Appropriations</b>	<b>2,994,759</b>	<b>3,567,708</b>	<b>3,622,000</b>	<b>4,429,000</b>	<b>4,106,493</b>	<b>0</b>	<b>-100.00%</b>

**PERSONNEL ROSTER**

JOB CODE	TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Admin Approved	Adopted	Percent Change
490113	Salary - Transit Manager	1	1	1	1	1		0.00%
490139	Salary - Supervisor Fleet Maint	1	1	1	0	0		0.00%
490140	Salary - Transit Shift Supervisor	2	2	2	2	2		0.00%
490151	Salary - Asst Transit Manager	1	1	1	1	1		0.00%
490223	Salary - Transit Analyst	1	0	0	0	0		0.00%
490618	Salary - Administrative Secretary	1	1	1	1	1		0.00%
490626	Salary - Clerical Specialist	1	1	1	1	1		0.00%
490750	Salary - Fleet Mechanic	4	4	4	4	4		0.00%
490834	Salary - Lube & Tire Service Tech	2	2	2	2	2		0.00%
490837	Salary - Transit Operator	21	20	19	19	19		0.00%
490896	Salary - Transit Operator (PT)	10	10	10	10	10		0.00%
490941	Salary - Grants Analyst	0	1	1	1	1		
490945	Salary - Supervisor Transit Maint	0	0	0	1	1		0.00%
	<b>Total Positions</b>	<b>45</b>	<b>44</b>	<b>43</b>	<b>43</b>	<b>43</b>	<b>0</b>	<b>0.00%</b>

**2024-2026 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	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Salaries:</b>							
450001	Overtime	281,932	341,254	133,000	443,000	133,000	133,000	
490113	Salary - Transit Manager	58,138	54,796	58,720	58,720	58,720	58,720	
490139	Salary - Supervisor Fleet Maintenance	61,424	42,706	42,118	42,118	0	0	
490140	Salary - Transit Shift Supervisor	59,818	69,295	78,823	78,823	81,366	81,366	
490151	Salary - Asst Transit Manager	42,300	45,532	46,536	46,536	50,025	50,025	
490233	Salary - Transit Analyst	8,894	47,493	0	0	0	0	
490618	Salary - Administrative Secretary	32,999	28,083	34,013	34,013	30,314	30,314	
490626	Salary - Clerical Specialist	0	23,123	25,999	25,999	25,999	25,999	
490750	Salary - Fleet Mechanic	72,853	60,352	138,604	103,604	155,916	155,916	
490834	Salary - Lube & Tire Service Tech	46,612	2,138	51,998	40,998	51,998	51,998	
490896	Salary - Transit Operator-Part Time	49,135	66,433	88,242	58,242	88,242	88,242	
490837	Salary - Transit Operator	350,097	394,899	615,497	453,497	673,723	673,723	
490941	Salary - Grants Analyst	0	0	51,587	51,587	51,587	51,587	
490945	Salary - Supervisor Transit Maint	0	0	51,587	51,587			
	<b>Total Salaries</b>	1,064,202	1,176,104	1,365,137	1,437,137	1,400,890	1,400,890	
	<b>Fringe:</b>							
510201	Fringe - Pension	221,961	247,023	302,870	345,870	271,511	271,511	
510202	Fringe - Hospital	185,117	203,471	417,422	372,422	442,248	442,248	
510204	Fringe - Clothing Allowance	0	0	5,000	0	0	0	
510206	Fringe - Medicare Insurance Tax	14,788	16,382	19,799	19,799	20,928	20,928	
510207	Fringe - Life Insurance	575	599	1,386	1,386	1,386	1,386	
510208	Fringe - FICA Tax Retirement	3,729	4,469	5,471	5,471	5,471	5,471	
	<b>Total Fringe</b>	426,170	471,944	751,948	744,948	741,544	741,544	
	<b>Operating and Contractual:</b>							
520105	Contract Labor	381,910	684,191	10,000	750,000	10,000	10,000	
520204	Uniforms	8,604	6,643	12,000	12,000	12,000	12,000	
520400	Office	3,798	5,059	3,000	3,000	3,000	3,000	
520500	Operating Supplies	40,077	18,635	41,848	31,848	41,848	41,848	
531106	Professional Fees - Audit	3,095	3,260	4,000	4,000	4,000	4,000	
531110	Professional Fees & Services	4,772	15,848	5,000	5,000	5,000	5,000	
531301	Vehicle Costs - Gas	69,686	69,004	6,000	6,000	6,000	6,000	
531302	Vehicle Costs - Diesel	244,172	220,360	350,000	310,000	350,000	350,000	
531303	Vehicle Costs - Oil	20,424	27,347	11,000	11,000	11,000	11,000	
531304	Vehicle Costs - R & M	28,116	43,567	243,000	243,000	243,000	243,000	
531305	Vehicle Costs - Tires	15,469	15,363	26,000	26,000	26,000	26,000	
531306	Vehicle Costs - Other Lubricants	0	0	8,000	8,000	8,000	8,000	
531410	Telephone	5,740	3,269	7,067	4,067	7,067	7,067	
531500	Printing	1,503	2,553	3,000	3,000	3,000	3,000	
531701	Utilities	9,203	7,917	8,000	8,000	8,000	8,000	
543003	Travel & Training	3,046	4,311	4,000	4,000	4,000	4,000	
543017	Plaques & Awards	130	1,246	1,000	1,000	1,000	1,000	
605101	Maintenance of Building & Facilities	28,288	61,438	15,000	75,000	15,000	15,000	
605106	Maintenance Equipment	3,498	6,894	3,000	3,000	3,000	3,000	
605107	Maintenance Radios	13,910	1,755	5,000	5,000	5,000	5,000	
	<b>Total Operating and Contractual</b>	885,441	1,198,660	765,915	1,512,915	765,915	765,915	



**2024-2026 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>

**MUNICIPAL TRANSIT FUND**

**DEPARTMENTAL BUDGET**

CODE	ACCOUNT TITLE	2022-2023	2023-2024	2024-2025		2025-2026		
		Actual Exp	Actual Exp	Adopted Budget	Final Budget	Dept Request	Admin Approved	Adopted
	<b>Other:</b>							
646101	Transfer to General Fund	459,000	546,000	546,000	546,000	546,000	546,000	
647401	Transfer to Utility Fund	17,000	17,000	17,000	17,000	17,000	17,000	
646551	Transfer to Risk Management	138,000	158,000	176,000	171,000	183,000	183,000	
	<b>Total Other</b>	614,000	721,000	739,000	734,000	746,000	746,000	
	<b>Capital Outlay:</b>							
707405	Building Improvements	0	0	0	0	0	0	
707500	Vehicles	0	0	0	0	216,344	216,344	
707600	Machinery & Equipment	4,946	0	0	0	0	0	
707702	Computare Software	0	0	0	0	235,800	235,800	
	<b>Total Capital Outlay</b>	4,946	0	0	0	452,144	452,144	
	<b>TOTAL DEPARTMENT</b>	2,994,759	3,567,708	3,647,794	4,454,794	4,106,493	4,106,493	