FUND: General Fund
DEPARTMENT: Judicial Services
DIVISION: Municipal Court

G.L. NUMBER: 101-2500

EXPENSE CLASSIFICATION	ACTUAL 6/30/2015	BUDGET FY16 ORIGINAL	BUDGET FY16 AMENDED	FYTD 12/31/2015	APPROVED 2016-2017	PROPOSED AMENDED 2016-2017
Personal Services & Benefits	95,459.79	99,169.50	100,409.50	40,057.46	106,957.90	178,443.57
Purchased & Contracted Services	95,912.65	92,780.00	92,780.00	87,655.09	132,980.00	163,920.00
Supplies	0.00	1,620.00	1,620.00	692.00	2,120.00	5,960.00
Capital Outlays	0.00	0.00	0.00	0.00	0.00	0.00
Interfund & Interdepartmental Charges	29,850.00	28,480.00	28,480.00	14,239.98	19,690.00	19,690.00
Depreciation & Amortization	0.00	0.00	0.00	0.00	0.00	0.00
Intergovernmental & Other Costs	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
Total Department	221,222.44	222,049.50	223,289.50	142,644.53	261,747.90	368,013.57

Increase 106,265.67

Summary of Authorized Positions			Fiscal Year 2016	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2017
Position	Job Code	Pay Grade	Approved FTE	Amended FTE	Approved FTE	Proposed Amended FTE
Judge	0190	Unclassified	1.00	1.00	1.00	1.00
Solicitor	0191	Unclassified	1.00	1.00	-	-
Court Clerk / Cashier	0108	GS-14	1.00	1.00	1.00	0.23
Court Administrator	tbd	GS-18	-	-	-	0.78
Records Clerk	132	GS-12	-	-	-	1.17
Bailiff	tbd	tbd	-	-	-	0.30
		Total	3.00	3.00	2.00	3.48

101-2500	ACTUAL	BUDGET FY16	BUDGET FY16	FYTD	APPROVED	PROPOSED AMENDED
EXPENSE CLASSIFICATION	6/30/2015	ORIGINAL	AMENDED	12/31/2015	2016-2017	2016-2017
Personal Services & Benefits						
101-2500-51-1100-0000 Regular Wages & Salaries	77,562.65	79,374.40	79,374.40	29,778.29	64,556.00	99,112.0
101-2500-51-1200-0000 Temporary Employees	-	-	-	0.00		
101-2500-51-1300-0000 Overtime	298.19	500.00	500.00	269.78	500.00	500.0
101-2500-51-1400-0000 Employee Costs Allocated	-	-	-	0.00	22,000.00	32,308.6
101-2500-51-2100-0000 Group Medical Insurance	4,315.12	4,786.80	4,786.80	2,346.31	5,641.00	19,444.0
101-2500-51-2110-0000 Life Insurance	122.88	150.00	150.00	75.00	153.00	258.0
101-2500-51-2120-0000 Long-Term Disability Insurance	122.88	137.81	137.81	68.88	142.00	234.0
101-2500-51-2130-0000 Dental Insurance	147.48	170.64	170.64	85.32	171.00	778.0
101-2500-51-2200-0000 FICA	4,635.54	4,952.21	5,022.21	2,126.88	4,034.00	6,178.0
101-2500-51-2300-0000 Medicare	1,084.25	1,158.18	1,178.18	497.45	944.25	1,446.2
101-2500-51-2410-0000 GMEBS Contribution	6,042.93	6,774.90	6,924.90	3,227.00	7,690.65	12,467.6
101-2500-51-2420-0000 Deferred Compensation Contributions	790.40	787.49	787.49	425.39	812.00	1,324.0
101-2500-51-2500-0000 Tuition Reimbursement	-	-	-	0.00	0.00	0.0
101-2500-51-2600-0000 Unemployment Insurance	0.00	0.00	0.00	0.00		
101-2500-51-2700-0000 Worker's Compensation Insurance	256.87	272.47	272.47	136.91	200.00	2,066.0
101-2500-51-2800-0000 Phone Stipend	-	-	-	0.00	0.00	0.0
101-2500-51-2900-0000 Other Employee Benefits	0.00	36.00	36.00	0.00	24.00	72.0
101-2500-51-2920-0000 Car Allowance	-	-	-	0.00	0.00	0.0
101-2500-51-2940-0000 Uniform Allowance	-	-	-	0.00	0.00	0.0
101-2500-51-2950-0000 EAP (Employee Assistance Plan)	20.60	20.60	20.60	10.30	42.00	111.0
01-2500-51-2960-0000 Flexible Spending Account Costs	60.00	48.00	48.00	9.95	48.00	104.0
101-2500-51-2961-0000 OPEB Costs	0.00	0.00	0.00	0.00	0.00	2,040.0
101-2500-51-2970-0000 Retiree Insurance Benefits	-	-	-	0.00	0.00	0.0
101-2500-51-1150-0000 Supplemental Wages	-	-	1,000.00	1,000.00	0.00	0.0
Total Personal Services & Benefits	95,459.79	99,169.50	100,409.50	40,057.46	106,957.90	178,443.5
Purchased & Contracted Services 101-2500-52-1100-0000 Official & Administrative Services				0.00	0.00	0.0
101-2500-52-1200-0000 Professional Services	43,427.34	40,000.00	40,000.00	61,822.90	80,000.00	105,600.0
101-2500-52-1210-0000 Frotessional Services	45,000.00	45,000.00	45,000.00	·	45,000.00	45,000.0
101-2500-52-1210-0000 Technical Services	45,000.00	45,000.00	45,000.00	22,500.00 0.00	45,000.00	45,000.0
101-2500-52-1300-0000 Petimical Services	0.00	0.00	0.00	0.00	0.00	0.0
101-2500-52-2110-0000 Disposar Services	-	-	-	0.00	0.00	0.0
101-2500-52-2140-0000 Custodial Services	-	-	-	0.00	0.00	0.0
101-2500-52-2200-0000 General Repair & Maintenance Services	89.99	240.00	240.00	121.92	400.00	2,200.0
101-2500-52-2200-0000 General Repair & Maintenance Services	89.99	240.00	240.00			•
101-2500-52-2310-0000 Motor Foot Repair & Maintenance Services	-	-	-	0.00 0.00	0.00 0.00	0.0 0.0
101-2500-52-2310-0000 Rental of Equipment & Vehicles	4 024 40	4 200 00	4 200 00	656.84		2.280.0
101-2500-52-3100-0000 Rental of Equipment & Venicles	1,024.10	1,200.00	1,200.00		1,200.00	,
101-2500-52-3100-0000 Insurance Services 101-2500-52-3200-0000 Communications Services	1,484.84	1,580.00	1,580.00	783.42	1,620.00	1,620.0
101-2500-52-3300-0000	480.00	200.00	200.00	0.00	200.00	200.0
101-2500-52-3400-0000 Printing & Binding Services	-	750.00	750.00	0.00	0.00	0.0
101-2500-52-3500-0000 Printing & Binding Services	404.00	750.00	750.00	0.00	750.00	1,500.0
101-2500-52-3600-0000 Travel Expense 101-2500-52-3600-0000 Membership Dues & Association Fees	1,414.41	1,950.00	1,950.00	1,654.21	1,950.00	2,500.0
101-2500-52-3700-0000 Membership Dues & Association Fees 101-2500-52-3700-0000 Tutition and Conference Registration	225.00	350.00	350.00	(75.00)	350.00	700.0
	995.00	690.00	690.00	(270.00)	690.00	1,500.0
101-2500-52-3701-0000 In-House Training Services	-	-	-	0.00	0.00	0.0
101-2500-52-3800-0000 Certifications & Licensing	0.00	820.00	820.00	0.00	820.00	820.0
101-2500-52-3850-0000 Contract Labor 101-2500-52-3860-0000 Bank Fees	- 1,367.97	0.00	0.00	0.00 460.80	0.00 0.00	0.0 0.0

101-	-2500	ACTUAL	BUDGET FY16	BUDGET FY16	FYTD	APPROVED	PROPOSED AMENDED
EXPENSE CLA		6/30/2015	ORIGINAL	AMENDED	12/31/2015	2016-2017	2016-2017
101-2500-52-3900-0000 Other / Miscellaneous Services	S	-	-	-	0.00	0.00	0.00
Total Purchased & Contracted		95,912.65	92,780.00	92,780.00	87,655.09	132,980.00	163,920.00
	plies						
101-2500-53-1110-0000 Office Supplies		0.00	750.00	750.00	0.00	750.00	2,500.00
101-2500-53-1120-0000 Operating Supplies		0.00	750.00	750.00	0.00	750.00	500.00
101-2500-53-1130-0000 Repair & Maintenance Supplie	es .	-	-	-	0.00	0.00	0.00
101-2500-53-1210-0000 Water & Wastewater		-	-	-	0.00	0.00	0.00
101-2500-53-1220-0000 Natural Gas		-	-	-	0.00	0.00	0.00
101-2500-53-1230-0000 Electricity		-	-	-	0.00	0.00	0.00
101-2500-53-1240-0000 Propane		-	-	-	0.00	0.00	0.00
101-2500-53-1250-0000 Heating Oil		-	-	-	0.00	0.00	0.00
101-2500-53-1270-0000 Gasoline & Diesel Fuel		-	-	-	0.00	0.00	0.00
101-2500-53-1280-0000 Stormwater Fees		-	-	-	0.00	0.00	0.00
101-2500-53-1290-0000 Customer Service Fees		-	-	-	0.00	0.00	0.00
101-2500-53-1300-0000 Food		-	-	-	0.00	0.00	0.00
101-2500-53-1400-0000 Books & Periodicals		0.00	120.00	120.00	0.00	120.00	120.00
101-2500-53-1510-0000 Purchases for Resale - Water		-	-	-	0.00	0.00	0.00
101-2500-53-1520-0000 Purchases for Resale - Gas (Nat	·	-	-	-	0.00	0.00	0.00
101-2500-53-1530-0000 Purchases for Resale - Electricit	'	-	-	-	0.00	0.00	0.00
101-2500-53-1540-0000 Purchases for Resale - Telecom		-	-	-	0.00	0.00	0.0
101-2500-53-1591-0000 Purchases for Resale - Merchan		-	-	-	0.00	0.00	0.0
101-2500-53-1592-0000 Purchases for Resale - Food & I	Beverage	-	-	-	0.00	0.00	0.0
101-2500-53-1593-0000 Purchases for Resale - Beer		-	-	-	0.00	0.00	0.00
101-2500-53-1595-0000 Purchases for Services - Fuel (A	AVGAS)	-	-	-	0.00	0.00	0.0
101-2500-53-1596-0000 COGS - Jet A		-	-	-	0.00	0.00	0.0
101-2500-53-1597-0000 Purchases for Resale - Reserved	d for future use	-	-	-	0.00	0.00	0.0
101-2500-53-1600-0000 Tools & Small Equipment		0.00	0.00	0.00	692.00	500.00	2,840.00
101-2500-53-1700-0000 Other / Miscellaneous Supplies	s	_	-	-	0.00	0.00	0.00
101-2500-53-1710-0000 Uniforms		_	-	-	0.00	0.00	0.00
101-2500-53-1711-0000 Fireworks		_	-	-	0.00	0.00	0.00
101-2500-53-1720-0000 Landscaping Supplies		-	_	-	0.00	0.00	0.00
101-2500-53-1730-0000 Turn-Out Gear		-	-	-	0.00	0.00	0.00
Total Supplies		0.00	1,620.00	1,620.00	692.00	2,120.00	5,960.00
	pital						
101-2500-54-1100-0000 Sites		-	-	-	0.00	0.00	0.0
101-2500-54-1200-0000 Site Improvements		-	-	-	0.00	0.00	0.0
101-2500-54-1300-0000 Buildings		-	-	-	0.00	0.00	0.00
101-2500-54-1400-0000 Infrastructure		-	-	-	0.00	0.00	0.00
101-2500-54-2100-0000 Machinery		-	-	-	0.00	0.00	0.00
101-2500-54-2200-0000 Vehicles		-	-	-	0.00	0.00	0.00
101-2500-54-2300-0000 Furniture & Fixtures		-	-	-	0.00	0.00	0.0
101-2500-54-2400-0000 Computers		-	-	-	0.00	0.00	0.0
101-2500-54-2500-0000 Other Equipment		-	_	-	0.00	0.00	0.0
101-2500-54-3000-0000 Intangible Assets		-	_	-	0.00	0.00	0.00
101-2500-54-9999-0000 Capital Outlay Distributed to B	Balance Sheet	-	-	-	0.00	0.00	0.00
Total Capital Outlays		0.00	0.00	0.00	0.00	0.00	0.00

	101-2500	ACTUAL	BUDGET FY16	BUDGET FY16	FYTD	APPROVED	PROPOSED AMENDED
	EXPENSE CLASSIFICATION	6/30/2015	ORIGINAL	AMENDED	12/31/2015	2016-2017	2016-2017
	Interfund & Interdepartmental Charges						
101-2500-55-1100-0000		29,650.00	28,180.00	28,180.00	14,089.98	19,500.00	19,500.00
101-2500-55-1101-0000	IT Equipment Cost Allocation	0.00	0.00	0.00	0.00	0.00	0.00
101-2500-55-1102-0000	Citizen Engagement Cost Allocation	200.00	300.00	300.00	150.00	190.00	190.00
101-2500-55-1103-0000	DDA Services Cost Allocation	_	-	-	0.00	0.00	0.00
101-2500-55-2100-0000	Administrative Fees	-	-	-	0.00	0.00	0.00
101-2500-55-2200-0000	Claims	0.00	0.00	0.00	0.00	0.00	0.00
101-2500-55-2300-0000	Judgements	_	-	-	0.00	0.00	0.00
	Total Interfund & Interdepartmental Charges	29,850.00	28,480.00	28,480.00	14,239.98	19,690.00	19,690.00
	Depreciation & Amortization						
101-2500-56-1000-0000	Depreciation	-	-	-	0.00	0.00	0.00
101-2500-56-2000-0000	Amortization	-	-	-	0.00	0.00	0.00
	Total Depreciation & Amortization	0.00	0.00	0.00	0.00	0.00	0.00
	Intergovernmental & Other Costs						
	Payments to Spalding County Tax Commissioner	-	-	-	0.00	0.00	0.00
	Payments to Spalding County Board of Commissioners	-	-	-	0.00	0.00	0.00
	Spalding County Board of Education	-	-	-	0.00	0.00	0.00
101-2500-57-1004-0000	Payments to Spalding County District Attorney	-	-	-	0.00	0.00	0.00
101-2500-57-1005-0000	Payments to Spalding County Clerk of Court	-	-	-	0.00	0.00	0.00
101-2500-57-1006-0000	Payments to Spalding County Sheriff's Office	-	-	-	0.00	0.00	0.00
101-2500-57-1007-0000	Payments to Spalding County Board of Registrars	-	-	-	0.00	0.00	0.00
101-2500-57-1010-0000	Payments to Pike County Board of Commissioners	-	-	-	0.00	0.00	0.00
101-2500-57-1011-0000	Scholarships	-	-	-	0.00	0.00	0.00
101-2500-57-1012-0000	Mutual Aid	-	-	-	0.00	0.00	0.00
101-2500-57-1049-0000	Payments to Other Governmental Agencies	-	-	-	0.00	0.00	0.00
101-2500-57-2001-0000	Fines & Penalties	-	-	-	0.00	0.00	0.00
101-2500-57-2004-0000	Three Rivers Regional Development Center	-	-	-	0.00	0.00	0.00
101-2500-57-2005-0000	Payments to University of Georgia Griffin Campus	-	-	-	0.00	0.00	0.00
101-2500-57-2006-0000	Payments to Historic Preservation Committee	-	-	-	0.00	0.00	0.00
101-2500-57-2007-0000	Payments to Griffin/Spalding Land Bank Authority	-	-	-	0.00	0.00	0.00
101-2500-57-2008-0000	Payments to CHIP or NSP	-	-	-	0.00	0.00	0.00
101-2500-57-2009-0000	Payments to Downtown Development Authority	-	-	-	0.00	0.00	0.00
101-2500-57-2010-0000	Payments to State of Ga - Highway Impact Fee	-	-	-	0.00	0.00	0.00
101-2500-57-2011-0000	Payments to University of Georgia Archways Program	-	-	-	0.00	0.00	0.00
101-2500-57-4000-0000	Bad Debt Expense	-	-	-	0.00	0.00	0.00
101-2500-57-9000-0000	Contingency	-	-	-	0.00	0.00	0.00
	Total Intergovernmental & Other Costs	0.00	0.00	0.00	0.00	0.00	0.00
	Debt Service						
	Principal Expense - Bonded Debt	-	-	-	0.00	0.00	0.00
	Principal Expense - Capital Lease Debt	0.00	0.00	0.00	0.00	0.00	0.00
	Principal Expense - Other Capital Debt	-	-	-	0.00	0.00	0.00
	Principal Payment of Pledged Revenues	-	-	-	0.00	0.00	0.00
	Interest Expense - Bonded Debt	-	-	-	0.00	0.00	0.00
	Interest Expense - Capital Lease Debt	0.00	0.00	0.00	0.00	0.00	0.00
	Interest Expense - Other Capital Debt	-	-	-	0.00	0.00	0.00
	Credit Card Interest and Fees	-	-	-	0.00	0.00	0.00
101-2500-58-3300-0000	3	-	-	-	0.00	0.00	0.00
101-2500-58-4000-0000	Rond Issuance Costs				0.00		
101-2300-36-4000-0000	bond issuance costs	-	-	-	0.00	0.00	0.00

101-2500	ACTUAL	BUDGET FY16	BUDGET FY16	FYTD	APPROVED	PROPOSED AMENDED
EXPENSE CLASSIFICATION	6/30/2015	ORIGINAL	AMENDED	12/31/2015	2016-2017	2016-2017
Total Debt Service	0.00	0.00	0.00	0.00	0.00	0.00
Total Department	221,222.44	222,049.50	223,289.50	142,644.53	261,747.90	368,013.57

Department	Emp ID	Employee Name	Title	Position Code	Grade	Туре	Rate	Hours/Year	FTE Count	Total Annual Salary
101-2500	2488		MUNICIPAL COURT JUDGE	1CLASSIFI	190	PT	_	-	1.00	24,000.00
101-2500	1346	WALKER, YOLANDA T	COURT CLERK	GS-14	108	FT	19.50	486.00	0.23	9,477.00
					SL	JBTOTAL	19.50	486.00	1.23	33,477.00
New Positions	Requested									
101-2500	2105	BROCK, MELISSA P	COURT ADMINISTRATOR	GS-18	TBD	FT	16.64	1,618.00	0.78	26,924.00
101-2500	2682	PRYOR, BELINDA	DEPUTY COURT CLERK	GS-12	118	FT	12.38	1,213.00	0.58	15,017.00
101-2500	new	new position	DEPUTY COURT CLERK	GS-12	118	FT	12.38	1,213.00	0.58	15,017.00
101-2500	new	new position	Bailiff	ICLASSIFI	none	PT	15.00	302.00	0.15	4,530.00
101-2500	new	new position	Bailiff	ICLASSIFI	none	PT	15.00	302.00	0.15	4,530.00
					SU	JBTOTAL	71.40	4,648.00	2.23	66,018.00
Position Reclas	ssifications	Requested								
					SU	JBTOTAL	-	-		-
Certification In	ncreases Ke	questea								
					SU	JBTOTAL	-	-	-	-
Other Increase	s Requeste	d								
					SL	JBTOTAL	-	-	-	-
Leave Payouts										
					SU	JBTOTAL	-	-	-	-
Positions Elimi	nated									
					SU	JBTOTAL	-	-	-	-
						TOTAL	90.90	5,134.00	3.47	99,495.00

General Ledger Account: 101-2500-51-1300 Overtime

Amounts paid to employees for work performed in addition to the normal work period for which the employee is compensated

Name of land Barrana d	Lastination of the December 1		APPROVED		PROPOSED AMENDED			
Name of Item Requested	Justification of Item Requested	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
Overtime for employees working over scheduled hours		1.00	500.00	500.00	1.00	500.00	500.00	
3		_	<u>-</u>	-	_	-	-	
		_	-	-	_	-	-	
		_	-	-	_	-	-	
		-	-	_	-	-	_	
		-	-	-	-	-	_	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
	FICA ON OVERTIME	6.20%	500.00	31.00	6.20%	500.00	31.00	
	MEDICARE ON OVERTIME	1.45%	500.00	7.25	1.45%	500.00	7.25	
	PENSION CONTRIBUTION ON OVERTIME	18.73%	500.00	93.65	18.73%	500.00	93.65	
		REC	QUESTED TOTAL	500.00	RECOM	MENDED TOTAL	500.00	

General Ledger Account: 101-2500-51-2500 Tuition Reimbursement

Employer's contribution toward City employees receiving a diploma or degree from an accredited institution.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
	FICA ON OVERTIME	4 2004		_	4 2004		-
	FICA ON OVERTIME MEDICARE ON OVERTIME	6.20% 1.45%	-	-	6.20% 1.45%	-	-
	PENSION CONTRIBUTION ON OVERTIME	17.00%	_	-	17.00%	-	-
	I ENSIGN CONTRIBUTION ON OVERTIME		QUESTED TOTAL	_		MENDED TOTAL	_
		IVL	QUESTED TOTAL		KLCOW	WEINDED TOTAL	

General Ledger Account: 101-2500-51-2800 Phone Stipend

Payments to employees to compensate for business related costs incurred when using their individually owned cell phone. Receipt of a Phone Stipend is subject to the City's Cell Phone Stipend Policy and adherence to the Cell Phone Stipend Agreement. See Chart at right for stipend amounts available. This is a taxable benefit.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEI	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-		-	-	
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-		-	_	-	
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	FICA ON OVERTIME	6.20%	-	-	6.20%	-	-
	MEDICARE ON OVERTIME	1.45%	-	-	1.45%	-	-
	PENSION CONTRIBUTION ON OVERTIME		-	-	17.00%	-	-
		REC	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-51-2940 Uniform Allowance

Reimbursement to employees who are required to purchase their own clothing used in the performance of their assigned duties. This is a taxable benefit.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AMEI	NDED
·	·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
	FICA ON OVERTIME	6.20%	-	-	6.20%	-	-
	MEDICARE ON OVERTIME	1.45%	-	-	1.45%	-	-
	PENSION CONTRIBUTION ON OVERTIME	17.00%	-	-	17.00%	-	-
		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-52-1100 Official & Administrative Services

Purchase of services in support of the governments policy making and managerial activities. Services include management consulting activities directed toward general governance, business or fincancial management.

Name of Item Requested Justification of Item Requested		APPROVED)	PROPOSED AMENDED		
	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
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	-	-	-	-	-	-
	-	- QUESTED TOTAL	<u> </u>	- PECC:	- MENDED TOTAL	-

General Ledger Account: 101-2500-52-1200 Professional Services

Services supporting government operations and administration. Such services include doctors, lawyers, appraisers, surveyors, auditors, therapists, analysts, planners, etc. Architectural or engineering services rendered result in a capital asset should NOT be charged here but instead included in the capital item cost.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Inmate Housing	Increase in jail fees due to aggressive enforcement	1.00	80,000.00	80,000.00	1.00	80,000.00	80,000.00
		-	-	-	-	-	-
Interpreter		-	-	-	1.00	6,000.00	6,000.00
Associate Judge		-	-	-	1.00	6,000.00	6,000.00
Associate Solicitor		-	-	-	1.00	1,600.00	1,600.00
Court Consultant	Month 1 (Sept 27, 2016 to Oct 25, 2016)	-	-	-	1.00	4,500.00	4,500.00
	Month 2 (Oct 26, 2016 to Nov 22, 2016)	-	-	-	1.00	4,500.00	4,500.00
	Month 3 (Nov 23, 2016 to Dec 31, 2016)	-	-	-	1.00	3,000.00	3,000.00
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
		-	-	-	-	-	-
		REC	QUESTED TOTAL	80,000.00	RECOM	IMENDED TOTAL	105,600.00

General Ledger Account: 101-2500-52-1210 Legal Services

Services for attorneys for consultation, fees, and services. If the attorney fees are related to the issuance of bonds, the fees are to be recorded in Bond Issuance Costs 58-4000.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Indigent Defense	If no cost increase	12.00	3,750.00	45,000.00	12.00	3,750.00	45,000.00
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		-	-	-		-	-
		REC	QUESTED TOTAL	45,000.00	RECOM	IMENDED TOTAL	45,000.00

General Ledger Account: 101-2500-52-1300 Technical Services

Services that are not considered professional services but require basic scientific knowledge, manual skills or both. These services include data processing, water testing, warehousing, alarm monitoring, towing, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEI	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account:	101-2500-52-2110		Disposal Servi	ces				
Services for garbage pickup and disposal.								
Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMENDED		
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
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		-	-	-	-	-	-	
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		-	-	-	-	-	-	
		- PE	- QUESTED TOTAL		RECOM	- MMENDED TOTAL		

General Ledger Account: 101-2500-52-2130 Custodial Services

Expenditures to outside contractors for custodial services. Examples include housekeeping, carpet cleaning, rug and mat services.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-52-2140 Lawn Care / Landscaping Services

Expenditures to outside contractors for lawn or grounds maintenance. This item includes services such as mowing, trimming, fertilizing, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	- PECO1	-	-
		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-52-2200 General Repair & Maintenance Services

Expenditures for repair & maintenance performed by outside vendors. Examples include annual preventive service and maintenance contracts, repairs to city property & equipment, vehicle repairs performed by outside vendors even if arranged by Motor Pool.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
·	· ·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	_	_	-	_	-
Copier Contract - Maintenance Cost Component	NN72401959	1.00	200.00	200.00	1.00	200.00	200.00
Copier Contract - Maintenance Cost Component	Replace small unit with large unit	1.00	200.00			2,000.00	2,000.00
The state of the s	-F		QUESTED TOTAL	400.00		MENDED TOTAL	

General Ledger Account: 101-2500-52-2210 Motor Pool Repair & Maintenance Services

Expenditures for repair & maintenance performed by the City of Griffin Motor Pool Facility Only.

					1		
Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-52-2310 Rental of Land & Buildings

Expenditures for leasing land, sites, buildings, office space, parking facilities, etc. whether for temporary or long-term use.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	ENDED	
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Co	
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		RE	QUESTED TOTAL	_	RECOM	MENDED TOTAL		

General Ledger Account: 101-2500-52-2320 Rental of Equipment & Vehicles

Expenditures for renting or leasing equipment whether short-term or long-term. Examples include copier rental, water cooler chill unit rental, storage pod rental, heavy equipment, cars, golf carts.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
·	·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	-	-	-
		-	-	-	-	-	-
Copier Contract - Machine Rental Component	NN72401959	1.00	840.00	840.00	1.00	840.00	840.00
	Replace small unit with large unit	1.00	360.00	360.00	1.00	1,440.00	1,440.00
		RE	QUESTED TOTAL	1,200.00	RECON	MENDED TOTAL	2,280.00

General Ledger Account: 101-2500-52-3100 Insurance Services

Expenditures for insurance coverage not associated with employee benefits. Examples are insurance on city owned buildings and equipment, Fidelity insurance, Casualty insurance, Liability insurance.

Name of Item Requested	Justification of Item Requested		APPROVED)	PROPOSED AMENDED			
·	·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
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		-	-	-	-	-	-	
		-	-	-	-	-	-	
		-	-	-	-	-	-	
General Liability, Public Officials Liability, Crime & Fidelity Insurance Premium		1.00	660.00	660.00	1.00	660.00	660.00	
Buildings, Contents, Boiler & Plant Insurance Premium		1.00	-	-	1.00	-	-	
Automobile Liability, Physical Injury, Mobile Equipment, & Pollution Insurance Premium		1.00	-	-	1.00	-	-	
Law Enforcement Liability		1.00	960.00	960.00	1.00	960.00	960.00	
		RE	QUESTED TOTAL	1,620.00	RECOM	MENDED TOTAL	1,620.00	

General Ledger Account: 101-2500-52-3200 Communications Services

Expenditures to transmit and receive information. Examples include land-line phone services, cell phone and radio service, postage, overnight shipping, internet access, cable and satellite television, fiberoptic communications services.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
Sprint - Cell Phones, Air Cards, Hotspots	See Details Below	1.00	-	-	1.00	-	-
Shoretel Lines - PRI & Host Allocations	See Details below	1.00	-	-	1.00	-	-
Shoretel Lines Dedicated - MPLS Circuits		1.00	-	-	1.00	-	-
Web Access		1.00	_		1.00	-	-
800 MHZ Radios	Y. Walker Serial # A400420040266	1.00	192.00	200.00		192.00	
Direct Billed Phone Lines		1.00	. 72.00		1.00	. 72.00	-
		1	QUESTED TOTAL	200.00		MENDED TOTAL	

	Service Type	Subscriber	Number	Budget for Line
NONE	ı	NONE	NONE	-

General Ledger Account: 101-2500-52-3300 Advertising Services

Expenditures for public announcements, invitations, and publicity. Examples include employment ads, legal ads, bid notices and invitations, phone book listings, promotional ads, etc. Ads can be print, radio, tv, internet and other methods.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEI	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-52-3400 Printing & Binding Services

Expenditures for designing, printing and / or binding of specialized or custom forms, books, publications, fliers, etc performed by outside vendors.

			APPROVED			PROPOSED AMEN	NDED
Name of Item Requested	Justification of Item Requested						
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
State Court Forms and Envelopes		1.00	750.00	750.00	1.00	750.00	750.00
		-	-	-	-	-	-
Additional printing & binding		-	-	-	1.00	750.00	750.00
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		REG	QUESTED TOTAL	750.00	RECOM	IMENDED TOTAL	1,500.00

Tuition/Conference Registration and Travel Expense Master Worksheet

Complete this worksheet for Tution/Conference registration and Travel Expense Requests. Enter the name of the conference or event in column A. Enter the location in column B. Enter the justification in column C. In columns D & E enter the number of people who will be attending and the cost per person. The total registration cost will be calculated and transferred to the sheet for 52-3500. In columns G & H enter the number of days and the anticipated cost per day per person.

Conference or Travel Event Requested	Location of Conference or	Justification of Request		Tuition Costs	i		Trav	el Costs	
	Event		# Attendees	egistration Cost per Attendee	Extended Cost	# Attendees	# of Days	Cost per Day/Each	Extended Cost
Hotel, Gas, Meals			_	-	-	1.00	1.00	500.00	500.00
GCCA Must attend 2 times per year			2.00	200.00	400.00	1.00	2.00	650.00	
Ga. Municipal Court 1 night at UGA w/ Judge			1.00	35.00	40.00	1.00	1.00	150.00	150.00
			-	-	-	-	-	-	-
Conference Fees	Judge		1.00	250.00	250.00	-	-	-	-
			-	-	-	-	-	-	-
Additional Travel & Tuition for reorganization			1.00	810.00	810.00	1.00	1.00	550.00	550.00
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
			-	-	-	-	-	-	-
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			-	-	-	-	-	-	-
			REQ	UESTED TOTAL	1,500.00		RECON	MENDED TOTAL	2,500.00

General Ledger Account: 101-2500-52-3500 Travel

Do not enter anything on this sheet. Please use sheet titled "Travel & Registration" to enter your information. The information entered there in the Travel column will be automatically transferred to this sheet.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	IDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Hotel, Gas, Meals ,	0	1.00	500.00	500.00	1.00	500.00	500.00
GCCA Must attend 2 times per year ,	0	1.00	1,300.00	1,300.00	1.00	1,300.00	1,300.00
Ga. Municipal Court 1 night at UGA w/ Judge ,	0	1.00	150.00	150.00	1.00	150.00	150.00
,	0	-	-	-	-	-	-
Conference Fees ,	Judge	-	-	-	-	-	-
,	0	-	-	-	-	-	-
Additional Travel & Tuition for reorganization ,	0	-	-	-	1.00	550.00	550.00
,	0	-	-	-	-	-	-
,	0	-	-	-	-	-	-
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		REC	QUESTED TOTAL	1,950.00	RECOM	MENDED TOTAL	2,500.00

General Ledger Account: 101-2500-52-3600 Dues & Fees

Expenditures for dues to professional organizations. RDC Fees are included here.

Judge 1.00 200.00 200.00 200.00 200.00 200.00 200.00 200.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 <			1					
Judge 1.00 200.00 200.00 200.00 200.00 200.00 200.00 200.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 75.00 150.00 200.00 <	Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	NDED
Mrs. Walker Ga. Coucil of Court Admin. Need twice yearly for certification 2.00 75.00 150.00 2.00 75.00 2.00 75.00 2.00 75.00 2.00 75.00 2.00 2.00 2.00 2.00 2.00 2.00 2.00			Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Additional Dues for Reorganization	Judge		1.00	200.00	200.00	1.00	200.00	200.00
Additional Dues for Reorganization 1.00 350.00 350.00	Mrs. Walker Ga. Coucil of Court Admin.	Need twice yearly for certification	2.00	75.00	150.00	2.00	75.00	150.00
			-	-	-	-	-	-
	Additional Dues for Reorganization		-	-	-	1.00	350.00	350.00
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					350.00	RECOM		700.00

General Ledger Account: 101-2500-52-3700 Tuition & Conference Registration

Do not enter anything on this sheet. Please use sheet titled "Travel & Registration" to enter your information. The information entered there in the Registration column will be automatically transferred to this sheet.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	NDED
	<u> </u>	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Hotel, Gas, Meals ,	0	-	-	-	-	-	-
GCCA Must attend 2 times per year ,	0	2.00	200.00	400.00	2.00	200.00	400.00
Ga. Municipal Court 1 night at UGA w/ Judge ,	0	1.00	35.00	40.00	1.00	35.00	40.00
,	0	-	-	-	-	-	-
Conference Fees ,	Judge	1.00	250.00	250.00	1.00	250.00	250.00
,	0	-	-	-	-	-	-
Additional Travel & Tuition for reorganization ,	0	-	-	-	1.00	810.00	810.00
,	0	-	-	-	-	-	-
,	0	-	-	-	-	-	-
,	0	-	-	-	-	-	-
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		REG	QUESTED TOTAL	690.00	RECOM	IMENDED TOTAL	1,500.00

General Ledger Account: 101-2500-52-3701 In-House Training Services

Expenditures for training programs or classes put on by or performed by city personnel and not an outside vendor. Examples include new employee orientations, departmental retreats, inhouse computer training.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		- RF	QUESTED TOTAL	-	RECOM	- IMENDED TOTAL	-

General Ledger Account: 101-2500-52-3800 Certifications & Licensing

Expenditures for fees required for professional certifications and licenses required by city personnel or equipment to perform their duties. Examples include CPA license fees, license fees for Operator Licenses, Inspector Licenses.

	Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	IDED
			Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Judge		Certifications	1.00	700.00	700.00	1.00	700.00	700.00
Notary		Notorizing Tickets	4.00	30.00	120.00	4.00	30.00	120.00
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			REC	QUESTED TOTAL	820.00	RECOM	MENDED TOTAL	820.00

General Ledger Account: 101-2500-52-3850 Contract Labor

Expenditures for payments to individuals, who are not employees who are performing casual labor services for the government. Examples are temporary employees, poll workers, umpires.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
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		- RF	QUESTED TOTAL	-	RECOM	- IMENDED TOTAL	-

General Ledger Account: 101-2500-52-3860 Bank Fees

Expenditures for fees charged by banks or financial institutions fthat provide banking and related services to the government.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	-	-	-
		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-52-3900 Other / Miscellaneous Services

Expenditures for services rendered to the government that do not fit any of the previous expense account numbers beginning with a 52.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	- PECO1	-	-
		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1110 Office Supplies

Expenditures for items used in an office environment. Examples include paper, pens, ink cartridges, toner, folders, desk accessories, staplers and staples, tape, etc.

Name of Item Requested	Justification of Item Requested	APPROVED			PROPOSED AMENDED		
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Paper, Ink, Staples Pens, etc.		1.00	750.00	750.00	1.00	750.00	750.00
		-	-	-	-	-	-
Additional Supplies due to reorganization		-	-	-	1.00	1,750.00	1,750.00
		-	-	-	-	-	-
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		REC	QUESTED TOTAL	750.00	RECOM	MENDED TOTAL	2,500.00

General Ledger Account: 101-2500-53-1120 Operating Supplies

Expenditures for items that are needed to produce the good or service that a department is responsible for producing. Examples are chemicals for water treatment, badges, sign blanks, weedeater line, blades, bulbs, janitorial and restroom materials.

	Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMENDED		
		·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
Supplies		Batteries, Soap, Toilet, Supplies, etc.	1.00	750.00	750.00	1.00	750.00	750.00	
			-	-	-	-	-	-	
Adjust		bathroom supplies budgeted in facilities	-	-	-	1.00	(250.00)	(250.00)	
			-	-	-	-	-	-	
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			- DE	QUESTED TOTAL	750.00		- IMENDED TOTAL	500.00	

General Ledger Account: 101-2500-53-1130 Repair & Maintenance Supplies

Expenditures for items needed to repair existing city facilities, equipment, or vehicles. Examples are wiper blades, copier drums, plumbing parts, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1210 Water & Wastewater Utilities Expenditures for Water and Sewer Utilities. Examples are City of Griffin Utilities. **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Cost per Item **Extended Cost** Quantity Quantity Cost per Item **Extended Cost REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account: 101-2500-53-1220 Natural Gas

Expenditures for Natual Gas used for heating, cooking and hot water. Examples are Georgia Natural Gas, SCANA, Gas Key, Infinite Energy, MXEnergy, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		- RF	QUESTED TOTAL	-	RECOM	- IMENDED TOTAL	-

General Ledger Account: 101-2500-53-1230 Electricity

Expenditures for Electricity. Examples include City of Griffin Utilities, Georgia Power, Central Georgia EMC.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1240 Propane

Expenditures for bulk propane fuel used for heating, cooking and hot water. Also includes propane used to fuel equipment such as fork lifts. Examples are Spalding Gas, Blossman, etc.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1250 Heating Oil Expenditures for heating oil used for heating, cooking and hot water. **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Cost per Item Quantity Quantity **Extended Cost** Cost per Item **Extended Cost REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account: 101-2500-53-1270 Gas & Diesel Fuel

Expenditures for Gasoline and Diesel fuel used in city Vehicles and equipment such as generators.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEN	NDED
		Quantity	Cost per Gallon	Extended Cost	Quantity	Cost per Gallon	Extended Cost
	Gasoline (gallons)	-	2.25	-	-	2.25	-
	Diesel (gallons)	-	2.50	-	-	2.50	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECON	MMENDED TOTAL	-

General Ledger Account: 101-2500-53-1280 Stormwater Fees Expenditures on City of Griffin Utilities Statements for Stormwater Utility Fees **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Cost per Item **Extended Cost** Quantity Quantity Cost per Item **Extended Cost REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account: 101-2500-53-1290 Customer Service Fees

Expenditures for Customer Service fees that are broken out on Utility Statements. Examples are City of Griffin Utilities, Natural Gas Utilities, Georgia Power, Central Georgia EMC, etc.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		REG	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1300 Food

Expenditures for food for city meetings and functions. Examples include food for meetings, workshops, citizens' government academy, food for employees who are working through city emergency situations, working meetings, retirement receptions.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		- RF	QUESTED TOTAL	-	RECOM	- IMENDED TOTAL	-

General Ledger Account: 101-2500-53-1400 Books & Periodicals

Expenditures for books and periodicals such as magazines or newspapers that are used to inform or to educate city personnel. Also includes training materials that can be kept and reused such as manuals, test preparation handbooks, etc.

Name of Item Requested	Justification of Item Requested		APPROVED		PROPOSED AMENDED			
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
Judge and Court Recorder		2.00	60.00	120.00	2.00	60.00	120.00	
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		REC	QUESTED TOTAL	120.00	RECOM	IMENDED TOTAL	120.00	

General Ledger Account: 101-2500-53-1510 Water Purchased for Resale

Expenditures to private companies for the purchase of bulk water that will be used to supplement the City's supply that is resold to its customers

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	KECON	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1520 Natural Gas Purchased for Resale Expenditures to private companies for the purchase of bulk fuel that is resold to customers **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Quantity Cost per Item **Extended Cost** Quantity Cost per Item **Extended Cost REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account: 101-2500-53-1530 Electricity Purchased for Resale

Expenditures for Electricity that is purchased from MEAG and SEPA that is resold to the City's Utility Customers.

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Name of Item Requested	Justification of Item Requested		APPROVED	•		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RF	QUESTED TOTAL		RECOM		

General Ledger Account: 101-2500-53-1540 Telecommunications Purchased for Resale Expenditures to Georgia Public Web that are resold to the City's telecommunications customers. **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Quantity Cost per Item **Extended Cost** Quantity Cost per Item **Extended Cost**

REQUESTED TOTAL

RECOMMENDED TOTAL

General Ledger Account: 101-2500-53-1591 Merchandise Purchased for Resale

Expenditures for items that will be resold to citizens or consumers of City Services. Examples include surge protectors, pilot supplies, maps, promotional items, etc.

Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		REG	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1592 Food & Beverage Purchased for Resale Food and Non-alcoholic beverages purchased for sale in city owned facilties. **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Quantity Cost per Item **Extended Cost** Quantity Cost per Item **Extended Cost REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account:	101-2500-53-1593	ı	Beer Purchased fo	r Resale			
Beer purchased for sale at the City Golf Course.							
Name of Item Requested	Justification of Item Requested APPROVED PROPOSED A			PROPOSED AME	NDED		
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1595 AvGas & Jet A Fuel Purchased for Resale

Expenditures for purchasing Aviation Fuel and Jet A Fuel to be re-sold to pilots at the Griffin-Spalding County Airport

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	Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
			Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
AvGas			-	-	-	-	-	-
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Jet A			-	-	-	-	-	-
		Sheriff's Department	_	-	-	-	-	-
		Based Customers Full Service	-	-	-	-	-	-
		Based Customers Self Service	_	-	-	-	-	-
		Transient Customers Full Service	_	-	-	-	-	-
		Transient Customers Self Service	_	-	-	-	-	-
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			RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-

General Ledger Account:	101-2500-53-1597	Purchased	for Resale - Reser	rved for future use			
Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
	·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		-	- QUESTED TOTAL	-	- PECOA	- MMENDED TOTAL	-

General Ledger Account: 101-2500-53-1600 Tools & Small Equipment

Expenditures for tools, furniture, equipment &electronics that have an expected life of at least one year or longer but that cost less than 5,000.00 per each item. Examples include hammers, shovels, wrenches, chairs, calculators, phones, mowers, coffee pots, etc.

Name of Item Requested Justification of Item Requested			APPROVED		PROPOSED AMENDED			
	· ·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost	
Desks Chairs Rolling Cart/file		- - -	-		3.00 4.00 1.00	260.00 90.00 690.00	780.00 360.00 690.00	
Label Printers		-	-	-	2.00	130.00	260.00	
Time Stamp Machine		-	-	-	1.00	750.00	750.00	
Portable Intoximeter	approved in original, removing for amended	1.00	500.00	500.00	-	-	-	
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		REC	QUESTED TOTAL	500.00	RECOM	- IMENDED TOTAL	2,840.00	

General Ledger Account: 101-2500-53-1700 Other Miscellaneous Supplies

Expenditures for items not covered in any previous supply account that are unusual in nature or that do not relate to the production of a good or service that a division is responsible for producing. Examples are flowers for funerals, placques and awards.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		- RF	QUESTED TOTAL	-	RECOM	- IMENDED TOTAL	-

General Ledger Account: 101-2500-53-1710 Uniforms

Expenditures for uniforms, clothing, or accessories needed required to be worn by city personnel in performing their duties. Also for Uniform Service companies that provide uniforms to City personnel.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEI	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-53-1720 Landscaping Supplies

Expenditures for landscaping supplies used by city personnel for landscaping city properties, rights-of-way, and yard dress-up after utility service or installation. Examples are seed, sod, straw, fertilizers, lawn chemicals, trees, shrubs, flowers, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMEI	NDED
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account:	101-2500-53-1730		Turn Out Gea	ar			
Expenditures for Fire Department Turn-Out Gear.							
Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account:	101-2500-54-1100		Sites / Land	I			
Expenditures for the purchase of land							
Name of Item Requested	Justification of Item Requested		APPROVED	•		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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Departments can enter on the 4 lines below only		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	<u> </u>

General Ledger Account: 101-2500-54-1200 Site Improvements

Expenditures for improvements to land such as parking lots, fencing, retaining walls, landscaping, grading, etc.

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Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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Departments can enter on the 4 lines below only		-	-	-	-	-	-
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-54-1300 Buildings Expenditures to purchase existing buildings or to build new buildings. **APPROVED** PROPOSED AMENDED Name of Item Requested Justification of Item Requested Quantity Cost per Item **Extended Cost** Quantity Cost per Item **Extended Cost** Departments can enter on the 4 lines below only **REQUESTED TOTAL RECOMMENDED TOTAL**

General Ledger Account: 101-2500-54-1400 Infrastructure

Expenditures for Infrastructure that the government either built, purchase or assumed title. Infrastructure can include such items as streets, sidewalks, bridges, curbs, gutters, water & sewer lines, electric distribution lines, fiberoptic cable, etc.

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AMENDED	
· ·	· ·	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account: 101-2500-54-2100 Machinery

Expenditures for Equipment, usually composed of a complex combination of parts (excluding vehicles).

Name of Item Requested Justification of Item Requested		4 DDDO\/ED				
·		APPROVED			PROPOSED AMEN	NDED
	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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Departments can enter on the 4 lines below only	-	-	-	-	-	-
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	RF	QUESTED TOTAL	-	RECOM	- MMENDED TOTAL	

General Ledger Account:	101-2500-54-2200		Vehicles				
Expenditures for Equipment used to transport peopl	e or equipment						
Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	<u>-</u>

General Ledger Account:	101-2500-54-2300		Furniture & Fix	tures			
Expenditures for Furniture and Building Fixtures							
Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	PROPOSED AMENDED ded Cost Quantity Cost per Item Extended Cost	Extended Cost	
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General Ledger Account: 101-2500-54-2400 Computers

Expenditures for Computer Systems or individual Computers or computer peripherals costing \$5,000.00 or greater per item

Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
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Departments can enter on the 4 lines below only		-	-	-	-	-	-
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		REQUESTED TOTAL -			RECOM	MENDED TOTAL	-

General Ledger Account:	101-2500-54-2500		Other Equipm	ent			
Expenditures for other equipment of \$ 5,000.00 or g	greater						
Name of Item Requested	Justification of Item Requested		APPROVED)		PROPOSED AME	NDED
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	ENDED Extended Cost
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Departments can enter on the 4 lines below only			_	-	_	-	
Separations can enter on the Times selon only		-	-	_	_	_	
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		RE	QUESTED TOTAL	-	RECOM	MENDED TOTAL	-

General Ledger Account:	101-4220-54-3000		Intangible Ass	sets			
Name of Item Requested	Justification of Item Requested		APPROVED	PROPOSED AME	POSED AMENDED		
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
		-	-	-	-	-	-
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Departments can enter on the 4 lines below only		-	-	-	-	-	-
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		RE	QUESTED TOTAL		RECON		

General Ledger Account:	101-2500-57-	All Intergovernmental & Other Costs							
Name of Item Requested	Agency Payable To		APPROVED			PROPOSED AMENDED			
·	J , ,	Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost		
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		-	-	-	-	-	-		
		RE	QUESTED TOTAL	-	RECON	- MMENDED TOTAL			

General Ledger Account:	101-2500-58-		Debt Servic	e			
Name of Item Requested	Justification of Item Requested		APPROVED)	PROPOSED AMENDED		
		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Principal - Bonded Debt		-	-	-	-	-	-
Principal - Bonded Debt		-	-	-	-	-	-
Principal - Bonded Debt		-	-	-	-	-	-
Interest - Bonded Debt		-	-	-	-	-	-
Interest - Bonded Debt		-	-	-	-	-	-
Interest - Bonded Debt		-	-	-	-	-	-
Principal - Capital Lease Debt		-	-	-	-	-	-
Principal - Capital Lease Debt		-	-	-	-	-	-
Principal - Capital Lease Debt		-	-	-	-	-	-
Principal - Capital Lease Debt		-	-	-	-	-	-
Interest - Capital Lease Debt		-	-	-	-	-	-
Interest - Capital Lease Debt		-	-	-	-	-	-
Interest - Capital Lease Debt		-	-	-	-	-	-
Interest - Capital Lease Debt		-	-	-	-	-	-
Principal - Other Debt		-	-	-	-	-	-
Principal - Other Debt		-	-	-	-	-	-
Principal - Other Debt		-	-	-	-	-	-
Interest - Other Debt		-	-	-	-	-	-
Interest - Other Debt		-	-	-	-	-	-
Interest - Other Debt		-			-	-	-

REQUESTED TOTAL

RECOMMENDED TOTAL

General Ledger Account:	101-2500-58-		Debt Servic	e			
Name of Item Requested	Justification of Item Requested		APPROVED			PROPOSED AME	NDED
·		Quantity	Cost per Item	Extended Cost	Quantity	Cost per Item	Extended Cost
Fiscal Agent Fees		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
			-	-	-	-	-
		_	_	-	_	_	_
Bond Issuance Costs		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
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Advance Refundings Bond		-	-	-	-	-	-
		-	-	-	-	-	-
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		-	-	-	-	-	-
		-	_	-	-	-	-
		RE	QUESTED TOTAL	-	RECON	MENDED TOTAL	-