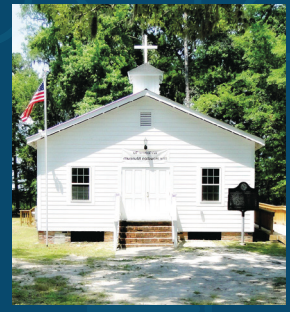




FISCAL YEAR 2025

# OPERATING BUDGET



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# **FY 25**

# **BUDGET MESSAGE**



# CITY OF PORT WENTWORTH Georgia

7224 GA Highway 21 | Port Wentworth, Georgia 31407

Phone (912) 964-4379 | Fax (912) 966-7429

[www.cityofportwentworth.com](http://www.cityofportwentworth.com)

June 10, 2024

## ELECTED OFFICIALS

### MAYOR

Gary Norton

### COUNCIL MEMBERS

Gabrielle Nelson, Mayor Pro-Tem

Thomas Barbee, At-Large P1

ArtLise Alston-Cone, At-Large P2

Mark Stephens, District 2

Rufus Bright, District 3

Shawn Randerwala, District 4

### CITY MANAGER

Steve Davis

Dear Mayor and Members of the Port Wentworth City Council,

I respectfully submit to you the Proposed Budget for the Fiscal Year 2025 Budget and Proposed Five Year Capital Improvement Plan for FY 2025 – FY 2029 for your review and adoption.

These documents highlight the advancement of city council priorities and basic requirements of department heads and community stakeholders to provide quality services. The proposed budget serves as a strategic communications tool for the city of Port Wentworth's financial vision. The budget articulates our plan for operational efficiencies, sound fiscal stewardship, meaningful engagement, and continues to provide for the growth of the city.

The budget provides for the development of the new city recreational facility, promotes responsible economic development, upgrades the critical city infrastructure, and reinvesting in the downtown water and sewer system.

The city is proposing a 6 percent increase in the workforce to accommodate unprecedented growth in the region and city. The budget provides a disciplined approach to balancing the city's finances, protects resources and invests in our community to improve the quality of life for every resident.

In conclusion, the budget is balanced and maintains a healthy funds reserve level while complying with the various financial requirements that challenge the city during the period of growth.

Therefore, I present the proposed FY 2025 Budget for your consideration and adoption.

Steve Davis, MPA CPM  
City Manager

# Economy, Financial Focus, Accountability and Budget Objectives

When structuring the budget document, the Administration's goal is to produce a document that provides sufficient policy and financial information to give an accurate description of the City's financial health and stability.

## **ECONOMY AND FINANCIAL OUTLOOK**

The financial health of the city during 2024 is strong and projected to improve in 2025 based on the following economic indicators:

- Residential construction continues to grow with more than 4,000 new homes planned for construction. During FY 24 319 new single-family homes, a 7.29 % increase from the previous year, were completed.
- Medium household income is \$79,315 and median age of 34.3 years.
- 83.5 percent of households are young families with a median income of \$91,700 and a median age of 32.3 years.
- Commercial construction continues to grow with 8 million square feet planned to be completed within the next two years. During FY 24 35 new commercial properties, a 3.39 % increase from the previous year, were completed.
- Industrial construction continues to grow. During FY 24 30 new industrial properties, a 17.14 % increase from the previous year, were completed.
- The city population as of 2023 exceeds 14,468 and is projected to reach 20,000 by 2030.
- The city property digest is now \$954 million, an increase of 16.92 percent in one year and 93.94 % over the past five years. The increase in construction growth is reflected in the digest with residential values up 11.33 %, commercial value up 11.76 % and industrial value up 32.85 %.
- Regional travel has exceeded pre-pandemic levels and is reflected in a robust Hotel-Motel city sales revenue and new construction.
- Sales tax revenue continues to increase, while other regions are reporting declines in economic indicators and their economy.
- The city had \$37 million in General and Enterprise reserve funds at the end of 2023 and is committed to spending \$21 million on developing a new recreational park and economic development sports and entertainment complex.

In January 2024, State economist warned that the state may be heading toward a recession and that spending, and tax revenue might be declining. It is a question with no clear answer, as certain aspects of the economy, such as low unemployment, appear very strong, while concerns regarding inflation continue to impact growth and economic stability. The national outlook calls for a mild and short-term recession during 2024 and 2025. The inflation rate in 2022 peaked at 9.1%, the highest level since 1981.

These challenges have been felt by the City with surging prices for services and supplies. The regional inflation rate has averaged 3.2 percent for the past 12 months.

# Economy, Financial Focus, Accountability and Budget Objectives

The FY25 Budget projected the effects of inflation on materials and wages. While the current inflation rate looks to be declining, the City has experienced price increases of between 20-30% for goods and services in the past year. This has caused a considerable strain on the dollars available for core services. This budget provides for an increase of 3.5 percent for personnel and core operating expenditures.

Finally, the increase in local property taxes generated by new construction is welcome, however, that increase is a fraction of the cost infrastructure for water, sewer, fire and police services. The city has also benefited from increases in sales tax likely attributable to both growth and inflationary pressures, since consumers are required to spend more money on current goods and services. The FY25 sales tax revenue budget is projected at a slower growth rate since consumer behavior is expected to normalize as they buy fewer goods and services, due to inflation and higher interest rates.

## **FINANCIAL FOCUS**

**Possible Recession.** Continue to monitor city finances within the context of volatile markets and fluctuating revenues such as the rising costs of commodities, economic contractions within our key industries and the fiscal impact on local city revenues (Local Option Sales Tax, Special Local Option Sales Tax, Hotel Motel Sales Tax and Business Taxes). City staff will need to monitor regional economic conditions and their impact on our government operations.

**Adherence to Financial Policies.** The City's financial security requires that we adhere to strict budget and purchasing policies that are the basis of sound financial management. We must ensure the City is able to maintain core city services.

## **Budget Development.**

The FY25 budget is structurally balanced and supports the City's sound fiscal and operational policies. The budget provides \$81.5 million for all funds, with the City's general fund totaling \$51.4 million. The annual budget represents the culmination of hours of analysis and hundreds of recommendations on how best to respond to the needs of the community in accordance with the limited resources available, established policies and sound administrative practices.

The annual budget also builds upon prior budgets, staff objectives, departmental business plans and citizen feedback. Throughout the entire budget process, City Administration has been committed to:

- A fiscally balanced budget with no use of one-time revenues to fund ongoing city operations
- A budget based on providing basic core City services that meet the needs of the community
- Financial transparency
- Funding capital projects to maintain and improve the quality of live for residents

# Economy, Financial Focus, Accountability and Budget Objectives

## **ACCOUNTABILITY**

Fiscal accountability is achieved through development and adoption of the annual budget and long-range financial plan. This action authorizes the allocation of resources and establishes direction for programs and services for the coming year and for the five-year planning period. The City conducts an annual audit at the conclusion of each fiscal year. Records for every fund are audited by an independent audit firm that tests and reviews supporting evidence and financial statements.

The City has received the GFOA award for excellence for financial reporting each year for the past 21 years. The purpose of the award is to encourage local governments to go beyond the minimum requirements of generally accepted accounting principles and to prepare an annual comprehensive financial report that provides true transparency and full disclosure.

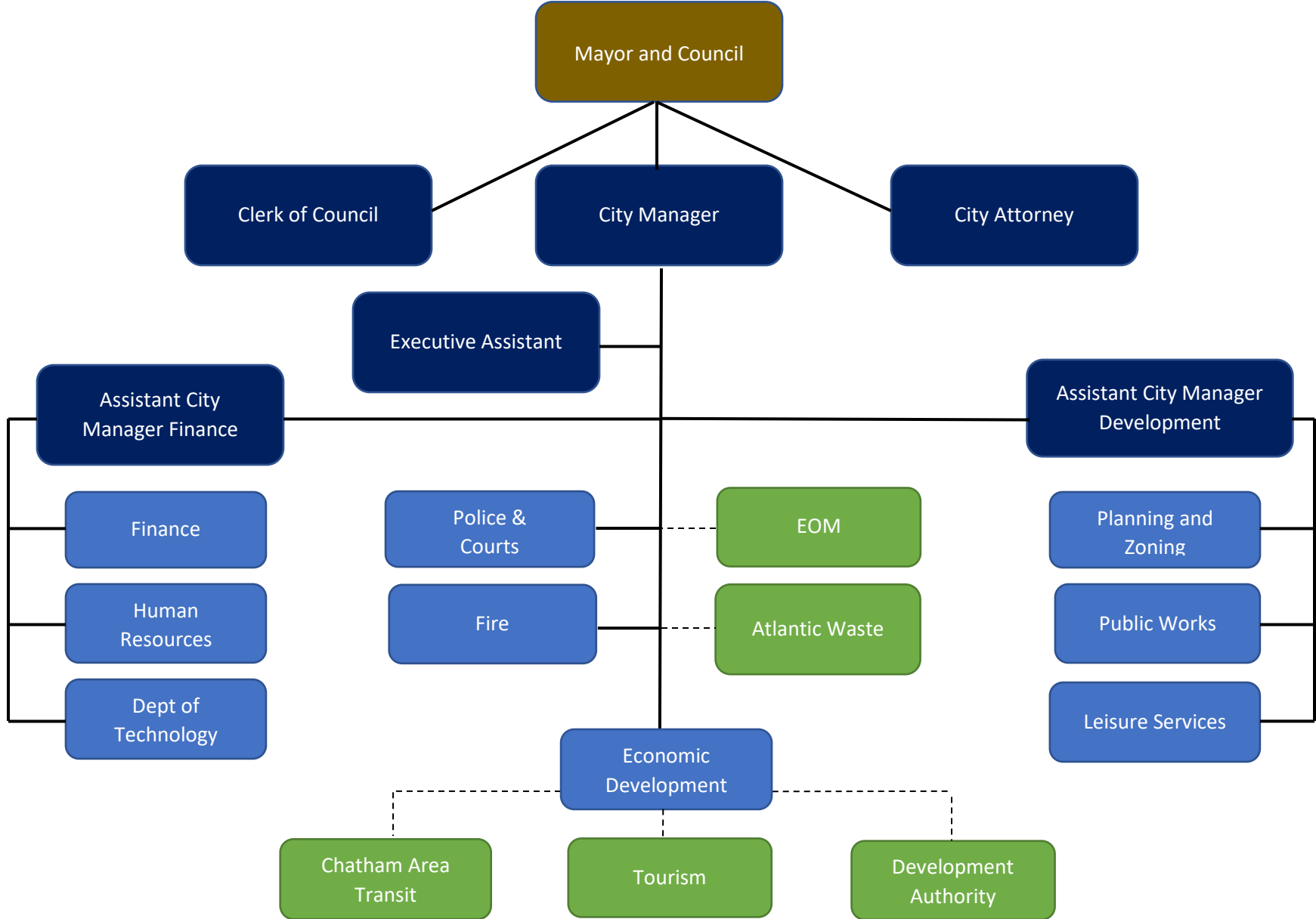
## **BUDGET OBJECTIVES:**

The City's main objective is to provide a balanced budget that ensures financial health and stability of the City while preserving current service levels for its citizens.

- **Economic Outlook.** The City's elastic tax base has performed better than anticipated in recent fiscal years. We anticipate this trend to continue into FY25; however, the City is monitoring the potential of a recession as inflation and interest rates continue to adjust at the start of fiscal year 2025.
- **Current Reserves.** The City plans to spend reserves for capital improvement projects and still maintain an adequate fund balance per our financial policies projected to retain \$16 million in General and Enterprise Funds. FY25 General Fund reserve spending is projected to be \$4 million and Enterprise reserve spending is projected to be \$9 million with most of the costs attributed to parks, economic development, grants management and expansion of City Hall.
- **Hotel Motel Sales Tax.** Effective July 1, 2024, the state legislature increased the City's sales tax rate to 8 percent. The additional revenue will be used to offset General Fund and Capital fund expenses.



# City of Port Wentworth



**FY 25**

**ELECTED OFFICIALS**

# Elected Officials

## Overview

Mayor and Council. The City of Port Wentworth is a Georgia municipal corporation with an elected Mayor and six elected Council Members. Council Members are elected for Districts 1, 2, 3 and 4; the Mayor and two Council Members are elected at-large; and the Council elects a Mayor Pro-Tem. The Mayor and Council shall meet at 7 p.m. on the third Thursday of each month. For dates and times of special meetings, workshops and/or public hearings, contact City Hall at 912.964.4379.

## City of Port Wentworth Elected Officials



Gary Norton, Mayor  
912.856.0114 - Business Cell  
912.964.4379 - Office  
[gnorton@portwentworthga.gov](mailto:gnorton@portwentworthga.gov)

Gary Norton was born and raised in Port Wentworth where he played football and baseball from the age of 6 to 18. At the age of 21 he coached the last Colt League in the history of Port Wentworth at the request of Lewis Mobley, whose son played on the team. He graduated from Groves High School in 1975 furthering his education in management through the International Management Council. In 1981, Gary married Donna Alford-Norton from Pooler. They have a daughter, a son, and five grandchildren. Mr. Norton raised his two children in Port Wentworth where he volunteered on the Recreation Department for 6 years. He coached his daughter's softball teams for 7 years leading the 16 & Under girls' team to the CAA Championship. He also coached his son's baseball, football and basketball teams for 2 years.

Mr. Norton is employed at International Paper in Port Wentworth where he has earned "Safety Champion" status while serving on the Mill Wide Safety Team. He was ordained a Deacon at North Salem Baptist Church in 1990 where he functioned on the Board of Deacons for 6 years, as well as volunteered as a RA Director and on the Youth Recreation Committee. Mr. Norton also served as PTO President at Chapel-In-The-Gardens PCA School in Garden City, Georgia where his children attended. In 2009, Gary was elected to the Port Wentworth City Council and served until 2011 where he was successful in rezoning property on Highway 21 from Grange Road to Cargo Group from industrial to light industrial.

## Elected Officials



**Gabrielle Nelson, Council Member**  
**Mayor Pro Tem**  
**District 1**  
**912.461.0635 - Business**  
**Cell**  
**912.964.4379 - Office**  
[gnelson@portwentworthga.g](mailto:gnelson@portwentworthga.g)

A lifelong Chatham County resident, Mayor Pro Tem Gabrielle Nelson was born in Savannah and raised by her grandparents who ensured she had a well-rounded upbringing. She credits them for providing her with outstanding moral skills and the ability to handle all situations with sensibility and tact. Her grandparents raised her to be a sensible woman who always listens with her ears in addition to her heart. Understandably so, she is an advocate of children's interest in addition to improving the lives of all she encounters and is always seeking options for youth to progress within the community.

When she wasn't in school or church, she was pulling weeds in her grandparents beautiful southside corner lot home. She was truly a preacher's kid and had a deeper appreciation for life than her peers. She was educated in the SCCPSS as well as the former Armstrong Atlantic State University. Dreams of early home ownership sparked her passion for helping others on their financial literacy journeys. Her mission is to bring compassionate and sensible decision making to Port Wentworth that will allow our city to thrive economically and enhance overall community safety and enjoyment.

Prior to being elected, Mayor Pro Tem Nelson served on the Port Wentworth Planning and Zoning Commission, providing her with a profound understanding of our ever-changing economy and the way cities and counties should efficiently plan for and create growth. As a Councilwoman she interacts with citizens, fellow elected officials, and other dignitaries County, State and nationwide to create or enhance policy, ensure that local ordinances and state laws are adhered to and works tirelessly to improve communications between all adjoining parties. She has worked relentlessly since being elected to bring better quality of life to all her citizens including opening a technology center, breaking ground on a state-of-the-art sports complex that includes the Savannah Ghost Pirates training facility and initiating a partnership with Chatham County government and Habitat for Humanity of the Coastal Empire to create new housing options for the City of Port Wentworth. Nelson also initiated the city becoming a certified city of ethics and city of civility through the Georgia Municipal Association. This heart at City Hall also hosts multiple family-oriented events throughout the year that she has branded as *Heart Festivals*. She influences cohesiveness and compassion throughout the city's leadership. Among her accomplishments, she is a Georgia Forward & Georgia Municipal Association 2023

## Gabrielle Nelson (Continued)

*“Young Gamechanger” graduate, a Georgia Municipal Association Robert E. Knox, Jr. Municipal Leadership Institute 2023 graduate, and has earned both GMA’s Certificate of Recognition & Certificate of Achievement. She is also a member of the 2024 class of the prestigious Leadership Savannah. She is not only a member but serves as the vice chair of the National League of Cities Small Cities Council. She also volunteers with several organizations throughout the community, serves on various boards and strives to inject heart into everything she is a part of!*

In addition to her work as a local elected official Mayor Pro Tem Nelson is also a devoted Chatham County Government employee with 15 years of service. Because of her proven leadership skills and abilities, she has been able to matriculate upward through County Government structure working in positions with increasingly significant responsibilities. She is currently the Computer Support Manager for the County’s IT department. In that role she manages the IT Helpdesk and procurement division and provides substantial administrative and financial input throughout the year concerning the departmental budget. She understands financial risks and possesses the ability to plan and project appropriately and works to protect County’s investments. Nelson truly embodies the multiplier effect and is passionate about helping others meet their goals. Her professional background that includes legal, technical, administrative, and budgetary functions as well as an in depth understanding of government practices, have provided her the ability to not only create, but carry out detailed initiatives in a wide array of areas and has directly impacted her progress within the city.

This mother of three is a proven communicator with a service grounded heart and mind who understands it all starts at home! Her children Marissa, Sire and Maverick are what drive her daily! She is an active and dedicated mother who believes in showing them the way, even bringing them along to meetings and allowing them to ask questions of the body. Mayor Pro Tem Nelson even makes time to coach her children’s little league sports teams right here in the city and looks forward to each game!

# Elected Officials



**Mark Stephens, Council Member  
District 2**  
912.675.4151 - Business Cell  
912.964.4379 - Office  
[mstephens@portwentworthga.gov](mailto:mstephens@portwentworthga.gov)

Mark Stephens, SSCP is a member of the International Information System Security Certification Consortium (aka (ISC)<sup>2</sup>) and holds degrees in both Criminal Justice and Information Security and Assurance from Atlanta Metropolitan College & Kennesaw State University respectively. He is responsible for helping to secure data and the networks of a multibillion-dollar Global Aerospace Company by performing multiple roles within Information Security. Mark currently holds several Information Technology certifications and, in the past, has held technical certifications from organizations such as Cisco Systems, Palo Alto Networks and Microsoft. Mr. Stephens moved to Port Wentworth in 2013 and enjoys traveling, discovering great music, researching Information Security and technical issues & spending time with his family.



**Rufus Bright | Council Member,  
District 3**  
912.461.0636 - Business Cell  
912.964.4379 - Office  
[rbright@portwentworthga.gov](mailto:rbright@portwentworthga.gov)

Rufus W. Bright, Jr. is the son of the late Rufus W. Bright, Sr. and Frances Bright Johnson. Bright, Jr. was educated in the Chatham County Public School System and as a youth, attended Robert W. Gadsden, Cuyler Junior High and graduated from Hershel V. Jenkins High School in 1975.

Rufus Bright, Jr. went on to serve in the United States Air Force and is a Military Veteran of the Vietnam Era. He attended Wayne State University in Detroit, Michigan where he graduated with a Bachelor of Science Degree in Criminal Justice and an Associate Degree in Education. Mr. Bright, Jr. also attended one year of law school, but later transferred to Midwestern Christian Institute in Mount Clemens, Michigan.

Mr. Bright has obtained several certificates, to include Bible School Teacher (June 19, 2008), Advanced Bible School Teacher (June 5, 2016), an Associate of Christian Education Certificate (June 5, 2010), a Bachelor of Religious Education Certificate (June 4, 2011) and his official Ordination Certificate (June 4, 2011) that gained him the title of Minister.

## Elected Officials



Shawn Randerwala | Council Member,  
District 4  
912.401.1944 - Business Cell  
912.964.4379 - Office  
srandewala@portwentworthga.gov

Shawn Randerwala was elected as a Council Member in November 2023 and is serving her first time as an elected official representing the 4<sup>th</sup> Council District of City of Port Wentworth.

Mr. Randerwala is a proud graduate of Burke County High School and Georgia Southern University, where he honed his skills and passion for entrepreneurship. Hailing all the way from Zambia, he has called Port Wentworth home for the past 14 years, residing in the Rice Hope community with his wife and son.

He has a diverse portfolio of small businesses under his belt, including charming hotels, delectable restaurants and trendy retail stores. He is constantly fueled by the thrill of creating unique experiences for his customers. He is serves on two non-profit organizations, Go Dharmic and SEGA charity. He has truly striven to make a difference beyond the realm of business.

## Elected Officials



**Thomas Barbee, Council  
Member**  
At Large – P1  
912.856.0398 - Business Cell  
912.964.4379 - Office  
[tbarbee@portwentworthga.gov](mailto:tbarbee@portwentworthga.gov)

Thomas Barbee is currently serving his third term as Councilman for the City of Port Wentworth. Mr. Barbee twice held the title record for the most electoral votes in the history of Port Wentworth (2015 & 2019 broke his own record). Serving people and the community is Councilman Barbee's motto.

He is a very familiar and friendly face to many residents of Port Wentworth. Born in Tennessee and raised in Indiana, he joined the United States Air Force in 1984 and retired in 2005 after 21 years of honorable service. His work at the Pentagon along with decades of service ingrained a strong belief in accountability. Mr. Barbee moved to Port Wentworth in August 2011 and fell in love with the pulse of the community.

In 2014, he accepted the appointment for Community Watch Chairmen of Rice Creek, working tirelessly alongside other leaders to create safer neighborhoods. He could see the potential for growth and opportunity and wanted to be a part of that growth. Mr. Barbee was elected in November 2015 with the most electoral votes in the history of Port Wentworth. He holds several college degrees, including a Bachelor of Science in Information Systems Management and two Associate degrees: Criminal Justice and Information Systems Technology from the Community College of the Air Force.

Mr. Barbee leads by example, always in help mode. For Mr. Barbee, there is no greater reward in public service than knowing that he helped to make a difference in his community!

## Elected Officials



Artlise Alston-Cone, | Council  
Member, At Large – P2  
912. - Business Cell  
912.964.4379 - Office  
aalstoncone@portwentworthga.gov

Artlise Alston-Cone was elected as a Council Member in November 2023 and is serving her first time as an elected official representing the 2<sup>nd</sup> at large district of the City of Port Wentworth.

Ms. Alston-Cone graduated from Herschel V. Jenkins High School in Chatham County and studied at Bennett College and graduating college from Nova Southeastern University.

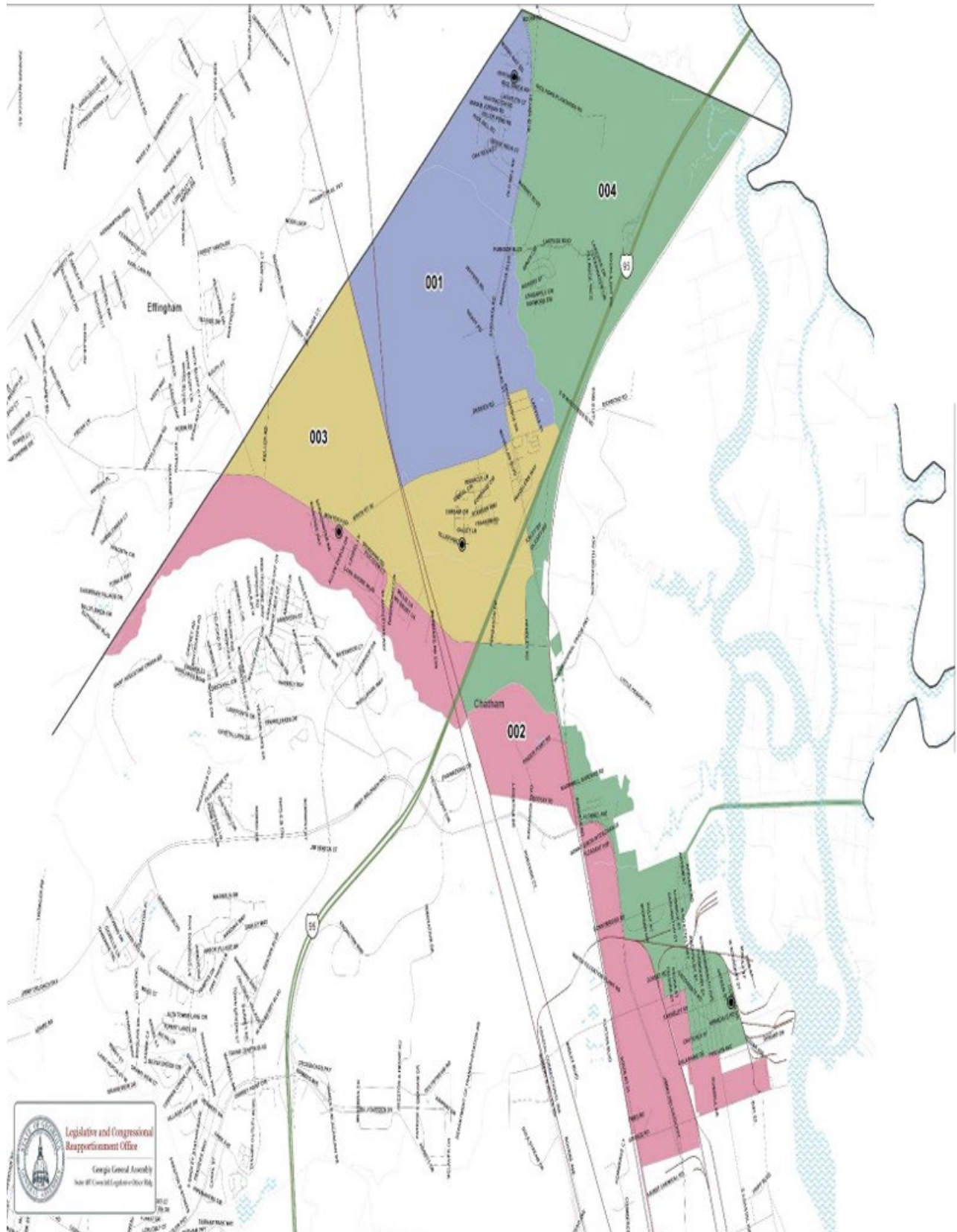
Determined to make a difference, Ms. Alston-Cone has dedicated the last 27 years to serving students, teachers, and leaders by leading educational transformations from the classroom to the boardroom, utilizing data to effectively and efficiently lead organizations, empowering parents and community engagement, implementing innovative strategies to enhance teaching and learning, as well as inspiring the change we want to see. Her unique approach to problem solving has led to ArtLise being one of the most consulted educational leaders in our state.

Ms. Alston-Cone has lived in Port Wentworth for 17 years and currently works as an educator. Her goal is to provide a quality of life for Port Wentworth residents through smart development by improving infrastructure, especially the traffic situation, increasing resources for the down and uptown areas and fostering partnerships for the city.

Here's what Ms. Alston-Cone had to say following her swearing-in:

“I am excited for this opportunity and look forward to hearing from the citizens of Port Wentworth about what they feel the community needs,” said Alston-Cone.

# City Map and Elected Districts



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**FY 25**

**SUMMARY OF**

**PROPERTY TAX LEVY**

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**FY 25**

**MILLAGE RATE**

**CERTIFICATION**

## CITY AND INDEPENDENT SCHOOL MILLAGE RATE CERTIFICATION FOR TAX YEAR 2024

<http://www.dor.ga.gov>



Complete this form once the levy is determined, report this information in Column 1. E-mail a copy to [local.government.services@dor.ga.gov](mailto:local.government.services@dor.ga.gov) and distribute a copy to your County Tax Commissioner and Clerk of Court. This form also provides the Local Government Services Division with the millage rates for the distribution of Railroad Equipment Tax and Alternative Ad Valorem Tax. Form must be remitted even if levy is zero.

**Georgia Department of Revenue  
 Local Government Services Division  
 4125 Welcome All Road  
 Atlanta, Georgia 30349  
 Phone: (404) 724-7003**

CITY NAME <b>City of Port Wentworth</b>		ADDRESS <b>7224 GA Highway 21</b>			CITY, STATE, ZIP <b>Port Wentworth, Georgia 31407</b>	
FEI # <b>58-6010560</b>	CITY CLERK <b>Zahnay E. Smoak</b>	PHONE NO. <b>(912) 964-4379</b>	FAX <b>(912) 966-7429</b>	EMAIL <a href="mailto:zsmoak@portwentworthga.gov">zsmoak@portwentworthga.gov</a>		
OFFICE DAYS / HOURS <b>M-F, 8:30 am- 5:00 pm</b>		ARE TAXES BILLED AND COLLECTED BY THE ( ) CITY OR ( ) COUNTY TAX COMMISSIONER? LIST VENDOR, CONTACT PERSON AND PHONE NO.				
List below the amount & qualifications for each <u>LOCAL</u> homestead exemption granted by the City and Independent School System.						
CITY		INDEPENDENT SCHOOL				
Exemption Amount	Qualifications	Exemption Amount	Qualifications			
40,000	Resients must own and live in home					
If City and School assessment is other than 40%, enter percentage millage is based on _____%. List below the millage rate in terms of mills. EXAMPLE: 7 mills (or .007) is shown as 7.000. PLEASE SHOW MILLAGE FOR EACH TAXING JURISDICTION EVEN IF THERE IS NO LEVY.						
CITY DISTRICTS	DISTRICT NO.	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5
List Special Districts if different from City District below such as CID's, BID's, or DA's	List District Numbers	Gross Millage for Maintenance & Operations	**Less Rollback for Local Option Sales Tax	Net Millage for Maintenance & Operation Purposes (Column 1 less Column 2)	Bond Millage (If Applicable)	Total Millage Column 3 + Column 4
City Millage Rate		<b>9.098</b>	<b>3.882</b>	<b>5.216</b>		<b>5.216</b>
Independent School System						<b>0.000</b>
Special Districts						<b>0.000</b>
**Local Option Sales Tax Proceeds must be shown as a mill rate rollback if applicable to Independent School.						

Name of County(s) in which your city is located: Chatham

I hereby certify that the rates listed above are the official rates for the Districts indicated for Tax Year 2024

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor or City Clerk

COMPUTATION OF MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES FOR YEAR 2024				
COUNTY	Chatham	TAXING JURISDICTION	Port Wentworth	
INFORMATION FOR THE SHADED PORTIONS OF THIS SECTION MUST BE ENTERED				
This information will be the actual values and millage rates certified to the Department of Revenue for the applicable tax years.				
DESCRIPTION	2023 DIGEST	REASSESSMENT OF EXISTING REAL PROP	OTHER CHANGES TO TAXABLE DIGEST	2024 DIGEST
REAL	711,856,678	68,249,447	74,205,840	854,311,965
PERSONAL	102,568,871		-4,844,810	97,724,061
MOTOR VEHICLES	2,061,280		-107,090	1,954,190
MOBILE HOMES	242,804		-34,044	208,760
TIMBER -100%	48,014		-48,014	0
HEAVY DUTY EQUIP	2,956		13,996	16,952
GROSS DIGEST	816,780,603	68,249,447	69,185,878	954,215,928
EXEMPTIONS	100,625,265	11,781,191	-2,609,020	109,797,436
NET DIGEST	716,155,338	56,468,256	71,794,898	844,418,492
FLPA Reimbursement Value	-		0	-
Adjusted NET DIGEST	716,155,338	56,468,256	71,794,898	844,418,492
	(PYD)	(RVA)	(NAG)	(CYD)
2023 MILLAGE RATE >>>	4.160	2024 PROPOSED MILLAGE RATE >>>		5.216
THIS SECTION WILL CALCULATE AUTOMATICALLY UPON ENTRY OF INFORMATION ABOVE				
DESCRIPTION	ABBREVIATION	AMOUNT	FORMULA	
2023 Net Digest	PYD	716,155,338		
Net Value Added-Reassessment of Existing Real Property	RVA	56,468,256		
Other Net Changes to Taxable Digest	NAG	71,794,898		
2024 Net Digest	CYD	844,418,492	(PYD+RVA+NAG)	
2023 Millage Rate	PYM	4.160		
Millage Equivalent of Reassessed Value Added	ME	0.278	(RVA/CYD) * PYM	
Rollback Millage Rate for 2024	RR	3.882	PYM - ME	
COMPUTATION OF PERCENTAGE INCREASE IN PROPERTY TAXES				
If the 2024 Proposed Millage Rate for this Taxing Jurisdiction exceeds the Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. Section 48-5-32.1(c) (2)	Rollback Millage Rate	3.882		
	2024 Millage Rate	5.216		
	Percentage Increase	34.36%		
CERTIFICATIONS				
I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.				
_____		_____		
Chairman, Board of Tax Assessors		Date		
I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.				
_____		_____		
Tax Collector or Tax Commissioner		Date		
I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. Section 48-5-32.1 for the taxing jurisdiction for tax year 2024 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2024 is _____				
CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION				
<input type="checkbox"/> If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 exceeds the rollback rate, I further certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. Sections 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published five year history and current digest advertisement, the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.				
<input type="checkbox"/> If the final millage rate set by the authority of the taxing jurisdiction for tax year 2024 does not exceed the rollback rate, I further certify that the required five year history and current digest advertisement has been published in accordance with O.C.G.A. Section 48-5-32 as evidenced by the attached copy of such advertised report.				
_____		_____	_____	
Signature of Responsible Party		Title	Date	

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**FY 25**

**TAX DIGEST AND**

**5 YEAR HISTORY**

## NOTICE OF PROPERTY TAX INCREASE

The City of Port Wentworth has tentatively adopted a millage rate which will require an increase in property taxes by 34.36% percent. All concerned citizens are invited to the public hearing on this tax increase to be held at the City Hall, located at 7224 GA Highway 21, Port Wentworth, GA 31407 on Monday, June 10, 2024, at 9 am (hearing 1). Time and place of additional public hearing on this tax increase at the City Hall, located at 7224 GA Highway 21, Port Wentworth, GA 31407 on Thursday, June 13, 2024, at 7 pm (hearing 2). Time and place of additional public hearing on this tax increase at the City Hall, located at 7224 GA Highway 21, Port Wentworth, GA 31407 on Thursday, June 20, 2024, at 7 pm (hearing 3). This tentative increase will result in a millage rate of 5.216 mills, an increase of 1.056 mills. Without this tentative tax increase, the millage rate will be no more than 4.16 mills. The proposed tax increase for a home with a fair market value of \$ 200,000 is approximately \$ 84.48 and the proposed tax increase for nonhomestead property with a fair market value of \$220,000 is approximately \$ 92.93.

### CURRENT 2024 TAX DIGEST AND 5 YEAR HISTORY OF LEVY

	2019	2020	2021	2022	2023	2024
Real & Personal	488,698,006	526,533,766	540,375,932	775,420,869	814,425,549	952,036,025
Motor Vehicles	3,075,650	3,397,540	2,523,690	2,185,140	2,061,280	1,954,190
Mobile Homes	225,360	199,444	205,524	230,564	242,804	208,790
Timber - 100%	-	61,062	24,738	48,014	48,014	-
Heavy Duty Equipment	6,108	12,052	42,530	27,523	2,956	16,952
Gross Digest	492,005,124	530,203,864	543,172,414	777,912,110	816,780,603	954,215,957
Less M& O Exemptions	48,487,444	55,596,483	55,868,287	76,750,248	100,625,265	109,797,436
Net M & O Digest	443,517,680	474,607,381	487,304,127	701,161,862	716,155,338	844,418,521
Adjusted Net M&O Digest	\$443,517,680	\$474,607,381	\$487,304,127	\$701,161,862	\$716,155,338	\$844,418,521
Gross M&O Millage	8.910	8.450	8.541	7.733	8.281	9.098
Less Rollback (LOST)	4.750	4.290	4.381	3.573	4.121	3.882
Net M&O Millage	4.160	4.160	4.160	4.160	4.160	5.216
Total Taxes Levied	1,845,034	1,974,367	2,027,185	2,916,833	2,979,206	4,404,487
Net Taxes \$ Increase	35,489	129,333	52,818	889,648	62,373	1,425,281
Net Taxes % Increase	1.96%	7.01%	2.68%	43.89%	2.14%	47.84%

**FY 25**

**MAJOR FUND**

**BUDGET SUMMARY**

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# **FY 25 BUDGET SUMMARY**

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# City Service Statistics

The City of Port Wentworth is planning to appropriate \$17.7 million in General Fund for operations, \$9.7 million in Enterprise Funds, \$1.7 million in Hotel Motel Funds in support of the General Fund and \$54.4 million in capital funds to provide the community with exceptional services and amenities. Data below is a summary from the FY 24 fiscal year for which information is available.



**6**

Parks, Recreation  
Facilities hosting  
13 Sports programs  
serving 900 residents



**4,180**

Water customers  
Commercial and  
Residential



**3,939**

Solid Waste customers  
Commercial and  
Residential



**561**

Business Licenses  
issued annually



**24,628**

Calls for  
Police Service



**2,276**

Fire Emergency  
responses



**65**

Miles of road  
maintained



**655**

Building Permits issued  
and 7,094 Building  
Inspections completed



**13,166**

Chatham area  
Transit Rides since  
March 2024



**16.07**

Square Miles of Land  
Area, including 7,703  
Land Parcels



**14,468**

Population as of  
July 2023



**2.6**

Billion gallons of  
Water Consumption  
billed

## BUDGET SUMMARY

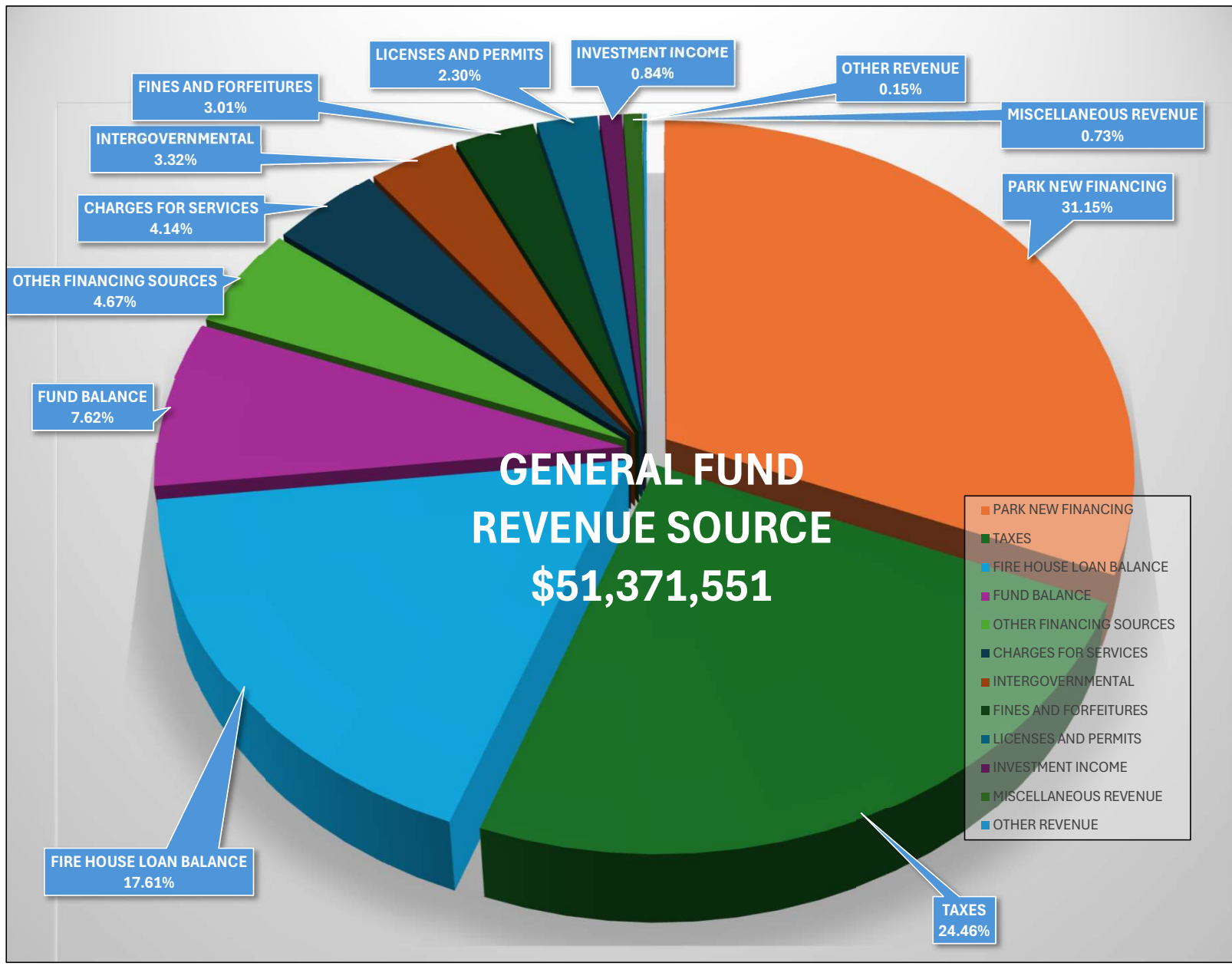
	GENERAL FUND 100	HOTEL MOTEL TAX FUND 275	SPLOST FUND 320	ENTERPRISE FUND 505	TOTAL
<b>REVENUE BY SOURCE</b>					
TAXES	12,566,787	-	-	-	12,566,787
LICENSES AND PERMITS	1,183,200	-	-	-	1,183,200
INTERGOVERNMENTAL	1,706,088	2,133,333	3,716,885	-	7,556,306
CHARGES FOR SERVICES	2,125,659	-	-	9,927,461	12,053,120
FINES AND FORFEITURES	1,545,000	-	-	-	1,545,000
INVESTMENT INCOME	432,865	-	-	650,000	1,082,865
MISCELLANEOUS REVENUE	372,500	-	-	205,000	577,500
OTHER FINANCING SOURCES	2,400,000	-	-	-	2,400,000
OTHER REVENUES	29,039,452	-	4,287,124	9,250,000	42,576,576
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

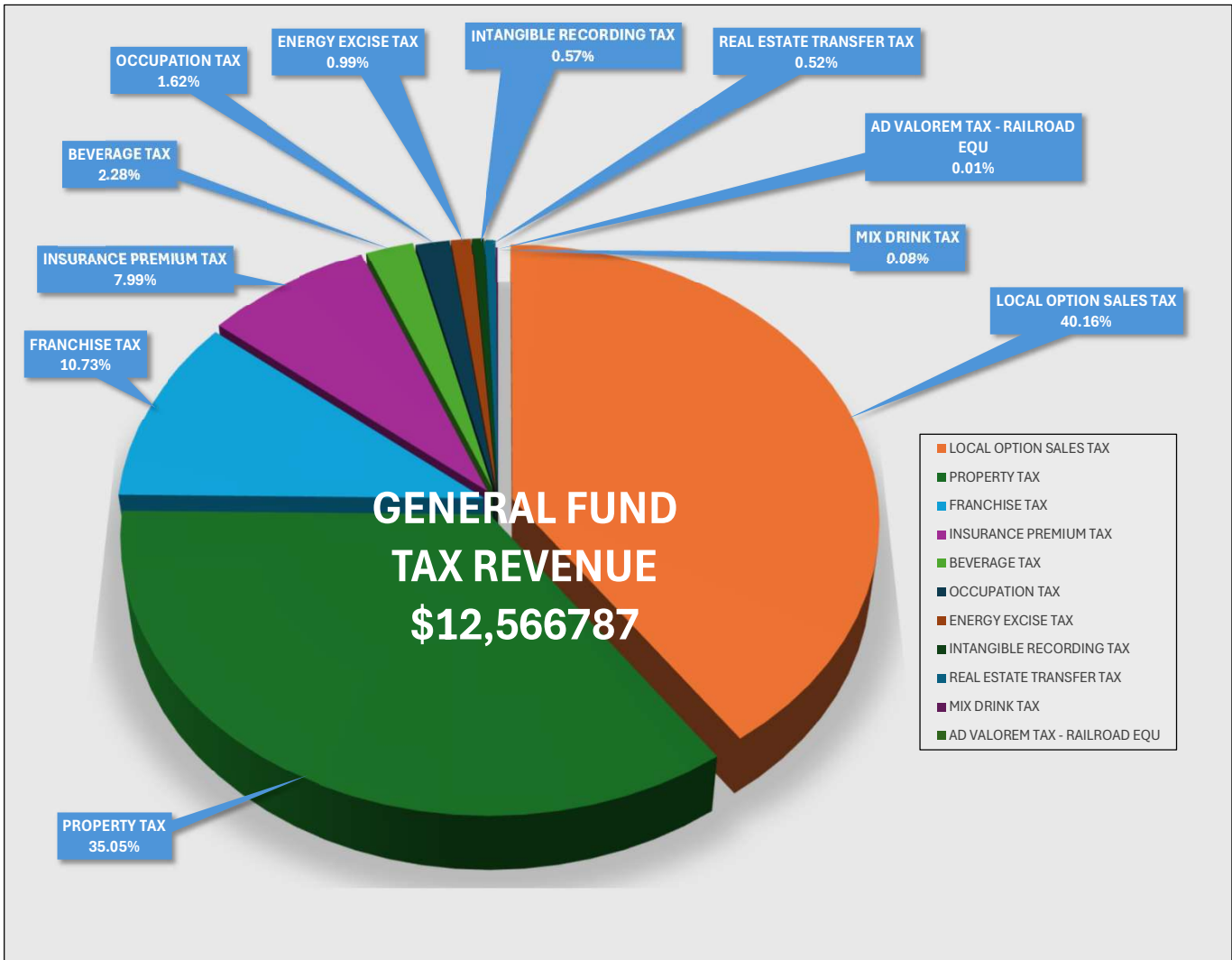
<b>SUMMARY OF APPLIED REVENUE</b>					
OPERATING	17,663,395	1,733,333	-	9,656,435	29,053,163
CAPITAL	32,511,067	400,000	8,004,009	10,100,000	51,015,076
DEBT SERVICE	1,197,089	-	-	276,026	1,473,115
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

<b>EXPENSE BY CATEGORY</b>					
PERSONNEL AND BENEFITS	11,144,781	-	-	1,982,730	13,127,511
PURCHASED CONTRACTED SERVICES	4,103,792	-	-	4,551,833	8,655,625
MATERIALS AND SUPPLIES	2,414,822	-	-	3,121,872	5,536,694
INTERGOVERNMENTAL	-	1,733,333	-	-	1,733,333
CAPITAL	32,511,067	400,000	8,004,009	10,100,000	51,015,076
DEBT SERVICE	1,197,089	-	-	276,026	1,473,115
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

<b>SUMMARY OF EXPENSES</b>					
OPERATING	17,663,395	1,733,333	-	9,656,435	29,053,163
CAPITAL	32,511,067	400,000	8,004,009	10,100,000	51,015,076
DEBT SERVICE	1,197,089	-	-	276,026	1,473,115
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

# **FY 25 REVENUES**





## REVENUE DETAIL

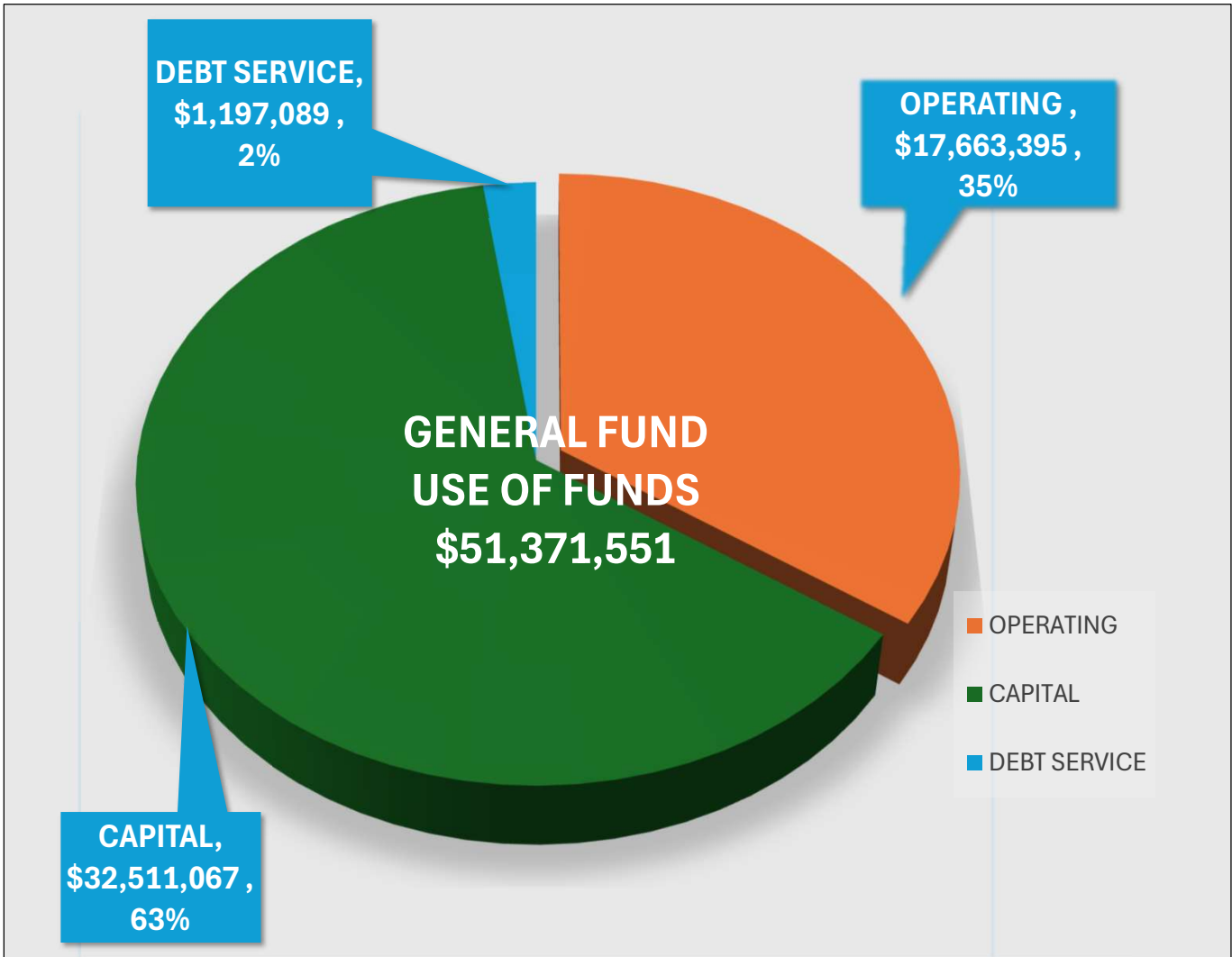
	GENERAL FUND 100	HOTEL MOTEL TAX FUND 275	SPLOST FUND 320	ENTERPRISE FUND 505	TOTAL
<b>TAXES</b>					
PROPERTY TAX	4,404,487	-	-	-	4,404,487
INTANGIBLE RECORDING TAX	72,000	-	-	-	72,000
AD VALOREM TAX - RAILROAD EQU	1,100	-	-	-	1,100
REAL ESTATE TRANSFER TAX	65,000	-	-	-	65,000
FRANCHISE TAX	1,348,000	-	-	-	1,348,000
LOCAL OPTION SALES TAX	5,047,000	-	-	-	5,047,000
ENERGY EXCISE TAX	125,000	-	-	-	125,000
BEVERAGE TAX	286,000	-	-	-	286,000
MIX DRINK TAX (LIGUOR BY THE DRINK)	10,450	-	-	-	10,450
OCCUPATION TAX	203,500	-	-	-	203,500
INSURANCE PREMIUM TAX	1,004,250	-	-	-	1,004,250
<b>TOTAL TAXES</b>	<b>12,566,787</b>	-	-	-	<b>12,566,787</b>
<b>LICENSES AND PERMITS</b>					
ALCOHOLIC BEVERAGE LICENSE	91,500	-	-	-	91,500
BUILDING PERMITS	1,069,200	-	-	-	1,069,200
BUILDING INSPECTION FEES	22,500	-	-	-	22,500
<b>TOTAL LICENSES AND PERMITS</b>	<b>1,183,200</b>	-	-	-	<b>1,183,200</b>
<b>INTERGOVERNMENTAL</b>					
GRANTS	1,683,088	-	-	-	1,683,088
CHATHAM-SAVANNAH DRUG TASK FORCE	23,000	-	-	-	23,000
HOTEL MOTEL SALES TAX	-	2,133,333	-	-	2,133,333
SPECIAL LOCAL OPTION SALES TAX (SPLOST)	-	-	3,716,885	-	3,716,885
<b>TOTAL INTERGOVERNMENTAL</b>	<b>1,706,088</b>	<b>2,133,333</b>	<b>3,716,885</b>	-	<b>7,556,306</b>
<b>CHARGES FOR SERVICES</b>					
BUILDING PLAN REVIEW FEE	442,400	-	-	-	442,400
SITE PLAN REVIEW	7,400	-	-	-	7,400
SUBDIVISION REVIEW	60,000	-	-	-	60,000
ZONING FEES	38,000	-	-	-	38,000
ENGINEERING FEE REIMBURSEMENT	113,000	-	-	-	113,000
FIRE PROTECTION FEES	1,319,359	-	-	-	1,319,359
FIRE COST RECOVERY FEES	1,500	-	-	-	1,500
AID TO CONSTRUCTION WATER	-	-	-	200,000	200,000
AID TO CONSTRUCTION SEWER	-	-	-	1,814,751	1,814,751
CONTAINER YARD SERVICE FEE	-	-	-	15,000	15,000
LANDFILL HOST FEE	-	-	-	176,000	176,000

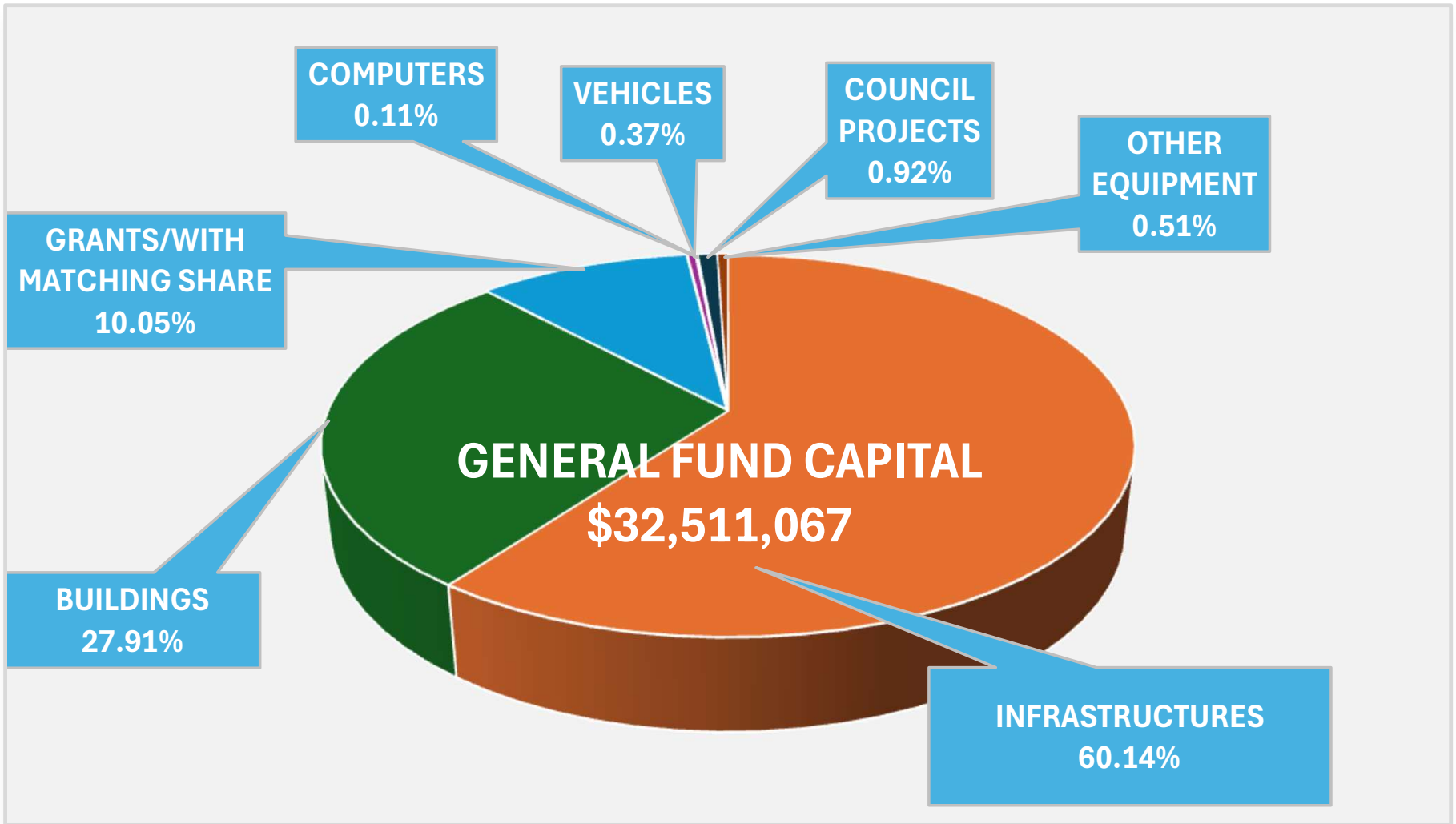
## REVENUE DETAIL

	GENERAL FUND 100	HOTEL MOTEL TAX FUND 275	SPLOST FUND 320	ENTERPRISE FUND 505	TOTAL
<b>CHARGES FOR SERVICES (CONTINUED)</b>					
WATER BILLING CHARGES	-	-	-	2,454,107	2,454,107
SEWER BILLING	-	-	-	2,895,419	2,895,419
SOLID WASTE DISPOSAL BILLING	-	-	-	1,723,684	1,723,684
NEW WATER SERVICE FEE	-	-	-	115,000	115,000
NEW CONTAINER SERVICE FEE	-	-	-	40,000	40,000
WATER METER EQUIPMENT FEES	-	-	-	387,500	387,500
SEWER CONNECTION FEES	-	-	-	20,000	20,000
CUT OFF FEES BILLING	-	-	-	25,000	25,000
LATE PMT PENALTIES	22,000	-	-	61,000	83,000
RECREATION FEES	122,000	-	-	-	122,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>2,125,659</b>	<b>-</b>	<b>-</b>	<b>9,927,461</b>	<b>12,053,120</b>
<b>FINES AND FORFEITURES</b>					
COURT FINES & FORFEITURES	1,200,000	-	-	-	1,200,000
COURT TECH FEES	300,000	-	-	-	300,000
POLICE MISCELLANEOUS FINES	45,000	-	-	-	45,000
<b>TOTAL FINES AND FOREFEITURES</b>	<b>1,545,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,545,000</b>
<b>INVESTMENT INCOME</b>					
INTEREST INCOME	432,865	-	-	650,000	1,082,865
<b>TOTAL INVESTMENT INCOME</b>	<b>432,865</b>	<b>-</b>	<b>-</b>	<b>650,000</b>	<b>1,082,865</b>
<b>MISCELLANEOUS REVENUE</b>					
RENTAL - PUBLIC PROPERTIES	5,000	-	-	-	5,000
INSURANCE REIMBURSEMENTS	15,000	-	-	-	15,000
OTHER MISCELLANEOUS REVENUE	315,000	-	-	105,000	420,000
TELECOMMUNICATION LEASE	-	-	-	100,000	100,000
STAND UP FOR AMERICA DAY	25,000	-	-	-	25,000
OVER/SHORT CASH RECEIPTS	500	-	-	-	500
ECONOMIC DEVELOPMENT	12,000	-	-	-	12,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>372,500</b>	<b>-</b>	<b>-</b>	<b>205,000</b>	<b>577,500</b>
<b>OTHER FINANCING SOURCES</b>					
OPERATING TRANSFERS IN - HOTEL/MOTEL	1,200,000	-	-	-	1,200,000
GA POWER GRANT	1,200,000	-	-	-	1,200,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>2,400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,400,000</b>
<b>OTHER REVENUES</b>					
TRANSFER IN - FUND BALANCE	12,964,452	-	4,287,124	9,250,000	26,501,576
SALE OF FIXED ASSETS	75,000	-	-	-	75,000
PARK DEVELOPMENT LOAN/BONDS	16,000,000	-	-	-	16,000,000
<b>TOTAL OTHER REVENUES</b>	<b>29,039,452</b>	<b>-</b>	<b>4,287,124</b>	<b>9,250,000</b>	<b>42,576,576</b>
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

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# **FY 25 EXPENDITURES**





## EXPENDITURE DETAIL

	GENERAL FUND 100	HOTEL MOTEL TAX FUND 275	SPLOST FUND 320	ENTERPRISE FUND 505	TOTAL
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
SALARIES - REGULAR	7,826,362	-	-	1,423,351	9,249,713
OVERTIME	409,500	-	-	12,000	421,500
UNEMPLOYMENT BENEFIT	39,132	-	-	7,116	46,248
INSURANCE - GROUP	1,666,578	-	-	289,241	1,955,819
P/R TAXES	598,717	-	-	108,886	707,603
RETIREMENT - GMEBS	293,900	-	-	52,694	346,594
DEFINED CONTRIBUTION	9,800	-	-	29,400	39,200
TUITION REIMBURSEMENTS	73,750	-	-	18,750	92,500
WORKMENS COMP INS	164,432	-	-	29,905	194,337
LONG & SHORT TERM DISA	62,610	-	-	11,387	73,997
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>	<b>11,144,781</b>	<b>-</b>	<b>-</b>	<b>1,982,730</b>	<b>13,127,511</b>
<b>PURCHASED/CONTRACTED SVC</b>					
ELECTIONS	10,000	-	-	-	10,000
TAX COLLECTION	4,750	-	-	14,250	19,000
WELLNESS SERVICES	15,000	-	-	-	15,000
MEDICAL SCREENING	18,000	-	-	-	18,000
ACCOUNTING / AUDIT FEE	25,000	-	-	75,000	100,000
PROFESSIONAL SERVICES	759,400	-	-	375,000	1,134,400
METER READING SERVICES	-	-	-	200,000	200,000
COURT EXPENSES	185,000	-	-	-	185,000
GAME OFFICIALS	17,800	-	-	-	17,800
VEHICLE REPAIRS & MAIN	278,500	-	-	-	278,500
BUILDING MAINTENANCE	149,000	-	-	15,000	164,000
EQUIPMENT REPAIRS & MA	59,000	-	-	345,000	404,000
STREET REPAIRS AND MAINT	80,000	-	-	-	80,000
MAINTENANCE AGREEMENTS	663,478	-	-	30,000	693,478
RENTAL OF EQUIP & VEHI	42,300	-	-	-	42,300
RENTAL OF OFFICE SPACE	104,500	-	-	102,750	207,250
INSURANCE - GENERAL	607,044	-	-	25,254	632,298
COMMUNICATIONS	73,500	-	-	-	73,500
ADVERTISING	46,950	-	-	7,500	54,450
MUNICIPAL CODES	8,000	-	-	9,000	17,000
PRINTING	14,500	-	-	4,500	19,000
TRAVEL	186,680	-	-	15,000	201,680
DUES & SUBSCRIPTIONS	100,075	-	-	18,750	118,825
EDUCATION & TRAINING	107,315	-	-	11,250	118,565
CONTRACT LABOR	14,500	-	-	-	14,500
TREE SERVICES	30,000	-	-	-	30,000
CONTRACT SERVICES	433,500	-	-	3,303,579	3,737,079
STAND UP FOR AMERICA DAY	50,000	-	-	-	50,000
INAUGURATION	10,000	-	-	-	10,000
DUMP FEES	10,000	-	-	-	10,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>	<b>4,103,792</b>	<b>-</b>	<b>-</b>	<b>4,551,833</b>	<b>8,655,625</b>

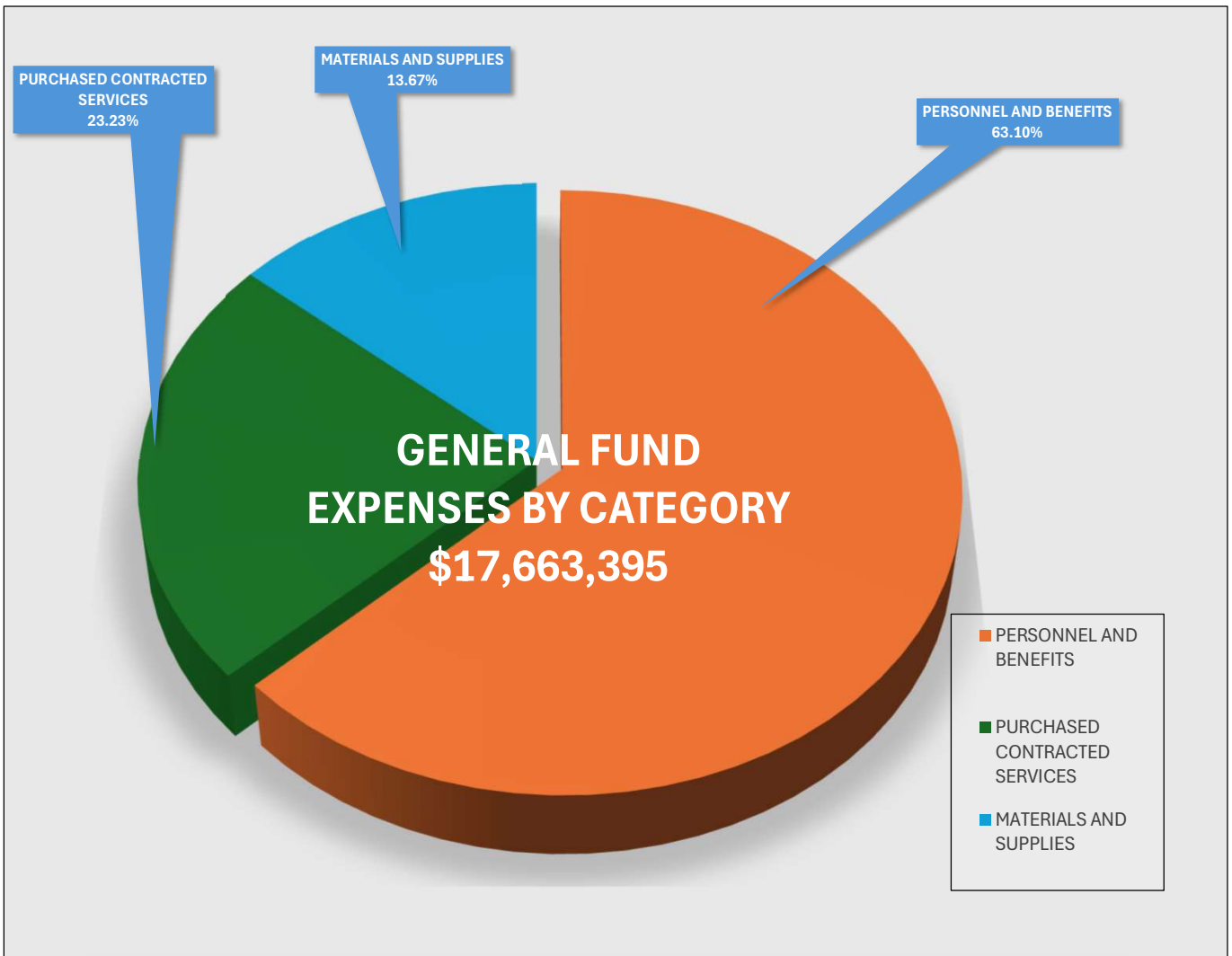
## EXPENDITURE DETAIL

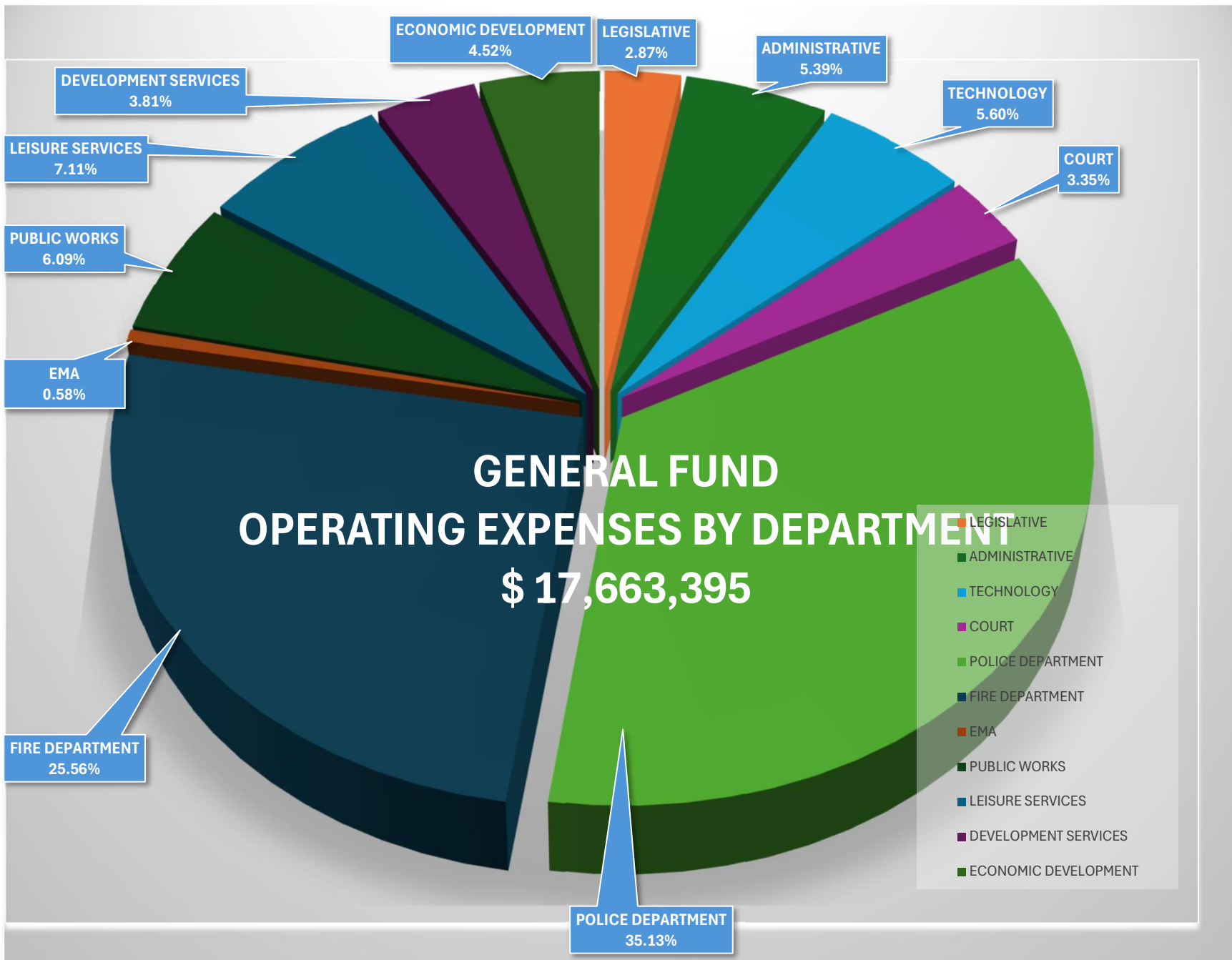
	GENERAL FUND 100	HOTEL MOTEL TAX FUND 275	SPLOST FUND 320	ENTERPRISE FUND 505	TOTAL
<b>MATERIALS &amp; SUPPLIES</b>					
OFFICE SUPPLIES	127,000	-	-	30,000	157,000
SUPPLIES	183,420	-	-	15,000	198,420
K-9 UNIT	4,500	-	-	-	4,500
CRIMINAL INVESTIGATION	150,000	-	-	-	150,000
TOOLS	107,793	-	-	-	107,793
STREET PAVING MATERIAL	10,000	-	-	-	10,000
STREET SIGNS/POSTS	65,000	-	-	-	65,000
AEROBICS & WEIGHT ROOM	3,000	-	-	-	3,000
FOOTBALL	8,690	-	-	-	8,690
LEISURE PROGRAMS	17,050	-	-	-	17,050
BASEBALL/SOFTBALL	10,000	-	-	-	10,000
BASKETBALL	7,900	-	-	-	7,900
SOCCER	9,700	-	-	-	9,700
CHEERLEADING	4,600	-	-	-	4,600
SENIOR CITIZENS	25,000	-	-	-	25,000
CONCESSIONS	9,200	-	-	-	9,200
SUMMER CAMPS	5,000	-	-	-	5,000
POSTAGE	13,100	-	-	15,000	28,100
TUMBLING	17,000	-	-	-	17,000
SENIOR CITIZENS SUPPLIES	5,000	-	-	-	5,000
DANCE	1,200	-	-	-	1,200
IT IMPROVEMENTS ENH TEC	150,000	-	-	-	150,000
NATURAL GAS	25,000	-	-	9,000	34,000
ELECTRICITY	313,000	-	-	595,000	908,000
GAS & OIL	306,500	-	-	24,000	330,500
ENTERTAINMENT	51,000	-	-	22,500	73,500
SAVANNAH WATER PURCHASE	-	-	-	1,500,000	1,500,000
UNIFORMS	232,400	-	-	15,000	247,400
MISCELLANEOUS	237,100	-	-	225,000	462,100
CONTINGENCY FUNDS	315,669	-	-	671,372	987,041
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,414,822</b>	<b>-</b>	<b>-</b>	<b>3,121,872</b>	<b>5,536,694</b>
<b>INTERGOVERNMENT</b>					
TOURISM	-	577,706	-	-	577,706
TRADE AND CONVENTION	-	355,627	-	-	355,627
CITY OF PORTWENTWORTH	-	800,000	-	-	800,000
<b>TOTAL INTERGOVERNMENT</b>	<b>-</b>	<b>1,733,333</b>	<b>-</b>	<b>-</b>	<b>1,733,333</b>

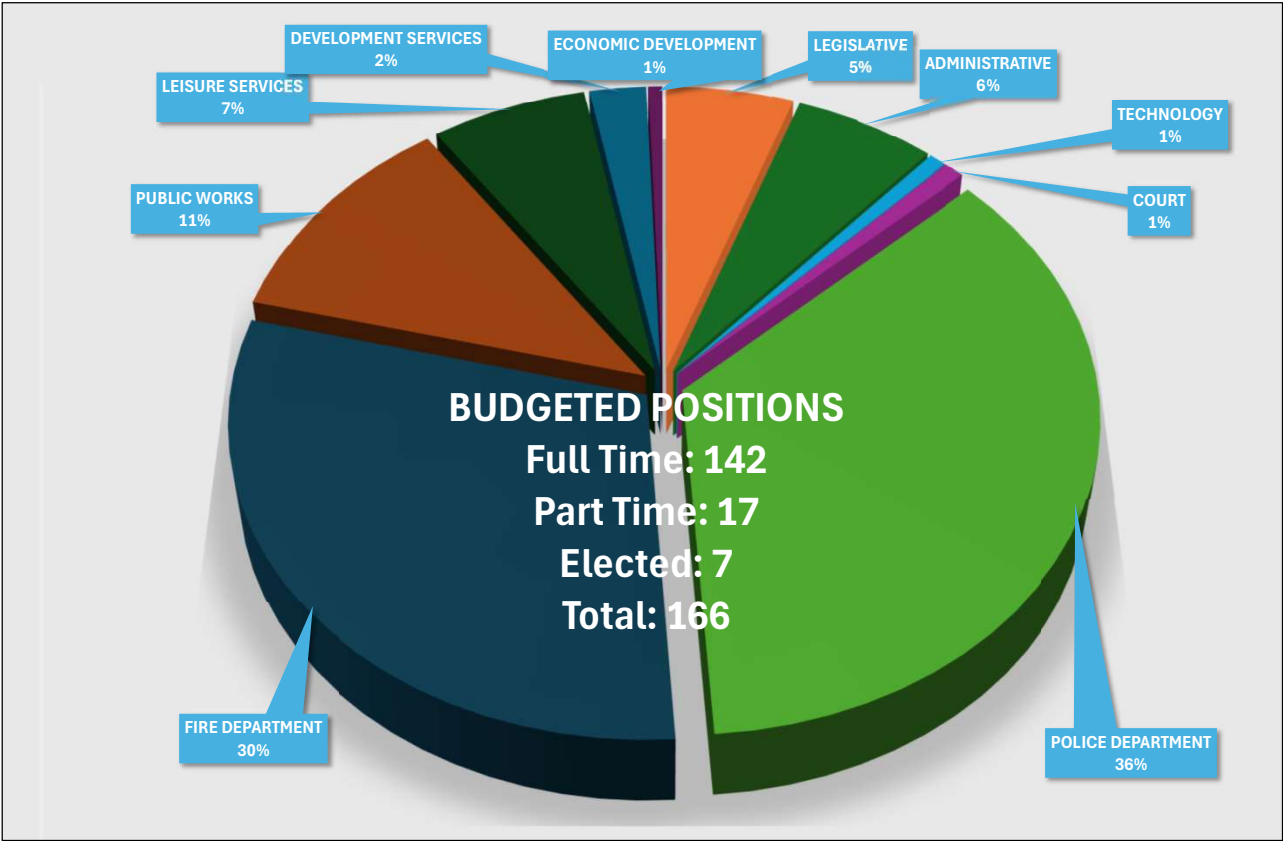
**EXPENDITURE DETAIL**

	<b>GENERAL FUND 100</b>	<b>HOTEL MOTEL TAX FUND 275</b>	<b>SPLOST FUND 320</b>	<b>ENTERPRISE FUND 505</b>	<b>TOTAL</b>
<b>CAPITAL</b>					
INFRASTRUCTURES	19,551,123	-	7,596,509	10,000,000	37,147,632
BUILDINGS	9,073,695	-	-	-	9,073,695
GRANTS/WITH MATCHING SHARE	3,267,209	-	-	-	3,267,209
VEHICLES	120,000	-	300,000	-	420,000
COMPUTERS	35,000	-	-	-	35,000
COUNCIL PROJECTS	298,000	-	-	-	298,000
OTHER EQUIPMENT	166,040	400,000	107,500	100,000	773,540
<b>TOTAL CAPITAL</b>	<b>32,511,067</b>	<b>400,000</b>	<b>8,004,009</b>	<b>10,100,000</b>	<b>51,015,076</b>
<b>DEBT SERVICE</b>					
CAPITAL PRINCIPAL - TRUCK/TRUIST	115,877	-	-	-	115,877
CAPITAL INTEREST - TRUCK/TRUIST	12,122	-	-	-	12,122
CAPITAL PRINCIPAL - FIRE HOUSE/MOBILE C2/TRUIST	352,119	-	-	-	352,119
CAPITAL INTEREST - FIRE HOUSE/MOBILE C2/TRUIST	433,640	-	-	-	433,640
CAPITAL PRINCIPAL - CITY HALL/CHASE	253,485	-	-	-	253,485
CAPITAL INTEREST - CITY HALL/CHASE	29,846	-	-	-	29,846
CAPITAL PRINCIPAL - WWTP/WATER TANK/USDA/GEFA	-	-	-	155,599	155,599
CAPITAL INTEREST - WWTP/WATER TANK/USDA/GEFA	-	-	-	120,427	120,427
<b>TOTAL DEBT SERVICE</b>	<b>1,197,089</b>	<b>-</b>	<b>-</b>	<b>276,026</b>	<b>1,473,115</b>
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>
<b>EXPENDITURE SUMMARY</b>					
OPERATING	17,663,395	1,733,333	-	9,656,435	29,053,163
CAPITAL	32,511,067	400,000	8,004,009	10,100,000	51,015,076
DEBT SERVICE	1,197,089	-	-	276,026	1,473,115
<b>TOTAL</b>	<b>51,371,551</b>	<b>2,133,333</b>	<b>8,004,009</b>	<b>20,032,461</b>	<b>81,541,354</b>

**FY 25**  
**GENERAL FUND**  
**BUDGET**







<u>DEPARTMENT</u>	<u>FT</u>	<u>PT</u>	<u>TOTAL</u>
LEGISLATIVE	2.00	7.00	9.00
ADMINISTRATION	10.00	0.00	10.00
TECHNOLOGY	1.25	0.00	1.25
COURT	1.50	0.00	1.50
POLICE	51.50	8.00	59.50
FIRE	45.75	4.00	49.75
PUBLIC WORKS	19.00	0.00	19.00
LEISURE SERVICES	6.00	5.00	11.00
DEVELOPMENT SERVICES	4.00	0.00	4.00
ECONOMIC DEVELOPMENT	1.00	0.00	1.00
<b>142.00</b>	<b>24.00</b>	<b>166.00</b>	

61.00

## BUDGET SUMMARY

	<b>GENERAL FUND 100</b>	<b>HOTEL MOTEL TAX FUND 275</b>	<b>SPLOST FUND 320</b>	<b>ENTERPRISE FUND 505</b>	<b>TOTAL</b>
<b>OPERATING EXPENSE BY DEPARTMENT</b>					
LEGISLATIVE	506,242	-	-	-	506,242
ADMINISTRATIVE	952,608	-	-	-	952,608
TECHNOLOGY	989,312	-	-	-	989,312
COURT	591,556	-	-	-	591,556
POLICE	6,204,876	-	-	-	6,204,876
FIRE	4,514,019	-	-	-	4,514,019
EMA	102,000	-	-	-	102,000
PUBLIC WORKS	1,075,392	-	-	-	1,075,392
LEISURE SERVICES	1,256,119	-	-	-	1,256,119
DEVELOPMENT SERVICES	673,684	-	-	-	673,684
ECONOMIC DEVELOPMENT	797,587	1,733,333	-	-	2,530,920
SEWER	-	-	-	1,953,828	1,953,828
WASTE WATER TREATMENT PLANT	-	-	-	2,301,328	2,301,328
WATER	-	-	-	3,563,827	3,563,827
SOLID WASTE	-	-	-	1,837,452	1,837,452
<b>TOTAL</b>	<b>17,663,395</b>	<b>1,733,333</b>	<b>-</b>	<b>9,656,435</b>	<b>29,053,163</b>

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**FY 25**  
**LEGISLATIVE**  
**BUDGET**

## Department Overview

The City Council is the municipal governing body in Port Wentworth, consisting of seven citizens elected to serve the public. The Council consists of a Mayor, and six City Council members, two at large and four by district, elected to serve in staggered four-year terms. The Mayor, a member of the Council, is the presiding officer and only votes to break a tie.

The City of Port Wentworth was incorporated in 1957 and operates under the council-manager form of government. The City Manager is the Chief Executive Officer (CEO) responsible for the day-to-day operations of the city. The City Council sets city policy, enacts ordinances as required by law, and authorizes all public service programs to maintain an orderly, healthy, and safe environment for the City of Port Wentworth community. The Council appoints members to the various advisory boards, commissions, and committees, adopts the annual budget and sets the millage rate on an annual basis. The City Council also appoints and removes the City Manager, City Clerk and City Attorney.

Additional information regarding the City Council may be obtained by contacting the City Clerk.

## Department Overview

The City Clerk, one of the three positions appointed by the City Council, reports to the Mayor and the City Council and is responsible for the permanent, official records of the City. The City Clerk's Office attends all meetings of the City Council and its committees and records official actions, acts as the records custodian, and responds to requests for information and research assistance to staff and the public on all aspects of City and Council actions.

Key programs in the City Clerk's Office are included below:

- **City Council Support:** The City Clerk attends all meetings of the Council and its committees and records official actions and recommendations, prepares, and publishes City ordinances/resolutions, meets General Statute requirements on notifications requiring Council action (hearings, advertisements, letters, etc.), assists with agenda preparation, and other duties that may be assigned by Council.
- **Records Creation and Management:** The City Clerk is the legal custodian of all documents and ensures that all Council actions are recorded properly in an impartial and independent manner. In addition to taking minutes, maintains the Records Retention and Disposition Schedule.
- **Customer Service and Research:** In addition to providing support to the Council and City Manager, the Clerk's Office encounters and provides services to individuals from the community daily. Acting as the historian of the City, completes research for staff, Council, residents, and others to determine past actions and present procedures/policies.

## Mission Statement

The City Clerk's Office is committed to serving as the custodian of democracy, facilitating transparent governance, preserving vital records, and providing accessible, equitable, and efficient services to empower and connect our diverse community.

## Vision Statement

To be the trusted cornerstone of civic engagement, transparency, and accessibility, fostering a vibrant and inclusive community for all.

## **2023-2024 Accomplishments**

- The City Clerk's Office implemented a new Public Records Request portal GovQA. The Police, Fire, and Development Services Departments also joined in the process. This implementation will help the City of Port Wentworth begin to build trust through digital services while creating a customer originated portal where public records requests are seamless and robust.
- Implemented new Agenda and Minute software to help improve the functionality and user experience for the different departments who utilize this tool.
- Planned and executed the City's first ever Black History Month Program and Juneteenth Celebration. Organized Stand Up for America Day after the event was paused due to Covid.
- Attended numerous training sessions and conferences to keep up with emerging trends and ever-changing laws, as well as to have the opportunity to network with other clerks from all over the State.

## **2024-2025 Goals and Objectives**

- Bring record keeping up to date with standard practices by digitizing all files within the department.
- Innovate City Clerk's Office to aid departments in helping to establish best practices for records management and document flow.
- Establish transparency of City Records by way of highly searchable database available online through the GovQA portal and FAQ on City's website.

<b>100-GENERAL FUND</b>					
<b>DEPARTMENT NAME: LEGISLATIVE</b>					
<b>DEPARTMENT NUMBER: 1100</b>					
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>	
	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
100 5 511101	SALARIES - REGULAR	16,400	58,802	159,963	233,834
100 5 511300	OVERTIME	-	-	-	2,500
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	-	1,169
100 5 512101	INSURANCE - GROUP	5,203	5,500	12,758	27,547
100 5 512201	P/R TAXES	3,221	7,455	12,244	17,888
100 5 512400	RETIREMENT - GMEBS	2,100	2,323	3,411	4,848
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	5,000
100 5 512700	WORKMENS COMP INS	-	-	514	4,913
100 5 512902	LONG & SHORT TERM DISA	-	-	-	1,871
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>26,924</b>	<b>74,080</b>	<b>188,890</b>	<b>299,570</b>
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521101	ELECTIONS	-	-	8,000	10,000
100 5 521204	PROFESSIONAL SERVICES	544	-	-	-
100 5 523100	INSURANCE - GENERAL	48,196	62,623	26,950	33,673
100 5 523200	COMMUNICATIONS	4,459	152	-	-
100 5 523401	PRINTING	600	-	1,100	1,500
100 5 523501	TRAVEL	24,662	32,313	40,000	45,000
100 5 523502	HOTEL	-	-	2,000	-
100 5 523601	DUES & SUBSCRIPTIONS	2,722	-	3,250	5,000
100 5 523702	EDUCATION & TRAINING	815	635	5,000	7,500
100 5 523902	STAND UP FOR AMERICA DAY	-	-	-	50,000
100 5 523904	INAUGURATION	9,083	-	6,500	10,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>91,081</b>	<b>95,723</b>	<b>92,800</b>	<b>162,673</b>
<b>MATERIALS &amp; SUPPLIES</b>					
100 5 531101	OFFICE SUPPLIES	431	47	750	1,000
100 5 531301	ENTERTAINMENT	20,470	-	21,500	25,000
100 5 531510	SAVANNAH WATER PURCHASE	-	-	-	-
100 5 531701	UNIFORMS	484	-	2,000	3,000
100 5 531702	MISCELLANEOUS	10,976	1,739	13,000	15,000
100 5 531703	CONTINGENCY FUNDS	-	-	-	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>32,361</b>	<b>1,786</b>	<b>37,250</b>	<b>44,000</b>
<b>TOTAL</b>		<b>150,366</b>	<b>171,589</b>	<b>318,940</b>	<b>506,243</b>

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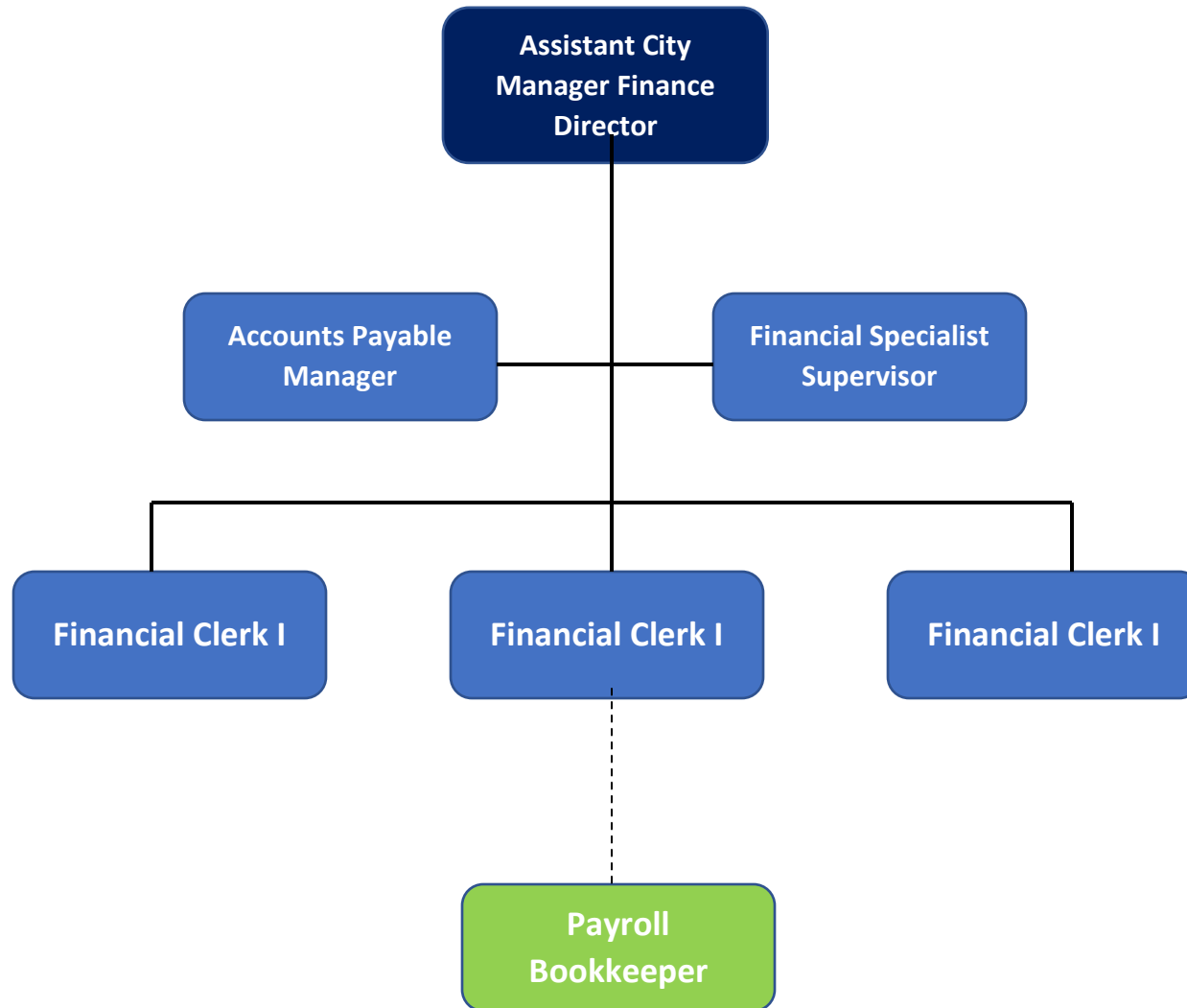
**FY 25**

**ADMINISTRATIVE**

**BUDGET**



## Department of Finance





## Department of Human Resources



# Administration

## Department Overview

The Administration Department is comprised of the City Manager and two Assistant City Managers and the subordinate staff working within Finance and Human Resources. The Department is headed by the City Manager, who is the CEO for the City.

The Department is responsible to ensure compliance with all prescribed rules and regulations as mandated by Georgia State, Local Laws, Generally Accepted Governments Accounting Standards, applicable Federal Statues, and the City Council.

The Department provides guidance and control over all financial transactions, review and approval of all contracts, issues, Debt, Grants and Budgets of the City. In addition, the Department will issue periodic financial reports in an objective and unbiased manner including cash management, investments, billing, accounts receivable and revenue accounting, proper accounting of purchase orders, vendor approval and management, vendor invoice claims processing and payments, processing, and administration of employee payroll.

The most important priority of the Administrative Department is to ensure a balanced budget and to provide for the long-term fiscal accountability and financial stability of the City.

## Mission Statement

The mission of Port Wentworth Administration Department is to oversee all governmental operations in a fair and equitable manner that benefits the city residents and staff. The city is committed to providing cost effective and state of the art services to improve or enhance the quality of life for the city residents and the business community.

## Vision Statement

The City Administration and staff are committed to Port Wentworth's economic, environmental and social priorities. The strategic vision and planning process focus on influencing the future rather than simply adapting to it by aligning organizational resources to bridge the gap between present conditions and the envisioned future. The Administration presents a balanced budget for the year under consideration in addition to a five-year capital plan to address future growth and our strategic objective.

## 2023-2024 Accomplishments

- Completed the FY 23 Audit on time, clean with no findings.
- Rolled out a new online integrated Human Resource Employment Application System, advertising now on 16 web-based platforms.
- Hired a new part time Bookkeeper to process Payroll.
- Hired a new Full-Time Human Resources Assistant.
- Consolidated all operating banking operations to Truist Bank.
- Generated \$2 million in interest earned during 11 of the 12 months of FY 24.

# Administration

- Implemented new Merchant Services Provider for Parks and Recreation.
- Providing Credit Card operations at Parks concession stands.
- Secured \$2.8 grant funds from infrastructure to equipment.
- Expanded Internet to Mobley Park.
- Negotiated legislation to increase Hotel/Motel Tax to 8% in alignment with region.
- Rolled out CAT Bus Transportation Service to reduce traffic congestion.
- Negotiated intergovernmental agreement to open Chatham County Tag Office at City Hall to provide better service to the community.
- Approved Habitat for Humanity housing project to provide affordable housing in Old Downtown.
- Designated Debbie Johnson Government Center at the City Hall.
- Created Economic Development Department to promote economic development.
- Created Development Authority to provide economic incentives for new businesses.
- Created Public Works Department to maintain public buildings and infrastructure.
- Created New Parking Ordinance to address neighborhood parking congestion.
- Negotiated Savannah Water Agreement to provide resources for new development.

## **2024-2025 Goals**

- New Mobile City Website Application to improve payment management and services user friendly.
- Working to secure the Cities First Bond Rating to reduce the cost of borrowing.
- Implement a road beautification plan for the interchange of I-95 and State Rt 21.
- Develop a community Trail Network Plan for residents.
- Prepare Engineering for Wastewater Treatment Plant Upgrade to support expansion of the community.
- Implement new health care insurance provider to reduce the cost of health care.
- Update Human Resource Manual for employees
- City Hall Office and storage expansion to consolidate offices, provide efficiencies in delivering public services and reduce the cost of renting office and storage space.
- Increase Grant funding for public works and city infrastructure.
- Increase Employee Training and Retention.
- Complete new city Park construction.
- Complete new Fire House Headquarters construction.
- Complete new economic development partnership project to expand entertainment, sporting and cultural events.

**100-GENERAL FUND****DEPARTMENT NAME: ADMINISTRATIVE****DEPARTMENT NUMBER: 1500**

		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>
		<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
100 5 511101	SALARIES - REGULAR	145,929	318,286	455,358	223,213
100 5 511300	OVERTIME	11,641	7,792	11,600	12,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	8,719	1,116
100 5 512101	INSURANCE - GROUP	18,106	100,711	81,223	30,990
100 5 512201	P/R TAXES	26,570	51,174	33,351	17,076
100 5 512400	RETIREMENT - GMEBS	11,508	9,241	26,157	5,445
100 5 512401	DEFINED CONTRIBUTION	6,541	23,815	30,220	7,625
100 5 512500	TUITION REIMBURSEMENTS	12,096	15,914	29,000	6,250
100 5 512700	WORKMENS COMP INS	1,312	16,112	10,019	4,690
100 5 512902	LONG & SHORT TERM DISA	4,416	-	4,360	1,786
	<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>	<b>238,119</b>	<b>543,045</b>	<b>690,007</b>	<b>310,190</b>
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521102	TAX COLLECTION	22,632	23,496	17,500	4,750
100 5 521200	WELLNESS SERVICES	366	5,930	6,500	1,000
100 5 521201	MEDICAL SCREENING	1,656	120	1,000	1,000
100 5 521202	ACCOUNTING / AUDIT FEE	126,766	40,199	100,000	25,000
100 5 521204	PROFESSIONAL SERVICES	262,817	535,011	231,500	125,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	201	-	-	2,000
100 5 522202	BUILDING MAINTENANCE	9,550	5,874	3,750	5,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	679	1,000	500	1,000
100 5 522204	STREET REPAIRS AND MAINTENANCE	-	-	-	-
100 5 522208	MAINTENANCE AGREEMENTS	39,593	12,242	8,000	10,000
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	1,971	95,109	14,500	13,000
100 5 522321	RENTAL OF OFFICE SPACE	-	-	62,400	34,250
100 5 523100	INSURANCE - GENERAL	12,585	10,467	10,450	8,418
100 5 523200	COMMUNICATIONS	17,035	2,092	-	-
100 5 523301	ADVERTISING	3,733	1,483	1,250	2,500
100 5 523400	MUNICIPAL CODES	4,129	-	-	3,000
100 5 523401	PRINTING	431	4,389	5,000	1,500
100 5 523501	TRAVEL	1,431	9,301	7,500	5,000
100 5 523502	HOTEL	4,760	3,569	9,500	-
100 5 523601	DUES & SUBSCRIPTIONS	45,740	40,515	22,500	6,250
100 5 523702	EDUCATION & TRAINING	7,011	12,302	16,250	3,750

**100-GENERAL FUND**

DEPARTMENT NAME: ADMINISTRATIVE

DEPARTMENT NUMBER: 1500

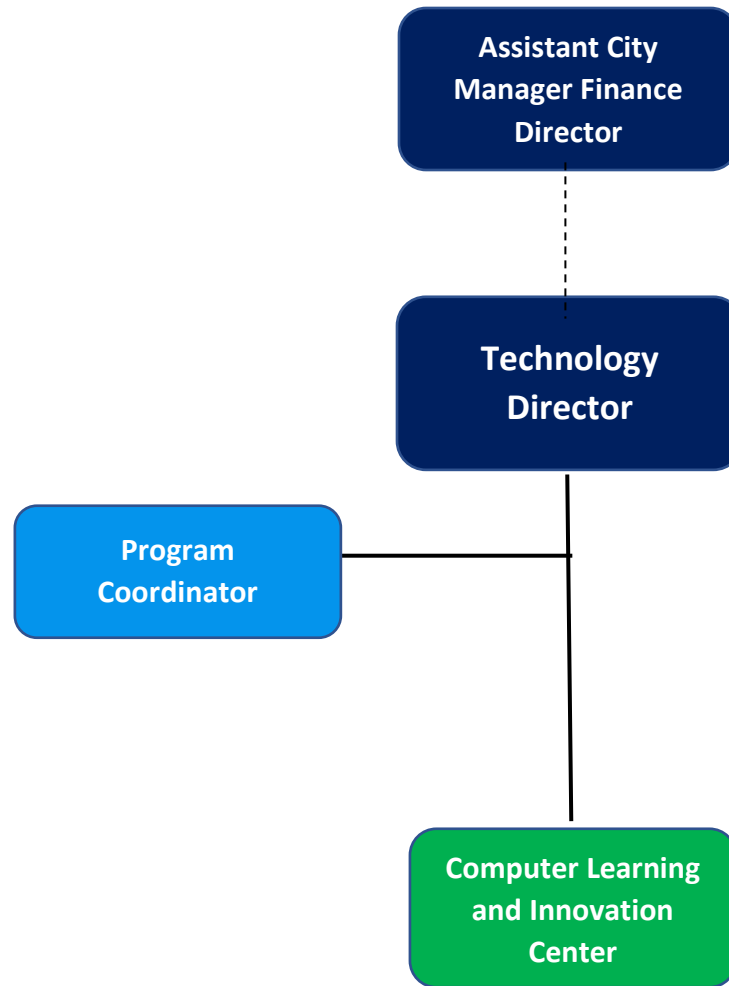
		ACTUAL	ACTUAL	ADOPTED	RECOMMENDED
		FY 22	FY 23	FY 24	FY 25
100 5 523850	CONTRACT LABOR	4,611	600	1,500	-
100 5 523852	CONTRACT SERVICES	11,768	11,667	3,000	1,500
100 5 523902	STAND UP FOR AMERICA DAY	13,490	96,893	50,000	-
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>592,955</b>	<b>912,259</b>	<b>572,600</b>	<b>253,918</b>
<b>MATERIALS &amp; SUPPLIES</b>					
100 5 531101	OFFICE SUPPLIES	11,874	16,402	17,500	10,000
100 5 531102	SUPPLIES	5,973	7,845	3,000	5,000
100 5 531121	POSTAGE	9,276	9,105	4,500	5,000
100 5 531220	NATURAL GAS	174	1,317	1,750	2,500
100 5 531230	ELECTRICITY	67,711	82,077	56,500	45,000
100 5 531270	GAS & OIL	1,600	6,328	7,750	8,000
100 5 531301	ENTERTAINMENT	8,214	1,525	5,000	8,000
100 5 531701	UNIFORMS	7,061	3,828	3,750	5,000
100 5 531702	MISCELLANEOUS	8,049	121,109	90,000	150,000
100 5 531703	CONTINGENCY FUNDS	29,369	84,198	130,000	150,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>149,301</b>	<b>333,734</b>	<b>319,750</b>	<b>388,500</b>
<b>TOTAL</b>		<b>980,375</b>	<b>1,789,038</b>	<b>1,582,357</b>	<b>952,608</b>

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**FY 25**  
**TECHNOLOGY**  
**BUDGET**



## Department of Technology



## Department Overview

The Department of Technology was formed within the City of Port Wentworth on July 1, 2022, with the goal of consolidating IT services in City Hall, adding accountability standards to each department for technology. This formation and consolidation will serve the citizens of Port Wentworth as we continuously adapt to the fast-paced changing technology updates to remain relevant and efficient. The Department of Technology consists of two employees and is responsible for the recently opened Computer Learning and Innovation Center (CLIC), where classes vital to the community, at no cost to the public, teach our citizens, for example, how to use a personal computer to introduction to video game design, with additional offerings in development as we grow. CLIC is excited to be partnered with Live Oak Public Library, which allows us to offer basic services for all digital needs.

## Mission Statement

The mission of the Department of Technology is to maintain and secure the city's digital assets, including databases, software, and computing equipment, as well as provide technical support to all departments within the city. While also encompassing world class technical resources to help residents, young and old, gain access to the technology and skill they need to succeed in this expanding digital world.

## Vision Statement

It is the vision of the Port Wentworth Deliver the right IT services to the right departments and citizens from the right providers. To promote a 'customer' service approach to support. Create a common, robust infrastructure across the City of Port Wentworth. Enable rapid, seamless execution of IT services. Develop intentional design through IT governance. Build a diverse, collaborative team of IT experts.

## 2023-2024 Accomplishments

- Redesign City Website.
- Redesign City Network.
- Upgraded Bandwidth from 1Gbps to 10Gbps.
- Installed cloud-based cameras throughout the city.
- Connected Leisure Services shop via fiber.
- Obtained new .gov domain and transitioned city website.
- Completed fiber extension to Anchor Park.
- Completed fiber extension to Annex.

- Consolidated all social media accounts.
- Transitioned from Verizon to FirstNet.
- Output processor setup for City Hall.
- Reconfigured Utility Billing Setup.
- Installed new CC machines throughout city buildings.
- Deployed Microsoft Defender O365.
- Completed city fiber ring, privatizing city network 100%.
- Transferred city domain from 3<sup>rd</sup> party back to the city.
- Enabled DKIM and DMARC on our domain for security.
- Placed Timelapse cameras at Anchor Park.
- Completed CAD911 transition within the FD and PD.
- Resolved MOP, IVR issues within Tyler Software.
- Completed reprogramming of all FD radios.
- Completed installation of new in-car and body worn cameras for PD.
- Completed installation of Cradle points in all PD vehicles.
- Installed new iPad devices in all first out FD apparatus.
- Upgraded public works infrastructure.
- Investigated and mitigated upload speed bandwidth issues.
- Implemented encrypted emails for COPW network.
- Completed city domain and pd domain upgrades (added storage).
- Implemented Civic Plus to replace IQM2 Clerk software.
- Implemented Civic Rec to replace Tyler Parks and Rec.
- Completed internet extension to Mobley Park.

## **2024-2025 Goals and Objectives**

- Phase in new radio upgrade for FD to align with County platform.
- Replace all council iPads with new cellular versions.
- Outfit new EOC located at new FD.
- Outfit new Training Center for PD.
- Outfit and relocate workstations and equipment in new/expanded City Hall.
- Upgrade A/V within council chambers.
- Add IP cameras to Mobley Park.
- Upgrade PA and Video system at PW Gymnasium.

# Technology

- Upgrade PA and Sound system at Mobley Park.
- Add PA and Video system to Senior Center.
- Provide accountability for PW vehicles.
- Consolidate City domain and PD domain for manageability.
- Deploy 2FA for all network accounts.
- Upgrade server software to 2022 version.
- Implement Microsoft Entra across network.
- Finalize fiber to business agreement with Seimitsu.
- Deploy COPW Mobile App for iOS and Android.
- Transition Development Dept Software to new vendor.
- Buildout A/V system for new Amphitheater.
- Buildout Wi-Fi System at Anchor Park.
- Implement quarterly security training for all staff.

**100-GENERAL FUND**

DEPARTMENT NAME: TECHNOLOGY

DEPARTMENT NUMBER: 1600

		ACTUAL	ACTUAL	ADOPTED	RECOMMENDED
		FY 22	FY 23	FY 24	FY 25
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
100 5 511101	SALARIES - REGULAR	-	37,403	71,401	177,023
100 5 511300	OVERTIME	-	-	3,436	2,500
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	1,409	885
100 5 512101	INSURANCE - GROUP	-	506	35,920	27,547
100 5 512201	P/R TAXES	-	6,171	5,388	13,542
100 5 512400	RETIREMENT - GMEBS	-	-	4,226	4,848
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	5,000
100 5 512700	WORKMENS COMP INS	-	-	176	3,719
100 5 512902	LONG & SHORT TERM DISA	-	-	720	1,416
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		-	<b>44,080</b>	<b>122,676</b>	<b>236,480</b>
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521201	MEDICAL SCREENING	-	40	500	-
100 5 521204	PROFESSIONAL SERVICES	-	12,348	20,647	18,100
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	-	-	5,400	7,500
100 5 522202	BUILDING MAINTENANCE	-	804	2,000	2,500
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	-	3,328	5,000	5,000
100 5 522208	MAINTENANCE AGREEMENTS	-	223,288	289,295	506,255
100 5 523100	INSURANCE - GENERAL	-	-	4,450	4,677
100 5 523200	COMMUNICATIONS	-	108,721	124,692	73,500
100 5 523501	TRAVEL	-	22	2,500	6,000
100 5 523502	HOTEL	-	1,518	2,500	-
100 5 523601	DUES & SUBSCRIPTIONS	-	15,671	28,329	63,200
100 5 523702	EDUCATION & TRAINING	-	-	153	11,400
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		-	<b>365,740</b>	<b>485,466</b>	<b>698,132</b>
<b>MATERIALS &amp; SUPPLIES</b>					
100 5 531101	OFFICE SUPPLIES	-	4,807	11,945	3,000
100 5 531102	SUPPLIES	-	44,395	35,500	35,000
100 5 531270	GAS & OIL	-	-	3,000	3,000
100 5 531301	ENTERTAINMENT	-	513	1,000	1,000
100 5 531701	UNIFORMS	-	461	2,700	2,700
100 5 531702	MISCELLANEOUS	-	-	12,000	10,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		-	<b>50,176</b>	<b>66,145</b>	<b>54,700</b>
<b>TOTAL</b>		-	<b>459,996</b>	<b>674,287</b>	<b>989,312</b>

**FY 25  
COURT  
BUDGET**

**100-GENERAL FUND**

DEPARTMENT NAME: COURT

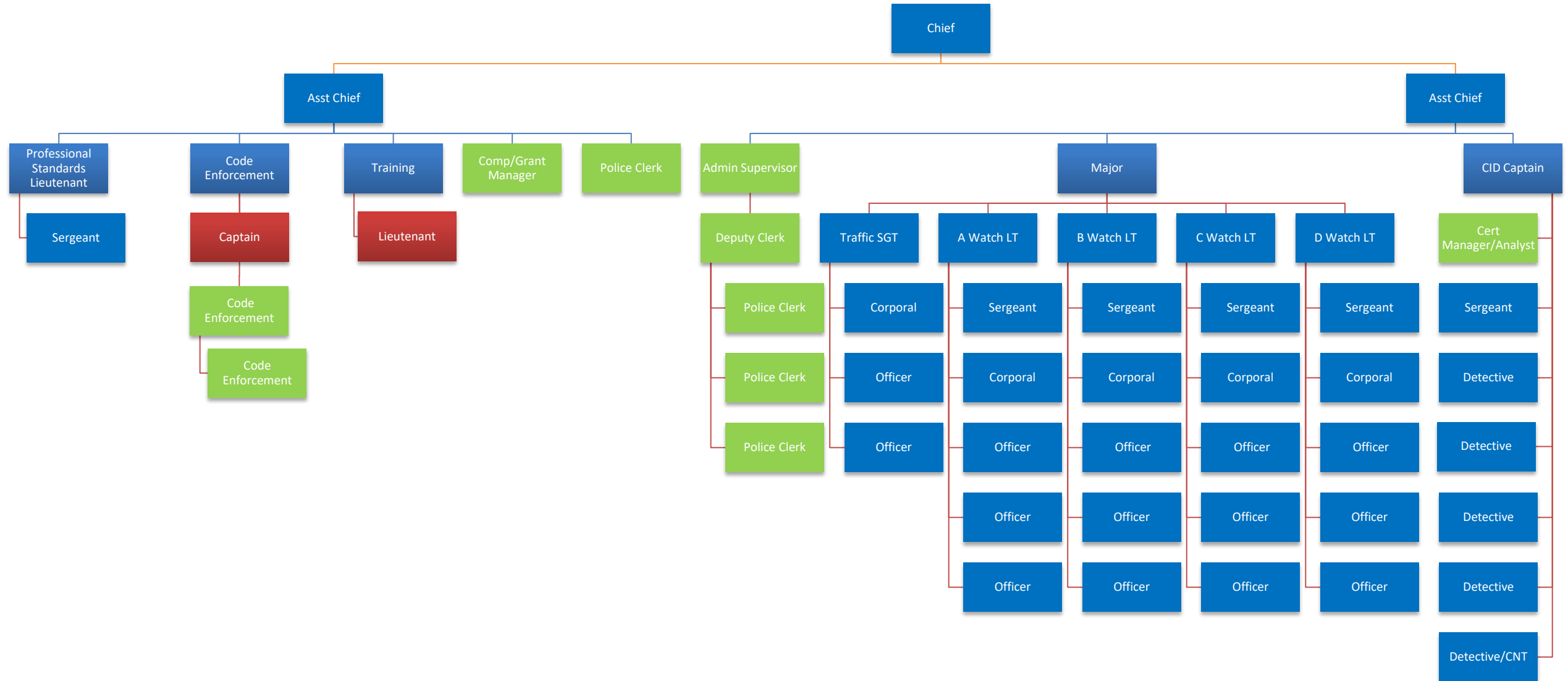
DEPARTMENT NUMBER: 2650

	ACTUAL FY 22	ACTUAL FY 23	ADOPTED FY 24	RECOMMENDED FY 25
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>				
100 5 511101	41,271	60,231	103,003	168,074
100 5 511300	1,067	528	3,000	2,500
100 5 512001	-	-	2,049	840
100 5 512101	17,908	23,972	30,800	20,660
100 5 512201	6,433	7,366	7,837	12,858
100 5 512400	6,868	7,571	6,147	3,636
100 5 512700	275	2,266	2,629	3,531
100 5 512902	1,202	100	1,024	1,345
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>	<b>75,024</b>	<b>102,034</b>	<b>156,489</b>	<b>213,444</b>
<b>PURCHASED/CONTRACTED SVC</b>				
100 5 521201	290	-	-	-
100 5 521204	69,280	64,196	65,000	150,000
100 5 521302	-	-	185,000	185,000
100 5 522202	1,155	750	10,000	5,000
100 5 522208	50,448	4,273	5,000	5,000
100 5 522320	-	-	5,000	-
100 5 523100	554	2,464	6,675	5,612
100 5 523200	390	-	-	-
100 5 523301	-	-	1,000	1,000
100 5 523501	395	114	5,000	9,000
100 5 523502	1,261	-	4,000	-
100 5 523601	210	271	1,500	1,500
100 5 523702	650	625	5,000	5,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>	<b>124,633</b>	<b>72,693</b>	<b>293,175</b>	<b>367,112</b>
<b>MATERIALS &amp; SUPPLIES</b>				
100 5 531101	2,237	1,185	2,000	2,000
100 5 531102	1,749	145	4,000	4,000
100 5 531121	-	58	1,500	1,500
100 5 531701	900	-	1,000	2,000
100 5 531702	-	-	1,500	1,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,886</b>	<b>1,388</b>	<b>10,000</b>	<b>11,000</b>
<b>TOTAL</b>	<b>204,543</b>	<b>176,115</b>	<b>459,664</b>	<b>591,556</b>

**FY 25**  
**POLICE**  
**BUDGET**



# POLICE DEPARTMENT



SWORN: 43

CIVILIANS: 10

## Department Overview

The City of Port Wentworth Police Department is committed to delivering quality professional services to this this community which is guided by the best ethical and leally sound policy and procedures. Managing performance in a way that holds employees accountable for outcomes can play a critical role in shaping the community's sense of safety and well-being. The Police Department is vested in the community's interest and shares in its commitment to address the quality-of-life concerns and is committed to working collaboratively with a wide array of community agencies, stakeholders, partners, and other resources to achieve the planned mission.

The Port Wentworth Police Department will continue to strive to implement new initiatives to enhance the level of public service we deliver to the community. We will continue to work towards building trust and enhancing the department's legitimacy by fair and impartial delivery of police services and enforcement of the laws. We will increase our level of professionalism through training and education to deliver a quality service to the citizens of Port Wentworth.

## **Mission Statement**

The Port Wentworth Police Department (PWPD) is dedicated to maintaining a safe and secure community with the highest quality of life by providing professional, ethical and responsible public safety services in partnership with the community. PWPD is comprised of a diverse group of professionals who are committed to working with the community to make the City of Port Wentworth a safe and desirable place to live, work, and visit. Our mission is to partner with the community to solve problems, enforce the law, and improve public safety in a manner that is fair, impartial, transparent, and consistent. Our vision of working with a collaboration of community, police, and other stakeholders, together to solve community and neighborhood problems, we can establish a safer community for all.

## **Vision Statement**

The City of Port Wentworth can rely on a Police Department that is invested in the community, shares in its commitment to address the quality of life and is committed to delivering quality services to the community. Having a clear sense of the strategic direction, overall mission, and core values of the organization. Playing an active role in shaping the community's sense of safety and well-being. Working collaboratively with a wide array of community agencies, service providers, and other interested parties in working towards matters of mutual interest. Building trust and enhancing the department's legitimacy in the eyes of the public by fair and impartial delivery of police services and enforcement of the laws. Serving as an integral, indispensable facet in solving community problems. Managing performance in a way that holds employees accountable for outcomes while ensuring the well-being of the officers.

## 2023-2024 Accomplishments

- Started the State Accreditation Process. Certification status represents a significant professional achievement for a law enforcement agency. Certification acknowledges the implementation of policies and procedures conceptually sound and operationally effective. Certification is the vehicle for modern, progressive law enforcement CEOs to move their agency forward into the 21st century.
- Implementation of promotional assessment center for all ranks within the police department.
- Implemented a Community Engagement holiday program titled; 'Shop with a Cop'.
- Our Criminal Investigations Unit completed several advanced crime scene and investigation classes last year.
- Completed Advanced Photography as well as Evidence Presentation.
- Completed Homicide School.
- Ensured that we are on track to obtain the appropriate software to reduce city liability for extra-duty/off duty employment.
- The implementation of an Awards committee for the Police Department.
- The implementation of a staff advisory committee to address employees' concerns and needs. This helps with recruitment and retention.
- The implementation of an accident review board for all staff members who are involved in vehicle crashes. To reduce and help address the city's liability.
- Began the Open Records Software called Gov QA.
- Recipient of the Clearance Rate Excellence Award. The Clearance Rate Excellence Award recognizes the top 10% of courts in each class of court that demonstrate exceptional performance in maintaining clearance rates.
- Creation of civilian code enforcement positions.
- The implementation of a New Field Training Officer Program on Virtual Academy.
- Established new partnerships and relationships with Savannah Tech Police Academy, Kennesaw state university, Hunter Army Airfield, and Ft. Stewart, for the purpose of Actively recruiting at these locations.
- Implementation of new Internal Affairs Reviews to include new secure software IA Pro.

## 2024-2025 Goals and Objectives

- **Code Enforcement: Goal** The Port Wentworth Police Departments set specific goals for code enforcement to ensure compliance with local laws and regulations, contributing to public safety, community well-being, and the overall quality of life Here is a description of the Port Wentworth Police Department Objectives for Code Enforcement:
  - **Objectives:** Ensure residents and businesses comply with local ordinances and regulations

- Ensure proper maintenance of properties to prevent blight. Port Wentworth Police Department will focus on enforcing codes related to property upkeep, including lawn.
- Educate the public about parking regulations and their importance. Port Wentworth Police Department engages in public outreach to inform residents and visitors about parking.
- **Certification: Goal** To achieve Initial Certification
  - **Objectives:** Assist the consultant with State certification to maintain and update all related files to ensure the Departments success in our upcoming initial certification. To continue going to the GPAC meetings for training. Continue to learn the software for accreditation. Power DMS
- **Community Outreach: Goal** The Port Wentworth Police Departments set various objectives for community outreach to strengthen relationships with the public, enhance public safety, and foster a sense of collaboration. Here is a description of the Port Wentworth Police Department Objectives for community outreach:
  - **Objectives:** Building Trust: Establishing trust between law enforcement officers and community members is crucial. Police departments aim to create positive interactions and open lines of communication to foster trust. Community Engagement: Actively engaging with the community helps police departments understand local concerns and needs. Education and Awareness: Police departments seek to educate the community about crime prevention, safety measures, and local laws. Conflict Resolution: Working to prevent and resolve conflicts within the community is a key goal.
- **Training: Goal** Training for Agency Personnel
  - **Objectives:** To design and implement a training program to fill the training needs of Police Department Personnel. To promote a high rate of Proficiency in the officers of the Port Wentworth Police Department. To address career development goals of agency personnel.
- **CID Property and Evidence: Goal** Complete '100% accountability of all evidence and property by completing various audits throughout the year. This will ensure all goals are met and followed.
  - **Objectives:** Purge evidence and property in accordance with OCGA. Complete audits of evidence and property throughout the year to ensure compliance with policy and procedure.
- **CID Goal** All assigned and open CID cases will have a status updated every three weeks so that they remain open.
  - **Objectives:** A CID Supervisor will conduct a weekly review of all open cases once a week with each detective. Detectives will be allowed to work on case closures

and updates on their on-call weekend to meet their goals. Detectives will be allowed to sometimes work an alternative schedule that will help them with case work.

- **Administrative: Goals** implement a parking citation software that handles the new City Ordinance Chapter 13 Article II.
  - **Objectives** – Have all software implemented.
- **Tactical Response Unit: Goal** Have all team members attend a training class specifically for the TRU team.
  - **Objectives:** identify classes that each team member can attend and discuss budget cost. Have all team members signed up for training. Ensure all team members can complete the specific training.
- **Traffic K9 Goals:** Training and utilization within the department; Staffing and Training of Unit to a 3-person unit
  - **Objectives:** Conduct quarterly training with Patrol with both Traffic and K9 as a refresher for topics of interest or areas of weakness. Members will attend SETEN Meetings - If a class is given, and information gathered, return, and share that information with patrol.
- **Patrol Goals** Provide an environment that fosters a positive relationship between the community and the patrol division. Provide safe and secure neighborhoods and street environments for citizens and visitors to the city.
  - **Objectives:** Continue to have staff attend all city sponsored events Encourage staff to attend community events while on duty Provide opportunity and time for community relations. Reduce the number of violent crimes by continuing to be a proactive patrol division within all neighborhoods and roadways within the city. Reduce motor vehicle accidents by continued enforcement of State and Local Laws.

**100-GENERAL FUND****DEPARTMENT NAME: POLICE****DEPARTMENT NUMBER: 3200**

		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>
		<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
100 5 511101	SALARIES - REGULAR	1,196,217	1,684,031	2,877,236	3,583,231
100 5 511300	OVERTIME	104,875	126,470	140,000	110,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	32,088	17,916
100 5 512101	INSURANCE - GROUP	579,040	798,127	817,000	709,329
100 5 512201	P/R TAXES	188,548	226,726	230,486	274,117
100 5 512400	RETIREMENT - GMEBS	141,698	151,123	199,163	124,836
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	20,000
100 5 512700	WORKMENS COMP INS	109,698	104,950	77,411	75,284
100 5 512902	LONG & SHORT TERM DISA	28,558	2,343	31,044	28,666
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>2,348,634</b>	<b>3,093,770</b>	<b>4,404,428</b>	<b>4,943,379</b>
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521200	WELLNESS SERVICES	1,772	-	7,000	7,000
100 5 521201	MEDICAL SCREENING	8,064	1,772	7,000	7,000
100 5 521204	PROFESSIONAL SERVICES	30,783	37,290	35,000	50,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	79,549	113,717	115,204	100,000
100 5 522202	BUILDING MAINTENANCE	21,465	31,503	39,000	33,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	12,009	13,493	20,000	15,000
100 5 522208	MAINTENANCE AGREEMENTS	75,080	8,454	3,700	-
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	844	-	-
100 5 522321	RENTAL OF OFFICE SPACE	-	-	-	2,000
100 5 523100	INSURANCE - GENERAL	250,145	245,091	235,049	230,097
100 5 523200	COMMUNICATIONS	71,309	5,722	208,035	-
100 5 523301	ADVERTISING	-	-	500	2,000
100 5 523501	TRAVEL	8,280	11,357	25,000	40,000
100 5 523502	HOTEL	12,190	18,793	26,000	-
100 5 523601	DUES & SUBSCRIPTIONS	4,907	4,808	12,475	10,000
100 5 523702	EDUCATION & TRAINING	17,250	15,766	53,000	25,000
100 5 523850	CONTRACT LABOR	20,262	-	50,000	-
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>613,065</b>	<b>508,610</b>	<b>836,963</b>	<b>521,097</b>

**100-GENERAL FUND**

**DEPARTMENT NAME: POLICE**

**DEPARTMENT NUMBER: 3200**

**ACTUAL            ACTUAL            ADOPTED            RECOMMENDED**  
**FY 22            FY 23            FY 24            FY 25**

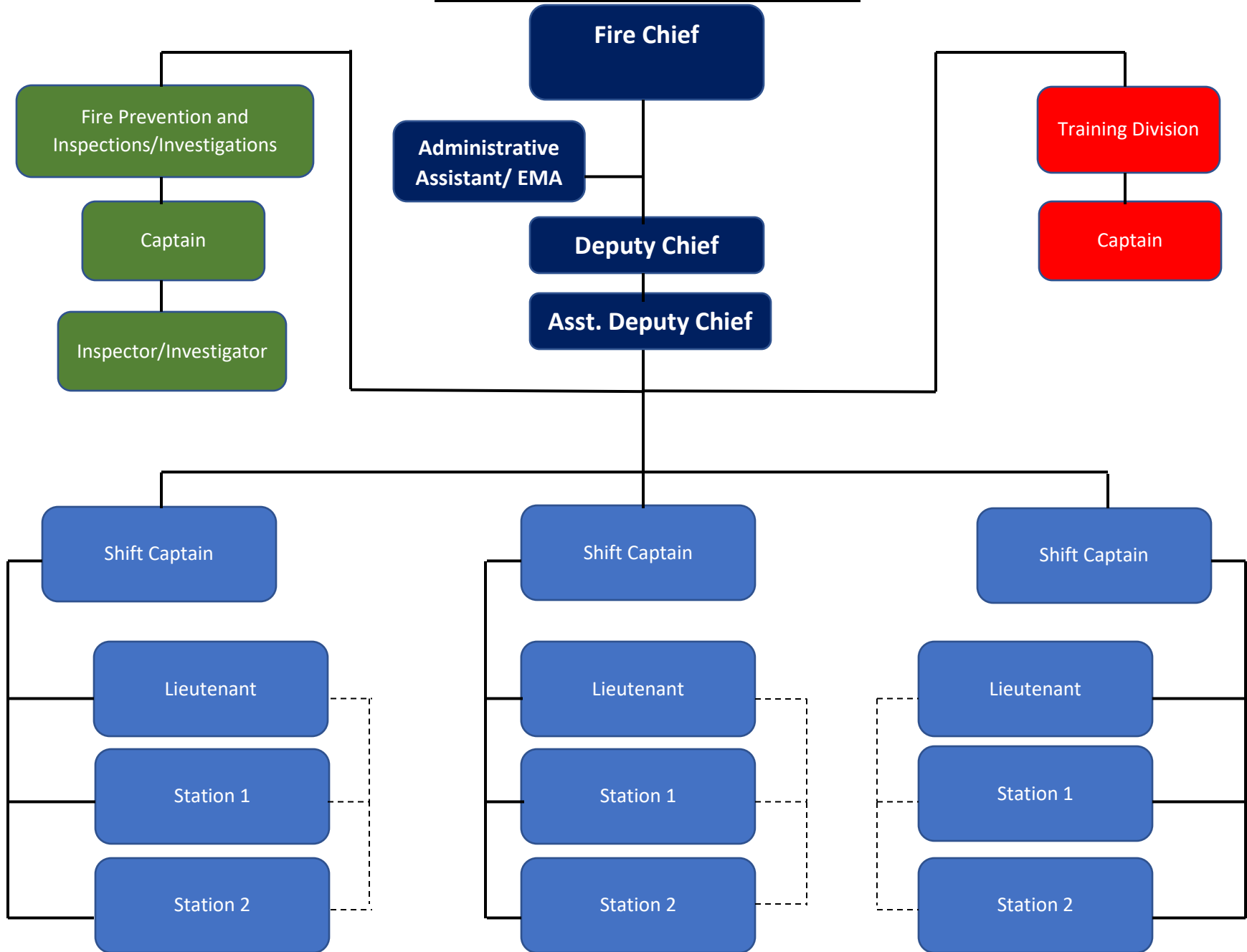
**MATERIALS & SUPPLIES**

100 5 531101	OFFICE SUPPLIES	25,692	12,584	90,000	70,000
100 5 531102	SUPPLIES	97,801	66,594	72,100	25,000
100 5 531103	K-9 UNIT	1,082	955	3,000	4,500
100 5 531104	CRIMINAL INVESTIGATION	14,473	21,792	45,000	150,000
100 5 531121	POSTAGE	420	1,124	2,900	2,900
100 5 531125	IT IMPROVEMENTS ENH TEC	91,250	35,375	300,000	150,000
100 5 531126	PUBLIC SAFETY SCHOOL ZONE FINES	17,464	-	-	-
100 5 531220	NATURAL GAS	6,560	2,518	4,500	6,500
100 5 531230	ELECTRICITY	11,158	11,991	25,000	39,000
100 5 531270	GAS & OIL	169,611	184,321	195,000	187,500
100 5 531301	ENTERTAINMENT	1,994	1,234	2,500	5,000
100 5 531701	UNIFORMS	52,591	61,775	75,000	50,000
100 5 531702	MISCELLANEOUS	12,770	8,580	25,000	25,000
100 5 531703	CONTINGENCY FUNDS	-	-	-	25,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>502,866</b>	<b>408,843</b>	<b>840,000</b>	<b>740,400</b>
	<b>TOTAL</b>	<b>3,464,565</b>	<b>4,011,223</b>	<b>6,081,391</b>	<b>6,204,876</b>

**FY 25  
FIRE  
BUDGET**



# Port Wentworth Fire Department



## Department Overview

The City's dedicated firefighters and emergency responders are committed to ensuring the safety and well-being of our community. Through our rigorous training and expertise, we stand ready to protect lives, property, and the environment. Our department is equipped with state-of-the-art resources and training to swiftly respond to emergencies, from fires and medical incidents to natural disasters. Through prevention, education, and proactive community engagement, we strive to minimize risks, promote fire safety, and provide compassionate care in times of crisis. Together, we are working tirelessly to safeguard our residents and preserve our community.

## Mission Statement

The Port Wentworth Fire Department's mission is to serve the community of Port Wentworth by protecting lives, property, and environment through the provision of professional fire, rescue, and emergency medical services.

## Vision Statement

It is the vision of the Port Wentworth Fire Department to be a high-performance emergency response and mitigation system that meets the current and future needs of the citizens of the City of Port Wentworth in response to all emergency situations: accidental, natural, and manmade.

## 2023-2024 Accomplishments

- Responded to 2,276 calls.
- Conducted 150 life safety inspections and serviced 412 Fire Hydrants.
- Entered and began an automatic aid agreement with Garden City Fire.
- Began the Fire Prevention, inspection, and enforcement (F.P.I.E.) Division.
- Successfully conducted two recruitment classes which produced 8 full-time state certified firefighters for the department.
- Engine 402 was put into service to respond to calls.
- Hosted a "Battle of the Badges" blood drive in partnership with the American Red Cross with over 19 donors.
- Promoted 6 sergeants to Lieutenants, 3 Lieutenants to Captains, and added a Deputy Chief and Assistant Deputy Chief to the department structure.
- Graduated two Georgia State Certified Emergency Managers.
- Trained with the Savannah International Airport in all aspects of aircraft fire suppression.

## **2024-2025 Goals and Objectives**

- Prepare to hire and train new staff to occupy Fire Headquarters.
- Outfit and Configure new Fire Engine.
- Hire and train all vacant positions.
- Utilize quick response vehicles to reduce wear and tear on heavy duty equipment.
- Place Polaris brush/utility unit in service.

**100-GENERAL FUND****DEPARTMENT NAME: FIRE****DEPARTMENT NUMBER: 3500**

ACTUAL	ACTUAL	ADOPTED	RECOMMENDED
FY 22	FY 23	FY 24	FY 25

**PERSONNEL SVCS & EMPL BENEFITS**

100 5 511101	SALARIES - REGULAR	1,156,355	1,747,994	1,887,715	2,360,867
100 5 511300	OVERTIME	138,134	191,164	262,855	265,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	39,733	11,804
100 5 512101	INSURANCE - GROUP	332,347	496,412	539,441	619,802
100 5 512201	P/R TAXES	96,177	144,683	151,980	180,606
100 5 512400	RETIREMENT - GMEBS	62,169	68,454	119,200	109,080
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	20,000
100 5 512700	WORKMENS COMP INS	30,457	46,408	52,657	49,602
100 5 512902	LONG & SHORT TERM DISA	12,005	1,290	19,867	18,887
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>1,827,644</b>	<b>2,696,405</b>	<b>3,073,448</b>	<b>3,635,648</b>

**PURCHASED/CONTRACTED SVC**

100 5 521200	WELLNESS SERVICES	1,852	-	5,000	5,000
100 5 521201	MEDICAL SCREENING	7,368	5,310	10,000	10,000
100 5 521204	PROFESSIONAL SERVICES	5,232	1,501	10,000	10,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	71,702	93,242	110,000	100,000
100 5 522202	BUILDING MAINTENANCE	26,947	45,473	175,672	40,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	24,911	23,718	39,100	15,000
100 5 522208	MAINTENANCE AGREEMENTS	33,647	5,177	56,500	79,928
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	-	-	2,500
100 5 522321	RENTAL OF OFFICE SPACE	1,036	362	2,500	-
100 5 523100	INSURANCE - GENERAL	41,479	33,200	168,500	186,135
100 5 523200	COMMUNICATIONS	11,239	227	-	-
100 5 523301	ADVERTISING	2,100	258	5,000	5,000
100 5 523501	TRAVEL	955	4,875	15,000	30,000
100 5 523502	HOTEL	366	2,044	12,000	-
100 5 523601	DUES & SUBSCRIPTIONS	-	-	1,000	3,000
100 5 523702	EDUCATION & TRAINING	15,690	17,306	27,000	33,515
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>244,524</b>	<b>232,693</b>	<b>637,272</b>	<b>520,078</b>

**100-GENERAL FUND**

**DEPARTMENT NAME: FIRE**

**DEPARTMENT NUMBER: 3500**

**ACTUAL      ACTUAL      ADOPTED      RECOMMENDED**  
**FY 22      FY 23      FY 24      FY 25**

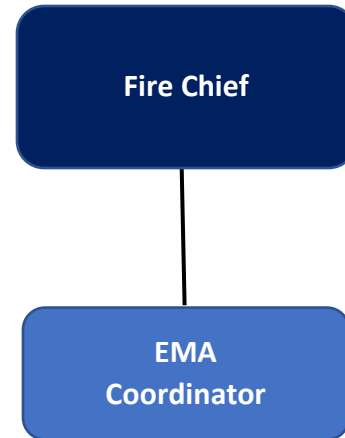
**MATERIALS & SUPPLIES**

100 5 531101	OFFICE SUPPLIES	7,195	7,393	8,000	8,000
100 5 531102	SUPPLIES	37,290	59,272	62,839	20,000
100 5 531107	TOOLS	-	-	-	71,793
100 5 531121	POSTAGE	79	201	1,000	1,000
100 5 531122	TUMBLING	-	-	-	-
100 5 531220	NATURAL GAS	4,732	7,272	7,500	7,500
100 5 531230	ELECTRICITY	18,638	23,948	31,000	24,000
100 5 531270	GAS & OIL	32,536	54,999	55,000	60,000
100 5 531301	ENTERTAINMENT	1,660	2,553	3,000	6,000
100 5 531701	UNIFORMS	108,360	89,075	178,200	154,000
100 5 531702	MISCELLANEOUS	1,508	2,182	6,000	6,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>211,998</b>	<b>246,895</b>	<b>352,539</b>	<b>358,293</b>
<b>TOTAL</b>		<b>2,284,166</b>	<b>3,175,993</b>	<b>4,063,259</b>	<b>4,514,019</b>

**FY 25  
EMA  
BUDGET**



## Department of Emergency Management



## Department Overview

The city's dedicated Emergency Management Agency is committed to ensuring the safety and well being of our community. Through rigorous training and expertise, we stand ready to protect lives, property, and the environment. This department is equipped with a state-of-the-art mobile response command post and trains to swiftly respond to emergencies, from fires and medical incidents to natural disasters. Through prevention, education, and proactive community engagement, we strive to minimize risks, promote fire safety, and provide compassionate care in times of crisis. Together, we are working tirelessly to safeguard our residents and preserve our community.

### Mission Statement

The mission of the Port Wentworth Emergency Management Division is to approach all hazards, be it natural or manmade, with a comprehensive emergency plan that focuses on life safety, preservation of property, and incident stabilization to protect and serve the community.

### Vision Statement

It is the vision of the Port Wentworth EMA is a high-performance emergency response unit that meets the current and future needs of the citizens of the City of Port Wentworth in response to all emergency situations: accidental, natural, and manmade in a cost effective and responsible manner.

### 2023-2024 Accomplishments

- Conducted joint and mutual aid response training scenarios in preparation for emergency disasters.
- Cross trained with the Savannah International Airport to respond to aircraft disaster operation.
- Improve operational readiness of mobile equipment, always maintaining 100 percent readiness 24/7.

### 2024-2025 Goals and Objectives

- Prepare for all possible emergency responses, residential, commercial fires, land and water rescue, multiple vehicle and aircraft incident situations.
- Cross train Fire and EMA personnel on equipment and operations.
- Attain all required State and Federal EMS certifications to improve planning and training responses.

**100-GENERAL FUND****DEPARTMENT NAME: EMERGENCY MANAGEMENT AGENCY****DEPARTMENT NUMBER: 3920**

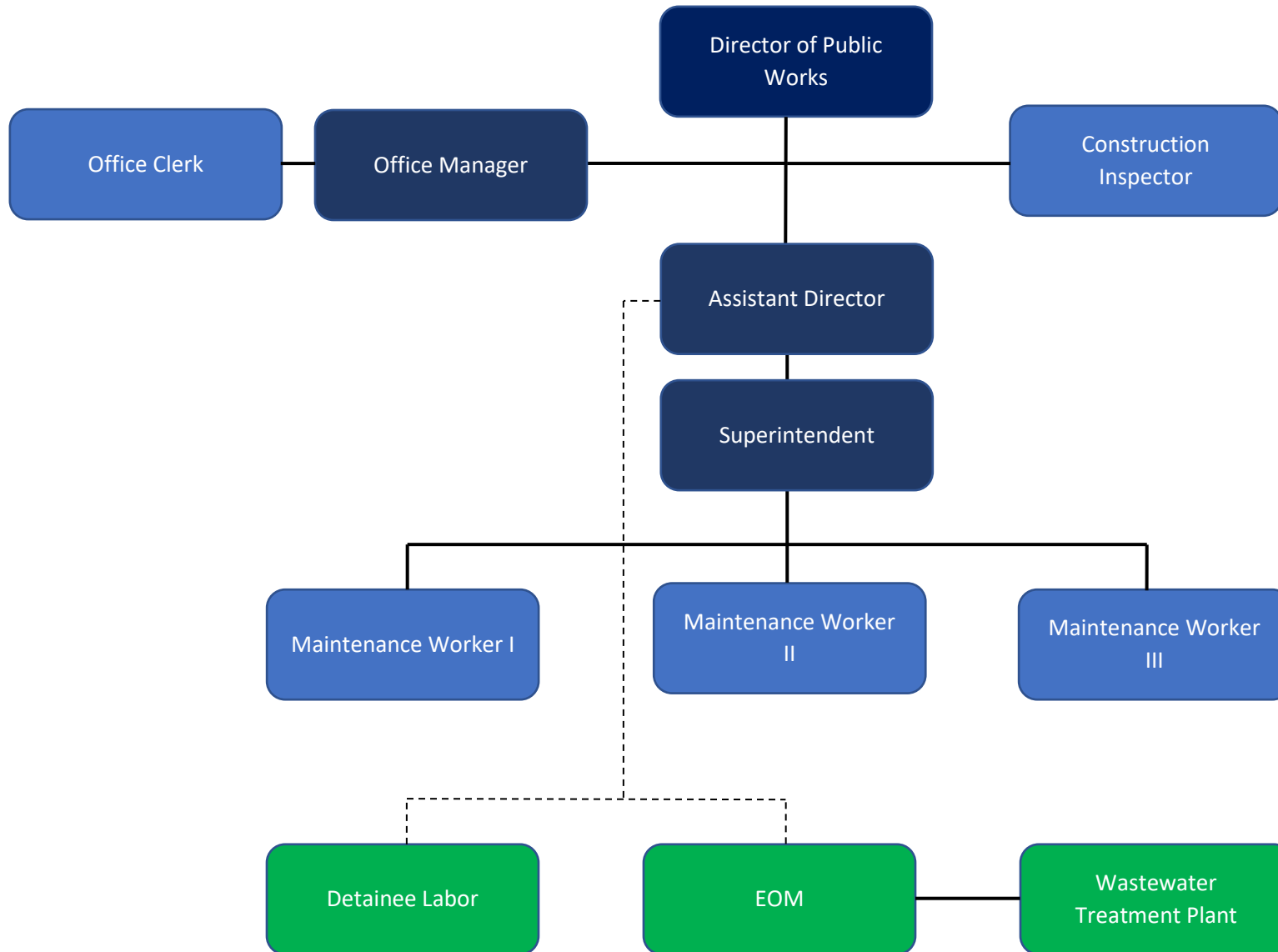
<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>
<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>	
	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521204	PROFESSIONAL SERVICES	3,468	3,500	15,000	15,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	10,091	8,700	11,500	20,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	8,325	1,400	10,000	-
100 5 522208	MAINTENANCE AGREEMENTS	-	-	-	15,000
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	336	11,000	11,000
100 5 523200	COMMUNICATIONS	8,258	481	-	-
100 5 523501	TRAVEL	1,001	1,492	5,000	3,000
100 5 523502	HOTEL	2,251	2,094	5,000	-
100 5 523702	EDUCATION & TRAINING	4,272	3,368	5,000	-
	<b>TOTAL PURCHASED/CONTRACTED SVC</b>	<b>37,666</b>	<b>21,371</b>	<b>62,500</b>	<b>64,000</b>
<b>MATERIALS &amp; SUPPLIES</b>					
100 5 531102	SUPPLIES	32,527	26,543	32,000	32,000
100 5 531270	GAS & OIL	-	235	3,000	3,000
100 5 531702	MISCELLANEOUS	158	550	3,000	3,000
	<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>32,685</b>	<b>27,328</b>	<b>38,000</b>	<b>38,000</b>
	<b>TOTAL</b>	<b>70,351</b>	<b>48,699</b>	<b>100,500</b>	<b>102,000</b>

**FY 25**  
**PUBLIC WORKS**  
**BUDGET**



## Public Works



# Public Works

## Department Overview

The City of Port Wentworth's Public Works department is responsible for a wide range of tasks that are essential to the basic functions of the running of the city. We are responsible for maintaining the city's infrastructure, including roads, sidewalks, parks, and public buildings. This includes repairing potholes, fixing broken streetlights, and ensuring that buildings are safe. Additionally, we manage the city's water and sewage systems, ensuring that citizens have access to clean water and that waste is properly disposed of. Additionally, the public works department also plays a key role in emergency response, working closely with other city departments to ensure that roads are cleared, and emergency services can access affected areas. Overall, the public works department is an essential part of any city, working tirelessly to keep our city running smoothly.

## Mission Statement

The mission of the Department of Public Works is to provide top quality services through a very responsive and responsible team committed to high ethical standards, personal and systematic accountability, and effective maintenance of the City infrastructure for the residents, businesses, and visitors with high-quality, while continuing to find innovative ways to improve the delivery of services: To provide executive and administrative support and oversight to the Water, Wastewater and Waste Management; perform maintenance of parks, streets, drainage, and sewer collection system and provide our residents with the best quality, responsive, and dependable service on a daily basis. Commitment to our mission enhances the quality of life and promotes economic prosperity.

## Vision Statement

It is the vision of the Port Wentworth Public Works Department to maintain the core city infrastructure to meet the current and future needs of the citizens of the City of Port Wentworth in the most cost-effective manner possible.

## 2023-2024 Accomplishments

- Providing roadway and easement maintenance, such as cutting grass and litter removal.
- Water and Sewer 811 Locates have been completed on time.
- The Wastewater Treatment Plant is back in compliance with EDP regulations.
- Instituted in-house light maintenance of the vehicles and small equipment.
- The water tower on Appleby Road has been placed back in service.
- Well # 1 placed back in service in the 4<sup>th</sup> quarter after three inactive years.

# Public Works

- The water meter re-reads are now completed within 2 days, allowing the billing department to complete the billing cycle on time.
- Better management of the taxpayer's money.
- The hiring of entry level employees. Public Works currently has 16 employees.
  - 4 administrative employees: Director, Asst. Director, Office Manager, and Clerk
  - 1 Construction Inspector
  - 1 Superintendent
  - 10 Maintenance Workers with different levels of experience.
- We are in the process of cleaning up the Public Works installation to make it look more professional.

## **2024-2025 Goals and Objectives**

- Preventive maintenance on all infrastructures: Parks, Buildings, Roads, Drainage, Wells, Water Towers, Water Distribution System, Gravity Sewer System, Force Main System, Lift stations, and Wastewater Treatment Plan.
- Hire qualified personnel: 5 employees minimum for this FY25
- Update outdated equipment that is vital to carry out infrastructure repairs.
- Drainage Master Plan Improvements
  - Implement the Storm Water Master Plan which will allow the City to proactively plan and prepare for current and future extreme rainfall events.
- Continue to work closely with EPD to ensure compliance.
- Satisfactorily complete all capital projects for the 2025 fiscal year
  - Force Main
  - Road projects
  - Rehabilitation of the gravity sewer system to eliminate or decrease I&I in the gravity sewer system.

**100-GENERAL FUND**

**DEPARTMENT NAME: PUBLIC WORKS**

**DEPARTMENT NUMBER: 4200**

**ACTUAL      ACTUAL      ADOPTED      RECOMMENDED**  
**FY 22      FY 23      FY 24      FY 25**

**PERSONNEL SVCS & EMPL BENEFITS**

100 5 511101	SALARIES - REGULAR	-	117,042	231,283	251,237
100 5 511300	OVERTIME	-	3,148	5,500	3,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	5,017	1,256
100 5 512101	INSURANCE - GROUP	-	25,195	112,083	65,424
100 5 512201	P/R TAXES	2,570	14,687	21,670	19,220
100 5 512400	RETIREMENT - GMEBS	-	-	8,051	12,120
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	5,000
100 5 512700	WORKMENS COMP INS	-	3,721	3,324	5,278
100 5 512902	LONG & SHORT TERM DISA	-	35	2,509	2,010
	<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>	<b>2,570</b>	<b>163,828</b>	<b>389,437</b>	<b>364,545</b>

**PURCHASED/CONTRACTED SVC**

100 5 521200	WELLNESS SERVICES	714	-	-	-
100 5 521201	MEDICAL SCREENING	4,052	415	-	1,000
100 5 521204	PROFESSIONAL SERVICES	33,365	24,814	62,500	50,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	113	6,081	25,000	24,000
100 5 522202	BUILDING MAINTENANCE	115	11,130	7,500	10,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	-	25,248	17,500	10,000
100 5 522204	STREET REPAIRS AND MAINTENANCE	13,973	13,850	86,500	80,000
100 5 522208	MAINTENANCE AGREEMENTS	4,099	161	1,100	3,000
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	-	1,750	5,000
100 5 523100	INSURANCE - GENERAL	22,291	12,285	11,838	74,828
100 5 523200	COMMUNICATIONS	400	-	-	-
100 5 523301	ADVERTISING	-	-	650	650
100 5 523401	PRINTING	34	178	1,400	1,500
100 5 523501	TRAVEL	207	888	2,875	6,000
100 5 523502	HOTEL	582	1,971	3,750	-
100 5 523601	DUES & SUBSCRIPTIONS	218	6,002	2,500	2,500
100 5 523702	EDUCATION & TRAINING	820	2,592	4,500	2,000
100 5 523850	CONTRACT LABOR	-	-	12,500	12,500
100 5 523851	TREE SERVICES	30,750	5,075	15,000	30,000
100 5 523852	CONTRACT SERVICES	-	118,806	51,113	12,000
100 5 523902	STAND UP FOR AMERICA DAY	5,524	154	-	-
100 5 523909	DUMP FEES	-	-	-	10,000
	<b>TOTAL PURCHASED/CONTRACTED SVC</b>	<b>117,257</b>	<b>229,650</b>	<b>307,976</b>	<b>334,978</b>

**100-GENERAL FUND****DEPARTMENT NAME: PUBLIC WORKS****DEPARTMENT NUMBER: 4200****ACTUAL      ACTUAL      ADOPTED      RECOMMENDED**  
**FY 22      FY 23      FY 24      FY 25****MATERIALS & SUPPLIES**

100 5 531101	OFFICE SUPPLIES	1,017	15,000	2,750	2,000
100 5 531102	SUPPLIES	2,123	3,000	10,000	10,000
100 5 531107	TOOLS	636	10,280	13,500	25,000
100 5 531108	STREET PAVING MATERIAL	599	-	10,000	10,000
100 5 531109	STREET SIGNS/POSTS	-	578	5,000	25,000
100 5 531121	POSTAGE	16	91	300	200
100 5 531220	NATURAL GAS	714	1,393	2,250	2,500
100 5 531230	ELECTRICITY	104,216	130,006	101,250	150,000
100 5 531270	GAS & OIL	1,835	21,335	40,000	25,000
100 5 531301	ENTERTAINMENT	-	818	2,700	2,500
100 5 531701	UNIFORMS	530	2,808	8,400	8,000
100 5 531702	MISCELLANEOUS	-	-	-	5,000
100 5 531703	CONTINGENCY FUNDS	-	3,526	5,300	110,669
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>111,686</b>	<b>188,835</b>	<b>201,450</b>	<b>375,869</b>
<b>TOTAL</b>		<b>231,513</b>	<b>582,313</b>	<b>898,863</b>	<b>1,075,392</b>

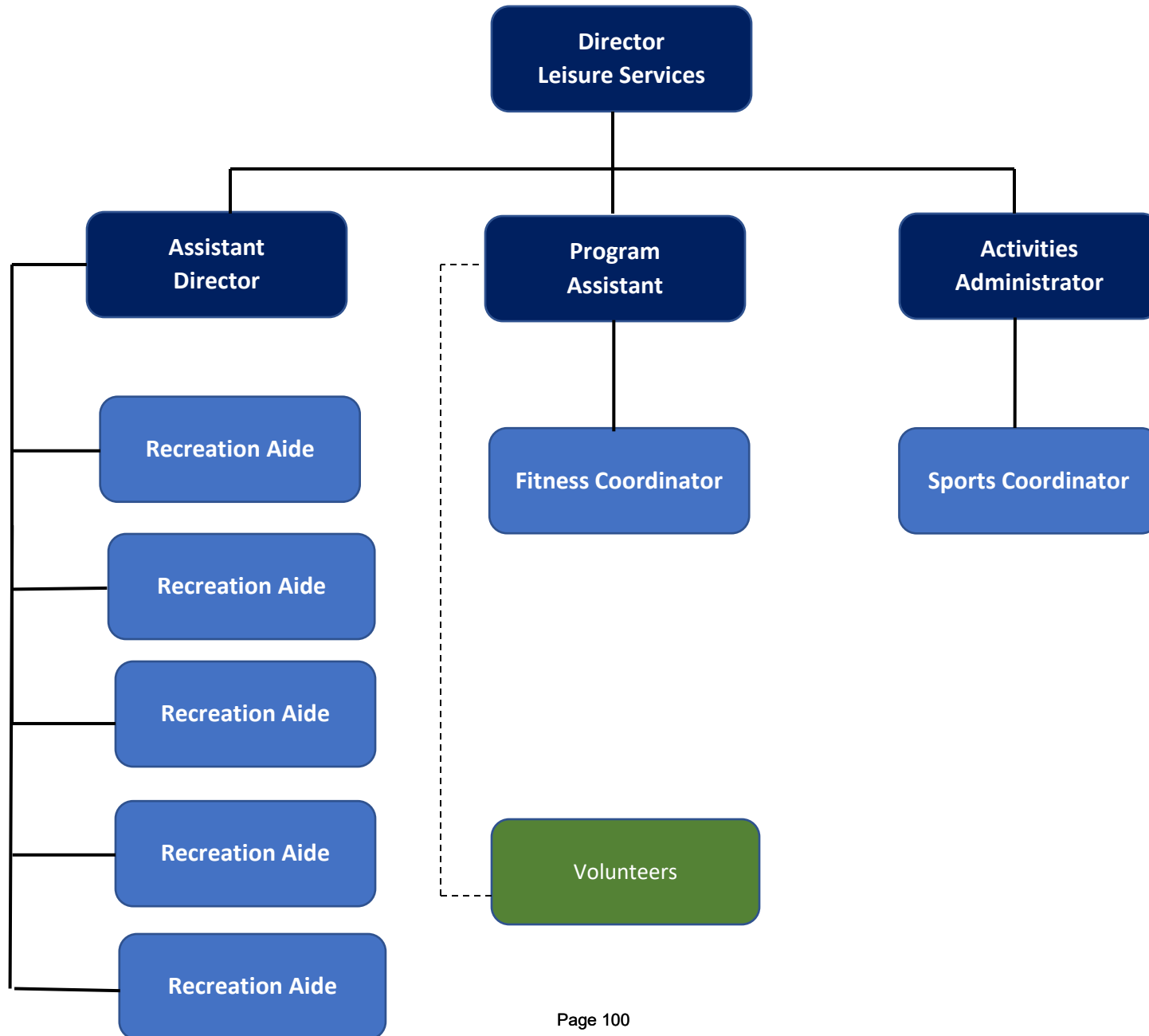
**FY 25**

**LEISURE SERVICES**

**BUDGET**



# Department of Leisure Services



# Leisure Services

## Department Overview

We visualize a diverse, energetic, and safe Port Wentworth community where residents are healthy and successful. We will partner with volunteers to enhance the quality of life of families and individuals residing in the City of Port Wentworth.

## Mission Statement

To preserve and improve the physical, social, and economic health of the City of Port Wentworth neighborhoods, support neighborhood self-reliance and enhance the quality of life for the residents through community-based programs, events, neighborhood-oriented services, and public/private cooperation.

## Vision Statement

We visualize a diverse, energetic, and safe Port Wentworth community where residents are healthy and successful. We will partner with volunteers to enhance the quality of life of families and individuals residing in the City of Port Wentworth.

## 2023-2024 Accomplishments

- Hosted groundbreaking for new sports complex.
- Had new floor installed, painted inside and out and re-modeled bathrooms at our community house.
- Added a new concession stand and restrooms at the festival site. (Painted Pavilion and adding new light fixtures).
- Added a new pavilion/canopy, picnic tables and painted buildings at Mobley Park.
- Have taken over the Lions club Park and Sunny Dixon ball field. Recently Painted club house and have volunteer group called five stars helping with remodeling baseball diamond and press box/dugouts.
- Transitioning to new payment portal and implementing all our information to our new program that will launch May 29<sup>th</sup> live.
- Added new Activities coordinator and sports coordinator positions.
- Gymnastics Class have doubled in size, and our Travel gymnastics team has 20kids competing. We had one gymnast place first at regionals so First in the state of Georgia.
- Largest turn out for our Annual Tree lights event “Whoville Theme” and our Fall Festival.
- We started an Adult Soccer League.

## 2024-2025 Goals and Objectives

- Re-model the outdoor basketball court at Festival site, add a new court and add the basketball court to Della Steel Park.
- Have all Leisure Services areas with credit card readers.
- New youth/adult/senior programs, color/glow run.
- Remodel Mobley Park football, baseball fields and update bathrooms, press box and concessions stand.
- Bring a Mrs. Port Wentworth pageant to Port Wentworth.
- Have more military and school bands participated in Stand up For America Day Parade.
- Possibly Add Christmas Parade to go with our annual Tree Lighting... 2024 Theme is “Polar Express”.
- Add more holiday lights and banners throughout the city for holidays and events.
- Boost our concession stand sales at all four concessions stands (Mobley Park, Gym, Festival Site and Lion Club house).

**100-GENERAL FUND**

DEPARTMENT NAME: LEISURE SERVICES

DEPARTMENT NUMBER: 6100

	ACTUAL	ACTUAL	ADOPTED	RECOMMENDED	
	FY 22	FY 23	FY 24	FY 25	
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
100 5 511101	SALARIES - REGULAR	100,611	205,197	394,945	488,757
100 5 511300	OVERTIME	5,694	8,634	8,200	10,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	10,055	2,444
100 5 512101	INSURANCE - GROUP	42,908	72,666	78,640	82,640
100 5 512201	P/R TAXES	17,130	25,778	30,979	37,390
100 5 512400	RETIREMENT - GMEBS	11,365	11,598	30,164	14,544
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	5,000
100 5 512700	WORKMENS COMP INS	4,569	11,116	7,538	10,269
100 5 512902	LONG & SHORT TERM DISA	2,382	236	5,027	3,910
	<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>	<b>184,659</b>	<b>335,225</b>	<b>565,548</b>	<b>654,954</b>
<b>PURCHASED/CONTRACTED SVC</b>					
100 5 521200	WELLNESS SERVICES	216	-	2,100	-
100 5 521201	MEDICAL SCREENING	580	220	1,480	1,000
100 5 521204	PROFESSIONAL SERVICES	19,135	16,905	41,000	42,300
100 5 521303	GAME OFFICIALS	7,070	7,950	11,700	17,800
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	5,842	11,884	14,500	23,000
100 5 522202	BUILDING MAINTENANCE	36,159	30,514	50,600	50,000
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	7,715	6,495	16,000	13,000
100 5 522208	MAINTENANCE AGREEMENTS	31,190	26,978	18,945	34,295
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	5,672	2,926	6,800	8,800
100 5 523100	INSURANCE - GENERAL	15,449	16,068	10,000	41,156
100 5 523200	COMMUNICATIONS	7,714	104	-	-
100 5 523301	ADVERTISING	7,942	9,049	11,800	11,800
100 5 523401	PRINTING	3,106	4,362	8,000	8,000
100 5 523501	TRAVEL	1,121	1,633	6,450	15,680
100 5 523502	HOTEL	1,078	3,997	9,130	-
100 5 523601	DUES & SUBSCRIPTIONS	3,754	4,282	5,822	3,125
100 5 523702	EDUCATION & TRAINING	3,657	1,357	7,195	7,650
100 5 523850	CONTRACT LABOR	-	-	2,000	2,000
	<b>TOTAL PURCHASED/CONTRACTED SVC</b>	<b>157,400</b>	<b>144,724</b>	<b>223,522</b>	<b>279,606</b>

**100-GENERAL FUND**

DEPARTMENT NAME: LEISURE SERVICES

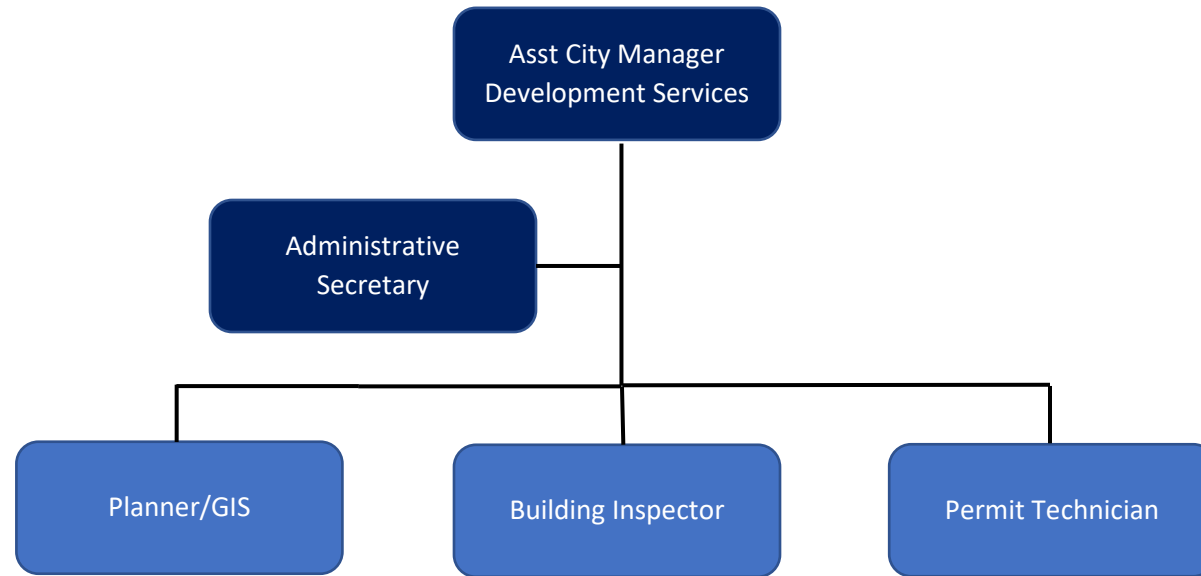
DEPARTMENT NUMBER: 6100

	ACTUAL	ACTUAL	ADOPTED	RECOMMENDED	
	FY 22	FY 23	FY 24	FY 25	
<b>MATERIALS &amp; SUPPLIES</b>					
100 5 531101	OFFICE SUPPLIES	8,715	4,553	17,050	17,500
100 5 531102	SUPPLIES	28,233	24,741	30,000	44,920
100 5 531107	TOOLS	8,209	3,593	10,500	11,000
100 5 531109	STREET SIGNS/POSTS	-	-	-	40,000
100 5 531111	AEROBICS & WEIGHT ROOM	-	-	2,000	3,000
100 5 531112	FOOTBALL	2,609	6,375	10,000	8,690
100 5 531113	LEISURE PROGRAMS	18,550	15,225	15,000	17,050
100 5 531114	BASEBALL/SOFTBALL	4,593	4,490	5,000	10,000
100 5 531115	BASKETBALL	4,972	3,169	5,000	7,900
100 5 531116	SOCCER	7,004	6,293	10,000	9,700
100 5 531117	CHEERLEADING	441	1,230	4,000	4,600
100 5 531118	SENIOR CITIZENS	25,888	26,491	25,000	25,000
100 5 531119	CONCESSIONS	2,105	2,608	6,000	9,200
100 5 531120	SUMMER CAMPS	2,512	1,591	5,000	5,000
100 5 531121	POSTAGE	593	157	1,500	1,500
100 5 531122	TUMBLING	6,838	11,201	17,000	17,000
100 5 531123	SENIOR CITIZENS SUPPLIES	5,906	3,187	8,000	5,000
100 5 531124	DANCE	311	390	3,000	1,200
100 5 531126	WESTLING	492	-	1,000	-
100 5 531220	NATURAL GAS	4,644	4,898	4,500	5,000
100 5 531230	ELECTRICITY	31,925	38,705	50,000	50,000
100 5 531270	GAS & OIL	10,282	12,526	15,000	15,000
100 5 531301	ENTERTAINMENT	-	500	4,000	4,000
100 5 531701	UNIFORMS	2,768	4,086	5,700	5,700
100 5 531702	MISCELLANEOUS	3,323	1,691	3,525	3,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>180,913</b>	<b>177,700</b>	<b>257,775</b>	<b>321,560</b>
<b>TOTAL</b>		<b>522,972</b>	<b>657,649</b>	<b>1,046,845</b>	<b>1,256,119</b>

**FY 25**  
**DEVELOPMENT**  
**SERVICES**  
**BUDGET**



## Development Services



# Development Services

## Department Overview

The City of Port Wentworth's Development Services Department is committed to creating a thriving and sustainable community for all citizens. We work collaboratively with various stakeholders to foster smart growth, enhance quality of life, and ensure equitable access to opportunities. With a focus on land use planning a balance exists between preserving the City's character and accommodating development. We actively engage with citizens, value transparency and seek public participation to shape a better future for our city.

## Mission Statement

The Development Services Department is committed to protecting the public health, safety and general welfare of the citizens and visitors of the City of Port Wentworth by enforcing local and State law and all required International Building Codes. Development Services continues to plan comprehensively for the orderly growth and harmonious development of the City. Land use planning and building code review and permitting are all components of the City's program in support of this mission.

## Vision Statement

We visualize a diverse, energetic, and safe Port Wentworth community where residents are healthy and successful. We will partner with volunteers to enhance the quality of life of families and individuals residing in the City of Port Wentworth.

## 2023-2024 Accomplishments

- Implemented the new zoning ordinance.
- Hired the first dedicated City Planner.
- Devised and Implemented a new fee schedule.
- Streamlined Department processes and procedures.
- Assisted with Completing a downtown visioning plan.
- Worked with Habitat for Humanity on the affordable housing component downtown.
- Assisted with Project Management for New Fire Station/Park facilities.
- Completed 7094 inspections from July 1, 2023, through April 2024.

# Development Services

- Permits issued from July 1, 2023, to April 2024: 505.
- Development Applications processed from July 1, 2023, to April 2024: 74.

## **2024-2025 Goals and Objectives**

- Begin work on the Comprehensive Plan.
- Continue to increase digitization of records.
- Improve technology and permitting software.
- Continue to Provide staff training and certification.
- Continue to provide training opportunities to Planning Commission/Board of Zoning Appeals.
- Improve our Geographic Information Systems mapping software.
- Monitor land use and economic development trends to keep the City informed of opportunities to better position itself for the future and provide guidance as needed.

**100-GENERAL FUND****DEPARTMENT NAME: DEVELOPMENT SERVICES****DEPARTMENT NUMBER: 7200**

<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>RECOMMENDED</b>
<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>

**PERSONNEL SVCS & EMPL BENEFITS**

100 5 511101	SALARIES - REGULAR	104,315	138,320	214,374	234,185
100 5 511300	OVERTIME	1,007	1,077	1,000	1,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	5,951	1,171
100 5 512101	INSURANCE - GROUP	64,185	106,028	90,679	68,867
100 5 512201	P/R TAXES	14,803	17,180	22,764	17,915
100 5 512400	RETIREMENT - GMEBS	12,343	12,987	17,854	12,120
100 5 512401	DEFINED CONTRIBUTION	-	-	-	2,175
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	5,000
100 5 512700	WORKMENS COMP INS	5,498	7,497	7,027	4,920
100 5 512902	LONG & SHORT TERM DISA	3,021	288	2,976	1,874
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>205,172</b>	<b>283,377</b>	<b>362,625</b>	<b>349,227</b>

**PURCHASED/CONTRACTED SVC**

100 5 521200	WELLNESS SERVICES	376	-	1,000	-
100 5 521201	MEDICAL SCREENING	290	90	500	-
100 5 521204	PROFESSIONAL SERVICES	132,018	229,493	200,000	150,000
100 5 522201	VEHICLE REPAIRS & MAINTENANCE	1,189	1,536	2,500	2,000
100 5 522202	BUILDING MAINTENANCE	2,203	1,319	3,000	3,500
100 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	-	-	5,000	-
100 5 522208	MAINTENANCE AGREEMENTS	11,358	4,422	10,700	10,000
100 5 522320	RENTAL OF EQUIPMENT & VEHICLES	1,609	1,888	2,000	2,000
100 5 522321	RENTAL OF OFFICE SPACE	40,051	60,262	65,000	68,250
100 5 523100	INSURANCE - GENERAL	11,614	8,811	17,800	18,707
100 5 523200	COMMUNICATIONS	5,896	167	-	-
100 5 523301	ADVERTISING	355	1,524	4,200	4,000
100 5 523400	MUNICIPAL CODES	141	601	5,000	5,000
100 5 523401	PRINTING	924	1,050	1,500	2,000
100 5 523501	TRAVEL	655	1,281	2,500	10,000
100 5 523502	HOTEL	2,093	1,153	3,500	-
100 5 523601	DUES & SUBSCRIPTIONS	4,322	209	1,000	2,000
100 5 523702	EDUCATION & TRAINING	5,053	3,734	6,000	6,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>220,147</b>	<b>317,540</b>	<b>331,200</b>	<b>283,457</b>

**100-GENERAL FUND**

DEPARTMENT NAME: DEVELOPMENT SERVICES

DEPARTMENT NUMBER: 7200

ACTUAL	ACTUAL	ADOPTED	RECOMMENDED
FY 22	FY 23	FY 24	FY 25

**MATERIALS & SUPPLIES**

100 5 531101	OFFICE SUPPLIES	7,536	7,049	12,100	12,000
100 5 531102	SUPPLIES	5,486	3,508	7,500	7,500
100 5 531121	POSTAGE	-	296	1,000	1,000
100 5 531220	NATURAL GAS	175	445	500	500
100 5 531230	ELECTRICITY	4,967	6,874	8,500	5,000
100 5 531270	GAS & OIL	3,317	4,355	8,000	5,000
100 5 531701	UNIFORMS	906	979	2,000	2,000
100 5 531702	MISCELLANEOUS	827	1,552	58,250	3,000
100 5 531703	CONTINGENCY FUNDS	-	-	-	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>23,214</b>	<b>25,058</b>	<b>97,850</b>	<b>41,000</b>
<b>TOTAL</b>		<b>448,533</b>	<b>625,975</b>	<b>791,675</b>	<b>673,684</b>

**FY 25**

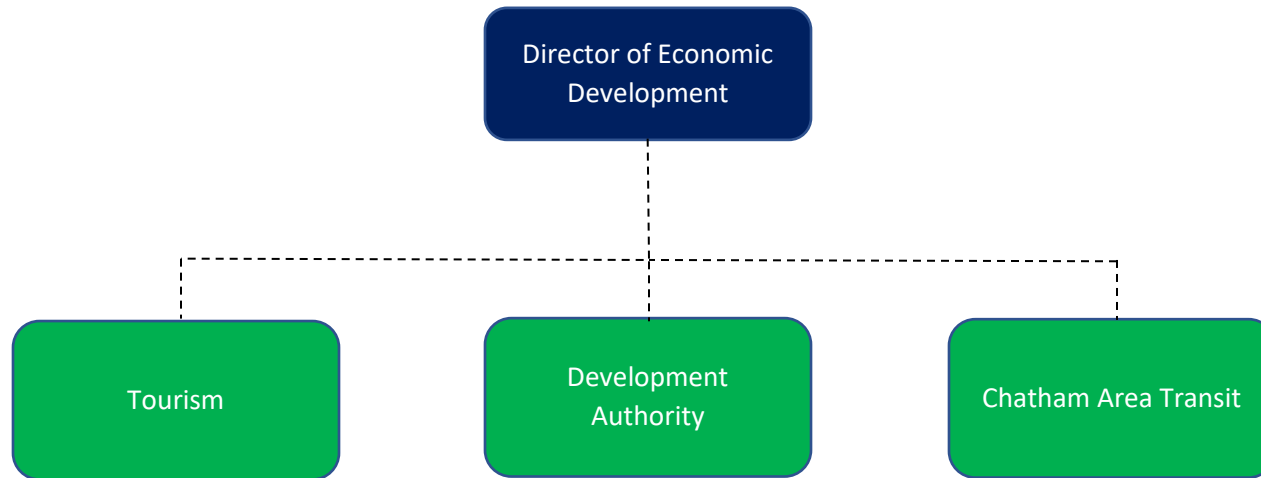
**ECONOMIC**

**DEVELOPMENT**

**BUDGET**



## Department of Economic Development



# Economic Development

## Department Overview

The City's Department of Economic Development plays a critical role in achieving the core values of our economic development mission statement. The role contains many moving parts, to include, business recruitment, retention and expansion; Developing a strong workforce that addresses the current and future needs of our economy; Coordinating with various city departments to ensure the holistic view of economic development is maintained; Providing economic incentive options to potential investors and coordinating development efforts as the point of contact for the City; Maintaining current critical relationships already established and developing and maintaining relationships in the public and private sector. Overall, the City of Port Wentworth's economic development department plays a vital role in fostering economic growth, creating jobs, and improving the quality of life for residents by attracting and retaining businesses, promoting workforce development, and supporting small businesses.

## Mission Statement

Utilizing viable economic growth and innovative policies, the City of Port Wentworth is committed to creating a robust business environment that fosters job creation, attracting well-planned and strategic investments, all while working to enhance the quality of life for our citizens. We welcome and support diverse industries, promote entrepreneurship and innovation, and provide access to resources and opportunities that allow our current and future businesses the opportunities to succeed in our thriving and expanding community. generations.

## Vision Statement

Our vision is to build a community and business environment that continues to support economic prosperity and enhance our City for the future. Combine traditional (attracting large companies to relocate) and innovative approaches (community based economic development) that holistically foster economic development and improve the City of Port Wentworth' competitive advantage. This includes implementing over a one-year period prior to Policy launch the necessary processes and governance structure needed to support the five-year policy execution timeline. The Policy aligns resources and coordinates efforts, is transparent and has measures for accountability. Its rights past wrongs and plans for future generations. Areas of focus include Economic Vitality, Community Sustainability, Smart Growth and Development, and Responsive Governance.

## 2023-2024 Accomplishments

- Continued relationship with the Savannah Ghost Pirates after successful engagement for PW.
- Established the city-wide Development Authority.
- Created a City Economic Development Advisory Board.
- Created a successful “Front Porch Friday” Concert Series.
- Establish new public and private relationships that benefit the City (Ga. Ports, Savannah Chamber, Tourism Leadership Council, Savannah Ghost Pirates, etc.).
- Began the discussion of a Community Improvement District along SR-21 with a Phase 1& 2 CID Study completed.
- Completing a downtown visioning plan.
- Worked with Habitat for Humanity on the affordable housing component downtown.
- Initiated a vision plan for the Houlihan Boat Landing.
- Created a city-wide and City Council focused newsletter.
- Created (in Phase 2) City marketing book to be placed in businesses and hotels city-wide.
- Assisted in passage of the hotel-motel tax increase from 6% to 8%.
- Initiated a city-wide messaging system for Departments to utilize.

## 2024-2025 Goals and Objectives

- Complete the Downtown Vision Plan with a realistic developer and plan to initiate.
- Complete the Streetscape of Highway 21
- Complete the Master Trail Study
- Bring home a Chick Fil-A and one steakhouse
- See completion of a veteran’s monument
- Full-time Podcast/Video Series on the City
- Announce a Healthcare partner by December

**100-GENERAL FUND**

DEPARTMENT NAME: ECONOMIC DEVELOPMENT

DEPARTMENT NUMBER: 7500

ACTUAL	ACTUAL	ADOPTED	RECOMMENDED
FY 22	FY 23	FY 24	FY 25

**PERSONNEL SVCS & EMPL BENEFITS**

100 5 511101	SALARIES - REGULAR	-	-	71,246	105,940
100 5 511300	OVERTIME	-	-	-	1,000
100 5 512001	UNEMPLOYMENT BENEFIT	-	-	1,728	530
100 5 512101	INSURANCE - GROUP	-	-	10,020	13,773
100 5 512201	P/R TAXES	-	-	6,604	8,104
100 5 512401	DEFINED CONTRIBUTION	-	-	7,183	2,424
100 5 512500	TUITION REIMBURSEMENTS	-	-	-	2,500
100 5 512700	WORKMENS COMP INS	-	-	783	2,226
100 5 512902	LONG & SHORT TERM DISA	-	-	863	848
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		-	-	<b>98,427</b>	<b>137,345</b>

**PURCHASED/CONTRACTED SVC**

100 5 521204	PROFESSIONAL SERVICES	-	-	35,000	149,000
100 5 523100	INSURANCE - GENERAL	-	-	4,450	3,741
100 5 523301	ADVERTISING	-	-	25,000	20,000
100 5 523501	TRAVEL	-	-	7,500	17,000
100 5 523502	HOTEL	-	-	7,500	-
100 5 523601	DUES & SUBSCRIPTIONS	-	-	2,500	3,500
100 5 523702	EDUCATION & TRAINING	-	-	5,000	5,500
100 5 523852	CONTRACT SERVICES	-	-	35,000	420,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		-	-	<b>121,950</b>	<b>618,741</b>

**MATERIALS & SUPPLIES**

100 5 531101	OFFICE SUPPLIES	-	-	4,500	1,500
100 5 531702	MISCELLANEOUS	-	-	50,000	15,000
100 5 531703	CONTINGENCY FUNDS	-	-	50,000	25,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		-	-	<b>104,500</b>	<b>41,500</b>

**TOTAL**

-	-	<b>324,877</b>	<b>797,586</b>
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**FY 25**

**HOTEL MOTEL FUND**

**BUDGET**

275-HOTEL MOTEL FUND

DEPARTMENT NAME: HOTEL-MOTEL  
DEPARTMENT NUMBER: 7500

	ACTUAL FY 22	ACTUAL FY 23	ADOPTED FY 24	PROPOSED FY 25
<b>REVENUE</b>				
HOTEL MOTEL SALES TAX	1,303,270	1,316,984	1,600,000	2,133,333
<b>TOTAL REVNUUE</b>	1,303,270	1,316,984	1,600,000	2,133,333

	ACTUAL FY 22	ACTUAL FY 23	ADOPTED FY 24	PROPOSED FY 25
<b>EXPENDITURES</b>				
TOURISM	626,958	210,181	528,000	704,000
TRADE AND CONVENTION CENTER	217,124	195,062	272,000	362,667
CITY GENERAL FUND TRANSFER	651,766	585,537	800,000	666,667
CITY CAPITAL FUND TRANSFER	-	-	-	400,000
<b>TOTAL EXPENDITURES</b>	1,495,848	990,780	1,600,000	2,133,334

**FY 25**

**ENTERPRISE FUND**

**BUDGET**

## SUMMARY OF EXPENSES

### COMPARISON OF ENTERPREISE FUND DEPARTMENT BUDGETS FY 22 THRU FY 25

NO	OPERATING DEPARTMENT	ACTUAL	ACTUAL	ADOPTED	TOTAL PROPOSED
		FY 22	FY 23	FY 24	FY 25
4330	SEWER	1,117,783	923,228	1,377,138	1,953,828
4335	WASTE WATER TREATMENT PLANT	759,317	1,473,046	1,727,685	2,301,328
4400	WATER	2,205,538	2,419,458	3,214,683	3,563,827
4500	SOLID WASTE	1,247,481	1,488,335	2,223,946	1,837,451
	<b>TOTAL</b>	<b>5,330,119</b>	<b>6,304,067</b>	<b>8,543,452</b>	<b>9,656,434</b>

NO	OPERATING AND CAPITAL DEPARTMENT	ACTUAL	ACTUAL	ADOPTED	TOTAL PROPOSED
		FY 22	FY 23	FY 24	FY 25
4330	SEWER	1,625,569	1,510,742	1,377,138	4,488,828
4335	WASTE WATER TREATMENT PLANT	1,256,350	1,974,437	1,890,089	4,976,960
4400	WATER	2,524,010	2,737,841	3,845,077	8,729,221
4500	SOLID WASTE	1,247,481	1,488,335	2,223,946	1,837,451
	<b>TOTAL</b>	<b>6,653,410</b>	<b>7,711,355</b>	<b>9,336,250</b>	<b>20,032,460</b>

### CLASSIFICATION OF ENTERPRISE FUND BUDGET BY DEPARTMENT

NO	DEPARTMENT	OPERATING	CAPITAL	DEBT SERVICE	TOTAL PROPOSED
		FY 25	FY 25	FY 25	FY 25
4330	SEWER	1,953,828	2,535,000	-	4,488,828
4335	WASTE WATER TREATMENT PLANT	2,301,328	2,530,000	145,632	4,976,960
4400	WATER	3,563,827	5,035,000	130,394	8,729,221
4500	SOLID WASTE	1,837,451	-	-	1,837,451
	<b>TOTAL</b>	<b>9,656,434</b>	<b>10,100,000</b>	<b>276,026</b>	<b>20,032,460</b>

**FY 25**  
**SEWER**  
**BUDGET**

**505-ENTERPRISE FUND**

DEPARTMENT NAME: SEWER

DEPARTMENT NUMBER: 4330

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	
	FY 22	FY 23	FY 24	FY 25	
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
505 5 511101	SALARIES - REGULAR	22,284	136,567	163,958	474,450
505 5 511300	OVERTIME	314	579	3,900	4,000
505 5 512001	UNEMPLOYMENT BENEFIT	-	1,500	5,249	2,372
505 5 512101	INSURANCE - GROUP	12,380	25,300	78,523	96,414
505 5 512201	P/R TAXES	1,659	3,028	20,075	36,295
505 5 512400	RETIREMENT - GMEBS	-	4,986	23,302	17,565
505 5 512401	DEFINED CONTRIBUTION	-	-	-	9,800
505 5 512500	TUITION REIMBURSEMENTS	-	-	-	6,250
505 5 512700	WORKMENS COMP INS	183	106	2,913	9,968
505 5 512902	LONG & SHORT TERM DISA	292	400	2,624	3,796
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>37,112</b>	<b>172,466</b>	<b>300,544</b>	<b>660,910</b>
<b>PURCHASED/CONTRACTED SVC</b>					
505 5 521102	TAX COLLECTION	-	-	4,125	4,750
505 5 521200	WELLNESS SERVICES	-	-	1,625	-
505 5 521201	MEDICAL SCREENING	-	-	2,250	-
505 5 521202	ACCOUNTING / AUDIT FEE	-	-	12,500	25,000
505 5 521204	PROFESSIONAL SERVICES	178,960	197,744	123,500	125,000
505 5 521300	METER READING SERVICES	32,062	-	-	-
505 5 522201	VEHICLE REPAIRS & MAINTENANCE	-	44	8,750	-
505 5 522202	BUILDING MAINTENANCE	-	-	12,250	5,000
505 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	32,319	70,270	88,250	135,000
505 5 522208	MAINTENANCE AGREEMENTS	13,304	136	23,650	10,000
505 5 522320	RENTAL OF EQUIPMENT & VEHICLES	167	-	5,438	-
505 5 522321	RENTAL OF OFFICE SPACE	-	-	15,600	34,250
505 5 523100	INSURANCE - GENERAL	17,618	17,125	8,947	8,418
505 5 523200	COMMUNICATIONS	4,689	347	-	-
505 5 523301	ADVERTISING	-	-	1,475	2,500
505 5 523400	MUNICIPAL CODES	-	-	-	3,000
505 5 523401	PRINTING	-	6,897	18,725	1,500
505 5 523501	TRAVEL	-	-	1,844	5,000
505 5 523502	HOTEL	-	-	2,313	-
505 5 523601	DUES & SUBSCRIPTIONS	4,118	4,425	11,750	6,250
505 5 523702	EDUCATION & TRAINING	-	-	9,438	3,750
505 5 523850	CONTRACT LABOR	9,320	-	3,500	-
505 5 523852	CONTRACT SERVICES	641,676	314,002	502,100	410,000
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>934,233</b>	<b>610,990</b>	<b>858,030</b>	<b>779,418</b>

**505-ENTERPRISE FUND****DEPARTMENT NAME: SEWER****DEPARTMENT NUMBER: 4330****ACTUAL  
FY 22****ACTUAL  
FY 23****ADOPTED  
FY 24****PROPOSED  
FY 25****MATERIALS & SUPPLIES**

505 5 531101	OFFICE SUPPLIES	10	2	15,063	10,000
505 5 531102	SUPPLIES	2,455	15,067	10,875	5,000
505 5 531107	TOOLS	-	885	5,875	-
505 5 531121	POSTAGE	7,125	1,645	4,775	5,000
505 5 531220	NATURAL GAS	2,454	2,786	1,750	3,000
505 5 531230	ELECTRICITY	134,123	117,842	156,188	245,000
505 5 531270	GAS & OIL	-	-	13,438	8,000
505 5 531301	ENTERTAINMENT	-	-	1,338	7,500
505 5 531701	UNIFORMS	-	195	4,662	5,000
505 5 531702	MISCELLANEOUS	271	-	4,600	75,000
505 5 531703	CONTINGENCY FUNDS	-	1,350	-	150,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>146,438</b>	<b>139,772</b>	<b>218,564</b>	<b>513,500</b>
<b>TOTAL</b>		<b>1,117,783</b>	<b>923,228</b>	<b>1,377,138</b>	<b>1,953,828</b>

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**FY 25**

**WASTEWATER**

**TREATMENT**

**BUDGET**

**505-ENTERPRISE FUND**

**DEPARTMENT NAME: WASTE WATER TREATMENT PLANT**

**DEPARTMENT NUMBER: 4335**

<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>

**PERSONNEL SVCS & EMPL BENEFITS**

505 5 511101	SALARIES - REGULAR	-	4,281	151,928	474,450
505 5 511300	OVERTIME	-	4	2,900	4,000
505 5 512001	UNEMPLOYMENT BENEFIT	-	-	-	2,372
505 5 512101	INSURANCE - GROUP	-	-	42,330	96,414
505 5 512201	P/R TAXES	-	328	12,143	36,295
505 5 512400	RETIREMENT - GMEBS	-	-	9,524	17,565
505 5 512401	DEFINED CONTRIBUTION	-	-	-	9,800
505 5 512500	TUITION REIMBURSEMENTS	-	-	-	6,250
505 5 512700	WORKMENS COMP INS	-	-	10,640	9,968
505 5 512902	LONG & SHORT TERM DISA	-	-	1,587	3,796
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>-</b>	<b>4,613</b>	<b>231,052</b>	<b>660,910</b>

**PURCHASED/CONTRACTED SVC**

505 5 521101	ELECTIONS	-	-	5,125	-
505 5 521102	TAX COLLECTION	-	-	-	4,750
505 5 521200	WELLNESS SERVICES	-	-	1,625	-
505 5 521201	MEDICAL SCREENING	-	-	250	-
505 5 521202	ACCOUNTING / AUDIT FEE	-	-	7,500	25,000
505 5 521204	PROFESSIONAL SERVICES	-	169,920	68,500	125,000
505 5 522201	VEHICLE REPAIRS & MAINTENANCE	-	-	8,750	-
505 5 522202	BUILDING MAINTENANCE	-	-	22,250	5,000
505 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	99,758	349,652	128,250	150,000
505 5 522204	STREET REPAIRS AND MAINTENANCE	-	5,955	-	-
505 5 522208	MAINTENANCE AGREEMENTS	14,114	272	43,650	10,000
505 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	-	35,438	-
505 5 522321	RENTAL OF OFFICE SPACE	-	-	15,600	34,250
505 5 523100	INSURANCE - GENERAL	34,016	36,306	41,946	8,418
505 5 523200	COMMUNICATIONS	97	33	-	-
505 5 523301	ADVERTISING	-	-	475	2,500
505 5 523400	MUNICIPAL CODES	-	-	-	3,000
505 5 523401	PRINTING	-	-	725	1,500
505 5 523501	TRAVEL	-	-	1,844	5,000
505 5 523502	HOTEL	-	-	2,313	-
505 5 523601	DUES & SUBSCRIPTIONS	-	-	11,250	6,250
505 5 523702	EDUCATION & TRAINING	-	-	3,438	3,750
505 5 523850	CONTRACT LABOR	-	-	3,500	-
505 5 523852	CONTRACT SERVICES	490,872	782,683	750,201	787,500
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>638,857</b>	<b>1,344,821</b>	<b>1,152,630</b>	<b>1,171,918</b>

**505-ENTERPRISE FUND****DEPARTMENT NAME: WASTE WATER TREATMENT PLANT****DEPARTMENT NUMBER: 4335****ACTUAL  
FY 22****ACTUAL  
FY 23****ADOPTED  
FY 24****PROPOSED  
FY 25**

		<b>ACTUAL FY 22</b>	<b>ACTUAL FY 23</b>	<b>ADOPTED FY 24</b>	<b>PROPOSED FY 25</b>
<b>MATERIALS &amp; SUPPLIES</b>					
505 5 531101	OFFICE SUPPLIES	-	-	7,563	10,000
505 5 531102	SUPPLIES	5,623	4,398	1,875	5,000
505 5 531107	TOOLS	-	-	162,314	-
505 5 531121	POSTAGE	-	-	4,775	5,000
505 5 531220	NATURAL GAS	-	-	750	3,000
505 5 531230	ELECTRICITY	114,837	112,178	146,188	200,000
505 5 531270	GAS & OIL	-	-	5,438	8,000
505 5 531301	ENTERTAINMENT	-	-	-	7,500
505 5 531701	UNIFORMS	-	-	2,500	5,000
505 5 531702	MISCELLANEOUS	-	7,036	12,600	75,000
505 5 531703	CONTINGENCY FUNDS	-	-	-	150,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>120,460</b>	<b>123,612</b>	<b>344,003</b>	<b>468,500</b>
<b>TOTAL</b>		<b>759,317</b>	<b>1,473,046</b>	<b>1,727,685</b>	<b>2,301,328</b>

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**FY 25**  
**WATER**  
**BUDGET**

**505-ENTERPRISE FUND**

**DEPARTMENT NAME: WATER**

**DEPARTMENT NUMBER: 4400**

	ACTUAL	ACTUAL	ADOPTED	PROPOSED	
	FY 22	FY 23	FY 24	FY 25	
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
505 5 511101	SALARIES - REGULAR	20,930	37,888	221,958	474,450
505 5 511300	OVERTIME	262	504	3,900	4,000
505 5 512001	UNEMPLOYMENT BENEFIT	-	350	5,249	2,372
505 5 512101	INSURANCE - GROUP	16,531	33,150	78,523	96,414
505 5 512201	P/R TAXES	1,342	3,028	20,077	36,295
505 5 512400	RETIREMENT - GMEBS	-	4,961	23,302	17,565
505 5 512401	DEFINED CONTRIBUTION	-	-	-	9,800
505 5 512500	TUITION REIMBURSEMENTS	-	-	-	6,250
505 5 512700	WORKMENS COMP INS	183	150	2,913	9,968
505 5 512902	LONG & SHORT TERM DISA	379	400	2,623	3,795
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		<b>39,627</b>	<b>80,431</b>	<b>358,545</b>	<b>660,909</b>
<b>PURCHASED/CONTRACTED SVC</b>					
505 5 521102	TAX COLLECTION	-	-	1,875	4,750
505 5 521200	WELLNESS SERVICES	-	-	7,500	
505 5 521202	ACCOUNTING / AUDIT FEE	-	-	-	25,000
505 5 521204	PROFESSIONAL SERVICES	41,544	44,802	116,625	125,000
505 5 521300	METER READING SERVICES	168,799	205,580	200,000	200,000
505 5 522201	VEHICLE REPAIRS & MAINTENANCE	-	-	8,750	
505 5 522202	BUILDING MAINTENANCE	-	-	12,250	5,000
505 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	114,897	62,610	38,250	40,000
505 5 522204	STREET REPAIRS AND MAINTENANCE	-	6,700	-	
505 5 522208	MAINTENANCE AGREEMENTS	3,574	45	33,650	10,000
505 5 522210	WATER TANK REPAIR	14,646	-	15,000	20,000
505 5 522320	RENTAL OF EQUIPMENT & VEHICLES	-	-	15,438	
505 5 522321	RENTAL OF OFFICE SPACE	-	-	15,600	34,250
505 5 523100	INSURANCE - GENERAL	13,579	13,399	16,947	8,418
505 5 523301	ADVERTISING	-	-	1,475	2,500
505 5 523400	MUNICIPAL CODES	-	-	-	3,000
505 5 523401	PRINTING	-	19,540	13,725	1,500
505 5 523501	TRAVEL	-	-	1,844	5,000
505 5 523502	HOTEL	-	-	2,313	
505 5 523601	DUES & SUBSCRIPTIONS	335	500	11,250	6,250
505 5 523702	EDUCATION & TRAINING	-	-	8,438	3,750
505 5 523850	CONTRACT LABOR	-	-	3,500	
505 5 523852	CONTRACT SERVICES	639,592	210,307	201,100	390,000
505 5 523902	STAND UP FOR AMERICA DAY	-	-	-	
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>996,966</b>	<b>563,483</b>	<b>725,530</b>	<b>884,418</b>

**505-ENTERPRISE FUND****DEPARTMENT NAME: WATER****DEPARTMENT NUMBER: 4400**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	
	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	
<b>MATERIALS &amp; SUPPLIES</b>					
505 5 531101	OFFICE SUPPLIES	603	3	20,063	10,000
505 5 531102	SUPPLIES	2,014	703	6,875	5,000
505 5 531103	K-9 UNIT	-	-	6,875	
505 5 531121	POSTAGE	7,120	1,643	12,575	5,000
505 5 531220	NATURAL GAS	1,227	1,393	750	3,000
505 5 531230	ELECTRICITY		106,954	101,188	150,000
505 5 531270	GAS & OIL	-	-	5,938	8,000
505 5 531301	ENTERTAINMENT	-	-	1,338	7,500
505 5 531510	SAVANNAH WATER PURCHASE	1,155,034	1,613,523	1,500,000	1,500,000
505 5 531701	UNIFORMS	-	-	3,662	5,000
505 5 531702	MISCELLANEOUS	2,947	23,325	22,594	75,000
505 5 531703	CONTINGENCY FUNDS	-	28,000	448,750	250,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>1,168,945</b>	<b>1,775,544</b>	<b>2,130,608</b>	<b>2,018,500</b>
<b>TOTAL</b>		<b>2,205,538</b>	<b>2,419,458</b>	<b>3,214,683</b>	<b>3,563,827</b>

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**FY 25**

**SOLID WASTE**

**BUDGET**

**505-ENTERPRISE FUND**

**DEPARTMENT NAME: SOLID WASTE**

**DEPARTMENT NUMBER: 4500**

		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
		<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>
<b>PERSONNEL SVCS &amp; EMPL BENEFITS</b>					
505 5 511101	SALARIES - REGULAR	-	4,281	155,974	-
505 5 511300	OVERTIME	-	4	2,900	-
505 5 512001	UNEMPLOYMENT BENEFIT	-	-	3,175	-
505 5 512101	INSURANCE - GROUP	-	-	39,155	-
505 5 512201	P/R TAXES	-	328	12,143	-
505 5 512400	RETIREMENT - GMEBS	-	-	9,524	-
505 5 512401	DEFINED CONTRIBUTION	-	-	3,805	-
505 5 512500	TUITION REIMBURSEMENTS	-	-	3,750	-
505 5 512700	WORKMENS COMP INS	-	-	1,539	-
505 5 512902	LONG & SHORT TERM DISA	-	-	1,587	-
<b>TOTAL PERSONNEL SVCS &amp; EMPL BEN</b>		-	<b>4,613</b>	<b>233,552</b>	-
<b>PURCHASED/CONTRACTED SVC</b>					
505 5 521102	TAX COLLECTION	-	-	8,125	-
505 5 521200	WELLNESS SERVICES	-	-	1,875	-
505 5 521202	ACCOUNTING / AUDIT FEE	-	-	7,500	-
505 5 521204	PROFESSIONAL SERVICES	6,665	470	81,340	-
505 5 522201	VEHICLE REPAIRS & MAINTENANCE	-	-	3,750	-
505 5 522202	BUILDING MAINTENANCE	-	-	2,250	-
505 5 522203	EQUIPMENT REPAIRS & MAINTENANCE	-	-	3,250	-
505 5 522204	STREET REPAIRS AND MAINTENANCE	-	-	21,875	-
505 5 522208	MAINTENANCE AGREEMENTS	4,099	91	1,775	-
505 5 522321	RENTAL OF OFFICE SPACE	-	-	15,600	-
505 5 523100	INSURANCE - GENERAL	3,903	4,015	1,947	-
505 5 523301	ADVERTISING	-	-	475	-
505 5 523401	PRINTING	-	7,347	8,725	-
505 5 523501	TRAVEL	-	-	844	-
505 5 523502	HOTEL	-	-	813	-
505 5 523601	DUES & SUBSCRIPTIONS	-	-	6,250	-
505 5 523702	EDUCATION & TRAINING	-	-	1,939	-
505 5 523850	CONTRACT LABOR	-	-	3,500	-
505 5 523851	TREE SERVICES	-	-	1,000	-
505 5 523852	CONTRACT SERVICES	1,222,984	1,466,932	1,730,250	1,716,079
505 5 523902	STAND UP FOR AMERICA DAY	-	-	12,500	-
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>1,237,651</b>	<b>1,478,855</b>	<b>1,915,583</b>	<b>1,716,079</b>

**505-ENTERPRISE FUND****DEPARTMENT NAME: SOLID WASTE****DEPARTMENT NUMBER: 4500**

	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>	
	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	
<b>MATERIALS &amp; SUPPLIES</b>					
505 5 531101	OFFICE SUPPLIES	10	3	7,563	-
505 5 531102	SUPPLIES	-	-	1,875	-
505 5 531107	TOOLS	-	-	1,875	-
505 5 531108	STREET PAVING MATERIAL	-	-	2,500	-
505 5 531109	STREET SIGNS/POSTS	-	-	1,250	-
505 5 531121	POSTAGE	7,120	1,654	1,025	-
505 5 531220	NATURAL GAS	1,227	1,393	-	-
505 5 531230	ELECTRICITY	1,473	1,817	20,688	-
505 5 531270	GAS & OIL	-	-	3,438	-
505 5 531301	ENTERTAINMENT	-	-	1,338	-
505 5 531701	UNIFORMS	-	-	1,162	-
505 5 531702	MISCELLANEOUS	-	-	12,600	-
505 5 531703	CONTINGENCY FUNDS	-	-	19,497	121,372
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>9,830</b>	<b>4,867</b>	<b>74,811</b>	<b>121,372</b>
<b>TOTAL</b>		<b>1,247,481</b>	<b>1,488,335</b>	<b>2,223,946</b>	<b>1,837,451</b>

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**FY 25**  
**FEE SCHEDULE**



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

## UTILITY INITIAL SERVICE FEE

Utility Fees (non-refundable)		
Type of Service	Type of Applicant	Fee
Water/Sewer	Residential	\$100.00
Water/ Sewer	Commercial	Please see Commercial packet
Fire Hydrant	Commercial	\$3,000.00
Sanitation	Residential	\$100.00
Sanitation	Commercial	Please see Commercial packet

## WATER RATES

Water Rates				
Description	Base Rate	0-500 cu ft. per 100 cu ft.	501- 1,000 cu ft. per 100 cu ft.	1,001 and above, per cu ft.
Residential	14.00	1.83	2.19	2.58
Mobile Homes/ Apartments	14.00	1.83	2.19	2.58
Restaurants	90.00	3.05	3.34	3.83
Hotels/Motels (Per Room)	5.00	3.05	3.34	3.83
Warehousing	112.00	3.05	3.34	3.83
Other Commercial	40.00	3.05	3.34	3.83
Residential Out of City	25.00	2.29	3.00	3.53
Mobile Homes/ Apartments Out of City (Per Room)	25.00	2.29	3.00	3.53



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

<i>Continued Water Rates</i>				
Hotels/Motels Out of City (Per Room)	9.00	3.81	3.88	4.35
Warehousing Out of City	120.00	3.81	3.88	4.35
Other Commercial Out of City	60.00	3.81	3.88	4.35
Water – Irrigation Commercial	35.00	3.19	3.49	4.00

## SEWER RATES

Sewer Rates		
Sewer Rate	Base Rate	Consumption Rate
Residential (10-unit cap)	14.00	4.01
Mobile Home/Apartment	14.00	4.01
Restaurants	90.00	4.19
Hotel/Motels (Per Room)	5.00	4.19
Warehousing	112.00	4.21
Other Commercial	40.00	4.19
Residential Out of City	25.00	5.77
Mobile Homes/Apt Out of City	25.00	5.77
Hotels/Motels Out of City	9.00	6.71
Warehousing Out of City	120.00	6.71
Other Commercial Out of City	60.00	6.71
Water- Irrigation Commercial	35.00	2.74
Benton & Highland	14.00	4.79

1 cubic foot = 7.48 Gallons Residential Base Rate = \$47.40 Billed in 100 cubic feet.



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

## SANITATION RATES – Monthly

Sanitation Rates		
Description	Serviced	Rate
Residential Carts	1x a Week	25.37
Commercial Carts	1x a Week	55.19
Residential X- Trash	1x a Week	12.68
Residential X- Recycle	1x a Week	7.20
Dumpster 4- Yard	1x a Week	87.23
Dumpster 4- Yard	2x a Week	171.93
Dumpster 4- Yard	3x a Week	251.04
Dumpster 4- Yard	5x a Week	409.27
Dumpster 6- Yard	1x a Week	134.81
Dumpster 6- Yard	2x a Week	251.04
Dumpster 6- Yard	3x a Week	369.73
Dumpster 6- Yard	5x a Week	676.26
Dumpster 8- Yard	1x a Week	171.29
Dumpster 8- Yard	2x a Week	330.14
Dumpster 8- Yard	3x a Week	498.30
Dumpster 8- Yard	4x a Week	658.06
Dumpster 8- Yard	5x a Week	814.80
Dumpster 8 – Yard	6x a Week	1007.11
Commercial Recycle	1x a Week	119.31
Commercial Recycle	2x a Week	238.65
Commercial Recycle	3x a Week	357.97



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

## COMMERCIAL PACKET

Commercial Sanitation Initial Fee & Monthly Rates			
Description	Serviced	Fee	Rate
Commercial Carts (96 Gal)	1x a Week	110.37	55.19
Trash Compactor	1x a Week	\$2,150.00	\$1,050 Monthly Rent \$ 350/Haul
Dumpster 4- Yard	1x a Week	174.46	87.23
Dumpster 4- Yard	2x a Week	343.85	171.93
Dumpster 4- Yard	3x a Week	502.09	251.04
Dumpster 4- Yard	5x a Week	818.53	409.27
Dumpster 6- Yard	1x a Week	269.62	134.81
Dumpster 6- Yard	2x a Week	502.09	251.04
Dumpster 6- Yard	3x a Week	739.47	369.73
Dumpster 6- Yard	5x a Week	1352.52	676.26
Dumpster 8- Yard	1x a Week	342.58	171.29
Dumpster 8- Yard	2x a Week	660.27	330.14
Dumpster 8- Yard	3x a Week	996.61	498.30
Dumpster 8- Yard	4x a Week	1,316.12	658.06
Dumpster 8- Yard	5x a Week	1,629.60	814.80
Dumpster 8 – Yard	6x a Week	2,014.22	1,007.11
Commercial Recycle 8 - Yd	1x a Week	238.63	119.31
Commercial Recycle 8 - Yd	2x a Week	477.31	238.65
Commercial Recycle 8 - Yd	3x a Week	715.94	357.97



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

## COMMERCIAL - Water Initial Service Fee

Description	Rate – determined by City Ordinance
Warehousing	Based on Square footage of building
Apartments	Based on number of apartments 1- Bedroom 2- Bedroom 3- Bedroom
Barber Shop & Beauty Parlor	Based on number of chairs
Car Wash	Based on square footage
Gas Station (full service)	Based on number of pumps
Grocery Store	Based on Square footage
Hotel- Motel	Based on number of rooms
Laundry Self Service	Based on number of machines
Office	Based on square footage
Restaurants	Based on number of seats
<i>The fee is calculated by the City Clerk at the time the application is submitted.</i>	



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/01/2024*

## MISCELLANEOUS Utility Fees

Description	Rate	Fee
Late Fees	% of Balance	10%
Returned Check Fee	Flat	\$50.00
Disconnection Fee	Flat	\$75.00
Meter Check Fee	Flat	\$50.00

## Fees Relating to Theft/damages of Services.

Description	Rate	Fee
Meter Tampering Fee	Citation Fines	Up to \$1000.00
Stolen Meter Fee	Flat	\$1,000.00
Meter Cost**	Flat	\$200.00
MXU Cost**	Flat	\$210.00
Meter Box**	Flat	\$470.00
Water Meter Cable**	Flat	\$75.00

\*\* These costs are determined by the vendor and are subject to change

\*\*Minor Cable Replacement \$50.00 Administrative Fee



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## ALCOHOL BEVERAGE LICENSE FEES

Description	Rate	Fee
Distilled Spirits consumption on premises within the Central Business District	Annual	\$1,591.31
Distilled Spirits consumption on premises outside the Central Business District	Annual	\$4,243.50
Distilled Spirits – Wholesale	Annual	\$2,121.75
Distilled Spirits – Manufacturer	Annual	\$4,243.50
Distilled Spirits by the package Retail	Annual	\$5,304.38
Wine Package Retail	Annual	\$530.44
Wine consumption on premises	Annual	\$318.26
Wine – Wholesale	Annual	\$265.22
Wine – Manufacturer	Annual	\$265.22
Wine – Importer	Annual	\$212.18
Malt Beverage Package Retail	Annual	\$530.44
Malt Beverage consumption on premises	Annual	\$530.44
Malt Beverage – Wholesale	Annual	\$ 265.22
Malt Beverage – Manufacturer	Annual	\$795.66
Advertisement Fee	Initial Fee	<b>Varies (contact clerk)</b>
Returned Check	Each	\$50.00
Administrative Fee	Flat	\$50.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## OCCUPATIONAL TAXES

Number of Employees	Rate Calendar Year 2023 Paid Before January 31,2023 <i>\$50.00 Administrative Fee included</i>	Rate Calendar Year 2023 paid After January 31,2023 <i>20% penalty included</i>
1	\$196.85	\$236.22
2	\$241.54	\$289.85
3	\$286.05	\$343.26
4	\$339.19	\$407.03
5	\$348.28	\$417.93
6	\$393.31	\$471.97
7	\$420.25	\$504.30
8	\$430.82	\$516.98
9	\$447.10	\$536.52
10 to 99	\$447.10 +45.47 per employee in excess of 9	\$536.52 +45.47per employee in excess of 9
100 to 499	\$4,543.38 +35.77 per employee in excess of 99	\$5,452.06 +35.77 per employee in excess of 99
500 and over	\$18,855.70 +28.78 per employee in excess of 499	\$22,626.84 +28.78 per employee in excess of 499
Unrestricted	Insurance Company (Flat)	\$75.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024  
Effective 07/15/2024*

## SPECIAL EVENT FEES

Description	Rate	Fee
Permit Filing Fee	Flat	\$25.00
Beverage Caterers - Beer & Wine	Flat	\$30.00
Beverage Caterers – Distilled Spirits	Flat	\$50.00
Temporary for Special Event with sales	Each	\$50.00 per day up to \$2000.00 Max
Temporary for Special Event without sales	Each	\$50.00 per day up to \$2000.00 Max

\*Certification of Liability must be provided along with application.

## FILM PRODUCTION FEES

Description	Rate	Fee
Film Permit – Professional	Flat	\$25.00
Film Permit - Student	Flat	\$0.00

\*Professional Productions Registration Form must be complete with the Savannah Regional Film Commission



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## LEISURE SERVICES

FACILITY RENTAL FEES			
Description	Current Resident	Non-Resident	Deposit
Community House	\$150.00 Full Day	N/A	\$50.00
P.B. Edwards, JR. Gym	\$65.00 per hour	\$85.00	\$50.00(resident)/\$100.00 (non-resident)
	\$500.00 Full Day	\$680.00 Full Day	\$50.00(resident)/\$100.00 (non-resident)
Houston Church	\$150.00 Full Day	\$250.00 Full Day	\$50.00
Lewis Mobley Park	\$60.00per hour includes lights (2-hr minimum)	\$85.00 per hour (2-hr minimum)	\$50.00(resident)/\$100.00 (non-resident)
	\$950.00 Full Day	\$1,100.00 Full Day	\$200.00
	\$1,850.00 Weekend	\$2,200.00 Weekend	\$200.00
	\$100.00 Concessions Full Day	\$150.00 Concessions Full Day	\$200.00
Lions Ball Park / Sonny Dixon Field	\$65.00 per hour (2- hr minimum)	\$85.00 per hour (2- hr minimum)	\$50.00
	\$500.00 Full Day	\$650.00 Full Day	\$250.00
	\$100.00 Full Day Concessions	\$150.00 Full Day Concessions	\$250.00
	\$75.00 Club house only (2-hr minimum)	\$95.00 per hour (2-hr minimum)	\$250.00
	\$100.00 per hour to rent Park & Club	\$175.00 per hour to rent Park & Club	\$250.00
	\$1,100.00 Weekend Tournament Rental	\$1,500.00Weekend Tournament Rental	\$250.00
HEALTH WELLNESS & RECREATION SESSIONS			
Yoga, Fitness, Aerobics & Zumba etc.	Prices determined by Director	Prices determined by Director	N/A
<i>Continued next page</i>			



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

CURRENT SPORTS AND LEISURE PROGRAMS			
Basketball, Baseball, Softball, T-Ball Football, Cheerleading, Volleyball, Soccer	\$65.00 per season	\$85.00 per season	N/A
INDIVIDUAL AND DUAL SPORTS & ACTIVITIES			
Gymnastics, Dance and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director
Summer Clinics and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## DEVELOPMENT SERVICES

DEVELOPMENT SERVICES		
Description		Rate
Administrative Fee		\$82.50
Re-inspection Fee – Building Inspector	First	\$55.00
	Second	\$82.50
	Third	\$110.00
Re-Inspection Fee – Fire Marshal		\$55.00
Permits not completed by original applicant	Per inspection	\$55.00
CDM		\$110.00
Expired Permit Re-approval		\$110.00
Development Fees		
Master Plan Review	(Major Subdivision)	\$330.00
Preliminary Plan	(Major Subdivision)	\$550.00
	Plus, per lot	\$55.00
Preliminary Plan	(Minor Subdivision)	\$440.00
Final Plat	(Major or Minor Subdivision)	\$440.00
	per page	\$11.00
	per lot	\$55.00
Site Plan	Revision to PUD Specific Development	\$1100.00
Site Plan	Revision to PUD General/Concept	\$330.00
Zoning Map Amendment		\$550.00
	Plus, per acre	\$55.00
Text Amendment		\$330.00
Copy of Zoning Ordinance		\$110.00
Copy of Zoning Ordinance Map		\$110.00
	Per Page	
Engineering Fees	Varies by Bill	
BUILDING PERMIT FEES (Vertical Construction)		
Permit fees		
Project Valuation \$1.00 - \$200,000		\$11 per thousand
Project Valuation \$200,001 - \$500,000	First 200,000	\$2,200.00
		Plus \$9.90 for each additional thousand
<i>Continued next page</i>		



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

Project Valuation \$500,001 and up	First 500,000	\$5,170.00 Plus \$3.85 for each additional thousand
Plan Check Fee		One half of building fee
Residential pools	(Single-family)	\$110.00
Multifamily or public pools		\$220.00
Docks	Single Family	\$110.00
Docks	Multifamily and Commercial	\$192.50
Permanent Sign	Per square foot	\$7.70 per square foot or 200 minimum
Billboard Sign		\$1,650.00
Temporary Sign		\$220.00
Sign Electrical Fee		\$110.00
Moving of building or structures		\$330.00
Demolition of building or structures	Less than 400 square feet	\$110.00
Demolition of building or structures	Greater than 400 square feet	\$220.00
Well installation	Shallow well less than 44 ft	\$110.00
Well installation	Deep Well	\$110.00
Landfills, mining, ponds		\$220.00
Fence		\$110.00
Driveway Pipe Application	Plus, per square foot for pipe	\$55.00 \$27.50
Electrical		\$110.00
Plumbing		\$110.00
Mechanical		\$110.00
New Underground tank installation per tank inspection	Per tank inspection	\$55.00
Leak detection system installation, per inspection	Per inspection	\$55.00
New integral piping system installation,	Per inspection	\$55.00
Zoning Verification Letter		\$110.00
Permit Contractor Change		\$82.50
Stop work order fee		\$550.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

<i>Continued Building Permit Fees</i>		
Work with no permit fee		\$550.00
Extend permit for (6) six months fee		\$275.00
Occupancy Change Permit		\$330.00
Fire Marshal Review	All Projects	\$275.00
Occupy Building without a Certification of Occupancy fee		\$550.00
$\frac{3}{4}$ inch water meters from public works	Each	\$852.50
Zoning Board of Appeals Application		\$330.00
Public Hearing schedule change request		\$275.00
TAP FEES		
Hotel, Motels, Inns	Initial Connection Expansion	\$7,425.00
Office, retail shops, commercial, and industrial		
Three-fourths inch by five-eighths inch meter		\$495.00
One-inch meter		\$618.20
Two-inch meter		\$825.00
Three-inch meter		\$2,062.00
Four-inch meter		\$4,125.00
Six-inch meter		\$7,755.00
Eight-inch meter		\$9,570.00
FIRE PROTECTION TAP – Any residential, commercial, institutional/industrial structure		
Three-inch meter		\$2,062.50



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

<i>Continued Fire Protection Tap</i>		
Four-inch meter		\$4,125.00
Six-inch meter		\$7,755.00
Eight-inch meter		\$9,570.00
Locate, initial open trench and final		\$85.50
Omni Marker		\$13.75
AID TO CONSTRUCTION		
City of Port Wentworth	Per ERU	\$4,774.69
Georgia Highway 21 / Crossgate	Per ERU	\$6,841.84
I-95 and Highway 21	Per ERU	\$8,157.44
Rice Hope Service District	Per ERU	\$8,196.67
Lake Shore	Per ERU	\$5,347.58



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## FIRE PROTECTION FEE

FACILITY RENTAL FEES			
Description	Inside City	Outside City	
Rate Per Square Foot	\$ 0.029650	\$ 0.045403	

- \*Minimum Inside City Limits \$120.00 per business
- \*Minimum Outside City Limits \$300.00 per business
- \*Cap \$75,000 per business

LIFE AND SAFETY INSPECTIONS		
Description	Rate	Fee
Inspection	Annual	\$100.00
Apartment and Hotel Room Inspections	TBD	\$100.00
Single Family Home Inspections	TBD	\$100.00
Apartment Transition Inspection	TBD	\$50.00

FIRE OPERATION FEES		
Description	Rate	Fee
Vehicle Fires	TBD	\$750.00
Commercial Vehicle Fires	TBD	\$1,500.00
Accidents/Vehicle Clean Up	TBD	\$750.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 07/15/2024*

## TECHNOLOGY DEPARTMENT

CLIC – CONFERENCE SPACE		
Description		Rate
CLIC – Conference Room 2600 sq ft. Up to 32 guests 16 computers (2) 4k Projector w/Screens Wireless Internet Coffee Bar Available (must supply coffee)	Public	\$150.00 (3-hr minimum)
	Government Entities	\$100.00
	Full Day	\$600.00 + 75.00 per hour (afterhours)
Cleaning Fee	Full Day Booking Only	\$280.00

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# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## UTILITY INITIAL SERVICE FEE

Utility Fees (non-refundable)		
Type of Service	Type of Applicant	Fee
Water/Sewer	Residential	\$100.00
Water/ Sewer	Commercial	Please see Commercial packet
Fire Hydrant	Commercial	\$3,000.00
Sanitation	Residential	\$100.00
Sanitation	Commercial	Please see Commercial packet

## WATER RATES

Water Rates				
Description	Base Rate	0-500 cu ft. per 100 cu ft.	501- 1,000 cu ft. per 100 cu ft.	1,001 and above, per cu ft.
Residential	14.00	1.89	2.27	2.67
Mobile Homes/ Apartments	14.00	1.89	2.27	2.67
Restaurants	90.00	3.16	3.46	3.96
Hotels/Motels (Per Room)	5.00	3.16	3.46	3.96
Warehousing	112.00	3.16	3.46	3.96
Other Commercial	40.00	3.16	3.46	3.96
Residential Out of City	25.00	2.37	3.11	3.65
Mobile Homes/ Apartments Out of City (Per Room)	25.00	2.37	3.11	3.65



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

<i>Continued Water Rates</i>				
Hotels/Motels Out of City (Per Room)	9.00	3.94	4.02	4.50
Warehousing Out of City	120.00	3.94	4.02	4.50
Other Commercial Out of City	60.00	3.94	4.02	4.50
Water – Irrigation Commercial	35.00	3.30	3.61	4.14

## SEWER RATES

Sewer Rates		
Sewer Rate	Base Rate	Consumption Rate
Residential (10-unit cap)	14.00	4.15
Mobile Home/Apartment	14.00	4.15
Restaurants	90.00	4.34
Hotel/Motels (Per Room)	5.00	4.34
Warehousing	112.00	4.36
Other Commercial	40.00	4.34
Residential Out of City	25.00	5.97
Mobile Homes/Apt Out of City	25.00	6.94
Hotels/Motels Out of City	9.00	6.94
Warehousing Out of City	120.00	6.94
Other Commercial Out of City	60.00	6.94
Water- Irrigation Commercial	35.00	2.84
Benton & Highland	14.00	4.96

1 cubic foot = 7.48 Gallons Residential Base Rate = \$47.40 Billed in 100 cubic feet.



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## SANITATION RATES – Monthly

Sanitation Rates		
Description	Serviced	Rate
Residential Carts	1x a Week	26.26
Commercial Carts	1x a Week	57.12
Residential X- Trash	1x a Week	13.12
Residential X- Recycle	1x a Week	7.45
Dumpster 4- Yard	1x a Week	90.28
Dumpster 4- Yard	2x a Week	177.95
Dumpster 4- Yard	3x a Week	259.83
Dumpster 4- Yard	5x a Week	423.59
Dumpster 6- Yard	1x a Week	139.53
Dumpster 6- Yard	2x a Week	259.83
Dumpster 6- Yard	3x a Week	382.67
Dumpster 6- Yard	5x a Week	699.93
Dumpster 8- Yard	1x a Week	177.29
Dumpster 8- Yard	2x a Week	341.69
Dumpster 8- Yard	3x a Week	515.74
Dumpster 8- Yard	4x a Week	681.09
Dumpster 8- Yard	5x a Week	843.32
Dumpster 8 – Yard	6x a Week	1042.36
Commercial Recycle	1x a Week	123.49
Commercial Recycle	2x a Week	247.00
Commercial Recycle	3x a Week	370.50



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## COMMERCIAL PACKET

Commercial Sanitation Initial Fee & Monthly Rates			
Description	Serviced	Fee	Rate
Commercial Carts (96 Gal)	1x a Week	110.37	57.12
Trash Compactor	1x a Week	\$2,150.00	\$1,086.75 Monthly Rent \$ 362.25/Haul
Dumpster 4- Yard	1x a Week	174.46	90.28
Dumpster 4- Yard	2x a Week	343.85	177.95
Dumpster 4- Yard	3x a Week	502.09	259.83
Dumpster 4- Yard	5x a Week	818.53	423.59
Dumpster 6- Yard	1x a Week	269.62	139.53
Dumpster 6- Yard	2x a Week	502.09	259.83
Dumpster 6- Yard	3x a Week	739.47	382.67
Dumpster 6- Yard	5x a Week	1352.52	699.93
Dumpster 8- Yard	1x a Week	342.58	177.29
Dumpster 8- Yard	2x a Week	660.27	341.69
Dumpster 8- Yard	3x a Week	996.61	515.74
Dumpster 8- Yard	4x a Week	1,316.12	681.09
Dumpster 8- Yard	5x a Week	1,629.60	843.32
Dumpster 8 – Yard	6x a Week	2,014.22	1,042.32
Commercial Recycle 8 - Yd	1x a Week	238.63	123.49
Commercial Recycle 8 - Yd	2x a Week	477.31	247.00
Commercial Recycle 8 - Yd	3x a Week	715.94	370.50



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## COMMERCIAL - Water Initial Service Fee

Description	Rate – determined by City Ordinance
Warehousing	Based on Square footage of building
Apartments	Based on number of apartments 1- Bedroom 2- Bedroom 3- Bedroom
Barber Shop & Beauty Parlor	Based on number of chairs
Car Wash	Based on square footage
Gas Station (full service)	Based on number of pumps
Grocery Store	Based on Square footage
Hotel- Motel	Based on number of rooms
Laundry Self Service	Based on number of machines
Office	Based on square footage
Restaurants	Based on number of seats
<i>The fee is calculated by the City Clerk at the time the application is submitted.</i>	



# FY2024 Utility Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## MISCELLANEOUS Utility Fees

Description	Rate	Fee
Late Fees	% of Balance	10%
Returned Check Fee	Flat	\$50.00
Disconnection Fee	Flat	\$75.00
Meter Check Fee	Flat	\$50.00

## Fees Relating to Theft/damages of Services.

Description	Rate	Fee
Meter Tampering Fee	Citation Fines	Up to \$1000.00
Stolen Meter Fee	Flat	\$1,000.00
Meter Cost**	Flat	\$150.00
MXU Cost**	Flat	\$160.00
Meter Box**	Flat	\$420.00
Water Meter Cable**	Flat	\$21.00
Administrative Fee for Replacement*	Flat	\$200.00

\*\* These costs are determined by the vendor and are subject to change

\*Minor Cable Replacement \$50.00 Administrative Fee



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## ALCOHOL BEVERAGE LICENSE FEES

Description	Rate	Fee
Distilled Spirits consumption on premises within the Central Business District	Annual	\$1,591.31
Distilled Spirits consumption on premises outside the Central Business District	Annual	\$4,243.50
Distilled Spirits – Wholesale	Annual	\$2,121.75
Distilled Spirits – Manufacturer	Annual	\$4,243.50
Distilled Spirits by the package Retail	Annual	\$5,304.38
Wine Package Retail	Annual	\$530.44
Wine consumption on premises	Annual	\$318.26
Wine – Wholesale	Annual	\$265.22
Wine – Manufacturer	Annual	\$265.22
Wine – Importer	Annual	\$212.18
Malt Beverage Package Retail	Annual	\$530.44
Malt Beverage consumption on premises	Annual	\$530.44
Malt Beverage – Wholesale	Annual	\$ 265.22
Malt Beverage – Manufacturer	Annual	\$795.66
Advertisement Fee	Initial Fee	<b>Varies (contact clerk)</b>
Returned Check	Each	\$50.00
Administrative Fee	Flat	\$50.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## OCCUPATIONAL TAXES

Number of Employees	Rate Calendar Year 2023 Paid Before January 31,2023 <i>\$50.00 Administrative Fee included</i>	Rate Calendar Year 2023 paid After January 31,2023 <i>20% penalty included</i>
1	\$196.85	\$236.22
2	\$241.54	\$289.85
3	\$286.05	\$343.26
4	\$339.19	\$407.03
5	\$348.28	\$417.93
6	\$393.31	\$471.97
7	\$420.25	\$504.30
8	\$430.82	\$516.98
9	\$447.10	\$536.52
10 to 99	\$447.10 +45.47 per employee in excess of 9	\$536.52 +45.47per employee in excess of 9
100 to 499	\$4,543.38 +35.77 per employee in excess of 99	\$5,452.06 +35.77 per employee in excess of 99
500 and over	\$18,855.70 +28.78 per employee in excess of 499	\$22,626.84 +28.78 per employee in excess of 499
Unrestricted	Insurance Company (Flat)	\$75.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## SPECIAL EVENT FEES

Description	Rate	Fee
Permit Filing Fee	Flat	\$25.00
Beverage Caterers - Beer & Wine	Flat	\$30.00
Beverage Caterers – Distilled Spirits	Flat	\$50.00
Temporary for Special Event with sales	Each	\$50.00 per day up to \$2000.00 Max
Temporary for Special Event without sales	Each	\$50.00 per day up to \$2000.00 Max
*Certification of Liability must be provided along with application.		

## FILM PRODUCTION FEES

Description	Rate	Fee
Film Permit – Professional	Flat	\$25.00
Film Permit - Student	Flat	\$0.00
*Professional Productions Registration Form must be complete with the Savannah Regional Film Commission		



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## LEISURE SERVICES

FACILITY RENTAL FEES			
Description	Current Resident	Non-Resident	Deposit
Community House	\$155.25 Full Day	N/A	\$51.75
P.B. Edwards, JR. Gym	\$67.28 per hour	\$87.98	\$51.75(resident)/\$103.50 (non-resident)
	\$517.50 Full Day	\$703.80 Full Day	\$51.75(resident)/\$103.50 (non-resident)
Houston Church	\$155.25 Full Day	\$258.75 Full Day	\$51.75
Lewis Mobley Park	\$62.10 per hour includes lights (2-hr minimum)	\$87.98 per hour (2-hr minimum)	\$51.75(resident)/\$103.50 (non-resident)
	\$983.25 Full Day	\$1,138.50 Full Day	\$207.00
	\$1,914.75 Weekend	\$2,277.00 Weekend	\$207.00
	\$103.50 Concessions Full Day	\$155.25 Concessions Full Day	\$207.00
Lions Ball Park / Sonny Dixon Field	\$67.28 per hour (2- hr minimum)	\$87.98 per hour (2- hr minimum)	\$51.75
	\$517.50 Full Day	\$672.75 Full Day	\$258.75
	\$103.50 Full Day Concessions	\$155.25 Full Day Concessions	\$258.75
	\$77.63 club house only (2-hr minimum)	\$98.32 per hour (2-hr minimum)	\$258.75
	\$103.50 per hour to rent Park & Club	\$181.13 per hour to rent Park & Club	\$258.75
	\$1,138.50 Weekend Tournament Rental	\$1,552.50 Weekend Tournament Rental	\$258.75
HEALTH WELLNESS & RECREATION SESSIONS			
Yoga, Fitness, Aerobics & Zumba etc.	Prices determined by Director	Prices determined by Director	N/A
<i>Continued next page</i>			



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

CURRENT SPORTS AND LEISURE PROGRAMS			
Basketball, Baseball, Softball, T-Ball Football, Cheerleading, Volleyball, Soccer	\$67.28 per season	\$87.98 per season	N/A
INDIVIDUAL AND DUAL SPORTS & ACTIVITIES			
Gymnastics, Dance and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director
Summer Clinics and Camps	Prices determined by Director	Prices determined by Director	Prices determined by Director



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## DEVELOPMENT SERVICES

DEVELOPMENT SERVICES		
Description		Rate
Administrative Fee		\$82.50
Re-inspection Fee – Building Inspector	First	\$55.00
	Second	\$82.50
	Third	\$110.00
Re-Inspection Fee – Fire Marshal		\$55.00
Permits not completed by original applicant	Per inspection	\$55.00
CDM		\$110.00
Expired Permit Re-approval		\$110.00
Development Fees		
Master Plan Review	(Major Subdivision)	\$330.00
Preliminary Plan	(Major Subdivision)	\$550.00
	Plus, per lot	\$55.00
Preliminary Plan	(Minor Subdivision)	\$440.00
Final Plat	(Major or Minor Subdivision)	\$440.00
	per page	\$11.00
	per lot	\$55.00
Site Plan	Revision to PUD Specific Development	\$1100.00
Site Plan	Revision to PUD General/Concept	\$330.00
Zoning Map Amendment		\$550.00
	Plus, per acre	\$55.00
Text Amendment		\$330.00
Copy of Zoning Ordinance		\$110.00
Copy of Zoning Ordinance Map		\$110.00
	Per Page	
Engineering Fees	Varies by Bill	
BUILDING PERMIT FEES (Vertical Construction)		
Permit fees		
Project Valuation \$1.00 - \$200,000		\$11 per thousand
Project Valuation \$200,001 - \$500,000	First 200,000	\$2,200.00
		Plus \$9.90 for each additional thousand
<i>Continued next page</i>		



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

Project Valuation \$500,001 and up	First 500,000	\$5,170.00 Plus \$3.85 for each additional thousand
Plan Check Fee		One half of building fee
Residential pools	(Single-family)	\$110.00
Multifamily or public pools		\$220.00
Docks	Single Family	\$110.00
Docks	Multifamily and Commercial	\$192.50
Permanent Sign	Per square foot	\$7.70 per square foot or 200 minimum
Billboard Sign		\$1,650.00
Temporary Sign		\$220.00
Sign Electrical Fee		\$110.00
Moving of building or structures		\$330.00
Demolition of building or structures	Less than 400 square feet	\$110.00
Demolition of building or structures	Greater than 400 square feet	\$220.00
Well installation	Shallow well less than 44 ft	\$110.00
Well installation	Deep Well	\$110.00
Landfills, mining, ponds		\$220.00
Fence		\$110.00
Driveway Pipe Application	Plus, per square foot for pipe	\$55.00 \$27.50
Electrical		\$110.00
Plumbing		\$110.00
Mechanical		\$110.00
New Underground tank installation per tank inspection	Per tank inspection	\$55.00
Leak detection system installation, per inspection	Per inspection	\$55.00
New integral piping system installation,	Per inspection	\$55.00
Zoning Verification Letter		\$110.00
Permit Contractor Change		\$82.50
Stop work order fee		\$550.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

<i>Continued Building Permit Fees</i>		
Work with no permit fee		\$550.00
Extend permit for (6) six months fee		\$275.00
Occupancy Change Permit		\$330.00
Fire Marshal Review	All Projects	\$275.00
Occupy Building without a Certification of Occupancy fee		\$550.00
¾ inch water meters from public works	Each	\$852.50
Zoning Board of Appeals Application		\$330.00
Public Hearing schedule change request		\$275.00
TAP FEES		
Hotel, Motels, Inns	Initial Connection Expansion	\$7,425.00
Office, retail shops, commercial, and industrial		
Three-fourths inch by five-eighths inch meter		\$495.00
One-inch meter		\$618.20
Two-inch meter		\$825.00
Three-inch meter		\$2,062.00
Four-inch meter		\$4,125.00
Six-inch meter		\$7,755.00
Eight-inch meter		\$9,570.00
FIRE PROTECTION TAP – Any residential, commercial, institutional/industrial structure		
Three-inch meter		\$2,062.50



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

<i>Continued Fire Protection Tap</i>		
Four-inch meter		\$4,125.00
Six-inch meter		\$7,755.00
Eight-inch meter		\$9,570.00
Locate, initial open trench and final		\$85.50
Omni Marker		\$13.75
AID TO CONSTRUCTION		
City of Port Wentworth	Per ERU	\$4,774.69
Georgia Highway 21 / Crossgate	Per ERU	\$6,841.84
I-95 and Highway 21	Per ERU	\$8,157.44
Rice Hope Service District	Per ERU	\$8,196.67
Lake Shore	Per ERU	\$5,347.58



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## FIRE PROTECTION FEE

FACILITY RENTAL FEES			
Description	Inside City	Outside City	
Rate Per Square Foot	\$ 0.029650	\$ 0.045403	

- \*Minimum Inside City Limits \$120.00 per business
- \*Minimum Outside City Limits \$300.00 per business
- \*Cap \$75,000 per business

LIFE AND SAFETY INSPECTIONS		
Description	Rate	Fee
Inspection	Annual	\$100.00
Apartment and Hotel Room Inspections	TBD	\$100.00
Single Family Home Inspections	TBD	\$100.00
Apartment Transition Inspection	TBD	\$50.00

FIRE OPERATION FEES		
Description	Rate	Fee
Vehicle Fires	TBD	\$750.00
Commercial Vehicle Fires	TBD	\$1,500.00
Accidents/Vehicle Clean Up	TBD	\$750.00



# FY2024 Fee Schedule

*Adopted by the City Council on 06/20/2024*  
*Effective 01/15/2025*

## TECHNOLOGY DEPARTMENT

CLIC – CONFERENCE SPACE		
Description		Rate
CLIC – Conference Room 2600 sq ft. Up to 32 guests 16 computers (2) 4k Projector w/Screens Wireless Internet Coffee Bar Available (must supply coffee)	Public Government Entities Full Day	\$150.00 (3-hr minimum) \$100.00 \$600.00 + 75.00 per hour (afterhours)
Cleaning Fee	Full Day Booking Only	\$280.00

## **GLOSSARY OF TERMS**

The following definitions of terms are presented to facilitate understanding of the narrative discussions and illustrations included in this text and the terminology generally employed in governmental budgeting, accounting, auditing, and financial reporting.

**A.C.C.G.** – Association of County Commissioners of Georgia.

**ACCOUNTING PERIOD** – The period at the end of which and for which financial statements are prepared.

**ACCOUNTING PROCEDURES** – All processes which discover, record, classify, and summarize financial information to produce financial reports and to provide internal control.

**ACCOUNTING SYSTEM** – The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

**ACCRUAL BASIS OF ACCOUNTING** – The basis of accounting, under which transactions are recognized when they occur, regardless of the timing of related cash flows.

**ACCRUED EXPENSES** – Expenses incurred and recorded but not due for payment until a later date.

**ACTIVITY** – A specific and distinguishable line of work performed by one or more organizational components of a government for the purpose of accomplishing a function for which the government is responsible. For example, "food inspection" is an activity performed in the discharge of the "health" function.

**ADA** – American Disabilities Act

**ADOPTED (APPROVED) BUDGET** – The funds appropriated by the legislative body at the beginning of the year.

**AD VALOREM TAX** – (Latin for according to value) a tax levied on the assessed value of real or tangible personal property. It is also known as "Property Tax."

**AGENCY FUND** – A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments, and/or other funds.

**ALLOCATE** – To divide a lump-sum appropriation into parts which are designated for expenditures by specific organization units and/or for specific purposes, activities, or objects.

**ALLOTMENT** – Part of an appropriation which may be encumbered or expended during an allotment period.

**AMORTIZATION** – The systematic allocation of the discount, premium, or issue costs of a bond to expense over the life of the bond. It is also the systematic allocation of an intangible asset to expense over a certain period.

**APPRAISE** – To make an estimate of value, particularly of the value of property. If the property is valued for purposes of taxation, the less-inclusive term "assess" is substituted for this term.

**APPROPRIATION** – A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes.

**ASSESS** – To value property officially for the purpose of taxation.

**ASSESSED VALUATION** – A stated percentage of the fair market value.

**ASSESSED VALUE** – The value at which property is taxed. The assessed value in the State of Georgia is 40% of the fair market value.

**ASSETS** – Resources owned or held by governments which have monetary value.

**AUDIT** – A methodical examination of utilization of resources. It concludes in a written report of its finding. An audit is a test of management's accounting system to determine the extent to which internal accounting controls are both available and being used.

**AUTHORITY** – A government or public agency created to perform a single function or a restricted group of related activities. Usually, such units are financed from service charges, fees, and tolls, but in some instances, they also have taxing powers.

**BALANCE SHEET** – The basic financial statement which discloses the assets, liabilities, and equities of an entity at a specified date in conformity with GAAP.

**BALANCED BUDGET** – A budget is balanced when the sum of estimated revenues and appropriated fund balances are equal to appropriations.

**BASE BUDGET** – Ongoing expense for personnel, contractual services, supplies, and the replacement of equipment required to maintain service levels previously authorized by the elected officials.

**BOND** – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. Bonds are typically used for long-term debt to pay for specific capital expenditures.

**BUDGET** – A comprehensive financial plan of operations for a given period which displays the estimated expenditures to provide services or to accomplish a purpose during that period together with the estimated sources of revenue (income) to finance those expenditures. Most local governments have two types of budgets – the “Operating Budget” and the “Capital Improvement Budget.”

**BUDGET AMENDMENT** – the mechanism used to revise the operating budget of state or local government to reflect changes that occur throughout the fiscal year. Once the operating budget is completed, it can only be changed by Budget Amendment.

**BUDGET CALENDAR** – The schedule of key dates which the local government follows in the preparation, adoption, and administration of the budget.

**BUDGET DOCUMENT** – The official written statement used by the budget-making authority to present a comprehensive financial program to the appropriating body.

**BUDGET MESSAGE** – A general discussion of the budget presented in writing as a part of or supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the County Administrator.

**BUDGET RESOLUTION** – The official enactment by the legislative body legally authorizing local government officials to obligate and expend resources.

**BUDGET STRUCTURE** – The way the budget is organized; often determined by the size, the form of government and the number of services provided.

**BUDGET TRANSFER** – A transfer of appropriations or revenues between two or more accounts within the same fund. The budgeted fund total is not changed.

**BUDGETARY CONTROL** – The control or management of a government or enterprise in accordance with approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

**CAPITAL BUDGET** – A spending plan for the acquisition of capital assets, such as roads, buildings, water and sewer infrastructure, land, and equipment.

**CAPITAL EQUIPMENT** – Equipment with a value of more than \$1,000 and an expected life of more than one year, such as automobiles, computers, and furniture.

**CAPITAL IMPROVEMENT** – Physical assets, constructed or purchased, that have a minimum useful life of more than one year and minimum cost of \$25,000. Capital improvements typically involve physical assets, such as buildings, streets, water and sewage systems, and recreation facilities.

**CAPITAL GRANTS** – Grants which are restricted by the grantor for the acquisition and/or construction of fixed assets.

**CAPITAL OUTLAYS** – Expenditures which result in the acquisition of or addition to fixed assets. Within the departmental operating budget these types of expenditures would be over \$5,000. Within the Capital Improvement Program these types of expenditures would have a minimum threshold of \$25,000.

**CAPITAL PROJECTS FUND** – A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds, Special Assessment Funds, and Trust Funds).

**CASH** – An asset account reflecting currency, coin, checks, postal and express money orders, and bankers’ drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

**CASH BASIS OF ACCOUNTING** – A basis of accounting under which transactions are recognized only when cash changes hands.

**CGRDC** – Coastal Georgia Regional Development Commission

**(CIP) CAPITAL IMPROVEMENT PROGRAM** – A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or otherwise.

**CLASSIFIED POSITIONS** – Positions subject to the position classification plan which assigns positions to a specific class based on an analysis of the tasks, duties, and responsibilities of the position along with the required qualifications, knowledge, and skills, and carry the same salary range.

**CMSA** – Consolidated Metropolitan Statistical Area; a geographic entity defined by the federal Office of Management and Budget for use by federal statistical agencies. An area becomes a CMSA if it meets the requirements to qualify as a metropolitan statistical area, has a population of 1,000,000 or more, if component parts are recognized as primary MSA, and local opinion favors the designation.

**COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)** – the official annual report of a government. It includes five Combined Statements – Overview (the “liftable” General Purpose Financial Statements) and basic financial statements for each individual fund and account group prepared in conformity with (GAAP) and organized into a financial reporting pyramid. The Governmental Accounting Standards Board (GASB) changed the name of the Comprehensive Annual Financial Report (CAFR) to the Annual Comprehensive Financial Report (ACFR) on October 19, 2021.

**CONTINGENCY** – A reserve of funds which are set aside to cover emergencies or unforeseen events that occur during the fiscal year, such as, new federal or state mandates, shortfalls in revenue, and unanticipated expenditures.

**COUNTY/CITY** – A political subdivision of the State which is empowered to levy and collect taxes and provide services to citizens within its boundaries.

**COUNTY TAX RATE** – Rate applied to the value of the property to determine the amount of taxes owed on it.

**C.R.C.** – Coastal Regional Commission.

**DCA** – Department of Community Affairs

**DEBT** – An obligation resulting from the borrowing of money or from the purchase of goods and services. The debts of governments include bonds, time warrants, notes, and floating debt.

**DEBT LIMIT** – The maximum amount of gross or net debt which is legally permitted.

**DEFICIT** – (1) The excess of the liabilities of a fund over its assets. (2) The excess of expenditures over revenues during an accounting period.

**DEPARTMENT** – An organizational unit responsible for carrying out a major governmental function, such as, Sheriff Department, Public Works, Elections, Voter Registration, Tax Commissioner, and Tax Assessor.

**DEPRECIATION** – Expiration in the service life of fixed assets, other than wasting assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence.

**DIGEST GROWTH** – Increase in the assessed value of taxable property in the County.

**E911** – Emergency Telephone System

**ENCUMBRANCE** – The commitment of appropriate funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure. It may be in the form of a purchase order, purchase requisition, or a contract for goods and services.

**ENTERPRISE FUND** – A fund established to account for operations (a) that are financed and operated in a manner like private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges.

**EXEMPTION** – A reduction to the assessed value of property. The most common exemption is the \$40,000 homestead exemption allowed if the owner uses the property as the principal residence.

**EXCISE TAXES** – Also known as selective sales taxes. There are three basic types; benefit-based excise tax attempts to recover the cost of providing a service to those who use it, such as hotel/motel tax, privilege taxes such as business/occupation taxes, and sumptuary tax, such as the alcohol (sin) taxes.

**EXPENDITURES** – Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service, and capital outlays used in funds that are accounted for on the modified accrual basis of accounting. (Governmental funds)

**EXPENSES** – Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures used in funds that are accounted for on the accrual basis of accounting. (Proprietary funds)

**FAIR MARKET VALUE** – What the property would bring if it were sold on the open market at the usual value.

**FISCAL YEAR** – Any period of 12 consecutive months to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FIXED ASSETS** – Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

**FIXTURES** – Attachments to buildings which are not intended to be removed and which cannot be removed without damage to the buildings.

**FULL-TIME EQUIVALENT (F.T.E.)** – The number of approved positions equated to full-time basis (e.g., two half-time positions equal one full-time equivalent position).

**FUNCTION** – A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible. For example, public health is a function.

**FUND** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific

activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**FUND BALANCE** – The difference between revenues and expenditures.

**GAAP** – General Accepted Accounting Principals

**GASB** – The Governmental Accounting Standards Board is an independent organization that establishes and improves standards of accounting and financial reporting for U.S. state and local governments.

**GENERAL FUND** – A fund containing revenues, such as property taxes, not designated by law for a special purpose. The fund used to account for all financial resources except those required to be accounted for in another fund.

**GENERAL OBLIGATION BONDS** – Bonds for the payment of which the full faith and credit of the issuing government are pledged.

**GENERAL REVENUE** – The revenues of a government other than those derived from and retained in an enterprise.

**GOAL** – A long-range desirable result attained by achieving objectives designed to implement a strategy.

**GOVERNMENTAL ACCOUNTING** – The composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of governments.

**GOVERNMENTAL FUNDS** – Funds generally are used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

**GRANT** – A contribution of assets (usually cash) from one government unit or organization to another. Typically, these contributions are made to local governments from the state or federal governments to be used for specific purposes and required distinctive reporting.

**HOMESTEAD EXEMPTION** – A reduction in real property valuations for people living on their land.

**IDC** – Indirect Cost; an expense that is not directly connected to a specific operation or function but is incurred in support of that operation or function.

**IMPROVEMENTS** – Buildings, other structures, and other attachments or annexations to land which are intended to remain so attached or annexed, such as sidewalks, trees, drives, tunnels, drains, and sewers.

**INTERNAL AUDIT** – An independent appraisal activity within an organization for the review of operations as a service to management. It is a managerial control which functions by measuring and evaluating the effectiveness of other controls.

**INTERNAL SERVICE FUND** – A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost-reimbursement basis.

**INVENTORY OF SUPPLIES** – An asset account which reflects the cost of supplies on hand for use in operations.

**LEASE-PURCHASE AGREEMENTS** – Contractual agreements which are termed “leases,” but which in substance amount to purchase contracts for equipment and machinery.

**LEGAL DEBT MARGIN** – The net amount of external financing resources that is available to the jurisdiction through the issuance of General Obligation bonds. In Georgia, the constitutional debt limit for GO bonds for counties is 10 percent of the assessed value of taxable property.

**LEVY** – To impose taxes, special assessments, or service charges for the support of County activities.

**LIABILITIES** – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

**(LOST) LOCAL OPTION SALES TAX** – A voter approved % of sales tax collected from retailers within a County.

**MANDATE** – Any responsibility, action, or procedure that is imposed by one sphere of government on another through constitutional, legislative, administrative, executive, or judicial action as a direct order or that is required as a condition of aid.

**MAJOR FUND** – Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10 percent of the revenues or expenditures of the appropriated budget.

**MILLAGE RATE** – Rate applied to taxable value to determine property taxes. The ad valorem tax rate expressed in the amount levied per thousand dollars of the taxable assessed value of property. One mill is 1/10th of a penny, and is equal to one dollar per thousand.

**MISSION** – Describes what the organization does, who it does it for, and how it does it.

**MODIFIED ACCRUAL BASIS OF ACCOUNTING** – Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of

accounting in two important ways (1) revenues are not recognized until they are measurable and available, and (2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

**MUNICIPALITY** – A local government having governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services.

**M&O** – Maintenance and Operations

**MPC** – Metropolitan Planning Commission

**MSA** – Metropolitan Statistical Area; a geographic entity defined by the federal Office of Management and Budget for use by federal statistical agencies, based on the concept of a core area with a large population nucleus, plus adjacent communities having a high degree of economic and social integration with that core.

**MWBE** – Minority/Women Business Enterprise

**NET ASSETS** – An account reflecting the accumulated earnings of an Enterprise or Internal Service Fund.

**NON-CLASSIFIED POSITIONS** – Positions not subject to the position classification plan.

**NON MAJOR FUND** – A fund that does not meet the criteria for a major fund as defined.

**(OPEB) OTHER POST EMPLOYMENT BENEFITS** – Benefits provided to retired employees other than their pensions (i.e. health, life, and dental insurance).

**OBJECTIVE** – Something to be accomplished expressed in specific, well-defined and measurable terms, and achieved within a specific time frame.

**OPERATING BUDGET** – Plans for current expenditures and the proposed means of financing them. The annual operating budget (the biennial operating budget) is the primary means by which most of the financing, acquisition, spending, and service delivery activities of a government are controlled. Where not required by law the annual operating budgets are essential to sound financial management and should be adopted by every government.

**ORDINANCE** – A formal legislative enactment by the governing board of the County. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the local government to which it applies.

**PAY-AS-YOU-GO BASIS** – A term used to describe the financial policy of a government which finances all of its capital outlays from current revenues rather than by borrowing.

**PERFORMANCE MEASURES** – Specific quantitative and qualitative measures of work performed.

**PROPERTY TAXES** – Tax based on assessed value of a property, either real estate or personal. Tax liability falls on the owner of record as of the appraisal date.

**PROPRIETARY FUND** – A fund which operates similarly to the private sector and focuses on the measurement of net income.

**RESERVE** – (1) An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

**RESOLUTION** – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

**RESTRICTED ASSETS** – Monies or other resources, the use of which is restricted by legal or contractual requirements.

**RETAINED EARNINGS** – A fund equity account which reflects accumulated net earnings (or losses) of a proprietary fund. As in the case of fund balance, retained earnings may include certain reservations of fund equity.

**REVENUE BONDS** – Bonds whose principal and interest are payable exclusively from specific projects or special assessments, rather than from general revenues.

**REVENUES** – Sources of income received during a fiscal year, operating transfers from other funds, and other financing sources such as the proceeds derived from the sale of fixed assets.

**ROLLBACK RATE** – A tax rate calculated to offset growth in the tax digest due to reassessment of property. It is equal to the previous year's millage rate minus the millage equivalent of the total net assessed value added by reassessments. The intent is to keep the tax bill to the property owner level from year to year.

**SPECIAL ASSESSMENT** – A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

**SPECIAL DISTRICT** – An independent unit of local government organized to perform a single governmental function or a restricted number of related functions. Special districts usually have the power to incur debt and levy taxes.

**SPECIAL REVENUE FUND** – A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditure for specified purposes.

**(SPLOST) SPECIAL PURPOSE LOCAL OPTIONS SALES TAX** – An optional sales tax of one cent per dollar approved by local referendum. Proceeds are used for capital projects and debt retirement. The referendum authorizes collection for a specific period.

**(STD) SPECIAL TAX DISTRICT** – A defined area within the county where special services are rendered and the costs of the special services are paid from revenues collected from Real and Personal Tax and service charges imposed within that area.

**STATUTE** – A law enacted by a duly organized and constituted legislative body.

**(TANs) TAX ANTICIPATION NOTES** – Note (sometimes called warrants) issued in anticipation of collection of taxes. Usually retire able only from tax collections and frequently only from the proceeds of the tax levy whose collection they anticipate.

**TAX DIGEST** – A listing of the total taxable value (i.e. fair market value) of all property, real and personal, in the County.

**TAX RATE** – The amount of tax stated in terms of a unit of the tax base; for example, 25 mill per dollar of assessed valuation of taxable property.

**TAX RETURN** – Form used to report taxable income and property.

**TAXES** – Compulsory charges levied by a government for the purpose of financing services.

**TRANSFER IN/OUT** – Amounts transferred from one fund to another to assist in financing the services of the recipient fund.

**TRUST FUND** – A fund used to account for assets held by the County in a trustee capacity or as an agent for individuals, such as the pension fund.

**UNINCORPORATED AREA** – That portion of the County which is not within the boundaries of any municipality.