

**CITY OF GRANTVILLE, GEORGIA  
CITY COUNCIL WORK SESSION AGENDA**

**MONDAY, MAY 8, 2023 AT 6:30 P.M.**

**Glanton Municipal Complex, City Council Chambers, 123 Lagrange Street, Grantville, GA  
30220**

**Call to Order, Invocation, and Pledge of Allegiance**

**Citizen Comment Regarding Agenda Items**

**Approval of Agenda**

Discussion MEAG Power 2022 Year-end Settlement (YES) Refund of \$21,095 and approval of election to deposit to the Municipal Competitive Trust Fund

Discussion on Second Reading Ordinance 2023-12 (as updated) Amending Chapter 2 Section 2-24 Rules for regularly scheduled council meetings.

Discussion on Resolution 2023-11 Adopting the City of Grantville Financial Policies and Procedure Manual dated May 22, 2023

Discussion on First Reading Ordinance 2023-15 to Amend 5-172 Alcoholic Beverage License requirements; License required for sale; restrictions on applicant.

**Announcements:**

The Senior Activity Center will be closed on the following dates: May 11, 2023 for the Coweta County Spring Luncheon and May 26, 2023 for a trip to Blue Ridge Scenic Railway.


**Citizen Comments**

**City Council and Staff Comments**

**Adjournment**



**TO:** Al Grieshaber, Jr., City Manager  
City of Grantville

**FROM:** Reiko A. Kerr   
Sr. Vice President & CFO

**DATE:** March 21, 2023

**SUBJECT:** MEAG Power's 2022 Year-end Settlement

The 2022 Year-End Settlement was approved by the MEAG Power Board on March 16, 2023. In summary, net billings to Participants and other adjustments exceeded costs by \$21,738,220.

The attached election form identifies your city's refund amount as well as the investment options available for your City/Utility Commission's year-end settlement refund. Transfers to the Municipal Competitive Trust will be completed on a weekly basis as the approved election forms are received. Credits to monthly billings, if applicable, will begin the first month following the receipt of the election form.

We have an evergreen election on file for your year-end settlement refunds and have enclosed a copy for your review. To change the evergreen election for your year-end settlement, please complete and return the new election form as soon as possible, but no later than May 4, 2023.

Please feel free contact Cindy Clarke at 770-563-0456, your assigned Regional Manager or me at 678-202-3095 with any questions or comments.

Attachments

**c:** Robi Higgins, City Clerk  
Doug Jewell, Mayor  
Stuart Jones, Regional Manager

Municipal Electric Authority of Georgia  
1470 Riveredge Parkway NW  
Atlanta, Georgia 30328-4686

1-800-333-MEAG 770-563-0300

# City of Grantville

## MEAG POWER PROJECTS 2022 YEAR-END SETTLEMENT ELECTION FORM

The 2022 year-end settlement refund from MEAG Power applicable to your City/Utility Commission is:

<b>Year-end Settlement Refund</b>	<b>\$21,095</b>
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Please complete the following form with respect to the distribution of the above refunds. This election form is to be completed by the City's designated officer(s) authorized to direct the utilization of funds in the Municipal Competitive Trust.

We hereby direct that the following amount of funds available from the 2022 Year-end Settlement from MEAG Power be distributed as follows:

### A. DEPOSIT TO THE MUNICIPAL COMPETITIVE TRUST

1. Flexible Operating Account—Short Term Portfolio	<u>100</u> %	<u>\$21,095</u>
2. Flexible Operating Account—Intermediate Term Portfolio	_____ %	_____ \$
3. Flexible Operating Account, Intermediate Extended Maturity Portfolio*	_____ %	_____ \$
4. New Generation and Capacity Funding Account—Short Term Portfolio	_____ %	_____ \$
5. New Generation and Capacity Funding Account—Intermediate Term Portfolio	_____ %	_____ \$
6. New Generation and Capacity Funding Account –Intermediate Extended Maturity Portfolio*	_____ %	_____ \$

Subtotal of Dollars into Municipal Competitive Trust \$21,095.

### B. CREDIT TO MEAG POWER MONTHLY BILL:

Credit \$ \_\_\_\_\_ dollars evenly over \_\_\_\_\_ number of month(s)

Subtotal of Dollars to be Credited to Monthly Bill \_\_\_\_\_

**TOTAL YES REFUND**

**\$21,095**



If you would like the selection(s) you made above to be permanent, until you notify us in writing otherwise, please check this box. This permanent selection will apply only to your MEAG Core Projects year-end settlement over-recovery.

\* By authorizing the transfer into the new Intermediate Extended Maturity Portfolio, the undersigned acknowledges the following potential liquidity restrictions:

Under normal circumstances there will be no restrictions on investment purchases into or sales of shares from the Intermediate Extended Maturity Portfolio. On the occurrence of an event that has a material impact on liquidity or operations of the Intermediate Extended Maturity Portfolio, as determined by MEAG Power in its role providing direction to the Municipal Competitive Trust Trustee, MEAG Staff may limit purchases into or sales from the Intermediate Extended Portfolio for a period not to exceed 120 days. Restrictions on investments or sales beyond 120 days would require authorization from the MEAG Board. Such restrictions shall be immediately disclosed to all beneficiaries investing in the Intermediate Extended Maturity Portfolio of the Municipal Competitive Trust as well as the Trustee of the Municipal Competitive Trust (US Bank or its successor).

# City of Grantville

## MEAG POWER PROJECTS 2022 YEAR-END SETTLEMENT ELECTION FORM

For the election form to be complete, both of the signatures listed below are required.

By:  \_\_\_\_\_ Date: 4/28/2023 \_\_\_\_\_  
The Honorable Richard Proctor  
Mayor

By:  \_\_\_\_\_ Date: April 28, 2023 \_\_\_\_\_  
Al Grieshaber, Jr.  
City Manager

To be included on your next bill, the form must be returned no later than May 4, 2023 to:

MEAG Power  
c/o Cindy Carter  
1470 Riveredge Parkway NW  
Atlanta, GA 30328  
ccarter@meagpower.org  
Phone: 770-563-0526

## **ORDINANCE NO. 2023-12**

### AN ORDINANCE BY THE CITY OF GRANTVILLE, GEORGIA TO AMEND CHAPTER 2 OF THE CODE OF ORDINANCES TO AMEND THE RULES FOR REGULARLY SCHEDULED COUNCIL MEETINGS

WHEREAS, pursuant to Section 2.03 of the Charter of the City of Grantville the Mayor and City Council of the City of Grantville are authorized to adopt by ordinance rules to govern the conduct of council business; and

WHEREAS, the Mayor and Council have previously adopted certain rules by ordinance that are designed to promote a fair and open process for city government; and

WHEREAS, the Mayor and Council desire to amend those previously adopted rules;

NOW THEREFORE, be it ordained by the Mayor and City Council of the City of Grantville, Georgia, and it is hereby ordained by the authority of the same that Section 2-24 of the City of Grantville Code of Ordinances is amended by amending as follows:

#### **SECTION ONE**

##### **Section 2-24. Rules for regularly scheduled council meetings.**

(2) All persons addressing the council (except at the Public Comment section of the agenda) must request to be placed on the agenda and must make this request to the City Clerk's office by no later than 12:00 noon of the Tuesday prior to a Monday meeting date of the city council. Those persons making such request will be placed on the agenda so as to allow their comments to be made before the council considers any old or new business on the agenda.

(14) Questions from councilmembers may be asked for clarification. However, no person shall be allowed to enter into any discussion, either directly or through a member of the council, without permission of the Mayor.

(15) Any two council members may place an item on a city council agenda by submitting the item, in writing, along with all supporting documentation, to the City Manager by no later than 12:00 noon of the Tuesday prior to a Monday meeting date of the city council.

#### **SECTION TWO**

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION THREE**

If any section, clause, sentence or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this ordinance.

First Reading: \_\_\_\_\_

SO ORDAINED in lawfully assembled open session this \_\_\_\_ day of \_\_\_\_\_,  
2023

\_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
Clerk



**THE CITY OF GRANTVILLE, GEORGIA**

RESOLUTION NO. 2023-11  
BEFORE THE CITY COUNCIL

**A RESOLUTION APPROVING AND ADOPTING THE 2023 CITY OF GRANTVILLE FINANCIAL POLICIES AND PROCEDURES MANUAL, ATTACHED HERETO AS EXHIBIT A, AND INCORPORATED HEREIN**

**WHEREAS** the City of Grantville desires to adopt instructions regarding policies, procedures, and practices for the financial management of the City of Grantville. These instructions are to guide personnel and provide understanding of internal controls, policies and procedures related to the financial administration of the City. The Financial Policies and Procedures Manual for the City of Grantville to be adopted follow basic descriptive practices and forms, which already exist, having evolved over the years as being practical and in accordance with generally accepted accounting principles. Where no explicit policy is written, the best interest of the City must always be followed.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Grantville, that the Financial Policies and Procedures Manual attached in Exhibit A hereto and incorporated herein as if set forth verbatim, are approved and adopted for the City of Grantville.

IT IS SO RESOLVED this 22<sup>nd</sup> day of May, 2023.

\_\_\_\_\_  
Richard Proctor, Mayor

ATTEST:

\_\_\_\_\_  
Roberta Higgins, City Clerk

# City of Grantville

## Financial Policies & Procedures Manual



*RESOLUTION 2023-11 EXHIBIT A  
ADOPTED MAY 22, 2023*



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# FOREWORD

This manual contains instructions regarding policies, procedures, and practices for the financial management of the City of Grantville.

These instructions are for the guidance of all personnel who participate in the actions and decisions relating to City finances and for all other personnel in order to give them a more complete understanding of internal controls, policies and procedures related to the financial administration of the City.

Most of the procedures that follow are basically descriptive of practices and forms, which already exist, having evolved over the years as being most practical and in accordance with generally accepted accounting principles. In some cases, however, no explicit policy has been written. In these instances, the best interests of the City must always be followed.

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**Richard Proctor**  
Mayor

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**Al Grieshaber**  
City Manager

## 1. Introduction -

The City of Grantville, incorporated in August 1912, operates under a Mayor, City Council, and City Manager. Policy making and legislative authority are vested in the Mayor and Council, consisting of four members. The Mayor and Council are responsible for, among other things, passing ordinances, zoning, adopting the budget, appointing committees, hiring the City Manager, the City Clerk and City Attorney, and appointing the heads of various departments of the city government. The Mayor and the City Manager are responsible for carrying out these policies and procedures adopted by the Mayor and Council and overseeing the day-to-day operations of the government. The Mayor and Council are elected on a non-partisan basis; they serve four-year, staggered terms. The Mayor and the Council members are elected at large.

The objective of these policies and procedures is to provide relevant information for the employees, Mayor and Council, independent auditors, funding sources, state and federal oversight agencies, and other users about the operation of the City of Grantville. Policies and procedures enable the City to demonstrate compliance with various finance related legal and contractual provisions used to assure acceptable organization performance and effective stewardship of governmental assets. It allows fair presentation and full disclosure of the financial position and results of operations of funds and account groups in accordance with generally accepted governmental accounting principles, while demonstrating compliance with all contractual provisions.

## 2.1 Internal Controls -

### Policy:

An effective system of internal control allows management to deal with rapidly changing economic and competitive environments, shifting customer demands and priorities, and restructuring for future growth. Internal control promotes efficiency, reduces risks of asset loss, and helps ensure the reliability of financial statements and compliance with laws and regulations.

We define *internal control* as follows:

Internal control is a process, affected by our Mayor, City Council, management and other personnel, designed to provide reasonable assurance regarding the achievement of objectives in the following categories:

- Effectiveness and efficiency of operations
- Reliability of financial reporting
- Compliance with applicable laws and regulations

Accounting controls comprise the state of organization and the procedures and records that are concerned with the safeguarding of assets and the reliability of financial records, and, consequently are designed to provide reasonable assurance that:

1. Transactions are authorized in accordance with management's general or specific authorization.

2. Transactions are recorded as necessary (a) to permit preparation of financial statements in conformity with Generally Accepted Accounting Principles and other criteria as applicable to such statements and (b) to maintain accountability for assets.
3. Access to assets is permitted only in accordance with management's authorization.

**Procedure:** The City of Grantville has established procedures to protect assets, monitor the accuracy and reliability of accounting data for public funds, and provide guidelines that encourage and promote fiscal integrity of open and honest financial reporting necessary to carry out the day-to-day financial affairs of the City. These internal controls are considered cost effective to the City in order to achieve maximum benefits as a direct result of the procedures. The City of Grantville utilizes the following universal controls:

1. Separation of Functional Responsibilities - All procedures are structured to separate responsibilities as needed. The following areas should be noted:
  - a) Preparation of cash deposits by the City Clerk with the review by a supervisor prior to posting deposits to the General Ledger.
  - b) Approval of checks from processing/posting of cash disbursements.
  - c) Receiving of goods from ordering goods.
  - d) Ordering goods from processing payments.
  - e) Processing paychecks from enrolling new employees or changing pay rates.
  - f) Within the constraints of the department of the City, all duties shall be segregated that could lead to the appearance of a conflict of interest.
  - g) An employee without prior access to records is used to:
    - Reconcile bank statements.
    - Open mail
    - Intermittent testing of cash drawers and change drawers.
2. An uncomplicated and adaptable organization plan which clearly places responsibilities for specific activities on specific individuals.
3. An annual budget prepared in detail and reviewed quarterly by the department heads in conjunction with the Mayor and City Manager in an effort to promote an effective and efficient City administration, which addresses the need for financial constraint and stability.
4. Sufficient and competent personnel, who receive updated training and education necessary to ensure maximum quality and effective financial reporting results.
5. Centralized purchasing utilizing purchase order systems for the City through one department working independently of a centralized accounts payable system. Control procedures for purchasing include numerical sequenced purchase orders and check requests with approval at three levels substantiated with two levels of required signatures. Also, purchasing utilizes credit cards with added stipulation to policies and procedures in regard to them. See the separate policy on procurement and credit cards.
6. Cash procedures are strictly maintained and enforced in an effort to ensure acceptable checks and balances are adhered to, including the following recommendations:
  - a) All money is to be deposited twice a week.
  - b) All posting should be from the original document or a copy of the check, if necessary, and cash receipt to allow for the depositing of money daily.
  - c) A calculator tape should be run showing the amount of cash and checks to be deposited. Staple the tape with the paperwork pertaining to the deposit.



- d) A deposit ticket should be completed; making sure the total is the same on the bottom and down the side as the calculator tape total. If it is correct, place your initial at the bottom of the deposit ticket and place it in the locked bank bag. A second designated person is to count and verify that the money and the deposit ticket are correct, and their initials should also be placed on the deposit ticket as close to the time the deposit is going to the bank as possible. The money and the deposit ticket should then be returned to the sealed bank bag for deposit by a third person, if possible.
  - e) Persons with bank bag should not allow anyone else to open or close the bag. The person with the bag is responsible for the funds.
  - f) A person verifying someone else's work is also responsible for the money. Therefore, it is vital that you are sure that you agree that the bank slip is correct and that all money pertaining to the deposit is in the locked bank bag.
  - g) Money should be in a secure place at all times. At no time should money be out on desk unattended. All funds are placed in a safe or vault at night or when the deposit is completed.
  - h) Each person should have an assigned cash drawer and no access should be allowed to other's drawers, even if staff is manning both the drive-through and teller windows. This can preclude identification of the individual responsible for any shortages.
  - i) Refunds should never be given out of the cash drawer. All refunds will be processed through the Administrative Department.
  - j) No one in the Administrative Department should handle cash other than the person that is verifying the deposit and a teller is always present.
7. The City keeps a complete set of accounting records, the minimum of such is:
- a) General ledger
  - b) Paid invoice file.
  - c) Payroll ledger
  - d) Bank reconciliations
  - e) Accounting work papers
8. Cash reports are prepared and filed for review by the City Manager and City Clerk on a daily basis and are reconciled to bank statements. General ledgers are reviewed monthly by the Mayor and City Manager. Department heads are then notified so that they can run budget to actual comparisons to review their department's performance. Monthly interim financial statements are prepared and presented to the Mayor and Council on a timely basis.
9. All transactions are properly documented as follows:
- a) Cash disbursements are documented by either a signed purchase order or approved check request or approved signed contract or bid document, along with an invoice and verification of receipt.
  - b) Utility cash payments are documented by computer printouts detailing customer payments for the day that tie to the daily deposit for each cash drawer. Miscellaneous payments are posted by the Administrative Department after being posted by the designated teller. Either a copy of the check or a receipt if paid by cash is attached to the printout of the day's transactions. Mailed receipts are opened by a teller and recorded in the same manner as "walk-in" payments.

- c) General Government cash payments, including City Hall, Police, Cemetery, Building Inspection, and Recreation, are documented by cash receipts in numerical order showing all payments for that day that tie to the daily deposit and cash balance in the drawer. Receipts can also be balanced to batches in the financial system. The mail receipt listing is tested periodically to assure that receipts are processed all the way through the system.
  - d) Municipal Court payments are documented by computer printouts, detailing all receipts for the day by customer name, that tie to the daily deposit. The report also details the method of payment, such as web payment, credit card, cash, or check.
  - e) At the end of the day, all documentation is reconciled to the total of the cash, checks and other forms of payment received. Total customer utility daily receipts are electronically uploaded by way of an interface between the cash receipting and the accounting system. Any variances are investigated immediately and if missing collections in excess of \$100 or a suspicious irregular transaction is the result, the Mayor and City Manager notified.
  - f) The City collects money monthly for services rendered on a regular basis, such as utilities services. For these, we have an established system of accounts to track the amounts owed and paid by the recipients of the services. The accounts receivable records are computerized and are an integral part of the internal control system for the payments received. These records also play an important role in the preparation of the City's interim and annual financial statements, and ultimately in the assessment of the City's financial condition.
10. An independent firm of Certified Public Accountants performs an annual financial audit of the City of Grantville that includes the General Government function and Grantville Utilities. is reported as a component unit in that audit. The City's fiscal year end is September 30<sup>th</sup>, and the audit is due to the Georgia State Department of Audit and Accounts by May 1st each year.
11. Policy and procedure protocol:
- g) Policies and procedures should be reviewed by the Mayor and City Manager as needed. If a policy and procedure is revised, a new revision date, month and year, is noted on the policy and procedure.
  - h) New policies and procedures are developed as needed.
  - i) Employees will be given a copy of applicable policies and procedures at time of hire and appropriate training will be provided. Their signature denoting their understanding of said policies will be required after training. As policies are updated, staff will be notified.
  - j) The original adopted policies and procedures of the City will be retained with the Clerk's records at City Hall. Electronic files will be maintained on the finance server.



## **Internal Control over Financial Reporting -**

The system of internal control over the financial reporting includes policies and procedures designed and implemented to provide reasonable assurance that the City's financial statements are fairly presented in accordance with generally accepted accounting principles. The controls are the specific policies and procedures designed and implemented to prevent or detect and correct misstatements that, if not prevented or corrected, would cause the financial statements to not be fairly presented.

A well designed and properly maintained accounting system is necessary to be able to provide all data that is needed to allow for the timely preparation of financial statements in conformity with generally accepted accounting principles. The official source of generally accepted accounting principles for local governments is the Governmental Accounting Standards Board (GASB). The Governmental Accounting Standards Board is an independent, not-for-profit organization that establishes and improves standards of financial accounting for local governments.

In addition, Georgia state law requires local governments to follow a uniform chart of accounts accounting as established by the Georgia Department of Community Affairs. This requirement is in place to assure proper accounting and to provide consistency in preparing local government annual financial reports.

## **2.2 Budgetary Process -**

### **Policy:**

The budget is the process and means by which the Mayor and Council decide upon the level and type of service to be provided based upon the level of available resources. Annual balanced budgets are adopted on a modified accrual basis of accounting with the exception that debt principal payments and capital outlay are budgeted, and depreciation is not. Revenues include those which are due for the current year. Expenditures appropriated by the annual budget include items for which disbursements are made or incurred during the fiscal year through the payables process. Open purchase orders lapse at year end but can be re-appropriated within the budget constraints of the next fiscal year. The fiscal year of the City shall commence on October 1 of each year and end on September 30 of the following year.

The budget shall be balanced for every budgeted fund as required by OCGA 36-81-3(b) which necessitates an annual balanced budget for the general fund, each special revenue fund, and each debt service fund. It also requires a project-length balanced budget for each capital projects fund. Total anticipated revenues, plus that portion of fund balance in excess of authorized reserves that is designated as a budget funding source when authorized by the Mayor and Council, shall equal total estimated expenditures for each fund. The City also adopts budgets for other funds not required by Official Code of Georgia, such as proprietary funds, to facilitate financial planning and due care in managing the resources of the City. The City shall avoid budgetary procedures that balance current expenditures through the obligation of future resources. The City shall avoid short-term borrowing to meet operating budget requirements, except as authorized by the Mayor and Council.

The level at which expenditures cannot legally exceed the approved budget is at the department level as established by the Mayor and Council. Departments are based on the organizational chart, major functional activities, legal requirements and areas of responsibility. The budget document shall include a line-item budget with a summary at department level as department is defined by the Mayor and Council.

The budget for capital expense shall be incorporated with the current year operating budgets for each fund and shall be funded by current revenue to the extent possible. An itemized listing of capital expense, equipment and projects shall be included in the budget document. A five-year capital plan shall be included for each department.

A business approach is used in budgeting for proprietary fund types. Enterprise funds provide services primarily to customers outside the financial reporting entity and shall be self-supporting, when possible, with minimized losses when break-even is not possible.

The Mayor and City Manager shall be the constituted budget officers for the City of Grantville General Government. The Mayor and city Manager shall be the constituted budget officers for the City of Grantville Utilities. The budget officer can make reallocation of budgeted amounts within expenditures/expenses of a department or revenues of a department, as department is defined above. However, any changes between departments within a fund or any increase in the total departmental appropriation require a budget amendment and City Council approval.

### **Procedure:**

The Mayor and City Manager shall establish a budget calendar, outlining due dates for each fiscal year that is approved by the Mayor and Council. The Administrative department will enter all payroll appropriations into the budget module. This information is rolled forward to level two where all departments and agencies of the City are required to submit requests for appropriation by entering their proposed budget by the deadline established in the budget calendar. The Mayor and City Manager, use these requests to develop a proposed budget that is established at level three in the budget module. The budget draft is reviewed and amended in work sessions with the Mayor and Council and a public hearing on the refined first draft is held. Following the hearing, a second draft is prepared, if necessary, and is reviewed by the Mayor and Council in a second work session. Two public hearings shall be held prior to adoption in order to receive public input and the final budget is adopted. The budget is developed in stages, and the changes can be tracked at each level, to document the level of authority at which changes were made. The department heads also complete a five-year capital plan for inclusion in the final budget upon approval by the City Administrator/General Manager. The City budget is adopted annually by ordinance of the Mayor and Council before the beginning of the new fiscal year each October 1st.

A system of budgetary controls shall be maintained to assure adherence to the budget. Timely monthly reports shall be prepared comparing actual revenues and expenses with budgeted amounts. Copies of these reports shall be prepared by the Administrative Department and distributed to the Mayor, Council, and department heads. Budget amendments requiring Mayor and Council approval shall be presented quarterly, if necessary, for their review and approval. Budget reallocations are recorded in the general ledger by the Administrative Department upon approval by the City Administrator. Budget amendments are recorded in the general ledger by the Administrative Department after approval of the City Council is obtained.



## 2.3 Cash and Investments -

### Policy:

The main objectives of effective cash management and investing public funds is to ensure the safety of principal, provide for sufficient liquidity to pay obligations when due, earn a reasonable rate of return on invested funds and ensure that funds are invested in compliance with Georgia Code Section 36-83-4. Typically, the rate of return earned will be inversely related to maintaining the safety of principal and providing for liquidity, thus a balance must be maintained based on how active or passive an investment strategy the City has determined best meets its needs.

The Mayor and City Council shall establish the overall investment policies, the management and implementation of which is delegated to the City Manager, who shall establish procedures for the operation of the investment program.

*Acceptable investments set forth in Georgia Code section 36-83-4 are:*

- a) Obligations of the State of Georgia or of other states
- b) Obligations issued by the United States government,
- c) Obligations fully insured or guaranteed by the United States government or a United States government agency:
- d) Obligations of any corporation of the United States government.
- e) Repurchase agreements.
- f) Prime Bankers' Acceptances
- g) The local government investment pool established by Code Section 36-83-8,
- h) Obligations of other political subdivisions of the State of Georgia.

This Code section shall in no way impair the power of a unit of local government to hold funds in deposit accounts with eligible depository institutions. The City of Grantville's Mayor and Council have chosen in the past, to almost exclusively approve investments in only savings, Money Markets and Certificates of Deposits (non-negotiable) in banks local to Coweta County. As we move forward, other investments may be considered on a case-by-case basis due to the decline or increase in interest rates. The Electric fund has investments in the Municipal Competitive Trust which was formed to provide a means to mitigate the expected differential between "after deregulation" market rates for power and the associated costs of generating that power. The pension trust fund invested with Georgia Municipal Association is also invested outside of local banks. We have five different investment accounts with the Municipal Competitive Trust, ranging from short-term to long-term. There is a department at MEAG that handles these investments with a specific department head in charge available to the City of Grantville. The short-term investments are for a term of a year or less and the intermediate investments run for a term of two to five years. Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the City.

Custodial credit risk is the risk that, in the event of a bank failure, the City's deposits may not be recovered. State statutes require all deposits to be collateralized by depository insurance, obligations of the United States or certain obligations guaranteed by the U.S. Government, obligations of the State of Georgia or bonds of public or development authorities, counties, or municipalities of the State of Georgia. The acceptable collateral is composed of bonds of U.S. Government agencies and bonds of the State of Georgia and its public authorities, counties and municipalities. It is the City's policy that any investment or deposit in excess of the Federal Deposit Insurance Corporation (FDIC) insured amount must be secured by 110% of an equivalent amount of State or U.S. Obligations, with the exception of the Municipal Competitive Trust, pension trust fund, and cemetery trust fund.

Credit quality risk is the risk that an issuer or other counterparty to an investment will not fulfill its

obligations. It is the City's policy to invest in non-negotiable certificates of deposit and money market accounts that are covered by FDIC insurance or pledged collateral. The Council has also authorized investments in the Municipal Competitive Trust and a pension trust fund.

## **2.4 Chart of Accounts and Fund Structure -**

### **Policy:**

The City uses funds to maintain its financial records during the year and a chart of accounts that conforms to the Department of Community Affairs (DCA) Uniform Chart of Accounts. A fund is a fiscal and accounting entity with a self-balancing set of accounts. The City uses three categories of funds: governmental, proprietary and fiduciary.

Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The City reports the difference between governmental fund assets and liabilities as fund balance. The General Fund is a governmental fund that accounts for all financial resources except those required to be accounted for in another fund. The general fund balance is available to the City for any purpose provided it is expended or transferred according to the general laws of Georgia.

Other types of governmental funds include special revenue, debt service, and capital project funds. Special revenue funds are used to account for specific revenue sources that are restricted to expenditures for a specific purpose. Debt service funds are used to account for the accumulation of resources and the payment of principal and interest on long term general obligation debt. Capital project funds are established for the construction or purchase of significant capital assets used by governmental funds only.

Fiduciary fund reporting focuses on net assets. The City's fiduciary funds include its GMA employee pension trust fund, cemetery trust fund, and an agency fund. The GMA pension trust fund is the Cities retirement plan. The cemetery trust fund is a perpetual care trust held for the future maintenance of the cemetery. The agency fund accounts for the activity of traffic and municipal ordinance violations resulting in fines for offenses occurring with the City. This fund is custodial in nature (assets equal liabilities) and does not involve measurement of results of operations.

Use of the Uniform Chart of Accounts improves government accountability by making financial information reported by Georgia's governments more comparable, thereby enabling local taxpayers and policy makers to better understand and evaluate local government service delivery and operations. Local governments were required to adopt and begin using the Uniform Chart of Accounts within 18 months of final adoption by the DCA in 1998. The structure of accounts includes an account code, which involves 3 digits for the fund classification; 4 digits for the function and activity; 2 digits for the account class and 4 digits for the balance sheet accounts, revenue sources, or expenditures objects. Numbers for the major categories include: fund codes (100-999); balance sheet- assets (11), liabilities (12), and equities (13); revenues (31-39); expenditures (51-61); and functions (1000-9999).

### **Procedure:**

Funds can be created or closed by the Mayor and City Manager when the determination is made

that a fund is necessary to maintain control over resources or demonstrate compliance with finance-related laws and regulations.

The Chart of Accounts is maintained by the Administrative Department who can add or delete accounts as provided by the individual's permissions within the accounting system.

## 2.5 Procurement Policies and Procedures -

Procurement policies for the City of Grantville are defined in the Code of Ordinances Section 2-193 titled Procurement of equipment, materials, and supplies.

## 2.6 Property and Capital Assets -

### Policy:

A capital asset is an item of value of a relatively permanent nature such as land, building, vehicles, furniture, and/or equipment. This definition excludes items intended for resale or conversion to cash, consumable supplies, common and incidental items, dated materials such as publications, data, certain types of software, and materials subject to rent, lease, or license fees, including software which is workstation specific (not transferrable).

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their fair market values as of the date received. The City maintains a capitalization threshold of \$5,000 and \$20,000 for infrastructure expenditures. The City's infrastructure consists of roads, curbs and gutters, sidewalks, bridges, drainage, traffic signals, water and sewer lines and the electric and gas distribution systems. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are expensed. Road maintenance that restores the road to its original condition, such as repaving, is considered normal maintenance and not capitalized. Expansion of the number of lanes or new paving of dirt or gravel roads is capital. Interest incurred during the construction of capital assets utilized by the enterprise funds is capitalized.

All reported capital assets are depreciated except for land and construction in progress. Useful lives for infrastructure were estimated based on the City's historical records of necessary improvements and replacement. Depreciation is computed using the straight-line method over the following useful lives:

Asset Class	Estimated Lives		
	Governmental Activities	Business-type Activities	Component Unit



Buildings	20-50 Years		
Improvements other than buildings	15-25 Years	15-25 Years	
Buildings, plants, tanks		20-50 Years	
Utility systems		20-50 Years	
Machinery and equipment	5-25 Years	5-25 Years	5-10 Years
Vehicles	4-6 Years	4-6 Years	5-10 Years
Infrastructure	30-60 Years		

**Procedure:**

Capital asset listings are maintained by the City Accountant and reviewed by the appropriate department head on an annual basis during a physical inventory. Capital asset listings include a description of the property, identification number, acquisition date and cost, and ultimately disposition data. This information is also compared to City's property insurance policy and any discrepancies between any of the lists are reconciled. This control system ensures adequate safeguards to prevent property damage, loss, or theft and verifies the existence, current utilization, and continued need for the property. Quarterly, a random selection shall be made by the Administrative Department of fixed assets in the accounting records, and these shall be traced to assets in the field.

Priorities shall be given in budget preparation and enactment for adequate maintenance of capital equipment and facilities, and for their orderly replacement.

Inventories are stated at lower of cost or market with cost determined on a first-in, first-out basis. Inventories are expensed under this method, by annual adjustment for financial statements.

When necessary or appropriate (obsolete, surplus, or broken) to dispose (sell, trade-in, contribute, or retire) of City of Grantville property, consideration is given to the maximum value or the most cost-effective action. Items shall be placed on a list of surplus material, presented to the Mayor and City Council for declaration of surplus and a determination made as to the method of disposition. The approved items shall then be disposed of through public auction or over the internet using [www.govdeals.com](http://www.govdeals.com). See also Purchasing Policies and Procedures for further discussion.

**2.7 Debt Management Policy -**

**Purpose**

The purpose of the City of Grantville's debt management policy is to manage the issuance of the City's debt obligations and maintain the City's ability to incur debt and other long-term obligations at favorable interest rates for capital improvements, facilities and equipment beneficial to the City and necessary for essential services. All debt issuances come under the purveyance of the Mayor and the Council.

**Comprehensive Capital Planning and Financing System**

The City plans long and short-term debt issuance to finance its capital improvement program based on its cash flow needs, sources of revenue, capital construction periods, available financing instruments and market conditions. The Mayor and City Manager oversees and coordinates the timing and issuance process.



## **Authority to Issue Bonds**

The City of Grantville Charter Article 1.04 authorizes the City to issue municipal bonds or to borrow funds for municipal purposes.

### **Criteria**

The City will issue debt only for the purposes of acquiring or constructing capital improvements, and for making major renovations to existing capital improvements, for the good of the public. Exceptions to this rule will be considered on a case-by-case basis to determine if the contemplated debt is in the best interests of the City. Before issuing any new debt, the City will consider the following factors:

- Global, national and local financial environment
- Current interest rates
- Expected interest rate changes.
- Robustness of local and broad economy
- Cash position
- Current debt position
- Availability of funds to repay
- Flexibility to cover future needs
- Urgency of current capital needs

### **Limitations on Indebtedness**

The City will maintain a conservative debt position based on the criteria listed above. Pay-as-you-go and replacement programs will be utilized whenever feasible to avoid financing costs. Debt will be issued only if the benefits outweigh the costs of the debt.

The City will ensure that an adequate system of internal control exists so as to provide reasonable assurance as to compliance with applicable laws, rules, regulations, and covenants associated with outstanding debt.

Compliance with existing debt coverage ratios will be satisfied at all times and analyzed before additional debt is issued.

### **Types of Debt**

#### **Long Term Debt:**

Depending on the specific circumstances, the City may use the following types of long-term (having a term of more than one year) financing instruments:

- A. General Obligation Bonds: The City may issue bonds payable from ad valorem taxes when approved by vote of the electors. The City may also issue non-ad valorem bonds and covenant to budget and appropriate legally available funds to pay debt service for those bonds without voter approval.
- B. Revenue Bonds: The City may issue bonds secured by a specific revenue stream other than ad valorem taxes.
- C. Master Lease Agreements: The City may enter into a lease agreement with a provider or bank to lease equipment. The terms of the lease should coincide with the life of the equipment to be leased and a tax-exempt rate shall be sought. The City will strive to

obtain the lowest rate possible using competitive bidding or current market analysis.

- D. Pooled and Loan Financing: If it is financially or strategically beneficial, the City may participate in debt pools with other entities and low-interest loans from state agencies or other organizations on either a long-term or short-term basis.

### **Short-Term and Interim Debt:**

Short-term obligations (those due in less than one year) may be issued in anticipation of particular revenues such as taxes or grants, and such revenue may be pledged for repayment of the debt issuance. Short-term debt may also be issued to finance projects or portions of projects for which the City ultimately intends to issue long-term debt. Short-term and/or interim financing shall not exceed ten percent (10%) of outstanding long-term debt, unless there is a situation that needs immediate attention in order to address an emergency or to allow for significant cost savings. The City will not use short-term borrowing to finance operating needs except in the case of an extreme financial emergency, which is unforeseen and beyond its

control. Under certain other circumstances, short-term obligations may be warranted upon the recommendation of the Mayor and City Manager.

Interim financing may be appropriate when long-term interest rates are expected to decline in the future. In addition, some forms of short-term obligations can be obtained quicker than long-term obligations and thus can be used in urgent situations until long-term financing can be obtained. Short-term obligations include:

- A. Line of Credit: The City may establish a tax-exempt line of credit with a financial institution or other provider. Draws shall be made on the line of credit when the need for financing is so urgent that time does not permit the issuance of long-term debt or the need for financing is so small that the total cost of issuance of long-term debt would be prohibitive.
- B. Pooled and Loan Financing: If it is financially or strategically beneficial, the City may participate in debt pools with other entities and low-interest loans from state agencies or organizations on either a long-term or short-term basis.
- C. Interfund Borrowing: Interfund borrowing is cash lending from one fund to another fund. The use of this type of interim financing is considered if it is in the City's best interests to do so as determined by the Mayor and City Manager.
- D. Internal Interim Financing: Should the City desire to issue bonds for large capital projects, the City can, upon passage of an intent-to-issue resolution, use non-restricted reserve funds as interim financing to pay a portion of project costs that will then be paid back with bond proceeds. This type of financing will be reviewed by Bond Counsel to ensure the City is in compliance with applicable federal tax rules.
- E. Other types: The City may consider the use of Tax Anticipation Notes, Bond Anticipation Notes, Revenue Anticipation Notes, derivatives or other such structured borrowings if it is in the best financial interests of the City to do so.

### **Conduit Debt:**

The City may sponsor conduit financings for those activities that have general public purpose, are in the best interest of the City, and adhere to Georgia Statutes. All conduit financings must insulate the City completely from any credit risk or exposure and must be approved by the City Council.

## **Structural Features of Debt**

**Taxable and Tax-exempt Debt:** The cost of taxable debt is higher than the cost of tax-exempt debt. However, the issuance of taxable debt is mandated in some circumstances and may allow flexibility in subsequent contracts with users or managers of the improvement constructed with the bond proceeds. Therefore, the City will usually issue obligations tax-exempt, but may occasionally issue taxable obligations when there is an expected benefit from doing so.

**Maturity:** The term of City debt issues shall not exceed the useful life of the project or equipment financed. The repayment of principal on tax supported debt should generally not extend beyond 20 years unless there are compelling factors which make it necessary to extend the term beyond this point.

**Bond Insurance:** Bond insurance is an insurance policy which can be purchased by the City, which guarantees the payment of principal and interest. This security provides a higher credit rating and thus a lower borrowing cost for an issuer. A calculation shall be made in each issuance to determine if bond insurance is in the best interest of the City.

**Surety and Debt Service Reserve Funds:** Surety and debt service reserve funds are used to provide a ready reserve to meet current debt service payments should monies not be available from current revenues for the protection of the bondholders. The City shall utilize the methodology that best serves its needs on a case-by-case basis or as the bond requires.

**Coverage Requirements:** Coverage is the ratio of pledged revenues to related debt service for a given year. For each bond issue, the Administrative Department, in conjunction with the financing team, shall determine the appropriate coverage requirements, if any.

**Use of Variable-Rate Securities:** When appropriate, the City may choose to issue securities that pay a rate of interest that varies according to a predetermined formula or results from a periodic remarketing of the securities.

## **Investment of Bond Proceeds**

Investment of bond proceeds will be consistent with those authorized by existing state law and by the City's investment policy and applicable bond covenants. When financially in the best interests of the City, bond proceeds shall be invested and tracked separately from other investments.

## **Refinancing of Outstanding Debt**

**Advance Refunding:** The City may issue advance refunding bonds (as defined for federal tax law purposes) when advantageous, legally permissible, prudent and a net present value savings of at least three percent (3%) is provided.

Exceptions to the requirement shall be made only upon the recommendation of the Mayor and City Manager.

**Current Refunding:** The City may issue current refunding bonds (as defined for federal tax law purpose) when advantageous, legally permissible, prudent and net present value savings equal or exceed three percent (3%).

**Restructuring of Debt:** The City may choose to refund outstanding indebtedness when existing bond covenants or other financial structures impinge on prudent and sound financial management. Savings requirements for current or advance refunding undertaken to restructure debt may be waived by the Mayor and City Manager upon a finding that such a restructuring is in

the City's overall best financial interests.

### **Credit Objectives**

The City's goal is to maintain or improve its bond ratings. To that end, prudent financial management policies will be established and adhered to in all areas. Full disclosure of operations will be made to the bond rating agencies. The City will strive to achieve and maintain at least an underlying rating in the double "A" range from one or more of the major rating agencies.

### **Ongoing Disclosure**

The City will also provide its annual financial statements and other relevant information to rating agencies, paying agent banking institutions, Municipal Electric Authority of Georgia and as required by Continuing Disclosure Requirements within all debt documents.

### **Method of Sale**

There are three ways the City may sell bonds: competitive (public) sale, negotiated sale and private placement.

The City, as a matter of policy, shall seek to issue its debt obligations in a private placement unless it is determined by the Mayor and City Manager that such a sale method would not produce the best results for the City.

**Negotiated Sale:** Bonds may be sold through an exclusive arrangement between the City and an underwriter or underwriting syndicate. At the end of successful negotiations, the issue is awarded to the underwriters. This method offers flexibility for the City. In a negotiated sale, the underwriter shall be selected by the Mayor and City Manager.

**Competitive Sale:** When determined appropriate by the Mayor and City Manager, the City may sell its debt obligations in which any interested underwriter is invited to submit a proposal to purchase an issue of bonds. The bonds are awarded to the underwriter presenting the best bid according to stipulated criteria set forth in the notice of sale. The criteria used to select an underwriter in a competitive sale shall be the true interest cost.

**Private Placement:** When determined appropriate by the Mayor and City Manager, the City may elect to sell its debt obligations through a private placement or limited public offering. Selection of a placement agent may be selected through the Request for Proposal (RFP) process.

### **Assembling a Financing Team**

A Financing Team will be assembled to provide professional services that are required to develop and implement the City's debt program with the goal of continuity, quality service and competitive prices.

**Bond Counsel:** The City Attorney, with input from the Mayor and City Manager, shall select Bond Counsel. The Bond Counsel's role is to prepare or review and advise the issuer regarding authorizing resolutions or ordinances, trust indentures, official statements, validation proceedings and litigation.

**Disclosure Counsel:** The City Attorney, with input from the Mayor and City Manager, shall select Disclosure Counsel. The Disclosure Counsel's role is to render an opinion as to the validity of facts contained in the bond documents as well as assisting the City in meeting its secondary market disclosure obligations.



Underwriters: The criteria used to select an underwriter in a negotiated sale should include, but not be limited to the following: overall experience, marketing philosophy, capability, previous experience, underwriter's discount, and expenses.

Financial Advisor: The City may solicit proposals for financial advisory services for debt issued in a negotiated, competitive or private placement sale. The solicitation process used for these services shall comply fully with City purchasing code requirements.

The Mayor and City Manager and any other City staff members deemed appropriate to coordinate the efforts of the hired consultants and the City. The City Attorney shall supervise all counsel as necessary, as well as provide any other legal services required for issuance of debt.

### **Arbitrage Liability Management**

It is the City's policy to minimize the cost of arbitrage rebate and yield restriction while strictly complying with the applicable laws.

Because of the complexity of arbitrage rebate regulations and the severity of non-compliance penalties, arbitrage calculations may be performed by qualified arbitrage professionals or by the Mayor and City Manager, if qualified, in strict adherence to applicable laws and regulations. These calculations will be done in accordance with required Internal Revenue Service reporting dates, which are five (5) years after the delivery date of each issue, and each fifth year thereafter until the bonds have been matured, redeemed early or retired.

The Mayor and City Manager will be responsible for identifying the amount of unspent debt proceeds including interest, which is on hand and to the extent feasible, ensure the oldest proceeds on hand are spent first.

Arbitrage rebate costs shall be charged as negative interest revenue to the funds in which the related obligation proceeds were originally deposited.

## **2.8 Fund Balance and Net Assets -**

### **Policy:**

Fund balance represents the difference between the current assets and current liabilities, or an approximate measure of liquidity, for all governmental funds. Some of the assets may be inherently non-spendable from the vantage point of the current period and are labeled non-spendable fund balance:

- Assets that will never convert to cash (e.g. prepaid items and inventories);
- Assets that will not convert to cash soon enough to affect the current period (e.g. the long-term portion of loans receivable and nonfinancial assets held for resale); and
- Resources that must be maintained intact pursuant to legal or contractual requirements (e.g. the capital of a revolving loan fund).

Restricted fund balance describes the portion of fund balance that reflects resources that are subject to externally enforceable legal restrictions, such as creditors, granters, contributors, or other governments or are subject to limitations imposed by law through constitutional provisions or enabling legislation. Portions of fund balance can have limitations set in place prior to the end of the period by the highest level of decision making and are called committed fund balance. Formal action at the same level is required to remove fund balance commitments. Fund balances

can be assigned to reflect a government's intended use of resources. Such intent would have to be established at either the highest level of decision making, or by a body, or an official designated for that purpose. Amounts not included in one of the previous categories would be classified as assigned fund balance for all governmental funds other than the general fund. Any portion of fund balance in the general fund that is not included in one of the four categories already mentioned would be presented as unassigned fund balance.

Unrestricted fund balance for the general fund can be defined as all committed, assigned, and unassigned amounts. In order to assure that City operations do not grow disproportionately to available revenues, unrestricted fund balances should not be used for operating costs, except after careful consideration and approval from the Mayor and City Manager.

Net position represents the difference between assets and liabilities for all enterprise funds. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, plus any outstanding balances of borrowings not yet expended but restricted for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on its use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, granters or laws or regulations of other governments. All other net position is reported as unrestricted.

The City applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

In order to protect against recession and other emergencies, the City's policy is to achieve and maintain cash reserves equal to at least three times the average monthly operating expenditures for the associated fund for the general fund and major enterprise funds.

#### **Procedure:**

The Mayor and Council may authorize loans from these reserves through the budget process or formal approval in a Council meeting for budgetary shortfalls or capital expenditures. A repayment schedule is established including principal and interest at rates comparable to outside state lender rates, or internal rate of return, at the time of the loan for loans between funds. Money spent from reserves should be replenished as soon as circumstances allow. Reserves should be analyzed each year when the budget is passed, and every effort should be made to meet the established goal.

### **3.1 Information Processing System -**

#### **Policy:**

The City of Grantville uses the Harris computer systems financial software for accounts payables and accounts receivables transactions. Adaptosolve Systems is used for the Grantville Utilities' billing software. These two systems are able to interface daily in order to post all payment and billing transactions. Balancing is done on a weekly basis and any variances are investigated immediately.

#### **Procedure:**

The cities IT policies and security policies are contained within the Employee Handbook and the City Security policy documents.

### **3.2 Revenues, Invoicing, and Collection Procedures -**



**Policy:**

The city collects revenue over the counter and through the mail from the general public in the form of cash, personal checks and money orders. The city also offers online payment options and direct debit of customers' bank accounts for repetitive payments such as monthly utility bill payments.

Collections take place at 123 Lagrange Street, City Hall.

- Tax payments
- Utility payments
- Various fees and charges
- Court collections
- Permits and licenses.
- Other service charges

It is the policy of the City of Grantville to exercise appropriate internal control over all cash received, to ensure that they are collected, documented, recorded and deposited to the correct bank accounts of the City and to detect and deter error and fraud. Suitable controls have been established at each location where payments are received as well as at the centralized collections point. All funds are placed in a safe or vault at night or when the deposit is completed.

Collections:

- Revenue received from customers or other City departments in the office should always be given a receipt.
- All invoicing is done by an individual independent of collection procedures.
- All checks received should have valid contact information, such as address, telephone, and driver's license number, so returned checks can be collected. Identification should be reviewed for authenticity and if appearance is questionable, the identification should be copied, and this should be sent to the City Police Department in adherence with the Red Flag laws.

**Procedure:**

A teller receives all revenues and issues a receipt. The teller prepares batches for posting to the Adaptosolve system to create a bank deposit. Revenue batches are posted to the general ledger by staff in the Administrative Department and reconciled to copied deposit tickets and receipt journals.

**3.3 Other Revenues SPLOST/LOST**

**SPLOST funds.** Special Purpose Local Option Sales Tax (SPLOST) is a one (1) percent sales tax that must be used for specific capital projects and is approved by voters every 5-6 years. The one (1) percent is generated from anyone who makes purchases in the County, both residents and visitors. Coweta County voters have invested in the community by renewing SPLOST since 1986. The City of Grantville receives a percentage of all collected funds and is paid out monthly.

The allocation for capital outlays is as follows:

Project	Percentage
Roads, Streets Bridges Sidewalks	36.00%
Utility Infrastructure and Equipment	12.25%
Public buildings repair and renovations	11.00%
Parks, Recreation	11.00%
Public Safety Equipment	11.00%

Historic Preservation Facilities	9.38%
Downtown Revitalization	9.38%

**LOST funds**, The local option sales tax (LOST) is a 1 percent sales tax activated by a local referendum and imposed on the purchase, sale, rental, storage, use, or consumption of tangible personal property and related services. LOST is a special district tax where state law (O.C.G.A. §48-8-81) creates 159 special districts in Georgia for the purpose of levying a LOST. The boundaries of the special districts are the same as the boundaries of the 159 counties in Georgia. LOST is imposed on the sale of motor fuels, and in the majority of counties, the LOST also applies to the sale of food and alcoholic beverages.

**Policy:**

The City receives the proceeds of both SPLOST and LOST as a disbursement from Coweta County on a monthly basis. Funds are deposited in the account defined for SPLOST and in the General Ledger for LOST. LOST funds are used to offset reduced property taxes for property owners in the City of Grantville.

**Procedure:**

LOST funds are used for budgetary expenditures as is defined in the approved annual budget. SPLOST funds are used for one-time capital purchases as defined in the Capital Allocation Outlay and in the approved capital expenditure plan.

### 3.4 Payable Policies and Procedures -

**Policy:**

The terms of the City are 30 days for payments due to vendors.

**Procedure:**

Invoices are received by the Administrative Department and date stamped. As described in the purchasing policy, original purchase orders are received by the finance clerk. Purchase orders are processed by department and signed off by the appropriate supervisor. Packing slips, when applicable, are attached to the purchase orders. Once the invoice is received, it is matched with the correct purchase order if one is required. Invoices for less than \$1,000, monthly recurring invoices (i.e. utility bills from vendors), or invoices covered by contracts do not require a purchase order. This packet of information is processed by the Assistant City Clerk by verifying quantity, cost, terms and conditions for payment. The invoice is marked for payment by indicating the vendor number, denoting invoice number and date. Invoice packets are submitted to a senior accountant for final review and then given to the accounts payable clerk for processing using the required procedure.

Once invoices have been entered into the system, batches are reviewed and approved by the check signers. Checks can then be processed by the accounts payable clerk using blank check stock and the required signature key. The signature key is maintained in a vault and can only be accessed by an authorized individual. For the general government division, these individuals are the check signers; the City Clerk, the assistant City Clerk, the City Manager and the Mayor.

### 3.5 Travel and Reimbursement-

It is the policy of the City of Grantville, Georgia to reimburse any employee, agent, or elected official for any expenses incurred in the performance of their official city duties or scope of services, which have not otherwise been paid, through an "accountable plan." **Authorization is expected to be obtained prior to engaging in any activity requiring reimbursement.** An accountable plan is defined by the Internal Revenue Service as follows:

1. Employees must have paid or incurred deductible expenses while performing services as an employee; and
2. Employees must adequately account to the employer for these expenses; and
3. Employees must return any excess reimbursement or allowance.

The following describes methods by which the City will reimburse employees for substantiated business expenses.

#### Conferences, Seminars, Training Sessions

A check request form must be submitted and approved in advance (prior to departure) for any travel, including out of state, common carrier (air/rail/bus), and overnight or other employee travel, that will not be charged on a credit card. The items of information and proposed expenses should be estimated as accurately as possible. The check request form is then provided to the administrative department for processing.

The city will pay directly to the training office, conference headquarters, etc. for the registration for employees or elected officials. The city will always pay for required training and travel to the nearest destination. The City will also pay/reimburse for personal expenses associated with the training or conferences such as mileage, meals, airfare, parking, and lodging, etc. All travel costs, except personal mileage, meals and gasoline for a personal vehicle may be paid via a city credit card, when one is available for use by the employee, department head/supervisor or parties with whom they will be traveling.

On items for which a credit card cannot be used or is not available, the employee or elected official will submit a check request for reimbursement. All requests should be submitted no later than the deadline for submission of payables each week and the date of anticipated travel. The request should include miscellaneous per diem amounts (described below) or receipts, "city standard" (www.mapquest.com) miles or odometer readings, and an agenda of the meeting or conference. Mileage will be paid at the IRS standard mileage rate. The IRS usually adjusts this amount annually, and the City will follow IRS standards. Employees may be reimbursed for the mileage incurred from the point of departure for the travel destination. During the normal work week, the point of departure will be either the employee's residence or workplace, whichever is nearer to the destination point. During weekends and holiday, employees should use the actual point of departure to calculate travel mileage.

#### Meals, Lodging and Incidental Expenses

Reimbursement for meals, lodging and incidental expenses are reimbursable only when "away from home" travel is required. Incidental expenses include costs for parking and tips for services. Employees or elected officials of the City would be deemed to be traveling "away from home" if:

1. Duties require employee to be away from the general area of home substantially longer than an ordinary day's work; or
2. Travel time for an early morning meeting schedule requires employee departure before 6:00 a.m. or the employee needs to get sleep or rest to meet demands of work while away from home, or
3. Congested travel routes make it necessary to travel the prior night in order to meet an early schedule.

Reimbursement for lodging is limited to actual costs. It is required that minimum rate



(conference, commercial, or governmental rate) accommodations available will be utilized except in rare circumstances approved by management. Appropriate tax-exempt forms (Hotel/Motel Tax Exempt and Georgia Sales Tax Exemption) should be submitted upon registration/check-in for lodging. These forms may be mailed prior to the trip to guarantee that the exempt status will be granted. However, it is the responsibility of the employee to see that

the forms are submitted correctly and that the City receives all eligible exemptions for travel expenditures. Generally, hotels/motels located within the state of Georgia will recognize and grant the exemption. If the lodging establishment is hesitant at check-in, effort should be made to clear the matter before checkout, so the rates will not include taxes.

Reimbursement for meal expenses when "away from home" travel is required will be made on a per diem basis in accordance with rates published as the IRS Federal Travel Regulations. Current rates applicable for Georgia cities can be found at [www.gsa.gov](http://www.gsa.gov) website.

Partial days of travel away from home are generally divided into four segments for purposes of the Internal Revenue Service:

1. Midnight to 6:00 A.M.
2. 6:00 A.M. to Noon.
3. Noon to 6:00 P.M.; and
4. 6:00 P.M. to Midnight

These segments are interpreted by the City as follows when certain meals are provided in conference registration or when eligible meals include only one or two meals in a day:

1. Breakfast may be reimbursed up to  $\frac{1}{4}$  of the allowable per diem rates (breakfast may still be reimbursed even if continental breakfast is served); and/or
2. Lunch may be reimbursed up to  $\frac{1}{4}$  of the allowable per diem rates; and/or
3. Dinner may be reimbursed up to  $\frac{1}{2}$  of the allowable per diem rates.

#### Proof of Travel-Time, Place and Purpose

In order to appropriately account to the City in accordance with rules for accountable plans, employees must submit proof of travel as to time, place, and purpose, when requesting the per diem reimbursement, lodging, or mileage reimbursement. **All information requested should be filled out on the check request form. This form should be turned in with any requests for registrations, meals in advance, etc., and a final form can be submitted if additional expenses occur while traveling. The Administrative Department should be immediately notified if for any reason the employee is unable to attend the event, so that registration may be refunded if possible and per diem's repaid if applicable. The following items must always be completed on the form:**

1. Time-The dates you left and returned home for each trip and the number of days spent on business while traveling away from home.
2. Place-The destination or the area of employee travel, described by the name of the city, town or similar designation.
3. Purpose-The business reason for travel or the business benefit gained from the travel.

Employees or elected officials on official business may elect to submit receipts for meals. However, the rates per day should not exceed the rates per city in Georgia as listed at [www.gsa.gov](http://www.gsa.gov). Official conferences that are out of state should not exceed the limits allowed in the Federal Travel Regulations for that particular state/ locality. The web address on which such information is listed is as follows: [www.gsa.gov](http://www.gsa.gov), by state/locality. Conferences, seminars, or training, which do not include lodging for an overnight stay, will not include meal reimbursement unless the meal is a required part of the meeting or the requirements are met re: the length of



time "away from home". (i.e. leave prior to 6:00 a.m. to receive breakfast and return after 6:00 p.m. to receive supper.)

#### Uniform Expense

The City will pay directly to the uniform vendor for departmental uniform orders which have been budgeted and fall within the guidelines of the budget, or the City will reimburse specific employees of departments such as police or fire which order from a variety of vendors. The reimbursement request must include receipts and be signed by the employee and the department head prior to reimbursement. These requests must not exceed the budgeted expense or budget time frame for payment within the fiscal year in which the expenditure was incurred.

#### Reimbursement for Postage, Small Office Supplies, Tools, and Etc

The City will reimburse employees for expenses paid for postage, small office supplies, tools etc. associated with the performance of their job, provided such items were authorized by the department head. The receipt for these items should be signed, with the name of the department indicated. The receipts should be presented to any petty cash officer during office hours for reimbursement. Reimbursement will not be made for sales tax. In order to reduce the number of petty cash transactions, the employee is encouraged to utilize a purchasing card for these type expenditures, if one is available to them.

The Reimbursement Policy of the City of Grantville is intended to fully reimburse employees and elected officials for legitimate expenses associated with the performance of their job or duties of office. The reimbursement extends only to employees, agents or elected officials as authorized by this policy, and does not include other family members unless specifically authorized by the proper authorities.

**All reimbursements require supervisor approval prior to the expense being incurred. All reimbursement requests shall be filed on forms prescribed by the City of Grantville Administrative Department.**

### **3.6 Employee Personnel Records and Payroll Disbursements- Policy:**

Individual personnel information is kept in the personnel files of the Administrative Department. The following lists the types of information which should be kept in each employee's file:

- 3.6.1 Employment Eligibility Verification (Form 19)
- 3.6.2 Federal Employee's Withholding Allowance Certificate (W4)
- 3.6.3 Georgia Employee's Withholding Allowance Certificate (G4)
- 3.6.4 FLSA Exempt/Non-Exempt Employee Classification Audit
- 3.6.5 Notice of worker's compensation procedures
- 3.6.6 Employee reprimands/disciplinary actions/appeals
- 3.6.7 Medical/ family leave of absence/leave without pay documentation
- 3.6.8 Payroll deductions authorization
- 3.6.9 Group health and/or supplemental insurance enrollment forms
- 3.6.10 Pay Rate Change Form
- 3.6.11 Work Habits Evaluation Form
- 3.6.12 Signed E-Save affidavit when employee benefits change

The Fair Labor Standards Act (FLSA) specifies procedures to be followed and records which must be kept by employers for certain employees. Fair Labor Standards Act Compliance Procedures

are summarized in the City of Grantville Personnel Policies and Procedures Manual.

**Procedure:**

Payroll is prepared every week or as determined by Mayor and City Manager. Salary decisions are the responsibility of the City Manager and or the Mayor. Payroll disbursements are recorded in the general ledger by the Administrative Department and are supported, if required, by time sheets that include the following: name of employee, position, location, hours worked, compensated absences taken, and the signature of the employee and his supervisor certifying that the information given is correct. After timecards are reviewed and signed by the supervisor, they are delivered to the Administrative Department following the close of the pay period. The appropriate employee enters the hours worked into the accounting system and a report is verified by the administrative office before payroll checks are processed. A check register report is generated by the accounting software and approved by the City Clerk's office and checks are printed and electronically signed using blank check stock. Reports of gross pay and withholding are created by the Administrative Department and delivered to the Administrative Department. Federal and State payroll tax deposits are electronically transmitted within three working days after the payment of wages by the Administrative Department. Transfers are made to the payroll account electronically by the Mayor and City Manager. Information for paychecks is uploaded to the bank for electronic deposit for most employees and paystubs or payroll checks, for individuals not participating in electronic deposit, are mailed to all employees on Wednesdays. Quarterly tax reports are prepared by the Accounting Department from reports supplied by the Administrative Department.

The Administrative Department is notified of changes in pay rate status by means of a rate change form which is signed by the employee's supervisor and the City Manager. A new employee is added to the payroll system by administrative personnel. Changes in withholding exemptions must be supported by new W-4 forms and Georgia G-4 forms which are to be signed and dated by the employee. Changes in types or amounts to be withheld from the employee's paycheck for savings deposits, insurance payments.

### **3.7 Journal Entry-**

**Policy:**

Adjusting entries can be made by the Administrative Department and should be approved by the City Manager and or the Mayor.

**Procedure:**

All entries are filed by month with supporting documentation with a sign-off by the Mayor and City Manager at the front of each month's book. Journal entries are also, in essence, reviewed by the Mayor and City Manager during the review of the general ledger.

### **3.8 Financial Reporting-**

**Policy:**

Periodic summaries of transactions recorded on the general ledger are reviewed by the Mayor and City Manager on a quarterly basis. Department heads are responsible for timely review on all accounts under their care.

**Procedure:**

Year-to-date budget comparison reports are reviewed by the Mayor and City Manager for each division and used in preparing quarterly reports that are presented to the Mayor and Council. Department heads are responsible for reviewing budget comparison reports monthly and notifying the Administrative Department if any questions or corrections arise. Multiple other reports are prepared by the Administrative Department to comply with laws, regulations and the requirements of various agencies.

**3.9 Audit Policy and Preparation-**

**Policy:**

The City of Grantville, Georgia in compliance with OCGA 50-20-1 et seq. and the OMB Circular A-133, other Federal regulations, and grantor contracts, requires that an audit of all books and records be conducted by an independent Certified Public Accountant (CPA) annually. The Comprehensive Annual Financial Report is prepared by the City's Administrative Department and is intended to fulfill the requirements for audit prescribed by state laws for general-purpose local governments and to fulfill Single Audit requirements of Federal and State governments. Management assumes full responsibility for the completeness and reliability of the information contained in the report, based on a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

**Procedure:**

The Comprehensive Annual Financial Report and all audit workpapers are prepared by the City's Administrative Department for review by an independent CPA firm. The senior accountants, City Manager and Mayor works closely with the auditors to ensure that all fieldwork is completed in a timely manner to ensure that financial statement preparation is complete, and submission is made of the audit report no later than March 31<sup>st</sup> of each year. At the conclusion of fieldwork, the auditors meet with the Mayor and City Manager to discuss the results of the audit, any internal control issues that have arisen and to request any additional information they need to complete the audit reports. When the final audit reports are received, the Mayor and City Manager presents the audit reports to the Mayor and Council of the City of Grantville and submits a Comprehensive Annual Financial Report to the State.

**4.1 Records Management and Retention-**

**Policy:**

The City of Grantville meets the State guidelines regarding records retention in accordance with the Georgia Records Act (O.C.G.A. 50-18-90 et seq.). The City Clerk or their designee is the appointed Records Retention Officer for the appropriate division.

**Procedure:**

The City Administrative Department maintains records of all financial transactions in the office and all other history is stored in the Records Retention Building on the premises of the Grantville Utilities Administration building. Records are boxed and stored in an orderly manner with a log maintaining the contents of each box. The crew responsible for maintenance purges the records annually to recycle any information that is no longer required to be maintained according to the State guidelines.



## 4.2 Risk Management-

### Policy:

The City will maintain insurance coverage sufficient to cover losses and liabilities for property and unemployment claims.

### Procedure:

The City maintains liability insurance coverage with traditional carriers for group insurance coverage, public official liability, comprehensive law enforcement liability, commercial auto and uninsured motorists, property, public employee dishonesty, commercial general liability, and public official bond coverage.

Coverage for workers' compensation is provided through the Georgia Municipal Association (GMA) Workers' Compensation Self-Insurance Fund which is a group self-insured program authorized by state statute and administered by GMA. The fund was created in 1982 to provide workers' compensation statutory coverage to local government entities in Georgia. The fund is the largest source of workers' compensation coverage for municipal governments in Georgia. Municipalities, municipal authorities and commissions, housing authorities, regional development centers, and municipal school districts are eligible to participate in the fund. The premiums paid by the City to the fund are expensed. Other than normal audits associated with workers' compensation coverage, the risk pool has made no additional assessments to its participants since its formation. However, the legislation permitting the formation of the fund does provide for assessment of the fund's membership if contributions and surplus are not sufficient to meet operating expenses or claim loss expenses.

### Adopted,

City of Grantville, Georgia

Attest:

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Richard Proctor, Mayor

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Al Grieshaber, City Manager



**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Buildings</b>											
65	SCAG Turf Tiger	9/21/19	6,664.00	0.00	0.00	3,998.40	1,332.80	5,331.20	1,332.80	S/L	5.00
<b>No Group</b>			6,664.00	0.00c	0.00	3,998.40	1,332.80	5,331.20	1,332.80		
<b>Group: Buildings</b>											
2	W Grantville Rd Substation	1/30/76	657.00	0.00	0.00	657.00	0.00	657.00	0.00	S/L	25.00
<b>Buildings</b>			657.00	0.00c	0.00	657.00	0.00	657.00	0.00		
<b>Group: Furniture/Fixtures/Eqpt</b>											
9	Miscellaneous	3/31/98	3,721.64	0.00	0.00	3,721.64	0.00	3,721.64	0.00	S/L	10.00
10	Miscellaneous	3/31/99	7,251.95	0.00	0.00	7,251.95	0.00	7,251.95	0.00	S/L	10.00
11	Equipment	1/30/02	2,876.32	0.00	0.00	2,876.32	0.00	2,876.32	0.00	S/L	10.00
12	Fuel Management System	3/15/10	11,017.19	0.00	0.00	11,017.19	0.00	11,017.19	0.00	S/L	10.00
35	Tellecommunications	3/30/97	541.18	0.00	0.00	541.18	0.00	541.18	0.00	S/L	10.00
36	60" Exmark Mower	10/04/12	6,899.00	0.00	0.00	6,899.00	0.00	6,899.00	0.00	S/L	10.00
37	Greenfield Subdivision Fixtures	10/31/12	2,769.66	0.00	0.00	2,746.62	23.04	2,769.66	0.00	S/L	10.00
40	Trailer and Weedeater Rack	3/12/13	1,350.00	0.00	0.00	1,350.00	0.00	1,350.00	0.00	S/L	3.00
41	Switches, elec Boxes, 12-2 Wires	5/17/13	177.04	0.00	0.00	177.04	0.00	177.04	0.00	S/L	3.00
43	Street light heads & globes	6/20/13	2,748.75	0.00	0.00	2,748.75	0.00	2,748.75	0.00	S/L	5.00
44	290 electric meters	7/23/13	38,586.50	0.00	0.00	35,370.96	3,215.54	38,586.50	0.00	S/L	10.00
49	Transformers and Tools	3/27/14	5,429.00	0.00	0.00	4,614.65	542.90	5,157.55	271.45	S/L	10.00
54	Storage Building 12x32	3/06/14	7,500.00	0.00	0.00	6,437.50	750.00	7,187.50	312.50	S/L	10.00
59	Utility Billing Software	7/03/16	4,723.34	0.00	0.00	2,952.06	472.33	3,424.39	1,298.95	S/L	10.00
66	7-16 With 4' high side trailer	9/12/19	3,091.33	0.00	0.00	1,854.81	618.27	2,473.08	618.25	S/L	5.00
67	Kubota Tractor	10/16/19	46,334.59	0.00	0.00	27,028.51	9,266.92	36,295.43	10,039.16	S/L	5.00
<b>Furniture/Fixtures/Eqpt</b>			145,017.49	0.00c	0.00	117,588.18	14,889.00	132,477.18	12,540.31		
<b>Group: Infrastructure</b>											
13	(331) Electrical Poles	9/30/00	40,355.00	0.00	0.00	23,204.20	1,008.88	24,213.08	16,141.92	S/L	40.00
14	(331) Span Construction	9/30/00	120,500.00	0.00	0.00	69,287.50	3,012.50	72,300.00	48,200.00	S/L	40.00
15	(331) Pole Framing	9/30/00	39,742.00	0.00	0.00	22,851.65	993.55	23,845.20	15,896.80	S/L	40.00
16	(130) Transformers	9/30/00	247,067.00	0.00	0.00	233,671.64	9,882.68	243,554.32	3,512.68	S/L	25.00
17	127,001 LF Primary Wire	9/30/00	47,788.00	0.00	0.00	27,478.10	1,194.70	28,672.80	19,115.20	S/L	40.00
18	17,368 LF Secondary Wire	9/30/00	9,954.00	0.00	0.00	5,723.55	248.85	5,972.40	3,981.60	S/L	40.00
19	26754 LF Service Wire	9/30/00	23,096.00	0.00	0.00	13,280.20	577.40	13,857.60	9,238.40	S/L	40.00
20	(429) Service Meters	9/30/00	42,900.00	0.00	0.00	39,468.00	1,716.00	41,184.00	1,716.00	S/L	25.00
21	(178) Street Lights	9/30/00	13,483.00	0.00	0.00	12,404.36	539.32	12,943.68	539.32	S/L	25.00
22	(522) Electrical Poles	9/30/00	59,815.00	0.00	0.00	34,393.70	1,495.38	35,889.08	23,925.92	S/L	40.00
23	(522) Span Construction	9/30/00	182,100.00	0.00	0.00	104,707.50	4,552.50	109,260.00	72,840.00	S/L	40.00
24	(522) Pole Framing	9/30/00	67,606.00	0.00	0.00	38,873.45	1,690.15	40,563.60	27,042.40	S/L	40.00
25	(146) Transformers	9/30/00	253,775.00	0.00	0.00	233,473.00	10,151.00	243,624.00	10,151.00	S/L	25.00
26	197,948 LF Primary Wire	9/30/00	63,400.00	0.00	0.00	36,455.00	1,585.00	38,040.00	25,360.00	S/L	40.00
27	30,646 LF Secondary Wire	9/30/00	13,602.00	0.00	0.00	7,821.15	340.05	8,161.20	5,440.80	S/L	40.00
28	36,436 LF Service Wire	9/30/00	35,321.00	0.00	0.00	20,309.65	883.03	21,192.68	14,128.32	S/L	40.00

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Value	Book Method	Book Period
<b>Group: Infrastructure (continued)</b>											
29	(591) Service Meters	9/30/00	59,100.00	0.00	0.00	54,372.00	2,364.00	56,736.00	2,364.00	S/L	25.00
30	(480) Street Lights	9/30/00	33,061.00	0.00	0.00	30,416.11	1,322.44	31,738.55	1,322.45	S/L	25.00
31	Elec Sys Expansion/Ren - 2000	9/30/00	35,969.92	0.00	0.00	31,653.58	1,438.80	33,092.38	2,877.54	S/L	25.00
32	Elec Sys Expansion for School	1/01/04	59,771.00	0.00	0.00	37,855.01	1,992.37	39,847.38	19,923.62	S/L	30.00
33	Elec Sys Exp/Renovation - 2005	9/30/05	139,845.00	0.00	0.00	50,344.20	2,796.90	53,141.10	86,703.90	S/L	50.00
34	Utility upgrades/poles - 2010	9/30/10	84,187.85	0.00	0.00	20,205.12	1,683.76	21,888.88	62,298.97	S/L	50.00
47	24'x84' Polebarn	4/04/13	27,391.53	0.00	0.00	10,408.77	1,095.66	11,504.43	15,887.10	S/L	25.00
48	2" Gate Valve @ City Hall	8/23/13	1,750.00	0.00	0.00	1,589.58	160.42	1,750.00	0.00	S/L	10.00
53	Electric Meters	3/31/14	95,666.00	0.00	0.00	81,316.10	9,566.60	90,882.70	4,783.30	S/L	10.00
55	Consolidated Pipe	7/30/15	5,780.00	0.00	0.00	4,142.33	578.00	4,720.33	1,059.67	S/L	10.00
56	Electric Meters	3/31/15	28,033.00	0.00	0.00	21,024.75	2,803.30	23,828.05	4,204.95	S/L	10.00
57	Electric Meters	4/05/16	10,750.00	0.00	0.00	6,987.50	1,075.00	8,062.50	2,687.50	S/L	10.00
58	Electric Poles	11/19/15	5,584.00	0.00	0.00	3,815.73	558.40	4,374.13	1,209.87	S/L	10.00
	<b>Infrastructure</b>		<b>1,847,393.30</b>	<b>0.00c</b>	<b>0.00</b>	<b>1,277,533.43</b>	<b>67,306.64</b>	<b>1,344,840.07</b>	<b>502,553.23</b>		
<b>Group: Land</b>											
1	.47 Ac - W Grantville Rd Substation	1/30/76	12,703.00	0.00	0.00	0.00	0.00	0.00	12,703.00	Land	0.00
	<b>Land</b>		<b>12,703.00</b>	<b>0.00c</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,703.00</b>		
<b>Group: Vehicles</b>											
3	1992 Chevy 1500 4x4 Truck	9/30/92	4,120.00	0.00	0.00	4,120.00	0.00	4,120.00	0.00	S/L	8.00
5	1994 Ford Super Duty Bucket Trucl	1/18/95	16,556.00	0.00	0.00	16,556.00	0.00	16,556.00	0.00	S/L	8.00
6	1997 Bucket Truck	1/01/97	32,000.00	0.00	0.00	32,000.00	0.00	32,000.00	0.00	S/L	8.00
7	1997 GMC C-7500 Line Truck	6/27/05	37,100.00	0.00	0.00	37,100.00	0.00	37,100.00	0.00	S/L	8.00
8	Ford F-550 Bucket Truck	7/02/10	45,090.23	0.00	0.00	45,090.23	0.00	45,090.23	0.00	S/L	8.00
38	2013 F150	2/21/13	16,727.00	0.00	0.00	16,727.00	0.00	16,727.00	0.00	S/L	8.00
39	2013 F150	2/21/13	16,727.00	0.00	0.00	16,727.00	0.00	16,727.00	0.00	S/L	8.00
42	2013 F250 Supercab 4WD	5/30/13	26,445.40	0.00	0.00	26,445.40	0.00	26,445.40	0.00	S/L	8.00
60	2010 Ford F150 Pickup	12/07/16	7,995.00	0.00	0.00	5,829.71	999.38	6,829.09	1,165.91	S/L	8.00
61	2005 Freightliner Digger Derrick	10/25/16	59,600.00	0.00	0.00	44,079.17	7,450.00	51,529.17	8,070.83	S/L	8.00
62	2006 Freightliner Bucket Truck	10/25/16	66,600.00	0.00	0.00	49,256.25	8,325.00	57,581.25	9,018.75	S/L	8.00
63	2011 Ford F150 Truck	10/11/16	9,995.00	0.00	0.00	7,496.28	1,249.38	8,745.66	1,249.34	S/L	8.00
64	Side by Side Go Cart (transport)	4/26/18	9,496.02	0.00	0.00	8,388.14	1,107.88	9,496.02	0.00	S/L	5.00
68	2020 Ford F250	12/18/19	37,465.90	0.00	0.00	20,606.25	7,493.18	28,099.43	9,366.47	S/L	5.00
	<b>Vehicles</b>		<b>385,917.55</b>	<b>0.00c</b>	<b>0.00</b>	<b>330,421.43</b>	<b>26,624.82</b>	<b>357,046.25</b>	<b>28,871.30</b>		
	<b>Grand Total</b>		<b>2,398,352.34</b>	<b>0.00c</b>	<b>0.00</b>	<b>1,730,198.44</b>	<b>110,153.26</b>	<b>1,840,351.70</b>	<b>558,000.64</b>		

**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Value	Book Method	Book Period
<b>Group: Buildings</b>											
2	Reese St Natural Gas Meter Bldg	9/30/60	16,766.00	0.00	0.00	16,766.00	0.00	16,766.00	0.00	S/L	40.00
	<b>Buildings</b>		16,766.00	0.00c	0.00	16,766.00	0.00	16,766.00	0.00		
<b>Group: Furniture/Fixtures/Eqpt</b>											
8	Miscellaneous	3/31/98	3,414.59	0.00	0.00	3,414.59	0.00	3,414.59	0.00	S/L	10.00
18	Equip	9/30/11	13,886.66	0.00	0.00	13,886.66	0.00	13,886.66	0.00	S/L	5.00
22	Utility Billing Software	7/03/16	4,723.33	0.00	0.00	2,952.06	472.33	3,424.39	1,298.94	S/L	10.00
23	SCAG Turf Tiger	9/21/19	6,664.00	0.00	0.00	3,998.40	1,332.80	5,331.20	1,332.80	S/L	5.00
24	7-16 With 4' high side trailer	9/12/19	3,091.33	0.00	0.00	1,854.81	618.27	2,473.08	618.25	S/L	5.00
	<b>Furniture/Fixtures/Eqpt</b>		31,779.91	0.00c	0.00	26,106.52	2,423.40	28,529.92	3,249.99		
<b>Group: Infrastructure</b>											
9	Gas Lines - 1965	9/30/65	124,533.00	0.00	0.00	124,533.00	0.00	124,533.00	0.00	S/L	50.00
10	Gas Lines - 1999	9/30/99	65,861.00	0.00	0.00	31,613.28	1,317.22	32,930.50	32,930.50	S/L	50.00
11	Gas Lines - 2001	9/30/01	862,360.00	0.00	0.00	379,438.40	17,247.20	396,685.60	465,674.40	S/L	50.00
12	Gas Meters - 2001	9/30/01	175,500.00	0.00	0.00	154,440.00	7,020.00	161,460.00	14,040.00	S/L	25.00
13	Gas Valves - 2001	9/30/01	13,500.00	0.00	0.00	7,425.50	337.50	7,762.50	5,737.50	S/L	40.00
14	Gas Lines - 2002	9/30/02	54,434.00	0.00	0.00	22,862.28	1,088.68	23,950.96	30,483.04	S/L	50.00
15	Gas Lines - 2003	9/30/03	240,845.00	0.00	0.00	96,338.00	4,816.90	101,154.90	139,690.10	S/L	50.00
16	Gas Lines - 2004	9/30/04	30,371.00	0.00	0.00	7,900.10	607.42	8,507.52	21,863.48	S/L	50.00
17	Gas Lines - 2006	9/30/06	422,980.00	0.00	0.00	135,353.60	8,459.60	143,813.20	279,166.80	S/L	50.00
19	Gas Lines	9/30/11	73,499.94	0.00	0.00	53,735.04	1,470.00	55,205.04	18,294.90	S/L	50.00
20	Gas Line Extension	1/23/14	12,077.18	0.00	0.00	2,093.35	241.54	2,334.89	9,742.29	S/L	50.00
	<b>Infrastructure</b>		2,075,961.12	0.00c	0.00	1,015,732.05	42,606.06	1,058,338.11	1,017,623.01		
<b>Group: Land</b>											
1	.07 Ac - Reese St Nat Gas Meter Bl-	9/30/60	580.00	0.00	0.00	0.00	0.00	0.00	580.00	Land	0.00
	<b>Land</b>		580.00	0.00c	0.00	0.00	0.00	0.00	580.00		
<b>Group: Vehicles</b>											
3	4010DD Ditch Witch Trencher	9/30/00	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	0.00	S/L	8.00
4	Gas Pipe Trailer	9/30/95	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	0.00	S/L	8.00
5	Flat Bed Truck	3/31/00	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	8.00
6	1995 Ford T/L/B	1/18/95	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	0.00	S/L	8.00
21	2014 Ford F150	3/13/14	20,615.88	0.00	0.00	20,615.88	0.00	20,615.88	0.00	S/L	8.00
	<b>Vehicles</b>		65,615.88	0.00c	0.00	65,615.88	0.00	65,615.88	0.00		
<b>Grand Total</b>			2,190,702.91	0.00c	0.00	1,124,220.45	45,029.46	1,169,249.91	1,021,453.00		



**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
<b>Group: Furniture/Fixtures/Eqpt</b>												
13	Colley St Wastewater Plant FFE	5/02/69	40,982.00	0.00	0.00	40,982.00	0.00	40,982.00	0.00	S/L	10.00	
14	Aerator Control Bldg FFE	5/02/69	45,025.00	0.00	0.00	45,025.00	0.00	45,025.00	0.00	S/L	10.00	
15	Telecommunications	3/30/97	999.52	0.00	0.00	999.52	0.00	999.52	0.00	S/L	10.00	
16	Miscellaneous	3/31/98	3,532.50	0.00	0.00	3,532.50	0.00	3,532.50	0.00	S/L	10.00	
17	Computer System Upgrade	6/30/09	21,089.96	0.00	0.00	21,089.96	0.00	21,089.96	0.00	S/L	10.00	
103	Myers RJ0635 Sewer Ram Jet 429-c	12/31/90	10,984.00	0.00	0.00	10,984.00	0.00	10,984.00	0.00	S/L	10.00	
104	Water Jet	2/01/97	8,500.00	0.00	0.00	8,500.00	0.00	8,500.00	0.00	S/L	10.00	
107	Water Reading Meter System	8/19/11	16,095.00	0.00	0.00	16,095.00	0.00	16,095.00	0.00	S/L	10.00	
109	Water Meters	10/27/11	125,817.50	0.00	0.00	125,817.50	0.00	125,817.50	0.00	S/L	10.00	
112	Computer System	5/23/13	61,183.20	0.00	0.00	55,064.88	6,118.32	61,183.20	0.00	S/L	10.00	
114	EFT10 Transmitter	1/23/14	1,793.59	0.00	0.00	1,554.45	179.36	1,733.81	59.78	S/L	10.00	
116	Computer Systems	8/26/14	16,217.60	0.00	0.00	13,109.23	1,621.76	14,730.99	1,486.61	S/L	10.00	
121	Sewer Aerator Motor	7/21/16	1,407.36	0.00	0.00	1,239.81	167.55	1,407.36	0.00	S/L	7.00	
122	Sewer Cable Wire	7/21/16	1,274.55	0.00	0.00	1,122.83	151.72	1,274.55	0.00	S/L	7.00	
123	Utility Billing Software	7/03/16	4,723.33	0.00	0.00	2,952.06	472.33	3,424.39	1,298.94	S/L	10.00	
136	Aerators	9/17/19	29,300.00	0.00	0.00	12,557.13	4,185.71	16,742.84	12,557.16	S/L	7.00	
139	SCAG Turf Tiger	9/21/19	6,664.00	0.00	0.00	3,998.40	1,332.80	5,331.20	1,332.80	S/L	5.00	
140	7-16 with 4' high side trailer	9/12/19	3,091.33	0.00	0.00	1,854.81	618.27	2,473.08	618.25	S/L	5.00	
141	5 Wireless Real Time Alarm System	10/02/19	16,253.00	0.00	0.00	9,751.80	3,250.60	13,002.40	3,250.60	S/L	5.00	
160	Wireless Alarm Systems w/ Tank C	9/14/21	11,654.60	0.00	0.00	2,525.16	2,330.92	4,856.08	6,798.52	S/L	5.00	
	<b>Furniture/Fixtures/Eqpt</b>		<b>426,588.04</b>	<b>0.00c</b>	<b>0.00</b>	<b>378,756.04</b>	<b>20,429.34</b>	<b>399,185.38</b>	<b>27,402.66</b>			
<b>Group: Infrastructure</b>												
26	Water Tank - Griffin St	3/31/99	332,456.69	0.00	0.00	159,379.16	6,649.13	166,228.29	166,228.40	S/L	50.00	
27	Water Tank - City Hall	3/31/00	273,953.31	0.00	0.00	126,018.57	5,479.07	131,497.64	142,455.67	S/L	50.00	
28	Water tank upgrade	3/31/00	80,955.76	0.00	0.00	37,239.71	1,619.12	38,858.83	42,096.93	S/L	50.00	
29	Water Tank	3/21/01	39,784.50	0.00	0.00	17,505.18	795.69	18,300.87	21,483.63	S/L	50.00	
30	Upgrade to water tank	3/31/01	249,858.63	0.00	0.00	109,937.76	4,997.17	114,934.93	134,923.70	S/L	50.00	
31	Water Lines - 1975	9/30/75	1,425,327.00	0.00	0.00	977,367.03	20,361.81	997,728.84	427,598.16	S/L	70.00	
32	Water Lines - 1985	9/30/85	71,090.00	0.00	0.00	24,373.69	1,015.57	25,389.26	45,700.74	S/L	70.00	
33	Water Lines - 1999	9/30/99	29,673.00	0.00	0.00	9,749.70	423.90	10,173.60	19,499.40	S/L	70.00	
34	Water Lines - 2000	9/30/00	338,400.00	0.00	0.00	175,645.77	4,834.29	180,480.06	157,919.94	S/L	70.00	
35	Water Lines - 2001	9/30/01	123,423.00	0.00	0.00	38,790.14	1,763.19	40,553.33	82,869.67	S/L	70.00	
36	Water Lines 2002	9/30/02	100,324.00	0.00	0.00	30,097.20	1,433.20	31,530.40	68,793.60	S/L	70.00	
37	Water Lines - 2003	9/30/03	130,386.00	0.00	0.00	37,253.18	1,862.66	39,115.84	91,270.16	S/L	70.00	
38	Water Lines - 2004	9/30/04	108,976.00	0.00	0.00	29,379.20	1,556.80	31,136.00	77,840.00	S/L	70.00	
39	Water Lines - 2006	9/30/06	75,323.00	0.00	0.00	18,292.69	1,076.04	19,368.73	55,954.27	S/L	70.00	
40	Water Lines 2007	9/30/07	57,869.00	0.00	0.00	13,227.20	826.70	14,053.90	43,815.10	S/L	70.00	
41	Water Lines - 2009	9/30/09	56,719.00	0.00	0.00	11,343.78	810.27	12,154.05	44,564.95	S/L	70.00	
42	Water Lines - 2010	9/30/10	42,062.74	0.00	0.00	7,210.80	600.90	7,811.70	34,251.04	S/L	70.00	
43	Water Sys Prior to 1999	9/30/75	99,500.00	0.00	0.00	95,520.00	1,990.00	97,510.00	1,990.00	S/L	50.00	
44	Valves & Hydrants - 1999	9/30/99	12,900.00	0.00	0.00	6,192.00	258.00	6,450.00	6,450.00	S/L	50.00	
45	Valves & Hydrants - 2000	9/30/00	18,600.00	0.00	0.00	8,556.00	372.00	8,928.00	9,672.00	S/L	50.00	
46	Valves & Hydrants - 2001	9/30/01	87,100.00	0.00	0.00	38,324.00	1,742.00	40,066.00	47,034.00	S/L	50.00	
47	Valves & Hydrants - 2002	9/30/02	29,200.00	0.00	0.00	12,264.00	584.00	12,848.00	16,352.00	S/L	50.00	
48	Valves & Hydrants - 2003	9/30/03	42,400.00	0.00	0.00	16,960.00	848.00	17,808.00	24,592.00	S/L	50.00	
49	Valves & Hydrants - 2004	9/30/04	30,500.00	0.00	0.00	11,590.00	610.00	12,200.00	18,300.00	S/L	50.00	



FYE: 9/30/2023

Asset	d i	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Infrastructure (continued)</b>												
50		Valves & Hydrants - 2006	9/30/06	14,300.00	0.00	0.00	4,862.00	286.00	5,148.00	9,152.00	S/L	50.00
51		Valves & Hydrants - 2007	9/30/07	12,300.00	0.00	0.00	3,936.00	246.00	4,182.00	8,118.00	S/L	50.00
52		Valves & Hydrants - 2009	9/30/09	12,700.00	0.00	0.00	3,556.00	254.00	3,810.00	8,890.00	S/L	50.00
53		Sewer Lines - 1972	9/30/72	445,569.00	0.00	0.00	324,628.82	6,365.27	330,994.09	114,574.91	S/L	70.00
54		PVC FM Lines - 1972	9/30/72	10,170.00	0.00	0.00	10,170.00	0.00	10,170.00	0.00	S/L	50.00
55		Sewer Lines - 1985	9/30/85	240,664.00	0.00	0.00	130,646.21	3,438.06	134,084.27	106,579.73	S/L	70.00
56		Sewer Lines - 1999	9/30/99	120,657.00	0.00	0.00	41,368.09	1,723.67	43,091.76	77,565.24	S/L	70.00
57		PVC FM Lines - 1999	9/30/99	53,920.00	0.00	0.00	25,881.60	1,078.40	26,960.00	26,960.00	S/L	50.00
58		Sewer Lines - 2000	9/30/00	76,246.00	0.00	0.00	25,052.28	1,089.23	26,141.51	50,104.49	S/L	70.00
59		Sewer Lines - 2001	9/30/01	167,255.00	0.00	0.00	52,565.90	2,389.36	54,955.26	112,299.74	S/L	70.00
60		Sewer Lines - 2002	9/30/02	130,080.00	0.00	0.00	39,024.06	1,858.29	40,882.35	89,197.65	S/L	70.00
61		Sewer Lines - 2003	9/30/03	116,163.00	0.00	0.00	33,189.40	1,659.47	34,848.87	81,314.13	S/L	70.00
62		PVC FM Lines - 2003	9/30/03	39,060.00	0.00	0.00	15,624.00	781.20	16,405.20	22,654.80	S/L	50.00
63		Sewer Lines - 2004	9/30/04	68,143.00	0.00	0.00	18,495.93	973.47	19,469.40	48,673.60	S/L	70.00
64		Sewer Upgrade - 2007	9/30/07	6,262.27	0.00	0.00	2,504.95	156.56	2,661.51	3,600.76	S/L	40.00
65		Sewer Rehabilitation - GEFA - 2011	9/30/10	9,502.41	0.00	0.00	2,850.72	237.56	3,088.28	6,414.13	S/L	40.00
66		Manholes - 1972	9/30/72	114,000.00	0.00	0.00	83,057.12	1,628.57	84,685.69	29,314.31	S/L	70.00
67		Manholes - 1999	9/30/99	60,000.00	0.00	0.00	20,571.39	857.14	21,428.53	38,571.47	S/L	70.00
68		Manholes - 2000	9/03/00	32,500.00	0.00	0.00	10,678.63	464.29	11,142.92	21,357.08	S/L	70.00
69		Manholes - 2001	9/30/01	110,000.00	0.00	0.00	34,571.45	1,571.43	36,142.88	73,857.12	S/L	70.00
70		Manholes - 2002	9/30/02	39,200.00	0.00	0.00	11,760.00	560.00	12,320.00	26,880.00	S/L	70.00
71		Manholes - 2003	9/30/03	74,550.00	0.00	0.00	21,300.00	1,065.00	22,365.00	52,185.00	S/L	70.00
72		Manholes - 2004	9/30/04	45,000.00	0.00	0.00	12,214.32	642.86	12,857.18	32,142.82	S/L	70.00
73		Pine St WW Pond #2	9/30/72	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	0.00	S/L	40.00
74		Meriwether St WW Pond #2	9/30/99	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	0.00	S/L	40.00
75		Lone St WW Pond #4	9/30/72	100,000.00	0.00	0.00	100,000.00	0.00	100,000.00	0.00	S/L	40.00
76		Ivy Glenn Pump Station	9/30/99	65,000.00	0.00	0.00	39,000.00	1,625.00	40,625.00	24,375.00	S/L	40.00
77		Griffin St Pump Station	9/30/07	65,000.00	0.00	0.00	65,000.00	0.00	65,000.00	0.00	S/L	40.00
78		Calico Corners Pump Station	9/30/02	65,000.00	0.00	0.00	34,125.00	1,625.00	35,750.00	29,250.00	S/L	40.00
79		Brasch Park Pump Station	9/30/03	65,000.00	0.00	0.00	32,500.00	1,625.00	34,125.00	30,875.00	S/L	40.00
80		Bohannon Woods Pump Station	9/30/00	65,000.00	0.00	0.00	37,375.00	1,625.00	39,000.00	26,000.00	S/L	40.00
81		Wastewater Treatment Ponds - CIP	9/30/10	575,628.78	0.00	0.00	138,150.96	11,512.58	149,663.54	425,965.24	S/L	50.00
82		Stormwater pipes - 1970	9/30/75	1,345,106.00	0.00	0.00	1,345,106.00	0.00	1,345,106.00	0.00	S/L	50.00
83		Stormwater pipes - 1999	9/30/99	252,885.00	0.00	0.00	121,384.80	5,057.70	126,442.50	126,442.50	S/L	50.00
84		Stormwater pipes - 2000	9/30/00	101,820.00	0.00	0.00	46,837.20	2,036.40	48,873.60	52,946.40	S/L	50.00
85		Stormwater pipes - 2001	9/30/01	276,471.00	0.00	0.00	121,647.24	5,529.42	127,176.66	149,294.34	S/L	50.00
86		Stormwater pipes - 2002	9/30/02	99,188.00	0.00	0.00	41,658.96	1,983.76	43,642.72	55,545.28	S/L	50.00
87		Stormwater pipes - 2003	9/30/03	230,926.00	0.00	0.00	92,370.40	4,618.52	96,988.92	133,937.08	S/L	50.00
88		Stormwater pipes - 2004	9/30/04	275,343.00	0.00	0.00	104,630.34	5,506.86	110,137.20	165,205.80	S/L	50.00
89		Stormwater pipes - 2006	9/30/06	85,966.00	0.00	0.00	29,228.44	1,719.32	30,947.76	55,018.24	S/L	50.00
90		Stormwater pipes - 2007	9/30/07	202,252.00	0.00	0.00	64,720.64	4,045.04	68,765.68	133,486.32	S/L	50.00
91		Stormwater pipes - 2009	9/30/09	272,571.00	0.00	0.00	76,319.88	5,451.42	81,771.30	190,799.70	S/L	50.00
92		Stormwater Structures - 1975	9/30/75	151,300.00	0.00	0.00	145,248.00	3,026.00	148,274.00	3,026.00	S/L	50.00
93		Stormwater Structures - 199	9/30/99	70,150.00	0.00	0.00	33,672.00	1,403.00	35,075.00	35,075.00	S/L	50.00
94		Stormwater Structures - 2000	9/30/00	41,700.00	0.00	0.00	19,182.00	834.00	20,016.00	21,684.00	S/L	50.00
95		Stormwater Structures - 2001	9/30/01	72,000.00	0.00	0.00	31,680.00	1,440.00	33,120.00	38,880.00	S/L	50.00
96		Stormwater Structures - 2002	9/30/02	34,700.00	0.00	0.00	14,574.00	694.00	15,268.00	19,432.00	S/L	50.00
97		Stormwater Structures - 2003	9/30/03	81,000.00	0.00	0.00	32,400.00	1,620.00	34,020.00	46,980.00	S/L	50.00
98		Stormwater Structures - 2004	9/30/04	50,300.00	0.00	0.00	19,114.00	1,006.00	20,120.00	30,180.00	S/L	50.00

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
<b>Group: Infrastructure (continued)</b>												
99	Stormwater Structures - 2006	9/30/06	26,150.00	0.00	0.00	8,891.00	523.00	9,414.00	16,736.00	S/L	50.00	
100	Stormwater Structures - 2007	9/30/07	32,850.00	0.00	0.00	10,512.00	657.00	11,169.00	21,681.00	S/L	50.00	
101	Stormwater Structures - 2009	9/30/09	42,000.00	0.00	0.00	11,760.00	840.00	12,600.00	29,400.00	S/L	50.00	
102	Water Meters 2003	12/31/03	169,200.00	0.00	0.00	169,200.00	0.00	169,200.00	0.00	S/L	15.00	
105	Water Meters	7/14/11	16,900.00	0.00	0.00	12,675.04	1,126.67	13,801.71	3,098.29	S/L	15.00	
106	Infrastructure	9/30/11	30,392.00	0.00	0.00	29,172.35	607.84	29,780.19	611.81	S/L	50.00	
111	Wastewater treatment in pond imprt	2/28/13	3,383.66	0.00	0.00	3,242.71	140.95	3,383.66	0.00	S/L	10.00	
113	Lines	4/03/14	3,622.00	0.00	0.00	615.74	72.44	688.18	2,933.82	S/L	50.00	
115	180 Water Meters	11/19/13	34,202.00	0.00	0.00	20,141.15	2,280.13	22,421.28	11,780.72	S/L	15.00	
117	Water Tower	12/16/14	5,150.00	0.00	0.00	3,991.25	515.00	4,506.25	643.75	S/L	10.00	
118	Water Main Improvements	4/26/16	8,321.70	0.00	0.00	5,339.76	832.17	6,171.93	2,149.77	S/L	10.00	
119	Water Meters	2/11/16	5,760.00	0.00	0.00	3,840.00	576.00	4,416.00	1,344.00	S/L	10.00	
124	Control Panels and Pulsar Flow Me	4/12/17	13,210.50	0.00	0.00	4,843.85	880.70	5,724.55	7,485.95	S/L	15.00	
125	Clearing land @ LAS	6/13/17	8,500.00	0.00	0.00	1,511.09	283.33	1,794.42	6,705.58	S/L	30.00	
132	Fire Hydrant	4/20/18	3,109.00	0.00	0.00	1,373.14	310.90	1,684.04	1,424.96	S/L	10.00	
133	Pump House	12/14/17	33,559.89	0.00	0.00	10,813.76	2,237.33	13,051.09	20,508.80	S/L	15.00	
134	Babbler Flow Meter	2/28/18	5,576.50	0.00	0.00	2,555.90	557.65	3,113.55	2,462.95	S/L	10.00	
135	Grandma Branch & Bohannon Rd	1/18/18	287,929.60	0.00	0.00	33,591.79	7,198.24	40,790.03	247,139.57	S/L	40.00	
137	Flow Element - Meriwether, Lone C	9/09/19	7,800.00	0.00	0.00	1,603.33	520.00	2,123.33	5,676.67	S/L	15.00	
138	Fire Hydrant	8/06/19	12,140.00	0.00	0.00	2,562.88	809.33	3,372.21	8,767.79	S/L	15.00	
143	8" Sewer main Lone Oak Rd	6/10/20	8,667.78	0.00	0.00	505.61	216.69	722.30	7,945.48	S/L	40.00	
146	Meters with Advanced Registers	10/20/20	4,200.00	0.00	0.00	805.00	420.00	1,225.00	2,975.00	S/L	10.00	
147	6 Master Meters with Enhanced Req	12/15/20	1,350.00	0.00	0.00	247.50	135.00	382.50	967.50	S/L	10.00	
148	Master Meters (24)	11/05/20	9,000.00	0.00	0.00	1,725.00	900.00	2,625.00	6,375.00	S/L	10.00	
149	Backwash Strainer	10/28/20	20,054.19	0.00	0.00	3,843.72	2,005.42	5,849.14	14,205.05	S/L	10.00	
150	Floating Aerators	1/25/21	5,175.00	0.00	0.00	1,232.15	739.29	1,971.44	3,203.56	S/L	7.00	
151	6" Gate Valve at Post Street	1/28/21	6,350.00	0.00	0.00	1,058.33	635.00	1,693.33	4,656.67	S/L	10.00	
152	6" Gate Valve at Lagrange Street	1/28/21	6,350.00	0.00	0.00	1,058.33	635.00	1,693.33	4,656.67	S/L	10.00	
153	Auto Dialer Power Conditioner	12/15/20	1,976.75	0.00	0.00	724.81	395.35	1,120.16	856.59	S/L	5.00	
154	Pipe and Cable Locator	1/25/21	1,458.00	0.00	0.00	486.00	291.60	777.60	680.40	S/L	5.00	
155	6" Gate Valve at West Grantville R	1/27/21	4,450.00	0.00	0.00	741.67	445.00	1,186.67	3,263.33	S/L	10.00	
156	New Hydrant at Brush Park	4/05/21	4,407.00	0.00	0.00	440.70	293.80	734.50	3,672.50	S/L	15.00	
157	New Hydrant at Allen Rd.	4/05/21	4,394.00	0.00	0.00	439.40	292.93	732.33	3,661.67	S/L	15.00	
158	New Hydrant at Manx Road	4/05/21	2,980.00	0.00	0.00	298.00	198.67	496.67	2,483.33	S/L	15.00	
159	City Hall Water Tank Improvement:	5/13/21	3,500.00	0.00	0.00	495.83	350.00	845.83	2,654.17	S/L	10.00	
161	5 HP 1600 Series Floating Brush R	9/22/21	86,733.00	0.00	0.00	12,390.43	12,390.43	24,780.86	61,952.14	S/L	7.00	
		<b>Infrastructure</b>	<b>11,620,132.66</b>	<b>0.00c</b>	<b>0.00</b>	<b>6,291,779.71</b>	<b>197,132.22</b>	<b>6,488,911.93</b>	<b>5,131,220.73</b>			
<b>Group: Land</b>												
1	90.81 Ac - Colley St Wastewater Tr	5/21/69	13,800.00	0.00	0.00	0.00	0.00	0.00	13,800.00	Land	0.00	
2	8.6 Ac - Lone Oak Rd Wastewater T	9/30/72	22,932.00	0.00	0.00	0.00	0.00	0.00	22,932.00	Land	0.00	
3	4.62 Ac - Lone Oak Rd Wastewater	7/07/72	1,700.00	0.00	0.00	0.00	0.00	0.00	1,700.00	Land	0.00	
4	8.4343 Ac - Meriwether St	9/30/72	945.00	0.00	0.00	0.00	0.00	0.00	945.00	Land	0.00	
5	8 Ac - Pine St	9/30/72	1,601.00	0.00	0.00	0.00	0.00	0.00	1,601.00	Land	0.00	
6	.47 Ac - Griffin St Water Tank Prop	9/30/75	4,233.00	0.00	0.00	0.00	0.00	0.00	4,233.00	Land	0.00	



**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Land (continued)</b>											
	Land		45,211.00	0.00c	0.00	0.00	0.00	0.00	45,211.00		
<b>Group: Vehicle</b>											
7	1985 Dodge	8/04/04	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	S/L	0.00
8	1995 Ford	3/01/95	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	0.00	S/L	8.00
9	GMC TopKick C7H042 Flat Bed Tr	10/27/00	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	0.00	S/L	8.00
10	1994 Ford LGT Conv Utility Truck	10/01/03	14,050.00	0.00	0.00	14,050.00	0.00	14,050.00	0.00	S/L	8.00
144	John Beam Trailer Unit - sewer jet	8/10/20	63,788.00	0.00	0.00	19,743.90	9,112.57	28,856.47	34,931.53	S/L	7.00
	<b>Vehicle</b>		<b>95,838.00</b>	<b>0.00c</b>	<b>0.00</b>	<b>50,793.90</b>	<b>9,112.57</b>	<b>59,906.47</b>	<b>35,931.53</b>		
<b>Group: Wastewater Treatment/Plant</b>											
18	1998 Plant upgrades	3/31/98	113,048.66	0.00	0.00	70,655.47	2,826.22	73,481.69	39,566.97	S/L	40.00
19	1999 Plant upgrades	3/31/99	137,027.40	0.00	0.00	82,216.52	3,425.69	85,642.21	51,385.19	S/L	40.00
20	2002 Plant upgrades	3/31/02	8,460.00	0.00	0.00	4,230.00	211.50	4,441.50	4,018.50	S/L	40.00
21	Colley St Wastewater Treatment Plc	12/31/99	1,000.00	0.00	0.00	460.00	20.00	480.00	520.00	S/L	50.00
22	LAS & pump station improvements	9/30/05	1,530,639.00	0.00	0.00	551,030.04	30,612.78	581,642.82	948,996.18	S/L	50.00
23	Colley St Aerator control Bldg	9/30/97	40,000.00	0.00	0.00	14,400.00	800.00	15,200.00	24,800.00	S/L	50.00
24	Bexley Rd - Chemical Feed Facility	12/31/97	50,804.00	0.00	0.00	13,209.04	0.00	13,209.04	37,594.96	S/L	0.00
25	2008 Plant upgrade	3/31/08	16,021.75	0.00	0.00	6,008.11	400.54	6,408.65	9,613.10	S/L	40.00
120	Sewer Ponds	10/01/16	19,800.00	0.00	0.00	3,960.00	660.00	4,620.00	15,180.00	S/L	30.00
142	Pad for Sediment Bags	6/10/20	80,000.00	0.00	0.00	9,333.33	4,000.00	13,333.33	66,666.67	S/L	20.00
145	Sewer Lagoos Renovation	8/21/20	101,675.00	0.00	0.00	5,083.76	2,541.88	7,625.64	94,049.36	S/L	40.00
	<b>Wastewater Treatment/Plant</b>		<b>2,098,475.81</b>	<b>0.00c</b>	<b>0.00</b>	<b>760,586.27</b>	<b>45,498.61</b>	<b>806,084.88</b>	<b>1,292,390.93</b>		
<b>Grand Total</b>			<b>14,286,245.51</b>	<b>0.00c</b>	<b>0.00</b>	<b>7,481,915.92</b>	<b>272,172.74</b>	<b>7,754,088.66</b>	<b>6,532,156.85</b>		



**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset	d	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Building Improvements</b>												
31		Joint Rect Facility Improvements	9/30/08	46,717.89	0.00	0.00	14,075.40	954.36	15,009.76	31,708.13	S/L	50.00
32		Community Center	9/30/08	6,000.00	0.00	0.00	1,920.00	120.00	1,800.00	4,080.00	S/L	50.00
33		Library Improvements	9/30/08	57,171.00	0.00	0.00	17,151.30	1,143.42	18,294.72	38,876.28	S/L	50.00
34		Senior Center Renovations	9/30/08	73,685.00	0.00	0.00	22,105.50	1,473.70	23,579.20	50,105.80	S/L	50.00
35		Police HVAC	9/30/08	8,350.00	0.00	0.00	2,505.00	167.00	2,672.00	5,678.00	S/L	50.00
36		Community Center Improvements	9/30/09	112,754.81	0.00	0.00	39,464.18	2,818.87	42,283.05	70,471.76	S/L	40.00
37		Library improvements	9/30/09	14,645.97	0.00	0.00	5,126.10	366.15	5,492.25	9,153.72	S/L	40.00
38		Library Improvements	9/30/10	9,901.83	0.00	0.00	3,218.15	247.55	3,465.70	6,436.13	S/L	40.00
39		City Hall Asbestos Removal	9/30/10	17,223.00	0.00	0.00	7,463.30	574.10	8,037.40	9,185.60	S/L	30.00
40		Addition from M&J	9/30/10	12,397.57	0.00	0.00	5,372.25	413.25	5,785.50	6,612.07	S/L	30.00
157		Capped Fireplace @ City Hall	10/14/12	1,125.00	0.00	0.00	225.00	247.50	247.50	877.50	S/L	50.00
158		City Hall Storm Windows	10/19/12	2,550.00	0.00	0.00	505.75	51.00	556.75	1,993.25	S/L	50.00
159		Carpet Squares @ Admin Office	2/06/13	1,188.00	0.00	0.00	229.68	23.76	253.44	934.56	S/L	50.00
160		Install Exhaust Fan @ PD	6/14/13	825.00	0.00	0.00	154.00	16.50	170.50	654.50	S/L	50.00
162		Bohannon Road Project	10/19/12	228,227.59	0.00	0.00	45,265.12	4,564.55	49,829.67	178,397.92	S/L	50.00
165		HVAC @ Genealogical Library	7/18/13	6,010.00	0.00	0.00	1,101.83	120.20	1,222.03	4,787.97	S/L	50.00
182		Bohannon Rd retainage	9/30/13	23,884.00	0.00	0.00	4,299.12	477.68	4,776.80	19,107.20	S/L	50.00
187		HVAC City Hall 3 units	12/20/13	7,650.00	0.00	0.00	2,677.50	306.00	2,983.50	4,666.50	S/L	25.00
188		Lighting City Hall	1/23/14	11,016.00	0.00	0.00	3,818.88	440.64	4,259.52	6,756.48	S/L	25.00
189		Griffin St Rec bathrooms	3/13/14	2,120.00	0.00	0.00	4,551.31	530.25	5,081.56	16,128.44	S/L	40.00
190		Senior Center Lighting	5/09/14	5,320.00	0.00	0.00	1,791.07	212.80	2,003.87	3,316.13	S/L	25.00
197		Crawford Grading and Pipeline	6/18/15	6,075.00	0.00	0.00	880.88	121.50	1,002.38	5,072.62	S/L	50.00
202		Double Doors at Sr Ctr	12/31/14	9,458.75	0.00	0.00	1,466.14	189.18	1,655.32	7,803.43	S/L	50.00
203		Doors at City Hall	12/31/14	8,200.00	0.00	0.00	2,542.00	328.00	2,870.00	5,330.00	S/L	25.00
204		Double Doors at Sr Ctr	12/31/14	6,000.00	0.00	0.00	1,860.00	240.00	2,100.00	3,900.00	S/L	25.00
213		Sr Center Gazebo Repairs	10/31/14	2,150.00	0.00	0.00	680.83	86.00	766.83	1,383.17	S/L	25.00
214		Elec Upgrade@Gene Library	11/21/14	700.00	0.00	0.00	219.33	28.00	247.33	452.67	S/L	25.00
216		Handicap Ramp@Auditorium	11/21/14	975.00	0.00	0.00	305.50	39.00	344.50	630.50	S/L	25.00
217		Auditorium Renovations	12/02/14	3,644.23	0.00	0.00	1,141.86	145.77	1,287.63	2,356.60	S/L	25.00
218		Doorway Awnings for Auditorium	12/09/14	650.00	0.00	0.00	203.67	26.00	229.67	420.33	S/L	25.00
219		ICA	4/17/15	3,092.00	0.00	0.00	917.29	123.68	1,040.97	2,051.03	S/L	25.00
220		ICA	4/17/15	1,187.00	0.00	0.00	352.14	47.48	399.62	787.38	S/L	25.00
222		Royal Air HVAC	5/18/15	5,850.00	0.00	0.00	1,716.00	254.00	1,950.00	3,900.00	S/L	25.00
223		Denny Robertson Contractors	6/18/15	1,850.00	0.00	0.00	536.50	74.00	610.50	1,239.50	S/L	25.00
227		Denny Robertson Contractors	7/01/15	600.00	0.00	0.00	174.00	24.00	198.00	402.00	S/L	25.00
248		Offices for Dispatch & Officer	8/17/16	7,875.00	0.00	0.00	3,193.75	525.00	3,718.75	4,156.25	S/L	15.00
249		Public Building Evaluation	6/29/16	6,550.00	0.00	0.00	2,729.19	436.67	3,165.86	3,384.14	S/L	15.00
252		10 x 6 weather cover w/railling and c	12/08/15	2,340.00	0.00	0.00	1,066.00	156.00	1,222.00	1,118.00	S/L	15.00
276		City Hall Drainage Improvements	4/20/17	41,800.00	0.00	0.00	9,056.67	1,672.00	10,728.67	31,071.33	S/L	25.00
277		Improvements to Police Dept Walls	5/10/17	8,222.00	0.00	0.00	2,969.04	548.13	3,517.17	4,704.83	S/L	15.00
278		Flooring in Police Dept	5/17/17	13,774.00	0.00	0.00	4,897.44	918.27	5,815.71	7,958.29	S/L	15.00
279		Police Dept Improvements	5/17/17	10,494.00	0.00	0.00	3,731.20	699.60	4,430.80	6,063.20	S/L	15.00
280		Improvements to Patrolman's Office	5/24/17	6,750.00	0.00	0.00	2,400.00	450.00	2,850.00	3,900.00	S/L	15.00
281		Improvements to Police Dept	6/05/17	5,976.00	0.00	0.00	2,124.80	398.40	2,523.20	3,452.80	S/L	15.00
282		Concrete Ramp for City Hall Entrar	6/07/17	5,105.00	0.00	0.00	1,815.09	340.53	2,155.42	2,949.58	S/L	15.00
283		Improvements to Police Chief's Off	6/14/17	5,755.00	0.00	0.00	2,046.24	383.67	2,429.91	3,325.09	S/L	15.00
284		Improvements to Police Dept	6/14/17	16,524.00	0.00	0.00	5,875.20	1,101.60	6,976.80	9,547.20	S/L	15.00
286		Convert City Hall Doors to Handica	6/27/17	5,957.67	0.00	0.00	2,085.19	397.18	2,482.37	3,475.30	S/L	15.00
287		Improvements in the Hallway	8/08/17	8,215.00	0.00	0.00	2,829.63	547.67	3,377.30	4,837.70	S/L	15.00

**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Building Improvements (continued)</b>											
288	Flooring for Court and Hallway	8/22/17	5,865.40	0.00	0.00	1,987.74	391.03	2,378.77	3,486.63	S/L	15.00
289	Court Room Improvements	8/31/17	19,793.00	0.00	0.00	6,707.61	1,319.53	8,027.14	11,765.86	S/L	15.00
291	Grading and Concrete Work at City Office @ Splash Park	9/28/17	22,085.00	0.00	0.00	7,361.65	1,472.33	8,833.98	13,251.02	S/L	15.00
299	Senior Center Heat Pump	12/07/15	2,050.00	0.00	0.00	2,001.21	48.79	2,050.00	0.00	S/L	7.00
306	City Hall Renovations	2/02/18	6,797.00	0.00	0.00	4,531.33	971.00	5,502.33	1,294.67	S/L	7.00
312	City Hall Renovations	9/13/18	116,899.00	0.00	0.00	11,933.46	2,922.48	14,855.94	102,043.06	S/L	40.00
314	Train Depot Renovations	9/17/18	84,417.91	0.00	0.00	8,441.80	2,110.45	10,552.25	73,865.66	S/L	40.00
315	AC Unit Police Dept	5/31/18	9,974.00	0.00	0.00	4,322.07	997.40	5,319.47	4,654.53	S/L	10.00
323	Dog Kennel	5/25/19	10,609.00	0.00	0.00	1,768.17	530.45	2,298.62	8,310.38	S/L	20.00
334	AC Unit for Senior Center	10/14/19	4,800.00	0.00	0.00	2,057.13	685.71	2,742.84	2,057.16	S/L	7.00
337	Animal Shelter improvements	3/24/20	8,657.00	0.00	0.00	1,082.13	432.85	1,514.98	7,142.02	S/L	20.00
339	Custom Container for Evidence Rot	9/23/20	9,140.00	0.00	0.00	914.00	457.00	1,371.00	7,769.00	S/L	20.00
351	Freight Department Renovation	7/13/21	123,405.03	0.00	0.00	3,856.41	3,085.13	6,941.54	116,463.49	S/L	40.00
356	City Hall Improvements	9/14/21	69,158.62	0.00	0.00	4,994.78	4,610.57	9,605.35	59,553.27	S/L	15.00
358	HVAC Malcolm Clements Building	6/16/21	6,240.00	0.00	0.00	312.00	249.60	561.60	5,678.40	S/L	25.00
360	HVAC Council Chambers	9/15/21	7,830.00	0.00	0.00	339.30	313.20	652.50	7,177.50	S/L	25.00
<b>Building Improvements</b>			<b>1,371,343.27</b>	<b>0.00c</b>	<b>0.00</b>	<b>305,326.81</b>	<b>45,902.93</b>	<b>351,229.74</b>	<b>1,020,113.53</b>		

**Group: Buildings**

17	Genealogical Society Bldg - Main S	1/01/40	7,149.00	0.00	0.00	7,149.00	0.00	7,149.00	0.00	S/L	50.00
18	RR Passenger Depot - Grant St	1/01/40	9,272.53	0.00	0.00	7,457.62	185.45	7,643.07	1,629.46	S/L	50.00
19	Comm Bldg/RR Freight Depot Bldg	12/31/75	80,182.00	0.00	0.00	53,836.52	1,145.46	54,981.98	25,200.02	S/L	70.00
20	City Auditorium - 123 LaGrange St	11/09/93	250,900.12	0.00	0.00	99,618.35	3,584.29	103,202.64	147,697.48	S/L	70.00
21	City Hall & Public Works - 123 LaGrange St	11/09/93	576,700.00	0.00	0.00	576,700.00	0.00	576,700.00	0.00	S/L	70.00
22	Utility Services Warehouse behind City Hall	11/09/93	46,237.00	0.00	0.00	26,817.46	924.74	27,742.20	18,494.80	S/L	50.00
23	Well used for park irrigation - 0 Col	12/31/90	1,117.00	0.00	0.00	670.20	22.34	692.54	424.46	S/L	50.00
24	Comm Building/It Rec Ctr - Griffin	5/02/72	4,408.00	0.00	0.00	4,408.00	0.00	4,408.00	0.00	S/L	40.00
25	Utility Building at Griffin St pool	5/02/72	171.00	0.00	0.00	171.00	0.00	171.00	0.00	S/L	40.00
26	Pool House - Griffin St	1/01/04	38,423.00	0.00	0.00	18,251.00	960.58	19,211.58	19,211.42	S/L	40.00
27	Bath House - Colley St Park	9/11/75	3,839.00	0.00	0.00	3,839.00	0.00	3,839.00	0.00	S/L	40.00
28	Swim Pool/Community Bldg - Post	9/11/75	4,396.00	0.00	0.00	4,044.32	87.92	4,132.24	263.76	S/L	50.00
29	Pool House - Post St	12/31/05	43,735.00	0.00	0.00	19,680.84	1,093.38	20,774.22	22,960.78	S/L	40.00
30	Animal Control Bldg	12/31/04	25,064.00	0.00	0.00	9,324.32	501.28	10,025.60	15,038.40	S/L	50.00
163	Splash Park Project	5/01/13	155,056.00	0.00	0.00	27,910.08	3,101.12	31,011.20	124,044.80	S/L	50.00
186	Splash Park Project	6/24/14	92,869.35	0.00	0.00	15,323.47	1,857.39	17,180.86	75,688.49	S/L	50.00
<b>Buildings</b>			<b>1,339,519.00</b>	<b>0.00c</b>	<b>0.00</b>	<b>875,401.18</b>	<b>13,463.95</b>	<b>888,863.13</b>	<b>450,653.87</b>		

**Group: Construction in Progress**

331	CIS - Municipal Auditorium	6/12/19	33,814.03	0.00	0.00	2,817.83	845.35	3,663.18	30,150.85	S/L	40.00
332	CIS - GDOT 2018 LMIG Project	12/31/18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Land	0.00
335	Passenger Depot	1/26/20	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	Land	0.00
336	Freight Depot	4/23/20	9,990.00	0.00	0.00	0.00	0.00	0.00	9,990.00	Land	0.00
<b>Construction in Progress</b>			<b>53,804.03</b>	<b>0.00c</b>	<b>0.00</b>	<b>2,817.83</b>	<b>845.35</b>	<b>3,663.18</b>	<b>50,140.85</b>		



FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
<b>Group: Furniture/Fixtures/Equip</b>												
70	Historical Society/RR Passenger De	1/01/40	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	0.00	S/L	7.00	
71	Genealogical Soc/RR Freight Depot	1/01/40	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	7.00	
72	City Auditorium FFE	11/09/93	75,000.00	0.00	0.00	75,000.00	0.00	75,000.00	0.00	S/L	7.00	
73	City Hall & Public Works Bldg FFE	11/09/93	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	7.00	
74	Printer	9/03/04	2,109.59	0.00	0.00	2,109.59	0.00	2,109.59	0.00	S/L	7.00	
75	Radios	9/30/04	3,647.43	0.00	0.00	3,647.43	0.00	3,647.43	0.00	S/L	7.00	
76	Radars	9/30/04	3,240.00	0.00	0.00	3,240.00	0.00	3,240.00	0.00	S/L	7.00	
77	Drug scale & microscope	9/30/04	1,474.00	0.00	0.00	1,474.00	0.00	1,474.00	0.00	S/L	7.00	
78	Car video equipment	9/30/04	14,659.00	0.00	0.00	14,659.00	0.00	14,659.00	0.00	S/L	7.00	
79	Drug dog	9/30/05	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00	S/L	7.00	
80	Community Building FFE	12/31/72	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00	S/L	7.00	
81	Swimming Pool Building FFE	9/11/75	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00	S/L	7.00	
82	Animal Control Bldg FFE	9/30/75	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	7.00	
83	Lights for park	9/30/07	900.00	0.00	0.00	900.00	0.00	900.00	0.00	S/L	10.00	
84	Computer System	2/27/09	10,903.00	0.00	0.00	10,903.00	0.00	10,903.00	0.00	S/L	5.00	
85	Computer	9/30/09	2,418.00	0.00	0.00	2,418.00	0.00	2,418.00	0.00	S/L	5.00	
132	AC Unit	5/11/11	8,120.00	0.00	0.00	8,120.00	0.00	8,120.00	0.00	S/L	10.00	
137	Playground Equipment	7/12/12	7,610.00	0.00	0.00	7,610.00	0.00	7,610.00	0.00	S/L	7.00	
138	Equipment and Lights	11/16/11	7,209.20	0.00	0.00	7,209.20	0.00	7,209.20	0.00	S/L	7.00	
139	Security Cameras	5/25/12	16,143.27	0.00	0.00	16,143.27	0.00	16,143.27	0.00	S/L	7.00	
140	5093 Splot Creek	7/12/12	11,988.27	0.00	0.00	11,988.27	0.00	11,988.27	0.00	S/L	7.00	
167	Commercial Dishwasher @ Senior (	8/23/13	1,900.00	0.00	0.00	1,900.00	0.00	1,900.00	0.00	S/L	5.00	
168	PD Ballistic Vests	1/15/13	5,403.00	0.00	0.00	5,403.00	0.00	5,403.00	0.00	S/L	7.00	
169	Ballistic Vest	2/11/13	759.00	0.00	0.00	759.00	0.00	759.00	0.00	S/L	7.00	
170	Admin Office Furniture	2/11/13	1,628.48	0.00	0.00	1,628.48	0.00	1,628.48	0.00	S/L	7.00	
171	Double pistol mag pouch, radio pou	2/21/13	445.60	0.00	0.00	445.60	0.00	445.60	0.00	S/L	5.00	
172	Leg irons and transport belt	2/21/13	756.35	0.00	0.00	756.35	0.00	756.35	0.00	S/L	7.00	
173	Drawing table @ city mgr office	2/21/13	1,053.54	0.00	0.00	1,053.54	0.00	1,053.54	0.00	S/L	7.00	
174	Runner light kit	2/28/13	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	0.00	S/L	7.00	
175	Taser holster	4/10/13	1,787.72	0.00	0.00	1,787.72	0.00	1,787.72	0.00	S/L	5.00	
176	Ballistic Vest	6/20/13	711.00	0.00	0.00	711.00	0.00	711.00	0.00	S/L	7.00	
177	Desks & File cabinets for PD	6/20/13	807.44	0.00	0.00	807.44	0.00	807.44	0.00	S/L	7.00	
178	Gun safe for PD	6/27/13	531.79	0.00	0.00	531.79	0.00	531.79	0.00	S/L	7.00	
181	Computer System	9/30/13	21,804.00	0.00	0.00	19,623.60	2,180.40	21,804.00	0.00	S/L	10.00	
185	Computer System	8/26/14	4,667.20	0.00	0.00	3,772.65	466.72	4,239.37	427.83	S/L	10.00	
191	Griffin SI Park cameras	6/09/14	5,166.91	0.00	0.00	5,166.91	0.00	5,166.91	0.00	S/L	7.00	
206	3 Camera LPR mount sys	9/24/15	17,225.00	0.00	0.00	12,057.50	1,722.50	13,780.00	3,445.00	S/L	10.00	
209	Emergency Equip in PD Car	9/29/15	22,995.00	0.00	0.00	16,096.50	2,299.50	18,396.00	4,599.00	S/L	10.00	
210	Cameras for Police Dept	9/30/15	6,499.00	0.00	0.00	4,549.30	649.90	5,199.20	1,299.80	S/L	10.00	
221	Computer System	9/30/15	2,501.38	0.00	0.00	1,750.98	250.14	2,001.12	500.26	S/L	10.00	
224	Computer - ICA	5/04/15	1,589.98	0.00	0.00	1,179.25	159.00	1,338.25	251.73	S/L	10.00	
234	Cameras for PD cars	1/31/15	621.00	0.00	0.00	621.00	0.00	621.00	0.00	S/L	7.00	
236	Cameras in Breakroom	8/05/16	1,099.00	0.00	0.00	1,099.00	0.00	1,099.00	0.00	S/L	5.00	
237	Computer @ Admin City Hall	8/12/16	768.00	0.00	0.00	676.55	91.45	768.00	0.00	S/L	7.00	
238	Adtran Phone System	5/19/16	9,895.00	0.00	0.00	6,266.83	989.50	7,256.33	2,638.67	S/L	10.00	
245	Camera for Clerk's Office	12/30/15	1,018.00	0.00	0.00	981.65	36.35	1,018.00	0.00	S/L	7.00	
246	Cameras @ City Hall	10/02/15	6,727.00	0.00	0.00	6,727.00	0.00	6,727.00	0.00	S/L	7.00	
247	Camera @ Skate Park	8/09/16	1,648.50	0.00	0.00	1,452.25	196.25	1,648.50	0.00	S/L	7.00	
253	Courtware Server @ City Hall	9/30/16	5,395.00	0.00	0.00	4,624.26	770.74	5,395.00	0.00	S/L	7.00	



FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
<b>Group: Furniture/Fixtures/Eqpt (continued)</b>												
265	Armor for Police Dept	11/19/15	7,243.00	0.00	0.00	7,070.52	172.48	7,243.00	0.00	S/L	7.00	
271	Upgrade Fuel Master System	12/08/16	2,885.00	0.00	0.00	2,404.15	412.14	2,816.29	68.71	S/L	7.00	
274	Storage Drives for Cameras	2/22/17	3,557.00	0.00	0.00	2,837.12	508.14	3,345.26	211.74	S/L	7.00	
290	Laptop for Al Grieshaber	7/28/17	2,247.90	0.00	0.00	1,605.65	321.13	1,926.78	321.12	S/L	7.00	
292	Picnic Tables for Park	7/20/17	8,743.31	0.00	0.00	4,517.37	874.33	5,391.70	3,351.61	S/L	10.00	
293	Griffin Street Camera	2/10/16	8,307.00	0.00	0.00	7,911.40	395.60	8,307.00	0.00	S/L	7.00	
294	Camera System Upgrades @ Rec ct	6/21/16	3,489.00	0.00	0.00	3,115.19	373.81	3,489.00	0.00	S/L	7.00	
296	Equipment for Rec Programs	12/04/15	2,414.93	0.00	0.00	2,357.43	57.50	2,414.93	0.00	S/L	7.00	
297	Boxing Equipment	1/28/16	2,386.54	0.00	0.00	2,272.87	113.67	2,386.54	0.00	S/L	7.00	
298	Camera @ Splash Park	2/11/16	7,138.00	0.00	0.00	6,798.07	339.93	7,138.00	0.00	S/L	7.00	
300	Soccer Equipment	11/04/15	5,084.84	0.00	0.00	5,024.33	60.51	5,084.84	0.00	S/L	7.00	
302	Police Car Tablets	11/09/15	8,427.54	0.00	0.00	8,327.19	100.35	8,427.54	0.00	S/L	7.00	
303	Icemaker in Breakroom	8/21/18	3,437.88	0.00	0.00	2,005.45	491.13	2,496.58	941.30	S/L	7.00	
305	Camera	11/30/17	1,853.00	0.00	0.00	1,791.23	61.77	1,853.00	0.00	S/L	5.00	
307	Vehicle Radio	4/20/18	1,519.74	0.00	0.00	1,342.45	177.29	1,519.74	0.00	S/L	5.00	
308	Police Body Armor	8/29/18	1,159.95	0.00	0.00	1,159.95	0.00	1,159.95	0.00	S/L	3.00	
332	Air Purification System	12/01/20	9,154.74	0.00	0.00	2,397.67	1,307.82	3,705.49	5,449.25	S/L	7.00	
357	Section Sign Markers for Parks	6/11/21	5,134.92	0.00	0.00	978.08	733.56	1,711.64	3,423.28	S/L	7.00	
361	City Hall Office Furniture	9/14/21	8,895.10	0.00	0.00	1,376.62	1,270.73	2,647.35	6,247.75	S/L	7.00	
			458,405.04	0.00c	0.00	407,643.65	17,584.34	425,227.99	33,177.05			

<b>Group: Infrastructure</b>												
101	Asphalt Road - 1980	9/30/80	29,347.83	0.00	0.00	29,347.83	0.00	29,347.83	0.00	S/L	40.00	
102	Roads built in 1985	9/30/85	2,644,826.00	0.00	0.00	2,433,240.92	52,896.52	2,486,137.44	158,688.56	S/L	50.00	
103	Roads built in 1999	9/30/99	246,790.46	0.00	0.00	118,459.43	4,935.81	123,395.24	123,395.22	S/L	50.00	
104	Roads built in 2000	9/30/00	150,600.85	0.00	0.00	69,276.43	3,012.02	72,288.45	78,312.40	S/L	50.00	
105	Roads built in 2001	9/30/01	259,085.04	0.00	0.00	113,997.40	5,181.70	119,179.10	139,905.94	S/L	50.00	
106	Roads built in 2002	9/30/02	228,770.35	0.00	0.00	96,083.59	4,575.41	100,659.00	128,111.35	S/L	50.00	
107	Roads built in 2003	9/30/03	317,172.85	0.00	0.00	126,869.18	6,343.46	133,212.64	183,960.21	S/L	50.00	
108	Roads built in 2004	9/30/04	265,191.97	0.00	0.00	100,772.96	5,303.84	106,076.80	159,115.17	S/L	50.00	
109	Roads built in 2006	9/30/06	194,490.08	0.00	0.00	66,126.61	3,889.80	70,016.41	124,473.67	S/L	50.00	
110	Roads built in 2007	9/30/07	153,514.81	0.00	0.00	49,124.79	3,070.30	52,195.09	101,319.72	S/L	50.00	
111	Roads built in 2009	9/30/09	247,444.68	0.00	0.00	69,284.46	4,948.89	74,233.35	173,211.33	S/L	50.00	
112	St Improvements: Grant Cedar Stok	9/30/10	25,160.30	0.00	0.00	6,541.73	503.21	7,044.94	18,115.36	S/L	50.00	
113	Curbs built in 1999	9/30/09	66,633.99	0.00	0.00	31,984.51	1,332.68	33,316.99	33,317.00	S/L	50.00	
114	Curbs built in 2000	9/30/00	33,888.20	0.00	0.00	15,588.52	677.76	16,266.28	17,621.92	S/L	50.00	
115	Curbs built in 2001	9/30/01	69,958.50	0.00	0.00	30,781.74	1,399.17	32,180.91	37,777.59	S/L	50.00	
116	Curbs built in 2002	9/30/02	61,767.39	0.00	0.00	25,942.33	1,235.35	27,177.68	34,589.71	S/L	50.00	
117	Curbs built in 2003	9/30/03	85,634.91	0.00	0.00	34,253.99	1,712.70	35,966.69	49,668.22	S/L	50.00	
118	Curbs built in 2004	9/30/04	71,603.09	0.00	0.00	27,209.15	1,432.06	28,641.21	42,961.88	S/L	50.00	
119	Curbs built in 2006	9/30/06	52,506.25	0.00	0.00	17,852.19	1,050.13	18,902.32	33,603.93	S/L	50.00	
120	Curbs built in 2007	9/30/07	41,455.15	0.00	0.00	13,265.61	829.10	14,094.71	27,360.44	S/L	50.00	
121	Curbs built in 2009	9/30/09	55,677.29	0.00	0.00	15,389.70	1,113.55	16,703.25	38,974.04	S/L	50.00	
122	Sidewalks - 1980	9/30/80	63,448.89	0.00	0.00	53,297.09	1,268.98	54,566.07	8,882.82	S/L	50.00	
123	Sidewalks - 2000	9/30/00	19,985.97	0.00	0.00	9,193.55	399.72	9,593.27	10,392.70	S/L	50.00	
124	Sidewalks - 2000	9/30/02	101,641.67	0.00	0.00	42,689.46	2,032.83	44,722.29	56,919.38	S/L	50.00	
125	Sidewalks - 2003	9/30/03	28,156.30	0.00	0.00	11,262.57	563.13	11,825.70	16,330.60	S/L	50.00	

**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period	
<b>Group: Infrastructure (continued)</b>												
126	Sidewalks - 2004	9/30/04	17,974.82	0.00	0.00	6,830.48	359.50	7,189.98	10,784.84	S/L	50.00	
127	Sidewalks - 2006	9/30/06	21,607.63	0.00	0.00	7,346.56	432.15	7,778.71	13,828.92	S/L	50.00	
128	Sidewalks - 2007	9/30/07	68,216.76	0.00	0.00	21,829.43	1,364.34	23,193.77	45,022.99	S/L	50.00	
141	LaGrange Street sidewalk	11/14/11	5,200.00	0.00	0.00	1,135.33	104.00	1,239.33	3,960.67	S/L	50.00	
166	Restriping Project for Bohannon Rd	1/30/13	2,343.75	0.00	0.00	453.17	46.88	500.05	1,843.70	S/L	50.00	
205	Bohannon Rd Reclamation	8/20/15	25,278.63	0.00	0.00	3,581.12	505.57	4,086.69	21,191.94	S/L	50.00	
269	Paving @ Lowery Rd	1/24/17	188,710.96	0.00	0.00	35,645.43	6,290.37	41,935.80	146,775.16	S/L	30.00	
272	FDR Road Improvements & Street	1/24/17	243,022.65	0.00	0.00	45,904.30	8,100.76	54,005.06	189,017.59	S/L	30.00	
273	FDR Road Paving	11/23/16	2,565.00	0.00	0.00	598.50	102.60	701.10	1,863.90	S/L	25.00	
275	Road Improvements to Post Street	3/06/17	129,320.71	0.00	0.00	28,881.63	5,172.83	34,054.46	95,266.25	S/L	25.00	
285	Road Improvements to Post Street	6/26/17	13,037.16	0.00	0.00	2,737.82	521.49	3,259.31	9,777.85	S/L	25.00	
295	Concrete Outdoor Water Fountain	3/14/16	1,872.00	0.00	0.00	1,872.00	0.00	1,872.00	0.00	S/L	5.00	
353	Ditches/Driveways Lone Oak Sewer	3/18/21	9,900.00	0.00	0.00	297.00	198.00	495.00	9,405.00	S/L	50.00	
<b>Infrastructure</b>			<b>6,243,802.89</b>	<b>0.00c</b>	<b>0.00</b>	<b>3,765,148.31</b>	<b>132,906.61</b>	<b>3,898,054.92</b>	<b>2,345,747.97</b>			

**Group: Land**

1	.005 Ac - Colley St - Park grounds i	12/31/40	119.00	0.00	0.00	0.00	0.00	0.00	119.00	Land	0.00
2	.08 Ac - Lagrange St - well property	12/31/50	418.00	0.00	0.00	0.00	0.00	0.00	418.00	Land	0.00
3	.11 Ac - LaGrange St - well property	12/31/50	241.00	0.00	0.00	0.00	0.00	0.00	241.00	Land	0.00
4	1.41 Ac - Griffin St - Comm Bldg p	5/02/72	2,200.00	0.00	0.00	0.00	0.00	0.00	2,200.00	Land	0.00
5	8.87 Ac - Post & Colley Sts - Swim	12/31/75	10,859.00	0.00	0.00	0.00	0.00	0.00	10,859.00	Land	0.00
6	.17 Ac - Vacant - adj to Griffin St p	12/31/76	2,167.00	0.00	0.00	0.00	0.00	0.00	2,167.00	Land	0.00
7	2.92 Ac - Broad St - Vacant	12/31/80	10,607.00	0.00	0.00	0.00	0.00	0.00	10,607.00	Land	0.00
8	.27 Ac - Griffin St - Vacant	12/31/80	2,064.00	0.00	0.00	0.00	0.00	0.00	2,064.00	Land	0.00
9	13.62 Ac - 123 LaGrange City Hall	11/09/93	21,693.00	0.00	0.00	0.00	0.00	0.00	21,693.00	Land	0.00
10	2.12 Ac - Griffin St - Vacant	1/14/97	22,940.00	0.00	0.00	0.00	0.00	0.00	22,940.00	Land	0.00
11	1.21 Ac - Griffin St - Vacant	12/19/06	7,900.00	0.00	0.00	0.00	0.00	0.00	7,900.00	Land	0.00
12	.55 Ac - 103 Griffin St Cemetery	9/30/07	46,127.00	0.00	0.00	0.00	0.00	0.00	46,127.00	Land	0.00
316	Mertiwether land	5/18/18	5,713.00	0.00	0.00	0.00	0.00	0.00	5,713.00	Land	0.00
<b>Land</b>			<b>133,048.00</b>	<b>0.00c</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>133,048.00</b>		

**Group: Land Improvements**

13	Comm Pool for Colley St Park	9/11/75	14,850.00	0.00	0.00	14,850.00	0.00	14,850.00	0.00	S/L	30.00
14	Poured Concrete for Pool/Colley St	9/11/75	1,283.00	0.00	0.00	1,283.00	0.00	1,283.00	0.00	S/L	30.00
15	Comm Pool for Griffin St Park	5/02/72	10,909.00	0.00	0.00	10,909.00	0.00	10,909.00	0.00	S/L	30.00
16	Paving/asphalt for City Hall Bldg	11/09/93	1,473.00	0.00	0.00	1,468.90	4.10	1,473.00	0.00	S/L	30.00
134	Pavement in 2012	10/27/11	5,251.00	0.00	0.00	1,910.75	175.03	2,085.78	3,165.22	S/L	30.00
135	Pavement in 2012	7/13/12	5,900.00	0.00	0.00	2,015.88	196.67	2,212.55	3,687.45	S/L	30.00
179	Griffin St Park Fence	9/30/13	15,058.00	0.00	0.00	9,034.83	1,003.87	10,038.70	5,019.30	S/L	15.00
196	Street Lights I-85 HWY 29	9/30/14	23,369.00	0.00	0.00	6,231.76	778.97	7,010.73	16,358.27	S/L	30.00
215	Downtown Sidewalk	10/31/14	750.00	0.00	0.00	197.92	25.00	222.92	527.08	S/L	30.00
239	Concrete for Auditorium Sidewalk	5/05/16	6,792.00	0.00	0.00	1,743.28	271.68	2,014.96	4,777.04	S/L	25.00
240	FDR Rd Improvements & Resurfaci	4/26/16	4,011.75	0.00	0.00	1,029.68	160.47	1,190.15	2,821.60	S/L	25.00
241	LaGrange Street-storm drain repairs	1/20/16	10,892.80	0.00	0.00	2,904.73	435.71	3,340.44	7,552.36	S/L	25.00
250	Skate Park	7/18/16	66,945.00	0.00	0.00	16,513.10	2,677.80	19,190.90	47,754.10	S/L	25.00
255	Sod for Skate Parks	7/29/16	6,395.00	0.00	0.00	1,577.43	255.80	1,833.23	4,561.77	S/L	25.00



FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Land Improvements (continued)</b>											
264	Skaie Park	6/29/16	42,975.00	0.00	0.00	10,743.75	1,719.00	12,462.75	30,512.25	S/L	25.00
313	Tennis Court Surface	10/13/17	14,580.00	0.00	0.00	3,645.00	729.00	4,374.00	10,206.00	S/L	20.00
330	Storm Drain Colley Street	4/09/19	6,470.00	0.00	0.00	905.80	258.80	1,164.60	5,305.40	S/L	25.00
<b>Land Improvements</b>			<b>237,904.55</b>	<b>0.00c</b>	<b>0.00</b>	<b>86,964.81</b>	<b>8,691.90</b>	<b>95,656.71</b>	<b>142,247.84</b>		

**Group: Machinery & Equipment**

86	Chipper	9/30/90	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	0.00	S/L	7.00
88	Utility Services Warehouse M&E	12/31/96	13,360.92	0.00	0.00	13,360.92	0.00	13,360.92	0.00	S/L	7.00
89	Body Armor	8/13/03	5,600.00	0.00	0.00	5,600.00	0.00	5,600.00	0.00	S/L	7.00
90	LB75B Backhoe	9/30/05	36,639.08	0.00	0.00	36,639.08	0.00	36,639.08	0.00	S/L	7.00
91	DGG Taser	9/30/07	2,795.84	0.00	0.00	2,795.84	0.00	2,795.84	0.00	S/L	7.00
92	Glock	9/30/07	440.00	0.00	0.00	440.00	0.00	440.00	0.00	S/L	7.00
93	Intoximeters	9/30/07	517.50	0.00	0.00	517.50	0.00	517.50	0.00	S/L	7.00
94	Police Equipment	9/30/09	9,775.59	0.00	0.00	9,775.59	0.00	9,775.59	0.00	S/L	7.00
95	Chainsaw	8/26/09	939.99	0.00	0.00	939.99	0.00	939.99	0.00	S/L	7.00
96	Tractor	7/20/09	9,000.00	0.00	0.00	9,000.00	0.00	9,000.00	0.00	S/L	7.00
97	Tamper	6/18/09	750.00	0.00	0.00	750.00	0.00	750.00	0.00	S/L	7.00
98	Bushhog	8/18/09	3,200.00	0.00	0.00	3,200.00	0.00	3,200.00	0.00	S/L	7.00
99	(3) handheld radios & chargers	8/12/10	2,589.20	0.00	0.00	2,589.20	0.00	2,589.20	0.00	S/L	7.00
100	(4) VHF/UHF front mounts for char	5/25/10	2,716.20	0.00	0.00	2,716.20	0.00	2,716.20	0.00	S/L	7.00
133	Lawn Mower	5/11/11	6,624.00	0.00	0.00	6,624.00	0.00	6,624.00	0.00	S/L	7.00
136	4 APX 6000 P25 Portable Radios	12/13/11	14,859.96	0.00	0.00	14,859.96	0.00	14,859.96	0.00	S/L	7.00
142	Alco Sensor Intoximeter	10/31/12	1,112.00	0.00	0.00	1,112.00	0.00	1,112.00	0.00	S/L	7.00
143	PD Video, PC & Wireless	11/07/12	7,832.00	0.00	0.00	7,832.00	0.00	7,832.00	0.00	S/L	7.00
144	Spotlights for Patrol Cars	12/18/12	1,171.72	0.00	0.00	1,171.72	0.00	1,171.72	0.00	S/L	7.00
145	Radar Units	12/20/12	9,920.00	0.00	0.00	9,920.00	0.00	9,920.00	0.00	S/L	7.00
146	Graphics 4 cars w/partition w/sides	2/11/13	2,545.00	0.00	0.00	2,545.00	0.00	2,545.00	0.00	S/L	7.00
147	Lights installed on cars, push bump	2/11/13	3,389.14	0.00	0.00	3,389.14	0.00	3,389.14	0.00	S/L	7.00
148	Alco Sensor Intoximeter	2/21/13	1,077.00	0.00	0.00	1,077.00	0.00	1,077.00	0.00	S/L	7.00
149	SuperVisor Tricore lighting in patro	3/12/13	923.33	0.00	0.00	923.33	0.00	923.33	0.00	S/L	7.00
150	Taser X26P	3/12/13	1,617.80	0.00	0.00	1,617.80	0.00	1,617.80	0.00	S/L	7.00
151	Taser X26P	3/19/13	3,776.65	0.00	0.00	3,776.65	0.00	3,776.65	0.00	S/L	7.00
152	Graphic tags and window bars	4/10/13	3,319.70	0.00	0.00	3,319.70	0.00	3,319.70	0.00	S/L	7.00
153	Taser X26P	4/10/13	4,553.06	0.00	0.00	4,553.06	0.00	4,553.06	0.00	S/L	7.00
154	Police Dept door locks	5/01/13	693.25	0.00	0.00	693.25	0.00	693.25	0.00	S/L	7.00
155	Tag Readers	5/31/13	25,310.00	0.00	0.00	23,622.67	1,687.33	25,310.00	0.00	S/L	10.00
156	Guns	1/15/13	1,198.00	0.00	0.00	1,198.00	0.00	1,198.00	0.00	S/L	7.00
161	12" rolling gate @ impound lot	5/23/13	975.00	0.00	0.00	975.00	0.00	975.00	0.00	S/L	7.00
180	Radios	9/30/13	29,984.00	0.00	0.00	29,984.00	0.00	29,984.00	0.00	S/L	7.00
211	Aluminum Products Plus	5/22/15	4,814.00	0.00	0.00	4,412.83	401.17	4,814.00	0.00	S/L	8.00
212	Tucker Merchandise Inc	5/22/15	522.41	0.00	0.00	478.87	43.54	522.41	0.00	S/L	8.00
225	ICA	6/18/15	1,340.00	0.00	0.00	1,340.00	0.00	1,340.00	0.00	S/L	7.00
228	APX6500 Radio System for PD	9/30/15	4,005.75	0.00	0.00	4,005.75	0.00	4,005.75	0.00	S/L	7.00
229	APX6500 Radio System for PD	9/30/15	4,005.75	0.00	0.00	4,005.75	0.00	4,005.75	0.00	S/L	7.00
230	APX6500 Radio System for PD	9/30/15	4,005.75	0.00	0.00	4,005.75	0.00	4,005.75	0.00	S/L	7.00
231	In Car & Body Cameras for PD	9/30/15	4,820.00	0.00	0.00	4,820.00	0.00	4,820.00	0.00	S/L	7.00
232	In Car & Body Cameras for PD	9/30/15	4,820.00	0.00	0.00	4,820.00	0.00	4,820.00	0.00	S/L	7.00



**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr	Book Net Book Value	Book Method	Book Period
<b>Group: Machinery &amp; Equipment (continued)</b>											
233	In Car & Body Cameras for PD	9/30/15	4,820.00	0.00	0.00	4,820.00	0.00	4,820.00	0.00	S/L	7.00
235	Ice machine Rec Dept	9/03/15	1,988.22	0.00	0.00	1,988.22	0.00	1,988.22	0.00	S/L	5.00
243	Chipper	2/16/16	6,300.00	0.00	0.00	5,925.00	375.00	6,300.00	0.00	S/L	7.00
251	Tractor	2/24/16	5,050.00	0.00	0.00	3,824.58	505.00	3,824.58	1,220.42	S/L	10.00
254	John Deere 6015D Tractor	1/02/16	101,155.36	0.00	0.00	68,279.89	10,115.54	78,395.43	22,759.93	S/L	10.00
257	2010 Mini Excavator	2/03/16	21,000.00	0.00	0.00	5,600.00	840.00	6,440.00	14,560.00	S/L	25.00
270	Refurbished laptop for Lynne	1/09/17	898.00	0.00	0.00	737.66	128.29	865.95	32.05	S/L	7.00
320	Video Conference Setup	9/11/18	3,594.00	0.00	0.00	2,935.10	658.90	3,594.00	0.00	S/L	5.00
324	GIS Database and App	9/18/19	13,840.00	0.00	0.00	13,840.00	0.00	13,840.00	0.00	S/L	3.00
338	John Deere Tractor	5/29/20	23,993.98	0.00	0.00	7,997.99	3,427.71	11,425.70	12,568.28	S/L	7.00
340	2 AR-15s	10/07/19	2,800.00	0.00	0.00	1,680.00	560.00	2,240.00	560.00	S/L	5.00
341	Pro Laser	1/07/20	4,163.00	0.00	0.00	2,289.65	832.60	3,122.25	1,040.75	S/L	5.00
342	In Car Radio	1/31/20	4,497.33	0.00	0.00	2,398.58	899.47	3,298.05	1,199.28	S/L	5.00
343	3 Car Laptop Computers	2/21/20	4,809.90	0.00	0.00	2,485.12	961.98	3,447.10	1,362.80	S/L	5.00
344	9 E911 Compatible GPS units	3/31/20	7,641.00	0.00	0.00	3,820.50	1,528.20	5,348.70	2,292.30	S/L	5.00
345	K-9 Alarm Paging Equipment	4/02/20	2,600.00	0.00	0.00	1,300.00	520.00	1,820.00	780.00	S/L	5.00
346	3 in car docking stations	1/27/20	1,965.00	0.00	0.00	1,048.00	393.00	1,441.00	524.00	S/L	5.00
347	9 SH900 Antennas	3/31/20	2,178.00	0.00	0.00	1,089.00	435.60	1,524.60	653.40	S/L	5.00
348	Portable Radios w/programming	6/01/20	8,762.38	0.00	0.00	4,989.12	1,752.48	6,741.60	2,020.78	S/L	5.00
349	2 in car video systems	9/04/20	9,190.00	0.00	0.00	3,829.17	1,838.00	5,667.17	3,522.83	S/L	5.00
350	2 Body Cams	8/31/20	2,020.00	0.00	0.00	841.67	404.00	1,245.67	774.33	S/L	5.00
354	3 Tasers and Training Cartridges	7/27/21	6,325.02	0.00	0.00	1,054.17	903.57	1,957.74	4,367.28	S/L	7.00
359	Pump for Calico Lift Station	6/22/21	6,931.48	0.00	0.00	1,237.76	990.21	2,227.97	4,703.51	S/L	7.00
362	Stop Stick Rack Kit	11/20/20	6,058.00	0.00	0.00	1,586.62	865.43	2,452.05	3,605.95	S/L	7.00
363	2 Portable Radios w/ Programming	12/10/20	8,328.28	0.00	0.00	3,053.71	1,665.66	4,719.37	3,608.91	S/L	5.00
364	Vehicle X-Ray Machine	1/25/21	42,200.00	0.00	0.00	4,688.89	2,813.33	7,502.22	34,697.78	S/L	15.00
			<b>550,648.54</b>	<b>0.00c</b>	<b>0.00</b>	<b>397,347.95</b>	<b>35,546.01</b>	<b>432,893.96</b>	<b>117,754.58</b>		
<b>Group: Vehicles</b>											
41	1991 Jeep Cherokee	6/30/91	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	0.00	S/L	8.00
43	2001 Ford Crown Victoria	7/19/01	20,164.00	0.00	0.00	20,164.00	0.00	20,164.00	0.00	S/L	8.00
47	1996 Ford Crown Victoria	7/28/04	3,639.00	0.00	0.00	3,639.00	0.00	3,639.00	0.00	S/L	8.00
50	2005 Ford Crown Victoria	12/30/04	33,433.97	0.00	0.00	33,433.97	0.00	33,433.97	0.00	S/L	8.00
54	2001 Ford Crown Victoria	11/15/06	23,300.95	0.00	0.00	23,300.95	0.00	23,300.95	0.00	S/L	8.00
59	2005 Ford Crown Victoria	5/13/09	12,882.64	0.00	0.00	12,882.64	0.00	12,882.64	0.00	S/L	8.00
64	1993 Ford F-150 Truck	6/12/97	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	S/L	8.00
67	1995 3930 Tractor	6/30/95	30,000.00	0.00	0.00	30,000.00	0.00	30,000.00	0.00	S/L	8.00
67	1995 D18B Spray Tractor	6/30/95	30,000.00	0.00	0.00	30,000.00	0.00	30,000.00	0.00	S/L	8.00
68	2998 GMC 7000 Dump Truck	6/30/98	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	0.00	S/L	8.00
183	Dodge	2/28/14	23,136.00	0.00	0.00	23,136.00	0.00	23,136.00	0.00	S/L	8.00
184	Dodge	2/28/14	23,136.00	0.00	0.00	23,136.00	0.00	23,136.00	0.00	S/L	8.00
192	2006 Mercury Grand Marquis	7/14/14	8,745.00	0.00	0.00	8,745.00	0.00	8,745.00	0.00	S/L	8.00
193	Motorola eqpt - 2 new pd cars	3/26/14	7,904.00	0.00	0.00	7,904.00	0.00	7,904.00	0.00	S/L	8.00
194	PD Visual Warrant System	3/26/14	6,030.00	0.00	0.00	6,030.00	0.00	6,030.00	0.00	S/L	8.00
195	Lights/graphics on pd cars	3/27/14	19,001.00	0.00	0.00	19,001.00	0.00	19,001.00	0.00	S/L	8.00
198	Vehicle for animal control	10/16/14	10,000.00	0.00	0.00	9,895.83	104.17	10,000.00	0.00	S/L	8.00
199	2015 Dodge Charger PD	9/22/15	24,346.00	0.00	0.00	21,302.75	3,043.25	24,346.00	0.00	S/L	8.00

**Book Asset Detail 10/01/22 - 9/30/23**

FYE: 9/30/2023

Asset Id	Property Description	Date In Service	Book Cost	Book Sec 179 Exp. c	Book Sal Value	Book Prior Depreciation	Book Current Depreciation	Book End Depr.	Book Net Book Value	Book Method	Book Period
<b>Group: Vehicles (continued)</b>											
200	2015 Dodge Charger for PD	9/22/15	24,346.00	0.00	0.00	21,302.75	3,043.25	24,346.00	0.00	S/L	8.00
201	2015 Dodge Charger for PD	9/22/15	24,346.00	0.00	0.00	21,302.75	3,043.25	24,346.00	0.00	S/L	8.00
207	2005 Ford F150 Crew Cab Vehicle	5/06/15	14,950.00	0.00	0.00	13,859.90	1,090.10	14,950.00	0.00	S/L	8.00
208		12/11/14	8,000.00	0.00	0.00	7,833.33	166.67	8,000.00	0.00	S/L	8.00
258	Don Jackson Dodge Truck	12/15/15	24,346.00	0.00	0.00	20,795.54	3,043.25	23,838.79	507.21	S/L	8.00
259	Don Jackson Dodge Truck	4/27/16	24,146.00	0.00	0.00	19,367.10	3,018.25	22,385.35	1,760.65	S/L	8.00
261	Cameras for Police Vehicles	9/30/16	17,225.00	0.00	0.00	12,918.78	2,153.13	15,071.91	2,153.09	S/L	8.00
262	Equipment installed in police vehicl	6/29/16	5,600.00	0.00	0.00	4,375.00	700.00	5,075.00	525.00	S/L	8.00
263	Equipment installed in police vehicl	3/03/16	1,116.78	0.00	0.00	919.03	139.60	1,058.63	58.15	S/L	8.00
266	2015 Dodge Charger	10/12/16	22,500.00	0.00	0.00	16,875.00	2,812.50	19,687.50	2,812.50	S/L	8.00
267	Cameras for Police Cars	11/09/16	5,730.00	0.00	0.00	4,237.81	716.25	4,954.06	775.94	S/L	8.00
268	Emergency Equip for Patrol Car	12/08/16	5,325.00	0.00	0.00	3,882.84	665.63	4,548.47	776.53	S/L	8.00
301	144th marketing group	2/24/16	2,629.00	0.00	0.00	2,163.48	328.63	2,492.11	136.89	S/L	8.00
304	2018 Tahoe & Enter Equip	6/26/18	53,765.00	0.00	0.00	28,562.68	6,720.63	35,283.31	18,481.69	S/L	8.00
309	Dodge F1975-A Don Jackson	1/18/18	29,012.00	0.00	0.00	16,923.67	3,626.50	20,550.17	8,461.83	S/L	8.00
310	Dodge F797 Don Jackson	2/15/18	38,375.00	0.00	0.00	22,385.44	4,796.88	27,182.32	11,192.68	S/L	8.00
311	Woody Folsom Chrysler	8/15/18	28,085.00	0.00	0.00	14,627.62	3,510.63	18,138.25	9,946.75	S/L	8.00
318	2018 Dodge Charger	3/28/18	22,585.00	0.00	0.00	20,326.50	2,258.50	22,585.00	0.00	S/L	5.00
319	Upfitting 2015 Dodge Charger	8/30/18	8,510.00	0.00	0.00	6,949.83	1,560.17	8,510.00	0.00	S/L	5.00
321	Trailer Street Dept	3/14/18	2,399.00	0.00	0.00	2,199.08	199.92	2,399.00	0.00	S/L	5.00
322	Ford F-150 - Police	9/17/19	37,880.00	0.00	0.00	22,728.00	7,576.00	30,304.00	7,576.00	S/L	5.00
325	Dodge Charger	2/20/19	37,707.78	0.00	0.00	27,023.92	7,541.56	34,565.48	3,142.30	S/L	5.00
326	Dodge Charger	2/20/19	37,707.78	0.00	0.00	27,023.92	7,541.56	34,565.48	3,142.30	S/L	5.00
327	Dodge Charger	9/27/19	37,707.78	0.00	0.00	22,624.68	7,541.56	30,166.24	7,541.54	S/L	5.00
328	Ford F-150 - Animal Control	3/28/19	28,970.84	0.00	0.00	20,279.59	5,794.17	26,073.76	2,897.08	S/L	5.00
329	Jeep - Community Service	8/30/19	22,457.00	0.00	0.00	13,848.48	4,491.40	18,339.88	4,117.12	S/L	5.00
333	2005 Chevrolet Avalanche	12/03/18	5,300.00	0.00	0.00	2,902.57	757.14	3,659.51	1,640.49	S/L	7.00
355	Flat Deck Trailer	8/18/21	5,500.00	0.00	0.00	1,191.67	1,100.00	2,291.67	3,208.33	S/L	5.00
366	Seized 2019 Dodge Challenger	7/15/21	27,745.00	0.00	0.00	0.00	0.00	0.00	27,745.00	Memo	7.00
	<b>Vehicles</b>		<b>954,685.52</b>	<b>0.00c</b>	<b>0.00</b>	<b>747,001.90</b>	<b>89,084.55</b>	<b>836,086.45</b>	<b>118,599.07</b>		
	<b>Grand Total</b>		<b>11,343,160.84</b>	<b>0.00c</b>	<b>0.00</b>	<b>6,587,652.44</b>	<b>344,025.64</b>	<b>6,931,678.08</b>	<b>4,411,482.76</b>		

**Sec. 5-172. License required for sale; procedure and qualifications for applicant.**

- (a) No person shall engage in the business of retailing beer and wine for consumption on the premises in the City of Grantville without first obtaining a license therefore under this article. The state laws and regulations relating to the sale and distribution of alcoholic beverages in this state are incorporated into and made a part of this article as if fully set out herein. Any violation of such state law or regulations shall be grounds for suspension or revocation of any license issued under this article.
- (b) Each licensee shall keep a copy of this article in the licensed premises and shall instruct any person employed by the licensee with respect to the terms of this article, and it is the responsibility of the licensee that his agents and employees be familiar with all the terms of this article. The licensee is responsible for any acts of his agents or employees in violation of this article.
- (c) Each person holding a license issued pursuant to this article shall always display the license prominently on the premises for which the license is issued.
- (d) A license issued to an individual shall be issued in the name of the individual. A license issued to a partnership shall be issued in the name of the partnership and in the name of one of the partners who shall be the named licensee. A license issued to a corporation having as its business the sale of beer and wine for consumption on the premises shall be issued in the name of the corporation and in the name of the majority stockholder or a principal officer of the corporation; and such majority stockholder or officer shall be the named licensee. A license issued to a corporation having as its business an activity other than the sale of beer and wine for consumption on the premises shall be issued in the name of the corporation and in the name of the officer or employee of the corporation primarily responsible for the operation of the licensed premises; and such officer or employee shall be the named licensee.
- (e) In the case of a partnership, each partner shall join as an applicant for the license and each partner must meet the qualifications of an individual licensee, as provided herein.
- (f) In the case of a corporation having as its business the sale of beer and wine for consumption on the premises, the majority stockholder and each principal officer of the corporation shall join as applicants for the license; and each such person must meet the qualifications of an individual licensee.
- (g) In the case of a corporation having as its principal business an activity other than the sale of beer and wine for consumption on the premises, the officer or employee who is to be the named licensee shall be the applicant and must meet the qualifications of an individual licensee, as provided herein; provided, however, that the city clerk, with the approval of the city council, may require the fingerprinting and investigation of officers and shareholders of the corporation if they deem it necessary in making their investigation.
- (h) In the case of a partnership, each partner shall be responsible for the actions of the named licensee and the conduct of the licensed business. In the case of a corporation, the corporation shall be responsible for the actions of the named licensee and the conduct of the licensed business.
- (i) A licensee must be at least 21 years of age, of good moral character and a citizen of the United States.
- (j) A licensee shall not have been convicted within the past five years of any felony or, misdemeanor, or violation of city alcohol ordinances within the past two years, or at any time of any criminal offense relating to alcoholic beverages, drugs, taxes or gambling. This subsection shall apply with respect to the laws of this state, other states, the United States, and other countries. A plea of nolo contendere or the forfeiture of a bond shall be considered a conviction for purposes of this subsection. The city council may at its discretion waive the conviction of a misdemeanor for a non-alcoholic offense for purposes of this subsection if the city council determines that the misdemeanor does not have a bearing on the applicant's fitness for a license.
- (k) A licensee shall not have been denied or had revoked, within the five years next preceding his application, any license to sell alcoholic beverages issued by any governmental entity.



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- (i) No license for the sale of alcoholic beverages by the drink for consumption on the premises shall be issued to any applicant who does not meet the requirements of a restaurant or private club as defined in sections 5-462 and 5-463.