



Meeting Date: Public Services Committee Meeting 7/31/2026 01:00 PM

Planning and Development Budget Transfer Request – Senior Transportation Planner

Department:	Planning & Development
Presenter:	Adleasia Cameron, Director
Caption:	Approve the transfer of \$6,160.00 from operating to personnel budget accounts for the Planning and Development Department.
Background:	Planning & Development intends to request a retention salary adjustment of 10% for a critical position. This adjustment is within the Administrator's approval authority, per Section 500.106 of the Personnel Policies and Procedures Manual. However, the department does not have available unallocated personnel funds to support the increase. Transfers from operating to personnel budgets require Commission approval.
Analysis:	The requested budget amendment will support the retention of the Senior Transportation Planner, who plays a critical role in the completion of both long-range and short-range transportation planning initiatives. This position is also instrumental in providing customer service by responding to public inquiries, coordinating with community stakeholders, and working closely with elected officials. Additionally, the position is essential to maintaining the day-to-day operations of the Augusta Regional Transportation Study (ARTS) Metropolitan Planning Organization (MPO). It is important to note that this position is grant-reimbursable and generates revenue for the City of Augusta through funding provided by the Georgia Department of Transportation (GDOT) , the South Carolina Department of Transportation (SCDOT) , and the Federal Transit Administration (FTA) . As a result, the requested salary adjustment supports the retention of a position that is critical to the City's transportation planning responsibilities while continuing to leverage external funding sources. This adjustment will increase the annual salary from \$53,408.94 to \$58,749.84 , along with associated employer benefit costs.
Financial Impact:	Transfer of \$6,160.00 from operating to personnel accounts within Planning & Development's 2026 approved budget.
Alternatives:	Do not approve.
Recommendation:	Approve the transfer of \$6,160.00 from operating to personnel budget accounts for the Planning and Development Department.
Funds are available in the following accounts:	220016309-5316220 (Desktop Equipment Less than \$5,000)
<u>REVIEWED AND APPROVED BY:</u>	N/A

