



City of Forest Park

Operating Budget

2016 - 2017

**July 1, 2016 to June 30, 2017
City of Forest Park, Georgia**

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ORDINANCE NO. 16-06

**AN ORDINANCE BY THE GOVERNING BODY OF THE CITY OF
FOREST PARK, GEORGIA ESTABLISHING THE BUDGET FOR
THE FISCAL YEAR 2016-2017.**

*BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF
FOREST PARK, GEORGIA*, that the following is the estimated revenue
for the fiscal year 2016-2017, as itemized in a document herein referred to
as the Budget Document.

A. General Fund Operations	\$21,786,000
B. Transfer from Sanitation Operations	<u>\$ 300,000</u>
	\$22,086,000

BE IT FURTHER ORDAINED that the following is the proposed
Appropriation for the Fiscal Year 2016-2017 of \$22,086,000, as itemized
in a document herein referred to as the Budget Document.

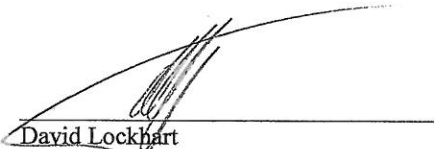
BE IT FURTHER ORDAINED by the Governing Body of the City of
Forest Park that the estimated operating revenue of the Sanitation Fund for
the fiscal year 2016-2017 is \$2,657,100, as itemized in a document herein
referred to as the Budget Document.

BE IT FURTHER ORDAINED by the Governing Body of the City of
Forest Park that the estimated operating expenses and transfers of the
Sanitation Fund for the fiscal year 2016-2017 is \$2,476,074 as itemized in
a document herein referred to as the Budget Document.


BE IT FURTHER ORDAINED by the Governing Body of the City of
Forest Park, Georgia, that to finance the proposed expenses of the City
an ad valorem tax is projected to be set at 16.743 mils.

BE IT FURTHER ORDAINED that the document herein referred to as
the Budget Document be and the same is made by reference a part of
this Ordinance. A copy of same shall remain on file in the Office of the
City Manager, be a public record available for inspection and marked
"2016 – 2017 Operating Budget of the City of Forest Park, Georgia."


PASSED AND ADOPTED THIS THE 20th DAY OF JUNE, 2016.



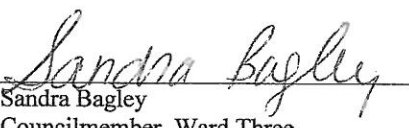
David Lockhart
Mayor



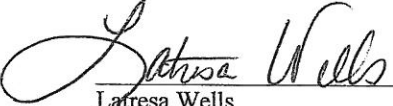
Tommy Smith
Councilmember, Ward One




Dabouze Antoine
Councilmember, Ward Two



Sandra Bagley
Councilmember, Ward Three

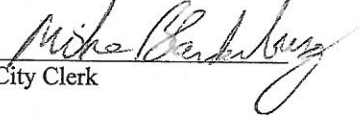


Latresa Wells
Councilmember, Ward Four



Allan Mears,
Councilmember, Ward Five

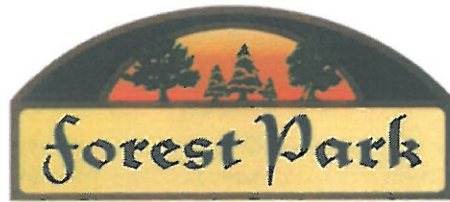
ATTEST:



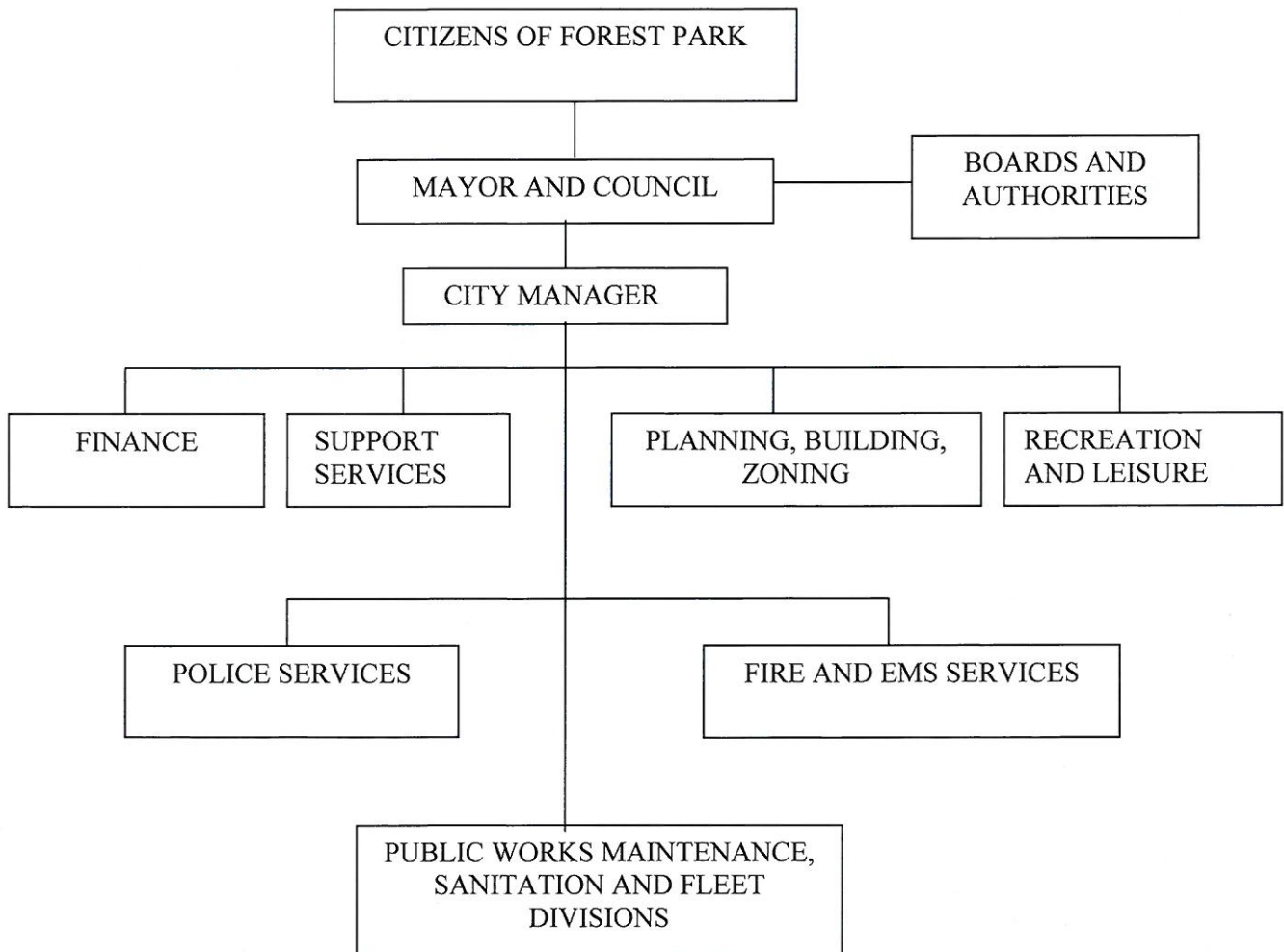
City Clerk

Approved as to form:

City Attorney



CITY OF FOREST PARK ORGANIZATION CHART





CITY OF FOREST PARK
MAYOR AND CITY COUNCIL

Mayor	David Lockhart
Council Member – Ward 1	Tommy Smith
Council Member – Ward 2	Dabouze Antoine
Council Member – Ward 3	Sandra Bagley
Council Member – Ward 4	Latresa Wells
Council Member – Ward 5	Allan Mears



City Manager & Department Directors

City Manager

Al Wiggins

Department Directors / Senior Management Team

• Director of Finance	Mike Blandenburg
• Director of Support Services	Christine Terrell
• Chief of Police	Dwayne Hobbs
• Director of Recreation & Leisure	Elaine Corley
• Director of Public Works and Fleet	Jeff Eady
• Director of Planning, Building, & Zoning	Jonathan Jones
• Director of Fire and EMS	Eddie Buckholts



Citizens of Forest Park

Mayor & City Council

City Manager

<p>Department of Finance</p> <p>Director: Mike Blandenburg</p> <ul style="list-style-type: none"> ·Accounts Payable ·Accounts Receivable ·Cash Management ·Budget Preparation ·Payroll ·Sanitation Payments ·Customer Service 	<p>Department of Support Services</p> <p>Director: Christine Terrell</p> <ul style="list-style-type: none"> ·Personnel Services ·Physicals ·Want Ads ·Purchasing ·Staffing ·Training ·Worker's Comp. ·Archives ·Employee Assistance 	<p>Department of Police Services</p> <p>Chief of Police: Dwayne Hobbs</p> <ul style="list-style-type: none"> ·Crime Prevention ·Criminal Investigations ·D. A. R. E. ·Drug Enforcement ·Patrol ·Municipal Court ·Citizen's Police Academy 	<p>Department of Recreation & Leisure Services</p> <p>Director: Elaine Corley</p> <ul style="list-style-type: none"> ·Event Bookings ·Facility Rental ·Adult Athletics ·Youth Athletics ·Instructional Activities ·Aquatics ·Day Camp ·Special Events ·Senior Programs 	<p>Department of Public Works Streets</p> <p>Director: Jeff Eady</p> <ul style="list-style-type: none"> ·Street Maintenance ·Park Maintenance ·Building Maintenance ·Sanitation ·Recycling Center ·Litter Control ·Renovations ·Debris Removal 	<p>Department of Public Works Fleet</p> <p>Director: Jeff Eady</p> <ul style="list-style-type: none"> ·Vehicle Maintenance ·Insurance Reimbursement ·Small Engine Repair ·Mechanic Training ·Generator Repairs ·Warranties ·Fuel 	<p>Department of Planning, Building & Zoning</p> <p>Director: Jonathan Jones</p> <ul style="list-style-type: none"> ·Permits ·Code Enforcement ·Zoning ·Review Board ·Construction Inspections ·Inspections ·Environmental Court ·Animal Control 	<p>Department of Fire & EMS Services</p> <p>Director: Eddie Buckholts</p> <ul style="list-style-type: none"> ·Homeland Defense ·Hazardous Materials ·Fire Fighting ·EMS Services ·Emergency Management ·Disaster Training ·Community Emergency Response Team
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FOREST PARK HISTORY

The City of Forest Park is located in the Metro Atlanta area in Clayton County. Forest Park is the largest city in Clayton County with a diverse population of about 19,000 per the 2010 census.

The Forest Park area was settled in the 1820's and incorporated in August 1908 as "Astor", Georgia. Astor served as a wood and water stop for the Central of Georgia railroad for steam locomotive trains traveling in and out of Atlanta.

The Railroad later renamed the City to "Forrest Park" (two r s) because of the many park areas deeded to the City by the Railroad. In 1952, the City Charter was changed to today's spelling of Forest Park.

The town grew slowly until the 1950's post war boom, when it became one of the fastest growing areas in the country. From 1950 to 1960 the population increased 461% (but only 23% since then).

This growth was partially fueled by the Ford Assembly Plant in Hapeville, the General Motors Assembly Plant in Atlanta, and the Atlanta Army Depot (now called Fort Gillem.) But the major driving force in the growth of our City was the rapidly expanding Atlanta International Airport. Now called Hartsfield/Jackson, the airport is still a major influence.

FORM OF GOVERNMENT

The City of Forest Park has a Council/Manager form of government with a Mayor elected at large and five council members, who are elected by ward. The members of council serve four-year terms, which are staggered. A council member is appointed as the Mayor Pro-Tem for a period of one year.

Other appointments include the City Clerk, the City Attorney, Municipal Judges and Solicitors, Superintendent of Elections, Voter Registrar, and members to various Boards.

The City Council serves as the Community's legislative body responsible for enacting City ordinances and appropriating funds to conduct City business.

The City Council provides policy direction and leadership to the City Manager and serves as a liaison between the City and a variety of committees, boards, authorities and citizen groups concerning community issues.

HOW TO USE THIS OPERATING BUDGET

A budget is a financial plan for a city. It includes both estimates of resources available, including revenues and fund balance, and appropriations that are the authority to spend money for specific purposes. The budget is prepared by the City Manager and adopted by the City Council after extensive input from the various departments as well as the public.

The budget document is prepared to provide information about the City, both financial information and operational/policy information. The reader should first review, and then follow the Table of Contents. The revenues budgets provide the sources for funding the department budgets. The specific department budgets provide the detailed information as to what purposes the City's resources will be utilized during the fiscal year.

The financial structure is reflected in the reporting of expenditures and revenues by fund. A fund is a self-balancing set of accounts designed to track specific revenues and the use of those revenues. Each fund is independent of all other funds, and money cannot be transferred from one fund to another without the approval of the City Council.

QUESTIONS & ANSWERS

Q: What is the purpose of the City Budget?

A: The budget is an annual financial plan for the City of Forest Park. It specifies the level of municipal services to be provided in the coming year and the resources, including personnel positions, capital expenditures and operating expenses needed to provide these services. It reflects the policies and priorities set by the Mayor and City Council.

Q: How and when is the budget prepared?

A: Each March, city departments submit their plans and needs for the coming year to the Director of Finance. The Director of Finance compiles the proposed budgets, which are then reviewed by the City Manager and revised to reflect his goals for the upcoming fiscal year. The City Manager then submits his recommended budget to the City Council in May. The City Council reviews the budget, holds at least one public hearing to obtain citizen input and then adopts the final budget along with an ordinance establishing the property tax rate required to fund the budget.

Q: What is a fiscal year?

A: A fiscal year is a 12-month operating cycle that comprises a budget and financial reporting period. The City's fiscal year begins on July 1 and ends on June 30.

Q: From where does the City obtain revenues?

A: From local, state and federal taxes, and licenses, in addition to payments for citations and municipal services.

Q: How is the revenue, obtained by the City, used?

A: It is used to pay for salaries, operating supplies, other operating costs such as utilities and insurance, and capital purchases such as buildings, vehicles, and equipment such as specified in the City budget.

Q: What is a millage rate?

A: When the City adopts its annual budget, it determines the tax rate that must be applied on property in order to generate the necessary revenue in addition to all other sources that are available. The tax rate for the City of Forest Park for FY 2008 was 10.343 mills, or \$10.34 per \$1,000 of taxable value. The Clayton County Tax Assessor establishes the taxable value of all property in the City. The City has no control over the taxable value of property; it only has control over the tax rate that is levied.

Q: What is a mill of tax?

A: One mill is equal to \$1 for each \$1,000 of assessed property value.

Q: What is a fund?

A: A fund is a separate accounting entity within the City that receives revenues from a specific source and expends them on a specific activity or activities. The City is comprised of several separate funds, all of which perform distinct activities.

Q: What is the difference between Ad Valorem Tax and Property Tax?

A: There is no difference. They are different names for the same tax.

Q: What is an operating budget?

A: An operating budget is an annual financial plan for recurring expenditures, such as salaries, utilities, and supplies.

Q: What is an enterprise fund?

A: An enterprise fund earns its own revenues by charging customers for the services that it provides.

Q: What is a budget appropriation?

A: A budget appropriation is a specific amount of money that has been approved by the City Council for use in a particular manner.

Q: What is a budget amendment?

A: A budget amendment is an ordinance adopted by the City Council which alters the adopted budget by appropriating additional monies to a particular department, decreasing appropriations to a particular department, or transferring funds from one department to another.

Q: Who establishes the rules by which The City of Forest Park adopts its annual budget and property taxes?

A: The property tax rate and budget adoption processes are governed by, the City Council, the City Charter and State Statues.

Q: Who is the Chief Administrative Officer of the City Of Forest Park?

A: The City Manager is the Chief Administrative Officer of the City of Forest Park. This individual is hired by and reports directly to the City Council. All other employees report to the City Manager.

Q: What are franchise fees, and why does The City of Forest Park levy them?

A: The franchise fee is a charge levied by the City on a utility to operate within the City and to use the City rights-of-way and other properties for locating pipes, wires, etc.

FINANCIAL POLICIES

Budget

The budget provides the primary mechanism by which key decisions are made regarding the level and types of services to be provided given the anticipated level of available resources. Budget policy states how this is achieved and addresses the need for financial health and stability.

Balanced Budget

The State of Georgia requires all governments must have a balanced budget for all funds. Total anticipated revenues plus that portion of the fund balance in excess of authorized reserves should equal total expenditures for each fund.

Financing Current Expenditures

Current expenditures shall be financed with current revenues, which may include that portion of the fund balance in excess of authorized reserves.

Level of Budget Adoption

The budget shall be adopted at the legal level of budgetary control which is fund/department level (i.e. expenditures may not exceed the total appropriations for any department within a fund without the City Council's approval). The City Council approves transfers within a department's budget. All budgets shall be adopted on a basis consistent with Generally Accepted Accounting Principles as promulgated by the Government Accounting Standards Board.

Since the budget is a plan, budget adjustments during the year may be required due to circumstances, which were unforeseen prior to the adoption of the budget.

Department Directors may request budget adjustments through the Finance Office, provided that the adjustments do not increase the overall budget or personal services allocation for that department. Any additional budget adjustments dealing with personnel, capital outlay, or overall dollar increases must be approved by the City Council. These budget changes will be presented in the form of an ordinance stating the line item number and the reason for the adjustments.

Budgeting and Accounting Controls

Management of the City is responsible for establishing and maintaining an internal structure designed to ensure that the assets of the City are protected from loss, theft or misuse and to ensure that adequate data is compiled to allow for preparation of financial statements in conformity with Generally Accepted Accounting Principles (GAAP).

The budget is adopted on a basis consistent with generally accepted accounting principles. The accounting system uses formal budgetary integration as a management control device. Encumbrances are recorded to prevent expenditures from exceeding the budget amounts. The City's accounting records for governmental fund types are maintained on a modified accrual basis, with revenues being recorded when available and measurable and expenditures being recorded when services or goods are received and the liabilities are incurred.

The level of budgetary control (the level at which expenditures cannot legally exceed the approved budget) is maintained at the department level (Administration, Police, Fire, etc.) The objective of these budgetary controls is to ensure compliance with legal provisions and mandates embodied in the approved annual budget adopted by the City Council. The annual budget includes the General Fund, Capital Fund, Workers' Compensation Fund and Grant Funds.

The Budget Process

The budget process begins in early March with a meeting of the Directors of each department and the City Manager to discuss needs and goals. The City Manager presents his ideas and direction on what he would like to accomplish the coming year. Budget worksheets are given to the Directors at this meeting, to be completed and returned.

The directors and the City Manager work as a team to establish a balanced budget. Meetings are held with the Directors of each department and the City Manager to review the department's operating budget and to prioritize the schedule of capital requests. This process lasts two to three months.

Before adoption, work sessions are conducted with the Mayor and Council to review the budget documents and to make changes or additions as needed. Each department Director makes a presentation to the Mayor and Council at the work sessions.

In June, the budget is presented in final form to the City Council and interested citizens during a public hearing. The final proposed budget is then adopted by the City Council on or before June 30 during a regular meeting. An ordinance is adopted establishing a balanced budget and a tentative millage rate is established. When the tax digest is received the final millage rate is then adopted after three public hearings are held.

CITY OF FOREST PARK
SCHEDULE OF REVENUES LAST 10 YEARS

PROPERTY TAXES				FRANCHISE TAXES				INSURANCE PREMIUM TAXES			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
05/06	\$ 2,960,537	\$ 558,491	19%	05/06	\$ 1,182,127	\$ 62,549	5%	05/06	\$ 1,103,828	\$ 77,660	7%
06/07	\$ 3,341,799	\$ 381,262	11%	06/07	\$ 1,248,488	\$ 66,361	5%	06/07	\$ 1,150,973.00	\$ 47,145	4%
07/08	\$ 5,907,884	\$ 2,566,085	43%	07/08	\$ 1,345,197	\$ 96,709	7%	07/08	\$ 1,172,269	\$ 21,296	2%
08/09	\$ 5,906,573	\$ (1,311)	0%	08/09	\$ 1,417,693	\$ 72,496	5%	08/09	\$ 1,200,350	\$ 28,081	2%
09/10	\$ 7,036,820	\$ 1,130,247	16%	09/10	\$ 1,278,493	\$ (139,200)	-11%	09/10	\$ 1,189,089	\$ (11,261)	-1%
10/11	\$ 7,126,718	\$ 89,898	1%	10/11	\$ 1,303,626	\$ 25,133	2%	10/11	\$ 1,157,906	\$ (31,183)	-3%
11/12	\$ 7,702,630	\$ 575,912	7%	11/12	\$ 1,468,944	\$ 165,318	11%	11/12	\$ 866,227	\$ (291,679)	-34%
12/13	\$ 7,819,348	\$ 116,718	1%	12/13	\$ 1,375,538	\$ (93,406)	-7%	12/13	\$ 930,353	\$ 64,126	7%
13/14	\$ 8,049,995	\$ 230,647	3%	13/14	\$ 1,323,377	\$ (52,161)	-4%	13/14	\$ 957,003	\$ 26,650	3%
14/15	\$ 7,283,109	\$ (766,886)	-11%	14/15	\$ 1,373,128	\$ 49,751	4%	14/15	\$ 996,067	\$ 39,064	4%
ALCOHOL BEV. TAXES				OTHER TAXES				LOCAL OPTION SALES TAX			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
05/06	\$ 470,600	\$ (15,911)	-3%	05/06	\$ 126,862	\$ 5,696	4%	05/06	\$ 5,330,317	\$ 598,901	11%
06/07	\$ 461,762	\$ (8,838)	-2%	06/07	\$ 120,519	\$ (6,343)	-5%	06/07	\$ 5,262,427	\$ (67,890)	-1%
07/08	\$ 461,655	\$ (107)	0%	07/08	\$ 100,058	\$ (20,461)	-20%	07/08	\$ 5,268,900	\$ 6,473	0%
08/09	\$ 445,697	\$ (15,958)	-4%	08/09	\$ 79,426	\$ (20,632)	-26%	08/09	\$ 5,350,300	\$ 81,400	2%
09/10	\$ 422,215	\$ (23,482)	-6%	09/10	\$ 83,645	\$ 4,219	5%	09/10	\$ 4,864,063	\$ (486,237)	-10%
10/11	\$ 382,636	\$ (39,579)	-10%	10/11	\$ 12,852	\$ (70,793)	-551%	10/11	\$ 4,627,030	\$ (237,033)	-5%
11/12	\$ 372,190	\$ (10,446)	-3%	11/12	\$ 102,415	\$ 89,563	87%	11/12	\$ 4,767,454	\$ 140,424	3%
12/13	\$ 361,014	\$ (11,176)	-3%	12/13	\$ 150,759	\$ 48,344	32%	12/13	\$ 4,921,326	\$ 153,872	3%
13/14	\$ 350,268	\$ (10,746)	-3%	13/14	\$ 158,140	\$ 7,381	5%	13/14	\$ 4,770,385	\$ (150,941)	-3%
14/15	\$ 354,862	\$ 4,594	1%	14/15	\$ 218,840	\$ 60,700	28%	14/15	\$ 4,991,349	\$ 220,964	4%

SCHEDULE OF REVENUES LAST 10 YEARS

The following revenues contain more than one revenue source:

Property Tax: Includes Real & Personal Tax, and Automobile Ad Valorem Tax.

Alcohol Beverage Tax: Includes LiquorTax, Wine Tax and Beer Tax.

Other Taxes: Includes Real Estate Transfer Tax, Motel Tax, Intangible Tax

Franchise Tax: Includes Georgia Power, Atlanta Gas, Bell South

Insurance Company Tax: Taxes collected from insurance companies for policies sold

Charges for Services: Includes Misc. Police Revenue,E911, Emergency Transport, all recreation programs

Refuse Charges: Fees collected from garbage collection, penalties on bills and additional charges

Intergovernmental Revenue: Includes local school programs.

Fines and Forfeitures: Includes 10% Jail Fines Income, Confiscated Forfeitures/Assets, D.E.A Revenue, Fines and Forfeitures, Probation Funds Collected, Environmental Court Fines, Drug Possession Fines. Amounts are net of Mandates paid to the County and State.

Permits and License: Includes Business License, Business License Liquor/ Wholesale, Adult Entertainment, Business License Beer, Business License Win- Investigation Fees/Liquor, Flea Market Licenses, Business License Wholesale, Building Permits, Planning Zoning Fees, Candidate Qualifying Fees.

Other Revenue: Includes Plant a Tree Mem.. Acct., Cash/Over Short, Proceeds from Sale Of W/S System, Sanitation Penalties, Other Misc. Revenues, Liquidation of Municipal Eq..., Spinal Injury Trust Fund, Fund Employee Contract Remuneration, EMT Instructional Classes, Scrap Iron /Recycling.

Interest Revenue: Includes Interest Income and Interest from Sale of W/S.

CITY OF FOREST PARK, GEORGIA
JOB CLASSIFICATION LIST - ALPHABETICAL ORDER

	JOB CODE AND TITLE	FLSA	GRADE	MINIMUM	MID-POINT	MAXIMUM
103	ADMINISTRATIVE ASSISTANT	N	12	31,114.00	41,229.00	52,273.00
551	ADMINISTRATIVE SUPERVISOR	E	15	35,074.00	46,476.00	58,925.00
401	ANIMAL CONTROL OFFICER	N	10	28,474.00	37,731.00	47,838.00
314	AQUATICS COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
306	ATHLETIC COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
405	CODES COMPLIANCE OFFICER	N	11	29,795.00	39,480.00	50,054.00
406	CODES COMPLIANCE SUPERVISOR	E	17	37,712.00	49,974.00	63,358.00
511	COMMUNICATIONS OFFICER	N	11	29,795.00	39,480.00	50,054.00
512	COMMUNICATIONS OFFICER, SR.	N	14	33,754.00	44,727.00	56,705.00
123	COURT CLERK	N	8	25,834.00	34,233.00	43,402.00
226	CREW LEADER	N	7	24,516.00	32,484.00	41,186.00
323	DEP DIRECTOR OF PUBLIC WORKS	E	27	54,208.00	67,464.00	91,068.00
421	DEP DIRECTOR OF P, B&Z	E	27	54,208.00	67,464.00	91,068.00
572	DEPUTY CHIEF, FIRE	E	29	59,487.00	79,712.00	99,938.00
322	DEPUTY DIRECTOR, RECREATIONS	E	25	48,930.00	63,966.00	81,092.00
578	DEPUTY FIRE MARSHALL	E	24	46,950.00	62,217.00	78,876.00
104	EXECUTIVE ASSISTANT	N	13	32,435.00	42,978.00	54,490.00
246	FACILITY MAINTENANCE COORDINATOR		27	54,208.00	67,464.00	91,068.00
111	FINANCIAL SERVICES TECH	N	9	27,156.00	35,982.00	45,622.00
561	FINANCIAL SERVICES TECH, PRINCIPAL	E	18	39,033.00	51,723.00	65,574.00
112	FINANCIAL SERVICES TECH, SR.	N	10	28,474.00	37,731.00	47,838.00
574	FIRE APPARATUS DRIVER	N	17	37,712.00	49,974.00	63,358.00
577	FIRE CAPTAIN	N	26	51,568.00	65,715.00	86,635.00
576	FIRE LIEUTENANT	N	21	42,991.00	56,970.00	72,226.00
579	FIRE MARSHALL	E	27	54,208.00	67,464.00	91,068.00
571	FIREFIGHTER/EMT	N	14	33,754.00	44,727.00	56,705.00
575	FIREFIGHTER/PARAMEDIC	N	18	39,033.00	51,723.00	65,574.00
580	FIRE BATTALION CHIEF	E	26	51,568.00	65,715.00	86,635.00
211	HEAVY EQUIPMENT OPERATOR	N	11	29,795.00	39,480.00	50,054.00
213	HEAVY EQUIPMENT OPERATOR, SR.	N	13	32,435.00	42,978.00	54,490.00
244	HORTICULTURAL FOREMAN	E	16	36,394.00	48,225.00	61,141.00
125	INFORMATION TECH ADM.	E	31	64,765.00	86,785.00	108,805.00
245	MAINTENANCE MANAGER	E	24	46,950.00	62,217.00	78,876.00
221	MAINTENANCE WORKER	N	5	21,877.00	28,987.00	36,753.00
225	MAINTENANCE WORKER, SR.	N	7	24,516.00	32,484.00	41,186.00
3	MANAGEMENT ANALYST	E	18	39,033.00	51,723.00	65,574.00
532	MASTER POLICE DETECTIVE	N	17	37,712.00	49,974.00	63,358.00

CITY OF FOREST PARK, GEORGIA
JOB CLASSIFICATION LIST - ALPHABETICAL ORDER (CONTINUED)

	JOB CODE AND TITLE	FLSA	GRADE	MINIMUM	MID-POINT	MAXIMUM
503	MASTER POLICE OFFICER	N	16	36,394.00	48,225.00	61,141.00
232	MECHANIC	N	11	29,795.00	39,480.00	50,054.00
233	MECHANIC, SR.	N	13	32,435.00	42,978.00	54,490.00
101	OFFICE ASSISTANT	N	6	23,197.00	30,736.00	38,970.00
105	OFFICE ASSISTANT, SR	N	7	24,516.00	32,484.00	41,186.00
583	OPERATION OFFICER EMERGENCY MGT		34	72,683.00		122,108.00
236	OPERATIONS MANAGER	E	18	39,033.00	51,723.00	65,574.00
234	PARTS MANAGER	N	13	32,435.00	42,978.00	54,490.00
509	POLICE CAPTAIN	E	26	51,568.00	65,715.00	86,635.00
535	POLICE COLONEL	E	31	64,765.00	86,785.00	108,805.00
531	POLICE DETECTIVE	N	16	36,394.00	48,225.00	61,141.00
508	POLICE LIEUTENANT	N	22	44,311.00	58,719.00	74,443.00
510	POLICE MAJOR	E	27	54,208.00	67,464.00	91,068.00
502	POLICE OFFICER	N	14	33,754.00	44,727.00	56,705.00
	POLICE OFFICER (NON-CERTIFIED)	N		32,146.00		
507	POLICE SERGEANT	N	21	42,991.00	56,970.00	72,226.00
533	POLICE SERGEANT DETECTIVE	N	21	42,991.00	56,970.00	72,226.00
311	PROGRAM COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
407	PLANNER 1	E	17	37,712.00	49,974.00	63,358.00
301	RECREATION SUPERVISOR	N	10	28,474.00	37,731.00	47,838.00
124	RECORDS SUPERVISOR	N	12	31,114.00	41,229.00	52,273.00
216	SANITATION ADMINISTRATOR	E	16	36,394.00	48,225.00	61,141.00
312	SENIOR COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
562	SIGN TECHNICIAN	N	10	28,474.00	37,731.00	47,838.00
102	STAFF ASSISTANT	N	9	27,156.00	35,982.00	45,622.00
243	SUPERVISOR, BUILDING MAINT	E	18	39,033.00	51,723.00	65,574.00
235	SUPERVISOR, FLEET MAINT	E	18	39,033.00	51,723.00	65,574.00
242	SUPERVISOR, PARKS	E	18	39,033.00	51,723.00	65,574.00
215	SUPERVISOR, STREET	E	18	39,033.00	51,723.00	65,574.00
227	TEAM LEADER	N	14	33,754.00	44,727.00	56,705.00
241	TRADES SPECIALIST	N	12	31,114.00	41,229.00	52,273.00
581	TRAINING OFFICER, EMS	E	27	54,208.00	67,464.00	91,068.00
582	TRAINING OFFICER, FIRE	E	27	54,208.00	67,464.00	91,068.00
DIRECTOR I PAY GRADE 34 (72,683.00 - 122,108.00)				DIRECTOR II PAY GRADE 36 (77,963.00 - 130,976.00)		
	ADMINISTRATIVE SERVICES				FINANCE/ADMINISTRATION	
	RECREATION & LEISURE				PUBLIC WORKS	
	PLANNING & ZONING				FIRE	POLICE

CITY OF FOREST PARK, GEORGIA
MISCELLANEOUS STATISTICS

June 30, 2015

Date of Incorporation	August 14, 1908
Form of Government	Council/Manager
Area	9.3 Square Miles
Miles of Street	80
Population (2010 Census)	18,468
Fire Protection:	
Number of Stations	3
Number personnel - total	72
Police Protection:	
Number of Stations	1
Number of Police Personnel	89
Schools in Forest Park:	
Ash Street Center-Special Education	Babb Middle School
Edmonds Elementary School	Forest Park Middle School
Fountain Elementary School	Unidos (Hendrix) Elementary
Huie Elementary School	School
	Forest Park High School
School Enrollment	6,224
Recreation and Culture:	
Number of Parks	6 (with 67 ½ acres)
Number of Libraries	1
Employees:	
Classified Service	263
Exempt	33
Unemployment Rate (Clayton County)	7.5%
Per Capita Income (2010 Census)	\$13,778

PROJECTED REVENUES VS. REQUESTED BUDGETS

FY 2016-2017

GENERAL FUND		TOTALS
PROJECTED REVENUES	PAGE #	
REVENUES FY 2016-2017 GENERAL FUND	22	\$ 21,786,000
TRANSFER FROM SANITATION FUND	27	\$ 300,000
TOTAL ANTICIPATED REVENUE		\$ 22,086,000

GENERAL FUND DEPARTMENTS	PAGE #	TOTAL EXPENDITURES
LEGISLATIVE OFFICE	30	\$ 323,499
CITY MANAGER OFFICE	33	\$ 327,177
FINANCE OFFICE	38	\$ 1,476,328
JUDGES AND SOLICITORS	42	\$ 132,927
SUPPORT SERVICES	44	\$ 320,404
POLICE SERVICES	50	\$ 8,289,058
E911 COMMUNICATIONS	54	\$ 587,963
RECREATION AND LEISURE	59	\$ 1,102,901
PLANNING, BUILDING, ZONING	65	\$ 675,699
ANIMAL CONTROL	69	\$ 114,245
EMS SERVICES	73	\$ 1,624,136
FIRE SERVICES	76	\$ 4,050,787
EMERGENCY MGT.	79	\$ 4,030
FLEET SERVICES (included in Department Totals)	84	\$ -
PUBLIC WORKS MAINTENANCE	88	\$ 2,961,846
PUBLIC WORKS PARKS MAINTENANCE	91	\$ 95,000
TOTAL GENERAL FUND BUDGET REQUESTS		\$ 22,086,000

GENERAL FUND REVENUES OVER EXPENDITURES	0
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SANITATION FUND		
PROJECTED OPERATING REVENUES	PAGE #	
REFUSE COLLECTION	23	\$ 2,657,100
FEES AND OTHER REVENUE		\$ -
TOTAL OPERATING REVENUES		\$ 2,657,100

PROJECTED OPERATING EXPENSES	PAGE #	
SOLID WASTE COLLECTION FEES	94	\$ 2,176,074
OTHER OPERATING EXPENSES		\$ -
TOTAL OPERATING EXPENSES		\$ 2,176,074

OPERATING INCOME	\$ 481,026
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PROJECTED TRANSFER TO GENERAL FUND	\$ (300,000)
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PROJECTED NET INCOME	\$ 181,026
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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

REVENUES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
TAXES				
100-00-0000-31-1100 REAL PROP TAX CURRENT	4,879,875	4,025,000	(854,875)	17.52-
100-00-0000-31-1101 PROPERTY TAX- UTILITY	900,000	1,000,000	100,000	11.11
100-00-0000-31-1190 LIQUOR TAXES	75,000	75,000	0	0.00
100-00-0000-31-1191 BEER TAXES	275,000	275,000	0	0.00
100-00-0000-31-1192 WINE TAXES	15,000	15,000	0	0.00
100-00-0000-31-1200 REAL PROPERTY-PRIOR	200,000	200,000	0	0.00
100-00-0000-31-1300 PROPERTY - PERSONAL CURRENT	2,287,700	2,167,000	(120,700)	5.28-
100-00-0000-31-1310 PROPERTY TAX - MOTOR VEHICLE	1,100,000	860,000	(240,000)	21.82-
100-00-0000-31-1320 PROP TAX-PERSONAL MH	0	0	0	0.00
100-00-0000-31-1340 INTANGIBLE TAXES	10,000	25,000	15,000	150.00
100-00-0000-31-1350 PROPERTY TAXES - RAILROAD EQP	0	0	0	0.00
100-00-0000-31-1360 HEAVY DUTY EQUIPMENT TAX	0	0	0	0.00
100-00-0000-31-1600 REAL ESTATE TRANSFER TAXES-IN	10,000	10,000	0	0.00
100-00-0000-31-1710 FRANCHISE GA POWER	1,175,000	1,150,000	(25,000)	2.13-
100-00-0000-31-1730 FRANCHISE - ATL GAS	95,000	95,000	0	0.00
100-00-0000-31-1750 FRANCHISE - COMCAST	120,000	120,000	0	0.00
100-00-0000-31-1760 FRANCHISE FEES AT&T/BELLSOUTH	100,000	75,000	(25,000)	25.00-
100-00-0000-31-1761 FRANCHISE TAXES - BIRCH COMM.	0	1,000	1,000	0.00
100-00-0000-31-1762 FRANCHISE TAXES - MCI/VERIZON	0	500	500	0.00
100-00-0000-31-1763 FRANCHISE TAXES - WINDSTREAM	0	0	0	0.00
100-00-0000-31-1780 FRANCHISE - OTHER	0	1,000	1,000	0.00
100-00-0000-31-3100 LOCAL OPTION SALES TAX	5,200,000	5,300,000	100,000	1.92
100-00-0000-31-3112 DUE FROM DEVELOPMENT AUTH	0	0	0	0.00
100-00-0000-31-6100 BUSINESS OCCUPATION TAXES	900,000	950,000	50,000	5.56
100-00-0000-31-6101 BUS LIC & OCC TAX PENALTY	15,000	30,000	15,000	100.00
100-00-0000-31-6200 INSURANCE PREMIUM TAXES	1,050,000	1,075,000	25,000	2.38
100-00-0000-31-9000 PENALTY & INT - DELINQUENT TAX	75,000	75,000	0	0.00
100-00-0000-31-9001 PUBLIC WORKS LIENS	50,500	40,000	(10,500)	20.79-
TOTAL TAXES	18,533,075	17,564,500	(968,575)	5.23-
LICENSES & PERMITS				
100-00-0000-32-1110 BUSINESS LIC - BEER	80,000	90,000	10,000	12.50
100-00-0000-32-1120 BUSINESS LIC - WINE	30,000	35,000	5,000	16.67
100-00-0000-32-1130 BUSINESS LIC-LIQUOR	25,000	30,000	5,000	20.00
100-00-0000-32-1900 LICENSE AGREEMENTS	48,000	0	(48,000)	100.00-
100-00-0000-32-2210 ZONING AND LAND USE FEES	2,000	1,000	(1,000)	50.00-
100-00-0000-32-3000 REG FEES - ADULT ENTERT	0	50,000	50,000	0.00
100-00-0000-32-3001 REG FEES - LIQUOR	18,000	20,000	2,000	11.11
100-00-0000-32-3100 BUILDING STRUCTURES & EQPT	100,000	120,000	20,000	20.00
100-00-0000-32-4400 PENALTIES & INT ON BUSN LICEN	10,000	10,000	0	0.00
TOTAL LICENSES & PERMITS	313,000	356,000	43,000	13.74
INTERGOVERNMENTAL REV.				
100-00-0000-33-1100 OEA REIMBURSEMENT - LRA	0	0	0	0.00
100-00-0000-33-1101 GRANT REVENUE PUBLIC SAFETY	0	0	0	0.00
100-00-0000-33-6000 LOCAL GOVT.UNIT GRANT -SCHOOL	0	0	0	0.00

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

REVENUES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
TOTAL INTERGOVERNMENTAL REV.	0	0	0	0.00
CHARGES FOR SERVICES				
100-00-0000-34-1390 OTHER - SOIL / HYDRO STUDY	0	0	0	0.00
100-00-0000-34-1800 TRANSFER PRIOR YEAR TO WORKER	0	0	0	0.00
100-00-0000-34-1910 ELECTION QUALIFYING FEES	5,000	0	(5,000)	100.00-
100-00-0000-34-2110 PUBLIC SAFETY -ID CARDS / OTH	2,500	0	(2,500)	100.00-
100-00-0000-34-2120 PUBLIC SAFETY - ACC REPORTS	7,000	10,000	3,000	42.86
100-00-0000-34-2130 PUBLIC SAFETY-FALSE ALARMS	30,000	25,000	(5,000)	16.67-
100-00-0000-34-2500 PUBLIC SAFETY -E911	0	0	0	0.00
100-00-0000-34-2600 PUBLIC SAFETY-AMBULANCE FEES	500,000	700,000	200,000	40.00
100-00-0000-34-2900 PUBLIC SAFETY-OTHER AMBULANCE	2,000	2,000	0	0.00
100-00-0000-34-2901 PUBLIC SAFETY -BASIC EMT INST	0	0	0	0.00
100-00-0000-34-2902 PUBLIC SAFETY - DRUG TASK FOR	0	0	0	0.00
100-00-0000-34-2903 PUBLIC SAFETY - THIRD DUI IN	0	0	0	0.00
100-00-0000-34-2904 PUBLIC SAFETY - DRUG POSSESSI	0	0	0	0.00
100-00-0000-34-2905 FBI REIMBURSEMENT	5,000	10,000	5,000	100.00
100-00-0000-34-2906 BULLET PROOF VEST PROGRAM	0	0	0	0.00
100-00-0000-34-2907 EMPLOYEE REMUNERATION	0	0	0	0.00
100-00-0000-34-2910 FARMERS MARKET FEES	552,564	552,564	0	0.00
100-00-0000-34-3000 LARP REVENUES	0	0	0	0.00
100-00-0000-34-3001 LMIG PROGRAM REVENUE	0	0	0	0.00
100-00-0000-34-3002 LMIG PRORAM REV FY14	0	135,000	135,000	0.00
100-00-0000-34-3003 LMIG PROGRAM REVENUE FY15	0	0	0	0.00
100-00-0000-34-3004 LMIG PROGRAM REVENUE FY16	135,000	0	(135,000)	100.00-
100-00-0000-34-4110 SANITATION -REFUSE COLLECTION	0	0	0	0.00
100-00-0000-34-4130 OTHER REVENUE /SALE OF SCRAP	0	0	0	0.00
100-00-0000-34-7200 R/L - USE OF RECREATION BLDG	82,600	26,000	(56,600)	68.52-
100-00-0000-34-7201 R/L - INSTRUCTIONAL CLASSES	22,000	22,000	0	0.00
100-00-0000-34-7202 R/L - FIELD RENTAL	3,100	3,100	0	0.00
100-00-0000-34-7203 R/L - IDENTIFICATION FEES	12,500	14,000	1,500	12.00
100-00-0000-34-7204 R/L - OUTDOOR POOL	11,500	14,000	2,500	21.74
100-00-0000-34-7205 R/L - INDOOR POOL	3,000	3,500	500	16.67
100-00-0000-34-7206 R/L - MINIATURE GOLF	0	0	0	0.00
100-00-0000-34-7300 R/L - SPECIAL EVENTS	16,000	16,000	0	0.00
100-00-0000-34-7500 R/L - SWIM CLASSES	10,500	12,000	1,500	14.29
100-00-0000-34-7501 R/L - YOUTH BASKETBALL	26,000	26,000	0	0.00
100-00-0000-34-7502 R/L - T-BALL	7,500	7,000	(500)	6.67-
100-00-0000-34-7503 R/L - DAY CAMP	38,000	40,000	2,000	5.26
100-00-0000-34-7504 R/L - SOCCER	21,000	21,000	0	0.00
100-00-0000-34-7505 R/L - ADULT RECREATION LEAGUE	15,700	15,700	0	0.00
100-00-0000-34-7506 R/L - SENIOR PROGRAMS	6,420	6,420	0	0.00
100-00-0000-34-7507 R/L - GIRL'S FAST PITCH	3,900	3,700	(200)	5.13-
100-00-0000-34-7508 R/L - YOUTH BASEBALL	0	0	0	0.00
100-00-0000-34-7900 R/L - CONCESSIONS	14,000	0	(14,000)	100.00-
TOTAL CHARGES FOR SERVICES	1,532,784	1,664,984	132,200	8.62
FINES & FORFEITURES				
100-00-0000-35-1170 FINES - COURT	2,000,000	1,600,000	(400,000)	20.00-
100-00-0000-35-1171 FINES - PROBATION COLLECTED	800,000	500,000	(300,000)	37.50-

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

REVENUES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-00-0000-35-1172 FINES - ENVIROMENTAL COURT	60,000	20,000	(40,000)	66.67-
100-00-0000-35-1173 FINES - PROBATION/ENVIRONMENT	0	0	0	0.00
100-00-0000-35-1175 FINES - POAB	0	0	0	0.00
100-00-0000-35-1176 FINES - STATE	0	0	0	0.00
100-00-0000-35-1177 FINES - COUNTY	0	0	0	0.00
100-00-0000-35-1301 FEDERAL DEA	0	0	0	0.00
100-00-0000-35-1320 LOCAL DRUG TASK	0	0	0	0.00
100-00-0000-35-1916 CLERK OF THE COURT	0	0	0	0.00
TOTAL FINES & FORFEITURES	2,860,000	2,120,000	(740,000)	25.87-
INVESTMENT INCOME				
100-00-0000-36-1000 INVESTMENT INCOME -INTEREST	10,000	5,000	(5,000)	50.00-
100-00-0000-36-1001 ACCRUED INTEREST-ADJUST TO FA	0	0	0	0.00
100-00-0000-36-1002 INTEREST INCOME - NOTES RECEI	0	0	0	0.00
TOTAL INVESTMENT INCOME	10,000	5,000	(5,000)	50.00-
CONTRIB & DONATIONS-PRIV				
100-00-0000-37-1000 CONTRIBUTIONS & DONATIONS -PL	500	0	(500)	100.00-
100-00-0000-37-1001 CLOROX COMPANY/COMMUNITY PREV	0	0	0	0.00
100-00-0000-37-1002 WALMART PREVENTION GRANT	500	500	0	0.00
100-00-0000-37-1003 CENTENNIAL CELEBRATION	0	0	0	0.00
100-00-0000-37-1004 CONTRIBUTIONS & DONATIONS - C	0	0	0	0.00
100-00-0000-37-1005 CLAYTON CAN SOAR TO THE TOP	0	0	0	0.00
TOTAL CONTRIB & DONATIONS-PRIV	1,000	500	(500)	50.00-
MISCELLANEOUS REVENUE				
100-00-0000-38-1000 RENTAL INCOME	0	0	0	0.00
100-00-0000-38-2000 TELEPHONE COMMISSION REC-LEIS	0	0	0	0.00
100-00-0000-38-9001 MISCELLANEOUS REVENUE - OTHER	40,000	56,516	16,516	41.29
100-00-0000-38-9002 MISC REVENUE - CASH OVER/SHOR	500	500	0	0.00
100-00-0000-38-9003 MISC. REVENUE- EMPLOYEE CONTR	0	18,000	18,000	0.00
100-00-0000-38-9004 MAIN STREET BRICK PROGRAM	0	0	0	0.00
TOTAL MISCELLANEOUS REVENUE	40,500	75,016	34,516	85.22
TOTAL REVENUES	23,290,359	21,786,000	(1,504,359)	6.46-

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

540-SANITATION FUND

REVENUES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>CHARGES FOR SERVICES</u>				
540-00-0000-34-4110 REFUSE COLLECTION CHARGES	2,115,000	2,115,000	0	0.00
540-00-0000-34-4130 OTHER REVENUE/SALE OF SCRAP I	15,000	15,000	0	0.00
540-00-0000-34-4190 OTHER CHARGES SANITATION PENA	15,000	15,000	0	0.00
540-00-0000-34-4191 FEES FOR COMPACTORS	120,000	120,000	0	0.00
540-00-0000-34-4192 ROLL-OFF FEES	380,000	380,000	0	0.00
540-00-0000-34-4193 PERMIT FEES	600	600	0	0.00
540-00-0000-34-4194 HOST FEE	10,000	10,000	0	0.00
540-00-0000-34-4195 RECYCLING	1,500	1,500	0	0.00
TOTAL CHARGES FOR SERVICES	<u>2,657,100</u>	<u>2,657,100</u>	<u>0</u>	<u>0.00</u>
<u>INVESTMENT INCOME</u>				
540-00-0000-36-1000 INTEREST EARNED	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL INVESTMENT INCOME	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
<u>MISCELLANEOUS REVENUE</u>				
540-00-0000-38-9001 MISCELLANEOUS REVENUE - OTHER	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL MISCELLANEOUS REVENUE	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00</u>
TOTAL REVENUES	2,657,100	2,657,100	0	0.00

DEFINITIONS AND DISCUSSION **OF REVENUES**

GENERAL FUND

REAL AND PERSONAL AD VALOREM TAXES

Each year the Mayor and Council set a millage rate based on the current needs of the City. The proposed millage rate for FY 2016-2017 is 16.743 mills, which is an increase of two mills over the current year. Estimated revenue of \$7,392,000 to be collected in real and personal property tax represents a realistic amount, based on collections in the current and prior years. Property reassessments are a function of the Clayton County Tax Assessor's office.

VEHICLE AD VALOREM TAXES

An Ad Valorem tax is levied on all automobiles in Georgia. Effective March 1, 2013, any motor vehicle title for which there is a transfer of ownership is exempt from sales and use taxes and is not subject to the annual ad valorem tax. Any such vehicle is subject to a Title Ad Valorem Tax based on the fair market value of the vehicle. The title ad valorem tax is to be paid to the tag agent in the county where the purchaser registers, at the time of titling and registration. The County collects the revenue and distributes it to the respective cities. Estimated revenue for FY 2016-2017 is \$860,000 from this tax, which represents a decrease with the current year. The decrease is based on actual revenue for the current year.

LIQUOR, BEER, AND WINE TAXES AND LICENSES

By law the City is allowed to levy a tax on all sales of alcoholic beverages sold in Forest Park. Anticipated tax revenues for FY 2016-2017 are \$365,000, which is the same as the current fiscal year. An alcohol business license is required for the sale of alcoholic beverages. Estimated revenues for FY2016-2017 are \$155,000. This amount represents an increase of \$20,000 from the current year, and is based on current year actual revenues.

FRANCHISE TAXES

Estimated revenues for FY 2015-2016 are \$1,441,500 which represents a decrease of \$48,500 with the current year. The decrease is based on actual revenue for the current year. These taxes are for right of way usage by utility companies. These funds are collected from Georgia Power, BellSouth, Atlanta Gas Light Company, Comcast and cellular telephone companies. Utility companies are assessed a charge for the use of right of ways and user charges.

INSURANCE PREMIUM TAXES

The State of Georgia collects a tax based on insurance premiums sold and collected. Estimated revenues for FY 2016-2017 are \$1,075,000, which reflects an increase of \$25,000 over FY 2015-2016. The actual amount received for the current year is \$1,068,784, slightly more than the budget amount of \$1,050,000. The budget amount for FY 2016-2017 is based on the actual for FY 2015-2016. An annual increase is expected as the economy improves. Also, the Georgia Department of Revenue has continued to improve their method of collection.

LOCAL OPTION SALES TAX

Estimated revenue for FY 2016-2017 is \$5,300,000, which reflects an increase of \$100,000 from the current year, based on actual revenue received. The citizens approved a local option sales tax in 1994 at a rate of 1%. The State of Georgia collects this tax and distributes the tax collected on a monthly basis. The amount received each year must roll back property tax on a dollar for dollar basis. This benefits the citizens and businesses because it lowers property tax. One of the criteria for allocating this tax is population. Forest Park is the largest city in Clayton County with a population of 18,468, according to the 2010 census.

Clayton County and the cities in the County renegotiated the distribution of the sales tax in April 2013. Beginning with fiscal year 2013-2014, Clayton County receives 68.59% of the tax collected in the county and the six cities receive the remaining 31.41%. Forest Park receives 10.58% of the total collections.

BUSINESS OCCUPATION TAX

The estimated revenue for FY 2016-2017 is \$950,000 which represents an increase of \$50,000 over the FY 2015-2016 estimate. The City charges an occupation tax to businesses that operate in the City. This tax is based on gross revenue plus a per employee fee. A \$70 administration fee is added to the cost of the license. The maximum amount of a license is \$20,000. We have based our ordinance on what the county charges to businesses. Currently, there are about 850 businesses in the City. Businesses consist of small individual stores and home occupations to light industrial and distribution warehouses.

BUILDING PERMIT FEES

Estimated revenues for FY 2016-2017 are \$120,000. The amount reflects an increase of \$20,000 over the current year estimate. The increase is due to actual revenues and expected improvement in the economy. The City issues building permits and charges an inspection fee on all new construction and additions or upgrades to property. The City has contracted with the firm of Municipal Building Services for inspection of Construction, Electrical, HVAC, and Plumbing. Municipal Building Services receive one half of the building permit fee.

EMERGENCY TRANSPORT FEES

Estimated revenue for FY 2016-2017 is \$700,000. This is an increase of \$200,000 over the current year, based on projected collections from an increase in transport fees. The City provides emergency medical transport service to Forest Park citizens. A fee is charged for transport to area hospitals. The rate beginning July 1, 2016 is \$800. In previous years, variable rates were charged, depending on level of service. The new flat rate is used by other municipalities. Most insurance companies pay for this service. The City contracts with an agency for collection of outstanding charges.

FARMERS MARKET FEES

The amount for FY 2016-2017 is \$552,564, which is the same as for the current year. The revenue was added to the budget during fiscal year 2013-2014, for the purpose of providing police services at the State Farmers Market.

RECREATION AND LEISURE FEES

The estimated revenue from Recreation and Leisure activities for 2016-2017 is estimated to be \$230,420 which is a decrease of \$63,300 from the current year estimate. The decrease in revenues is primarily due to a projected reduction in rental of facilities. The City maintains an excellent Recreation and Leisure Department. A variety of classes, athletic programs, soccer, basketball, and indoor and outdoor pool facilities are offered. The City also sponsors special events like "Autumn in the Park". The City also operates and maintains four parks with a total of 67 ½ acres of land and is in the process of developing some smaller neighborhood parks.

PROBATION FUNDS COLLECTED

Estimated revenue for FY 2016-2017 is \$500,000. When a citizen is found guilty of an ordinance violation and must pay a fine, but cannot afford to pay the entire amount at that time, they are allowed to make payments to the probation service, until the fine is paid. They may also be under court supervision and have to report to the probation service. There is a fee charged for this service. The City has contracted with a service company to collect the probation costs and related services. The probation company charges a fee for administering this service.

FINES AND FORFEITURES

The City operates a municipal court, and collects fines and forfeitures for violation of City Ordinances. Estimated revenues for FY 2016-2017 are \$1,600,000, which is \$400,000 less than the current year estimate. The expected reduction is due primarily to vacant patrol officer positions, and actual current revenues. A portion of the amounts collected are forwarded to other agencies.

ENVIRONMENTAL COURT FINES

Estimated revenue for 2016-2017 is \$20,000 which includes probation funds collected. The budget amount is based on actual revenue for fiscal year 2015-2016. There are very few housing courts operated in the State of Georgia. The City implemented this court to address building code violations, animal control, and property code violations. This court also helped reduce the workload in the municipal court. The purpose of this court is not to generate significant revenue but to improve the overall appearance of the City.

TRANSFER FROM SANITATION FUND

The estimated transfer amount from the Sanitation Fund to the General Fund for 2015-2016 is \$300,000. The transfer would be from operations. The transfer is primarily to cover increases in personnel salaries and benefits for Police, Fire, Public Works and Code Enforcement. Additional services will continue to be needed in these areas with the City's development of the Ft. Gillem property.

ALL OTHER GENERAL FUND REVENUE

All other revenue for 2016-2017 is estimated to be \$474,516. This revenue includes sale of obsolete equipment, penalties and interest on taxes, regulatory fees, public works liens, miscellaneous taxes and other miscellaneous revenue.

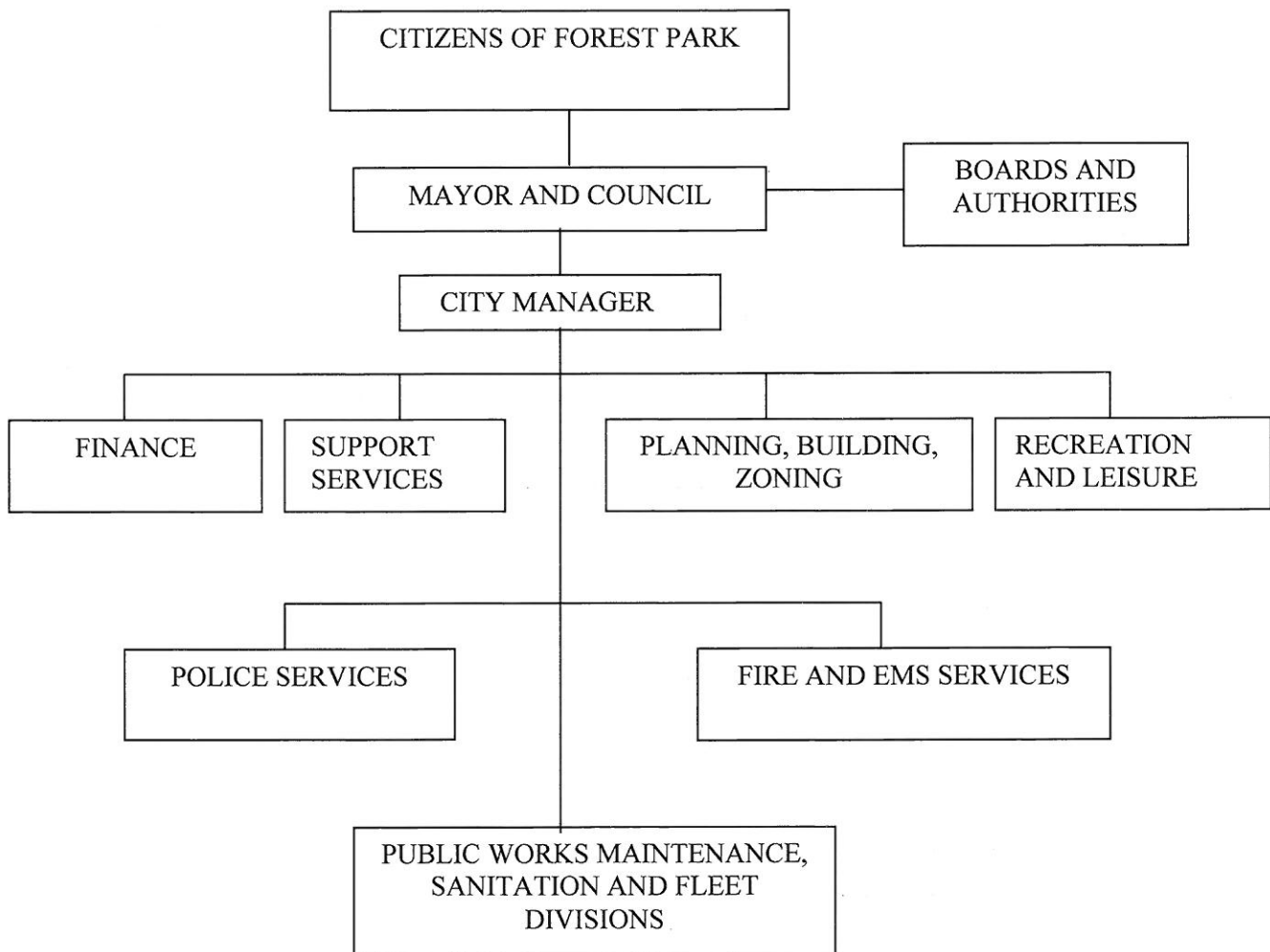
SANITATION FUND REFUSE COLLECTION FEES

Estimated revenues for FY 2016-2017 are \$2,657,100, which is the same as the current year. This revenue includes both residential and commercial collections. The City contracts refuse collection services for both residential and commercial customers. The fee for residential service is billed on the property tax bill in October for the following year. Commercial charges are based on volume and container size. This fee is less than the rate charged by private companies. The City provides curbside service and provides cans to residential customers. The contractor also picks up yard waste and leaves at no additional charge. Disabled citizens receive backdoor pickup at no extra charge with proof of disability. Sanitation Collection is reported as a separate Fund, as a result of the mandated Chart of Accounts instituted by the State of Georgia.

E911 REVENUE

For fiscal year 2007-2008 and future years, E911 revenue is required to be reported as a separate Special Revenue Fund. Therefore, the revenue is not reported through the General Fund.

MAYOR AND CITY COUNCIL ORGANIZATION CHART



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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>LEGISLATIVE OFFICE</u>				
=====				
PERSONAL SERV. & EE BENE				
100-20-1110-51-1101 MAYOR AND COUNCIL SALARY	95,040	95,040	0	0.00
100-20-1110-51-1113 MAYOR AND COUNCIL MONTHLY EXP	38,400	38,400	0	0.00
100-20-1110-51-2101 LIFE AND HEALTH INSURANCE	70,200	75,045	4,845	6.90
100-20-1110-51-2201 FICA	8,273	8,273	0	0.00
100-20-1110-51-2301 MEDICARE	1,935	1,935	0	0.00
100-20-1110-51-2401 RETIREMENT CONTRIBUTIONS	2,500	2,500	0	0.00
100-20-1110-51-2903 EMPLOYEE DEATH BENEFIT	0	0	0	0.00
100-20-1120-51-2201 FICA	248	248	0	0.00
100-20-1120-51-2301 MEDICARE	58	58	0	0.00
TOTAL PERSONAL SERV. & EE BENE	216,654	221,499	4,845	2.24
<u>PURCHASED/CONTRACT SERV.</u>				
100-20-1110-52-1101 RETIREMENT BOARD	0	0	0	0.00
100-20-1110-52-1104 CONTRIBUTIONS NON-PROFIT	500	500	0	0.00
100-20-1110-52-1105 REWARD REPORTING SYSTEM	0	0	0	0.00
100-20-1110-52-1106 ELECTION EXPENSE	36,000	2,500	(33,500)	93.06-
100-20-1110-52-1107 SCHOOL CROSSING GUARDS	0	0	0	0.00
100-20-1110-52-1108 KEEP FOREST PARK BEAUTIFUL	97,185	0	(97,185)	100.00-
100-20-1110-52-3104 PUBLIC OFFICIALS INSURANCE	40,000	40,000	0	0.00
100-20-1110-52-3402 PRINTING CITY CODE AMENDMENTS	5,000	5,000	0	0.00
100-20-1110-52-3601 DUES AND SUBSCRIPTIONS	12,000	12,000	0	0.00
100-20-1110-52-3602 CLAYTON COUNTY MUNICIPAL ASSN	1,000	1,000	0	0.00
100-20-1110-52-3702 MAYOR MTGS/CONVENTIONS	4,000	4,000	0	0.00
100-20-1110-52-3703 WARD 1 MTGS/CONV T SMITH	4,000	4,000	0	0.00
100-20-1110-52-3704 WARD 2 MTGS/CONV D ANTOINE	4,000	4,000	0	0.00
100-20-1110-52-3705 WARD 3 MTGS/CONV S BAGLEY	4,000	4,000	0	0.00
100-20-1110-52-3706 WARD 4 MTGS/CONV L WELLS	4,000	4,000	0	0.00
100-20-1110-52-3707 WARD 5 MTGS/CONV A MEARS	4,000	4,000	0	0.00
100-20-1110-52-3905 MAYOR'S PROJECTS	0	0	0	0.00
100-20-1110-52-3907 WARD 1 PROJECTS - T SMITH	0	0	0	0.00
100-20-1110-52-3908 WARD 2 PROJECTS - D ANTOINE	0	0	0	0.00
100-20-1110-52-3910 WARD 3 PROJECTS-S BAGLEY	0	0	0	0.00
100-20-1110-52-3911 WARD 4 PROJECTS - L WELLS	0	0	0	0.00
100-20-1110-52-3912 WARD 5 PROJECTS- A MEARS	0	0	0	0.00
100-20-1110-52-3913 PUBLIC RELATIONS	15,000	15,000	0	0.00
100-20-1110-52-3914 CENTENNIAL CELEBRATION	0	0	0	0.00
100-20-1110-52-3915 GOLF TOURNAMENT SPONSORSHIP	0	0	0	0.00
100-20-1110-52-3917 CLAYTON CAN SOAR TO THE TOP	0	0	0	0.00
100-20-1120-52-1101 RETIREMENT BOARD	0	0	0	0.00
100-20-1120-52-1102 FUTURE FOREST PARK BOARD	0	0	0	0.00
100-20-1120-52-1103 A D R BOARD	0	0	0	0.00
100-20-1120-52-1104 PLANNING AND ZONING BOARD	1,000	1,000	0	0.00
100-20-1120-52-1105 ETHICS BOARD	1,000	1,000	0	0.00
100-20-1120-52-1106 LRA BOARD	0	0	0	0.00
100-20-1320-52-3701	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	232,685	102,000	(130,685)	56.16-

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

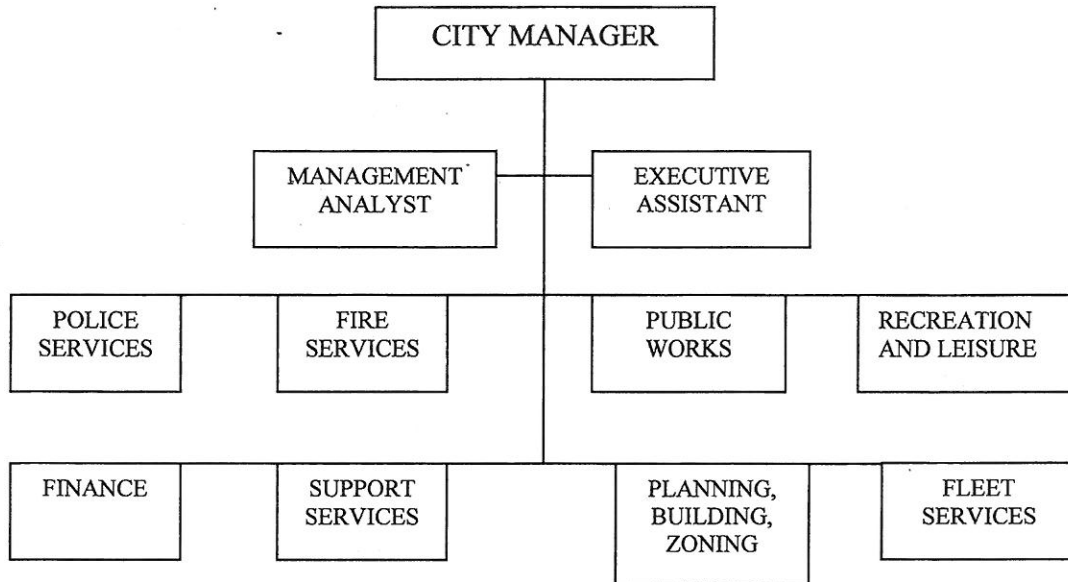
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<hr/>				
CAPITAL OUTLAYS				
100-20-1110-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
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OTHER COSTS				
100-20-1120-57-2000 FTS. MCPHERSON/GILLEM COMMUNI	0	0	0	0.00
TOTAL OTHER COSTS	0	0	0	0.00
<hr/>				
TOTAL LEGISLATIVE OFFICE	449,339	323,499	(125,840)	28.01-

**Legislative Office
Line Item Explanation Schedules
FY 2016-2017**

	<u>Budget Variance</u>
100-20-1110-51-2101 Life And Health Insurance	4,845
The line item increase is based on an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-20-1110-52-1106 Election Expense	(33,500)
The line item decrease represents an amount to be retained for election expense since year 2016 is a non-election year.	
100-20-1110-52-1108 Keep Forest Park Beautiful	(97,185)
The line item decrease represents the cease of funding, beginning with fiscal year 2016-2017.	

ORGANIZATION CHART

CITY MANAGER OFFICE



AUTHORIZED POSITIONS

CITY MANAGER OFFICE

1. (1) One City Manager
2. (1) One Management Analyst
3. (1) One Executive Assistant

There are a total of three (3) authorized positions.

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

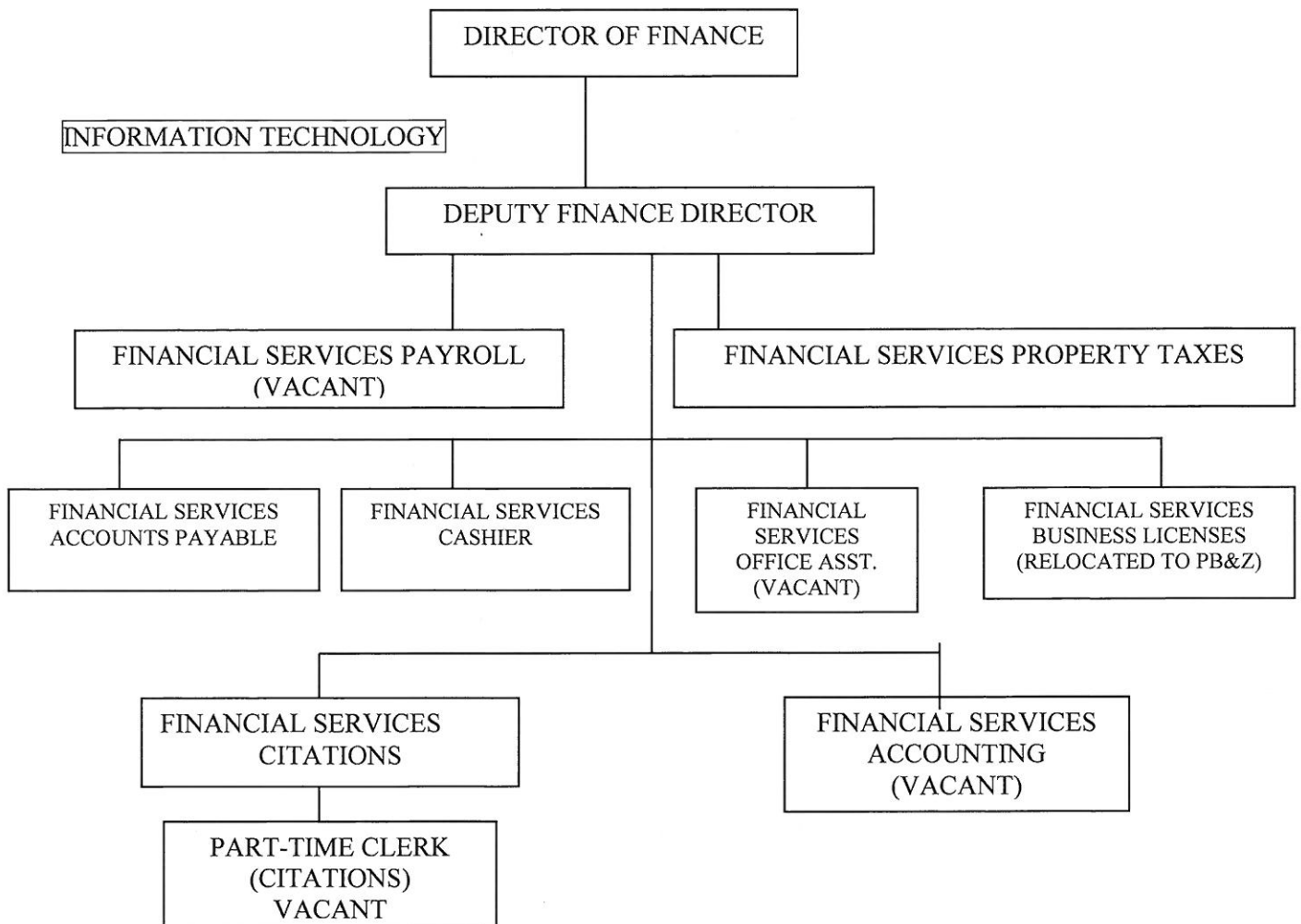
100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>CHIEF EXECUTIVE OFFICE</u>				
=====				
PERSONAL SERV. & EE BENE				
100-21-1320-51-1101 SALARIES	239,500	239,500	0	0.00
100-21-1320-51-1301 OVERTIME	0	0	0	0.00
100-21-1320-51-2101 LIFE AND HEALTH INSURANCE	30,630	32,744	2,114	6.90
100-21-1320-51-2201 FICA	14,360	14,360	0	0.00
100-21-1320-51-2301 MEDICARE	3,475	3,475	0	0.00
100-21-1320-51-2401 RETIREMENT CONTRIBUTIONS	8,500	8,500	0	0.00
100-21-1320-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	297,465	299,579	2,114	0.71
<u>PURCHASED/CONTRACT SERV.</u>				
100-21-1320-52-1002 CONSULTING SERVICES	0	0	0	0.00
100-21-1320-52-1003 COMPREHENSIVE PLAN UPDATE 200	0	0	0	0.00
100-21-1320-52-1110 COMMUNITY DEVELOPMENT	0	0	0	0.00
100-21-1320-52-1200 STAFF PERSON/RE-DEVELOPMENT W	0	0	0	0.00
100-21-1320-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	0	0	0.00
100-21-1320-52-3101 VEHICLE INSURANCE	2,991	2,991	0	0.00
100-21-1320-52-3201 POSTAGE	200	200	0	0.00
100-21-1320-52-3210 INTERNET WEBSITE MAINTENANCE	3,000	3,000	0	0.00
100-21-1320-52-3301 LEGAL ADVERTISEMENTS	3,000	2,500	(500)	16.67-
100-21-1320-52-3401 PRINTING	2,000	1,000	(1,000)	50.00-
100-21-1320-52-3501 CAR ALLOWANCE	0	0	0	0.00
100-21-1320-52-3601 DUES AND SUBSCRIPTIONS	1,500	1,500	0	0.00
100-21-1320-52-3701 SCHOOL, SEMINARS, TRAVEL	5,500	5,500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	18,191	16,691	(1,500)	8.25-
<u>SUPPLIES</u>				
100-21-1320-53-1102 OFFICE SUPPLIES	1,000	850	(150)	15.00-
100-21-1320-53-1105 GENERAL DEPARTMENT EXPENSE	1,000	850	(150)	15.00-
100-21-1320-53-1133 CITY MANAGER EXPENSE ALLOWANC	4,500	2,000	(2,500)	55.56-
100-21-1320-53-1270 FLEET GAS CHARGE	842	842	0	0.00
100-21-1320-53-1713 FLEET LABOR CHARGE	1,123	1,123	0	0.00
100-21-1320-53-1714 FLEET EQUIPMENT MAINTENANCE	4,835	4,835	0	0.00
100-21-1320-53-1715 FLEET OVERHEAD CHARGE	407	407	0	0.00
TOTAL SUPPLIES	13,707	10,907	(2,800)	20.43-
<u>CAPITAL OUTLAYS</u>				
100-21-1320-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
<hr/>				
TOTAL CHIEF EXECUTIVE OFFICE	329,363	327,177	(2,186)	0.66-

**City Manager Office
Line Item Explanation Schedules
FY 2016-2017**

	<u>Budget Variance</u>
100-21-1320-51-2101 Life and Health Insurance	2,114
The line item increase is based on an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-21-1320-52-3301 Legal Advertisements	(500)
The line item decrease is the result of review of actual activity for the current and prior fiscal years.	
100-21-1320-52-3401 Printing	(1,000)
The decrease is the result of review of actual activity for the current and prior fiscal years.	
100-21-1320-53-1102 Office Supplies	(150)
The decrease is the result of review of actual activity for the current and prior fiscal years.	
100-21-1320-53-1105 General Department Expense	(150)
The decrease is the result of a decision by City Manager to begin charging expenses to other line items, depending on the nature of the expense.	
100-21-1320-53-1133 City Manager Expense Allowance	(2,500)
The decrease is the result of review of actual activity for the current and prior fiscal years.	

ORGANIZATION CHART FINANCE DEPARTMENT



AUTHORIZED POSITIONS FINANCE DEPARTMENT

1. One (1) Finance Director
2. One (1) Financial Services Technician, Principal
3. Two (2) Senior Financial Services Technician
 - (1) Payroll / Accounts Payable
 - (1) Taxes
4. Five (5) Financial Services Technicians
 - (1) Business License
 - (1) Accounts Payable
 - (1) Sanitation
 - (1) Citations
 - (1) Accounting
5. One (1) Office Assistant
6. One (1) Part-Time Clerk
7. One (1) Information Technologist

This is a total of eleven full-time positions and one part-time clerk.

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>FINANCE OFFICE</u>				
=====				
PERSONAL SERV. & EE BENE				
100-22-1510-51-1101 SALARIES	497,450	386,965	(110,485)	22.21-
100-22-1510-51-1301 OVERTIME	2,500	5,000	2,500	100.00
100-22-1510-51-2101 LIFE AND HEALTH INSURANCE	150,000	138,972	(11,028)	7.35-
100-22-1510-51-2201 FICA	31,000	24,300	(6,700)	21.61-
100-22-1510-51-2301 MEDICARE	7,250	5,685	(1,565)	21.59-
100-22-1510-51-2401 RETIREMENT CONTRIBUTIONS	14,800	14,800	0	0.00
100-22-1510-51-2402 RETIREMENT ADMINISTRATION FEE	100,000	100,000	0	0.00
100-22-1510-51-2403 RETIREE MEDICAL PLAN (OPEB)	21,039	39,400	18,361	87.27
100-22-1510-51-2404 HEALTH REIMBURSEMENT EXP	24,000	32,500	8,500	35.42
100-22-1510-51-2601 UNEMPLOYMENT TAX	6,500	6,500	0	0.00
100-22-1510-51-2701 WORKERS' COMP ADMINISTRATION	1,849	1,849	0	0.00
100-22-1510-51-2702 WORKERS' COMP - ADMINISTRATIO	0	0	0	0.00
100-22-1510-51-2703 WORKERS COMP CHARGES POLICE	0	0	0	0.00
100-22-1510-51-2704 WC CHARGES - FIRE FIGHTERS	0	0	0	0.00
100-22-1510-51-2705 WORKERS' COMP - RECREATION	0	0	0	0.00
100-22-1510-51-2706 WORKERS' COMP - SANITATION	0	0	0	0.00
100-22-1510-51-2708 WORKERS' COMP - BLDG. MAINT.	0	0	0	0.00
100-22-1510-51-2709 WORKERS' COMP - PARKS	0	0	0	0.00
100-22-1510-51-2710 WORKERS' COMP - PBZ	0	0	0	0.00
100-22-1510-51-2711 W.C. CHARGES - FIRE/EMS	0	0	0	0.00
100-22-1510-51-2712 WORKERS' COMP - PUBLIC WORKS	0	0	0	0.00
100-22-1510-51-2713 WORKERS' COMP - ADMINISTRATOR	0	0	0	0.00
100-22-1510-51-2714 STATE AUDIT FEES	0	4,000	4,000	0.00
100-22-1510-51-2715 WC - STOP LOSS PREMIUM	0	0	0	0.00
100-22-1510-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
100-22-1510-51-2904 EMPLOYEE RECOGNITION	400	0	(400)	100.00-
TOTAL PERSONAL SERV. & EE BENE	857,788	760,971	(96,817)	11.29-
<u>PURCHASED/CONTRACT SERV.</u>				
100-22-1510-52-1001 ANNUAL AUDIT	40,000	40,000	0	0.00
100-22-1510-52-1002 CONSULTING SERVICES	5,000	6,000	1,000	20.00
100-22-1510-52-1003 SOFTWARE DEVELOPMENT	1,000	0	(1,000)	100.00-
100-22-1510-52-1004 CITY ATTORNEY FEES	250,000	215,000	(35,000)	14.00-
100-22-1510-52-1006 PERSONNEL ATTORNEY FEES	10,000	15,000	5,000	50.00
100-22-1510-52-1101 BANK SERVICE CHARGES	40,000	40,000	0	0.00
100-22-1510-52-1301 SOFTWARE PROGRAM MAINTENANCE	5,000	5,000	0	0.00
100-22-1510-52-2201 OFFICE EQUIPMENT MAINTENANCE	2,500	3,000	500	20.00
100-22-1510-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	0	0	0.00
100-22-1510-52-2204 HVAC MAINTENANCE ALL DEPARTME	38,160	38,160	0	0.00
100-22-1510-52-2214 FACILITY IMPROVEMENTS	5,000	500	(4,500)	90.00-
100-22-1510-52-2714 WORKERS' COMP - STATE AUDIT F	0	0	0	0.00
100-22-1510-52-3101 VEHICLE INSURANCE	0	0	0	0.00
100-22-1510-52-3102 PROPERTY & LIABILITY INSURANC	25,632	25,632	0	0.00
100-22-1510-52-3103 INSURANCE DEDUCTIBLE-LAWSU	20,000	40,000	20,000	100.00
100-22-1510-52-3201 POSTAGE	18,000	18,000	0	0.00
100-22-1510-52-3202 TELEPHONES	25,000	30,000	5,000	20.00

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-22-1510-52-3301 LEGAL ADVERTISEMENTS	0	0	0	0.00
100-22-1510-52-3401 PRINTING	6,000	4,000	(2,000)	33.33-
100-22-1510-52-3501 CAR ALLOWANCE	0	0	0	0.00
100-22-1510-52-3601 DUES AND SUBSCRIPTIONS	3,500	3,000	(500)	14.29-
100-22-1510-52-3701 SCHOOLS, SEMINARS, TRAVEL	10,000	5,000	(5,000)	50.00-
100-22-1510-52-3850 FIXED ASSET INVENTORY	0	0	0	0.00
100-22-1510-52-3902 TAX COLLECTION EXPENSE	3,000	6,000	3,000	100.00
100-22-1510-52-3903 BAD DEBT EXPENSE	10,000	0	(10,000)	100.00-
100-22-1510-52-3904 REFUNDS PROPERTY TAX	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	517,792	494,292	(23,500)	4.54-
SUPPLIES				
100-22-1510-53-1102 OFFICE SUPPLIES	12,000	12,000	0	0.00
100-22-1510-53-1103 COPIER EXPENSE	12,000	12,000	0	0.00
100-22-1510-53-1104 FACILITY SUPPLIES	2,000	1,500	(500)	25.00-
100-22-1510-53-1105 GENERAL DEPARTMENT EXPENSES	1,200	1,000	(200)	16.67-
100-22-1510-53-1106 FACILITY MAINT & REPAIR	15,000	12,000	(3,000)	20.00-
100-22-1510-53-1210 UTILITIES - WATER/SEWER	4,000	4,000	0	0.00
100-22-1510-53-1231 UTILITIES-ELECTRICITY	30,000	30,000	0	0.00
100-22-1510-53-1270 FLEET GAS CHARGE	0	0	0	0.00
100-22-1510-53-1604 OFFICE EQUIPMENT	1,000	500	(500)	50.00-
100-22-1510-53-1713 FLEET LABOR CHARGE	0	0	0	0.00
100-22-1510-53-1714 FLEET EQUIPMENT MAINTENANCE	0	0	0	0.00
100-22-1510-53-1715 FLEET OVERHEAD CHARGE	0	0	0	0.00
TOTAL SUPPLIES	77,200	73,000	(4,200)	5.44-
CAPITAL OUTLAYS				
100-22-1510-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
INTERFUND/INTERDEPT CHRG				
100-22-1510-55-1101 POSITION VACANCY ALLOWANCE	0	0	0	0.00
TOTAL INTERFUND/INTERDEPT CHRG	0	0	0	0.00
OTHER COSTS				
100-22-1510-57-1000 TRANSFER SANITATION FUND	0	0	0	0.00
100-22-1510-57-3000 SETTLEMENT	0	0	0	0.00
100-22-1510-57-9000 RESERVE FOR CONTINGENCIES	0	148,065	148,065	0.00
TOTAL OTHER COSTS	0	148,065	148,065	0.00
LOAN				
100-22-1510-58-2300 INTEREST - TAX ANTICIPATION L	0	0	0	0.00
100-22-1510-58-3000 FISCAL AGENT FEES	0	0	0	0.00
TOTAL LOAN	0	0	0	0.00
TOTAL FINANCE OFFICE	1,452,780	1,476,328	23,548	1.62

Finance
Line Item Explanation Schedules
FY 2016-2017

	<u>Budget</u> <u>Variance</u>
100-22-1510-51-1101 Salaries	(110,485)
The line item decrease is due to transfer of Business License position to Planning & Zoning Department, and the consolidation of Sanitation, Accounting and Payroll Finance Department positions.	
100-22-1510-51-1301 Overtime	2,500
The increase is to allow for any additional time required as a result of consolidation of positions.	
100-22-1510-51-2201 Life and Health Insurance	(11,028)
The net decrease in health insurance premiums is based on reduction of the Salaries line, as explained above, and expected seven percent increase for all departments, for fiscal year 2016.	
100-22-1510-51-2301 FICA	(6,700)
The decrease is based on reduction of Salaries line, as explained above.	
100-22-1510-51-2101 Medicare	(1,565)
The decrease is based on reduction of Salaries line, as explained above.	
100-22-1510-51-2403 Retiree Medical Plan (OPEB)	18,361
Current accounting standards require plan funding based on actuarial calculations. The increase is based on projections from the actuarial funding schedule.	
100-22-1510-51-2404 Health Reimbursement Expense	8,500
The increase is based on the estimated amount to cover employee deductibles.	
100-22-1510-51-2714 State Audit Fees	4,000
The increase is due to funding an annual State audit, previously unfunded.	
100-22-1510-51-2904 Employee Recognition	(400)
The decrease is due to planned future funding to be from another line item.	
100-22-1510-52-1002 Consulting Services	1,000
The increase is to adjust, based on actual expense for current and previous fiscal years.	
100-22-1510-52-1003 Software Development	(1,000)
The decrease is to adjust, based on actual expense for current and previous fiscal years.	

Finance
Line Item Explanation Schedules - continued
FY 2016-2017

		<u>Budget</u> <u>Variance</u>
100-22-1510-52-1004	City Attorney Fees	(35,000)
The decrease is based on projected reduction in assistance from City Attorney.		
100-22-1510-52-1006	Personnel Attorney Fees	5,000
The increase is to adjust, based on actual expense for current and previous fiscal years.		
100-22-1510-52-2201	Office Equipment Maintenance	500
The increase is to adjust, based on actual expense for current and previous fiscal years.		
100-22-1510-52-2214	Facility Improvements	(4,500)
The decrease is due to funding source to be SPLOST for fiscal year 2016.		
100-22-1510-52-3103	Insurance Deductible-Lawsuits	20,000
The increase is to adjust, based on actual expense for current and previous fiscal years.		
100-22-1510-52-3202	Telephones	5,000
The line item increase is based on review of actual costs for fiscal year 2015.		
100-22-1510-52-3401	Printing	(2,000)
The decrease is due to expected reduction of costs from implementation of centralized purchasing for City departments.		
100-22-1510-52-3601	Dues and Subscriptions	(500)
The decrease is to adjust, based on actual expense for current and previous fiscal years.		
100-22-1510-52-3701	Schools, Seminars, Travel	(5,000)
The line item decrease is based on reduction of costs to cover mandatory training. This is an effort by all Departments to assist with budget reduction.		
100-22-1510-52-3902	Tax Collection Expense	3,000
The increase is to adjust, based on actual expense for current and previous fiscal years.		
100-22-1510-52-3903	Bad Debt Expense	(10,000)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.		
100-22-1510-53-1104	Facility Supplies	(500)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.		

Finance
Line Item Explanation Schedules - continued
FY 2016-2017

		<u>Budget</u> <u>Variance</u>
100-22-1510-53-1105	General Department Expenses	(200)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.		
100-22-1510-53-1106	Facility Maintenance & Repairs	(3,000)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.		
100-22-1510-53-1604	Office Equipment	(500)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.		
100-22-1510-57-9000	Reserve For Contingencies	148,065
This line item has been set up to establish a reserve amount for unexpected costs incurred by a department during the fiscal year. Prior to any funds being used, Mayor & Council approval would be required to amend the budget and transfer the resources to the appropriate department.		

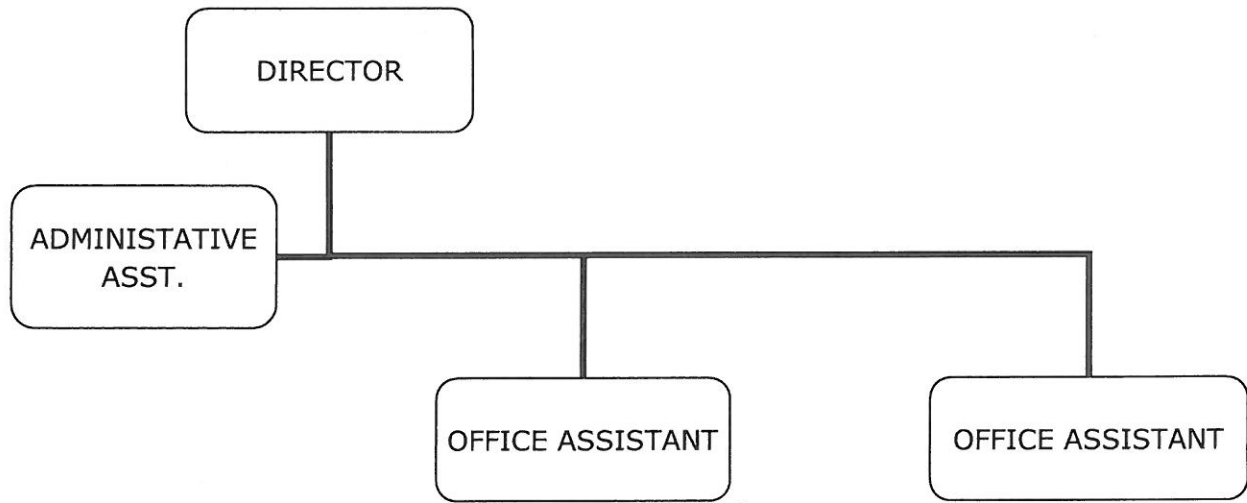
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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>JUDGE AND SOLICITORS</u>				
=====				
PERSONAL SERV. & EE BENE				
100-23-2650-51-1106 JUDGES - MUNICIPAL COURT	56,100	56,100	0	0.00
100-23-2650-51-1107 SOLICITORS-MUNICIPAL COURT	45,000	45,000	0	0.00
100-23-2650-51-1108 JUDGE - ENVIRONMENTAL COURT	15,600	15,600	0	0.00
100-23-2650-51-1109 SOLICITORS-ENVIRONMENTAL COUR	3,600	3,600	0	0.00
100-23-2650-51-2201 FICA	7,235	7,235	0	0.00
100-23-2650-51-2301 MEDICARE	1,692	1,692	0	0.00
TOTAL PERSONAL SERV. & EE BENE	<u>129,227</u>	<u>129,227</u>	<u>0</u>	<u>0.00</u>
PURCHASED/CONTRACT SERV.				
100-23-2650-52-3601 BAILIFF WITNESS FEES	2,500	2,500	0	0.00
100-23-2650-52-3701 JUDGES SEMINARS /SUBSCRIPTION	1,200	1,200	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	<u>3,700</u>	<u>3,700</u>	<u>0</u>	<u>0.00</u>
<hr/>				
TOTAL JUDGE AND SOLICITORS	132,927	132,927	0	0.00

Organization Chart SUPPORT SERVICES



AUTHORIZED POSITIONS

SUPPORT SERVICES

1. One (1) Director of Support Service
 2. One (1) Administrative Assistant
 3. Two (2) Office Assistants
- Total of four (4) Full-time Positions

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>SUPPORT SERVICES</u>				
=====				
PERSONAL SERV. & EE BENE				
100-25-1540-51-1101 SALARIES	193,886	168,422	(25,464)	13.13
100-25-1540-51-1301 OVERTIME	0	0	0	0.00
100-25-1540-51-2101 LIFE AND HEALTH INSURANCE	79,480	77,698	(1,782)	2.24
100-25-1540-51-2201 FICA	12,414	10,442	(1,972)	15.89
100-25-1540-51-2301 MEDICARE	2,904	2,442	(462)	15.91
100-25-1540-51-2401 RETIREMENT CONTRIBUTIONS	6,500	6,500	0	0.00
100-25-1540-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	296,184	266,504	(29,680)	10.02
PURCHASED/CONTRACT SERV.				
100-25-1540-52-2201 OFFICE EQUIPMENT MAINTENANCE	150	150	0	0.00
100-25-1540-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	0	0	0.00
100-25-1540-52-3302 WANT ADS	5,500	4,500	(1,000)	18.18
100-25-1540-52-3401 PRINTING	1,500	1,000	(500)	33.33
100-25-1540-52-3501 CAR ALLOWANCE	0	0	0	0.00
100-25-1540-52-3601 DUES AND SUBSCRIPTIONS	1,900	1,400	(500)	26.32
100-25-1540-52-3701 SCHOOLS, SEMINARS, TRAVEL	4,000	4,000	0	0.00
100-25-1540-52-3709 EMPLOYEE SAFETY TRAINING	6,000	5,000	(1,000)	16.67
100-25-1540-52-3710 BOOKS FOR LIBRARY	250	250	0	0.00
100-25-1540-52-3711 TRAINING	1,900	1,400	(500)	26.32
100-25-1540-52-3917 PERSONNEL SERVICES	26,000	25,000	(1,000)	3.85
TOTAL PURCHASED/CONTRACT SERV.	47,200	42,700	(4,500)	9.53
SUPPLIES				
100-25-1540-53-1102 OFFICE SUPPLIES	3,500	3,000	(500)	14.29
100-25-1540-53-1103 COPIER EXPENSE	3,000	2,500	(500)	16.67
100-25-1540-53-1104 FACILITY SUPPLIES	750	750	0	0.00
100-25-1540-53-1105 GENERAL DEPARTMENT EXPENSES	450	450	0	0.00
100-25-1540-53-1201 EMPLOYEE ASSISTANCE PROGRAM	3,000	2,500	(500)	16.67
100-25-1540-53-1604 OFFICE IMPROVEMENTS	1,000	500	(500)	50.00
100-25-1580-53-1701 ARCHIVES - RECORDS MANAGEMENT	2,000	1,500	(500)	25.00
TOTAL SUPPLIES	13,700	11,200	(2,500)	18.25
CAPITAL OUTLAYS				
100-25-1540-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
<hr/>				
TOTAL SUPPORT SERVICES	357,084	320,404	(36,680)	10.27

Support Services
Line Item Explanation Schedules
FY 2016 – 2017

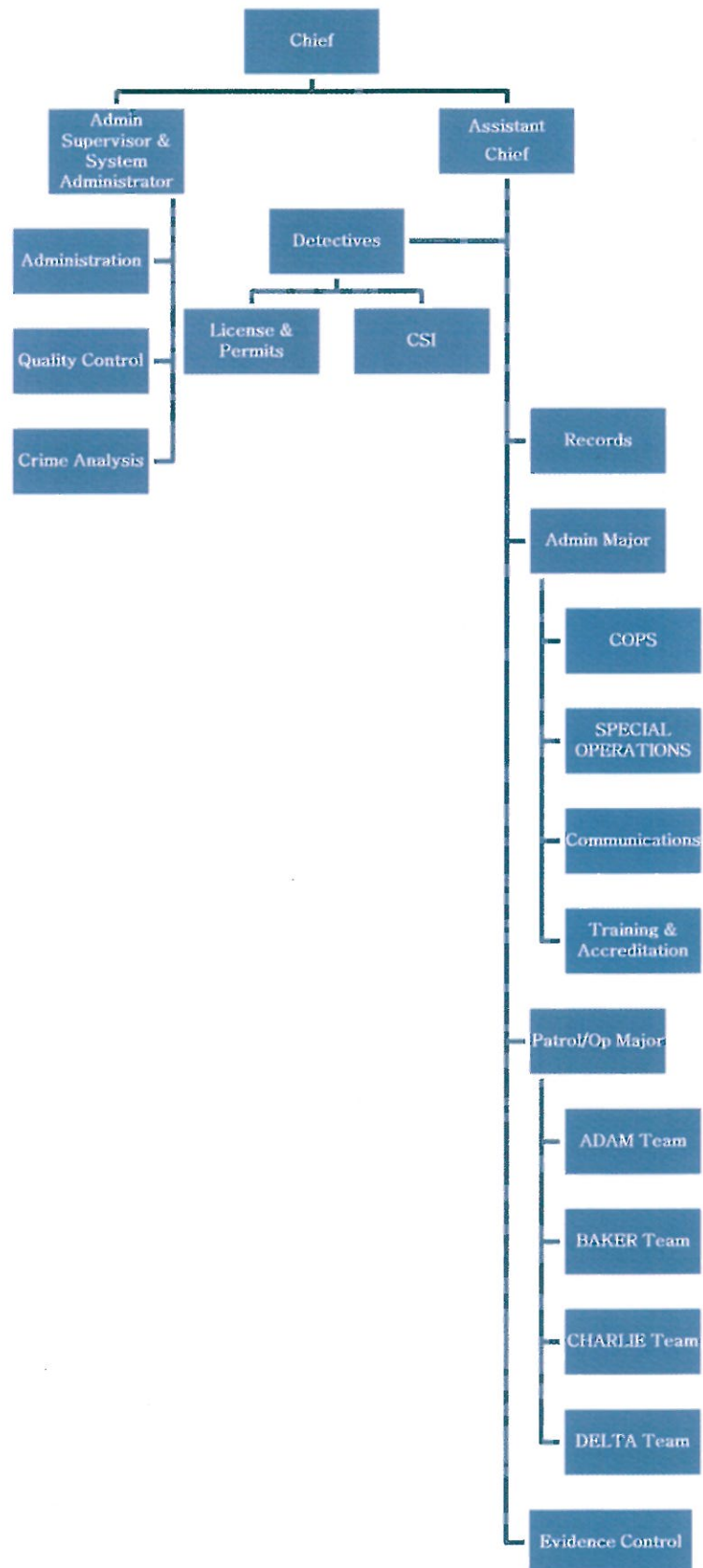
	<u>Budget</u> <u>Variance</u>
100-25-1540-51-1101 Salaries	(25,464)
The line item decrease is due to the consolidation of Office Assistant positions, as a result of not filling (freezing) one vacant position.	
100-25-1540-51-2101 Life and Health Insurance	(1,782)
The net decrease in health insurance premiums is based on reduction of the Salaries line, as explained above, and an expected seven percent increase for all departments, for fiscal year 2016.	
100-25-1540-51-2201 FICA	(1,972)
The decrease is based on reduction of Salaries line, as explained above.	
100-25-1540-51-2301 Medicare	(462)
The decrease is based on reduction of Salaries line, as explained above.	
100-25-1540-52-3302 Want Ads	(1,000)
The line item decrease is based on review of costs for current fiscal year.	
100-25-1540-52-3401 Printing	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1540-52-3601 Dues and Subscriptions	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1540-52-3709 Employee Safety Training	(1,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1540-52-3711 Training	(500)
The line item decrease is based on review of costs for current fiscal year.	
100-25-1540-52-3917 Personnel Services	(1,000)
The decrease is based on costs during the current fiscal year. The line item includes the ShapeUp contract for the City's Wellness Program.	
100-25-1540-53-1102 Office Supplies	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	

Support Services
Line Item Explanation Schedules
FY 2016 – 2017

	<u>Budget Variance</u>
100-25-1540-53-1103 Copier Expense	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1540-53-1201 Employee Assistance Program	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1540-53-1604 Office Improvements	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-25-1580-53-1701 Archives – Records Management	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	

2016 Organization Chart

Department of Police Services



**DEPARTMENT OF POLICE SERVICES
AUTHORIZED POSITIONS**

1. (1) One Chief of Police
2. (1) One Assistant Chief
3. (2) Two Majors
4. (6) Six Captains
5. (7) Seven Lieutenants
6. (16) Sixteen Sergeants
7. (15) Fifteen Master Police Officers
8. (22) Twenty two Senior Police Officers (4 positions frozen)
9. (6) Seven Detectives
10. (4) Four Crime Scene Investigators

Total – Eighty-nine (80) sworn positions
Nine (9) positions frozen

11. (1) One Administrative Supervisor
12. (2) Two Administrative Assistants
13. (5) Five Senior Office Assistants
14. (3) Three Office Assistants
15. (1) One Records Supervisor
16. (1) One Facility Maintenance Coordinator (frozen)

Twelve (12) Administrative Positions
One position frozen

17. (4) Four Senior Communications Operators
18. (8) Eight Communications Operators
19. (2) Two Part-time Communications Operators

Fourteen (14) Communications Positions

104 Total Full Time Positions
2 Part-time Communications Operators
(9 positions frozen)
106 Authorized positions

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
POLICE SERVICES				
=====				
PERSONAL SERV. & EE BENE				
100-31-3210-51-1101 SALARIES	4,317,000	4,000,000	(317,000)	7.34-
100-31-3210-51-1103 HOLIDAY PAY	130,000	130,000	0	0.00
100-31-3210-51-1104 EXTRA DUTY/WITNESS FEE	35,000	30,000	(5,000)	14.29-
100-31-3210-51-1105 RESERVE SALARY	10,000	10,000	0	0.00
100-31-3210-51-1110 SALARIES TO COPS GRANT	0	0	0	0.00
100-31-3210-51-1301 OVERTIME	200,000	138,500	(61,500)	30.75-
100-31-3210-51-2101 LIFE AND HEALTH INSURANCE	1,250,000	1,341,588	91,588	7.33
100-31-3210-51-2201 FICA	290,904	267,130	(23,774)	8.17-
100-31-3210-51-2301 MEDICARE	68,034	62,475	(5,559)	8.17-
100-31-3210-51-2401 RETIREMENT CONTRIBUTIONS	125,000	125,000	0	0.00
100-31-3210-51-2701 WORKER'S COMPENSATION INSURAN	15,600	15,600	0	0.00
100-31-3210-51-2702 WORKERS' COMP CLAIMS - POLICE	50,000	25,000	(25,000)	50.00-
100-31-3210-51-2901 SICK LEAVE SELL BACK	12,000	12,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	6,503,538	6,157,293	(346,245)	5.32-
PURCHASED/CONTRACT SERV.				
100-31-3210-52-1003 SOFTWARE DEVELOPMENT	0	15,000	15,000	0.00
100-31-3210-52-1201 ATTORNEY FEES COLLECTED	9,000	7,500	(1,500)	16.67-
100-31-3210-52-1202 PSYCHOLOGICAL SERVICES	2,000	2,000	0	0.00
100-31-3210-52-1203 JAIL TERTIARY CARE	20,000	20,000	0	0.00
100-31-3210-52-1300 SPECIAL INVESTIGATION	2,000	2,000	0	0.00
100-31-3210-52-1301 SOFTWARE PROGRAM MAINTENANCE	0	15,000	15,000	0.00
100-31-3210-52-2201 OFFICE EQUIP MAINT	8,000	5,000	(3,000)	37.50-
100-31-3210-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	150,000	150,000	0.00
100-31-3210-52-2203 AIR CARD EXPENSE / MAINTENANC	0	30,000	30,000	0.00
100-31-3210-52-2209 RADIO EQUIPMENT	10,000	10,000	0	0.00
100-31-3210-52-2211 RADAR EQUIPMENT	10,000	10,000	0	0.00
100-31-3210-52-2214 FACILITY IMPROVEMENTS	3,000	3,000	0	0.00
100-31-3210-52-3101 VEHICLE INSURANCE	146,465	146,465	0	0.00
100-31-3210-52-3102 PROPERTY & LIABILITY INSURANC	31,424	31,424	0	0.00
100-31-3210-52-3105 LAW ENFORCEMENT LIABILITY INS	70,839	70,839	0	0.00
100-31-3210-52-3201 POSTAGE	7,500	6,000	(1,500)	20.00-
100-31-3210-52-3202 TELEPHONES	55,000	55,000	0	0.00
100-31-3210-52-3203 RADIOS/PAGERS MAINTENANCE	75,000	45,000	(30,000)	40.00-
100-31-3210-52-3204 WALKIE TALKIE RADIO MAINTENAN	15,000	5,000	(10,000)	66.67-
100-31-3210-52-3401 PRINTING	6,000	4,000	(2,000)	33.33-
100-31-3210-52-3601 DUES AND SUBSCRIPTIONS	7,500	7,500	0	0.00
100-31-3210-52-3609 MANDATES	0	0	0	0.00
100-31-3210-52-3610 POAB MANDATES	100,000	65,000	(35,000)	35.00-
100-31-3210-52-3611 STATE MANDATES	420,000	200,000	(220,000)	52.38-
100-31-3210-52-3612 COUNTY MANDATES	230,000	175,000	(55,000)	23.91-
100-31-3210-52-3613 PROFESSIONAL PROBATION SERVIC	0	0	0	0.00
100-31-3210-52-3701 SCHOOLS, SEMINARS, TRAVEL	38,000	38,000	0	0.00
100-31-3210-52-3710 EDUCATION INCENTIVE	29,000	15,000	(14,000)	48.28-
100-31-3210-52-3711 POST CERTIFICATION	2,800	2,800	0	0.00
100-31-3210-52-3712 TRAINING	26,000	26,000	0	0.00

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-31-3210-52-3901 PERCENTAGE OF FORFEITURES /DA	0	0	0	0.00
100-31-3210-52-3925 PRISONER EXPENSE	20,000	20,000	0	0.00
100-31-3210-52-3926 CADET PROGRAM	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	1,344,528	1,182,528	(162,000)	12.05-
SUPPLIES				
100-31-3210-53-1102 OFFICE SUPPLIES	20,000	15,000	(5,000)	25.00-
100-31-3210-53-1103 COPIER EXPENSE	13,000	9,000	(4,000)	30.77-
100-31-3210-53-1105 GENERAL DEPARTMENT EXPENSES	3,650	3,650	0	0.00
100-31-3210-53-1210 UTILITIES WATER/SEWER	12,500	6,000	(6,500)	52.00-
100-31-3210-53-1221 UTILITIES -NATURAL GAS	10,000	6,000	(4,000)	40.00-
100-31-3210-53-1231 UTILITIES ELECTRICITY	65,000	65,000	0	0.00
100-31-3210-53-1270 FLEET GAS CHARGE	195,400	115,420	(79,980)	40.93-
100-31-3210-53-1604 OFFICE IMPROVEMENTS	5,000	5,000	0	0.00
100-31-3210-53-1702 UNIFORMS & RAINWEAR	75,000	45,000	(30,000)	40.00-
100-31-3210-53-1703 FIRST AID /MEDICAL SUPPLIES	3,000	3,000	0	0.00
100-31-3210-53-1704 DETECTIVE SUPPLIES	14,500	8,500	(6,000)	41.38-
100-31-3210-53-1705 CRIME PREVENTION EXPENSE	10,500	10,500	0	0.00
100-31-3210-53-1707 POLICE EQUIPMENT	50,000	50,000	0	0.00
100-31-3210-53-1709 FILM/PUB. RELATIONS /EVENTS	17,500	5,000	(12,500)	71.43-
100-31-3210-53-1710 SERVICE WEAPONS AND AMMUNITIO	35,000	35,000	0	0.00
100-31-3210-53-1711 RADIO/SURVEILLANCE EQUIP	5,000	5,000	0	0.00
100-31-3210-53-1713 FLEET LABOR CHARGE	167,053	157,326	(9,727)	5.82-
100-31-3210-53-1714 FLEET EQUIPMENT MAINTENANCE	98,560	92,623	(5,937)	6.02-
100-31-3210-53-1715 FLEET OVERHEAD CHARGE	54,218	54,218	0	0.00
100-31-3260-53-1104 FACILITY SUPPLIES	25,000	18,000	(7,000)	28.00-
100-31-3260-53-1106 FACILITY MAINT & REPAIRS	50,000	25,000	(25,000)	50.00-
100-31-3260-53-3285 WALMART/COMMUNITY POLICING	0	0	0	0.00
TOTAL SUPPLIES	929,881	734,237	(195,644)	21.04-
CAPITAL OUTLAYS				
100-31-3210-54-2401 COMPUTER HARDWARE /SOFTWARE	25,000	160,000	135,000	540.00
100-31-3210-54-2502 CAPITAL OUTLAY	193,500	55,000	(138,500)	71.58-
TOTAL CAPITAL OUTLAYS	218,500	215,000	(3,500)	1.60-
TOTAL POLICE SERVICES	8,996,447	8,289,058	(707,389)	7.86-

Police Services
Line Item Explanation Schedules
FY 2016-2017

	<u>Budget</u> <u>Variance</u>
100-31-3210-51-1101 Salaries	(317,000)
The line item decrease is based on expected unfilled positions, and freezing of five positions for fiscal year 2016-2017.	
100-31-3210-51-1104 Extra Duty / Witness Fee	(5,000)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.	
100-31-3210-51-1301 Overtime	(61,500)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.	
100-31-3210-51-2101 Life And Health Insurance	91,588
The line increase is based on an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-31-3210-51-2201 FICA	(23,774)
The line item decrease is based on change to Salaries line, as explained above.	
100-31-3210-51-2301 Medicare	(5,559)
The line item decrease is based on change to Salaries line, as explained above.	
100-31-3210-51-2702 Workers' Comp Claims – Police	(25,000)
The line item decrease provides a budget amount for projected workers compensation claims for the department for fiscal year 2016-2017.	
100-31-3210-52-1003 Software Development	15,000
The increase is to establish a budget amount for fiscal year 2016-2017.	
100-31-3210-52-1201 Attorney Fees Collected	(1,500)
The line increase is based on actual amounts for fiscal years 2014 and 2015	
100-31-3210-52-1301 Software Program Maintenance	15,000
The increase is to establish a budget amount for fiscal year 2016-2017.	
100-31-3210-52-2201 Office Equipment Maintenance	(3,000)
The line decrease is based on actual amounts for fiscal years 2014 and 2015.	

Police Services
Line Item Explanation Schedules (Continued)
FY 2016-2017

	<u>Budget Variance</u>
100-31-3210-52-2202 Computer Equipment Maintenance The increase is to establish a budget amount for fiscal year 2016-2017.	150,000
100-31-3210-52-2203 Air Card Expense / Maintenance The increase is to establish a budget amount for fiscal year 2016-2017.	30,000
100-31-3210-52-3201 Postage The line decrease is based on actual amounts for fiscal years 2014 and 2015.	(1,500)
100-31-3210-52-3203 Radios / Pagers Maintenance The line decrease is based on actual amounts for fiscal years 2014 and 2015.	(30,000)
100-31-3210-52-3204 Walkie Talkie Radio Maintenance The line decrease is based on actual amounts for fiscal years 2014 and 2015.	(10,000)
100-31-3210-52-3401 Printing The line decrease is based on actual amounts for fiscal years 2014 and 2015.	(2,000)
100-31-3210-52-3610 POAB Mandates The decrease is based on actual amounts for fiscal years 2014 and 2015.	(35,000)
100-31-3210-52-3611 State Mandates The decrease is based on actual amounts for fiscal years 2014 and 2015.	(220,000)
100-31-3210-52-3612 County Mandates The decrease is based on actual amounts for fiscal years 2014 and 2015.	(55,000)
100-31-3210-52-3710 Education Incentive The decrease is based on actual amounts for fiscal years 2014 and 2015.	(14,000)
100-31-3210-53-1102 Office Supplies The decrease is based on actual amounts for fiscal years 2014 and 2015.	(5,000)
100-31-3210-53-1103 Copier Expense The decrease is based on actual amounts for fiscal years 2014 and 2015.	(4,000)

Police Services
Line Item Explanation Schedules (Continued)
FY 2016-2017

100-31-3210-53-1210	Utilities – Water / Sewer	(6,500)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3210-53-1221	Utilities – Natural Gas	(4,000)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3210-53-1270	Fleet Gas Charge	(79,980)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016.		
100-31-3210-53-1702	Uniforms & Rainwear	(30,000)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3210-53-1704	Detective Supplies	(6,000)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3210-53-1709	Film / Public Relations / Events	(12,500)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3210-53-1713	Fleet Labor Charge	(9,727)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016.		
100-31-3210-53-1714	Fleet Equipment Maintenance	(5,937)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016.		
100-31-3260-53-1104	Facility Supplies	(7,000)
The decrease is based on actual amounts for fiscal years 2014 and 2015.		
100-31-3260-53-1106	Facility Maintenance & Repairs	(25,000)
The decrease is based on expected needs for fiscal year 2015 - 2016.		
100-31-3210-54-2401	Computer Hardware / Software	135,000
The increase is based on expected computer needs for fiscal year 2015 – 2016. This includes replacement / upgrade of servers, desktop computers and software.		
100-31-3210-54-2502	Capital Outlay	(138,500)
The decrease is based on expected capital needs for fiscal year 2015 – 2016.		

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

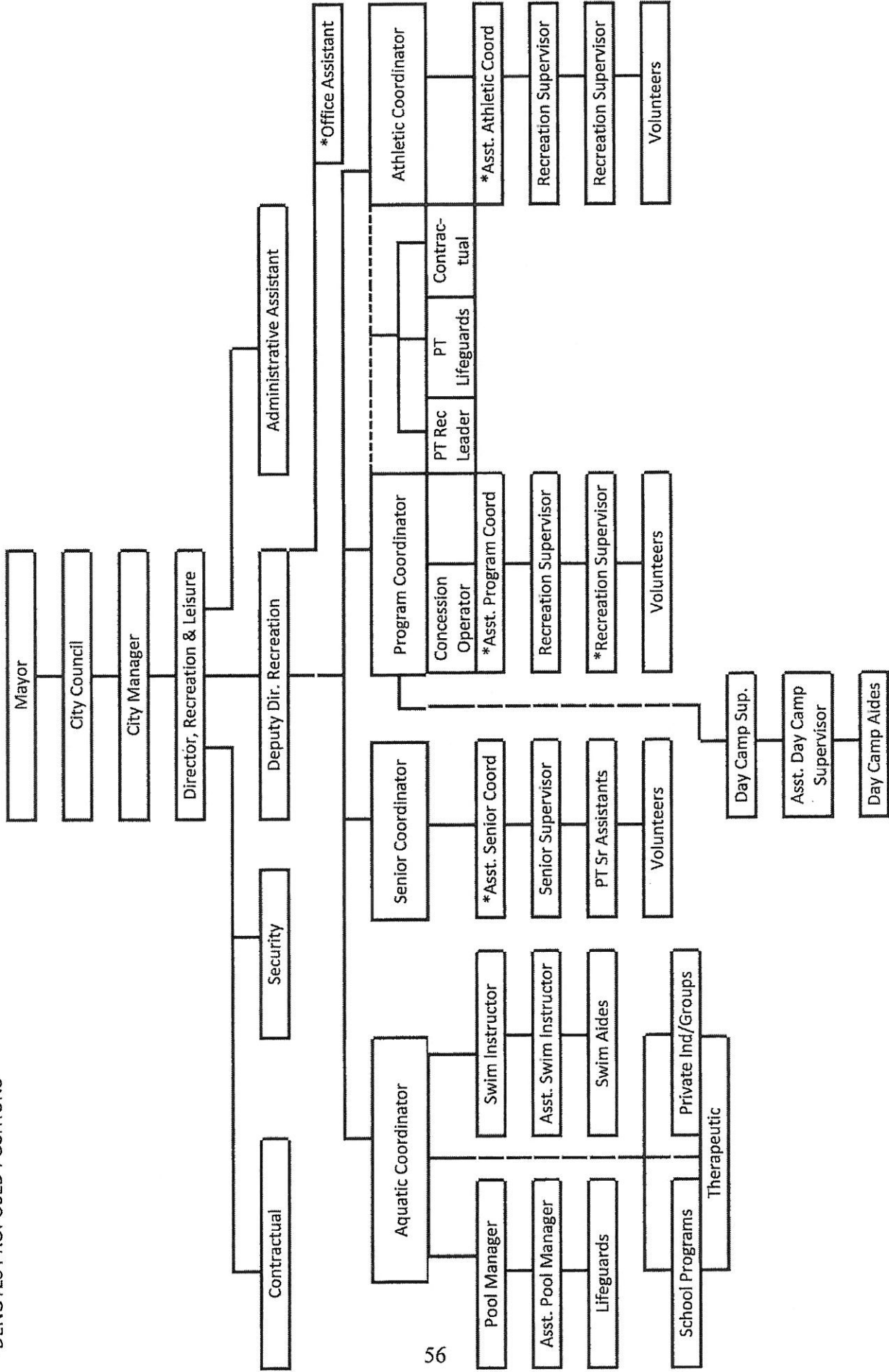
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>E911 COMMUNICATIONS</u>				
=====				
PERSONAL SERV. & EE BENE				
100-32-3801-51-1101 SALARIES	343,933	343,933	0	0.00
100-32-3801-51-1103 HOLIDAY PAY	8,573	9,000	427	4.98
100-32-3801-51-1301 OVERTIME	23,956	40,000	16,044	66.97
100-32-3801-51-2101 LIFE AND HEALTH INSURANCE	137,000	146,455	9,455	6.90
100-32-3801-51-2201 FICA	22,808	24,362	1,554	6.81
100-32-3801-51-2301 MEDICARE	5,335	5,698	363	6.80
100-32-3801-51-2401 RETIREMENT CONTRIBUTIONS	12,110	9,200	(2,910)	24.03-
100-32-3801-51-2901 SICK LEAVE SELL BACK	500	1,000	500	100.00
TOTAL PERSONAL SERV. & EE BENE	554,215	579,648	25,433	4.59
<u>PURCHASED/CONTRACT SERV.</u>				
100-32-3801-52-1202 PSYCHOLOGICAL SERVICES	450	450	0	0.00
100-32-3801-52-1301 CPU/SOFTWARE PROG MAINT	0	5,000	5,000	0.00
100-32-3801-52-2209 RADIO EQUIPMENT	5,000	0	(5,000)	100.00-
100-32-3801-52-3701 SCHOOLS, SEMINARS, TRAVEL	865	865	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	6,315	6,315	0	0.00
<u>SUPPLIES</u>				
100-32-3801-53-1102 OFFICE SUPPLIES	2,000	1,000	(1,000)	50.00-
100-32-3801-53-1702 UNIFORMS & RAINWEAR	876	1,000	124	14.16
TOTAL SUPPLIES	2,876	2,000	(876)	30.46-
<hr/>				
TOTAL E911 COMMUNICATIONS	563,406	587,963	24,557	4.36

**E911 Communications
Line Item Explanation Schedules
FY 2016-2017**

	<u>Budget Variance</u>
100-32-3801-51-1103 Holiday Pay	427
The increase is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-51-1301 Overtime	16,044
The increase is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-51-2101 Life And Health Insurance	9,455
The line increase is based on an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-32-3801-51-2201 FICA	1,554
The increase is based on changes to Holiday Pay and Overtime line items, as explained above.	
100-32-3801-51-2301 Medicare	363
The increase is based on changes to Holiday Pay and Overtime line items, as explained above	
100-32-3801-51-2401 Retirement Contributions	(2,910)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-51-2901 Sick Leave Sell Back	500
The increase is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-52-1301 CPU / Software Program Maintenance	5,000
The line item increase is due to technology costs to not be covered by SPLOST funds for fiscal year 2016-2017.	
100-32-3801-52-2209 Radio Equipment	(5,000)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-53-1102 Office Supplies	(1,000)
The decrease is based on review of actual costs for fiscal years 2014 and 2015.	
100-32-3801-53-1702 Uniforms & Rainwear	124
The increase is based on review of actual costs for fiscal years 2014 and 2015.	

RECREATION & LEISURE ORGANIZATION CHART

* DENOTES PROPOSED POSITIONS



AUTHORIZED POSITIONS RECREATION AND LEISURE SERVICES DEPARTMENT

1. One (1) Director of Recreation and Leisure
2. One (1) Deputy Director of Recreation
3. Three (3) Recreation Supervisors
4. One (1) Program Coordinator
5. One (1) Athletic Coordinator
6. One (1) Senior Coordinator
7. One (1) Aquatics Coordinator
8. One (1) Administrative Assistant
9. One (1) Office Assistant

There are eleven (11) full-time employees in this Department.

NOTE: The following personnel are part-time or part-time/full-time with a work week range of eight (8) to forty (40) hours per week with duration of eight (8) to fifty-two (52) weeks.

1. One (1) Pool Manager
2. One (1) Assistant Pool Manager
3. Six (6) Lifeguards
4. Four (4) Concession Operators
5. One (1) Swim Instructor
6. One (1) Assistant Swim Instructor
7. Three (3) Swim Aides
8. One (1) Instructor
9. Six (6) Day Camp Counselors
10. Five (5) Recreation Leaders
11. One (1) Art Instructor
12. Two (2) Senior Assistants
13. Two (2) Building & (1) Parks Security

There are thirty-five (35) part-time or part-time/full-time employees in this Department.

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CITY OF FOREST PARK
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100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>RECREATION AND LEISURE</u>				
=====				
PERSONAL SERV. & EE BENE				
100-41-6110-51-1101 SALARIES	649,444	565,040	(84,404)	13.00-
100-41-6110-51-1301 OVERTIME	4,329	4,329	0	0.00
100-41-6110-51-2101 LIFE AND HEALTH INSURANCE	105,600	101,556	(4,044)	3.83-
100-41-6110-51-2201 FICA	39,914	35,032	(4,882)	12.23-
100-41-6110-51-2301 MEDICARE	9,335	8,193	(1,142)	12.23-
100-41-6110-51-2401 RETIREMENT CONTRIBUTIONS	15,000	15,000	0	0.00
100-41-6110-51-2701 WORKER'S COMP INSURANCE	2,300	2,300	0	0.00
100-41-6110-51-2702 WORKERS' COMP CLAIMS - REC	0	0	0	0.00
100-41-6110-51-2901 SICK LEAVE SELL BACK	2,800	1,800	(1,000)	35.71-
100-41-6120-51-2201 FICA	0	0	0	0.00
100-41-6120-51-2301 MEDICARE	0	0	0	0.00
TOTAL PERSONAL SERV. & EE BENE	828,722	733,250	(95,472)	11.52-
<u>PURCHASED/CONTRACT SERV.</u>				
100-41-6110-52-1300 TECHNICAL SERVICES	9,939	9,939	0	0.00
100-41-6110-52-1301 COMPUTER MAINTENANCE	0	0	0	0.00
100-41-6110-52-2100 JANITORIAL CONTRACT	15,000	15,000	0	0.00
100-41-6110-52-2201 OFFICE EQUIPMENT MAINTENANCE	4,500	3,000	(1,500)	33.33-
100-41-6110-52-2212 MAINTENANCE CONTRACTS	0	0	0	0.00
100-41-6110-52-3101 VEHICLE INSURANCE	5,698	5,698	0	0.00
100-41-6110-52-3102 PROPERTY & LIABILITY INSURANC	5,000	5,000	0	0.00
100-41-6110-52-3201 POSTAGE	6,500	4,500	(2,000)	30.77-
100-41-6110-52-3202 TELEPHONES	10,424	9,000	(1,424)	13.66-
100-41-6110-52-3203 RADIOS/PAGERS MAINTENANCE	8,520	8,520	0	0.00
100-41-6110-52-3402 PRINTING PROGRAMS	21,000	18,000	(3,000)	14.29-
100-41-6110-52-3501 CAR ALLOWANCE	0	0	0	0.00
100-41-6110-52-3502 CAR ALLOWANCE	0	0	0	0.00
100-41-6110-52-3601 DUES AND SUBSCRIPTIONS	1,400	1,400	0	0.00
100-41-6110-52-3701 SCHOOLS, SEMINARS, TRAVEL	2,000	1,000	(1,000)	50.00-
100-41-6610-52-2213 ELECTRICAL MAINTENANCE	3,500	3,500	0	0.00
100-41-7321-52-1008 REDEVELOPMENT PLANNING	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	93,481	84,557	(8,924)	9.55-
<u>SUPPLIES</u>				
100-41-6110-53-1102 OFFICE SUPPLIES	3,500	3,000	(500)	14.29-
100-41-6110-53-1103 COPIER EXPENSE	5,496	5,496	0	0.00
100-41-6110-53-1104 FACILITY SUPPLIES	4,200	4,200	0	0.00
100-41-6110-53-1105 GENERAL DEPARTMENT EXPENSES	1,500	1,500	0	0.00
100-41-6110-53-1106 FACILITY MAINT & REPAIRS	28,500	20,000	(8,500)	29.82-
100-41-6110-53-1121 CITY BEAUTIFICATION PROJECTS	0	0	0	0.00
100-41-6110-53-1210 UTILITIES -WATER/SEWER	16,278	16,278	0	0.00
100-41-6110-53-1221 UTILITIES -NATURAL GAS	16,000	16,000	0	0.00
100-41-6110-53-1231 UTILITIES - ELECTRICITY	60,000	60,000	0	0.00
100-41-6110-53-1270 FLEET GAS CHARGE	2,645	2,645	0	0.00
100-41-6110-53-1601 SMALL EQUIPMENT MAINTENANCE	0	0	0	0.00
100-41-6110-53-1602 SMALL TOOLS AND EQUIPMENT	0	0	0	0.00

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CITY OF FOREST PARK
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DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-41-6110-53-1604 OFFICE IMPROVEMENTS	2,000	2,000	0	0.00
100-41-6110-53-1702 UNIFORMS & RAINWEAR	2,500	2,500	0	0.00
100-41-6110-53-1713 FLEET LABOR CHARGE	4,318	4,318	0	0.00
100-41-6110-53-1714 FLEET EQUIPMENT MAINTENANCE	1,524	1,524	0	0.00
100-41-6110-53-1715 FLEET OVERHEAD CHARGE	658	658	0	0.00
100-41-6110-53-1717 SAFETY EQUIPMENT	2,100	2,100	0	0.00
100-41-6120-53-1107 SOCCER/SELF PAY	15,000	15,000	0	0.00
100-41-6120-53-1108 SENIOR PROGRAMS	8,000	5,000	(3,000)	37.50-
100-41-6120-53-1109 ADULT RECREATION	9,000	12,000	3,000	33.33
100-41-6120-53-1110 YOUTH BASKETBALL	23,000	23,000	0	0.00
100-41-6120-53-1111 T-BALL	5,380	5,380	0	0.00
100-41-6120-53-1112 ATHLETIC PROGRAM	8,000	8,000	0	0.00
100-41-6120-53-1113 DAY CAMP	4,000	4,000	0	0.00
100-41-6120-53-1114 CONCESSIONS	7,000	0	(7,000)	100.00-
100-41-6120-53-1115 INSTRUCTIONAL CLASSES	16,000	16,000	0	0.00
100-41-6120-53-1116 GIRL'S FAST PITCH SOFTBALL	3,200	2,220	(980)	30.63-
100-41-6120-53-1117 YOUTH BASEBALL	0	0	0	0.00
100-41-6124-53-1117 POOLS	16,500	16,500	0	0.00
100-41-6149-53-1116 COMMUNITY BUILDINGS	2,250	1,250	(1,000)	44.44-
100-41-6190-53-1118 SPECIAL EVENTS	26,000	19,000	(7,000)	26.92-
100-41-6190-53-1119 SPECIAL PROJECTS	7,000	5,000	(2,000)	28.57-
TOTAL SUPPLIES	301,549	274,569	(26,980)	8.95-
CAPITAL OUTLAYS				
100-41-6110-54-2502 CAPITAL OUTLAY	34,600	10,525	(24,075)	69.58-
TOTAL CAPITAL OUTLAYS	34,600	10,525	(24,075)	69.58-
TOTAL RECREATION AND LEISURE	1,258,352	1,102,901	(155,451)	12.35-

**Recreation and Leisure
Line Item Explanation Schedules
FY 2016-2017**

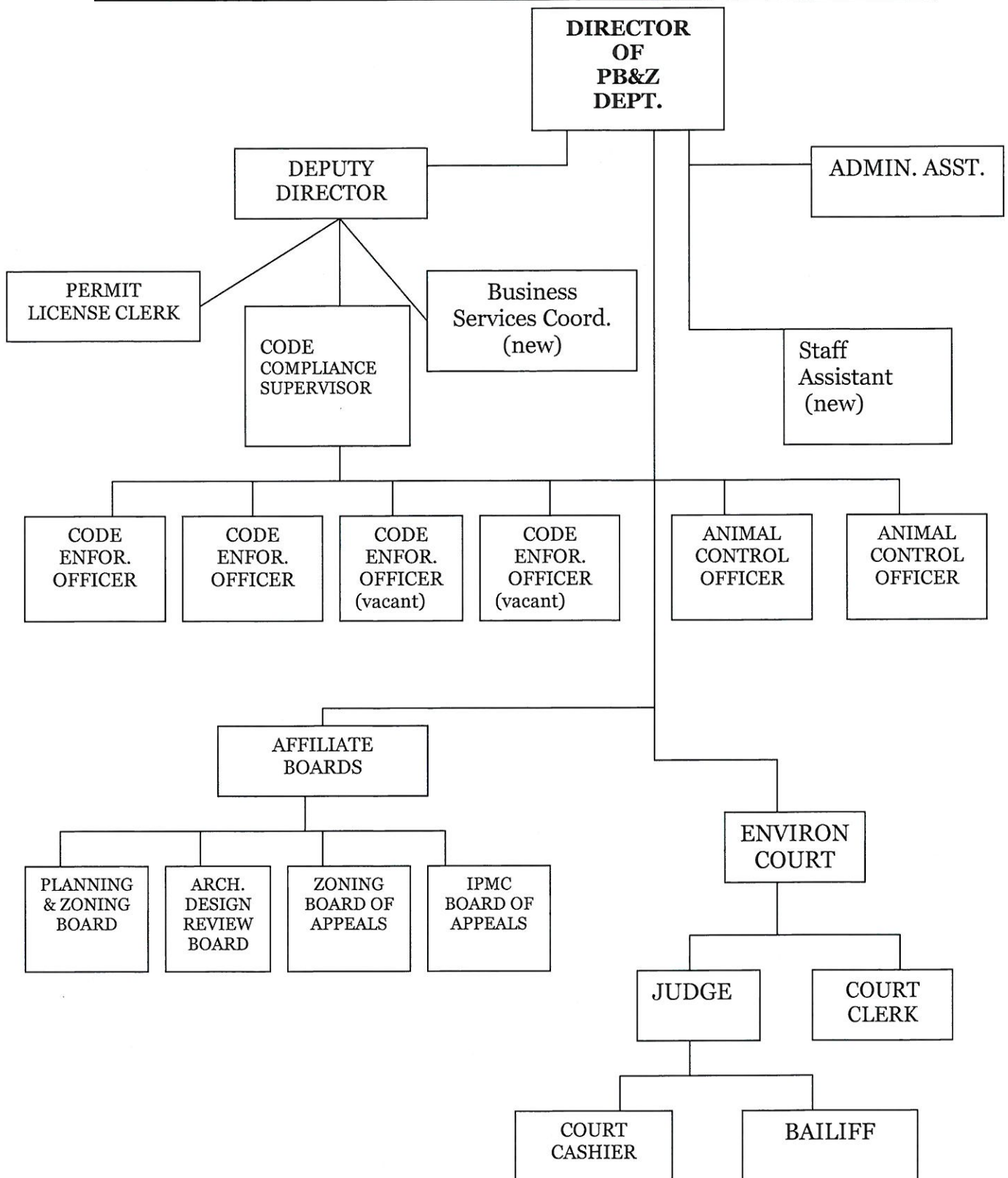
	<u>Budget Variance</u>
100-41-6110-51-1101 Salaries	(84,404)
The line item decrease is based on projection of not filling several part-time positions and one full-time position in the Department.	
100-41-6110-51-2101 Life And Health Insurance	(4,044)
The net decrease in health insurance premiums is based on reduction of the Salaries line, as explained above, and expected seven percent increase for all departments, for fiscal year 216.	
100-41-6110-51-2201 FICA	(4,882)
The decrease is based on reduction of Salaries line, as explained above.	
100-41-6110-51-2301 Medicare	(1,142)
The decrease is based on reduction of Salaries line, as explained above.	
100-41-6110-51-2901 Sick Leave Sell Back	(1,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-52-2201 Office Equipment Maintenance	(1,500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-52-3201 Postage	(2,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-52-3202 Telephones	(1,424)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-52-3402 Printing Programs	(3,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-52-3701 Schools, Seminars, Travel	(1,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-53-1102 Office Supplies	(500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-53-1106 Facility Maintenance & Repairs	(8,500)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6120-53-1108 Senior Programs	(3,000)
The decrease is based on actual department costs for fiscal year 2015. The budget amount change can be utilized for an increase needed in the Adult Recreation line.	

Recreation and Leisure
Line Item Explanation Schedules (Continued)
FY 2016-2017

	<u>Budget Variance</u>
100-41-6120-53-1109 Adult Recreation	3,000
The increase is based on actual department costs for fiscal years 2014 and 2015. The change can be covered by a decrease in funds needed in the Senior Programs line.	
100-41-6190-53-1114 Concessions	(7,000)
The decrease is based on projection to phase out in-house concession services.	
100-41-6120-53-1116 Girls Fast Pitch Softball	(980)
The line item decrease is due to decrease in participation for fiscal year 2014.	
100-41-6149-53-1116 Community Buildings	(1,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6190-53-1118 Special Events	(7,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6190-53-1119 Special Projects	(2,000)
The decrease is based on actual department costs for fiscal years 2014 and 2015.	
100-41-6110-54-2502 Capital Outlay	(24,075)
The line item decrease is due to certain capital items requested qualifying to be paid with SPLOST funds. The items budgeted to be paid by General Fund are for covered team benches at the soccer fields, and for painting two vans.	



ORGANIZATION CHART



Environmental Court: Adjudicate Ordinance Violations; Impose Fines; Forfeitures; Designate Additional Time to Comply, etc.

**Planning, Building and Zoning Department
Authorized Positions**

- 1. One (1) Director**
- 2. One (1) Deputy Director**
- 3. One (1) Code Enforcement Supervisor**
- 4. One (1) Administrative Assistant**
- 5. One (1) Planner 1**
- 6. Six (4) Code Compliance Officers**
- 7. Two (2) Animal Control Officers**
- 8. One (1) Permits and License Clerk**

There are twelve (12) authorized positions within the PB&Z Department

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CITY OF FOREST PARK
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100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>PB&Z</u>				
=====				
PERSONAL SERV. & EE BENE				
100-55-7410-51-1101 SALARIES	432,168	365,890	(66,278)	15.34-
100-55-7410-51-1301 OVERTIME	2,081	1,500	(581)	27.92-
100-55-7410-51-2101 LIFE AND HEALTH INSURANCE	136,700	117,591	(19,109)	13.98-
100-55-7410-51-2201 FICA	26,794	22,780	(4,014)	14.98-
100-55-7410-51-2301 MEDICARE	6,266	5,330	(936)	14.94-
100-55-7410-51-2401 RETIREMENT CONTRIBUTIONS	6,500	5,500	(1,000)	15.38-
100-55-7410-51-2701 WORKER'S COMP INSURANCE	414	400	(14)	3.38-
100-55-7410-51-2702 WORKERS' COMP CLAIMS - PB&Z S	0	0	0	0.00
100-55-7410-51-2901 SICK LEAVE SELL BACK	1,250	250	(1,000)	80.00-
TOTAL PERSONAL SERV. & EE BENE	612,173	519,241	(92,932)	15.18-
PURCHASED/CONTRACT SERV.				
100-55-7410-52-1200 MUNICIPAL PLANNING	50,000	50,000	0	0.00
100-55-7410-52-1201 FT GILLEM REDEVELOPMENT	0	0	0	0.00
100-55-7410-52-2201 OFFICE EQUIPMENT MAINTENANCE	500	250	(250)	50.00-
100-55-7410-52-2214 FACILITY IMPROVEMENTS	0	0	0	0.00
100-55-7410-52-3101 VEHICLE INSURANCE	16,100	16,100	0	0.00
100-55-7410-52-3102 PROPERTY & LIABILITY INSURANC	9,100	9,100	0	0.00
100-55-7410-52-3201 POSTAGE	2,000	2,000	0	0.00
100-55-7410-52-3202 TELEPHONES	20,000	15,000	(5,000)	25.00-
100-55-7410-52-3203 RADIOS/PAGERS MAINTENANCE	3,000	0	(3,000)	100.00-
100-55-7410-52-3401 PRINTING	2,500	1,000	(1,500)	60.00-
100-55-7410-52-3501 CAR ALLOWANCEE	0	0	0	0.00
100-55-7410-52-3601 DUES AND SUBSCRIPTIONS	2,000	500	(1,500)	75.00-
100-55-7410-52-3701 SCHOOLS, SEMINARS, TRAVEL	7,500	2,500	(5,000)	66.67-
100-55-7410-52-3920 SOIL EROSION /HYDRO STUDY EXP	750	250	(500)	66.67-
100-55-7410-52-3921 INSPECTION EXPENSE	20,000	10,000	(10,000)	50.00-
100-55-7410-52-3922 RE-INSPECTION EXPENSE	200	200	0	0.00
100-55-7410-52-3923 INSPECTION ADJUSTMENTS & APPE	500	500	0	0.00
100-55-7410-52-3924 ENGINEERING CONSULTATION	4,000	4,000	0	0.00
100-55-7410-52-3925 GEO. INFORMATION SYSTEM (GIS)	1,000	1,000	0	0.00
100-55-7450-52-1302 CODE ENFORCEMENT EXPENSES	4,090	1,000	(3,090)	75.55-
TOTAL PURCHASED/CONTRACT SERV.	143,240	113,400	(29,840)	20.83-
SUPPLIES				
100-55-7410-53-1102 OFFICE SUPPLIES	4,500	3,500	(1,000)	22.22-
100-55-7410-53-1103 COPIER EXPENSE	3,000	1,500	(1,500)	50.00-
100-55-7410-53-1104 FACILITY SUPPLIES	1,200	600	(600)	50.00-
100-55-7410-53-1105 GENERAL DEPARTMENT EXPENSES	600	600	0	0.00
100-55-7410-53-1106 FACILITY MAINT & REPAIRS	9,000	6,000	(3,000)	33.33-
100-55-7410-53-1132 PHOTOGRAPHY	250	250	0	0.00
100-55-7410-53-1210 UTILITIES -WATER/SEWER	2,500	1,500	(1,000)	40.00-
100-55-7410-53-1221 UTILITIES -NATURAL GAS	4,000	3,500	(500)	12.50-
100-55-7410-53-1231 UTILITIES -ELECTRICITY	12,000	12,000	0	0.00
100-55-7410-53-1270 FLEET GAS CHARGE	5,978	5,978	0	0.00
100-55-7410-53-1604 OFFICE IMPROVEMENTS	1,000	0	(1,000)	100.00-

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CITY OF FOREST PARK
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100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-55-7410-53-1702 UNIFORMS & RAINWEAR	1,000	500	(500)	50.00-
100-55-7410-53-1713 FLEET LABOR CHARGE	4,350	4,350	0	0.00
100-55-7410-53-1714 FLEET EQUIPMENT MAINTENANCE	2,452	2,452	0	0.00
100-55-7410-53-1715 FLEET OVERHEAD CHARGE	328	328	0	0.00
TOTAL SUPPLIES	52,158	43,058	(9,100)	17.45-
CAPITAL OUTLAYS				
100-55-7410-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
<hr/>				
TOTAL PB&Z	807,571	675,699	(131,872)	16.33-

**Planning, Building and Zoning
Line Item Explanation Schedules
FY 2016-2017**

	<u>Budget Variance</u>
100-55-7410-51-1101 Salaries	(66,278)
The line item decrease is based on actual 2015-2016 expenditures, as well as projections to not fill two (2) currently budgeted positions.	
100-55-7410-51-1301 Overtime	(581)
This line reduced based on actual 2015-2016 expenditures, as well as projected reduction in use of overtime in fiscal year.	
100-55-7410-51-2101 Life and Health Insurance	(19,109)
The net decrease in health insurance premiums is due to reduction of the budgeted staff in Salaries line, as explained above. This is combined with an expected seven percent increase for all departments, for fiscal year 2016.	
100-55-7410-51-2201 FICA	(4,014)
This line reduced based on calculation due to reduction in budgeted staff.	
100-55-7410-51-2301 Medicare	(936)
This line reduced based on calculation due to reduction in budgeted staff.	
100-55-7410-51-2401 Retirement Contributions	(1,000)
This line reduced based on calculation due to reduction in budgeted staff.	
100-55-7410-51-2701 Worker's Comp Insurance	(14)
This line reduced to adjust to an even dollar amount.	
100-55-7410-51-2901 Sick Leave Sell Back	(1000)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-52-2201 Office Equipment Maintenance	(250)
This line reduced based on actual amount for fiscal year 2015-2016.	
100-55-7410-52-3202 Telephones	(5000)
This line reduced based on actual amounts for fiscal year 2015-2016.	

Planning, Building and Zoning
Line Item Explanation Schedules (Continued)
FY 2016-2017

	<u>Budget Variance</u>
100-55-7410-52-3203 Radios / Pagers Maintenance	(3,000)
This line is reduced due to equipment no longer being used.	
100-55-7410-52-3401 Printing	(1,500)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-52-3601 Dues and Subscriptions	(1,500)
This line reduced based on actual amounts for fiscal year 2015-2016 and planned line item reduction.	
100-55-7410-52-3701 Schools, Seminars, Travel	(5,000)
This line reduced based on actual amounts for fiscal year 2015-2016 and planned line item reduction.	
100-55-7410-52-3920 Soil Erosion	(500)
This line reduced based on actual amounts for fiscal year 2015-2016 and 2014-2015.	
100-55-7410-52-3921 Inspection Expense	(10,000)
This line reduced based on actual amounts for fiscal year 2015-2016 .	
100-55-7410-52-1302 Code Enforcement Expenses	(3,090)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1102 Office Supplies	(1,000)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1103 Copier Expense	(1,500)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1104 Facility Supplies	(600)
This line reduced based on actual amounts for fiscal year 2015-2016.	

Planning, Building and Zoning
Line Item Explanation Schedules (Continued)
FY 2016-2017

	<u>Budget Variance</u>
100-55-7410-53-1106 Facility Maintenance & Repairs	(3,000)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1210 Utilities-Water/Sewer	(1,000)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1221 Utilities-Natural Gas	(500)
This line reduced based on actual amounts for fiscal year 2015-2016.	
100-55-7410-53-1604 Office Improvements	(1,000)
This line reduced based on actual amounts for fiscal year 2015-2016 and proposed SPLOST improvements.	
100-55-7410-53-1702 Uniforms and Rainwear	(500)
This line reduced based on actual amounts for fiscal year 2015-2016	

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

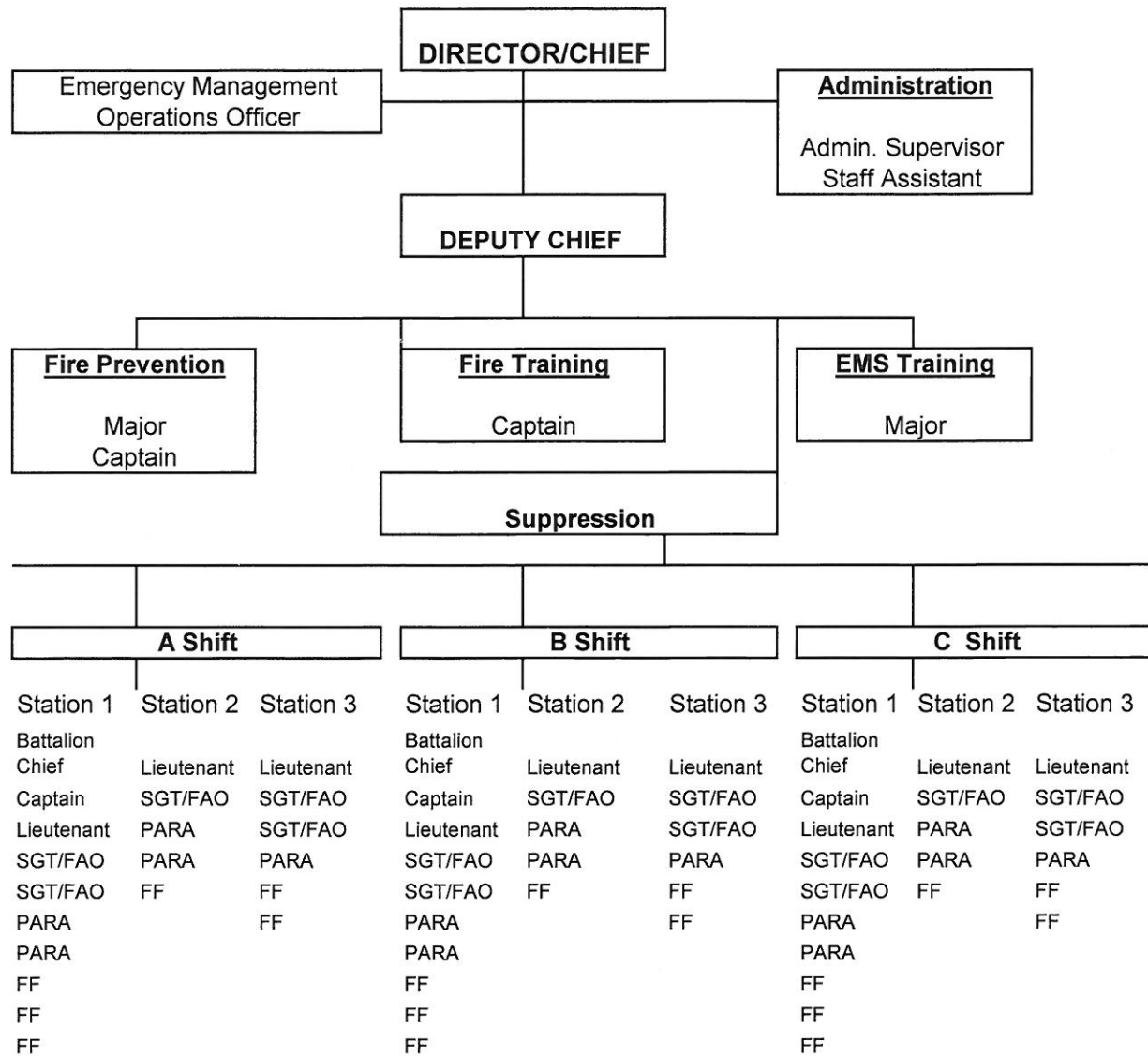
100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>PBZ-ANIMAL CONTROL</u>				
=====				
PERSONAL SERV. & EE BENE				
100-56-3910-51-1101 SALARIES	69,624	69,624	0	0.00
100-56-3910-51-1301 OVERTIME	1,500	500	(1,000)	66.67-
100-56-3910-51-2101 LIFE AND HEALTH INSURANCE	22,275	23,812	1,537	6.90
100-56-3910-51-2201 FICA	4,630	4,630	0	0.00
100-56-3910-51-2301 MEDICARE	1,082	1,082	0	0.00
100-56-3910-51-2401 RETIREMENT CONTRIBUTIONS	4,066	4,066	0	0.00
100-56-3910-51-2901 SICK LEAVE SELL BACK	250	250	0	0.00
TOTAL PERSONAL SERV. & EE BENE	<u>103,427</u>	<u>103,964</u>	<u>537</u>	<u>0.52</u>
PURCHASED/CONTRACT SERV.				
100-56-3910-52-3101 VEHICLE INSURANCE	1,456	1,456	0	0.00
100-56-3910-52-3203 RADIOS / PAGERS MAINTENANCE	250	0	(250)	100.00-
100-56-3910-52-3204 SCHOOLS, SEMINARS, TRAVEL	1,000	500	(500)	50.00-
TOTAL PURCHASED/CONTRACT SERV.	<u>2,706</u>	<u>1,956</u>	<u>(750)</u>	<u>27.72-</u>
SUPPLIES				
100-56-3910-53-1270 FLEET GAS CHARGE	3,509	3,509	0	0.00
100-56-3910-53-1701 ANIMAL CONTROL EXPENSES	400	400	0	0.00
100-56-3910-53-1702 UNIFORMS & RAINWEAR	700	350	(350)	50.00-
100-56-3910-53-1713 FLEET LABOR CHARGE	1,999	1,999	0	0.00
100-56-3910-53-1714 FLEET EQUIPMENT MAINTENANCE	1,739	1,739	0	0.00
100-56-3910-53-1715 FLEET OVERHEAD CHARGE	328	328	0	0.00
TOTAL SUPPLIES	<u>8,675</u>	<u>8,325</u>	<u>(350)</u>	<u>4.03-</u>
TOTAL PBZ-ANIMAL CONTROL	114,808	114,245	(563)	0.49-

Planning, Building and Zoning – Animal Control
Line Item Explanation Schedules
FY 2016-2017

	<u>Budget Variance</u>
100-56-3910-51-1301 Overtime This line reduced based on actual amounts for fiscal year 2015-2016.	(1,000)
100-56-3910-51-2101 Life And Health Insurance This line increased based on expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	1,537
100-56-3901-52-3203 Radios/Pagers Maintenance This line reduced due to equipment no longer being used.	(250)
100-56-3910-52-3204 Schools, Seminars, Travel This line reduced based on actual amounts for fiscal year 2015-2016.	(500)
100-56-3910-53-1702 Uniforms and Rainwear This line reduced based on actual amounts for fiscal year 2015-2016.	(350)

CITY OF FOREST PARK
DEPARTMENT OF FIRE AND EMERGENCY SERVICES
2016-17 PROPOSED ORGANIZATION CHART



AUTHORIZED POSITIONS
FIRE AND EMERGENCY SERVICES
FISCAL YEAR 2016-2017

One (1) Director
One (1) Deputy Chief
One (1) Fire Marshal (Major)
One (1) Deputy Fire Marshal (Captain)
One (1) EMS Training (Major)
One (1) Fire Training (Captain)
Three (3) Shift Commanders (Battalion Chief)
Three (3) Captains
Nine (9) Lieutenants
Fifteen (15) Firefighter/Paramedics
Fifteen (15) Fire Apparatus Operators/Sergeant
Eighteen (18) Firefighter/EMT
One (1) Emergency Management Operations Officer
One (1) Administrative Supervisor
One (1) Staff Assistant

There are seventy two (72) employees in the Fire Department.

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
FIRE - EMS SERVICES				
=====				
PERSONAL SERV. & EE BENE				
100-60-3610-51-1101 SALARIES	1,080,614	979,352	(101,262)	9.37-
100-60-3610-51-1103 HOLIDAY PAY	32,560	32,560	0	0.00
100-60-3610-51-1301 OVERTIME	15,000	15,000	0	0.00
100-60-3610-51-2101 LIFE AND HEALTH INSURANCE	325,000	319,643	(5,357)	1.65-
100-60-3610-51-2201 FICA	69,950	63,671	(6,279)	8.98-
100-60-3610-51-2301 MEDICARE	16,360	14,893	(1,467)	8.97-
100-60-3610-51-2401 RETIREMENT CONTRIBUTIONS	37,000	37,000	0	0.00
100-60-3610-51-2701 WORKER'S COMP INSURANCE	2,959	2,959	0	0.00
100-60-3610-51-2702 WORKERS' COMP CLAIMS - EMS SV	1,000	4,000	3,000	300.00
100-60-3610-51-2901 SICK LEAVE SELL BACK	3,500	3,500	0	0.00
TOTAL PERSONAL SERV. & EE BENE	1,583,943	1,472,578	(111,365)	7.03-
PURCHASED/CONTRACT SERV.				
100-60-3610-52-1009 EMS MEDICAL DIRECTOR	8,000	8,000	0	0.00
100-60-3610-52-1202 PSYCHOLOGICAL SERVICES	0	0	0	0.00
100-60-3610-52-1301 SOFTWARE MAINTENANCE	750	750	0	0.00
100-60-3610-52-2203 E M S EQUIPMENT MAINTENANCE	875	875	0	0.00
100-60-3610-52-2209 RADIO EQUIPMENT	97	97	0	0.00
100-60-3610-52-3101 VEHICLE INSURANCE	19,326	19,326	0	0.00
100-60-3610-52-3106 EMT LIABILITY INSURANCE	12,096	12,096	0	0.00
100-60-3610-52-3203 RADIOS/PAGERS MAINTENANCE	194	194	0	0.00
100-60-3610-52-3204 WALKIE TALKIE RADIO MAINT	118	118	0	0.00
100-60-3610-52-3701 SCHOOLS, SEMINARS, TRAVEL-EMS	1,730	1,730	0	0.00
100-60-3610-52-3712 TRAINING AIDS	3,000	3,000	0	0.00
100-60-3610-52-3714 PARAMEDIC RE-CERTIFICATION	5,500	5,500	0	0.00
100-60-3610-52-3900 DIVERSIFIED COLLECTION AGENCY	0	0	0	0.00
100-60-3610-52-3926 AMBULANCE LICENSING FEE	9,500	9,500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	61,186	61,186	0	0.00
SUPPLIES				
100-60-3610-53-1102 OFFICE SUPPLIES	0	0	0	0.00
100-60-3610-53-1137 RESCUE TRUCK EQUIPMENT	5,757	5,757	0	0.00
100-60-3610-53-1270 FLEET GAS CHARGE	20,540	12,133	(8,407)	40.93-
100-60-3610-53-1702 UNIFORMS & RAINWEAR	9,375	4,688	(4,687)	49.99-
100-60-3610-53-1703 FIRST AID/MEDICAL SUPPLIES	30,800	30,800	0	0.00
100-60-3610-53-1713 FLEET LABOR CHARGE	19,105	17,993	(1,112)	5.82-
100-60-3610-53-1714 FLEET EQUIPMENT MAINTENANCE	12,169	11,436	(733)	6.02-
100-60-3610-53-1715 FLEET OVERHEAD CHARGE	7,565	7,565	0	0.00
TOTAL SUPPLIES	105,311	90,372	(14,939)	14.19-
CAPITAL OUTLAYS				
100-60-3610-54-2401 E M S COMPUTER EQUIPMENT	500	0	(500)	100.00-
TOTAL CAPITAL OUTLAYS	500	0	(500)	100.00-
<hr/>				
TOTAL FIRE - EMS SERVICES	1,750,940	1,624,136	(126,804)	7.24-

**Department of Fire and Emergency Services
Line Item Explanation Schedule
FY 2016-2017**

	<u>Budget Variance</u>
100-60-3610-51-1101 Salaries	(101,262)
The line item decrease is due to not filling three budgeted positions.	
100-60-3610-51-2101 Life and Health Insurance	(5,357)
The net decrease is based on review of actual amounts for fiscal years 2014 and 2015, and an expected seven percent increase for all departments, for fiscal year 2016.	
100-60-3610-51-2201 FICA	(6,279)
The line item decrease is due to the change to Salaries, as explained above.	
100-60-3610-51-2301 Medicare	(1,467)
The line item decrease is due to the change to Salaries, as explained above	
100-60-3610-51-2702 Workers' Comp Claims – EMS	3,000
The increase is based on review of allocated amount for fiscal year 2015-2016.	
100-60-3610-53-1270 Fleet Gas Charge	(8,407)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016; and expected fuel costs for fiscal year 2017.	
100-60-3610-53-1702 Uniforms and Rainwear	(4,687)
The decrease is based on review of actual amounts for fiscal years 2014 and 2015.	
100-60-3610-53-1713 Fleet Labor Charge	(1,112)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016.	
100-60-3610-53-1714 Fleet Equipment Maintenance	(733)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016.	
100-60-3610-54-2401 E M S Computer Equipment	(500)
The decrease is to eliminate this line. Costs for fiscal year 2016-2017 will be charged to another line item in the department.	

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>FIRE-FIREFIGHTERS & ADMIN</u>				
=====				
PERSONAL SERV. & EE BENE				
100-61-3510-51-1101 SALARIES	2,368,223	2,435,848	67,625	2.86
100-61-3510-51-1103 HOLIDAY PAY	60,000	68,505	8,505	14.18
100-61-3510-51-1301 OVERTIME	20,786	20,786	0	0.00
100-61-3510-51-2101 LIFE AND HEALTH INSURANCE	778,070	839,186	61,116	7.85
100-61-3510-51-2201 FICA	151,839	156,559	4,720	3.11
100-61-3510-51-2301 MEDICARE	32,497	36,615	4,118	12.67
100-61-3510-51-2401 RETIREMENT CONTRIBUTIONS	61,645	61,645	0	0.00
100-61-3510-51-2701 WORKER'S COMPENSATION INSURAN	12,207	12,207	0	0.00
100-61-3510-51-2702 WORKERS' COMP CLAIMS - FIRE S	0	0	0	0.00
100-61-3510-51-2901 SICK LEAVE SELL BACK	10,000	10,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	3,495,267	3,641,351	146,084	4.18
PURCHASED/CONTRACT SERV.				
100-61-3510-52-1003 SOFTWARE DEVELOPMENT	232	0	(232)	100.00-
100-61-3510-52-1202 PSYCHOLOGICAL SERVICES	300	300	0	0.00
100-61-3510-52-1301 SOFTWARE PROGRAM MAINTENANCE	0	0	0	0.00
100-61-3510-52-2201 OFFICE EQUIPMENT MAINTENANCE	105	0	(105)	100.00-
100-61-3510-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	0	0	0.00
100-61-3510-52-2203 FIRE EQUIPMENT MAINTENANCE	5,500	5,500	0	0.00
100-61-3510-52-2209 RADIO EQUIPMENT	814	814	0	0.00
100-61-3510-52-2214 FACILITY IMPROVEMENTS	2,200	2,200	0	0.00
100-61-3510-52-3101 VEHICLE INSURANCE	35,651	35,651	0	0.00
100-61-3510-52-3102 PROPERTY & LIABILITY INSURANC	23,169	23,169	0	0.00
100-61-3510-52-3201 POSTAGE	1,892	946	(946)	50.00-
100-61-3510-52-3202 TELEPHONES	35,500	35,500	0	0.00
100-61-3510-52-3203 RADIOS/PAGERS MAINTENANCE	1,624	1,624	0	0.00
100-61-3510-52-3204 WALKIE TALKIE RADIO MAINT	0	0	0	0.00
100-61-3510-52-3401 PRINTING	600	300	(300)	50.00-
100-61-3510-52-3600 DUES AND SUBSCRIPTIONS	1,125	1,125	0	0.00
100-61-3510-52-3701 SCHOOLS, SEMINARS, TRAVEL	3,660	3,660	0	0.00
100-61-3510-52-3712 TRAINING AIDS	2,000	1,000	(1,000)	50.00-
100-61-3510-52-3713 COMPUTER TRAINING	116	0	(116)	100.00-
100-61-3510-52-3900 FIRE INTERNATIONAL ACCREDITAT	0	0	0	0.00
100-61-3520-52-3718 SUPPRESSION UNIFORM SUPPLY	38,500	38,500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	152,988	150,289	(2,699)	1.76-
SUPPLIES				
100-61-3510-53-1102 OFFICE SUPPLIES	3,460	1,730	(1,730)	50.00-
100-61-3510-53-1103 COPIER EXPENSE	3,460	1,730	(1,730)	50.00-
100-61-3510-53-1104 FACILITY SUPPLIES	9,500	9,500	0	0.00
100-61-3510-53-1105 GENERAL DEPARTMENT EXPENSES	3,460	1,500	(1,960)	56.65-
100-61-3510-53-1106 FACILITY MAINT & REPAIRS	8,000	8,000	0	0.00
100-61-3510-53-1210 UTILITIES -WATER/SEWER	4,441	4,441	0	0.00
100-61-3510-53-1221 UTILITIES -NATURAL GAS	18,000	18,000	0	0.00
100-61-3510-53-1231 UTILITIES - ELECTRICITY	32,400	32,400	0	0.00
100-61-3510-53-1270 FLEET GAS CHARGE	62,091	36,676	(25,415)	40.93-

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-61-3510-53-1604 OFFICE IMPROVEMENTS	418	500	82	19.62
100-61-3510-53-1702 UNIFORMS & RAINWEAR	17,475	17,475	0	0.00
100-61-3510-53-1709 FILM /PUB. RELATIONS EVENTS	1,797	900	(897)	49.92-
100-61-3510-53-1713 FLEET LABOR CHARGE	39,021	36,749	(2,272)	5.82-
100-61-3510-53-1714 FLEET EQUIPMENT MAINTENANCE	37,333	35,084	(2,249)	6.02-
100-61-3510-53-1715 FLEET OVERHEAD CHARGE	9,950	9,950	0	0.00
100-61-3520-53-1133 FIRE HOSE	1,000	500	(500)	50.00-
100-61-3520-53-1134 DORMITORY EXPENSE	3,500	1,750	(1,750)	50.00-
100-61-3520-53-1135 BREATHING APPARATUS	5,000	2,500	(2,500)	50.00-
100-61-3520-53-1136 FIRE FIGHTING EQUIPMENT	5,500	5,500	0	0.00
100-61-3520-53-3717 FIRE PREVENTION EDUCATION	3,027	3,020	(7)	0.23-
TOTAL SUPPLIES	268,833	227,905	(40,928)	15.22-
CAPITAL OUTLAYS				
100-61-3510-54-2401 COMPUTER EQUIPMENT OUTLAY	0	0	0	0.00
100-61-3510-54-2502 CAPITAL OUTLAY	31,242	31,242	0	0.00
100-61-3530-54-2000 CLOROX COMPANY/COMMUNITY PREV	0	0	0	0.00
100-61-3530-54-2001 WALMART PREVENTION GRANT	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	31,242	31,242	0	0.00
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TOTAL FIRE-FIREFIGHTERS & ADMIN	3,948,330	4,050,787	102,457	2.59

**Department of Fire and Emergency Services
Line Item Explanation Schedule
FY 2016-2017**

	<u>Budget Variance</u>
100-61-3510-51-1101 Salaries	67,625
The line item increase is based on review of actual costs for fiscal years 2014 and 2015. The increase is needed for the 2016 budget amount to be realistic.	
100-61-3510-51-1103 Holiday Pay	8,505
The line item increase is based on review of actual costs for fiscal years 2014 and 2015. The increase is needed for the 2016 budget amount to be realistic.	
100-61-3510-51-2101 Life And Health Insurance	61,116
The line item increase is based on an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-61-3510-51-2201 FICA	4,720
The line item increase is due to the change to Salaries, as explained above.	
100-61-3510-51-2301 Medicare	4,118
The line item increase is due to the change to Salaries, as explained above	
100-61-3510-52-1003 Software Development	(232)
The line item decrease is due to technology costs being covered through another line item for fiscal year 2016-2017. This is due to projected minimal costs.	
100-61-3510-52-2201 Office Equipment Maintenance	(105)
The line item decrease is due to technology costs being covered through another line item for fiscal year 2016-2017. This is due to projected minimal costs.	
100-61-3510-52-3201 Postage	(946)
The decrease is based on review of actual amount for fiscal year 2015-2016.	
100-61-3510-52-3401 Printing	(300)
The decrease is based on review of actual amounts for fiscal years 2014 and 2015.	
100-61-3510-52-3712 Training Aids	(1,000)
The decrease is based on projected reduction, as part of overall budget reduction.	
100-61-3510-52-3713 Computer Training	(116)
The decrease is based on review of actual amounts for fiscal years 2014 and 2015.	
100-61-3510-53-1102 Office Supplies	(1,730)
The decrease is based on projected reduction, as part of overall budget reduction.	

**Department of Fire and Emergency Services
Line Item Explanation Schedule (Continued)
FY 2016-2017**

	<u>Budget Variance</u>
100-61-3510-53-1103 Copier Expense	(1,730)
The decrease is based on projected reduction, as part of overall budget reduction.	
100-61-3510-53-1105 General Department Expenses	(1,960)
The decrease is based on projected reduction, as part of overall budget reduction.	
100-61-3510-53-1270 Fleet Gas Charge	(25,415)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016; and expected fuel costs for fiscal year 2017.	
100-61-3510-53-1604 Office Improvements	82
The purpose of the increase is to adjust budget amount to a standard dollar amount.	
100-61-3510-53-1709 Film / Public Relations Events	(897)
The decrease is based on review of actual amounts for fiscal years 2014 and 2015.	
100-61-3510-53-1713 Fleet Labor Charge	(2,272)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016; and projected costs for fiscal year 2017.	
100-61-3510-53-1714 Fleet Equipment Maintenance	(2,249)
The line item decrease is based on allocated (actual) amounts vs budget amounts for fiscal year 2015-2016; and projected costs for fiscal year 2017.	
100-61-3520-53-1133 Fire Hose	(500)
The decrease is based on projected reduction, as part of overall budget reduction.	
100-61-3520-53-1134 Dormitory Expense	(1,750)
The decrease is based on review of actual costs amount for fiscal year 2015-2016.	
100-61-3520-53-1135 Breathing Apparatus	(2,500)
The decrease is based on review of actual costs amount for fiscal year 2015-2016.	
100-61-3520-53-3717 Fire Prevention Education	(7)
The purpose of the decrease is to adjust budget amount to an even dollar amount.	

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>EMERGENCY MGMT SERVICES</u>				
=====				
PERSONAL SERV. & EE BENE				
100-62-3920-51-1101 SALARIES	117,579	0	(117,579)	100.00-
100-62-3920-51-1301 OVERTIME	0	0	0	0.00
100-62-3920-51-2101 LIFE AND HEALTH INSURANCE	32,750	0	(32,750)	100.00-
100-62-3920-51-2201 FICA	7,235	0	(7,235)	100.00-
100-62-3920-51-2301 MEDICARE	1,693	0	(1,693)	100.00-
100-62-3920-51-2401 RETIREMENT CONTRIBUTIONS	6,000	0	(6,000)	100.00-
100-62-3920-51-2901 SICK LEAVE SELL BACK	450	0	(450)	100.00-
TOTAL PERSONAL SERV. & EE BENE	<u>165,707</u>	<u>0</u>	<u>(165,707)</u>	<u>100.00-</u>
PURCHASED/CONTRACT SERV.				
100-62-3920-52-3201 POSTAGE	250	250	0	0.00
100-62-3920-52-3202 TELEPHONES	930	930	0	0.00
100-62-3920-52-3203 RADIOS/PAGERS MAINTENANCE	100	100	0	0.00
100-62-3920-52-3601 DUES AND SUBSCRIPTIONS	100	100	0	0.00
100-62-3920-52-3701 SCHOOLS, SEMINARS, TRAVEL	500	500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	<u>1,880</u>	<u>1,880</u>	<u>0</u>	<u>0.00</u>
SUPPLIES				
100-62-3920-53-1102 OFFICE SUPPLIES	350	350	0	0.00
100-62-3920-53-1105 GENERAL DEPARTMENT EXPENSES	300	300	0	0.00
100-62-3920-53-1138 EQUIPMENT	1,500	1,500	0	0.00
TOTAL SUPPLIES	<u>2,150</u>	<u>2,150</u>	<u>0</u>	<u>0.00</u>
<hr/>				
TOTAL EMERGENCY MGMT SERVICES	169,737	4,030	(165,707)	97.63-

Department of Fire and Emergency Services
Line Item Explanation Schedule
FY 2016-2017

	<u>Budget Variance</u>
100-62-3920-51-1101 Salaries	(117,579)
The line item decrease is due to not filling two budgeted positions.	
100-62-3920-51-2101 Life and Health Insurance	(32,750)
The line item increase is due to the change to Salaries, as explained above.	
100-62-3920-51-2201 FICA	(7,235)
The line item increase is due to the change to Salaries, as explained above.	
100-62-3920-51-2301 Medicare	(1,693)
The line item increase is due to the change to Salaries, as explained above.	
100-62-3920-51-2401 Retirement Contributions	(6,000)
The line item increase is due to the change to Salaries, as explained above.	
100-62-3920-51-2901 Sick Leave Sell Back	(450)
The line item increase is due to the change to Salaries, as explained above.	

PUBLIC WORKS DEPARTMENT AUTHORIZED POSITIONS

Maintenance Divisions

1. One (1) Director of Public Works
2. One (1) Deputy Director
3. One (1) Street Supervisor
4. One (1) Parks Supervisor
5. One (1) Building Maintenance Supervisor
6. One (1) Administrative Supervisor
7. One (1) Staff Assistant
8. One (1) Foreman – Building Maintenance
9. Four (4) Trade Specialists
10. Zero (0) Sign Shop Tech
11. One (1) Small Equip Repair / Tool Room
12. One (1) Foreman – Streets
13. Six (6) Heavy Equipment Operators
14. One (1) Maintenance Worker, Sr.
15. Three (3) Foreman (Parks)
16. Thirteen (13) Maintenance Workers
17. Two (2) Part-Time Maintenance Workers
18. One (1) Part-Time Ft. Gillem Site Manager

There are 37 full time positions and two (2) part time positions in the maintenance division. There is one (1) Part-time position in the Administration Division.

Sanitation Division

1. One (1) Administrative Assistant
2. Two (2) Sanitation Administrators

There are three (3) full time positions in the sanitation division

Fleet Division

1. One (1) Fleet Supervisor
2. One (1) Parts Manager
3. Two (2) Mechanic III
4. Two (2) Mechanic II

There are six (6) full-time positions in the Fleet Division.

There are a total of 46 full time positions and three (3) part time positions in the Department of Public Works.

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CITY OF FOREST PARK
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AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>FLEET SERVICES</u>				
=====				
PERSONAL SERV. & EE BENE				
100-27-4900-51-1101 SALARIES	221,000	202,550	(18,450)	8.35-
100-27-4900-51-1301 OVERTIME	5,000	5,000	0	0.00
100-27-4900-51-2101 LIFE AND HEALTH INSURANCE	107,519	114,939	7,420	6.90
100-27-4900-51-2201 FICA	13,996	12,868	(1,128)	8.06-
100-27-4900-51-2301 MEDICARE	3,273	3,009	(264)	8.07-
100-27-4900-51-2401 RETIREMENT CONTRIBUTIONS	4,453	4,453	0	0.00
100-27-4900-51-2701 WORKERS' COMP INSURANCE	1,020	1,020	0	0.00
100-27-4900-51-2702 WORKERS' COMP CLAIMS - FLEET	0	0	0	0.00
100-27-4900-51-2901 SICK LEAVE SELLBACK	1,000	1,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	357,261	344,839	(12,422)	3.48-
PURCHASED/CONTRACT SERV.				
100-27-4900-52-1102 OFFICE SUPPLIES	2,000	1,300	(700)	35.00-
100-27-4900-52-1301 SOFTWARE MAINTENANCE	0	4,700	4,700	0.00
100-27-4900-52-1712 EQPT MAINT/ALL DEPARTMENTS	220,000	210,000	(10,000)	4.55-
100-27-4900-52-2200 DEPRECIATION EXPENSE	0	0	0	0.00
100-27-4900-52-2201 OFFICE EQUIPMENT MAINTENANCE	100	0	(100)	100.00-
100-27-4900-52-2202 COMPUTER EQUIPMENT MAINTENANC	0	0	0	0.00
100-27-4900-52-2214 FACILITY IMPROVMENTS	2,000	1,000	(1,000)	50.00-
100-27-4900-52-3101 VEHICLE INSURANCE	14,000	14,000	0	0.00
100-27-4900-52-3102 PROPERTY & LIABILITY INSURANC	24,812	24,812	0	0.00
100-27-4900-52-3202 TELEPHONES	3,000	2,000	(1,000)	33.33-
100-27-4900-52-3203 RADIOS/PAGERS MAINTENANCE	300	0	(300)	100.00-
100-27-4900-52-3701 SCHOOLS, SEMINARS, TRAVEL	5,000	3,000	(2,000)	40.00-
100-27-4900-52-3919 FUEL MASTER MAINTENANCE CONTR	0	3,700	3,700	0.00
TOTAL PURCHASED/CONTRACT SERV.	271,212	264,512	(6,700)	2.47-
SUPPLIES				
100-27-4900-53-1103 COPIER EXPENSE	2,010	2,000	(10)	0.50-
100-27-4900-53-1104 FACILITY SUPPLIES	4,000	3,000	(1,000)	25.00-
100-27-4900-53-1105 GENERAL DEPARTMENT EXPENSES	3,000	2,000	(1,000)	33.33-
100-27-4900-53-1106 FACILITY MAINT & REPAIRS	11,000	11,000	0	0.00
100-27-4900-53-1221 UTILITIES NATURAL GAS	6,000	4,000	(2,000)	33.33-
100-27-4900-53-1231 UTILITIES ELECTRICITY	10,000	10,000	0	0.00
100-27-4900-53-1270 GAS ALL DEPARTMENTS	390,000	238,500	(151,500)	38.85-
100-27-4900-53-1601 SMALL TOOLS AND EQUIPMENT	2,000	1,500	(500)	25.00-
100-27-4900-53-1604 OFFICE IMPROVEMENTS	1,500	1,000	(500)	33.33-
100-27-4900-53-1701 UNIFORMS/SHOP RAGS	7,500	7,500	0	0.00
TOTAL SUPPLIES	437,010	280,500	(156,510)	35.81-
CAPITAL OUTLAYS				
100-27-4900-54-2502 CAPITAL OUTLAY	0	0	0	0.00
100-27-4900-54-2503 TOOL ALLOWANCE	2,800	2,000	(800)	28.57-
TOTAL CAPITAL OUTLAYS	2,800	2,000	(800)	28.57-

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<hr/>				
ALLOCATION				
100-27-4900-99-9999 ALLOCATE FLEET SVCS EXPENSES	(1,068,283)	(891,851)	176,432	16.52-
TOTAL ALLOCATION	(1,068,283)	(891,851)	176,432	16.52-
<hr/>				
TOTAL FLEET SERVICES	0	0	0	0.00

Public Works
Line Item Explanation Schedules- Fleet
FY 2016-2017

	<u>Budget</u> <u>Variance</u>
100-27-4900-51-1101 Salaries	(18,450)
The line item decrease is due to a coding change for one position. The pay will be charged to a different Public Works Division for fiscal year 2016-2017.	
100-27-4900-51-2201 Life And Health Insurance	7,420
The line item increase is due to an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-27-4900-51-2201 FICA	(1,128)
The line item increase is due to the change to Salaries, as explained above.	
100-27-4900-51-2301 Medicare	(264)
The line item increase is due to the change to Salaries, as explained above.	
100-27-4900-52-1102 Office Supplies	(700)
The decrease is based on review of actual amounts for fiscal years 2014 and 2015.	
100-27-4900-52-1301 Software Maintenance	4,700
The line item increase is to cover technology costs with the Operating Fund for fiscal year 2016. Costs were paid with SPLOST funds for fiscal year 2015.	
100-27-4900-52-1712 Equipment Maintenance – All Departments	(10,000)
The line item decrease is based on review of actual amounts for fiscal year 2015.	
100-27-4900-52-2201 Office Equipment Maintenance	(100)
The line item decrease is based on review of actual amounts for fiscal year 2015.	
100-27-4900-52-2214 Facility Improvements	(1,000)
The line item decrease is based on review of actual amounts for fiscal year 2015.	
100-27-4900-52-3202 Telephones	(1,000)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-52-3203 Radios / Pagers Maintenance	(300)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-52-3701 Schools, Seminars, Travel	(2,000)
The line item decrease is based on review of actual amounts for fiscal year 2015 and projected amount needed for fiscal year 2016.	

Public Works
Line Item Explanation Schedules- Fleet (Continued)
FY 2016-2017

	<u>Budget</u> <u>Variance</u>
100-27-4900-52-3919 Fuel Master Maintenance Contract	3,700
The line item increase is to cover technology costs from the Operating Fund for fiscal year 2016. Costs were paid from SPLOST Fund for fiscal year 2015.	
100-27-4900-53-1103 Copier Expense	(10)
The purpose of the increase is to adjust budget amount to a standard dollar amount.	
100-27-4900-53-1104 Facility Supplies	(1,000)
The line item decrease is based on review of actual amounts for fiscal year 2015 and projected amount needed for fiscal year 2016.	
100-27-4900-53-1105 General Department Expenses	(1,000)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-53-1221 Utilities Natural Gas	(2,000)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-53-1270 Gas All Departments	(151,500)
The decrease is based on actual fuel costs for fiscal year 2015-2016 and projected costs for fiscal year 2016-2017.	
100-27-4900-53-1601 Small Tools and Equipment	(500)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-53-1604 Office Improvements	(500)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-27-4900-54-2503 Tool Allowance	(800)
The line item decrease is based on projected amount needed for fiscal year 2016.	
100-27-4900-99-9999 Allocate Fleet Services Expenses	176,432
The change reflects a decrease in the total amount of fleet expenses to be allocated to all other departments for 2016, as compared to 2015.	

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
PUBLIC WORKS - STREETS				
=====				
PERSONAL SERV. & EE BENE				
100-51-4210-51-1101 SALARIES	1,460,000	1,331,637	(128,363)	8.79-
100-51-4210-51-1301 OVERTIME	48,950	48,950	0	0.00
100-51-4210-51-2101 LIFE AND HEALTH INSURANCE	515,500	551,075	35,575	6.90
100-51-4210-51-2201 FICA	93,555	85,596	(7,959)	8.51-
100-51-4210-51-2301 MEDICARE	21,880	20,019	(1,861)	8.51-
100-51-4210-51-2401 RETIREMENT CONTRIBUTIONS	24,000	24,000	0	0.00
100-51-4210-51-2701 WORKER'S COMP INSURANCE	13,649	13,649	0	0.00
100-51-4210-51-2702 WORKERS' COMP CLAIMS - STREET	10,000	10,000	0	0.00
100-51-4210-51-2901 SICK LEAVE SELL BACK	1,700	1,700	0	0.00
100-51-4210-51-2904 EMPLOYEE RECOGNITION	1,200	1,200	0	0.00
TOTAL PERSONAL SERV. & EE BENE	2,190,434	2,087,826	(102,608)	4.68-
PURCHASED/CONTRACT SERV.				
100-51-4210-52-1301 TOPOGRAPHIC SURVEYS	1,000	0	(1,000)	100.00-
100-51-4210-52-1302 SOFTWARE PROGRAM MAINTENANCE	0	16,060	16,060	0.00
100-51-4210-52-1601 SMALL TOOLS AND EQUIPMENT	4,000	2,000	(2,000)	50.00-
100-51-4210-52-2201 OFFICE EQUIPMENT MAINTENANCE	0	0	0	0.00
100-51-4210-52-2214 FACILITY IMPROVEMENTS	0	0	0	0.00
100-51-4210-52-3101 VEHICLE INSURANCE	71,835	71,835	0	0.00
100-51-4210-52-3102 PROPERTY & LIABILITY INSURANC	19,700	19,700	0	0.00
100-51-4210-52-3201 POSTAGE	300	300	0	0.00
100-51-4210-52-3202 TELEPHONES	19,700	19,700	0	0.00
100-51-4210-52-3203 RADIOS/PAGERS MAINTENANCE	9,300	2,300	(7,000)	75.27-
100-51-4210-52-3401 PRINTING	1,000	1,000	0	0.00
100-51-4210-52-3601 DUES AND SUBSCRIPTIONS	850	850	0	0.00
100-51-4210-52-3701 SCHOOLS, SEMINARS, TRAVEL	11,500	10,650	(850)	7.39-
100-51-4210-52-3901 STATE TRUSTEES	0	0	0	0.00
100-51-4221-52-2200 UTILITY RELOCATIONS	0	0	0	0.00
100-51-4270-52-1232 WARNING REGULATORY	8,750	4,750	(4,000)	45.71-
100-51-4270-52-2210 WARNING REGULATORY	0	0	0	0.00
100-51-7410-52-3924 ENGINEERING CONSULTING	10,000	0	(10,000)	100.00-
TOTAL PURCHASED/CONTRACT SERV.	157,935	149,145	(8,790)	5.57-
SUPPLIES				
100-51-4210-53-1102 OFFICE SUPPLIES	2,500	2,500	0	0.00
100-51-4210-53-1103 COPIER EXPENSE	1,700	1,700	0	0.00
100-51-4210-53-1104 FACILITY SUPPLIES	2,800	2,800	0	0.00
100-51-4210-53-1105 GENERAL DEPARTMENT EXPENSES	3,200	3,200	0	0.00
100-51-4210-53-1106 FACILITY MAINT AND REPAIR	18,700	18,700	0	0.00
100-51-4210-53-1122 MOSQUITO CONTROL CHEMICALS	16,000	16,000	0	0.00
100-51-4210-53-1210 UTILITIES -WATER/SEWER	8,200	7,400	(800)	9.76-
100-51-4210-53-1221 UTILITIES -NATURAL GAS	4,500	3,000	(1,500)	33.33-
100-51-4210-53-1231 UTILITIES - ELECTRICITY	20,000	20,000	0	0.00
100-51-4210-53-1270 FLEET GAS CHARGE	92,099	54,401	(37,698)	40.93-
100-51-4210-53-1602 TRASH EQUIPMENT	1,000	0	(1,000)	100.00-
100-51-4210-53-1604 OFFICE IMPROVEMENTS	0	0	0	0.00

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CITY OF FOREST PARK
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100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
100-51-4210-53-1702 UNIFORMS & RAINWEAR	21,200	21,200	0	0.00
100-51-4210-53-1713 FLEET LABOR CHARGE	115,586	108,856	(6,730)	5.82-
100-51-4210-53-1714 FLEET EQUIPMENT MAINTENANCE	59,611	56,020	(3,591)	6.02-
100-51-4210-53-1715 FLEET OVERHEAD CHARGE	26,498	26,498	0	0.00
100-51-4210-53-1717 SAFETY EQUIPMENT	3,000	3,000	0	0.00
100-51-4210-53-3203 RADIOS/PAGERS MAINTENANCE	0	0	0	0.00
100-51-4221-53-1120 ASBESTOS REMOVAL	1,000	0	(1,000)	100.00-
100-51-4221-53-1121 DEMOLITION	0	0	0	0.00
100-51-4221-53-1122 RIGHT-OF-WAY ENHANCEMENTS	10,000	8,000	(2,000)	20.00-
100-51-4221-53-1123 STREET MAINTENANCE	25,000	25,000	0	0.00
100-51-4221-53-1124 LARP STREET PAVING	0	0	0	0.00
100-51-4250-53-1125 STORM WATER MGT. PLANNING	0	0	0	0.00
100-51-4250-53-1126 LARP ASPHALT DELIVERY	0	0	0	0.00
100-51-4250-53-1151 2013 LMIG EXPENSES	0	0	0	0.00
100-51-4250-53-1152 2014 LMIG EXPENSES	0	0	0	0.00
100-51-4250-53-1153 LMIG EXPENSES	0	0	0	0.00
100-51-4260-53-1233 STREET LIGHTING	335,000	335,000	0	0.00
100-51-4270-53-1231 UTILITIES-TRAFFIC ELECTRICITY	11,600	11,600	0	0.00
100-51-6210-53-1120 PAINT PRESS BOXES	0	0	0	0.00
TOTAL SUPPLIES	779,194	724,875	(54,319)	6.97-
CAPITAL OUTLAYS				
100-51-4210-54-2502 CAPITAL OUTLAY	0	0	0	0.00
100-51-7324-54-1100 REDEVELOPMENT	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
<hr/>				
TOTAL PUBLIC WORKS - STREETS	3,127,563	2,961,846	(165,717)	5.30-

Public Works
Line Item Explanation Schedules- Streets
FY 2016-2017

	<u>Budget Variance</u>
100-51-4210-51-1101 Salaries	(128,363)
The line item decrease is due to projection to not fill vacant budgeted positions.	
100-51-4210-51-2101 Life And Health Insurance	35,575
The line item increase is due to an expected seven percent increase in health insurance premiums for all departments, for fiscal year 2016.	
100-51-4210-51-2201 FICA	(7,959)
The line item decrease is due to the change to Salaries, as explained above.	
100-51-4210-51-2301 Medicare	(1,861)
The line item decrease is due to the change to Salaries, as explained above.	
100-51-4210-52-1301 Topographic Surveys	(1,000)
The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	
100-51-4210-52-1302 Software Program Maintenance	16,060
The increase is to establish a budget amount for fiscal year 2016-2017.	
100-51-4210-52-1601 Small Tools and Equipment	(2,000)
The line item decrease is based on actual amounts for fiscal year 2015-2016.	
100-51-4210-52-3203 Radios / Pagers Maintenance	(7,000)
The line item decrease is based on actual amounts for fiscal year 2015-2016 and projected needs for fiscal year 2016-2017.	
100-51-4210-52-3701 Schools, Seminars, Travel	(850)
This line item is increased to provide funds for necessary training, including HVAC training.	
100-51-4270-52-1232 Warning Regulatory (street signs)	(4,000)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	
100-51-7410-52-3924 Engineering Consulting	(10,000)
The decrease is due to SPLOST funds being available for consulting.	
100-51-4210-53-1210 Utilities – Water / Sewer	(800)
The line item increase is based on actual amounts for fiscal year 2015-2016.	

Public Works
Line Item Explanation Schedules- Streets (Continued)
FY 2016-2017

	<u>Budget Variance</u>
100-51-4210-53-1221 Utilities – Natural Gas	(1,500)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	
100-51-4210-53-1270 Fleet Gas Charge	(37,698)
The line item decrease is based on the decrease in fuel costs for fiscal for fiscal year 2015-2016, and projected costs for fiscal year 2016-2017.	
100-51-4210-53-1602 Trash Equipment	(1,000)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	
100-51-4210-53-1713 Fleet Labor Charge	(6,730)
The line item decrease is based on allocated amounts vs budget amounts for fiscal year 2015-2016.	
100-51-4210-53-1714 Fleet Equipment Maintenance	(3,591)
The line item decrease is based on allocated amounts vs budget amounts for fiscal year 2015-2016.	
100-51-4221-53-1120 Asbestos Removal	(1,000)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	
100-51-4221-53-1122 Right-Of-Way-Enhancements	(2,000)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	

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CITY OF FOREST PARK
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100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>PUBLIC WORKS - PARKS</u>				
=====				
<u>PURCHASED/CONTRACT SERV.</u>				
100-54-7321-52-1008 REDEVELOPMENT PLANNING	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	0	0	0	0.00
<u>SUPPLIES</u>				
100-54-6149-53-1104 STARR PARK IMPROVEMENTS - FAC	0	0	0	0.00
100-54-6210-53-1128 MAINTENANCE CITY LIMIT SIGNS	0	0	0	0.00
100-54-6210-53-1601 SMALL TOOLS AND EQUIPMENT	20,000	20,000	0	0.00
100-54-6210-53-1602 SMALL EQUIPMENT MAINTENANCE	4,000	4,000	0	0.00
100-54-6210-53-2212 MAINTENANCE CONTRACTS	16,000	16,000	0	0.00
100-54-6220-53-1129 PARKS MAINTENANCE	64,000	40,000	(24,000)	37.50-
100-54-6230-53-1127 LANDSCAPING CITY	30,000	15,000	(15,000)	50.00-
TOTAL SUPPLIES	134,000	95,000	(39,000)	29.10-
<u>CAPITAL OUTLAYS</u>				
100-54-6149-54-2300 STARR PARK IMPROVEMENTS - CAP	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
<hr/>				
TOTAL PUBLIC WORKS - PARKS	134,000	95,000	(39,000)	29.10-

Public Works
Line Item Explanation Schedules- Parks
FY 2016-2017

	<u>Budget Variance</u>
100-54-6220-53-1129 Parks Maintenance	(24,000)
The line item decrease is based on actual amounts for fiscal year 2015-2016.	
100-54-6230-53-1127 Landscaping City	(15,000)
The line item decrease is based on actual amounts for fiscal years 2014-2015 and 2015-2016.	

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

540-SANITATION FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
<u>SOLID WASTE COLLECTION</u>				
=====				
PERSONAL SERV. & EE BENE				
540-72-4520-51-1101 SALARIES - SOLID WASTE COLLEC	187,000	118,602	(68,398)	36.58-
540-72-4520-51-1301 OVERTIME	8,000	8,000	0	0.00
540-72-4520-51-2101 LIFE AND HEALTH INSURANCE	77,150	77,150	0	0.00
540-72-4520-51-2201 FICA	9,661	7,850	(1,811)	18.75-
540-72-4520-51-2301 MEDICARE	2,259	1,835	(424)	18.77-
540-72-4520-51-2401 RETIREMENT CONTRIBUTIONS	5,000	5,000	0	0.00
540-72-4520-51-2701 WORKER'S COMPENSATION INSURAN	1,743	1,743	0	0.00
540-72-4520-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
540-72-4520-51-2904 EMPLOYEE RECOGNITION	400	400	0	0.00
TOTAL PERSONAL SERV. & EE BENE	292,213	221,580	(70,633)	24.17-
<u>PURCHASED/CONTRACT SERV.</u>				
540-72-4520-52-1200 TOPOGRAPHIC SURVEY	0	0	0	0.00
540-72-4520-52-1301 SOFTWARE PROGRAM MAINTENANCE	0	0	0	0.00
540-72-4520-52-2200 DEPRECIATION EXPENSE	0	0	0	0.00
540-72-4520-52-2201 OFFICE EQUIPMENT MAINTENANCE	0	0	0	0.00
540-72-4520-52-3000 SOLID WASTE COLLECTION FEES	1,310,000	1,310,000	0	0.00
540-72-4520-52-3101 VEHICLE INSURANCE	11,265	11,265	0	0.00
540-72-4520-52-3102 PROPERTY & LIABILITY INSURANC	30,832	30,832	0	0.00
540-72-4520-52-3201 POSTAGE	800	800	0	0.00
540-72-4520-52-3202 TELEPHONE	0	0	0	0.00
540-72-4520-52-3203 RADIOS/PAGER MAINTENANCE	0	0	0	0.00
540-72-4520-52-3401 PRINTING	700	700	0	0.00
540-72-4520-52-3601 DUES AND SUBSCRIPTIONS	600	600	0	0.00
540-72-4520-52-3701 SCHOOLS, SEMINARS, TRAVEL	0	0	0	0.00
540-72-4520-52-3903 BAD DEBT EXPENSE	0	0	0	0.00
540-72-4530-52-3000 SOLID WASTE DISPOSAL	7,500	3,500	(4,000)	53.33-
540-72-4530-52-3001 ROLL OFF CONTAINERS	575,000	575,000	0	0.00
540-72-4530-52-3002 RECYCLING	4,000	1,000	(3,000)	75.00-
540-72-4540-52-3001 CLEAN SWEEP	1,800	1,800	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	1,942,497	1,935,497	(7,000)	0.36-
<u>SUPPLIES</u>				
540-72-4520-53-1102 OFFICE SUPPLIES	900	900	0	0.00
540-72-4520-53-1103 COPIER EXPENSE	1,750	1,750	0	0.00
540-72-4520-53-1104 FACILITY SUPPLIES	0	0	0	0.00
540-72-4520-53-1105 GENERAL DEPARTMENT EXPENSES	600	600	0	0.00
540-72-4520-53-1106 FACILITY MAINTENANCE AND REPA	0	0	0	0.00
540-72-4520-53-1141 COMMERCIAL CONTAINER RENOVATI	0	0	0	0.00
540-72-4520-53-1143 FACILITY IMPROVEMENTS	0	0	0	0.00
540-72-4520-53-1210 UTILITIES -WATER & SEWERAGE	0	0	0	0.00
540-72-4520-53-1221 UTILITIES - NATURAL GAS	0	0	0	0.00
540-72-4520-53-1231 UTILITIES - ELECTRICITY	0	0	0	0.00
540-72-4520-53-1270 FLEET GAS CHARGE	6,896	6,896	0	0.00
540-72-4520-53-1600 TRASH EQUIPMENT	1,000	0	(1,000)	100.00-
540-72-4520-53-1604 OFFICE IMPROVEMENTS	0	0	0	0.00

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CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: JUNE 30TH, 2016

540-SANITATION FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	BUDGET	VARIANCE	PERCENT
540-72-4520-53-1702 UNIFORMS AND RAINWEAR	1,300	1,300	0	0.00
540-72-4520-53-1713 FLEET LABOR CHARGE	4,705	4,705	0	0.00
540-72-4520-53-1714 FLEET EQUIPMENT MAINTENANCE C	1,777	1,777	0	0.00
540-72-4520-53-1715 FLEET OVERHEAD CHARGE	1,069	1,069	0	0.00
540-72-4520-53-1717 SAFETY EQUIPMENT	0	0	0	0.00
TOTAL SUPPLIES	19,997	18,997	(1,000)	5.00-
 CAPITAL OUTLAYS				
540-72-4520-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
 TOTAL SOLID WASTE COLLECTION	2,254,707	2,176,074	(78,633)	3.49-

Public Works
Line Item Explanation Schedules- Sanitation
FY 2016-2017

	<u>Budget Variance</u>
540-72-4520-51-1101 Salaries The line item decrease is based on not filling vacant positions in the Department.	(68,398)
540-72-4520-51-2201 FICA The line item increase is due to the change to Salaries, as explained above.	(1,811)
540-72-4520-51-2301 Medicare The line item increase is due to the change to Salaries, as explained above.	(424)
540-72-4530-52-3000 Solid Waste Disposal The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	(4,000)
540-72-4530-52-3002 Recycling The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	(3,000)
540-72-4520-53-1600 Trash Equipment The line item decrease is based on actual amounts for fiscal years 2014 and 2015.	(1,000)

GLOSSARY OF BUDGETARY AND FINANCIAL TERMINOLOGY

The City's budget contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the budget document in understanding these terms, a glossary has been included in this document.

Adopted (Approved)

Budget: The funds appropriated by the City Council at the beginning of the year.

Ad Valorem Tax: A tax based on the value of property.

Appropriation: An authorization made by the City Council which permits officials and department heads to incur obligations against and to make expenditures of governmental resources.

Assessed Valuation: The value placed on property for purposes of taxation. The City of Forest Park accepts Clayton County's assessment of real and personal property at 100% of fair market value.

Budget: The financial plan for the operation of a department, program or project for the current year or for the duration of the project.

Budget Calendar: The schedule of key dates or milestones, which the City follows in the preparation, adoption, and administration of the budget.

Budget Ordinance: The official enactment by the City Council legally authorizing City Officials to obligate and expend resources.

Budget Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital Outlay: An expenditure for the acquisition of, or addition to, a fixed asset. Items acquired for less than \$200 are not considered capital outlay.

Capital Projects: Projects, which result in the acquisition or construction of fixed assets of a local government which, are of a long-term and permanent nature. Such assets include land, buildings and related improvements, streets and highways, bridges, and parks.

Contingency: Funds set aside for unforeseen future needs and budgeted in a "non-departmental" account. Can be transferred to a departmental budget only by action of the City Council.

- Department:*** A major administrative division of the City with indicated overall management responsibility for an operation or group of related operations within a functional area.
- Encumbrance:*** A commitment of funds against appropriations in which the expenditure has not actually been made at the time of recording. It may be in the form of a purchase order, purchasing requisition, or a contract for goods and services.
- Enterprise Fund:*** A fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services.
- Expenditure/
Expense:*** This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. "Expenditure" applies to the Governmental Funds, and "Expense" to Proprietary Funds
- Fiscal Year:*** The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.
- Fund:*** An independent fiscal and accounting entity with a self-balancing set of accounts. These accounts record cash and other assets together with all related liabilities, obligations, reserves, and equities. Funds are segregated so that revenues will be used only for the purpose of carrying out specific activities in accordance with special regulations, restrictions or limitations.
- Governmental
Funds:*** Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except for those accounted for in proprietary funds and fiduciary funds.
- Millage Rate:*** The ad valorem tax rate expressed in the amount-levied per thousand dollars of taxable assessed value of property. One mill is equal to one dollar per thousand.

Operating Budget: The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personal services, fringe benefits, commodities, services and capital outlay.

Proprietary Funds: Used to account for government's ongoing organizations and activities that are similar to those found in the private sector.

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

Reserve: An account used to indicate that a portion of funds has been legally restricted for a specific purpose, or not available for appropriation and subsequent spending. A reserve for working capital is a budgetary reserve set aside for cash flow needs, emergencies, or unforeseen expenditure/revenue shortfalls.

Revenue: Funds that the City receives as income. It includes such items as taxes, licenses, user fees, service charges, fines and penalties, and grants.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from specific projects or special assessments, rather than from general revenues. These bonds do not require approval by referendum.

Special Revenue

Fund: A fund in which the revenues are designated for use for specific purposes or activities.

Tax Digest: Official list of all property owners, their assessed value (100% of fair market value), and the tax due on their property.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the City of Forest Park are approved by the City Council and are within limits determined by the State.

Working Capital: A dollar amount reserved in (General Fund) fund balance which is available for unforeseen emergencies, to handle shortfalls caused by revenue declines, and to provide cash liquidity during periods of low cash flow.