

CITY COUNCIL
JEFF REESE, MAYOR
LESLIE MCPHERSON, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
GIL MCDOUGAL

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

MAYOR & COUNCIL WORK SESSION AGENDA

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
November 2, 2017 | 3:00 PM

Review of the Agenda (Mayor Jeff Reese)

A. Presentations (Mayor Jeff Reese)

1. Keep Carroll Beautiful - Josh Ingle, Director of Community Affairs

B. Governing Body (Mayor & Council)

1. Meeting Minutes - To approve the meeting minutes.
 - a. Monthly Meeting - October 3, 2017
 - b. Special Called Meeting - October 19, 2017
 - c. Special Called Meeting - October 25, 2017
2. Comprehensive Land Use Plan Update - Approval request to award the Comprehensive Land Use Plan Update to Amec Foster Wheeler
3. Professional Services Agreement With Michael A. Knotts - To approve a professional services agreement with Michael Knotts to provide GIS services.
4. Villa Rica Public Library Advisory Board - Appointment of Ola McLendon to the Library Advisory Board (Councilwoman Shirley Marchman)

C. Finance (Sarah Hefty, CFO)

1. Proposed 2018 Budget
2. 2017 Budget Amendments
3. September Financial Update
4. Year-End Compensation

D. Public Works (Pete Zorbanos, Director)

1. Emergency Purchases Over \$10,000.00 For Waste Water Treatment Plants

1. PO #41624 for \$52301.90 issued to PRB Electronics for replacement of main influent pump at West Plant. Pump had a failure that damaged the housing beyond repair. This is a custom built Vaughan 150 HP pump, and a sole source due to the plant design specifications for a custom built pump in this application.

2. PO #21893 for \$11,281.80 issued to Xylem Shared Services for a new Flygt lift station pump to replace a damaged one in the Brandywine Subdivision lift station. The old pump was not repairable, and this was the lowest bid of three obtained and was also readily available.

2. Consideration of bids to purchase of a 50KV back-up generator for the Edge Road lift station:

This is a budgeted Capital item for this year, and funds are available.

This is one of a very few lift stations that are still not on a backup generator. The Edge Road lift station is a high volume lift station, 2 other lift stations feed into it on the route back to the treatment plant.

Three competitive bids have been obtained, on the same make and model of generator. All bids include sound reducing cabinet panels for noise control. Low bid is \$42,254.00 from Triple B Electric. We have used this company many times and they maintain most of our current generators with a good customer service record. This price is for the turn key purchase and installation of this Generac Industrial series 50KW diesel generator, including auto transfer switch gear, all labor and materials.

3. Work authorization for Curtis Environmental Resource: Approval for the City to enter into a working relationship with Curtis Environmental Resources to help us prepare requests for proposals (RFP's) and task orders. Also to assist in the selection of qualified proposals of requested GEFA projects.

4. Work authorization for Infratec Consultants Inc., Turnipseed Engineers, and SmartWater Analytics: Approval for the City to enter into a working relationship with Infratec Consultants Inc., Turnipseed Engineers, and SmartWater Analytics for engineering related to water, sewer and distribution infrastructure improvements.

E. Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your name and address for the record and limit your comments to three minutes.)

F. City Manager's Report

G. Consent Agenda Review and Adjournment

CITY COUNCIL
JEFF REESE, MAYOR
LESLIE MCPHERSON, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
GIL MCDUGAL

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

COUNCIL MONTHLY MEETING MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Tuesday, October 3, 2017 | 6:00 pm

Meeting Call to Order (Mayor Jeff Reese)

Mayor Jeff Reese called the meeting to order at 6:00 pm.

Present: Mayor Jeff Reese, Mayor Pro Tem Leslie McPherson, Verland Best, Danny Carter, Gil McDougal, City Manager Tom Barber, City Attorney David Mecklin, City Clerk Alisa Doyal, Parks & Recreation Director Vicki Coleman, Chief Michael Mansour. Councilwoman Shirley Marchman was absent.

Invocation (Councilman Leslie McPherson)

Councilwoman Leslie McPherson led the Invocation.

Pledge of Allegiance (Mayor Jeff Reese)

Mayor Jeff Reese led the Pledge of Allegiance.

Ceremonial Presentations (Mayor & Council)

The following city employees were recognized:

- Robert Francis – 5 Years of Service
- Shelly Frost – 20 Years of Service
- Doyle Bolden – 20 Years of Service
- Erin Sims – Class 1 Water Operator License

Adoption of the Agenda (Mayor Jeff Reese)

Mayor Jeff Reese requested the Council to approve the addition of the Old Head Start as Item #A2.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman
SECONDER:	Danny Carter, Councilman
AYES:	Best, Carter, McDougal, McPherson,

Council Updates (Subjects of General Interest and Concern)

Councilwoman Leslie McPherson expressed her concern of the weekly Farmer's Market and how better turnout is needed to support the vendors. Mayor Jeff Reese reminded everyone that the Senior Tax Exemption is on the ballot for the Council Election on November 8, 2017.

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes)

Five citizens came forward to make a public comment.

Consent Agenda

The Consent Agenda is a single item that encompasses all things the City Council would normally approve with little comment. Each of these items were discussed at the Thursday, September 28, 2017 Council Work Session, and it was the unanimous consensus of the Governing Body to place the following items on the Consent Agenda.

1. **ADD NEW POSITION FOR IT COORDINATOR:** Approval to add an IT Coordinator position to the City's payroll.
2. **ADD NEW POSITION FOR BUILDING INSPECTOR:** Approval to add a Building Inspector position to the City's payroll.
3. **EMERGENCY PURCHASES OVER \$10,000:** Replace two (2) failed lift station pumps to avoid spills and loss of customer service.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Gil McDougal, Councilman
AYES:	Carter, McDougal, Best, McPherson

A. Governing Body (Mayor Jeff Reese)

1. **MEETING MINUTES:** Review of meeting minutes
 - a. Monthly Meeting of September 5, 2017
 - b. Special Called Meeting of September 22, 2017

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Leslie McPherson, Councilwoman
SECONDER:	Danny Carter, Councilman
AYES:	McPherson, Carter, McDougal, Best

2. **HEAD START BUILDING:** Discussion of the Head Start Building
This was a discussion item only. No action was required.

C. Community Development (Tom Barber)

1. **VA-04-17: VARIANCE REQUEST FROM SEAN P. SHEA, D.R. HORTON, INC:** Request from Sean P. Shea, D.R. Horton, Inc. for the approval of a variance for the purpose of reducing buffer requirements for Lot Nos 36, 37, and 38 in Northwoods at Mirror Lake. No Public Hearing was required.
2. **VA-05-17: VARIANCE REQUEST FROM SEAN P. SHEA, D.R. HORTON, INC:** Request from Sean P. Shea, D.R. Horton, Inc. for approval of a variance for the purpose of reducing buffer requirements for Lot Nos 26, 28, 29, 30, 31, 32, 33, 34, 36, and 37 within Southwoods Mirror Lake.

Items C1 & C2 were removed from the agenda because the legal determination made by City Attorney David Mecklin was that they already had vested rights to follow the 2004 approval of the final plat. The city ordinance establishing the buffer requirements changed in 2006 after the property was platted which created a grandfathered condition. Therefore, the applicant has the right to do their requests.

3. ABL-06-17: ALCOHOL BEVERAGE LICENSE FOR LUTHER’S BISTRO: Approval to allow applicant to pour wine and malt beverages at Luther’s Bistro, 901 S. Carroll Road, Suite 101, Villa Rica, Georgia. Public Hearing: No one came forward to speak for or against.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Gil McDougal, Councilman
SECONDER: Verland Best, Councilman
AYES: McDougal, Best, Carter, McPherson

D. Police (Chief Michael Mansour)

1. PURCHASE OF VEHICLES FOR POLICE DETECTIVES: Approval for the purchase of vehicles for the Police Department Detectives.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Leslie McPherson, Councilwoman
AYES: Carter, McPherson, Best, McDougal

E. Parks, Recreation & Leisure Services (Vicki Coleman, Director)

1. NUGGET DROP FIREWORKS DISPLAY CONTRACTOR RECOMMENDATION: Approval of J & M Displays as the fireworks contractor for the Nugget Drop on December 31, 2017.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Gil McDougal, Councilman
SECONDER: Danny Carter, Councilman
AYES: McDougal, Carter, Best, McPherson

ADJOURNMENT - There being no further business the meeting was adjourned.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Gil McDougal, Councilman
AYES: Carter, McDougal, Best, McPherson

Jeff Reese, Mayor

Alisa Doyal, City Clerk

CITY COUNCIL
JEFF REESE, MAYOR
LESLIE MCPHERSON, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
GIL MCDUGAL

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

SPECIAL CALLED COUNCIL MEETING MINUTES

Villa Rica Public Library, 869 Dallas Highway, Villa Rica, Georgia
Thursday, October 19, 2017 | 1:30 pm

Meeting Call to Order (Mayor Jeff Reese)

The meeting was called to order by Mayor Jeff Reese at 1:30 pm. Present were Mayor Jeff Reese, Mayor Pro Tem Leslie McPherson, Shirley Marchman, Verland Best, Danny Carter, Gil McDougal, City Attorney David Mecklin, City Manager Tom Barber, City Clerk Alisa Doyal, Human Resources Manager Stephanie Rooks, CFO Sarah Hefty, Public Works Director Pete Zorbanos, Deputy Public Works Director Charlie Davis, Downtown & Tourism Director Christopher Pike, and Parks & Recreation Director Vicki Coleman.

Adoption of the Agenda (Mayor Jeff Reese)

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman
SECONDER:	Danny Carter, Councilman
AYES:	Best, Carter, McDougal, Marchman, McPherson

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes)

Four citizens came forward to make a public comment.

A. New Business

1. Budget Presentation – Sarah Hefty, CFO
CFO Sarah Hefty gave a presentation of the goals, concepts, and frequently asked questions of the 2018 Budget. The Council discussed the action steps to have the Financial Health by 2020.
2. Budget Review – The Mayor and Council will review the 2018 Draft Budget.
The Draft 2018 Budget was reviewed.

B. Executive Session – City Attorney David Mecklin

City Attorney David Mecklin requested the Council to go into Executive Session to meet with legal counsel on the two items listed.

1. Meeting to discuss or vote to authorize the settlement of a matter covered by the attorney-client privilege as provided in Georgia Code section 50-14-2(1) and 50-14-3(b)(1)(A).

2. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2).

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Gil McDougal, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	McDougal, McPherson, Best, Carter, Marchman

The Council returned from Executive Session back to Regular Session.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Leslie McPherson, Councilwoman
SECONDER:	Danny Carter, Councilman
AYES:	McPherson, Carter, Best, McDougal, Marchman

City Attorney David Mecklin reported there was no action taken in Executive Session.

Adjournment

There being no further business the Council adjourned.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Shirley Marchman, Councilwoman
SECONDER:	Danny Carter, Councilman
AYES:	Marchman, Carter, Best, McPherson, McDougal

Jeff Reese, Mayor

Alisa Doyal, City Clerk

CITY COUNCIL
JEFF REESE, MAYOR
LESLIE MCPHERSON, MAYOR PRO-TEM
VERLAND BEST
DANNY CARTER
SHIRLEY MARCHMAN
GIL MCDUGAL

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

571 W BANKHEAD HWY
VILLA RICA, GA. 30180
770.459.7000 | VILLARICA.ORG

SPECIAL CALLED COUNCIL MEETING MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Wednesday, October 25, 2017 | 3:00 pm

Meeting Call to Order (Mayor Jeff Reese)

The meeting was called to order by Mayor Jeff Reese at 1:30 pm. Present were Mayor Jeff Reese, Mayor Pro Tem Leslie McPherson, Shirley Marchman, Verland Best, Danny Carter, Gil McDougal, City Attorney David Mecklin, City Manager Tom Barber, City Clerk Alisa Doyal, and Human Resources Manager Stephanie Rooks.

Adoption of the Agenda (Mayor Jeff Reese)

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Verland Best, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Best, McPherson, Marchman, McDougal, Carter

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes)

One citizen came forward to make a public comment.

A. New Business

1. Cancer Care Program – Stephanie Rooks, Human Resources Manager

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Gil McDougal, Councilman, to approve the Cancer Care Program as presented by Stephanie Rooks.
SECONDER:	Danny Carter, Councilman
AYES:	McDougal, Carter, Best, Marchman, McPherson

2. Script Sourcing – Stephanie Rooks, Human Resources Manager

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Gil McDougal, Councilman, to approve Script Sourcing as presented by Stephanie Rooks.
SECONDER:	Danny Carter, Councilman
AYES:	McDougal, Carter, Best, Marchman, McPherson

3. City Manager's Update – Tom Barber

City Manager Tom Barber presented his Manager's Report.

Adjournment

There being no further business the Council adjourned.

RESULT:

MOVER:

SECONDER:

AYES:

ADOPTED (UNANIMOUS)

Shirley Marchman, Councilwoman

Verland Best, Councilman

Marchman, Best, McPherson, McDougal, Carter

Jeff Reese, Mayor

Alisa Doyal, City Clerk



CITY OF VILLA RICA

City Council Packet

SUBJECT: RECOMMENDATION TO AWARD COMPREHENSIVE LAND USE PLAN UPDATE TO AMEC FOSTER WHEELER

CITY COUNCIL DATE: November 7, 2017

DATE: October 26, 2017

PREPARED BY: Tom Barber, City Manager

FISCAL IMPACT: \$99,880 estimate based on RFP

FUNDING SOURCE: General Fund – Community Development

PURPOSE: To authorize the City Manager to enter into an agreement with Amec Foster Wheeler (AFW) to assist the City with the preparation of the 2018 Comprehensive Land Use Plan.

BACKGROUND: The City last updated their Comp Plan in 2005. DCA requires an updated plan be submitted and approved by October of 2018. City staff issued a request for proposal to provide consulting services and received five responses. \$100,000 has been budgeted for this project. The proposals were reviewed by the City Manager and Brennan Jones, the interim Community Development Director. A summary of the scoring sheet shows that both reviewers rated AFW's proposal as number one.

	<u>Tom</u>	<u>Brennan</u>
Amec Foster Wheeler	79	97
TSW, Bleakly, and Keck & Wood	69	91.5
The Collaborative Firm	63	72
Houseal Lavigne	61	81.75
Cornerstone	45	34

STAFF RECOMMENDATION: Staff recommends that City Council authorize the City Manager to enter into an agreement with Amec Foster Wheeler to assist the City with the development of the 2018 Comprehensive Land Use Plan. Fees shall not exceed \$99,880.00 without prior City Council approval. Money for this project has been budgeted in both the 2017 and 2018 budgets.

MOTION: I move that the City authorize the City Manager to enter into an agreement with Amec Foster Wheeler to produce the 2018 Comp Plan for a fee not to exceed \$99,880.00.



CITY OF VILLA RICA

City Council Packet

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL A. KNOTTS

CITY COUNCIL DATE: November 7, 2017

DATE: October 26, 2017

PREPARED BY: Tom Barber, City Manager

FISCAL IMPACT: \$35.00 per hour

FUNDING SOURCE: General Fund – Community Development

PURPOSE: To approve a professional services agreement with Michael Knotts to provide GIS services.

BACKGROUND: The City has created or obtained numerous databases to generate maps and to visually display pipes, roads, and other infrastructure using ARCGIS, a Geographical Information System (GIS). Recent attempts to use the information have revealed many shortcomings in the data due to entry error, lack of timely updates, etc. The City needs someone to work with staff to get these files up-to-date. Michael Knotts recently obtained his Masters degree and interviewed for a position with the City. We would like to utilize his GIS skills on an as-needed basis while he continues to job hunt. He is available effective Monday, November 6.

STAFF RECOMMENDATION: Staff recommends that City Council authorize the City Manager to enter into a Professional Services Agreement with Michael Knotts to provide GIS services.

MOTION: I move that the City Council authorize the City Manager to approve a Professional Services Agreement with Michael A. Knotts for \$35 per hour to provide the City with GIS services.

2018

PROPOSED OPERATING & CAPITAL BUDGET

City of Villa Rica, Georgia



City of Gold



This page intentionally left blank.

CITY OF VILLA RICA, GEORGIA
"City of Gold"

PROPOSED
OPERATING & CAPITAL BUDGET
January 1, 2018 – September 30, 2018



Submitted by
Tom Barber, City Manager

Prepared by
Finance Department
Sarah Hefty, Chief Financial Officer

Last Revised: October 26, 2017



This page intentionally left blank.

ELECTED OFFICIALS



Jeff Reese
Mayor



Shirley Marchman
Councilmember – Ward 1



Verland Best
Councilmember – Ward 2



Leslie McPherson
Mayor Pro-Tem – Ward 3



Gil McDougal
Councilmember – Ward 4



Danny Carter
Councilmember – Ward 5

TABLE OF CONTENTS

Introduction	
Budget Transmittal Letter.....	7
Budget Calendar.....	10
Financial Summaries.....	
City-Wide Budget Summary.....	11
Fund Revenues.....	13
<i>Governmental Funds</i>	
General Fund.....	14
<i>Special Revenue Funds</i>	
Federal Seizures Fund.....	17
State Seizures Fund.....	18
Drug Task Force.....	19
Hotel/Motel Tax Fund.....	20
Cemetery Fund.....	21
<i>Capital Projects Funds</i>	
Capital Projects – General Fund.....	22
Capital Projects – Roads.....	23
2008 Carroll Co SPLOST.....	24
2015 Carroll Co SPLOST.....	25
2016 Douglas Co SPLOST.....	26
<i>Debt Service Funds</i>	
VR PFA Fund.....	27
<i>Enterprise Funds</i>	
Water & Sewer Fund.....	28
Sanitation & Solid Waste Fund.....	29
Capital	
Five Year Capital Plan.....	31

Fund Expenditures.....	35
<i>General Fund</i>	
Governing Body.....	38
City Manager.....	40
City Clerk.....	42
Finance.....	43
Legal.....	45
Management Information Systems.....	46
Human Resources.....	47
Customer Service.....	49
Building Inspections.....	51
Community Development.....	52
Code Enforcement.....	54
Economic Development.....	55
Tourism & Main Street.....	57
Judicial.....	59
Police.....	61
Police Explorers.....	63
Community Service.....	64
Public Works.....	65
Streets.....	66
Stormwater.....	68
Maintenance.....	70
Inmate Detail.....	72
Parks & Recreation	73
Recreation Events.....	75
Pine Mountain Gold Museum.....	76
Senior Center.....	78
Library.....	80
Federal Seizures Fund.....	82
State Seizures Fund.....	83
Drug Task Force.....	84
Hotel/Motel Tax Fund.....	85
Cemetery Fund.....	86

2008 Carroll Co SPLOST Fund.....	87
2015 Carroll Co SPLOST Fund.....	88
2016 Douglas Co SPLOST Fund.....	89
Capital Projects – Roads	90
Capital Projects – General Fund.....	91
VRPFA (Debt).....	92
<i>Water & Sewer Fund</i>	
Wastewater Treatment Plant.....	93
Water Treatment Plant.....	95
Distribution & Collection.....	97
CDBG (Community Development Block Grant).....	99
<i>Sanitation & Solid Waste Fund</i>	
Sanitation & Solid Waste.....	100
Other (Debt and Transfers).....	102
Shared Allocation of Cost.....	104
Personnel.....	
Requested Personnel.....	105
FTEs.....	107
Pay Scale by Position.....	112

BUDGET TRANSMITTAL LETTER

Honorable Mayor and City Council:

Please find enclosed a **DRAFT** of the 2018 Operating and Capital Budget. Currently, the City's fiscal year ends on December 31st; however, in 2018 and in future years, the fiscal year-end will be September 30th. In order to accomplish this change, a nine month fiscal year is required from January 1, 2018 to September 30, 2018. This budget document reflects the nine month period instead of a normal twelve month fiscal year.

Significant highlights of the January 1, 2018 – September 30, 2018 draft budget include:

Fiscal Year Change | The main reason for changing the fiscal year-end from December 31 to September 30 is because the majority of the general fund revenue is received in December (or even January of the following year). This makes projecting revenue and budgeting revenue very difficult. By changing the fiscal year-end, the majority of the general fund revenue will be received in the first two quarters of the year. This will allow us to project revenues/expenditures more accurately for the second half of the fiscal year and to determine if we need to pull-back on spending or if we have room to get additional projects done. Plus, we will be setting the millage at the same time as we are preparing the budget so our property tax revenue figures will be more accurate as well. As the City continues to grow, property taxes will continue to grow as well. We need to make the change now to align our fiscal year for better fiscal management.

As previously mentioned, the majority of the general fund revenue is received in December or January, which means that revenue will not be available for this nine month budget. Therefore, we are budgeting a full nine month worth of expenses, with less than the equivalent of revenue, which results in a loss. When we started this process, we were showing a \$2.5m budget deficit for the general fund. We have trimmed that down to less than \$1m. Understandably, a budget deficit is not the ideal situation; however, we feel that the fiscal year change is important enough to warrant the deficit in the nine month fiscal period.

Enterprise Funds | The water & sewer fund and the sanitation & solid waste fund have historically not been self-sufficient. The charges for service were not high enough to cover the expenses of providing those services.

Therefore, both funds have continually been supplemented by the general fund, SPLOST, and CDBG. The consultants who are currently performing our utility rate study have provided preliminary numbers, which have been used in this budget. Both funds require *significant* increases in the rates, and it will be several years before either fund has corrected cash and reserves. We also took out any supplements from other funds. With the short year, the general fund could not afford to transfer funds anyway.

Revenues | Overall revenues are projected to decrease by 10% (15% if you exclude the use of fund balance to balance the general fund budget). The general fund revenues decreased by 3% (14% if you exclude the use of fund balance to balance the budget) and the water/sewer fund revenues increased by 5%.

- Water revenues are based on a 7% rate increase.
- Sewer revenues are based on a 35% rate increase.
- Sanitation revenues are based on a monthly \$0.50 rate increase and a mandatory requirement.
- Solid Waste revenues are based on a monthly \$2.50 rate increase.
- Senior discounts have been limited to low-income customers.

Expenses and Expenditures | Each line item in the budget was compared to actuals from 2014 to 2016 and included an analysis of 2017 actuals for the first 9 months of the year. Overall, expenditures have been budgeted at a 2% increase compared to the 2017 budget. There are significant impacts to the budget, including:

- Increases in water purchase minimums and wholesale rates;
- Comprehensive Master Plan update due in 2018 (not completed in 2017 due to changes in personnel);
- Trail plan and implementation schedule;
- Increasing costs of inmate detail crews;
- Change to self-funded insurance and the need for a more comprehensive wellness plan; and
- Increasing use/need of the City Attorney.

Capital | A total of \$13.1m in capital projects is included in the 2018 budget. This includes an estimated \$10m in projects that will be funded by a GEFA (Georgia Environmental Finance Authority) loan to be paid over 20 years.

- Over 40 critical water and sewer projects have been identified for use of the potential GEFA loan.

- The City has not yet exhausted the 2008 Carroll County SPLOST funds. A portion will be used to finalize the 2016 paving project payments, but the remainder has been budgeted to renovate the old library for the new City Hall, network upgrades, and additional street improvements.
- The capital budget includes the purchase of 10 vehicles, four of which are police vehicles.
- The City anticipates road improvement projects of more than \$725,000 from various sources of funds.

Personnel | The 2018 budget includes an addition of 10.9 full-time equivalents, which is a combination of full-time and part-time positions. Most of the positions have been given a delayed start (not January 1st) in order to provide additional savings for the 9 month budget.

- Annual merit-based increases for all employees have been removed for 2018.
- The salary survey is included in the 2018 budget to take the next step in the 5-year plan to get the employee pay to a competitive wage.
 - o In 2016, all the employees were brought up to the minimum of their current paygrade.
 - o In 2017, 2% increases were given to the lowest paid employees if they were in the bottom 5% of their pay grade. Also, a pay parity analysis was done based on the current pay scale, and those employees with the biggest discrepancies were partially increased.

Debt Service | The budget calls for debt service of \$1.7m. Bond payment amounts will continue to escalate, with a significant increase coming in 2020. Historically, the debt service has been partially funded by the general fund or even SPLOST. In 2018, the debt service is funded 100% by the water & sewer fund.

I look forward to working together toward adoption of the 2018 Budget.

Tom Barber
City Manager

BUDGET CALENDAR

Date	Staff Meeting	Council Meeting	Information	Description
Monday, July 10, 2017			•	Begin preparation of budget worksheets, including prior year actuals and YTD estimates.
Tuesday, July 18, 2017	•			Meet with City Manager to discuss budget objectives.
Friday, August 04, 2017			•	Distribute budget worksheets, capital request forms, and personnel request forms to departments.
Thursday, August 24, 2017			•	Deadline for budget worksheets, capital request forms, and personnel request forms.
Thursday, August 31, 2017	•			Meet with City Manager to discuss budget projections.
Wednesday, September 06, 2017	•			Meet with City Manager to discuss budget submissions.
Tuesday, September 12 - Thursday, September 14, 2017	•			City Manager and CFO meet with departments to discuss budget submissions.
Friday, September 29, 2017			•	Draft Budget to be submitted to City Clerk and City Council.
Tuesday, October 03, 2017			•	Advertise for Budget Workshop.
Thursday, October 19, 2017		•		<u>Special Called Council Meeting</u> ; Budget workshop.
Friday, October 27, 2017			•	Proposed Budget to be submitted to City Clerk and City Council.
Tuesday, October 31, 2017			•	Advertise for Budget Workshop.
Tuesday, October 31, 2017			•	Advertise for Public Hearing.
Thursday, November 02, 2017		•		<u>Council Work Session</u> ; Presentation of 2018 Budget.
Thursday, November 09, 2017		•		<u>Special Called Council Meeting</u> ; Budget workshop.
Thursday, November 09, 2017		•		<u>Special Called Council Meeting</u> ; Public Hearing for 2018 Budget.
Friday, November 17, 2017			•	Final Budget to be submitted to City Clerk and City Council.
Tuesday, November 21, 2017			•	Advertise for Public Hearing.
Tuesday, November 28, 2017			•	Advertise for Adoption.
Thursday, November 30, 2017		•		<u>Council Work Session</u> ; Public Hearing for 2018 Budget.
Tuesday, December 05, 2017		•		<u>Monthly Council Meeting</u> ; Adoption of the 2018 Budget.
Friday, December 15, 2017			•	Publish and distribute adopted budget. Upload to City website.

City of Villa Rica
2018 Budget
All Funds Summary

10/26/2017

	GOVERNMENTAL FUNDS													ENTERPRISE FUNDS		TOTALS
	General Fund	Special Revenue Funds						Debt Service	Capital Projects Funds					Enterprise Funds		
	General Fund	Federal Seizures Fund	State Seizures Fund	Drug Task Fund	Community Green Space	Hotel/ Motel Tax Fund	Cemetery Fund	VR Public Facilities Authority	2008 Carroll Co SPLOST	2015 Carroll Co SPLOST	2016 Douglas Co SPLOST	Capital Projects - Roads	Capital Projects - Gen Fund	Water and Sewer Fund	Sanitation & Solid Waste Fund	
SOURCE OF FUNDS:																
Taxes	5,205,860					172,000										5,377,860
License and Permits	372,916															372,916
Intergovernmental	245,635			-						615,000	400,000	175,472		-		1,436,107
Charges for Service	563,440						5,000							5,595,631	878,260	7,042,331
Fines and Forfeitures	340,000	-	-													340,000
Investment Income	1,815	-	-											1,875		3,690
Contributions	7,850													-		7,850
Miscellaneous	41,350						10,385							3,500		55,235
Transfers In	873,020							1,704,938				-	-	-	77,500	2,655,458
Use of Fund Balance	999,362								500,000	752,307	155,745					2,407,414
TOTAL SOURCES	8,651,249	-	-	-	-	172,000	15,385	1,704,938	500,000	1,367,307	555,745	175,472	-	5,601,006	955,760	19,698,861
	-													-	-	17,291,447
USE OF FUNDS:																
Governing Body	215,458															215,458
Administration	1,945,029					107,500			400,000	150,000						2,602,529
Judicial	117,603															117,603
Public Safety	3,133,505	-	-	-							270,745					3,404,250
Public Works	1,256,883						15,385		100,000	727,307	35,000	175,472		3,849,142	919,928	7,079,117
Parks, Recreation & Leisure	1,905,271									490,000	250,000		-			2,645,271
Debt Service	-							1,704,938						88,500		1,793,438
Transfers Out	77,500					64,500				-				2,395,108	93,350	2,630,458
TOTAL USES	8,651,249	-	-	-	-	172,000	15,385	1,704,938	500,000	1,367,307	555,745	175,472	-	6,332,749	1,013,279	20,488,123
	-													-	-	-
Excess (Deficiency)	-	-	-	-	-	-	-	-	-	-	-	-	-	(731,744)	(57,519)	(789,262)

Note: There is \$1.1m of depreciation included in the **water & sewer expenses**. Therefore, the loss is less than the depreciation (which is a non-cash transaction).

Note: There is \$58k of depreciation included in the **sanitation & solid waste expenses**. Therefore, the loss is less than the depreciation (which is a non-cash transaction).



This page intentionally left blank.

City of Villa Rica
2018 Budget

CITYWIDE REVENUES

	12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 75% of 2017 Budget	% Change from 75% of 2017 Budget
Taxes	\$ 8,202,152	\$ 8,710,249	\$ 8,933,000	\$ 6,699,750	2,886,518	5,377,860	\$ (1,321,890)	-20%
License and Permits	211,314	220,231	191,700	143,775	334,361	372,916	229,141	159%
Intergovernmental	1,808,598	1,651,214	3,687,579	2,765,684	1,536,179	1,436,107	(1,329,578)	-48%
Charges for Service	6,674,788	7,090,330	7,515,350	5,636,513	5,288,535	7,042,331	1,405,818	25%
Fines and Forfeitures	261,061	359,260	260,000	195,000	332,508	340,000	145,000	74%
Investment Income	12,793	11,478	21,000	15,750	1,567	3,690	(12,060)	-77%
Contributions	43,102	40,226	8,000	6,000	10,427	18,235	12,235	204%
Miscellaneous	602,071	91,064	62,500	46,875	42,025	44,850	(2,025)	-4%
Other Financing Sources	41,712,615	4,193,538	3,762,648	2,821,986	2,338,954	2,655,458	(166,528)	-6%
Use of Fund Balance	-	-	4,803,800	3,602,850	-	2,407,414	(1,195,436)	-33%
TOTAL REVENUES	\$ 59,528,494	\$ 22,367,591	\$ 29,245,577	\$ 21,934,183	\$ 12,771,073	\$ 19,698,861	\$ (2,235,322)	-10%

(includes bond refinance)

**City of Villa Rica
2018 Budget**

**100 GENERAL FUND
REVENUES**

REVENUES		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS	\$ Change from 2017	% Change from 2017	NOTES
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget			
TAXES										
100311100	Real Property Taxes - Carroll	2,504,073	2,806,135	3,039,000	2,279,250	3,412	730,000	(1,549,250)	-68%	Based on amount rec'd in Nov.
100311150	Real Property Taxes - Douglas	-	-	-	-	-	500,000	500,000		Based on amount rec'd in Nov.
100311200	Property Taxes prior - Carroll	107,332	145,621	100,000	75,000	128,536	105,000	30,000	40%	Based on amount rec'd in Nov.
100311250	Property Taxes prior - Douglas	-	-	-	-	30,189	70,000	70,000		Based on amount rec'd in Nov.
100311310	Motor Vehicle Taxes	89,975	63,635	60,000	45,000	49,105	50,000	5,000	11%	Based on Current Year receipts
100311315	Title AD Valorem Tax (TAVT)	360,017	313,777	345,000	258,750	255,829	260,000	1,250	0%	Based on Current Year receipts
100311340	Intangible Tax (Reg & Record)	25,645	19,098	30,000	22,500	17,840	19,000	(3,500)	-16%	Based on Current Year receipts
100311450	Railroad & Equip Delq	1,099	1,099	1,000	750	-	-	(750)	-100%	
100311500	Property Not on Digest	22,572	23,466	-	-	-	-	-		
100311600	Real Estate Transfer	10,891	20,345	15,000	11,250	11,700	11,360	110	1%	Based on Current Year receipts
100311710	Franchise Tax - Electric	927,486	977,087	935,000	701,250	0	-	(701,250)	-100%	Electric franchise comes in Jan.
100311730	Franchise Tax - Natural Gas	77,908	79,778	80,000	60,000	60,116	61,000	1,000	2%	Based on Current Year receipts
100311750	Franchise Tax-Cable TV	140,422	152,453	160,000	120,000	52,430	75,000	(45,000)	-38%	3 quarters only
100311760	Franchise Tax-Telephone	31,728	29,516	31,000	23,250	13,822	15,000	(8,250)	-35%	Based on Current Year receipts
100313110	Carroll Co Lost	1,246,367	1,252,934	1,291,000	968,250	834,129	945,000	(23,250)	-2%	Based on Current Year receipts
100313120	Douglas Co Lost	1,042,093	1,075,753	1,146,000	859,500	726,742	820,000	(39,500)	-5%	Based on Current Year receipts
100314200	Alcoholic Beverage Excise	288,093	296,599	300,000	225,000	223,897	228,000	3,000	1%	Based on Current Year receipts
100316100	Business & Occupation	399,262	429,566	400,000	300,000	369,793	370,000	70,000	23%	Based on Current Year receipts
100316200	Insurance Premium Tax	804,151	871,052	845,000	633,750	-	935,000	301,250	48%	Based on Current Year receipts
100319100	Property Tax Penalty	9,393	11,298	15,000	11,250	6,702	7,500	(3,750)	-33%	Based on Current Year receipts
100319105	Occupational Tax Penalties	780	8,964	10,000	7,500	2,660	4,000	(3,500)	-47%	
100319400	Business Tax Int/Penalty	3,426	1,568	-	-	211	-	-		
TOTAL - Taxes		8,092,713	8,579,743	8,803,000	6,602,250	2,787,113	5,205,860	(1,396,390)	-21%	
LICENSES & PERMITS										
100321100	Alcoholic Beverage License	80,258	60,786	80,000	60,000	15,600	16,000	(44,000)	-73%	Based on Current Year receipts
100322210	Zoning and Land Use	6,816	2,850	5,000	3,750	5,245	6,776	3,026	81%	
100322230	Sign	2,015	7,785	5,000	3,750	4,949	6,000	2,250	60%	
100322240	Vacant Property Registration	4,100	4,400	3,500	2,625	2,400	3,500	875	33%	
100322800	Peddlers Ordinance Permit	-	1,925	200	150	-	-	(150)	-100%	
100322900	Yard Sales	-	78	200	150	138	430	280	187%	
100323100	Permits and Inspections	-	-	97,800	73,350	120,850	340,210	266,860	364%	
100323120	Building Inspection	104,240	125,496	-	-	168,194	-	-		
100323130	Plumbing Inspection	4,468	4,038	-	-	8,465	-	-		
100323140	Electrial Inspection	4,240	8,365	-	-	5,060	-	-		
100323160	Airconditioning Inspection	5,178	4,508	-	-	3,460	-	-		
TOTAL - Licenses & Permits		211,314	220,231	191,700	143,775	334,361	372,916	229,141	159%	
INTERGOVERNMENTAL REVENUES										
100331250	Nutrition Program - Federal	73,688	83,039	75,000	56,250	44,351	45,000	(11,250)	-20%	Based on Current Year receipts
100333000	Federal Housing Authority	-	-	22,500	16,875	-	-	(16,875)	-100%	To be received in Q4
100334100	Operating - Categorical	-	5,710	-	-	13,667	15,600	15,600		GDOT mowing reimbursement
100334110	Direct State Grants	8,322	-	523,247	392,435	-	-	(392,435)	-100%	Fullerville grant in 2017
100334151	Nutrition Program - State	14,756	11,841	20,500	15,375	11,869	12,000	(3,375)	-22%	Based on Current Year receipts
100336001	County Grants	344,383	25,167	96,000	72,000	100,251	75,000	3,000	4%	Recreation participation

100336020	West GA Regional Library Book Gr	26,500	-	35,000	26,250	-	-	(26,250)	-100%	Will have WGRL purchase books
100336060	Miscellaneous Grants	3,719	1,500	5,000	3,750	-	-	(3,750)	-100%	
100336101	School Resource Officer	161,948	101,990	116,945	87,709	87,756	98,035	10,326	12%	Addition of Douglas Co SRO
100336300	Intergovernmental - Temple	-	-	77,142	57,857	52,208	-	(57,857)	-100%	Contract terminated in 2017
TOTAL - Intergovernmental Revenues		633,316	229,248	971,334	728,501	310,101	245,635	(482,866)	-66%	

CHARGES FOR SERVICES

100341101	Court Fees - Processing and CS	128,913	131,058	129,000	96,750	124,824	125,000	28,250	29%	Based on Current Year receipts
100341102	Court Fees - Warrants, Civil,	80,071	37,025	81,000	60,750	32,248	32,000	(28,750)	-47%	Based on Current Year receipts
100341103	Technology Fee	-	-	-	-	-	45,000	45,000		New fee: \$15 per ticket
100341300	Development Review	-	-	12,000	9,000	3,256	4,000	(5,000)	-56%	
100341310	Building Plan Review	-	-	12,000	9,000	5,775	6,000	(3,000)	-33%	
100341910	Election Qualifying Fees	-	-	500	375	360	360	(15)	-4%	
100341950	Notary Fee	1,486	921	1,500	1,125	838	180	(945)	-84%	
100342110	I.D. Card Fees	-	2,555	500	375	3,165	3,300	2,925	780%	
100342120	Accident Reports	2,402	6,787	2,500	1,875	2,401	3,050	1,175	63%	
100342310	Fingerprinting Fee	-	1,350	200	150	1,250	1,400	1,250	833%	
100342901	Public Defender Fee	-	600	500	375	-	-	(375)	-100%	
100346010	Background Check Fees	-	-	500	375	-	-	(375)	-100%	
100347100	Library Use Fees	2,973	7,591	5,000	3,750	6,076	7,800	4,050	108%	
100347200	Activity Fee-Batting Cage	-	-	-	-	-	-	-		
100347301	Main Street Events	5,815	95	-	-	-	-	-		
100347310	Amphitheater Admission Fees	-	1,626	-	-	3,335	3,200	3,200		
100347320	Amphitheater Annual Events	-	1,075	-	-	1,050	1,000	1,000		
100347510	Sports	151,578	156,455	160,000	120,000	137,269	140,000	20,000	17%	Based on Current Year receipts
100347520	Special Classes	43,150	30,441	35,000	26,250	13,377	12,000	(14,250)	-54%	
100347530	Cultural Arts	9,401	8,016	8,000	6,000	6,214	6,000	-	0%	
100347540	Summer Camp	25,060	32,149	32,000	24,000	43,803	44,000	20,000	83%	Based on Current Year receipts
100347550	Annual Events	5,559	11,976	16,000	12,000	13,110	13,500	1,500	13%	
100347600	Sponsorships	13,292	13,150	12,000	9,000	6,455	6,000	(3,000)	-33%	
100347610	Amphitheater Sponsorships	4,422	200	-	-	6,250	6,250	6,250		
100347900	Concessions/Other Cultural Charge	282	-	-	-	-	-	-		
100347901	Mill Fund Raiser	1,080	-	-	-	-	-	-		
100347910	Museum admission	26,111	24,058	25,000	18,750	20,846	22,000	3,250	17%	Based on Current Year receipts
100347915	Gold Dust Train Tickets	87,156	58,706	62,000	46,500	34,994	36,000	(10,500)	-23%	Based on Current Year receipts
100347920	Museum concession	62,760	51,543	50,000	37,500	41,135	44,000	6,500	17%	Based on Current Year receipts
100347925	Amphitheater concessions	-	864	1,000	750	1,171	1,050	300	40%	
100349300	Bad Check Fess	75	100	50	38	125	350	313	833%	
TOTAL - Charges for Services		651,586	578,339	646,250	484,688	509,325	563,440	78,753	16%	

FINES & FORFEITURES

100351100	Municipal Court Fines	239,841	352,307	250,000	187,500	320,415	325,000	137,500	73%	Based on Current Year receipts
100351300	Library Fines	21,220	6,953	10,000	7,500	12,093	15,000	7,500	100%	
TOTAL - Fines & Forfeitures		261,061	359,260	260,000	195,000	332,508	340,000	145,000	74%	

INVESTMENT INCOME

100361100	Interest Revenue	11,918	9,024	13,000	9,750	1,726	1,815	(7,935)	-81%	
TOTAL - Investment Income		11,918	9,024	13,000	9,750	1,726	1,815	(7,935)	-81%	

CONTRIBUTIONS AND DONATIONS

100371001	Friends of Villa Rica Library	120	-	-	-	-	-	-		
100371005	Police Explorer Cont/Donations	3,152	10,954	-	-	-	-	-		
100371120	Prospectors Park Donations	232	-	-	-	1,219	-	-		

100371140	Senior Citizens Meal Contributions	7,760	7,398	8,000	6,000	5,008	5,050	(950)	-16%	
100371150	Police Contributions	-	4,500	-	-	1,000	-	-		
100372000	PrivateContributions	381	246	-	-	-	-	-		
100372010	Main Street Donations	7,482	435	-	-	-	-	-		
100372020	Amphitheater Donations	12,500	-	-	-	-	-	-		
100372030	Rise N Shine	-	2,700	-	-	2,250	1,800	1,800		
100373000	Shop w a Cop Donations	10,791	13,790	-	-	950	1,000	1,000		Most donations rec'd in Q4
TOTAL - Contributions and Donations		42,417	40,023	8,000	6,000	10,427	7,850	1,850	31%	

MISCELLANEOUS

100381000	Use of Fund Balance			100,000	75,000	-	999,362	924,362	1232%	Change in fiscal year deficit
100381100	Rents & Royalties	42,300	47,667	45,000	33,750	29,060	30,000	(3,750)	-11%	
100381110	Ampitheater Rents	275	1,835	2,000	1,500	1,850	1,850	350	23%	
100381120	Mill Rents	1,290	-	-	-	2,561	3,000	3,000		
100383000	Reimb - Damaged Property	850	-	-	-	-	-	-		
100383100	Insurance Reimbursements	-	53,806	-	-	1,912	-	-		
100389100	Miscellaneous Income	540,717	(21,303)	10,500	7,875	3,979	6,500	(1,375)	-17%	
100389999	Over/Short	423	423	-	-	-	-	-		
TOTAL - Miscellaneous		586,151	82,725	157,500	118,125	39,362	1,040,712	922,587	781%	

OTHER FINANCING SOURCES

100391100	Operating Transfer in Hotel/Motel	-	78,303	78,000	58,500	56,620	64,500	6,000	10%	3% of 8% Hotel/Motel tax
100391210	Operating Transfer in UDAG	-	550,768	-	-	-	-	-		
100391250	Transfer in from Water and Sewer	455,125	574,990	656,637	492,478	492,478	690,170	197,692	40%	Shared Allocation
100391254	Transfer in from Solid Waste	113,020	98,530	110,878	83,159	83,158	93,350	10,192	12%	Shared Allocation
100392100	Sales of General Fixed Assets	27,871	109,844	15,000	11,250	419	25,000	13,750	122%	Sale of old vehicles and equip
TOTAL - Other Financing Sources		596,016	1,412,436	860,515	645,386	632,676	873,020	227,634	35%	

TOTAL GENERAL FUND REVENUES		11,086,493	11,511,028	11,911,299	8,933,474	4,957,598	8,651,249	(282,225)	-3%	
------------------------------------	--	-------------------	-------------------	-------------------	------------------	------------------	------------------	------------------	------------	--

City of Villa Rica
2018 Budget

210 FEDERAL SEIZURES

REVENUES

	12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
FINES & FORFEITURES									
210351320 Confiscations	-	-	-	-	-		-		
TOTAL - Fines & Forfeitures	-	-	-	-	-	-	-		
INVESTMENT INCOME									
210361000 Interest Revenue	-	-	-	-	-		-		
TOTAL - Investment Income	-	-	-	-	-	-	-		
OTHER FINANCING SOURCES									
210392100 Sale of Assets	-	-	-	-	-		-		
TOTAL - Other Financing Sources	-	-	-	-	-	-	-		
TOTAL FEDERAL SEIZURES REVENUE	-	-	-	-	-	-	-		

City of Villa Rica
2018 Budget

212 STATE SEIZURES

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
FINES & FORFEITURES										
212351110	Superior Court Fines	-	-	-	-	-		-		
212351300	Confiscations	-	-	-	-	-		-		
TOTAL - Fines & Forfeitures		-	-	-	-	-	-	-		
INVESTMENT INCOME										
212361000	Interest Revenue	-	-	-	-	-		-		
TOTAL - Investment Income		-	-	-	-	-	-	-		
TOTAL STATE SEIZURES REVENUES		-	-	-	-	-	-	-		

City of Villa Rica
2018 Budget

255 DRUG TASK FORCE GRANT

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL										
255331150	Drug Task Force Grant/GOHS	11,359	2,364	-	-	-		-		
TOTAL - Intergovernmental		11,359	2,364	-	-	-	-	-		
TOTAL DRUG TASK FORCE GRANT		11,359	2,364	-	-	-	-	-		

City of Villa Rica
2018 Budget

275 HOTEL/MOTEL TAX FUND

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
TAXES										
275314100	Hotel/Motel	109,438	130,506	130,000	97,500	99,406	172,000	74,500	76%	Increase from 5% to 8%
TOTAL - Taxes		109,438	130,506	130,000	97,500	99,406	172,000	74,500	76%	
TOTAL HOTEL/MOTEL TAX FUND		109,438	130,506	130,000	97,500	99,406	172,000	74,500	76%	

City of Villa Rica
2018 Budget

290 CEMETERY FUND

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
CHARGES FOR SERVICE										
290349100	Cemetery Fees - Hillcrest	1,605	1,285	2,000	1,500	3,250	2,000	500	33%	
290349110	Cemetery Fees - Garden of Rest	-	-	-	-	2,075	3,000	3,000		
TOTAL - Charges for Service		1,605	1,285	2,000	1,500	5,325	5,000	3,500	233%	
INVESTMENT INCOME										
290361000	Interest Revenue	-	-	-	-	-		-		
TOTAL - Investment Income		-	-	-	-	-	-	-		
MISCELLANEOUS										
290381000	Use of Fund Balance	-	-	-	-	-	10,385	10,385		Projects exceeding current year revenues
TOTAL - Contributions		-	-	-	-	-	10,385	10,385		
TOTAL CEMETERY FUND		1,605	1,285	2,000	1,500	5,325	15,385	13,885	926%	

City of Villa Rica
2018 Budget

350 CAPITAL PROJECTS - GENERAL FUND

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015	2016	2017	75% of	2017	2018	\$ Change from	% Change from	NOTES
		ACTUALS	ACTUALS	BUDGET	2017 BUDGET	YTD (9 months)	Requested Budget	2017	2017	
INTERGOVERNMENTAL										
350331301	TE Grant Fullerville Trail	-	-	-	-	451,057	-	-		
350334310	Gateway Grant	-	(281)	-	-	-	-	-		
TOTAL - Intergovernmental		-	(281)	-	-	451,057	-	-		
CONTRIBUTIONS										
350373000	Donations	685	203	-	-	-	-	-		
TOTAL - Contributions		685	203	-	-	-	-	-		
OTHER FINANCING SOURCES										
350391100	Capital Projects Transfers	767,489	398,939	503,247	377,435	-	-	(377,435)	-100%	
350391210	Operating Transfers In - GF	67,657	199,363	-	-	-	-	-		
TOTAL - Other Financing Sources		835,147	598,302	503,247	377,435	-	-	(377,435)	-100%	
TOTAL CAPITAL PROJECTS - GF		835,832	598,225	503,247	377,435	451,057	-	(377,435)	-100%	

City of Villa Rica
2018 Budget

335 CAPITAL PROJECT FUND - PUBLIC ROADS

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL										
335334111	LMIG	-	211,313	162,495	121,871	162,494	175,472	53,601	44%	
TOTAL - Intergovernmental		-	211,313	162,495	121,871	162,494	175,472	53,601	44%	
OTHER FINANCING SOURCES										
335391100	General Fd Operating Transfer	-	199,227	48,748	36,561	-		(36,561)	-100%	
335391200	Transfer from SPLOST	-	-	-	-	-		-		
TOTAL - Other Financing Sources		-	199,227	48,748	36,561	-	-	(36,561)	-100%	
TOTAL CAPITAL PROJECTS - ROADS		-	410,540	211,243	158,432	162,494	175,472	17,040	11%	

City of Villa Rica
2018 Budget

320 SPLOST

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL										
320337110	Carroll County SPLOST	246,529	-	-	-	-		-		
320337120	Douglas County SPLOST	-	-	-	-	-		-		
TOTAL - Intergovernmental		246,529	-	-	-	-	-	-		
MISCELLANEOUS										
320381000	Use of Fund Balance	-	-	-	-	-	500,000	500,000		Use of previously collected revenues
TOTAL - Miscellaneous		-	-	-	-	-	500,000	500,000		
TOTAL SPLOST		246,529	-	-	-	-	500,000	500,000		

City of Villa Rica
2018 Budget

321 2015 CARROLL CO SPLOST

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL										
321337110	Carroll County SPLOST	917,394	1,208,570	1,200,000	900,000	612,426	615,000	(285,000)	-32%	
TOTAL - Intergovernmental		917,394	1,208,570	1,200,000	900,000	612,426	615,000	(285,000)	-32%	
MISCELLANEOUS										
321381000	Use of Fund Balance	-	-	2,351,900	1,763,925	-	752,307	(1,011,618)	-57%	Use of previously collected revenues
TOTAL - Miscellaneous		-	-	2,351,900	1,763,925	-	752,307	(1,011,618)	-57%	
TOTAL 2015 CARROLL CO SPLOST		917,394	1,208,570	3,551,900	2,663,925	612,426	1,367,307	(1,296,618)	-49%	

City of Villa Rica
2018 Budget

322 2016 DOUGLAS CO SPLOST

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL										
322337120	Douglas County SPLOST	-	-	853,750	640,313	100	400,000	(240,313)	-38%	
TOTAL - Intergovernmental		-	-	853,750	640,313	100	400,000	(240,313)	-38%	
MISCELLANEOUS										
321381000	Use of Fund Balance	-	-	2,351,900	1,763,925	-	155,745	(1,608,180)	-91%	
TOTAL - Miscellaneous		-	-	2,351,900	1,763,925	-	155,745	(1,608,180)	-91%	
TOTAL 2016 DOUGLAS CO SPLOST		-	-	3,205,650	2,404,238	100	555,745	(1,848,493)	-77%	

City of Villa Rica
2018 Budget

285 VR PFA SPECIAL REVENUE FUND

REVENUES

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
OTHER FINANCING SOURCES										
285391100	Operating Transfer from General Fc	596,497	860,386	597,148	447,861	511,883	-	(447,861)	-100%	Debt service paid 100% by water/sewer
285391220	Operating Transfer from Water/Sev	717,565	852,994	1,108,990	831,743	1,194,395	1,704,938	873,195	105%	
285393300	Refunding Bond Issued	33,860,000	-	-	-	-	-	-		
285393400	Premiums on Bond Issued	4,835,048	-	-	-	-	-	-		
TOTAL - Other Financing Sources		40,009,109	1,713,380	1,706,138	1,279,604	1,706,278	1,704,938	425,334	33%	
TOTAL VR PFA SPECIAL REVENUE		40,009,109	1,713,380	1,706,138	1,279,604	1,706,278	1,704,938	425,334	33%	

City of Villa Rica
2018 Budget

505 WATER AND SEWER FUND

REVENUES

	12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES
INTERGOVERNMENTAL									
505331311 CDBG	-	-	500,000	375,000	-	-	(375,000)	-100%	Did not receive grant
TOTAL - Intergovernmental	-	-	500,000	375,000	-	-	(375,000)	-100%	

CHARGES FOR SERVICES

505344210 Water Charges	2,533,299	2,777,157	2,940,000	2,205,000	1,927,546	2,448,200	243,200	11%	7% rate increase. Senior discounts for low-income only.
505344211 Water Tap Fee	26,000	105,625	105,000	78,750	214,695	200,000	121,250	154%	
505344212 Misc Water Sales	25,927	27,755	26,000	19,500	23,520	25,000	5,500	28%	
505344230 Sewage Charges	2,188,055	2,228,338	2,383,500	1,787,625	1,594,506	2,386,281	598,656	33%	35% rate increase. Senior discounts for low-income only.
505344231 Sewer Tap Fees	109,000	197,855	175,000	131,250	203,480	300,000	168,750	129%	
505344255 Sewage Fees - Douglas Co	99,151	111,616	110,000	82,500	61,632	90,000	7,500	9%	
505344290 Late Fee	156,041	134,316	150,000	112,500	103,940	105,000	(7,500)	-7%	
505344291 Connect Fee	47,140	60,007	60,000	45,000	41,875	40,000	(5,000)	-11%	
505349300 Bad Check Fees	4,135	2,750	2,500	1,875	1,150	1,150	(725)	-39%	
TOTAL - Charges for Services	5,188,749	5,645,419	5,952,000	4,464,000	4,172,346	5,595,631	1,131,631	25%	

INVESTMENT INCOME

505361100 Interest Revenue	875	2,455	8,000	6,000	(159)	1,875	(4,125)	-69%	
TOTAL - Investment Income	875	2,455	8,000	6,000	(159)	1,875	(4,125)	-69%	

MISCELLANEOUS

505383100 Insurance Reimbursements	6,480	-	-	-	-	-	-		
505389000 Other Miscellaneous Revenue	9,439	8,340	5,000	3,750	2,663	3,500	(250)	-7%	
TOTAL - Miscellaneous	15,919	8,340	5,000	3,750	2,663	3,500	(250)	-7%	

OTHER FINANCING SOURCES

505391200 Operating Transfer	-	11,000	-	-	-	-	-		
505391432 Capital Contribution SPLOST	264,443	259,193	644,000	483,000	-	-	(483,000)	-100%	
505392210 Sale of Assets	7,900	-	-	-	-	-	-		
TOTAL - Other Financing Sources	272,343	270,193	644,000	483,000	-	-	(483,000)	-100%	

TOTAL WATER AND SEWER FUND	5,477,886	5,926,407	7,109,000	5,331,750	4,174,850	5,601,006	269,256	5%	
-----------------------------------	------------------	------------------	------------------	------------------	------------------	------------------	----------------	-----------	--

City of Villa Rica
2018 Budget

540 SANITATION AND SOLID WASTE FUND
REVENUES

12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS			
2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	\$ Change from 2017	% Change from 2017	NOTES

CHARGES FOR SERVICES

									\$12.50 for Sanitation (Waste Industries), \$7.50 solid waste/curbside pickup. Mandatory service. Senior discount for low-income only. Sewer & Sanitation for 248 customers on DDCWSA water
540344110	Refuse Collection Charges	788,277	814,453	863,100	647,325	574,100	838,260	190,935	29%
540344111	Sanitation Fees - Douglas co	44,572	50,833	52,000	39,000	27,439	40,000	1,000	3%
540344155	Douglas Co - Sanitation Fees	-	-	-	-	-	-	-	
540344190	Late Charge/Refuse	-	-	-	-	-	-	-	
TOTAL - Charges for Services		832,849	865,287	915,100	686,325	601,539	878,260	191,935	28%

OTHER FINANCING SOURCES

540391130	Operating Transfer in	-	-	-	-	-	77,500	77,500	Subsidy from general fund
540392210	Sale of Assets	-	-	-	-	-	-	-	
TOTAL - Other Financing Sources		-	-	-	-	-	77,500	77,500	

TOTAL SOLID WASTE FUND		832,849	865,287	915,100	686,325	601,539	955,760	269,435	39%
-------------------------------	--	----------------	----------------	----------------	----------------	----------------	----------------	----------------	------------



This page intentionally left blank.

City of Villa Rica
5 Year Capital Plan

Capital Projects	Source of Funds	2018 Requests	2019	2020	2021	2022	Totals
Administration							
Network	08SPLOST	250,000					250,000
Renovation of New City Hall	08SPLOST	150,000					150,000
Van for IT Manager	CSPLOST	25,000					25,000
Total Administration		425,000	-	-	-	-	425,000
Economic Development							
Downtown Sidewalks & Streetscapes	CSPLOST	125,000	125,000	125,000			375,000
Total Economic Development		125,000	125,000	125,000	-	-	375,000
Police							
Vehicles (4 replacement vehicles) - DSPLOST	DSPLOST	128,465	134,890	141,640	148,730	156,170	709,895
In-car Video systems with body worn camera	DSPLOST	23,480	24,660	25,900	27,200	28,560	129,800
Laptops for patrol vehicles	DSPLOST	7,800	8,190	8,600	9,030	9,490	43,110
One-ton Transit Van (Transport Van) - Trade w/ Public Works	DSPLOST	31,000					31,000
Detective Vehicle	DSPLOST		15,000	15,000	15,000	15,000	60,000
Video Evidence Storage	DSPLOST	80,000	50,000	50,000	50,000	50,000	280,000
Purchase of Police Substation and Training Facility	DSPLOST		800,000				800,000
Renovation and Improvement of Substation/Training Facility	DSPLOST			350,000			350,000
Total Police		270,745	1,032,740	591,140	249,960	259,220	2,403,805
Parks & Recreation							
Conners Road Passive Park	DSPLOST	250,000					250,000
Pine Mt. Expansion	DSPLOST		150,000				150,000
Pine Mt. Site Re-engineering	DSPLOST		150,000				150,000
Gold Dust Roof Replacement (Admin)	CSPLOST	175,000					175,000
Spring Lake Remediation	CSPLOST	100,000	100,000	100,000			300,000
Vplex Ballfield Expansions	CSPLOST	75,000					75,000
Zero Depth Water Park at Gold Dust - City Portion	CSPLOST	100,000					100,000
Boiler Replacement at Gold Dust	CSPLOST	40,000					40,000
Total Parks & Recreation		740,000	400,000	100,000	-	-	1,240,000
Streets							
Flex-Wing Rotary Cutter (Batwing Mower for Streets)	CSPLOST	18,255					18,255
Utility Tractor, 4x4, enclosed cab (To Pull Batwing Mower)	CSPLOST	52,810					52,810
Rotary Cutter (Bush Hog for Streets)	CSPLOST	4,410					4,410
Utility tractor, 4x4, enclosed cab (to Pull Bush Hog)	CSPLOST	36,870					36,870
2 wheel drive, standard cab (Fuel Truck)	CSPLOST	22,000					22,000
2 wheel drive, standard cab (Spray Truck)	CSPLOST	22,000					22,000
One ton, Four Wheel Drive Dump Truck (Streets)	CSPLOST		40,435				40,435
Gateway Redo	CSPLOST	60,000					60,000

City of Villa Rica
5 Year Capital Plan

Capital Projects	Source of Funds	2018 Requests	2019	2020	2021	2022	Totals
F750 Dump Truck	GF					100,000	100,000
Maintenance Truck (Streets)	GF				36,500		36,500
Streets & Sidewalks - LMIG portion	LMIG	175,472	180,800	186,300	191,900	197,700	932,172
LMIG 30% Match - SPLOST	CSPLOST	52,642	54,240				106,882
LMIG 30% Match - GF	GF			55,890	57,570	59,310	172,770
Streets & Sidewalks - 2008 SPLOST	08SPLOST	100,000					100,000
Streets & Sidewalks - Carroll SPLOST	CSPLOST	280,000	200,000	200,000	100,000		780,000
Streets & Sidewalks - Douglas SPLOST	DSPLOST	-	180,000	300,000	300,000	200,000	980,000
Streets & Sidewalks - General Fund	GF			250,000	450,000	550,000	1,250,000
Traffic Calming - Carroll SPLOST	CSPLOST	20,000					
Traffic Calming - Douglas SPLOST	DSPLOST	20,000					
Road Projects	CSPLOST	100,000	800,000				900,000
Joint City-County Project - Mirror Lake Pkwy	DSPLOST		500,000				500,000
Joint City-County Project - Liberty Road	DSPLOST		150,000				150,000
Joint City-County Project - Tyson Rd	DSPLOST			200,000			200,000
Total Public Works		964,459	2,105,475	1,192,190	1,135,970	1,107,010	6,465,104
Maintenance							
Ford F250 (Maintenance Manager)	CSPLOST	33,320					33,320
Ford F150 Truck (Mechanic)	GF		22,575				22,575
Total Maintenance		33,320	22,575	-	-	-	55,895
Stormwater							
Stormwater Improvements - Carroll Co	CSPLOST	25,000	26,300	27,700	29,100	30,600	138,700
Stormwater Improvements - Douglas Co	DSPLOST	15,000	26,000	22,100	23,300	24,500	110,900
Total Stormwater		40,000	52,300	49,800	52,400	55,100	249,600
Collection & Distribution							
Collection & Distribution System Improvements	GEFA	3,500,000	5,000,000				8,500,000
Collection & Distribution System Improvements	WS			500,000	500,000	500,000	1,500,000
Backhoe Loaders	WS		115,694				115,694
Compact Track Loaders	WS	64,520					64,520
Brush Cutter (w Track Loaders)	WS	6,725					6,725
2018 Ford F250 XL 4x4 Supercab	WS	33,320					33,320
Utility Truck Body (with Supercab)	WS	12,000					12,000
Remote Control Sewer Camera	WS	64,912					64,912
Repair, Replace Pumps on 1998 Sewer Jet Truck	WS	55,000					55,000
Sewer Jet Truck	WS				235,000		235,000
Trench Roller	WS			31,000			31,000
Hydrant Replacement Program	WS	15,000	20,000	20,000	20,000	20,000	95,000
Meter Replacement Program	WS	30,000	40,000	40,000	40,000	40,000	190,000

City of Villa Rica
5 Year Capital Plan

Capital Projects		Source of Funds	2018 Requests	2019	2020	2021	2022	Totals
	Sewer Line Upgrades	WS			50,000	50,000	50,000	150,000
	Inspect, Repair, and Replace RPVs	WS	18,750	25,000	25,000	20,000	20,000	108,750
	Inspect and Replace Standpipes	WS	17,250	23,000	23,000	20,000	20,000	103,250
	Total Collection & Distribution		3,817,477	5,223,694	689,000	885,000	650,000	11,265,171
	Water Treatment Plant							
	Water System Improvements	GEFA	1,000,000					1,000,000
	Water System Improvements	WS			500,000	500,000	500,000	1,500,000
	Replace Truck	WS	22,000		22,000			44,000
	Total Water Treatment Plant		1,022,000	-	522,000	500,000	500,000	2,544,000
	Wastewater Treatment Plant							
	Sewer System Improvements	GEFA	500,000					500,000
	Sewer System Improvements	WS			500,000	500,000	500,000	1,500,000
	North Plant Equipment/Upgrades	DSPLOST		115,000				115,000
	Maintenance Truck	WS				30,000		30,000
	Total Wastewater Plant		500,000	115,000	500,000	530,000	500,000	2,145,000
	Sanitation/Solid Waste							
	Street Sweeper	SS	205,000					205,000
	F750 Dump Truck (two)	SS					200,000	200,000
	Grapple Truck	SS				220,000		220,000
	Total Sanitation/Solid Waste		205,000	-	-	220,000	200,000	625,000
	GRAND TOTAL - CAPITAL PROJECTS		8,143,001	9,076,784	3,769,130	3,573,330	3,271,330	27,793,575
	Total Sources							
	GF Budget	GF	-	22,575	305,890	544,070	709,310	1,581,845
	SPLOST - 2008 Carroll	08SPLOST	500,000	-	-	-	-	500,000
	SPLOST - Carroll	CSPLOST	1,367,307	1,345,975	452,700	129,100	30,600	3,325,682
	SPLOST - Douglas	DSPLOST	555,745	2,303,740	1,113,240	573,260	483,720	5,029,705
	LMIG	LMIG	175,472	180,800	186,300	191,900	197,700	932,172
	Water/Sewer Budget	WS	339,477	223,694	1,711,000	1,915,000	1,650,000	5,839,171
	Sanitation/Solid Waste Budget	SS	205,000	-	-	220,000	200,000	625,000
	GEFA Loan	GEFA	5,000,000	5,000,000	-	-	-	10,000,000
	GRAND TOTAL - SOURCES		8,143,001	9,076,784	3,769,130	3,573,330	3,271,330	27,833,575
			-	-	-	-	-	



This page intentionally left blank.

City-Wide Expenditures
Budget Year 2018

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS	
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget
Governing Body	733,680	583,132	211,067	158,300	395,867	215,458	36%
Administration	1,757,136	1,910,653	2,303,189	1,727,392	1,583,295	2,667,029	54%
Judicial	118,330	125,679	171,768	128,826	111,874	117,603	-9%
Public Safety	3,640,129	3,916,342	4,121,795	3,091,346	2,722,811	3,404,250	10%
Public Works	6,880,318	7,921,672	10,779,570	8,084,678	6,484,807	7,079,117	-12%
Parks, Recreation & Leisure	2,905,523	3,412,964	3,895,927	2,921,945	2,020,725	2,645,271	-9%
Debt Service	40,109,685	2,214,438	1,726,138	1,294,604	1,715,972	1,793,438	39%
Transfers Out	2,647,095	3,755,929	3,669,648	2,752,236	2,281,914	2,565,958	-7%
TOTAL EXPENDITURES	58,791,896	23,840,809	26,879,102	20,159,327	17,317,265	20,488,123	2%
	-	-	-	-	-	-	

Departmental Expenditures
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	12/31/2017	9/30/2017	9 MONTHS	
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget
1110	Governing Body	233,136	438,153	211,067	158,300	236,970	215,458	36%
1320	City Manager	257,491	263,675	282,759	212,069	195,126	141,497	-33%
1330	City Clerk	-	-	87,583	65,687	61,060	63,889	-3%
1510	Finance	351,310	345,678	401,240	300,930	262,933	288,742	-4%
1530	Law	112,246	96,284	100,000	75,000	83,529	95,000	27%
1535	Management Info Sys	91,156	84,363	110,000	82,500	83,755	129,032	56%
1540	Human Resources	120,396	138,386	165,535	124,151	114,115	146,240	18%
1590	Customer Service	382,840	305,437	269,607	202,205	186,801	227,550	13%
7220	Building Inspection	63,728	73,591	60,000	45,000	126,145	58,544	30%
7400	Community Development	169,240	230,345	346,393	259,795	141,928	347,947	34%
7450	Code Enforcement	26,438	52,955	101,319	75,989	67,832	81,369	7%
7520	Economic Development	28,477	50,284	53,000	39,750	37,500	132,778	234%
7550	Tourism & Main Street	104,224	133,513	190,753	143,065	131,507	232,441	62%
3210	Police	3,081,038	3,290,366	3,525,359	2,644,019	2,530,501	2,672,098	1%
2650	Municipal Court	118,330	125,679	171,768	128,826	111,874	117,603	-9%
3290	Police Explorers	4,437	7,200	5,000	3,750	2,004	4,000	7%
3295	Community Service	27,604	234	38,366	28,775	7,525	26,707	-7%
3226	Custody of Prisoners	33,845	26,110	30,000	22,500	7,455	8,500	-62%
3520	Fire Fighting	322,062	348,856	343,070	257,303	-	374,000	45%
3910	Animal Control	59,801	64,275	60,000	45,000	42,231	48,200	7%
4110	Public Works	-	123,242	269,547	202,160	184,996	209,654	4%
4210	Highway and Streets	682,141	650,135	764,592	573,444	558,856	566,823	-1%
4320	Stormwater	96,592	163,867	187,014	140,261	123,281	158,510	13%
4900	Maintenance	180,636	215,229	207,109	155,332	140,135	205,847	33%
4910	Inmate Detail	136,943	191,381	180,750	135,563	116,025	116,050	-14%
4330	Wastewater Plant	1,495,178	2,202,372	2,210,220	1,657,665	1,589,569	1,767,769	7%
4420	Water Treatment Plant	1,087,097	1,617,066	1,298,466	973,850	950,609	945,005	-3%
4440	Distribution & Collection	1,848,567	1,170,162	1,306,505	979,879	969,825	1,136,368	16%
4441	CDBG	194,851	34,825	500,000	375,000	9,555	-	-100%
4500	Solid Waste	779,440	845,703	803,727	602,795	624,531	919,928	53%
5500	Senior Citizens	195,666	200,040	219,880	164,910	166,672	185,478	12%
6120	Parks & Recreation	1,167,702	1,233,616	1,409,485	1,057,114	968,225	1,090,618	3%
6130	Recreation Events	-	-	119,250	89,438	119,221	46,200	-48%

6172	Gold Museum	298,076	278,220	358,831	269,123	193,996	238,573	-11%	
6510	Library	331,857	349,453	481,981	361,486	281,710	344,403	-5%	-2%
8000	Debt Service - GF	91,250	-	-	-	-	-		
9000	Operating Transfer - GF	1,361,385	2,218,415	1,149,143	861,857	552,625	77,500	-91%	
8000	Debt Service - WSF	9,326	13,188	20,000	15,000	9,835	88,500	490%	
9000	Operating Transfers - WSF	1,172,690	1,427,984	1,765,627	1,324,220	1,646,131	2,395,108	81%	
9000	Other Financing Uses - SWF	113,020	109,530	110,878	83,159	83,158	93,350	12%	
MAJOR FUND TOTALS		16,835,199	19,125,417	19,920,824	14,940,618	13,719,745	15,997,277	7%	
100 - General Fund		10,135,032	11,704,587	11,905,401	8,929,051	7,836,533	8,651,249	-3%	
505 - Water/Sewer Fund		5,807,707	6,465,597	7,100,818	5,325,614	5,175,523	6,332,749	19%	
540 - Solid Waste Fund		892,460	955,233	914,605	685,954	707,689	1,013,279	48%	
		-	-	-	-	-	-		
210 - Federal Seizures Fund		94,981	98,761	-	-	-	-		
212 - State Seizures Fund		10,489	-	-	-	237	-		
252 - Community Greenspace Fund		-	-	-	-	-	-		
255 - Drug Task Fund		-	-	-	-	-	-		
275 - Hotel/ Motel Tax Fund		44,489	130,506	130,000	97,500	91,009	172,000	76%	
285 - VR PFA Special Revenue Fund		40,009,109	2,201,250	1,706,138	1,279,604	1,706,138	1,704,938	33%	
290 - Cemetery Fund		7,394	14,197	2,000	1,500	1,035	15,385	926%	
320 - 2008 Carroll Co SPLOST		757,348	372,724	-	-	5,717	500,000		
321 - 2015 Carroll Co SPLOST		197,054	1,178,999	2,825,650	2,119,238	386,575	1,367,307	-35%	
322 - 2016 Douglas Co SPLOST		-	-	1,580,000	1,185,000	162,386	555,745	-53%	
335 - Capital Projects - Public Roads		-	180,452	211,243	158,432	272,969	175,472	11%	
350 - Capital Projects Fund		835,832	538,504	503,247	377,435	971,455	-	-100%	
TOTAL CITY		58,791,896	23,840,809	26,879,102	20,159,327	17,317,265	20,488,123	2%	

Departmental Budget Requests
Budget Year 2018

GOVERNING BODY

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1001110511100 Regular employees	21,700	20,950	20,000	15,000	14,700	15,300	2%	1 mayor + 5 council monthly pay + extra meetings
1001110512100 Group Insurance	34,982	21,250	22,731	17,048	17,042	17,900	5%	Based on current insurance selections
1001110512200 Social Security FICA Contrib	1,518	1,517	1,530	1,148	1,408	1,170	2%	Based on actual payroll
1001110512400 Retirement Contribution	874	765	750	563	561	563	0%	
1001110512700 Worker's compensation	222	349	500	375	70	100	-73%	Based on risk allocation
TOTAL - Personnel	59,295	44,832	45,511	34,133	33,780	35,033	3%	

SERVICES

1001110521200 Professional	-	64,996	2,000	1,500	20,669	-	-100%	
1001110521220 Professional - Auditors	-	-	-	-	-	30,000		Move Auditors Expense from Finance
1001110521300 Technical Services	-	5,593	4,600	3,450	3,500	4,500	30%	Audio/visual in courtroom
1001110522220 m/r equipment	-	129	300	225	272	500	122%	
1001110522320 Rental of equipment and veh	180	-	200	150	-	-	-100%	
1001110523100 Liability Insurance	121,515	95,087	99,500	74,625	135,328	106,575	43%	75% of GMA liability insurance
1001110523210 Phone/Internet	-	-	-	-	-	-		
1001110523215 postage	149	214	75	56	71	100	78%	
1001110523300 Advertising	1,360	460	500	375	400	500	33%	
1001110523400 Printing and binding	604	76	100	75	-	-	-100%	
1001110523500 Travel - Mayor	2,083	5,277	11,500	8,625	8,118	2,000	-77%	Split travel by ward
Travel - Ward 1				-		2,000		Split travel by ward
Travel - Ward 2				-		2,000		Split travel by ward
Travel - Ward 3				-		2,000		Split travel by ward
Travel - Ward 4				-		2,000		Split travel by ward
Travel - Ward 5				-		2,000		Split travel by ward
1001110523600 Dues and fees	118	-	-	-	-	-		
1001110523700 Education and training - Mayor	4,888	7,525	8,500	6,375	7,615	1,500	-76%	Split training by ward
Education and training - Ward 1				-		1,500		Split training by ward
Education and training - Ward 2				-		1,500		Split training by ward
Education and training - Ward 3				-		1,500		Split training by ward
Education and training - Ward 4				-		1,500		Split training by ward
Education and training - Ward 5				-		1,500		Split training by ward
TOTAL - Services	130,897	179,356	127,275	95,456	175,974	163,175	71%	

Departmental Budget Requests

Budget Year 2018

GOVERNING BODY		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SUPPLIES						-			
1001110531100	Supplies	2,732	1,165	2,000	1,500	766	800	-47%	Based on current year exp
1001110531300	Food	-	2,492	2,500	1,875	1,072	1,250	-33%	
1001110531600	Small Equipment	1,312	8,660	11,700	8,775	10,960	-	-100%	2017 expense was for tablets
1001110531700	Uniforms	-	54	300	225	171	200	-11%	
TOTAL - Supplies		4,044	12,371	16,500	12,375	12,969	2,250	-82%	
						-			
OTHER COSTS						-			
1001110572100	PAYMENTS TO OTHER AGENCIES	-	1,000	1,000	750	-		-100%	
1001110573050	Community Grant	-	-	15,000	11,250	14,247	15,000	33%	In 2017 was used for Thomas Dorsey, Taste of VR and Art Fest
1001110573080	Dorsey Foundation	4,000	4,000	-	-	-	-		
1001110579100	CONTINGENCY	34,900	196,595	5,781	4,336	-		-100%	No contingency - deficit budget
TOTAL - Other Costs		38,900	201,595	21,781	16,336	14,247	15,000	-8%	
						-			
TOTAL GOVERNING BODY		233,136	438,153	211,067	158,300	236,970	215,458	36%	
				165,556	124,167	203,190	180,425	45.3%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

CITY MANAGER

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL								
1001320511100 Regular employees	97,450	139,218	147,728	110,796	111,324	86,305	-22%	Removed part-time executive assistant
1001320511120 Vacation Pay	-	919	-	-	12,346			
1001320511130 Sick Leave Pay	886	960	-	-	-			
1001320512100 Group Insurance	20,587	25,483	12,710	9,533	13,196	14,759	55%	Based on current insurance selections
1001320512200 Social Security FICA Contrib	7,216	10,637	11,301	8,476	9,475	6,602	-22%	Based on actual payroll
1001320512400 Retirement Contribution	4,323	7,213	5,620	4,215	5,285	4,315	2%	
1001320512500 50% Match for 457 Contrib	2,199	5,566	5,000	3,750	1,709	2,600	-31%	Based on current deductions
1001320512700 Worker's compensation	108	349	400	300	115	200	-33%	Based on risk allocation
1001320512910 Car Allowance	420	7,230	7,200	5,400	5,250	-	-100%	Not in current CM contract
TOTAL - Personnel	133,190	197,574	189,959	142,469	158,700	114,782	-19%	

SERVICES

1001320521200 Professional	43,225	-	14,000	10,500	10,032	-	-100%	
1001320521300 Technical Services	1,190	1,233	3,000	2,250	-	-	-100%	
1001320522100 Cleaning Service	-	9,017	10,900	8,175	6,130	-	-100%	Custodians added to Maintenance
1001320522210 m/r buildings	5,172	8,389	27,030	20,273	5,629	3,000	-85%	
1001320522220 m/r equipment	3,043	1,002	1,250	938	57	100	-89%	
1001320522230 m/r vehicles	1,079	16	600	450	595	600	33%	Administration car
1001320522320 Rental of equipment and veh	50	-	-	-	-			
1001320523100 Liability Insurance	728	932	1,000	750	1,352	1,065	42%	GMA
1001320523110 GIRMA CLAIM LOSS	3,200	-	-	-	-			
1001320523210 Phone/Internet	6,799	5,524	5,000	3,750	2,311	2,300	-39%	Syncglobal + Verizon
1001320523215 postage	333	439	300	225	172	200	-11%	
1001320523300 Advertising	4,689	1,623	1,000	750	286	400	-47%	
1001320523400 Printing and binding	1,003	3,946	1,000	750	507	600	-20%	
1001320523500 Travel	2,711	5,831	1,800	1,350	80	2,500	85%	
								GMA \$5.2k, Carroll Chamber \$420, Douglas Chamber \$350, Douglas Sentinel \$190
1001320523600 Dues and fees	19,600	7,920	10,000	7,500	6,218	6,200	-17%	
1001320523700 Education and training	1,560	4,054	2,600	1,950	654	1,500	-23%	
1001320523850 Contract labor	9,217	-	-	-	-	-		
1001320523910 Pre-employment & Drug Testing	100	-	100	75	100	-	-100%	
1001320523930 Document Shredding	5	61	100	75	31	50	-33%	
TOTAL - Services	103,703	49,986	79,680	59,760	34,155	18,515	-69%	

SUPPLIES

**Departmental Budget Requests
Budget Year 2018**

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
CITY MANAGER		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1001320531100	Supplies	4,640	6,073	2,750	2,063	1,043	1,200	-42%	Not previously charged for water/sewer
1001320531210	Water/Sewerage	-	-	-	-	-	900		
1001320531220	Natural Gas	217	355	200	150	73	100	-33%	
1001320531230	Electricity	1,118	2,980	1,500	1,125	579	650	-42%	
1001320531270	Gasoline/diesel	639	147	700	525	207	900	71%	
1001320531300	Food	507	1,352	1,000	750	76	200	-73%	
1001320531400	Books and periodicals	10,480	409	-	-	-	-		
1001320531600	Small Equipment	1,065	839	1,470	1,103	293	500	-55%	
1001320531700	UNIFORMS	906	311	500	375	-	-	-100%	
TOTAL - Supplies		19,571	12,467	8,120	6,090	2,271	4,450	-27%	
					-				
INTERFUND					-				
1001320552200	SELF FUNDED CLAIMS	1,027	3,648	5,000	3,750	-	3,750	0%	
TOTAL - Interfund		1,027	3,648	5,000	3,750	-	3,750	0%	
					-				
TOTAL CITY MANAGER		257,491	263,675	282,759	212,069	195,126	141,497	-33%	
					92,800	69,600	36,426	26,715	-61.6% Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

CITY CLERK

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS	% Change from 75% of 2017 Budget	NOTES
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget		
1001330511100 Regular employees	-	-	39,768	29,826	25,140	30,556	2%	One full-time employee
1001330511120 Vacation Pay	-	-	-	-	1,308			
1001330511130 Sick Leave Pay	-	-	-	-	149			
1001330512100 Group Insurance	-	-	17,585	13,189	14,926	14,589	11%	Based on current insurance selections
1001330512200 Social Security FICA Contrib	-	-	3,042	2,282	1,780	2,338	2%	Based on actual payroll
1001330512400 Retirement Contribution	-	-	1,988	1,491	-	1,528	2%	
1001330512500 50% Match for 457 Contrib	-	-	1,000	750	572	700	-7%	Based on current deductions
1001330512700 Worker's compensation	-	-	100	75	23	100	33%	Based on risk allocation
TOTAL - Personnel	-	-	63,483	47,612	43,898	49,811	5%	

SERVICES

1001330521300 Technical	-	-	-	-	4,588	3,588		BoardSync - annual dues
1001330523100 Liability Insurance	-	-	-	-	-	-		
1001330523210 Phone/Internet	-	-	2,000	1,500	1,392	1,400	-7%	Syncglobal
1001330523215 postage	-	-	100	75	-	100	33%	
1001330523300 Advertising	-	-	-	-	-	-		
1001330523400 Printing and binding	-	-	3,000	2,250	2,269	1,050	-53%	Printing reduced bc of BoardSync
1001330523500 Travel	-	-	4,000	3,000	2,541	1,750	-42%	
1001330523600 Dues and fees	-	-	1,000	750	480	500	-33%	
1001330523700 Education and training	-	-	2,500	1,875	1,736	1,250	-33%	
1001330523850 Contract labor	-	-	5,000	3,750	-	-	-100%	No election in 9 month period
1001330523930 Document Shredding	-	-	50	38	21	40	7%	
TOTAL - Services	-	-	17,650	13,238	13,026	9,678	-27%	

SUPPLIES

1001330531100 Office Supplies	-	-	1,950	1,463	848	1,000	-32%	
1001330531220 Natural Gas	-	-	-	-	-	-		
1001330531230 Electricity	-	-	-	-	614	650		
1001330531400 Books and Periodicals	-	-	4,500	3,375	2,674	2,750	-19%	Municode
TOTAL - Supplies	-	-	6,450	4,838	4,135	4,400	-9%	

TOTAL CITY CLERK	-	-	87,583	65,687	61,060	63,889	-3%	
-------------------------	---	---	---------------	---------------	---------------	---------------	------------	--

24,100	18,075	17,162	14,078	-22.1%	Total change without personnel
---------------	---------------	---------------	---------------	---------------	---------------------------------------

Departmental Budget Requests
Budget Year 2018

FINANCE

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1001510511100	Regular employees	147,841	152,863	198,141	148,606	134,704	175,692	18%	4 full-time employees + addition of new Receptionist
1001510511120	Vacation Pay	1,062	9,322	-	-	3,918			
1001510511130	Sick Leave Pay	208	3,045	-	-	4,215			
1001510511300	Overtime	182	165	200	150	47	50	-67%	
1001510512100	Group Insurance	23,578	39,108	59,834	44,876	44,863	49,830	11%	Based on current insurance selections
1001510512200	Social Security FICA Contrib	11,175	11,371	15,158	11,369	9,915	13,440	18%	Based on actual payroll
1001510512400	Retirement Contribution	7,700	6,972	8,307	6,230	5,108	8,785	41%	
1001510512500	50% Match for 457 Contrib	2,001	1,420	2,800	2,100	2,123	3,610	72%	Based on current deductions
1001510512700	Worker's compensation	(34)	195	170	128	147	400	214%	Based on risk allocation
1001510512900	other employee expenditures	62	-	-	-	-			
TOTAL - Personnel		193,775	224,462	284,610	213,458	205,040	251,807	18%	

SERVICES

1001510521200	Professional	2,500	2,500	-	-	-			
1001510521211	Douglas Co Tax Commissioner	(167)	3,190	4,250	3,188	2,152	2,500	-22%	Tax Commisioner Collection fees
1001510521212	Carroll Co Tax Commissioner	4,847	4,797	4,250	3,188	4,596	5,000	57%	Tax Commisioner Collection fees
1001510521220	Professional - Auditors	35,500	35,500	29,000	21,750	29,000	-	-100%	Moved to Mayor & Council
1001510521300	Technical	900	-	150	113	149	-	-100%	
1001510522110	Disposal	214	-	-	-	-			
1001510522210	m/r buildings	-	-	-	-	-			
1001510522330	Other Rentals	-	-	-	-	45			
1001510523100	Liability Insurance	-	932	1,000	750	1,352	1,065	42%	GMA
1001510523210	Phone/Internet	10,649	13,770	9,000	6,750	5,569	5,750	-15%	Syncglobal
1001510523215	postage	2,772	2,039	2,700	2,025	1,340	1,700	-16%	Postage for mailing AP checks
1001510523300	Advertising	520	3,310	2,000	1,500	1,185	1,500	0%	Newspaper ads for budget, millage
1001510523400	Printing and binding	2,511	3,522	2,700	2,025	2,512	2,600	28%	
1001510523500	Travel	865	1,934	2,500	1,875	1,492	2,000	7%	Travel to GGFOA, Caselle user trainings, Carl Vinson Classes
1001510523600	Dues and fees	844	1,048	950	713	902	900	26%	GASB, GGFOA, GSCPA, CPA Continuing education for CPA license and Carl Vinson classes for staff
1001510523700	Education and training	1,025	2,870	2,500	1,875	1,009	2,000	7%	
1001510523900	Other	3,907	-	-	-	-	-		
1001510523930	Document Shredding	7	93	185	139	92	110	-21%	
1001510523970	BANK/CC FEES & ANALYSIS CHGES	2,093	904	600	450	81	100	-78%	
1001510523980	Late Tax Deposits	1,199	969	-	-	561	-		
TOTAL - Services		70,186	77,378	61,785	46,339	52,039	25,225	-46%	

Departmental Budget Requests
Budget Year 2018

FINANCE

SUPPLIES

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
				-				
1001510531100 Office Supplies	5,888	3,031	3,550	2,663	2,996	3,500	31%	
1001510531220 Natural Gas	325	299	225	169	86	110	-35%	
1001510531230 Electricity	1,693	2,631	3,950	2,963	2,550	2,600	-12%	
1001510531300 Food	153	-	-	-	-	-		
1001510531400 Books and periodicals	265	-	-	-	-	-		
1001510531600 Small Equipment	1,391	56	3,120	2,340	222	500	-79%	
1001510531700 Uniforms	-	-	-	-	-	-		
TOTAL - Supplies	9,715	6,018	10,845	8,134	5,853	6,710	-18%	
				-				
OTHER COSTS				-				
1001510571005 Tax Commissioner	37,474	37,820	39,000	29,250	-	-	-100%	Fee to be paid in Q4 of 2018
1001510574000 Bad Debt - Property Taxes	40,159	-	5,000	3,750	-	5,000	33%	
TOTAL - Other Costs	77,633	37,820	44,000	33,000	-	5,000	-85%	
				-				
TOTAL FINANCE	351,310	345,678	401,240	300,930	262,933	288,742	-4%	
				116,630	87,473	57,892	36,935	-57.8%
								Total change without personnel

Departmental Budget Requests
Budget Year 2018

LEGAL

SERVICES

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1001530521200	Professional	92,792	-	-	-	-	-		
1001530521230	Attorney Fees	19,454	96,284	100,000	75,000	83,529	95,000	27%	Based on current year exp
TOTAL - Services		112,246	96,284	100,000	75,000	83,529	95,000	27%	
						-			
TOTAL LEGAL		112,246	96,284	100,000	75,000	83,529	95,000	27%	

**Departmental Budget Requests
Budget Year 2018**

MANAGEMENT INFO. SYSTEMS

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL								
1001535511100 Regular employees	-	-	-	-	-	54,110	100%	Addition of full-time IT person in 2017
1001535511120 Vacation Pay	-	-	-	-	-			
1001535511130 Sick Leave Pay	-	-	-	-	-			
1001535512100 Group Insurance	-	-	-	-	-	4,923	100%	Based on current insurance selections
1001535512200 Social Security FICA Contrib	-	-	-	-	-	4,139	100%	Based on actual payroll
1001535512400 Retirement Contribution	-	-	-	-	-	2,705	100%	
1001535512500 50% Match for 457 Contrib	-	-	-	-	-	1,615	100%	Based on current deductions
1001535512700 WORKER'S COMPENSATION	-	-	-	-	-	100	100%	Based on risk allocation
TOTAL - Personnel	-	-	-	-	-	67,592		
SERVICES								
1001535521300 Technical	50,014	35,858	50,000	37,500	45,629	10,000	-73%	Reduction of Blue Group with full-time employee
1001535521310 CASELLE	20,773	33,377	40,700	30,525	25,607	31,000	2%	Monthly support agreement
1001535521320 OFF-SITE SERVER	7,644	7,074	6,500	4,875	5,139	5,850	20%	Fogo
1001535523210 Phone/Internet	-	-	-	-	-	1,400	100%	Syncglobal + Verizon
1001535523240 WEBSITE PROVIDER	12,725	8,055	12,800	9,600	7,380	8,000	-17%	MunicipalCMS
TOTAL - Services	91,156	84,363	110,000	82,500	83,755	56,250	-32%	
SUPPLIES								
1001535531100 Office Supplies	-	-	-	-	-	1,000	100%	Estimate for new employee
1001535531220 Natural Gas	-	-	-	-	-	40	100%	Estimate for new employee
1001535531230 Electricity	-	-	-	-	-	650	100%	Estimate for new employee
1001535531600 Small Equipment	-	-	-	-	-	3,500	100%	Estimate for new employee
TOTAL - Supplies	-	-	-	-	-	5,190		
TOTAL MANAGEMENT INFO SYS	91,156	84,363	110,000	82,500	83,755	129,032	56%	

**Departmental Budget Requests
Budget Year 2018**

HUMAN RESOURCES

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL								
1001540511100 Regular employees	63,998	64,539	70,337	52,753	50,574	55,973	6%	One full-time employee
1001540511120 Vacation Pay	1,000	750	-	-	400			
1001540511130 Sick Leave Pay	288	494	-	-	487			
1001540512100 Group Insurance	11,474	14,589	17,710	13,283	14,645	14,667	10%	Based on current insurance selections
1001540512200 Social Security FICA Contrib	4,817	4,577	5,381	4,036	3,488	4,282	6%	Based on actual payroll
1001540512400 Retirement Contribution	3,705	3,416	3,517	2,638	2,503	2,799	6%	
1001540512500 50% Match for 457 Contrib	1,709	1,800	2,400	1,800	1,520	1,615	-10%	Based on current deductions
1001540512700 WORKER'S COMPENSATION	39	(14)	100	75	37	100	33%	Based on risk allocation
1001540512900 other employee expenditures	2,646	60	-	-	-			
TOTAL - Personnel	89,675	90,211	99,445	74,584	73,654	79,435	7%	

SERVICES

								EAP 2,900, Salary Study 16,000, Admin America 1500, Applicant Tracking 3000, Wellness 20,000
1001540521200 Professional Services	20,897	17,796	37,650	28,238	19,358	43,400	54%	
1001540521230 Payroll Processing	-	21,995	20,000	15,000	16,371	16,500	10%	Thread Payroll Processing
1001540521300 Technical Services	428	-	-	-	-			
1001540523210 Phone/Internet	2,619	2,286	2,500	1,875	1,392	1,400	-25%	Syncglobal
1001540523215 postage	-	47	250	188	142	175	-7%	
1001540523300 Advertising	470	-	-	-	-	-		
1001540523400 Printing and binding	1,113	404	500	375	339	500	33%	
1001540523500 Travel	598	1,187	1,460	1,095	917	2,000	83%	GLGPA Conferences, Pareto annual meeting
1001540523600 Dues and fees	634	35	350	263	284	500	90%	GLGPA, SHRM Recertification SHRM and HRCI
1001540523700 Education and training	445	790	840	630	395	800	27%	GLGPA Registration Fees
1001540523910 Pre-employ-physicals/drug tests	-	-	-	-	-			
1001540523930 Document Shredding	2	28	40	30	26	40	33%	
TOTAL - Services	27,206	44,568	63,590	47,693	39,225	65,315	37%	

SUPPLIES

1001540531100 Supplies	1,225	2,130	1,500	1,125	601	800	-29%	
1001540531220 Natural Gas	108	105	150	113	30	40	-64%	
1001540531230 Electricity	577	933	850	638	604	650	2%	
1001540531600 Small Equipment	1,605	440	-	-	-			
TOTAL - Supplies	3,515	3,607	2,500	1,875	1,235	1,490	-21%	

Departmental Budget Requests
Budget Year 2018

HUMAN RESOURCES

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
TOTAL HUMAN RESOURCES	120,396	138,386	165,535	124,151	114,115	146,240	18%	
			66,090	49,568	40,460	66,805	1.1%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

CUSTOMER SERVICE

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1001590511100	Regular employees	158,929	76,217	88,076	66,057	60,381	73,342	-17%	2 full-time and 2 part-time employees
1001590511120	Vacation Pay	1,595	5,708	-	-	1,325			
1001590511130	Sick Leave Pay	836	13,066	-	-	1,602			
1001590511300	Overtime	138	294	1,100	825	282	200	-82%	
1001590512100	Group Insurance	45,200	37,034	29,928	22,446	24,783	24,776	-17%	Based on current insurance selections
1001590512200	Social Security FICA Contrib	11,824	6,744	6,814	5,111	4,437	5,611	-18%	Based on actual payroll
1001590512400	Retirement Contribution	7,253	5,283	4,454	3,341	3,871	3,667	-18%	
1001590512500	50% Match for 457 Contrib	1,159	661	1,000	750	354	400	-60%	Based on current deductions
1001590512700	WORKER'S COMPENSATION	1,907	1,745	2,500	1,875	441	500	-80%	Based on risk allocation
1001590512900	other employee expenditures	69	-	-	-	-			
TOTAL - Personnel		228,910	146,755	133,872	100,404	97,475	108,495	-19%	

SERVICES

1001590521101	Office & Admin - Douglas CO	10,628	(7)	-	-	-	-		
1001590521200	Professional	-	10,620	12,000	9,000	6,572	8,450	-30%	Douglas County collection of sewer & sanitation
1001590521300	Technical	8,536	13,173	10,000	7,500	8,173	9,600	-4%	Third-party biller
1001590522110	Disposal	223	-	200	150	-		-100%	
1001590522230	m/r vehicles	939	-	-	-	-			
1001590523100	Liability Insurance	-	2,797	3,000	2,250	4,057	3,195	7%	GMA
1001590523210	Phone/Internet	8,156	3,059	5,000	3,750	4,177	4,200	-16%	Syncglobal
1001590523215	postage	29,298	28,755	29,000	21,750	19,394	22,000	-24%	Postage for utility bills
1001590523400	Printing and binding	922	475	500	375	(265)	-	-100%	
1001590523500	Travel	-	552	750	563	21	500	-33%	Travel to classes
1001590523600	Dues and fees	105	(15)	65	49	-		-100%	
1001590523700	Education and training	460	842	1,000	750	372	750	-25%	Various customer service classes
1001590523850	Contract labor	1,840	3,460	-	-	-			
1001590523930	Document Shredding	-	119	120	90	99	110	-8%	
1001590523970	BANK/CC FEES & ANALYSIS CHGES	42,285	48,987	38,000	28,500	42,550	45,000	18%	Xpress Bill Pay, Chase Paymentech
TOTAL - Services		103,392	112,816	99,635	74,726	85,150	93,805	-6%	

SUPPLIES

1001590531100	Supplies	4,124	3,037	2,900	2,175	1,855	1,500	-31%	
1001590531220	Natural Gas	534	494	500	375	306	400	7%	
1001590531230	Electricity	7,282	11,753	11,000	8,250	2,532	2,750	-67%	
1001590531270	Gasoline/diesel	3,565	26	-	-	-			

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
CUSTOMER SERVICE		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1001590531300	Food	25	76	-	-	-			
1001590531600	Small Equipment	1,874	-	1,600	1,200	1,545	500	-58%	
1001590531700	Uniforms	911	-	-	-	-			
TOTAL - Supplies		18,316	15,386	16,000	12,000	6,237	5,150	-57%	
					-				
OTHER COSTS					-				
1001590574000	Bad Debt - Utility Payments	32,222	30,480	20,000	15,000	(2,162)	20,000	33%	In case of writing off old accounts
1001590573100	Toilet Rebate Program	-	-	100	75	100	100	33%	
TOTAL - Other Costs		32,222	30,480	20,100	15,075	(2,062)	20,100	33%	
					-				
TOTAL CUSTOMER SERVICE		382,840	305,437	269,607	202,205	186,801	227,550	13%	
					135,735	101,801	89,325	119,055	-12.3% Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

BUILDING INSPECTIONS

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007220511100 Regular employees	-	-	-	-	-	37,464	100%	Addition of full-time building inspector in 2017
1007220511120 Vacation Pay	-	-	-	-	-			
1007220511130 Sick Leave Pay	-	-	-	-	-			
1007220511300 Overtime	-	-	-	-	-	-		
1007220512100 Group Insurance	-	-	-	-	-	9,251	100%	Based on current insurance selections
1007220512200 Social Security FICA Contrib	-	-	-	-	-	2,866	100%	Based on actual payroll
1007220512400 Retirement Contribution	-	-	-	-	-	1,873	100%	
1007220512500 50% Match for 457 Contrib	-	-	-	-	-	1,500	100%	Based on current deductions
1007220512700 Worker's compensation	-	-	-	-	-	1,500	100%	Based on risk allocation
TOTAL - Personnel	-	-	-	-	-	54,454		

SERVICES

1007220521200 Professional	63,728	73,591	60,000	45,000	126,145	-	-100%	Will no longer need to pay Carroll Co for inspections
1007220523210 Phones/Internet	-	-	-	-	-	1,400	100%	Syncglobal + Verizon
TOTAL - Services	63,728	73,591	60,000	45,000	126,145	1,400	-97%	

SUPPLIES

1007220531100 Office Supplies	-	-	-	-	-	500	100%	Estimate for new employee
1007220531220 Natural Gas	-	-	-	-	-	40	100%	Estimate for new employee
1007220531230 Electricity	-	-	-	-	-	650	100%	Estimate for new employee
1007220531600 Small Equipment	-	-	-	-	-	1,000	100%	Estimate for new employee
1007220531710 Operating Supplies	-	-	-	-	-	500	100%	Estimate for new employee
TOTAL - Supplies	-	-	-	-	-	2,690		

TOTAL BUILDING INSPECTIONS	63,728	73,591	60,000	45,000	126,145	58,544	30%	
-----------------------------------	---------------	---------------	---------------	---------------	----------------	---------------	------------	--

**Departmental Budget Requests
Budget Year 2018**

COMMUNITY DEVELOPMENT

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007400511100	Regular employees	92,763	102,911	142,832	107,124	61,544	168,768	58%	4 full-time employees (includes Engineer added in 2017)
1007400511120	Vacation Pay	577	8,350	-	-	1,461			
1007400511130	Sick Leave Pay	597	3,320	-	-	2,624			
1007400511300	Overtime	343	466	500	375	492	500	33%	
1007400512100	Group Insurance	17,520	22,623	42,533	31,900	20,605	37,706	18%	Based on current insurance selections
1007400512200	Social Security FICA Contrib	6,919	8,145	11,386	8,540	4,724	12,911	51%	Based on actual payroll
1007400512400	Retirement Contribution	4,980	7,295	7,442	5,582	5,345	8,438	51%	
1007400512500	50% Match for 457 Contrib	2,252	2,098	2,500	1,875	930	1,100	-41%	Based on current deductions
1007400512700	Worker's compensation	99	70	100	75	1,253	1,500	1900%	Based on risk allocation
TOTAL - Personnel		126,050	155,277	207,293	155,470	98,978	230,922	49%	

SERVICES

1007400521200	Professional	9,999	46,128	100,000	75,000	17,583	90,000	20%	Comp plan (75k) + engineer
1007400521300	Technical	9,978	6,365	10,000	7,500	5,395	5,500	-27%	Meritage
1007400522220	m/r equipment	-	-	-	-	72			
1007400522230	m/r vehicles	5	65	-	-	-			
1007400523100	Liability Insurance	-	-	-	-	-	2,000		GMA
1007400523210	Phone/Internet	3,207	5,446	5,450	4,088	4,319	4,350	6%	Syncglobal
1007400523215	postage	1,931	2,530	2,600	1,950	888	1,200	-38%	
1007400523300	Advertising	910	600	2,900	2,175	2,870	2,950	36%	Newspapers of West Georgia
1007400523400	Printing and binding	2,675	4,337	2,900	2,175	1,913	2,400	10%	
1007400523500	Travel	1,261	939	1,500	1,125	280	750	-33%	
1007400523600	Dues and fees	792	964	500	375	135	500	33%	US Dept of Homeland Security
1007400523700	Education and training	2,145	945	1,730	1,298	875	1,000	-23%	Various customer service classes
1007400523910	Pre-employment physicals	200	-	170	128	170	150	18%	
1007400523930	Document Shredding	7	166	400	300	68	75	-75%	
TOTAL - Services		33,109	68,486	128,150	96,113	34,568	110,875	15%	

SUPPLIES

1007400531100	Office Supplies	5,301	3,712	4,000	3,000	3,049	3,000	0%	
1007400531220	Natural Gas	227	195	350	263	56	75	-71%	
1007400531230	Electricity	1,118	1,738	1,600	1,200	1,946	2,075	73%	
1007400531270	Gasoline/diesel	1,013	600	1,000	750	-	-	-100%	
1007400531600	Small Equipment	2,421	338	4,000	3,000	3,332	1,000	-67%	
1007400531730	Uniform Purchases	-	-	-	-	-	-		

Departmental Budget Requests
Budget Year 2018

COMMUNITY DEVELOPMENT

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
TOTAL - Supplies	10,081	6,582	10,950	8,213	8,382	6,150	-25%	
TOTAL PLANNING & ZONING	169,240	230,345	346,393	259,795	141,928	347,947	34%	
			139,100	104,325	42,950	117,025	12.2%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

CODE ENFORCEMENT

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1007450511100	Regular employees	17,007	41,587	76,600	57,450	48,455	61,446	7%	3 part-time employees
1007450511300	Overtime	-	-	-	-	-	-		
1007450512200	Social Security FICA Contrib	1,301	3,181	6,204	4,653	3,707	4,701	1%	Based on actual payroll
1007450512700	Worker's compensation	333	134	2,240	1,680	1,823	2,200	31%	Based on risk allocation
TOTAL - Personnel		18,641	44,902	85,044	63,783	53,984	68,347	7%	
SERVICES									
1007450522230	m/r vehicles	497	1,020	1,500	1,125	603	775	-31%	
1007450523100	Liability Insurance	463	466	500	375	676	533	42%	GMA
1007450523210	Phone/Internet	194	-	300	225	2,785	3,180	1313%	Syncglobal + Verizon
1007450523215	postage	-	170	400	300	131	150	-50%	
1007450523500	Travel	-	1,314	3,050	2,288	3,328	1,500	-34%	
1007450523700	Education and training	250	435	2,150	1,613	2,145	2,000	24%	
1007450523930	Document Shredding	2	33	50	38	36	45	20%	
TOTAL - Services		1,406	3,438	7,950	5,963	9,703	8,183	37%	
SUPPLIES									
1007450531100	Supplies	556	1,066	1,200	900	581	750	-17%	
1007450531220	Natural Gas	98	105	150	113	30	40	-64%	
1007450531230	Electricity	5,738	2,006	2,975	2,231	2,038	2,050	-8%	
1007450531270	Gasoline/diesel	-	430	3,200	2,400	1,195	1,600	-33%	2 shared vehicles
1007450531600	Small Equipment	-	419	-	-	-	-		
1007450531700	Uniforms	-	588	800	600	300	400	-33%	
TOTAL - Supplies		6,392	4,615	8,325	6,244	4,144	4,840	-22%	
TOTAL CODE ENFORCEMENT									
		26,438	52,955	101,319	75,989	67,832	81,369	7%	
				16,275	12,206	13,847	13,023	6.7%	Total change without personnel

Departmental Budget Requests
Budget Year 2018

NEW DEPARTMENT

ECONOMIC DEVELOPMENT

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007520511100 Regular employees	-	-	-	-	-	53,734	100%	Addition of Economic Development Director
1007520511120 Vacation Pay	-	-	-	-	-			
1007520511130 Sick Leave Pay	-	-	-	-	-			
1007520512100 Group Insurance	-	-	-	-	-	9,301	100%	Based on current insurance selections
1007520512200 Social Security FICA Contrib	-	-	-	-	-	4,111	100%	Based on actual payroll
1007520512400 Retirement Contribution	-	-	-	-	-	2,687	100%	
1007520512500 50% Match for 457 Contrib	-	-	-	-	-	750	100%	Based on current deductions
1007520512700 WORKER'S COMPENSATION	-	-	-	-	-	750	100%	Based on risk allocation
TOTAL - Personnel	-	-	-	-	-	71,333		

SERVICES

1007520521200 Professional	-	-	-	-	-	11,250	100%	Site design work in 2018
1007520522210 m/r buildings	-	-	-	-	-	375	100%	
1007520522230 m/r vehicles	-	-	-	-	-	350	100%	
1007520523100 Liability Insurance	-	-	-	-	-	250	100%	GMA
1007520523210 Phone/Internet	-	-	-	-	-	1,200	100%	Syncglobal + Verizon
1007520523215 postage	-	-	-	-	-	150	100%	
1007520523300 Advertising	-	-	-	-	-	-		
1007520523400 Printing and binding	-	-	-	-	-	1,000	100%	
1007520523500 Travel	-	-	-	-	-	2,500	100%	
1007520523600 Dues and fees	-	-	-	-	-	-		
1007520523700 Education and training	-	-	-	-	-	2,000	100%	
1007520523910 Pre-employment physicals	-	-	-	-	-			
TOTAL - Services	-	-	-	-	-	19,075		

SUPPLIES

1007520531100 Office Supplies	-	-	-	-	-	500	100%	
1007520531210 Water/Sewerage	-	-	-	-	-	500	100%	Not previously charged for water/sewer
1007520531220 Natural Gas	-	-	-	-	-	-		
1007520531230 Electricity	-	-	-	-	-	2,000	100%	
1007520531270 Gasoline/diesel	-	-	-	-	-	120	100%	
1007520531600 Small Equipment	-	-	-	-	-	250	100%	
TOTAL - Supplies	-	-	-	-	-	3,370		

OTHER COSTS

Departmental Budget Requests
Budget Year 2018

NEW DEPARTMENT

ECONOMIC DEVELOPMENT

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007520572001	Carroll Tomorrow	25,000	50,000	50,000	37,500	37,500	37,500	0%	3 quarters of payments
1007520572002	DDA Operations	110	-	-	-	-			
1007520572003	Historic Preservation	3,367	284	3,000	2,250	-	1,500	-33%	
TOTAL - Other Costs		28,477	50,284	53,000	39,750	37,500	39,000	-2%	
TOTAL ECONOMIC DEVELOPMENT		28,477	50,284	53,000	39,750	37,500	132,778	234%	

**Departmental Budget Requests
Budget Year 2018**

TOURISM & MAIN STREET

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007550511100	Regular employees	34,920	65,275	104,882	78,662	69,754	90,414	15%	Includes Main St Manager, Tourism Manager, and Coordinator (all full-time)
1007550511120	Vacation Pay	-	500	-	-	2,239			
1007550511130	Sick Leave Pay	-	413	-	-	580			
1007550511300	Overtime	-	983	-	-	1,212	1,100		
1007550512100	Group Insurance	8,606	11,089	22,138	16,604	15,326	22,615	36%	Based on current insurance selections
1007550512200	Social Security FICA Contrib	2,460	4,741	8,024	6,018	5,391	6,917	15%	Based on actual payroll
1007550512400	Retirement Contribution	1,606	2,371	5,244	3,933	1,737	4,521	15%	
1007550512500	50% Match for 457 Contrib	297	1,512	1,500	1,125	1,246	750	-33%	Based on current deductions
1007550512700	Worker's compensation	387	84	1,500	1,125	1,235	750	-33%	Based on risk allocation
TOTAL - Personnel		48,276	86,967	143,288	107,466	98,720	127,066	18%	

SERVICES

1007550521200	Professional	-	-	2,000	1,500	5,940	-	-100%	Moved to Economic Development
1007550521300	Technical	7,724	2,864	600	450	-	-	-100%	
1007550522100	Cleaning Service	-	2,550	2,600	1,950	1,800	-	-100%	Custodians added in Maintenance
1007550522210	m/r buildings	2,164	36	500	375	87	-	-100%	
1007550522230	m/r vehicles	166	867	300	225	129	-	-100%	
1007550522240	M/R GROUNDS	763	-	800	600	40	5,250	775%	Maintenance at new location
1007550522310	Rental of Railroad Property	-	6,216	-	-	-	-		
1007550522320	Rental of equipment and veh	-	-	500	375	1,171	1,000	167%	
1007550523100	Liability Insurance	463	432	465	349	628	250	-28%	GMA
1007550523210	Phone/Internet	3,327	2,974	4,500	3,375	2,175	1,200	-64%	Syncglobal + Verizon
1007550523215	postage	255	1,026	500	375	260	150	-60%	
1007550523300	Advertising	5,525	4,719	5,000	3,750	1,573	5,500	47%	Increased for addition of events from Rec department
1007550523400	Printing and binding	1,918	1,696	4,500	3,375	3,731	3,700	10%	
1007550523500	Travel	483	1,109	5,000	3,750	4,136	1,000	-73%	Portion moved to Economic Development Main St America, Georgia Downtown
1007550523600	Dues and fees	1,231	-	1,500	1,125	425	500	-56%	Assoc
1007550523700	Education and training	855	2,145	3,500	2,625	2,248	500	-81%	Portion moved to Economic Development Increased for addition of events from Rec department
1007550523750	Hospitality	-	-	-	-	-	1,500		
1007550523850	Contract labor	17,705	7,965	-	-	-			
1007550523880	Contract Labor/Programs	-	-	5,000	3,750	3,574	75,950	1925%	Increased for addition of events from Rec department

**Departmental Budget Requests
Budget Year 2018**

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
TOURISM & MAIN STREET		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1007550523910	Pre-employment physicals	100	100	-	-	-			
TOTAL - Services		42,678	34,699	37,265	27,949	27,914	96,500	245%	
SUPPLIES									
1007550531100	Office Supplies	3,479	2,296	2,000	1,500	769	500	-67%	
1007550531106	SPECIAL EVENT SUPPLIES	-	100	-	-	-			
1007550531107	Program Supplies	2,332	68	-	-	-			
1007550531210	Water/Sewerage	-	-	-	-	-	500		Not previously charged for water/sewer
1007550531220	Natural Gas	356	-	500	375	-	-	-100%	
1007550531230	Electricity	840	3,722	4,500	3,375	2,997	3,000	-11%	
1007550531270	Gasoline/diesel	-	98	500	375	78	-	-100%	
1007550531600	Small Equipment	6,262	2,859	1,500	1,125	233	1,125	0%	Increased for addition of events
1007550531700	Uniforms	-	486	300	225	-	250	11%	
TOTAL - Supplies		13,269	9,630	9,300	6,975	4,078	5,375	-23%	
INTERFUND									
1007550552300	Weather Insurance	-	-	-	-	-	2,500		Rain Insurance
TOTAL - Interfund		-	-	-	-	-	2,500		
OTHER COSTS									
1007550573010	Rise-N-Shine Exp	-	2,217	900	675	796	1,000	48%	
TOTAL - Other Costs		-	2,217	900	675	796	1,000	48%	
TOTAL TOURISM & MAIN STREET		104,224	133,513	190,753	143,065	131,507	232,441	62%	
				47,465	35,599	32,787	105,375	196.0%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
JUDICIAL		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1002650511100	Regular employees	23,616	31,672	35,529	26,647	23,850	27,446	3%	One full-time employee
1002650511120	Vacation Pay	-	2,189	-	-	1,353			
1002650511130	Sick Leave Pay	-	563	-	-	991			
1002650511300	Overtime	-	4,228	2,800	2,100	2,708	2,800	33%	
1002650512100	Group Ins	4,622	4,726	7,470	5,603	6,196	6,370	14%	Based on current insurance selections
1002650512200	Social Security FICA Contrib	1,803	2,904	2,718	2,039	2,174	2,100	3%	Based on actual payroll
1002650512400	Retirement Contribution	1,747	1,659	1,676	1,257	1,215	1,372	9%	
1002650512700	Worker's compensation	47	70	100	75	37	100	33%	Based on risk allocation
TOTAL - Personnel		31,836	48,011	50,293	37,720	38,524	40,188	7%	
SERVICES									
1002650521200	Professional Services	1,000	-	-	-	-	-		
1002650521210	PUBLIC DEFENDER	1,590	3,120	2,850	2,138	2,100	2,500	17%	
1002650521221	Judge	35,000	34,500	36,000	27,000	24,000	27,000	0%	Judge
1002650521222	Judge - ProTem	-	3,000	18,000	13,500	17,303	14,500	7%	Pro-Tem
1002650521223	Solicitor	15,913	13,006	15,400	11,550	8,000	10,500	-9%	Solicitor
1002650521224	SPANISH INTERPRETER	691	1,206	1,500	1,125	553	500	-56%	
1002650521300	Technical	-	10,310	16,000	12,000	-	-	-100%	
1002650522210	m/r buildings	3,788	480	500	375	53	-	-100%	
1002650522220	m/r equipment	-	129	500	375	72	150	-60%	
1002650523100	Liability Insurance	-	326	350	263	473	375	43%	GMA
1002650523210	Phone/Internet	919	1,011	800	600	758	800	33%	Syncglobal
1002650523215	postage	-	-	-	-	-	-		
1002650523400	Printing and binding	199	315	300	225	294	190	-16%	
1002650523500	Travel	318	1,191	1,100	825	1,065	1,100	33%	Class for Judge
1002650523600	Dues and fees	225	595	950	713	45	50	-93%	
1002650523700	Education and training	-	-	500	375	325	500	33%	Class for Judge
1002650523850	Contract labor	16,036	4,595	21,000	15,750	11,660	12,000	-24%	Courtware Solutions - fund calculations
1002650523970	BANK/CC FEES & ANALYSIS CHGES	3,326	2,350	3,500	2,625	2,262	2,500	-5%	Chase Paymentech, SPS
TOTAL - Services		79,004	76,133	119,250	89,438	68,962	72,665	-19%	
SUPPLIES									
1002650531100	Supplies	16	648	1,300	975	585	1,000	3%	
1002650531220	Natural Gas	-	-	-	-	(193)	-		
1002650531230	Electricity	644	301	600	450	3,868	3,550	689%	

Departmental Budget Requests
Budget Year 2018

JUDICIAL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1002650531600	Small Equipment	6,830	585	200	150	128	200	33%	
1002650531700	Uniforms	-	-	125	94	-	-	-100%	
TOTAL - Supplies		7,491	1,535	2,225	1,669	4,388	4,750	185%	
TOTAL JUDICIAL		118,330	125,679	171,768	128,826	111,874	117,603	-9%	
				121,475	91,106	73,350	77,415	-15.0%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

POLICE

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1003210511100	Regular employees	1,836,717	1,920,357	2,162,460	1,621,845	1,463,344	1,640,264	1%	49 full-time and 5 part-time employees (includes new Douglas Co School Resource Officer)
1003210511120	Vacation Pay	21,995	100,521	-	-	59,901			
1003210511130	Sick Leave Pay	19,422	49,048	-	-	30,112			
1003210511300	Overtime	28,165	48,203	39,000	29,250	23,675	25,000	-15%	
1003210512100	Group Insurance	434,550	415,432	532,274	399,206	391,326	418,925	5%	Based on current insurance selections
1003210512200	Social Security FICA Contrib	139,605	154,873	157,035	117,776	115,724	125,480	7%	Based on actual payroll
1003210512400	Retirement Contribution	98,041	105,482	102,290	76,718	77,304	81,023	6%	
1003210512500	50% Match for 457 Contrib	8,626	12,149	17,000	12,750	12,703	18,000	41%	Based on current deductions
1003210512700	Worker's compensation	61,820	38,074	43,000	32,250	33,180	35,000	9%	Based on risk allocation
TOTAL - Personnel		2,649,188	2,844,607	3,053,059	2,289,794	2,207,269	2,343,693	2%	

SERVICES

1003210521200	Professional	1,726	5,191	4,000	3,000	2,912	2,750	-8%	GBI, Psychological Resources
1003210521300	Technical	-	230	14,250	10,688	-	-	-100%	
1003210522100	Cleaning Service	-	8,880	12,000	9,000	6,060	-	-100%	Custodians added in Maintenance
1003210522210	m/r buildings	9,233	16,581	50,000	37,500	9,369	10,500	-72%	
1003210522220	m/r equipment	15,183	30,330	25,500	19,125	21,867	18,500	-3%	Replacing vehicles every year
1003210522230	m/r vehicles	70,155	68,576	50,000	37,500	36,326	37,000	-1%	Based on current year exp
1003210523100	Liability Insurance	43,044	42,882	46,000	34,500	62,205	48,990	42%	GMA
1003210523210	Phone/Internet	38,196	58,049	60,800	45,600	30,422	51,890	14%	Syncglobal + Verizon
1003210523215	postage	1,902	1,427	1,200	900	1,037	1,350	50%	
1003210523400	Printing and binding	1,374	1,549	2,000	1,500	1,184	1,250	-17%	
1003210523500	Travel	4,098	5,593	4,500	3,375	3,037	3,375	0%	
1003210523600	Dues and fees	20,979	7,165	10,706	8,029	5,233	5,500	-32%	Vigilant Solutions, Public Engines, National Narcotic Detector Dog
1003210523700	Education and training	3,370	3,650	7,000	5,250	2,294	3,750	-29%	
1003210523850	Contract labor	8,915	2,668	3,000	2,250	-	-	-100%	
1003210523910	DRUG TESTING	1,073	350	450	338	185	250	-26%	
1003210523920	PREEMPLOYMENT PHYSICALS	-	1,200	1,350	1,013	1,115	1,400	38%	over last years budget
1003210523930	Document Shredding	-	1,080	1,400	1,050	900	1,050	0%	
1003210523970	BANK/CC FEES & ANALYSIS CHGES	21	-	-	-	-	-		
TOTAL - Services		219,270	255,402	294,156	220,617	184,146	187,555	-15%	

SUPPLIES

1003210531100	Office Supplies	37,192	16,243	22,544	16,908	10,485	12,000	-29%	Based on current year exp
---------------	-----------------	--------	--------	--------	--------	--------	--------	------	---------------------------

**Departmental Budget Requests
Budget Year 2018**

POLICE

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1003210531210 Water/Sewerage	-	-	-	-	-	2,000		Not previously charged for water/sewer
1003210531220 Natural Gas	2,239	2,051	2,250	1,688	1,721	2,000	19%	
1003210531230 Electricity	25,083	17,682	18,000	13,500	18,513	17,000	26%	
1003210531240 Bottled Gas/Propane	-	8,866	9,000	6,750	1,356	1,500	-78%	Only 3 cars remain on propane
1003210531270 Gasoline/diesel	66,217	50,922	51,350	38,513	51,929	55,000	43%	Based on current year exp
1003210531300 Food	-	694	500	375	92	200	-47%	
1003210531400 Books and periodicals	437	809	500	375	318	400	7%	
1003210531600 Small Equipment	39,237	41,966	33,100	24,825	18,971	20,000	-19%	Based on current year exp
1003210531700 UNIFORMS	21,187	16,897	16,400	12,300	13,890	13,500	10%	
1003210531710 Police Supplies	-	13,214	18,000	13,500	13,974	13,500	0%	
1003210531715 Awards	-	1,558	1,500	1,125	-	-	-100%	
1003210531720 Shop with a Cop	12,000	17,253	-	-	25	-		Occurs in Q4
TOTAL - Supplies	203,592	188,153	173,144	129,858	131,274	137,100	6%	

INTERFUND

1003210552200 SELF FUNDED CLAIMS	4,970	2,137	5,000	3,750	7,812	3,750	0%	
TOTAL - Interfund	4,970	2,137	5,000	3,750	7,812	3,750	0%	

TOTAL POLICE	3,081,038	3,290,366	3,525,359	2,644,019	2,530,501	2,672,098	1%	
---------------------	------------------	------------------	------------------	------------------	------------------	------------------	-----------	--

472,300	354,225	323,232	328,405	-7.3%	Total change without personnel
----------------	----------------	----------------	----------------	--------------	---------------------------------------

Departmental Budget Requests
Budget Year 2018

POLICE EXPLORERS

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
1003290523500	Travel	1,399	1,548	1,500	1,125	1,254	1,500	0%	
1003290523650	Dues and fees	1,126	2,344	500	375	50	500	0%	
1003290523700	Education and training	1,125	430	1,500	1,125	700	1,000	-33%	
TOTAL - Services		3,650	4,322	3,500	2,625	2,004	3,000	-14%	
					-				
SUPPLIES					-				
1003290531100	Supplies	686	2,908	1,000	750	-	500	-50%	
1003290531300	Food	102	-	-	-	-			
1003290531700	UNIFORMS	-	(31)	500	375	-	500	0%	
TOTAL - Supplies		788	2,878	1,500	1,125	-	1,000	-33%	
TOTAL POLICE EXPLORERS		4,437	7,200	5,000	3,750	2,004	4,000	7%	

Departmental Budget Requests
Budget Year 2018

NEW DEPARTMENT

COMMUNITY SERVICE

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1003295511100	Regular employees	26,572	217	33,284	24,963	5,566	14,638	-41%	One part-time employee
1003295511300	Overtime	73	-	-	-	-			
1003295512200	Social Security FICA Contrib	2,038	17	3,082	2,312	-	1,120	-52%	Based on actual payroll
1003295512700	WORKER'S COMPENSATION	(1,079)	-	2,000	1,500	1,959	2,000	33%	Based on risk allocation
TOTAL - Personnel		27,604	234	38,366	28,775	7,525	17,757	-38%	
SERVICES									
1003295522220	m/r equipment	-	-	-	-	-	1,250	100%	Estimate for new department
1003295522230	m/r vehicles	-	-	-	-	-	1,250	100%	Estimate for new department
1003295523210	Phone/Internet	-	-	-	-	-	600	100%	Syncglobal + Verizon
1003295523910	Pre-employment physicals	-	-	-	-	-	50	100%	community service van drivers
TOTAL - Services		-	-	-	-	-	3,150		
SUPPLIES									
1003295531100	Office Supplies	-	-	-	-	-	1,000	100%	Estimate for new department
1003295531230	Electricity	-	-	-	-	-	2,500	100%	Estimate for new department
1003295531270	Gasoline/diesel	-	-	-	-	-	1,300	100%	Estimate for new department
1003295531710	Operating Supplies	-	-	-	-	-	1,000	100%	Estimate for new department
TOTAL - Supplies		-	-	-	-	-	5,800		
INTERFUND									
1003295552200	CLAIMS	-	-	-	-	-			
TOTAL - Interfund		-	-	-	-	-	-		
TOTAL COMMUNITY SERVICE		27,604	234	38,366	28,775	7,525	26,707	-7%	

**Departmental Budget Requests
Budget Year 2018**

PUBLIC WORKS

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004110511100 Regular employees	-	97,102	194,232	145,674	134,973	146,488	1%	3 full-time employees
1004110511300 Overtime	-	52	-	-	6			
1004110512100 Group Insurance	-	465	26,694	20,021	15,305	23,142	16%	Based on current insurance selections
1004110512200 Social Security FICA Contrib	-	7,428	14,859	11,144	10,399	11,206	1%	Based on actual payroll
1004110512400 Retirement Contribution	-	5,824	9,712	7,284	4,267	7,324	1%	
1004110512500 50% Match for 457 Contrib	-	464	-	-	1,065	2,300		Based on current deductions
1004110512700 Workers Comp	-	628	2,500	1,875	2,084	2,500	33%	Based on risk allocation
TOTAL - Personnel	-	111,963	247,997	185,998	168,099	192,961	4%	

SERVICES

1004110521300 Technical	-	400	1,000	750	680	750	0%	
1004110523100 Liability Insurance	-	-	2,000	1,500	2,082	1,643	10%	GMA
1004110523210 Phone/Internet	-	2,294	3,000	2,250	2,384	2,450	9%	Syncglobal + Verizon
1004110523400 Printing and binding	-	18	-	-	-	-		
1004110523500 Travel	-	1,078	2,500	1,875	2,422	2,500	33%	
1004110523600 Dues and fees	-	983	1,100	825	1,100	1,100	33%	APWA, license renewals
1004110523700 Education and training	-	340	4,500	3,375	4,158	4,200	24%	
TOTAL - Services	-	5,113	14,100	10,575	12,826	12,643	20%	

SUPPLIES

1004110531100 Supplies	-	1,303	4,250	3,188	2,536	2,200	-31%	
1004110531270 Gasoline/diesel	-	145	1,700	1,275	705	850	-33%	
1004110531600 Small Equipment	-	4,447	500	375	-		-100%	
1004110531700 Uniforms	-	271	1,000	750	830	1,000	33%	
TOTAL - Supplies	-	6,166	7,450	5,588	4,070	4,050	-28%	

TOTAL PUBLIC WORKS	-	123,242	269,547	202,160	184,996	209,654	4%	
---------------------------	---	----------------	----------------	----------------	----------------	----------------	-----------	--

21,550	16,163	16,897	16,693	3.3%	Total change without personnel
---------------	---------------	---------------	---------------	-------------	---------------------------------------

**Departmental Budget Requests
Budget Year 2018**

STREETS

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004210511100	Regular employees	168,441	147,454	201,559	151,169	136,220	140,299	-7%	3 full-time + 3 seasonal employees + one additional full-time employee
1004210511120	Vacation Pay	1,983	7,677	-	-	4,612			
1004210511130	Sick Leave Pay	1,199	6,637	-	-	953			
1004210511300	Overtime	1,047	4,141	4,500	3,375	5,217	4,050	20%	
1004210512100	Group Insurance	56,458	41,605	63,381	47,536	38,164	30,152	-37%	Based on current insurance selections
1004210512200	Social Security FICA Contrib	12,127	11,743	18,479	13,859	10,741	10,446	-25%	Based on actual payroll
1004210512400	Retirement Contribution	9,461	8,976	11,578	8,684	6,577	6,827	-21%	
1004210512500	50% Match for 457 Contrib	-	711	1,200	900	970	1,330	48%	Based on current deductions
1004210512700	Worker's compensation	10,992	9,679	12,700	9,525	10,786	12,000	26%	Based on risk allocation
TOTAL - Personnel		261,707	238,623	313,397	235,048	214,241	205,105	-13%	

SERVICES

1004210521200	Professional	95	-	25,000	18,750	-	10,000	-47%	paving engineering
1004210522200	Repairs and maintenance	-	-	-	-	-			
1004210522210	m/r buildings	-	-	500	375	25	-	-100%	
1004210522220	m/r equipment	15,152	21,124	12,000	9,000	11,366	10,000	11%	
1004210522230	m/r vehicles	19,919	15,948	16,000	12,000	11,254	10,000	-17%	
1004210522240	M/R ROAD R/W	12,958	47,678	55,000	41,250	39,768	41,250	0%	based on current year exp
1004210522250	M/R GROUNDS	2,276	58	-	-	-			
1004210522320	Rental of equipment and veh	-	271	-	-	-			
1004210523100	Liability Insurance	4,230	6,059	6,500	4,875	8,790	6,923	42%	GMA
1004210523210	Phone/Internet	3,380	2,278	2,800	2,100	1,963	2,500	19%	Syncglobal + Verizon
1004210523215	postage	-	-	-	-	-			
1004210523400	Printing and binding	112	-	200	150	168	200	33%	
1004210523700	Education and training	100	1,255	1,000	750	-	2,000	167%	flagging certifications and CDL training
1004210523910	Drug Testing	200	40	200	150	-	200	33%	
1004210523920	PREEMPLOYMENT PHYSICALS	-	315	545	409	540	345	-16%	
TOTAL - Services		58,422	95,026	119,745	89,809	73,874	83,418	-7%	

SUPPLIES

1004210531100	Office Supplies	18,789	56	1,650	1,238	1,056	1,250	1%	Printing, paper, and organizing supplies.
1004210531210	Water/Sewerage	-	-	-	-	-	4,000		Not previously charged for water/sewer
1004210531230	Electricity	71,091	97,074	65,000	48,750	5,767	6,000	-88%	based on current year exp
1004210531231	Street Lighting	238,992	186,885	223,000	167,250	234,102	230,000	38%	based on current year exp

Departmental Budget Requests
 Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
STREETS		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004210531270	Gasoline/diesel	16,952	11,192	10,500	7,875	12,829	13,000	65%	based on current year exp For long stay time during inclement weather conditions. small equipment as saws, tamps, pole driver, etc. 3 seasonal workers and new hires,6 full time employees. Signage,poles,tools,hardware,
1004210531300	Food	-	-	300	225	133	300	33%	
1004210531600	Small Equipment	1,928	2,295	5,500	4,125	3,399	3,000	-27%	
1004210531700	UNIFORMS	3,987	2,142	2,500	1,875	1,836	4,000	113%	
1004210531710	Operating Supplies	-	14,113	18,000	13,500	11,165	13,000	-4%	
TOTAL - Supplies		351,739	313,758	326,450	244,838	270,287	274,550	12%	
INTERFUND					-	-			
1004210552200	CLAIMS	10,272	2,728	5,000	3,750	454	3,750	0%	
TOTAL - Interfund		10,272	2,728	5,000	3,750	454	3,750	0%	
TOTAL STREETS		682,141	650,135	764,592	573,444	558,856	566,823	-1%	
				451,195	338,396	344,615	361,718	6.9%	Total change without personnel

Departmental Budget Requests
Budget Year 2018

STORMWATER

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004320511100 Regular employees	48,490	75,063	88,079	66,059	59,821	66,887	1%	2 full-time employees
1004320511120 Vacation Pay	564	1,853	-	-	3,282			
1004320511130 Sick Leave Pay	-	472	-	-	641			
1004320511300 Overtime	-	-	350	263	-	100	-62%	
1004320512100 Group Insurance	15,855	17,273	23,407	17,555	16,150	23,836	36%	Based on current insurance selections
1004320512200 Social Security FICA Contrib	3,538	5,655	6,738	5,054	3,915	5,117	1%	Based on actual payroll
1004320512400 Retirement Contribution	2,637	4,391	4,404	3,303	3,217	3,344	1%	
1004320512500 50% Match for 457 Contrib	-	513	100	75	63	-	-100%	Based on current deductions
1004320512700 Worker's compensation	302	600	2,400	1,800	1,964	2,400	33%	Based on risk allocation
TOTAL - Personnel	71,385	105,819	125,478	94,109	89,052	101,685	8%	

SERVICES

								For State and Federal mandates issued by the Environmental Protection Division. See comment box (top right red triangle)
1004320521200 Professional Services	6,050	4,900	10,000	7,500	3,500	7,500	0%	
1004320522210 m/r buildings	-	-	-	-	12			
1004320522220 M/R Equipment	-	5,329	-	-	-	-		
								Two (2) Ford F150 4x4 trucks in the Department that need oil changes and other maintenance as need throughout the year.
1004320522230 m/r vehicles	732	2,602	1,500	1,125	1,211	1,500	33%	
1004320523100 Liability Insurance	463	559	600	450	811	645	43%	GMA
1004320523210 Phone/Internet	2,518	2,593	2,506	1,880	1,564	1,600	-15%	Syncglobal + Verizon
								Mail out letters, and educational information about stormwater, etc.
1004320523215 postage	189	283	350	263	105	350	33%	
1004320523300 Advertising	-	-	-	-	-	-		
								Mandated in the Phase II MS4 Stormwater Management Plan to print educational brochures and submit in with water bills in Spring.
1004320523400 Printing and binding	285	366	1,800	1,350	1,670	1,800	33%	
1004320523500 Travel	10	5	300	225	-	300	33%	
								Stormwater technician required to obtain State GSWCC Blue Card Certification, Flagging Certification, Trenching and Excavation, Various MS4 training.
1004320523700 Education and training	-	305	1,250	938	90	1,250	33%	

Departmental Budget Requests
Budget Year 2018

STORMWATER

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS	% Change from 75% of 2017 Budget	NOTES
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget		
1004320523850	Contract labor	8,516	31,286	30,000	22,500	14,956	30,000	33%	Mandated Long- Term Water Quality Monitoring and Biological Assessments of Streams Per EPD. CCR Environmental, Inc.
1004320523930	Document Shredding	2	30	60	45	26	60	33%	
TOTAL - Services		18,765	48,259	48,366	36,275	23,945	45,005	24%	

SUPPLIES

1004320531100	Office Supplies	4,580	783	1,000	750	599	750	0%	Two (2) Ford F150 4x4 trucks Back pack blower, New light bar for 2004 Ford F150. Loads of rip-rap, culvert pipe, steel manhole lids, concrete, etc.
1004320531220	Natural Gas	108	105	170	128	30	170	33%	
1004320531230	Electricity	577	933	1,000	750	1,340	1,400	87%	
1004320531270	Gasoline/diesel	833	2,492	3,000	2,250	2,959	3,000	33%	
1004320531600	Small Equipment	-	619	2,000	1,500	1,629	2,000	33%	
1004320531700	UNIFORMS	344	983	1,000	750	905	750	0%	
1004320531710	Operating Supplies	-	3,874	5,000	3,750	2,820	3,750	0%	
TOTAL - Supplies		6,442	9,789	13,170	9,878	10,284	11,820	20%	

TOTAL STORMWATER		96,592	163,867	187,014	140,261	123,281	158,510	13%
------------------	--	--------	---------	---------	---------	---------	---------	-----

61,536	46,152	34,229	56,825	23.1%	Total change without personnel
--------	--------	--------	--------	-------	--------------------------------

Departmental Budget Requests
Budget Year 2018

MAINTENANCE

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004900511100	Regular employees	76,570	94,379	55,669	41,752	39,920	98,544	136%	2 full-time employees + full-time Mechanic + 1 full-time and 2 part-time Custodians
1004900511120	Vacation Pay	55	3,742	-	-	1,120			
1004900511130	Sick Leave Pay	367	1,111	-	-	1,542			
1004900511300	Overtime	18	1,565	5,850	4,388	1,875	1,500	-66%	
1004900512100	Group Insurance	24,340	24,967	29,914	22,436	19,441	30,093	34%	Based on current insurance selections
1004900512200	Social Security FICA Contrib	5,677	7,008	4,488	3,366	2,747	7,539	124%	Based on actual payroll
1004900512400	Retirement Contribution	3,994	4,271	4,933	3,700	3,129	4,927	33%	
1004900512500	50% Match for 457 Contrib	1,151	-	-	-	-			Based on current deductions
1004900512700	Worker's compensation	1,549	2,443	1,500	1,125	1,396	1,600	42%	Based on risk allocation
TOTAL - Personnel		113,720	139,485	102,354	76,766	71,170	144,203	88%	

SERVICES

1004900521300	Technical	-	-	-	-	-	5,699		Prodemand subscriptions/hvy Truck
1004900522210	m/r buildings	13,606	19,105	25,000	18,750	19,631	5,000	-73%	
1004900522220	m/r equipment	7,392	6,465	13,500	10,125	1,325	2,000	-80%	
1004900522230	m/r vehicles	820	1,478	2,500	1,875	1,198	2,500	33%	
1004900522240	M/R GROUNDS	1,236	12,013	500	375	285	750	100%	
1004900522320	Rental of equipment and veh	-	35	1,000	750	-	-	-100%	
1004900523100	Liability Insurance	4,720	6,526	7,000	5,250	9,466	7,455	42%	GMA
1004900523210	Phone/Internet	3,325	3,929	3,500	2,625	1,818	2,100	-20%	Syncglobal + Verizon
1004900523215	postage	109	5	100	75	-	-	-100%	
1004900523500	Travel	18	-	500	375	-	1,000	167%	
1004900523600	Dues and fees	-	-	-	-	-	-		
1004900523700	Education and training	723	129	1,500	1,125	300	2,000	78%	ASE certs. BWD Classes
1004900523901	Gov Deals Sevice Charges	2,532	-	1,500	1,125	-	-	-100%	
1004900523910	DRUG TESTING	90	-	90	68	-	90	33%	
1004900523920	preplacement physicals	-	-	50	38	-	50	33%	
TOTAL - Services		34,571	49,684	56,740	42,555	34,023	28,644	-33%	

SUPPLIES

1004900531100	Office Supplies	5,609	3,556	1,200	900	879	1,000	11%	
1004900531210	Water/Sewerage	-	-	-	-	-	1,600		Not previously charged for water/sewer
1004900531220	Natural Gas	-	-	-	-	-	200		
1004900531230	Electricity	7,290	6,318	10,000	7,500	3,808	4,500	-40%	

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
MAINTENANCE		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1004900531270	Gasoline/diesel	4,709	4,545	3,500	2,625	4,206	5,500	110%	Projected new vehicle.
1004900531600	Small Equipment	14,525	8,996	25,700	19,275	20,747	15,000	-22%	
1004900531700	UNIFORMS	200	1,107	2,000	1,500	1,234	1,500	0%	
1004900531710	Operating Supplies	-	916	5,000	3,750	3,925	3,500	-7%	
TOTAL - Supplies		32,333	25,438	47,400	35,550	34,800	32,800	-8%	
					-				
OTHER COSTS					-				
1004900571001	Tag & Title Fees	13	621	615	461	142	200	-57%	
TOTAL - Other Costs		13	621	615	461	142	200	-57%	
TOTAL MAINTENANCE		180,636	215,229	207,109	155,332	140,135	205,847	33%	
					104,755	78,566	68,965	61,644	-21.5% Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

INMATE DETAIL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
1004910522210	m/r buildings	1,764	6	1,500	1,125	200	-	-100%	
1004910522220	m/r equipment	1,109	21,738	5,000	3,750	2,689	1,250	-67%	
1004910522230	m/r vehicles	2,676	13,125	8,500	6,375	6,405	4,500	-29%	
1004910522240	M/R GROUNDS	-	-	150	113	-	-	-100%	
1004910523100	Liability Insurance	925	-	-	-	-	-		
1004910523210	Phones & Internet	7,044	365	100	75	76	-	-100%	Syncglobal + Verizon
1004910523960	Bootcamp	116,250	143,513	152,000	114,000	93,735	100,000	-12%	Two Carroll County crews + One Douglas County crew
TOTAL - Services		129,768	178,747	167,250	125,438	103,104	105,750	-16%	
SUPPLIES									
1004910531230	Electricity	4,214	1,981	1,500	1,125	2,185	2,000	78%	
1004910531270	Gasoline/diesel	2,736	2,002	3,000	2,250	2,598	1,300	-42%	
1004910531600	Small Equipment	-	6,229	2,000	1,500	1,603	2,000	33%	push mower and weed eaters
1004910531710	Operating Supplies	-	573	7,000	5,250	6,535	5,000	-5%	
TOTAL - Supplies		6,950	10,785	13,500	10,125	12,921	10,300	2%	
INTERFUND									
1004910552200	CLAIMS	225	1,849	-	-	-	-		
TOTAL - Interfund		225	1,849	-	-	-	-		
TOTAL INMATE DETAIL		136,943	191,381	180,750	135,563	116,025	116,050	-14%	

**Departmental Budget Requests
Budget Year 2018**

PARKS & RECREATION

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1006120511100	Regular employees	324,300	370,953	508,899	381,674	335,969	404,679	6%	11 full-time + 5 part-time employees + addition of Park Ranger
1006120511120	Vacation Pay	1,925	10,868	-	-	5,646			
1006120511130	Sick Leave Pay	1,105	2,731	-	-	2,824			
1006120511200	Summer Camp Employees	64,715	24,114	36,500	27,375	34,347	35,000	28%	Summer Camp employees only
1006120511300	Overtime	730	5,222	8,000	6,000	6,687	7,000	17%	
1006120512100	Group Insurance	55,402	58,190	96,584	72,438	72,404	81,190	12%	Based on current insurance selections
1006120512200	Social Security FICA Contrib	29,921	32,607	38,931	29,198	29,453	30,958	6%	Based on actual payroll
1006120512400	Retirement Contribution	16,598	23,264	25,445	19,084	19,506	20,234	6%	
1006120512500	50% Match for 457 Contrib	1,564	2,088	1,800	1,350	1,815	1,800	33%	Based on current deductions
1006120512700	Worker's compensation	9,718	6,968	13,000	9,750	10,884	13,000	33%	Based on risk allocation
TOTAL - Personnel		505,979	537,066	729,159	546,869	519,534	593,861	9%	

SERVICES

		-	-	-	-	-	-	-	-
1006120521200	PROFESSIONAL	-	3,380	14,776	11,082	4,250	55,000	396%	Trail Plan and Implementation Schd
1006120521300	Technical	-	500	1,500	1,125	-	-	-100%	
1006120522100	Cleaning Service	-	16,670	20,000	15,000	11,115	-	-100%	Custodians added in Maintenance
1006120522110	Disposal	3,406	5,627	4,000	3,000	12,880	4,000	33%	High in 2017 due to Spring Lake
1006120522210	m/r buildings	23,725	48,320	100,000	75,000	13,511	13,500	-82%	
1006120522220	m/r equipment	14,591	21,318	21,000	15,750	9,666	7,500	-52%	
1006120522230	m/r vehicles	9,520	8,036	10,250	7,688	3,645	4,500	-41%	
1006120522240	M/R GROUNDS	56,650	40,816	57,000	42,750	28,887	30,000	-30%	
1006120522310	Rental of railroad property	-	-	6,000	4,500	-	6,500	44%	
1006120522320	Rental of equipment and veh	3,729	2,696	1,000	750	576	600	-20%	
1006120523100	Liability Insurance	4,890	6,526	7,750	5,813	10,480	8,258	42%	GMA
1006120523210	Phone/Internet	24,905	27,745	23,000	17,250	20,937	22,000	28%	Syncglobal + Verizon
1006120523215	postage	414	378	500	375	221	300	-20%	
1006120523300	Advertising	1,115	728	1,000	750	-	-	-100%	
1006120523400	Printing and binding	7,661	1,935	2,600	1,950	2,006	2,600	33%	
1006120523500	Travel	411	3,345	3,500	2,625	2,339	2,500	-5%	
1006120523600	Dues and fees	17,222	19,174	15,500	11,625	13,663	13,000	12%	Georgia Recreation + Parks Assoc, Georgia State Soccer Assoc, Various other rec departments for tournaments
1006120523700	Education and training	728	2,945	3,000	2,250	3,054	3,000	33%	
1006120523750	Hospitality	-	5,343	-	-	-	-		
1006120523850	Contract labor	151,578	156,430	-	-	-	-		

**Departmental Budget Requests
Budget Year 2018**

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
PARKS & RECREATION		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1006120523875	CONTRACT LABOR/Class Instructo	-	210	25,000	18,750	14,869	15,000	-20%	Based on current year exp
1006120523885	CONTRACT LABOR/SPORTS	-	-	60,000	45,000	42,622	45,000	0%	Based on current year exp
1006120523853	SANITATION	1,848	-	-	-	-			
1006120523910	DRUG TESTING	1,320	860	400	300	-	250	-17%	
1006120523920	PREEMPLOYMENT PHYSICALS	-	1,140	2,100	1,575	2,140	2,200	40%	
1006120523970	BANK/CC FEES & ANALYSIS CHGES	2,931	4,066	5,000	3,750	2,364	2,100	-44%	
TOTAL - Services		329,072	382,521	384,876	288,657	199,226	237,808	-18%	
SUPPLIES									
1006120531100	Office Supplies	141,639	1,655	5,250	3,938	2,567	2,750	-30%	
1006120531106	SPECIAL EVENT SUPPLIES	265	-	-	-	-			
1006120531210	Water/Sewerage	-	-	-	-	-	12,000		Not previously charged for water/sewer
1006120531220	Natural Gas	10,370	9,497	13,000	9,750	7,480	9,600	-2%	
1006120531230	Electricity	100,267	106,530	100,000	75,000	76,172	87,000	16%	Contingent upon HVAC addition
1006120531270	Gasoline/diesel	16,694	13,005	20,000	15,000	10,532	11,000	-27%	
1006120531300	FOOD/CONCESSION	-	110	700	525	201	350	-33%	
1006120531600	Small Equipment	49,875	28,025	15,000	11,250	17,623	15,000	33%	
1006120531700	UNIFORMS	1,042	1,719	1,500	1,125	1,444	2,000	78%	
1006120531710	Operating Supplies	-	153,487	135,000	101,250	128,081	115,500	14%	
TOTAL - Supplies		320,151	314,028	290,450	217,838	244,099	255,200	17%	
INTERFUND									
1006120552200	Self Funded Claims	12,500	-	5,000	3,750	5,270	3,750	0%	
TOTAL - Interfund		12,500	-	5,000	3,750	5,270	3,750	0%	
OTHER COSTS									
1006120573013	Refunds	-	-	-	-	95			
TOTAL - Other Costs		-	-	-	-	95	-		
TOTAL RECREATION		1,167,702	1,233,616	1,409,485	1,057,114	968,225	1,090,618	3%	
				680,326	510,245	448,691	496,758	-2.6%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

RECREATION EVENTS

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
1006130521200	Professional	-	-	1,000	750	-	-	-100%	
1006130522320	Rental of equipment and veh	-	-	6,750	5,063	5,345	5,500	9%	3rd of July - portable bathrooms
1006130523300	Advertising	-	-	7,000	5,250	6,402	3,000	-43%	3rd of July - radio, banners
1006130523400	Printing and binding	-	-	1,000	750	415	400	-47%	
1006130523500	Travel	-	-	500	375	-	-	-100%	
1006130523750	Hospitality	-	-	3,000	2,250	3,247	1,000	-56%	3rd of July
									3rd of July - fireworks, security, sound/lighting, entertainment, portable air/power
1006130523880	Contract Labor/Programs/Events	-	-	93,000	69,750	95,637	28,550	-59%	
TOTAL - Services		-	-	112,250	84,188	111,045	38,450	-54%	
SUPPLIES									
1006130531100	Office Supplies	-	-	3,500	2,625	3,073	-	-100%	moved to operating supplies
1006130531230	Electricity	-	-	1,000	750	-	-	-100%	
1006130531300	Food	-	-	1,000	750	363	500	-33%	
1006130531600	Small Equipment	-	-	1,000	750	2,669	750	0%	Table/chairs for Mill in 2017
1006130531710	Operating Supplies	-	-	500	375	432	4,000	967%	Moved from operating supplies
TOTAL - Supplies		-	-	7,000	5,250	6,536	5,250	0%	
INTERFUND									
1006130552300	Weather Insurance	-	-	-	-	1,640	2,500		Rain Insurance
TOTAL - Interfund		-	-	-	-	1,640	2,500		
TOTAL RECREATION EVENTS		-	-	119,250	89,438	119,221	46,200	-48%	

Departmental Budget Requests
Budget Year 2018

PINE MOUNTAIN GOLD MUSEUM

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1006172511100	Regular employees	102,599	113,729	122,921	92,191	82,059	95,137	3%	3 full-time + 2 part-time employees
1006172511120	Vacation Pay	3,932	1,263	-	-	213			
1006172511130	Sick Leave Pay	303	803	-	-	2,607			
1006172511300	Overtime	1,304	2,408	1,300	975	415	400	-59%	
1006172512100	Group Insurance	10,313	12,985	32,241	24,181	17,088	33,080	37%	Based on current insurance selections
1006172512200	Social Security FICA Contrib	8,054	9,437	9,602	7,202	6,047	7,278	1%	Based on actual payroll
1006172512400	Retirement Contribution	4,506	3,134	4,617	3,463	2,296	3,648	5%	
1006172512500	50% Match for 457 Contrib	-	-	450	338	169	850	152%	Based on current deductions
1006172512700	Worker's compensation	1,293	838	3,800	2,850	3,150	3,800	33%	Based on risk allocation
TOTAL - Personnel		132,304	144,596	174,931	131,198	114,043	144,193	10%	
SERVICES									
1006172522210	m/r buildings	2,825	2,750	27,500	20,625	2,575	2,500	-88%	
1006172522220	m/r equipment	4,239	19,485	15,000	11,250	4,709	15,000	33%	Train Maintenance
1006172522230	m/r vehicles	1,528	4,281	2,500	1,875	57	500	-73%	
1006172522240	M/R GROUNDS	6,744	7,311	7,500	5,625	2,202	1,500	-73%	
1006172522320	Rental of equipment and veh	-	-	300	225	-	-	-100%	
1006172523100	Liability Insurance	1,388	1,940	2,000	1,500	2,705	2,130	42%	GMA
1006172523210	Phone/Internet	11,065	9,989	10,000	7,500	7,324	7,250	-3%	Syncglobal + Verizon
1006172523215	postage	214	39	350	263	-	50	-81%	
1006172523300	Advertising	7,975	4,272	4,000	3,000	3,458	3,500	17%	Based on current year exp
1006172523400	Printing and binding	1,303	404	1,500	1,125	1,465	1,200	7%	
1006172523500	Travel	649	273	750	563	-	750	33%	
1006172523600	Dues and fees	2,014	860	1,000	750	690	500	-33%	
1006172523700	Education and training	50	75	500	375	-	500	33%	
1006172523850	Contract labor	25,458	17,413	-	-	-			
1006172523880	Contract Labor/Programs	-	-	27,000	20,250	-	-	-100%	Halloween and Christmas train in Q4
1006172523910	Pre-employment physicals	100	40	200	150	155	100	-33%	
1006172523970	BANK/CC FEES & ANALYSIS CHGES	2,855	2,053	4,500	3,375	2,892	3,000	-11%	
TOTAL - Services		68,405	71,185	104,600	78,450	28,231	38,480	-51%	
SUPPLIES									
1006172531100	Supplies	29,057	12,487	2,000	1,500	2,017	1,500	0%	
1006172531106	SPECIAL EVENT SUPPLIES	12,500	-	-	-	-			
1006172531210	Water/Sewerage	-	-	-	-	-	4,500		Not previously charged for water/sewer

Departmental Budget Requests
 Budget Year 2018

PINE MOUNTAIN GOLD MUSEUM

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1006172531220	Natural Gas	-	-	-	-	-			
1006172531230	Electricity	11,660	10,410	12,000	9,000	9,736	10,000	11%	Based on current year exp
1006172531270	Gasoline/diesel	2,378	1,313	2,000	1,500	1,095	1,400	-7%	
1006172531300	Concession/Gift Shop	41,761	12,428	35,000	26,250	24,252	24,000	-9%	Based on current year exp
1006172531600	Small Equipment	-	7,702	-	-	-			
1006172531700	UNIFORMS	11	-	-	-	-			
1006172531710	Operating Supplies	-	18,100	28,300	21,225	14,623	14,500	-32%	Based on current year exp
TOTAL - Supplies		97,367	62,440	79,300	59,475	51,722	55,900	-6%	
TOTAL PINE MOUNTAIN		298,076	278,220	358,831	269,123	193,996	238,573	-11%	
				183,900	137,925	79,953	94,380	-31.6%	Total change without personnel

Departmental Budget Requests
Budget Year 2018

SENIOR CENTER

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
1005500511100	Regular employees	90,838	94,734	106,067	79,550	70,522	87,091	9%	2 full-time + 3 part-time employees
1005500511120	Vacation Pay	144	932	-	-	646			
1005500511130	Sick Leave Pay	221	3,257	-	-	1,980			
1005500511300	Overtime	23	2	-	-	-			
1005500512100	Group Insurance	8,990	6,838	7,494	5,621	6,887	6,386	14%	Based on current insurance selections
1005500512200	Social Security FICA Contrib	6,961	7,550	8,344	6,258	5,584	6,662	6%	Based on actual payroll
1005500512400	Retirement Contribution	3,519	3,425	3,525	2,644	2,510	2,703	2%	
1005500512500	50% Match for 457 Contrib	-	-	-	-	-			
1005500512700	Worker's compensation	1,721	1,215	5,000	3,750	5,940	4,050	8%	Based on risk allocation
TOTAL - Personnel		112,417	118,022	130,430	97,823	94,068	106,893	9%	

SERVICES

1005500522200	Repairs and maintenance	1,159	-	-	-	-			
1005500522220	M/R Equipment	204	2,350	1,500	1,125	1,419	2,000	78%	Aging equipment
1005500522230	m/r vehicles	2,602	707	1,000	750	412	650	-13%	Aging vehicle
1005500523100	Liability Insurance	1,190	932	1,000	750	1,352	1,065	42%	GMA
1005500523210	Phone/Internet	3,769	3,935	3,800	2,850	2,861	3,400	19%	Syncglobal
1005500523215	postage	143	192	150	113	78	120	7%	
1005500523250	Cable TV	933	842	1,000	750	813	1,100	47%	
1005500523500	Travel	-	-	-	-	36			
1005500523600	Dues and fees	40	-	-	-	-			
1005500523700	Education and training	100	-	-	-	-			
1005500523850	Contract labor	-	2,193	2,400	1,800	1,499	1,800	0%	
1005500523910	Pre-employment physicals	140	-	-	-	-			
TOTAL - Services		10,280	11,151	10,850	8,138	8,470	10,135	25%	

SUPPLIES

1005500531100	Supplies	9,394	3,446	3,100	2,325	1,733	1,750	-25%	
1005500531230	Electricity	-	-	-	-	9,496	10,000		Not previously charged for electricity allocation
1005500531270	Gasoline/diesel	1,539	1,465	1,500	1,125	1,038	1,500	33%	
1005500531300	Food	62,036	64,812	72,000	54,000	50,380	54,000	0%	Based on current year exp
1005500531600	Small Equipment	-	1,000	1,000	750	897	500	-33%	
1005500531700	Uniforms	-	-	650	488	558	650	33%	
1005500531710	Operating Supplies	-	144	350	263	33	50	-81%	
TOTAL - Supplies		72,970	70,867	78,600	58,950	64,135	68,450	16%	

Departmental Budget Requests
Budget Year 2018

SENIOR CENTER

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
TOTAL SENIOR CENTER	195,666	200,040	219,880	164,910	166,672	185,478	12%	
			89,450	67,088	72,604	78,585	17.1%	Total change without personnel

**Departmental Budget Requests
Budget Year 2018**

LIBRARY

PERSONNEL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1006510511100	Regular employees	193,964	186,530	240,141	180,106	127,425	170,674	-5%	7 full-time and 2 part-time employees (froze another part-time position)
1006510511120	Vacation Pay	2,020	6,721	-	-	5,652			
1006510511130	Sick Leave Pay	1,628	7,009	-	-	5,788			
1006510511300	Overtime	1,381	1,156	2,500	1,875	2,581	2,500	33%	Overtime for events staff participate in outside of normal library hours or work schedule, events and staff shortage.
1006510512100	Group Insurance	48,977	42,308	67,194	50,396	41,214	51,890	3%	Based on current insurance selections
1006510512200	Social Security FICA Contrib	14,628	14,861	19,480	14,610	10,453	13,057	-11%	
1006510512400	Retirement Contribution	6,648	9,360	10,966	8,225	6,858	7,693	-6%	Based on actual payroll
1006510512500	50% Match for 457 Contrib	411	391	500	375	295	500	33%	Based on current deductions
1006510512700	Worker's compensation	621	660	500	375	344	500	33%	Based on risk allocation
TOTAL - Personnel		270,278	268,995	341,281	255,961	200,611	246,813	-4%	

SERVICES

1006510521200	PROFESSIONAL	350	7,125	1,000	750	300	-	-100%	
1006510521300	Technical	610	-	-	-	131	-		
1006510522100	Cleaning Service	-	8,205	18,000	13,500	2,415	-	-100%	Custodians added to Maintenance
1006510522200	Repairs and maintenance	576	-	-	-	-	-		
1006510522210	m/r buildings	6,113	2,015	1,000	750	2,010	2,500	233%	
1006510522220	m/r equipment	506	718	1,000	750	1,960	2,500	233%	
1006510522230	m/r vehicles	219	-	-	-	-			
1006510522240	M/R GROUNDS	601	-	1,000	750	1,082	750	0%	
1006510523100	Liability Insurance	-	3,020	-	-	778	615		GMA
1006510523210	Phone/Internet	9,477	8,080	14,000	10,500	10,381	11,000	5%	Syncglobal
1006510523215	postage	722	(361)	1,000	750	223	350	-53%	
1006510523300	Advertising	-	-	1,500	1,125	558	1,000	-11%	Promoting library programs and services.
1006510523400	Printing and binding	1,491	422	1,500	1,125	1,207	1,500	33%	
1006510523500	Travel	840	2,994	1,500	1,125	227	1,875	67%	To attend conferences, workshops and outside programs to enhance the library services.
1006510523600	Dues and fees	345	-	500	375	240	1,000	167%	ALA American Library Association, Young Adult Library Services Association (YALSA) and Children's Library Council's.

**Departmental Budget Requests
Budget Year 2018**

LIBRARY

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
1006510523700	Education and training	355	945	1,000	750	-	2,625	250%	Staff training in order to compete with the growing request for services and the advancement of technology.
1006510523850	Contract labor	6,418	1,085	8,000	6,000	3,600	4,875	-19%	Extend and advancement of programs like Technology, Science and Education.
1006510523910	DRUG TESTING	100	-	100	75	40	100	33%	
1006510523920	PREPLACEMENT PHYSICAL	-	-	100	75	100	100	33%	
TOTAL - Services		28,723	34,249	51,200	38,400	25,251	30,790	-20%	

SUPPLIES

						-			
1006510531100	Office Supplies	14,340	23,300	22,000	16,500	23,195	2,500	-85%	Not previously charged for water/sewer
1006510531210	Water/Sewerage	-	-	-	-	-	2,000		
1006510531220	Natural Gas	-	812	-	-	2,250	3,000		
1006510531230	Electricity	8,920	12,183	27,000	20,250	22,045	25,000	23%	Based on current year exp
1006510531300	Food	2,000	(2,000)	2,000	1,500	287	300	-80%	
1006510531400	Books and periodicals	1,245	-	30,000	22,500	5,483	30,000	33%	
1006510531600	Small Equipment	630	11,564	2,000	1,500	1,444	1,500	0%	To expand collection
1006510531700	UNIFORMS	5,721	350	4,500	3,375	-	1,000	-70%	
1006510531710	Operating Supplies	-	-	2,000	1,500	1,144	1,500	0%	
TOTAL - Supplies		32,855	46,209	89,500	67,125	55,847	66,800	0%	

TOTAL LIBRARY		331,857	349,453	481,981	361,486	281,710	344,403	-5%	
----------------------	--	----------------	----------------	----------------	----------------	----------------	----------------	------------	--

140,700	105,525	81,099	97,590	-7.5%	Total change without personnel
----------------	----------------	---------------	---------------	--------------	---------------------------------------

Departmental Budget Requests
 Budget Year 2018

FUND 210: FEDERAL SEIZURES

CAPITAL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
2103210541201 Firing Range	-	-	-	-	-			
2103210542200 Vehicles	-	98,761	-	-	-			
2103210542500 Equipment	94,981	-	-	-	-			
TOTAL - Capital	94,981	98,761	-	-	-	-		
TOTAL FEDERAL SEIZURES	94,981	98,761	-	-	-	-		

Departmental Budget Requests
Budget Year 2018

FUND 212: STATE SEIZURES

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
2123210523700	Education and training	1,000	-	-	-	-			
TOTAL - Services		1,000	-	-	-	-	-		
					-				
SUPPLIES									
2123210531100	Supplies	573	-	-	-	-			
2123210531600	Small Equipment	5,416	-	-	-	-			
TOTAL - Supplies		5,989	-	-	-	-	-		
					-				
CAPITAL									
2123210542500	Equipment	3,500	-	-	-	-			
TOTAL - Capital		3,500	-	-	-	-	-		
					-				
OTHER COSTS									
2123210571000	Intergovernmental	-	-	-	-	237	-		
TOTAL - Other Costs		-	-	-	-	237	-		
TOTAL STATE SEIZURES		10,489	-	-	-	237	-		

Departmental Budget Requests
Budget Year 2018

FUND 255: DRUG TASK FORCE

SUPPLIES

2553210531600 Small Equipment

TOTAL - Other Costs

TOTAL DRUG TASK FORCE

12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES

-

-

-

-

-

-

-

Departmental Budget Requests
Budget Year 2018

FUND 275: HOTEL/MOTEL TAX

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
OTHER COSTS									
2757540572004	Board of Tourism	44,489	-	-	-	-	-		
2757540572005	Villa Rica CVB (3.5%)	-	52,202	52,000	39,000	34,388	75,250	93%	3.5% of 8% hotel/motel tax
2757540572010	Product Development (1.5%)	-	-	-	-	-	32,250		1.5% of 8% hotel/motel tax
TOTAL - Other Costs		44,489	52,202	52,000	39,000	34,388	107,500	176%	
					-				
TRANSFERS									
2759000611030	Transfer to Gen Fund (3%)	-	78,303	78,000	58,500	56,620	64,500	10%	3% of 8% hotel/motel tax
TOTAL - Other Costs		-	78,303	78,000	58,500	56,620	64,500	10%	
TOTAL HOTEL/MOTEL TAX		44,489	130,506	130,000	97,500	91,009	172,000	76%	

**Departmental Budget Requests
Budget Year 2018**

FUND 290: CEMETERY

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
2904950521200	Professional	4,400	-	-	-	100	4,000	25%	Surveyor
2904950521300	Technical	-	1,385	1,000	750	935	935		Potum software
2904950522240	M/R GROUNDS	2,420	4,009	-	-	-	7,500		Paving & asphalt for Garden of Rest
2904950523650	Dues and fees	-	50	-	-	-	100		
2904950523700	Education and training	-	300	-	-	-	1,500		3/6 board memebbers conference
TOTAL - Services		6,820	5,744	1,000	750	1,035	14,035	1771%	
SUPPLIES									
2904950531210	Water/Sewerage	-	-	-	-	-	350	-100%	
2904950531600	Small Equipment	574	1,180	1,000	750	-	-		
2904950531710	Operating Supplies	-	-	-	-	-	1,000		Light bulbs, other supplies
TOTAL - Supplies		574	1,180	1,000	750	-	1,350	80%	
CAPITAL									
2904950541200	Site Improvements	-	7,272	-	-	-	-		
TOTAL - Capital		-	7,272	-	-	-	-		
TOTAL CEMETERY		7,394	14,197	2,000	1,500	1,035	15,385	926%	

**Departmental Budget Requests
Budget Year 2018**

FUND 320: CARROLL CO SPLOST

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
CAPITAL									
3201320541300	Buildings and Building Improve	-	-	-	-	-	150,000		Renovation of New City Hall (old library, GA Power building)
3201320542500	Other Equipment	-	-	-	-	-	250,000		Network
3204210541403	Sidewalks	-	-	-	-	-			
3204210541404	North Loop	41,743	-	-	-	-			
3204210541405	Infrastructure - Road Improvem	-	-	-	-	-			
3204210541409	Eng/Design Mirror LK Connectio	10,476	-	-	-	-			
3204210541410	STREET IMPROVEMENTS	-	-	-	-	-	100,000		Street Improvements
3204420541200	Site Improvements	-	-	-	-	1,000			
3204440541430	Water Improvements	264,443	249,209	-	-	4,717			
3206120541206	Fence @ the Mill	4,460	19,410	-	-	-			
3206120541207	Splash Park	3,800	-	-	-	-			
3206120541303	VR Elementary Gym	-	20,740	-	-	-			
3206510521230	Profess Serv/Engineering	-	3,225	-	-	-			
3206510541300	Buildings - Library	397,661	80,109	-	-	-			
TOTAL - Capital		722,582	372,693	-	-	5,717	500,000		
TRANSFERS									
3209000611350	Operating Transfer W&S	-	-	-	-	-	-		
TOTAL - Other Costs		-	-	-	-	-	-		
TOTAL CARROLL CO SPLOST		757,348	372,724	-	-	5,717	500,000		

**Departmental Budget Requests
Budget Year 2018**

FUND 321: 2015 CARROLL CO SPLOST

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
3211510523970	BANK/CC FEES & ANALYSIS CHGES	54	-	-	-	-			
TOTAL - Services		54	-	-	-	-	-		
CAPITAL									
3211535542200	Vehicles	-	-	-	-	-	25,000		Van for IT Manager
3214110542500	Other Equipment	-	-	20,150	15,113	8,508		-100%	
3214210541200	Site Improvements	-	-	-	-	-	60,000		Gateway Redo
3214210541410	Street Improvements	-	-	100,000	75,000	-	352,642	370%	Street Improvements
3214210541411	Mirror Lake Connector	-	-	500,000	375,000	4,000	100,000	-73%	Mirror Lake Connector
3214210542200	Vehicles	-	-	-	-	-	44,000		Fuel truck and Spray truck
3214210542500	Other Equipment	-	-	54,000	40,500	55,880	112,345	177%	Batwing & Tractor, Bush Hog & Tractor
3214500542500	Other Equipment	-	-	221,000	165,750	-		-100%	
3214320541420	Stormwater Improvements	-	-	50,000	37,500	13,658	25,000	-33%	Stormwater - Carroll Co
3214320542200	Vehicles	-	-	30,000	22,500	21,572		-100%	
3214440541451	W&S Pipeline - North Loop	-	-	500,000	375,000	-		-100%	
3214440541450	Water & Sewer Pipeline	-	-	100,000	75,000	-		-100%	
3214910542200	Vehicles	-	-	-	-	-	33,320		Maintenance Manager Truck
3216120541200	Site Improvements	-	-	100,000	75,000	-	175,000	133%	Vplex Ballfield Expansions, Zero-depth water park
3216120541201	Spring Lake Remediation	-	-	100,000	75,000	-	100,000	33%	Spring Lake Remediation
3216120541300	Buildings and Building Improve	-	-	385,000	288,750	263,260	175,000	-39%	Gold Dust Roof Replacement (Admin)
3216120542200	Vehicles	-	-	21,500	16,125	19,696		-100%	
3216120542500	Other Equipment	-	-	-	-	-	40,000		Boiler replacement
3216510541300	Building	197,000	1,178,999	-	-	-	-		
3217550541410	STREET IMPROVEMENTS	-	-	-	-	-	125,000		Downtown Sidewalks
TOTAL - Capital		197,000	1,178,999	2,181,650	1,636,238	386,575	1,367,307	-16%	
TRANSFERS									
3219000611300	Transfer to GF Fixed Assets	-	-	-	-	-			
3219000611350	Transfer to Water/Sewer Fund	-	-	-	-	-			
3219000611410	Transfer for Debt Service	-	-	644,000	483,000	-		-100%	
TOTAL - Other Costs		-	-	644,000	483,000	-	-	-100%	
TOTAL 2015 CARROLL CO SPLOST		197,054	1,178,999	2,825,650	2,119,238	386,575	1,367,307	-35%	

**Departmental Budget Requests
Budget Year 2018**

FUND 322: 2016 DOUGLAS CO SPLOST

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
3221510523970	BANK/CC FEES & ANALYSIS CHGES	-	-	-	-	56			
TOTAL - Services		-	-	-	-	56	-		
CAPITAL									
3223210541100	Sites	-	-	-	-	-			
3223210541300	Buildings and Building Improve	-	-	-	-	-			
3223210542200	Vehicles	-	-	120,000	90,000	132,858	190,745	112%	4 police vehicles + equipment
3223210542500	Other Equipment	-	-	-	-	-	80,000		Video Evidence Storage
3224210541410	Street Improvements	-	-	200,000	150,000	-	20,000	-87%	Traffic Claming - Douglas Co
3224210541411	Joint Proj - Mirror Lake Pkwy	-	-	300,000	225,000	-		-100%	
3224210542200	Vehicles	-	-	-	-	-			
3224210542500	Other Equipment	-	-	-	-	-			
3224320541420	Stormwater Improvements	-	-	-	-	-	15,000		Stormwater - Douglas Co
3224330541440	Wastewater Plant	-	-	120,000	90,000	-		-100%	
3224330542200	Vehicles	-	-	30,000	22,500	21,572		-100%	
3224440541450	Water & Sewer Pipeline	-	-	-	-	-			
3224440541455	Lift Stations	-	-	110,000	82,500	-		-100%	
3224900542200	Vehicles	-	-	-	-	-			
3226120541201	Conners Road Passive Park	-	-	500,000	375,000	7,900	250,000	-33%	Conners Road Passive Park
3226120541202	Pine Mountain	-	-	200,000	150,000	-	-	-100%	
3226120541300	Buildings and Building Improve	-	-	-	-	-			
TOTAL - Capital		-	-	1,580,000	1,185,000	162,330	555,745	-53%	
TRANSFERS									
3229000611300	Transfer to GF Fixed Assets	-	-	-	-	-			
3229000611350	Transfer to Water/Sewer Fund	-	-	-	-	-			
TOTAL - Other Costs		-	-	-	-	-	-		
TOTAL 2016 DOUGLAS CO SPLOST		-	-	1,580,000	1,185,000	162,386	555,745	-53%	

Departmental Budget Requests
Budget Year 2018

FUND 335: CAPITAL PROJECTS - ROADS

CAPITAL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
3354210541405	Roads - LMIG	-	180,452	211,243	158,432	272,969	175,472	11%	LMIG projects
TOTAL - Capital		-	180,452	211,243	158,432	272,969	175,472	11%	
TOTAL CAPITAL PROJECTS - ROADS		-	180,452	211,243	158,432	272,969	175,472	11%	

Departmental Budget Requests
 Budget Year 2018

FUND 350: CAPITAL PROJECTS - GEN FUND

CAPITAL

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
3501110541100	Sites	500,543	144,979	-	-	158,897			
3503210542200	Vehicles	-	44,157	-	-	-			
3503210542400	Computers	5,872	-	-	-	-			
3503210542500	Equipment	-	36,382	-	-	-			
3504210541404	North Loop	-	94,461	503,247	377,435	184,613		-100%	
3504210541405	TEA Grant Match for Trails	30,448	11,902	-	-	627,900			
3504210541406	GATEWAY GRANT	2,030	60,200	-	-	-			
3504210541411	Roads	-	10,894	-	-	-			
3504210541412	Douglas County Shared Paving	-	30,326	-	-	-			
3504320541212	Drainage Improvements	1,970	56,049	-	-	-			
3504900542101	30,000 lb rated lift	17,995	-	-	-	-			
3506120541202	V-Plex Capital	26,975	-	-	-	-			
3506120541205	Connors Road Passive park	-	5,600	-	-	-			
3506120541300	Building Roof	-	32,322	-	-	-			
3506120542500	Equipment	-	9,919	-	-	-			
3506510541300	Buildings	250,000	1,312	-	-	45			
TOTAL - Capital		835,832	538,504	503,247	377,435	971,455	-	-100%	
TOTAL CAPITAL PROJECTS - GF		835,832	538,504	503,247	377,435	971,455	-	-100%	

Departmental Budget Requests
Budget Year 2018

FUND 285: VRPFA SPECIAL REVENUE

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
DEBT SERVICE									
					-				
2858000581100	Bond Principal Payments	490,000	240,000	245,000	183,750	245,000	250,000	36%	Debt service payments occur in 9 month period
2858000582100	Interest - Bonds	865,588	1,953,850	1,461,138	1,095,854	1,461,138	1,454,938	33%	Debt service payments occur in 9 month period
2858000584000	ISSUANCE COSTS	525,596	7,400	-	-	-	-		
TOTAL - Debt Service		1,881,184	2,201,250	1,706,138	1,279,604	1,706,138	1,704,938	33%	
					-				
TRANSFERS					-				
2859000613000	Pay- refunded bd escrow agent	38,127,925	-	-	-	-	-		
TOTAL - Other Costs		38,127,925	-	-	-	-	-		
TOTAL VRPFA SPECIAL REVENUE		40,009,109	2,201,250	1,706,138	1,279,604	1,706,138	1,704,938	33%	

**Departmental Budget Requests
Budget Year 2018**

WASTEWATER TREATMENT PLANT

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
5054330511100	Regular employees	271,542	273,504	372,314	279,236	202,714	289,949	4%	9 full-time employees
5054330511120	Vacation Pay	3,500	10,917	-	-	7,464			
5054330511130	Sick Leave Pay	2,280	7,494	-	-	4,738			
5054330511300	Overtime	2,073	16,290	9,700	7,275	9,292	8,500	17%	
5054330512100	Group Insurance	55,798	55,281	90,796	68,097	50,424	77,230	13%	Based on current insurance selections
5054330512200	Social Security FICA Contrib	20,524	23,421	28,979	21,734	17,270	21,311	-2%	Based on actual payroll
5054330512400	Retirement Contribution	2,187	15,457	17,281	12,961	11,314	13,929	7%	
5054330512500	50% Match for 457 Contrib	2,059	2,418	3,000	2,250	1,924	3,000	33%	Based on current deductions
5054330512600	Unemployment Insurance	-	4,620	-	-	-			
5054330512700	Worker's compensation	1,305	4,343	6,000	4,500	5,846	6,700	49%	Based on risk allocation
TOTAL - Personnel		361,267	413,746	528,070	396,053	310,985	420,619	6%	
SERVICES									
5054330521200	Professional	64,053	9,642	35,000	26,250	1,375	10,000	-62%	continuing plant upgrade program
5054330521300	Technical	15,584	3,900	-	-	-			
5054330521800	Lab Services	-	20,809	24,000	18,000	14,680	15,000	-17%	projected actual costs
5054330522110	Disposal	31,646	34,754	57,000	42,750	44,159	45,000	5%	projected actual cost
5054330522200	Repairs and maintenance	5,196	-	-	-	-			
5054330522210	m/r buildings	9,306	14,618	20,000	15,000	8,821	10,000	-33%	
5054330522220	m/r equipment	126,515	178,421	147,500	110,625	155,008	145,000	31%	increased pump repairs
5054330522230	m/r vehicles	3,138	9,553	6,000	4,500	5,115	6,000	33%	based on aging vehicles
5054330522240	M/R GROUNDS	5,376	5,629	2,500	1,875	1,370	1,500	-20%	
5054330522320	Rental of equipment and veh	205	-	-	-	1,527	2,000		crane rental
5054330523100	Liability Insurance	1,388	16,780	18,000	13,500	24,341	19,170	42%	GMA
5054330523210	Phone/Internet	19,487	20,277	20,000	15,000	13,620	14,000	-7%	Syncglobal + Verizon
5054330523215	postage	732	250	40	30	31	75	150%	
5054330523300	Advertising	90	-	-	-	-			
5054330523400	Printing and binding	677	-	60	45	57	80	78%	fog reports
5054330523500	Travel	922	175	1,000	750	-	500	-33%	
5054330523600	Dues and fees	570	74	1,000	750	-	500	-33%	
5054330523700	Education and training	2,803	795	8,000	6,000	1,400	2,000	-67%	
5054330523850	CONTRACT LABOR/SLUDGE PICKUP	18,164	2,615	-	-	-	-		
5054330523910	DRUG TESTING	485	60	500	375	180	200	-47%	
5054330523911	Land Fill Fees	13,734	11,006	-	-	-	-		
5054330523920	PREEMPLOYMENT PHYSICALS	-	210	500	375	190	200	-47%	

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
WASTEWATER TREATMENT PLANT		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
TOTAL - Services		320,071	329,567	341,100	255,825	271,874	271,225	6%	
SUPPLIES									
5054330531100	Office Supplies	92,390	10,223	2,000	1,500	1,936	2,500	67%	
5054330531110	Chemicals	149,234	180,354	145,000	108,750	126,404	130,000	20%	actual projected costs
5054330531210	Water/Sewerage	75	-	-	-	-			
5054330531230	Electricity	380,333	337,046	330,000	247,500	241,113	240,000	-3%	Based on current year exp
5054330531270	Gasoline/diesel	10,438	4,406	7,000	5,250	5,483	6,500	24%	
5054330531400	Books and periodicals	-	-	-	-	-			
5054330531600	Small Equipment	754	11,815	1,000	750	1,173	2,500	233%	equipment for maintenance trucks
5054330531700	UNIFORMS	751	5,066	4,000	3,000	2,585	2,500	-17%	
5054330531710	Operating Supplies	85	27,594	27,000	20,250	13,004	14,000	-31%	Based on current year exp
TOTAL - Supplies		634,061	576,505	516,000	387,000	391,697	398,000	3%	
CAPITAL									
5054330541200	LIFT STATIONS	-	6,500	-	-	-			
5054330541303	Sewer Plant Roof	19,352	30,432	-	-	-			
5054330542500	Equipment	-	25,317	70,250	52,688	-	500,000	849%	GEFA projects
5054330542501	New Ultra Viloent Light Unit	227,213	21,954	-	-	-			
5054330549999	Capital Outlay Distributed	(246,564)	(85,494)	(70,250)	(52,688)	-	(500,000)	849%	
TOTAL - Capital		-	(1,293)	-	-	-	-		
INTERFUND									
5054330552200	SELF FUNDED CLAIMS	2,500	-	5,000	3,750	-	3,750	0%	
TOTAL - Interfund		2,500	-	5,000	3,750	-	3,750	0%	
OTHER COSTS									
5054330561000	Depreciation	176,348	882,642	820,050	615,038	615,013	674,175	10%	
5054330572000	Payment to other agencies	55	-	-	-	-			
5054330573005	GA DEPT OF NATURAL RESOURCES	875	1,205	-	-	-			
TOTAL - Other Costs		177,278	883,847	820,050	615,038	615,013	674,175	10%	
TOTAL WASTEWATER		1,495,178	2,202,372	2,210,220	1,657,665	1,589,569	1,767,769	7%	
					1,682,150	1,261,613	1,278,584	1,347,150	6.8%
									Total change without personnel

Departmental Budget Requests
Budget Year 2018

WATER TREATMENT PLANT

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
5054420511100	Regular employees	178,616	129,746	207,426	155,570	131,387	162,794	5%	5 full-time employees
5054420511120	Vacation Pay	5,341	8,300	-	-	4,383			
5054420511130	Sick Leave Pay	370	664	-	-	2,315			
5054420511300	Overtime	21,628	54,394	23,000	17,250	23,691	13,000	-25%	Fully staffed now
5054420512100	Group Insurance	54,154	31,273	65,936	49,452	41,868	45,838	-7%	Based on current insurance selections
5054420512200	Social Security FICA Contrib	14,861	13,783	16,633	12,475	11,755	12,454	0%	Based on actual payroll
5054420512400	Retirement Contribution	10,756	12,503	10,871	8,153	9,151	8,140	0%	
5054420512500	50% Match for 457 Contrib	25	-	-	-	424	2,800		Based on current deductions
5054420512700	Worker's compensation	10,331	6,913	4,000	3,000	3,311	4,000	33%	Based on risk allocation
TOTAL - Personnel		296,082	257,699	327,866	245,900	228,285	249,025	1%	

SERVICES

5054420521200	Professional	7,552	3,515	78,000	58,500	33,608	10,000	-83%	Engineering for various projects
5054420521300	Technical/lead & copper test	11,783	171	-	-	-	-		
5054420521800	Lab Services	-	21,740	26,000	19,500	17,162	20,000	3%	Based on current year exp
5054420522200	Repairs and maintenance	25,519	5,236	-	-	-	-		
5054420522210	m/r buildings	4,191	32,249	79,900	59,925	8,085	10,000	-83%	Based on current year exp
5054420522220	m/r equipment	21,988	96,725	150,000	112,500	107,671	10,000	-91%	Projects to be included in GEFA loan
5054420522230	m/r vehicles	900	2,008	2,500	1,875	1,886	2,400	28%	
5054420522240	M/R GROUNDS	3,260	396	100	75	22	500	567%	landscaping, tree removal
5054420523100	Liability Insurance	-	-	3,000	2,250	3,123	2,460	9%	GMA
5054420523210	Phone/Internet	4,500	2,560	4,700	3,525	4,198	4,800	36%	Syncglobal + Verizon
5054420523215	postage	88	558	500	375	288	300	-20%	
5054420523400	Printing and binding	724	-	-	-	-	-		
5054420523500	Travel	155	-	1,000	750	-	1,000	33%	
5054420523600	Dues and fees	564	710	5,500	4,125	610	1,000	-76%	GA Rural Water, License renewals
5054420523700	Education and training	2,856	564	6,500	4,875	1,165	2,000	-59%	
5054420523820	WATER TANK MAINTENANCE	26,119	24,914	25,000	18,750	24,914	25,000	33%	Annual maintenance contract
5054420523850	Contract labor	2,672	-	-	-	-	-		
5054420523910	tipping fees/landfill	160	-	-	-	-	-		
5054420523920	PREEMPLOYMENT PHYSICALS	-	360	1,000	750	200	250	-67%	
TOTAL - Services		113,892	191,705	383,700	287,775	202,931	89,710	-69%	

SUPPLIES

5054420531100	Office Supplies	22,803	10,473	1,600	1,200	661	1,000	-17%	
---------------	-----------------	--------	--------	-------	-------	-----	-------	------	--

**Departmental Budget Requests
Budget Year 2018**

WATER TREATMENT PLANT

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
5054420531110	Chemicals	41,334	19,849	70,000	52,500	67,804	60,000	14%	Increased minimums, decreased production
5054420531210	Water/Sewerage	-	-	-	-	-	-		
5054420531230	Electricity	57,324	69,046	60,000	45,000	44,838	40,000	-11%	Increased minimums, decreased production
5054420531240	Bottled Gas	1,094	936	1,500	1,125	20	100	-91%	
5054420531270	Gasoline/diesel	2,489	698	2,500	1,875	746	1,000	-47%	
5054420531510	water purchases	507,830	994,576	350,000	262,500	335,006	432,000	65%	800,000 gallon minimum
5054420531600	Small Equipment	1,887	4,326	8,000	6,000	8,649	10,000	67%	equipment, lab and boat upgrades
5054420531700	Uniforms	306	599	2,500	1,875	502	750	-60%	
5054420531710	Operating Supplies	-	14,461	25,000	18,750	15,564	17,500	-7%	
TOTAL - Supplies		635,068	1,114,965	521,100	390,825	473,791	562,350	44%	

CAPITAL

5054420541300	Buildings	-	20,400	175,000	131,250	-	-	-100%	
5054420541303	Water Plant Roof	68,583	-	-	-	-	-		
5054420542200	Wtr Plt Vehicles	-	-	-	-	-	22,000		
5054420542500	Water Plant Equipment	-	54,245	85,000	63,750	-	1,000,000	1469%	Replacement truck
5054420549999	Capital Outlay Distributed	(68,583)	(73,514)	(260,000)	(195,000)	-	(1,022,000)	424%	GEFA projects
TOTAL - Capital		-	1,131	-	-	-	-		

INTERFUND

5054420552200	CLAIMS	5,000	-	5,000	3,750	-	3,750	0%	
TOTAL - Interfund		5,000	-	5,000	3,750	-	3,750	0%	

OTHER COSTS

5054420561000	Depreciation	37,055	51,466	60,800	45,600	45,601	40,170	-12%	
TOTAL - Other Costs		37,055	51,566	60,800	45,600	45,601	40,170	-12%	

TOTAL WATER TREATMENT		1,087,097	1,617,066	1,298,466	973,850	950,609	945,005	-3%	
------------------------------	--	------------------	------------------	------------------	----------------	----------------	----------------	------------	--

970,600	727,950	722,324	695,980	-4.4%	Total change without personnel
----------------	----------------	----------------	----------------	--------------	---------------------------------------

**Departmental Budget Requests
Budget Year 2018**

DISTRIBUTION & COLLECTION

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
PERSONNEL									
5054440511100	Regular employees	317,822	307,253	330,653	247,990	251,346	309,120	25%	10 full-time + 2 new full-time
5054440511120	Vacation Pay	2,523	12,015	-	-	5,990			
5054440511130	Sick Leave Pay	1,362	6,908	-	-	4,215			
5054440511300	Overtime	20,905	18,640	14,000	10,500	15,302	13,000	24%	
5054440512100	Group Insurance	60,786	57,529	109,647	82,235	70,711	104,360	27%	Based on current insurance selections
5054440512200	Social Security FICA Contrib	19,916	22,573	25,295	18,971	18,607	21,783	15%	Based on actual payroll
5054440512400	Retirement Contribution	18,473	12,314	16,533	12,400	9,014	14,237	15%	
5054440512500	50% Match for 457 Contrib	2,750	1,623	2,057	1,543	750	2,200	43%	Based on current deductions
5054440512700	Worker's compensation	9,737	15,805	8,400	6,300	6,958	8,400	33%	Based on risk allocation
TOTAL - Personnel		454,275	454,791	506,585	379,939	382,893	473,100	25%	
SERVICES									
5054440521200	Professional	10,027	12,646	11,000	8,250	5,956	100,000	1112%	Engineering for water/sewer projects
5054440521300	Technical	-	2,128	3,000	2,250	1,231	1,500	-33%	
5054440522200	m/r infrastructure	6,320	-	24,000	18,000	23,636	23,250	29%	continuing water leak repairs
5054440522210	m/r buildings	471	1,189	5,000	3,750	-	-	-100%	
5054440522220	m/r equipment	27,924	7,814	8,000	6,000	2,629	1,500	-75%	
5054440522230	m/r vehicles	22,271	37,712	35,000	26,250	9,720	9,750	-63%	
5054440522320	Rental of equipment and veh	-	-	2,000	1,500	-	-	-100%	
5054440523100	Liability Insurance	1,918	5,830	5,000	3,750	6,993	5,513	47%	GMA
5054440523210	Phone/Internet	5,520	5,681	5,000	3,750	3,980	4,000	7%	Syncglobal + Verizon
5054440523215	postage	386	541	500	375	347	500	33%	
5054440523300	Advertising	-	-	-	-	-			
5054440523400	Printing and binding	371	110	300	225	186	300	33%	
5054440523500	Travel	84	-	500	375	433	500	33%	
5054440523600	Dues and fees	3,213	3,147	3,500	2,625	2,854	3,500	33%	Utilities Protection Center Dues
5054440523700	Education and training	2,440	7,752	6,200	4,650	2,208	3,000	-35%	GA Water & Wastewater
5054440523850	Contract labor	7,144	-	2,000	1,500	2,000	2,000	33%	
5054440523910	DRUG TESTING	35	140	300	225	55	300	33%	
5054440523911	LANDFILL FEES	545	-	-	-	-			
5054440523920	PREEMPLOYMENT PHYSICALS	-	60	500	375	190	300	-20%	
5054440523970	BANK/CC FEES & ANALYSIS CHGES	-	-	-	-	-			
TOTAL - Services		88,669	84,751	111,800	83,850	62,418	155,913	86%	

SUPPLIES

**Departmental Budget Requests
Budget Year 2018**

DISTRIBUTION & COLLECTION

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
5054440531100 Office Supplies	(7,214)	4,345	3,000	2,250	2,544	3,000	33%	
5054440531210 Water/Sewerage	-	-	-	-	-			
5054440531230 Electricity	38,579	19,149	14,500	10,875	3,960	4,500	-59%	
5054440531270 Gasoline/diesel	18,743	11,878	15,000	11,250	12,066	13,500	20%	actual projected costs
								pumps, concrete saws, pneumatic
								piercing tool to go underneath roads and
5054440531600 Small Equipment	6,734	16,617	6,500	4,875	6,390	10,000	105%	pipehorn locating equipment
5054440531700 UNIFORMS	7,587	4,517	5,000	3,750	3,932	4,500	20%	
5054440531710 Operating Supplies	-	28,980	46,800	35,100	45,394	52,500	50%	includes all pipe and fittings
TOTAL - Supplies	64,429	85,485	90,800	68,100	74,286	88,000	29%	

CAPITAL

5054440541400 Infrastructure Improvement/Add	-	-	-	-	-			
5054440541410 Meter, Wtr/Swr Line Improvments	-	3,605	-	-	32,790	30,000		Meter Replacements
								GEFA Projects, Hydrant Replacements,
5054440541420 Water System Improvements	191,576	-	78,000	58,500	5,268	3,551,000	5970%	RPVs, Standpipes
5054440541430 Sewer System Improvement	105,487	-	-	-	-			
5054440541450 Water & Sewer Pipeline	-	-	250,000	187,500	-		-100%	
5054440542200 Vehicles	-	-	63,500	47,625	40,648	45,320	-5%	2018 Ford F250 with Utility Truck Body
								Track loaders, Brush cutter, Remote
								Control Sewer Camera, Repair Sewer Jet
5054440542500 Equipment	-	3,397	-	-	-	159,565		Truck
5054440549999 Capital Outlay Distributed	(297,063)	-	(391,500)	(293,625)	(76,666)	(3,785,885)	1189%	
TOTAL - Capital	-	7,002	-	-	2,040	-		

INTERFUND

5054440552200 SELF FUNDED CLAIMS	7,938	1,052	5,000	3,750	3,948	3,750	0%	
TOTAL - Interfund	7,938	1,052	5,000	3,750	3,948	3,750	0%	

OTHER COSTS

5054440561000 Depreciation	1,233,255	537,083	592,320	444,240	444,240	415,605	-6%	
TOTAL - Other Costs	1,233,255	537,083	592,320	444,240	444,240	415,605	-6%	

TOTAL DISTRIBUTION & COLLECTIC	1,848,567	1,170,162	1,306,505	979,879	969,825	1,136,368	16%	
---	------------------	------------------	------------------	----------------	----------------	------------------	------------	--

799,920	599,940	586,932	663,268	10.6%	Total change without personnel
----------------	----------------	----------------	----------------	--------------	---------------------------------------

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
CDBG		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
SERVICES									
5054441521200	Professional	-	34,405	-	-	9,385	-		Grant not funded
5054441523300	Advertising	-	420	-	-	170	-		
TOTAL - Services		-	34,825	-	-	9,555	-		
					-				
CAPITAL					-				
5054441541420	CDBG Waterline	194,851	-	500,000	375,000	-	-	-100%	
TOTAL - Capital		194,851	-	500,000	375,000	-	-	-100%	
TOTAL CDBG		194,851	34,825	500,000	375,000	9,555	-	-100%	

**Departmental Budget Requests
Budget Year 2018**

SANITATION & SOLID WASTE

PERSONNEL

	12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
	2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
5404500511100 Regular employees	90,378	88,231	111,808	83,856	66,662	158,140	89%	7 full-time employees (3 moved from Streets)
5404500511120 Vacation Pay	(1,720)	1,937	-	-	3,089			
5404500511130 Sick Leave Pay	748	3,424	-	-	3,311			
5404500511300 Overtime	80	1,137	2,500	1,875	1,316	800	-57%	
5404500512100 Group Ins	34,783	23,674	34,370	25,778	21,492	48,318	87%	Based on current insurance selections
5404500512200 Social Security FICA Contrib	6,702	7,006	8,859	6,644	5,585	11,906	79%	Based on actual payroll
5404500512400 Retirement Contribution	3,510	8,676	5,790	4,343	3,964	7,782	79%	
5404500512500 50% Match for 457 Contrib	571	968	1,300	975	1,105	1,100	13%	Based on current deductions
5404500512700 Worker's compensation	10,634	9,354	11,000	8,250	6,792	8,000	-3%	Based on risk allocation
TOTAL - Personnel	145,686	144,407	175,627	131,720	113,315	236,046	79%	

SERVICES

5404500522110 Disposal (garbage pickup)	551,713	582,608	518,000	388,500	410,438	486,992	25%	Waste Industries - includes 3% increase
5404500522220 m/r equipment	30	12,374	5,000	3,750	6,350	5,000	33%	Tarps, Chipper blades, etc.
5404500522230 m/r vehicles	1,716	24,657	26,000	19,500	27,732	15,000	-23%	New trucks in 2017 and 2018
5404500522320 Rental of equipment and veh	-	-	2,500	1,875	-	-	-100%	
5404500523100 Liability Insurance	925	5,922	6,000	4,500	8,113	6,390	42%	GMA
5404500523210 Phone/Internet	1,767	1,681	1,800	1,350	1,356	1,800	33%	Syncglobal + Verizon
5404500523215 postage	-	-	250	188	-	-	-100%	
5404500523400 Printing and binding	281	-	200	150	-	-	-100%	
5404500523700 Education and training	150	-	-	-	-	2,000		Flagging, CDL lisence, blue card, etc.
5404500523910 DRUG TESTING	35	-	100	75	40	250	233%	truck drivers need random testing
5404500523940 County Landfill Fee	33,536	44,038	34,000	25,500	37,314	80,000	214%	Increasing fees at landfill
TOTAL - Services	590,153	671,281	593,850	445,388	491,344	597,432	34%	

SUPPLIES

5404500531100 Office Supplies	-	448	550	413	50	300	-27%	
5404500531230 Electricity	23,996	7,324	6,200	4,650	3,808	4,500	-3%	
5404500531270 Gasoline/diesel	13,795	9,591	12,000	9,000	6,779	13,250	47%	Price fluctuation throughout the year. shovels, rakes and brooms for chipper truck
5404500531600 Small Equipment	-	-	-	-	-	500		
5404500531700 Uniforms	572	2,061	1,500	1,125	1,390	1,800	60%	4 fulltime employees and new hire
5404500531710 Operating Supplies	-	63	-	-	345	8,000		brushes for street sweeper

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
SANITATION & SOLID WASTE		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
TOTAL - Supplies		38,363	19,488	20,250	15,188	12,373	28,350	87%	
CAPITAL					-	-			
5404500542500	Other Equipment	-	-	-	-	-	-		
5404500549999	Capital Outlay	-	-	-	-	-	-		
TOTAL - Capital		-	-	-	-	-	-		
OTHER COSTS					-	-			
5404500561000	Depreciation	4,156	4,667	10,000	7,500	7,499	58,100	675%	With new equipment in 2017/2018
5404500574010	BAD DEBTS WRITTEN OFF	1,082	5,859	4,000	3,000	-	-	-100%	Moved to Customer Service
TOTAL - Other Costs		5,238	10,526	14,000	10,500	7,499	58,100	453%	
TOTAL SOLID WASTE		779,440	845,703	803,727	602,795	624,531	919,928	53%	
				628,100	471,075	511,216	683,882	45.2%	Total change without personnel

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
OTHER		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
ELECTIONS									
1001400523850	Contract labor	4,984	5,605	5,000	3,750	-	-	-100%	Moved to City Clerk
TOTAL - Elections		4,984	5,605	5,000	3,750	-	-	-100%	
CUSTODY OF PRISONERS									
1003226571000	Intergovernmental	33,845	26,110	30,000	22,500	7,455	8,500	-62%	Jail fees
1003226552200	CLAIMS	-	-	-	-	2,944	5,000		Medical bills for inmates
TOTAL - Custody of Prisoners		33,845	26,110	30,000	22,500	7,455	8,500	-62%	
FIRE									
1003520571000	Intergovernmental	322,062	348,856	343,070	257,303	-	374,000	45%	Douglas County - Fire
TOTAL - Fire		322,062	348,856	343,070	257,303	-	374,000	45%	
ANIMAL CONTROL									
1003910572000	Payment to other agencies	59,801	64,275	60,000	45,000	42,231	48,200	7%	Douglas County - Animal
TOTAL - Animal Control		59,801	64,275	60,000	45,000	42,231	48,200	7%	
DEBT SERVICE - GENERAL FUND									
1008000581200	Capital Lease Principal	66,302	-	-	-	-			
1008000581300	Other Debt	-	-	-	-	-			
1008000582200	Interest - Capital Lease	323	-	-	-	-			
1008000582300	Interest on UDAG Loan	24,625	-	-	-	-			
TOTAL - Debt Service - GF		91,250	-	-	-	-	-		
OPERATING TRANSFERS - GENERAL FUND									
1009000611020	OPERATING TRANSFER	4,950	563,000	-	-	-	-		
1009000611021	Transfer to GF Capital Project	759,938	598,302	503,247	377,435	-	-	-100%	
1009000611031	Transfer to Capital - Roads	-	199,227	48,748	36,561	-	-	-100%	
1009000611140	Transfer to Public Fac. Auth.	596,497	857,886	597,148	447,861	552,625	-	-100%	Debt Service paid by water/sewer
1009000611540	Operating Trans to Solid Waste	-	-	-	-	-	77,500		Subsidize Solid Waste
TOTAL - Operating Transfers - GF		1,361,385	2,218,415	1,149,143	861,857	552,625	77,500	-91%	
DEBT SERVICE - WATER/SEWER FUND									
5058000582301	GEFA Interest	6,326	5,688	10,000	7,500	3,835	81,000	980%	Includes new loan of \$5m

Departmental Budget Requests
Budget Year 2018

		12/31/2015	12/31/2016	12/31/2017	9/30/2017	9/30/2017	9 MONTHS		
OTHER		2015 ACTUALS	2016 ACTUALS	2017 BUDGET	75% of 2017 BUDGET	2017 YTD (9 months)	2018 Requested Budget	% Change from 75% of 2017 Budget	NOTES
5058000583000	Fiscal agent fees	3,000	7,500	10,000	7,500	6,000	7,500	0%	Bond agent
TOTAL - Debt Service - W/S		9,326	13,188	20,000	15,000	9,835	88,500	490%	
									-
OPERATING TRANSFERS - WATER/SEWER FUND									-
5059000611035	Transfer Out - VRPFA	717,565	852,994	1,108,990	831,743	1,153,653	1,704,938	105%	Debt Service
5059000611110	Operating Trans to General FD	455,125	574,990	656,637	492,478	492,478	690,170	40%	Shared Allocation Calculation
TOTAL - Operating Transfers - W/S		1,172,690	1,427,984	1,765,627	1,324,220	1,646,131	2,395,108	81%	
									-
OPERATING TRANSFERS - SANITATION & SOLID WASTE FUND									-
5409000611020	OPERATING TRANSFER	-	11,000	-	-	-	-		
5409000611110	Operating Tran to General FD	113,020	98,530	110,878	83,159	83,158	93,350	12%	Shared Allocation Calculation
TOTAL - Operating Transfers - S/SW		113,020	109,530	110,878	83,159	83,158	93,350	12%	

City of Villa Personnel Budget
Shared Allocation of Expenses
10/26/2017

	City Manager	Finance	HR	IT	Legal	Customer Service	Public Works	Streets	Maintenance
Personnel	114,782	251,807	79,435	67,592	-	108,495	192,961	205,105	144,203
Services & Supplies	22,965	31,935	66,805	61,440	95,000	119,055	16,693	357,968	61,644
Allocation % - Water/Sewer	35%	40%	35%	35%	20%	90%	65%	0%	35%
Allocation \$ - Water/Sewer	48,212	113,497	51,184	45,161	19,000	204,795	136,275	-	72,046
Allocation % - Solid Waste	5%	5%	5%	5%	5%	10.0%	5%	2%	5%
Allocation \$ - Solid Waste	6,887	14,187	7,312	6,452	4,750	22,755	10,483	11,261	9,263
Total Allocation	55,099	127,684	58,496	51,613	23,750	227,550	146,758	11,261	81,309

Total Water/Sewer	690,170
Total Solid Waste	93,350
Grand Total Transfer to GF	783,520

City of Villa Rica
2018 Personnel Requests

Title	New or Upgrade?	Hours per week	Start Date	Cost in 2018 Budget	Notes
Park Ranger	New	55	Jan 1st	\$31,588	4 rotating part-time employees
Tourism Manager	New	40	Apr 1st	\$30,743	Paid by Hotel/Motel tax
Receptionist	New	40	Mar 1st	\$20,873	
Patrol Officer	New	40	June 1st	\$16,344	
Technician - Streets	New	40	June 1st	\$15,498	
Mechanic	New	40	June 1st	\$14,932	
Custodian	Upgrade	40	Jan 1st	\$11,913	From Part to Full-time
Custodian	New	20	Jan 1st	\$9,379	
Custodian	New	20	Jan 1st	\$9,379	
Customer Service Manager	Upgrade	40	Jan 1st	\$7,051	From Coordinator to Manager
School Resource Officer - Douglas Co	New	42	June 1st	\$5,909	Paid 1/2 by School
Assistant Finance Director	Upgrade	40	Jan 1st	\$3,702	From Business Operations Mgr
Total Cost of Positions Added in General Fund				\$177,311	

Patrol Officer	New	42		\$38,788	
Technician - Streets	New	40		\$30,905	
Technician - Streets - Seasonal	New	40/Seasonal		\$14,941	
Technician - Streets - Seasonal	New	40/Seasonal		\$14,941	
Technician - Streets - Seasonal	New	40/Seasonal		\$14,941	
Technician - Parks Maintenance	New	40/Seasonal		\$28,116	
Technician - Parks Maintenance	New	40/Seasonal		\$28,116	
Technician - Downtown Maintenance	New	40		\$28,116	
Total Cost of Positions Not Added in General Fund				\$198,864	

City of Villa Rica
2018 Personnel Requests

Title	New or Upgrade?	Hours per week	Start Date	Cost in 2018 Budget	Notes
Technician - Dist/Coll	New	40	Mar 1st	\$24,870	To do CDBG unfunded project
Technician - Dist/Coll	New	40	Mar 1st	\$24,870	To do CDBG unfunded project
Total Cost of Positions Added in Enterprise Funds				\$49,740	

Position No.	Full-Time Equivalents (FTEs)		
	2017 Current Positions	2018 Requested Positions	2018 Total Positions
Governing Body			
Mayor	1.0	-	1.0
Council	5.0	-	5.0
Total Legislative	6.0	-	6.0
Administration			
City Manger	1.0	-	1.0
Executive Administrative Assistant	0.5	(0.5)	-
City Clerk	1.0	-	1.0
Human Resources Manager	1.0	-	1.0
IT Coordinator	1.0	-	1.0
Finance			
Chief Financial Officer	1.0	-	1.0
Assistant Finance Director	-	1.0	1.0
Business Operations Manager	1.0	(1.0)	-
Accounts Payable Clerk	1.0	-	1.0
Finance Clerk	1.0	-	1.0
Receptionist		1.0	1.0
Customer Service			
Utility Billing Coordinator	1.0	(1.0)	-
Utility Billing Manager	-	1.0	1.0
Customer Service Rep	2.0	-	2.0
Community Development			
Engineer	1.0	-	1.0
Planning & Zoning	1.0	-	1.0
Permitting & Licensing Specialist	1.0	-	1.0
Administrative Assistant	1.0	-	1.0
Building Insepctor	1.0	-	1.0
Code Enforcement			
Code Compliance Specialist	1.5	-	1.5
Economic Development			

Position No.	Full-Time Equivalents (FTEs)		
	2017 Current Positions	2018 Requested Positions	2018 Total Positions
Director of Economic Development	1.0	-	1.0
Tourism & Main Street			
Tourism Manager	-	1.0	1.0
Main Street Manager	1.0	-	1.0
Tourism & Main Street Coordinator	1.0	-	1.0
Total Administration	21.0	1.5	22.5
Judicial			
Clerk of Court	1.0	-	1.0
Total Judicial	1.0	-	1.0
Public Safety			
Police Chief	1.0	-	1.0
Captain - CID	1.0	-	1.0
Captain - Patrol	1.0	-	1.0
Administrative Assistant	1.0	-	1.0
G.C.I.C. Specialist	1.0	-	1.0
Customer Service Representative	4.0	-	4.0
CID Tech	1.0	-	1.0
Corporal	4.0	-	4.0
Corporal/SRO	1.0	-	1.0
Sergeant	5.0	-	5.0
Detective /Sergeant	1.0	-	1.0
Detective	4.0	-	4.0
Drug Task Officer	1.0	-	1.0
Police Officer	18.0	1.0	19.0
Police Officer/K-9	1.0	-	1.0
Police Officer/SRO	3.0	1.0	4.0
Police Officer/Court Specialist	1.0	-	1.0
Training Officer	1.0	-	1.0
Community Service			
Guard	1.4	(0.7)	0.7

Position No.	Full-Time Equivalents (FTEs)		
	2017 Current Positions	2018 Requested Positions	2018 Total Positions
Total Public Safety	51.4	1.3	52.7
Public Works			
Public Works Director	1.0	-	1.0
Deputy Public Works Director	1.0	-	1.0
Administrative Assistant	1.0	-	1.0
Streets			
Streets/Solid Waste Manager	1.0	-	1.0
Equipment Operator	2.0	-	2.0
Technician	1.5	1.0	2.5
Stormwater			
Stormwater Supervisor	1.0	-	1.0
Stormwater Technician	1.0	-	1.0
Maintenance			
Maintenance Manager	1.0	-	1.0
Maintenance Technician	1.0	-	1.0
Mechanic	-	1.0	1.0
Custodian	0.5	1.5	2.0
Total Public Works	12.0	3.5	15.5
Parks, Recreation & Leisure Services			
Director of Parks and Recreation	1.0	-	1.0
Administrative Manager	1.0	-	1.0
Marketing and Events Coord	1.0	-	1.0
Programs Manager	1.0	-	1.0
Maintenance Manager	1.0	-	1.0
Athletic Manager	1.0	-	1.0
Receptionist/Gold Dust	1.0	-	1.0
Athletic Assistant	0.8	-	0.8
Soccer Coordinator	0.5	-	0.5
Program Leader	0.5	-	0.5
Recreation Leader	1.0	-	1.0

Position No.	Full-Time Equivalents (FTEs)		
	2017 Current Positions	2018 Requested Positions	2018 Total Positions
Program Assist	0.7	-	0.7
Maintenance Technician	3.0	-	3.0
Field Maintenance	0.5	-	0.5
Park Ranger	-	1.4	1.4
Senior Center			
Senior Center Manager	1.0	-	1.0
Senior Center Cook	1.0	-	1.0
Senior Center Assistant	0.6	-	0.6
Kitchen Helper	0.5	-	0.5
Senior Center Driver	0.5	-	0.5
Pine Mountain			
Museum Manager	1.0	-	1.0
Historical Preservation Coord.	1.0	-	1.0
Senior Museum Assistant	1.0	-	1.0
Pine Mountain Assistant	1.0	-	1.0
Library			
Branch Manager	1.0	-	1.0
Sr. Library Assistant	1.0	-	1.0
Library Assistant	6.5	(0.5)	6.0
Total Parks, Recreation & Leisure Services	30.0	0.9	30.9
TOTAL GENERAL FUND	121.4	7.2	128.6
WATER AND SEWER FUND			
Wastewater Treatment Plant			
Wastewater Plant Mgr	1.0	-	1.0
Lead Mechanic Wastewater	1.0	-	1.0
Lab Analyst	1.0	-	1.0
Class III Operator	4.0	-	4.0
Class II Operator	1.0	-	1.0
Mechanic	1.0	-	1.0
Total Wastewater Treatment Plant	9.0	-	9.0

Position No.	Full-Time Equivalents (FTEs)		
	2017 Current Positions	2018 Requested Positions	2018 Total Positions
Water Treatment Plant			
Water Plant Manager	1.0	-	1.0
Operator I	1.0	-	1.0
Class II Operator	3.0	-	3.0
Total Water Treatment Plant	5.0	-	5.0
Distribution & Collection			
Distribution & Collection Manager	1.0	-	1.0
Equipment Operator	4.0	-	4.0
Backflow Coordinator	1.0	-	1.0
Utility Locator	1.0	-	1.0
Meter Reader	1.0	-	1.0
Technician	2.0	2.0	4.0
Total Distribution & Collection	10.0	2.0	12.0
Total Water & Sewer Fund	24.0	2.0	26.0
SANITATION & SOLID WASTE FUND			
Solid Waste			
Technician	7.0	-	7.0
Total Sanitation	7.0	-	7.0
Total Sanitation & Solid Waste Fund	7.0	-	7.0
TOTAL UTILITY FUNDS	31.0	2.0	33.0
GRAND TOTAL	152.4	9.2	161.6

Pay Scale by Position

Title	Grade	Minimum		Maximum	
		Annually	Hourly	Annually	Hourly
Accounts Payable	17	\$ 29,488.00	\$ 14.18	\$ 44,651.33	\$ 21.47
Administrative Assistant	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Administrative Manager	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Assistant Finance Director	28	\$ 50,435.00	\$ 24.25	\$ 76,369.99	\$ 36.72
Athletic Assistant	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Athletic Maintenance Technician	12	\$ 23,105.00	\$ 11.11	\$ 34,985.87	\$ 16.82
Athletic Manager	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Auto Mechanic	13	\$ 24,260.00	\$ 11.66	\$ 36,734.72	\$ 17.66
Building Inspector	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Business Operations Manager	27	\$ 48,033.00	\$ 23.09	\$ 72,733.00	\$ 34.97
Chief Financial Officer	33	\$ 64,369.00	\$ 30.95	\$ 97,470.45	\$ 46.86
City Clerk	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
City Manager	42	\$ 99,858.00	\$ 48.01	\$ 151,207.49	\$ 72.70
Code Compliance Specialist	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Collection and Distribution Manager	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Collection and Distribution Technician	13	\$ 24,260.00	\$ 11.66	\$ 36,734.72	\$ 17.66
Community Development Manager	32	\$ 61,303.67	\$ 29.47	\$ 93,744.29	\$ 45.07
Custodian	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Customer Service Manager	24	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Customer Service Representative	14	\$ 25,473.00	\$ 12.25	\$ 38,571.67	\$ 18.54
Deputy Director of Public Works	32	\$ 61,297.60	\$ 29.47	\$ 93,745.60	\$ 45.07
Director of Community Development/ City Engineer	33	\$ 64,369.00	\$ 30.95	\$ 97,470.45	\$ 46.86
Director of Economic Development	32	\$ 61,297.60	\$ 29.47	\$ 93,745.60	\$ 45.07
Director of Parks and Recreation	33	\$ 64,369.00	\$ 30.95	\$ 97,470.45	\$ 46.86
Equipment Operator	17	\$ 29,488.00	\$ 14.18	\$ 44,651.33	\$ 21.47
Evidence Technician	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Executive Assistant to the City Manager	27	\$ 48,033.00	\$ 23.09	\$ 72,733.00	\$ 34.97
Field Maintenance Technician	14	\$ 25,474.00	\$ 12.25	\$ 38,572.67	\$ 18.54
Finance Clerk	17	\$ 29,488.00	\$ 14.18	\$ 44,651.33	\$ 21.47
GCIC Specialist	17	\$ 29,488.00	\$ 14.18	\$ 44,651.33	\$ 21.47

Pay Scale by Position

Title	Grade	Minimum		Maximum	
Human Resources Manager	32	\$ 61,303.67	\$ 29.47	\$ 93,744.29	\$ 45.07
IT Director	32	\$ 61,304.67	\$ 29.47	\$ 93,745.29	\$ 45.07
Library Assistant	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Library Assistant Senior	14	\$ 25,473.00	\$ 12.25	\$ 38,571.67	\$ 18.54
Library Manager	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Licensing and Permitting Specialist	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Main Street Manager	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Maintenance Manager (Building and Fleet)	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Maintenance Manager (Parks)	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Maintenance Technician (Building and Fleet)	13	\$ 24,260.00	\$ 11.66	\$ 36,734.72	\$ 17.66
Maintenance Technician (Parks)	12	\$ 23,105.00	\$ 11.11	\$ 34,985.87	\$ 16.82
Marketing & Events Coordinator	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Meter Reader	14	\$ 25,473.00	\$ 12.25	\$ 38,571.67	\$ 18.54
Municipal Court Clerk	18	\$ 30,962.00	\$ 14.89	\$ 46,885.26	\$ 22.54
Museum Assistant	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Museum Historic Preservation Coordinator	13	\$ 24,260.00	\$ 11.66	\$ 36,734.72	\$ 17.66
Museum Manager	18	\$ 30,962.00	\$ 14.89	\$ 46,885.26	\$ 22.54
Operator in Training Water/Wastewater	16	\$ 29,120.00	\$ 14.00	\$ 42,526.17	\$ 20.45
Park Ranger	21	\$ 36,504.00	\$ 17.55	\$ 54,267.20	\$ 26.09
Planning and Zoning Coordinator	28	\$ 50,435.00	\$ 24.25	\$ 76,369.99	\$ 36.72
Police Captain	28	\$ 50,435.00	\$ 24.25	\$ 76,369.99	\$ 36.72
Police Chief	34	\$ 68,442.72	\$ 32.91	\$ 102,342.88	\$ 49.20
Police Corporal 2184 Hours	23	\$ 39,518.00	\$ 19.00	\$ 59,837.44	\$ 27.40
Police Detective	24	\$ 41,493.00	\$ 19.95	\$ 61,236.00	\$ 29.44
Police Officer 2184 Hours	21	\$ 36,500.00	\$ 16.71	\$ 54,275.47	\$ 24.85
Police Sergeant 2184 Hours	25	\$ 43,567.00	\$ 19.95	\$ 65,970.40	\$ 30.21
Police Training Officer	20	\$ 39,518.00	\$ 17.23	\$ 59,837.44	\$ 27.40
Public Works Director	33	\$ 64,369.00	\$ 30.95	\$ 97,470.45	\$ 46.86
Receptionist	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Recreation Leader	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Recreation Program Assistant PT	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02

Pay Scale by Position

Title	Grade	Minimum		Maximum	
Recreation Program Leader	13	\$ 24,260.00	\$ 11.66	\$ 36,734.72	\$ 17.66
Recreation Program Manager	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Sanitation & Solid Waste Technician	15	\$ 27,560.00	\$ 13.25	\$ 46,176.00	\$ 22.20
Senior Center Assistant	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Senior Center Driver	11	\$ 22,170.00	\$ 10.66	\$ 33,321.84	\$ 16.02
Senior Center Manager	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Stormwater Supervisor	28	\$ 50,440.00	\$ 24.25	\$ 76,377.60	\$ 36.72
Stormwater Technician	18	\$ 30,971.20	\$ 14.89	\$ 46,883.20	\$ 22.54
Streets & Sanitation Solid Waste Supervisor	24	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Streets Technician	15	\$ 27,560.00	\$ 13.25	\$ 46,176.00	\$ 22.20
Tourism & Main Street Program Coordinator	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Tourism Manager	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Utility Billing Coordinator	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Utility Locator	16	\$ 28,084.00	\$ 13.50	\$ 42,526.17	\$ 20.45
Wastewater Lead Maintenance Technician	21	\$ 36,501.00	\$ 17.55	\$ 54,276.47	\$ 26.09
Wastewater Treatment Plant Lab Analyst	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Wastewater Treatment Plant Lead Operator	23	\$ 39,518.00	\$ 19.00	\$ 59,837.44	\$ 28.77
Wastewater Treatment Plant Maintenance Technician	12	\$ 23,105.00	\$ 11.11	\$ 34,985.87	\$ 16.82
Wastewater Treatment Plant Manager	27W	\$ 48,838.40	\$ 23.48	\$ 70,865.60	\$ 34.07
Wastewater Treatment Plant Operator Class I	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Wastewater Treatment Plant Operator Class II	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Wastewater Treatment Plant Operator Class III	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67
Water Treatment Plant Manager	27W	\$ 48,838.40	\$ 23.48	\$ 70,865.60	\$ 34.07
Water Treatment Plant Operator Class I	22	\$ 37,635.00	\$ 18.09	\$ 56,987.94	\$ 27.40
Water Treatment Plant Operator Class II	20	\$ 35,843.00	\$ 17.23	\$ 54,275.47	\$ 26.09
Water Treatment Plant Operator Class III	19	\$ 32,510.00	\$ 15.63	\$ 49,227.94	\$ 23.67



This page intentionally left blank.



Agenda Item: _____

CITY OF VILLA RICA

City Council Packet

SUBJECT: 2017 Budget Amendments
CITY COUNCIL AGENDA DATE: 7-7-2017

DATE: 10/26/2017
PREPARED BY: Sarah Hefty

FISCAL IMPACT:
ANNUAL – Varies
CAPITAL –
OTHER –

FUNDING SOURCE: Revenues & Fund Balance

PURPOSE: To amend the 2017 budget for various items.

BACKGROUND:

Building permit revenues were higher than projected, but a portion of the fees go to Carroll County for the inspections. Expenditures need to be increased, which can be offset by the increased revenue. The additional revenue can be used to remove the “Use of Fund Balance” which was budgeted in 2017 for the Comp Plan.

Also, attorney fees are higher than expected. The line item should be adjusted with the offset from prior year property taxes. We have received more than was budgeted for prior year property taxes.

GENERAL FUND				
Item	Account Type		Notes	Amount
100-323120	Revenues	Increase	Building Permits - revenue above budget	180,000.00
100-7220-521200	Expenditures	Increase	Professional - Building Inspections	80,000.00
100-381000	Use of Fund Balance	Decrease	No longer need to use fund balance for Comp Plan	100,000.00
100-311250	Revenues	Increase	Prior Year Property Tax - revenue higher than budget	25,000.00
100-1530-521230	Expenditures	Increase	Attorney Fees	25,000.00

STAFF RECOMMENDATION: To adopt the 2017 year-to-date budget amendments.

IMPACT: Budget will be amended for increased revenue, increased expenditures and reduced need to use fund balance.

CITY OF VILLA RICA

Monthly Financial Analysis - September 2017 (75%)

GENERAL FUND

SELECTED STATISTICS

Total Cash - Operating	\$	3,654,908
Total Unassigned Fund Balance (Equity)	\$	5,220,018

REVENUE STATUS

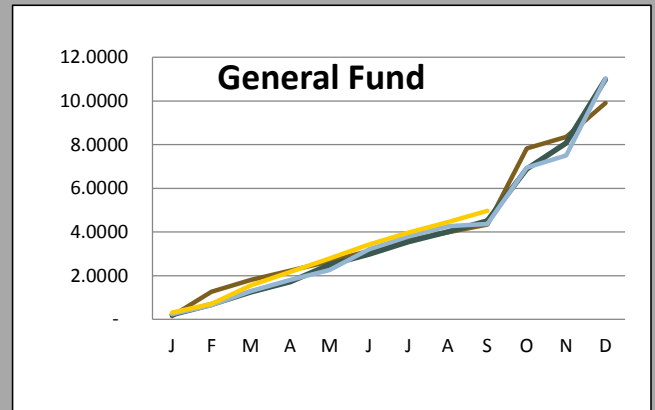
	Budget	YTD	% of Budget	Compared to Prior YTD
LOST	\$ 2,437,000	\$ 1,560,871	64%	2% ↑
Property Tax	3,139,000	162,137	5%	68% ↑
Occupational Tax	400,000	369,793	92%	14% ↑
Permits & Inspect.	97,800	306,029	313%	282% ↑

FUND STATUS

	Budget	YTD	% of Budget	Compared to Prior YTD
<i>General Fund</i>				
Revenue	\$ 11,910,299	\$ 4,967,676	42%	14% ↑
Expense	11,910,299	7,862,981	66%	0.4% ↑

REVENUE TREND COMPARISON (in millions)

2014 2015 2016 Current Fiscal Year



ENTERPRISE FUND: WATER/SEWER

SELECTED STATISTICS

Total Cash - Operating	\$	188,187
Total Investments	\$	2,059,118
Total Outstanding Bond Principal	\$	33,130,000
Total Unrestricted Net Position (Equity)	\$	2,292,915

REVENUE STATUS

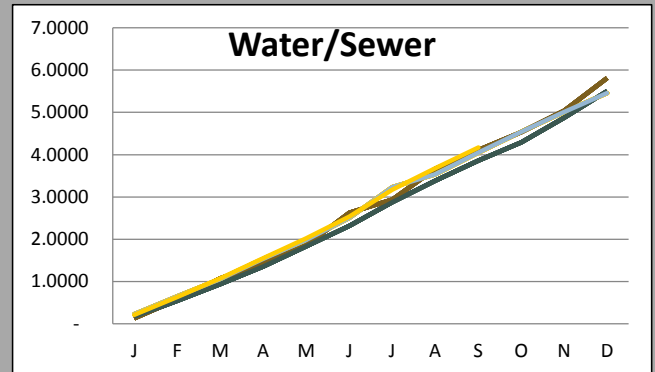
	Budget	YTD	% of Budget	Compared to Prior YTD
Water Sales	\$ 2,940,000	\$ 1,927,546	66%	-1% ↓
Sewer Sales	2,383,500	1,594,506	67%	-0.1% ↓
Tap Fees	280,000	418,175	149%	82% ↑

FUND STATUS

	Budget	YTD	% of Budget	Compared to Prior YTD
<i>Water/Sewer Fund</i>				
Revenue	\$ 7,109,000	\$ 4,172,850	59%	3% ↑
Expense	7,100,818	5,060,587	71%	15% ↑

REVENUE TREND COMPARISON (in millions)

2014 2015 2016 Current Fiscal Year



ENTERPRISE FUND: SOLID WASTE

SELECTED STATISTICS

Total Cash - Operating	\$	(365,807)
Total Unrestricted Net Position (Equity)	\$	(195,394)

REVENUE STATUS

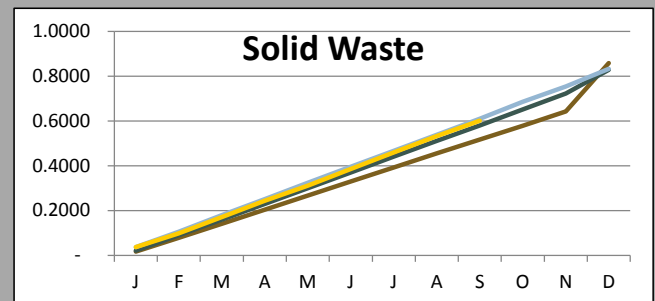
	Budget	YTD	% of Budget	Compared to Prior YTD
Solid Waste	\$ 863,100	\$ 574,100	67%	-0.1% ↓

FUND STATUS

	Budget	YTD	% of Budget	Compared to Prior YTD
<i>Solid Waste Fund</i>				
Revenue	\$ 915,100	\$ 601,539	66%	-1% ↓
Expense	914,605	712,424	78%	11% ↑

REVENUE TREND COMPARISON (in millions)

2014 2015 2016 Current Fiscal Year





Agenda Item: _____

CITY OF VILLA RICA

City Council Packet

SUBJECT: Year-End Compensation
CITY COUNCIL AGENDA DATE: 11-7-2017

DATE: 10-26-17
PREPARED BY: Sarah Hefty

FISCAL IMPACT:
ANNUAL – \$75,425
CAPITAL –
OTHER –

FUNDING SOURCE: 2017 Operating Budget

PURPOSE: To provide year-end compensation to City employees for 2017.

BACKGROUND:

In 2016, the City gave \$500 to full-time employees who had been here over one year and \$250 to part-time employees and other employees who had been here more than six months but less than one year.

For 2017, the cost for a similar compensation, grossed up for tax purposes), would be \$75,425.

	Employee Count	Rate	Year-End Compensation Total	Taxes	Total
Full-Time Employees					
Employed 1 year or more	100	\$ 500.00	\$ 50,000.00	\$ 13,650.00	\$ 63,650.00
Employed since Q1 2017	7	\$ 375.00	\$ 2,625.00	\$ 716.63	\$ 3,341.63
Employed since Q2 2017	7	\$ 250.00	\$ 1,750.00	\$ 477.75	\$ 2,227.75
Employed since Q3 2017	9	\$ 125.00	\$ 1,125.00	\$ 307.13	\$ 1,432.13
Total Full-Time	123		\$ 55,500.00	\$ 15,151.50	\$ 70,651.50
Permanent Part-Time Employees					
Employed 1 year or more	12	\$ 250.00	\$ 3,000.00	\$ 819.00	\$ 3,819.00
Employed since Q1 2017	1	\$ 187.50	\$ 187.50	\$ 51.19	\$ 238.69
Employed since Q2 2017	1	\$ 125.00	\$ 125.00	\$ 34.13	\$ 159.13
Employed since Q3 2017	7	\$ 62.50	\$ 437.50	\$ 119.44	\$ 556.94
Total Part-Time	21		\$ 3,750.00	\$ 1,023.75	\$ 4,773.75
Totals	144		\$ 59,250.00	\$ 16,175.25	\$ 75,425.25

STAFF RECOMMENDATION:

To approve year-end compensation (grossed up for tax purposes) for City employees who have been employed since before October 1st (Q4) of 2017.

IMPACT:

Increases employee morale, loyalty and job satisfaction.



CITY OF VILLA RICA

City Council Packet

SUBJECT: Emergency Purchases over \$10,000.00

CITY COUNCIL AGENDA DATE: 11/2/2017

DATE: 10/30/17

PREPARED BY: Charles Davis

FISCAL IMPACT:

ANNUAL – Budgeted under M&R Equipment line item for WWTP

CAPITAL – West Plant Influent pump: \$52,301.90

Lift station pump: \$11,281.80

OTHER –

FUNDING SOURCE: 505-4330-522220

PURPOSE: Replacement of 2 failed critical pumps. One is a main influent pump coming in to the West Plant. Other is a failed lift station pump at Brandywine Subdivision lift station.

BACKGROUND: Without the failed West Plant main influent pump being replaced, we run the risk of having the plant being unable to process the flow into the plant. The plant was designed to have 4 main influent pumps, running in tandem as 2 sets of 2 pumps. During the final cuts to the plant to save money 2 of the 4 pumps were cut from being built. Last year we had one fail and ran the entire plant 24/7 on one pump, risking a bad situation had the only remaining one failed. We had the old one that failed in 2016 rebuilt, and installed it as an emergency backup so there will always be at least 2 pumps functioning. This one we have on order now will bring us back to having a backup if another fails. We expect delivery within 4 weeks with installation being done as soon as it arrives. These are 150 HP custom built pumps with a sole source due to plant custom design specs. Without these pumps, the entire plant would shut down within a matter of hours and the system would begin to back up into all the lift stations causing numerous spills City wide.

The Brandywine Subdivision lift station had a pump failure and was replaced as it had no backup in the event of another failure. This repair was completed in a matter of a few days and is now functioning correctly.

STAFF RECOMMENDATION: Replace both ASAP to avoid any spills or loss of service.

IMPACT: Both items are emergencies due to possible spills and the ability to process the waste at the plants in a safe and reliable manner.



CITY OF VILLA RICA

City Council Packet

SUBJECT: Edge Road Lift Station Generator bids

CITY COUNCIL AGENDA DATE: 11/2/2017

DATE: 10/30/17

PREPARED BY: Charles Davis

FISCAL IMPACT:

ANNUAL –

CAPITAL – \$42,254.00

OTHER –

FUNDING SOURCE: 322-4330-541440 Capital Projects / WWTP

PURPOSE: To install a back-up power generator at the Edge Road lift station

BACKGROUND: Heavily used lift station, 2 others flow into this station. This is one of 3 remaining lift stations that do not have back-up generators. This is the largest station left that does not have one. During an extended power outage, it would lead to possible spills and sewer backups.

STAFF RECOMMENDATION: As this is a Capital budget project for 2017 Staff recommends proceeding with the lowest bidder.

IMPACT: Will improve our sewer system reliability and redundant power systems.

Edge Road

City of Villa Rica
571 W Bankhead Hwy.
Villa Rica, GA 30180

Requisition

DATE:

TO: Triple B

DEPT: Wastewater

PH #: _____

FAX #: _____

ITEM NO.	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE	
SD0050	1	Generac Industrial Diesel generator,		\$39,754	00
		Turbo charged, 4 cyl. 4.5L engine 50KW			
		120/240 VAC 3 Phase, 60HZ			
		**Work includes new transfer switch			
		** Sound Attenuated Enclosure**		\$2,500	00
Total				\$42,254	00

G L code to be
charged:

5	0	5	—	4	3	3	0	-											
---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--

WAS ITEM BUDGETED? **Yes** No

ARE FUNDS AVAILABLE? **Yes** No

SUGGESTED SUPPLIERS

1. _____

2. _____

3. _____

REASON FOR PURCHASE

Budgeted upgrades to Edge Rd. Lift Station.

REQUESTED BY: Dean Zeigler

DEPT MANAGER: _____

CITY MANAGER: _____

BIDS ATTACHED? **Yes** No

Triple B

GENERAC

**Pro Power
Solutions**

Date: 9/26/2017
To: City Villa Rica
Attn: Mike
Reference: EDGE ROAD Pump Station
We are pleased to offer the following quote for the above project

Quantity 1 - Generac industrial diesel engine driven generator, turbocharged, 4 cylinder 4.5L engine, consisting of the following features and accessories:

- SD0050
- 50 kW Rating , synchronous alternator, wired for 120/240 VAC 3 Phase, 60 HZ
- With upsized 50 kW alternator
- elec excitation
- 0.25% voltage regulation
- H-100 Control Panel
 - Meets NFPA 99 and 110 requirements
 - Temp Range -40 to 70 degrees C
 - Digital microprocessor:
 - Two 4 line x 20 displays, full system status
 - 3 phase sensing, +/-0.25% digital voltage regulation
 - RS232, RS485 and Canbus remote ports
 - Waterproof connections
 - All engine sensors are 4-20 ma for minimal interference
 - Programmable I/O
 - Built-in PLC for special applications
 - Engine function monitoring and control:
 - Full range standby operation; Programmable auto crank, Emergency Stop, Auto-Off-Manual switch
 - Isochronous governor, +/-0.25% frequency regulation
 - Full system status on all AC output and engine function parameters
 - Service reminders, trending, fault history (alarm log)
 - I2T function for full generator protection
 - Selectable low-speed exercise
 - HTS transfer switch function monitoring and control
 - 2-wire start controls for any 2-wire transfer switch
- Electronic governor Frequency regulation, isochronous Steady state regulation +/-0.25%
- 150A UL CB, 100% Rated
 - Thermal/Mag w/ST & Contacts, LH
- Standard weather protective enclosure
 - Industrial Grey Enclosure, powder paint finish
- Critical muffler - installed
- 110AH, GRP 31, 925 CCA battery
 - w/rack installed
- 10A Battery charger-installed
- Battery charging alternator
- Battery cables
- Battery tray
- Fuel shut-off solenoid valve
- Solenoid activated starter motor
- Fuel filter
- Air cleaner and oil filter with internal bypass
- Oil and antifreeze

- Oil and radiator drain extensions
- Vibration isolators between engine/alternator and base frame
- Standard flex exhaust
- Block heater 1500W
- 24" 189 Gal DW Basetank
 - STD Fuel Level Sender
 - w/fuel level indicating gauge
 - UL approved
- Emergency Vent
- Fuel fill pipe extension kit-8"
- 21 Light remote annunciator - surface mount
- Remote Emergency Stop Break Glass
- 120V GFCI & 240V Outlet
- Standard set of 3 manuals
- CUL Listed
- STD 2-year limited warranty
- EPA Certified Engine
- Standard Electronic Governor
- Two (2) year standard warranty

Quantity 1 - 1 One automatic transfer switch consisting of the following typecode and components:

- Rated at 100 amps, 3 Pole construction Operating at 60 HZ, 240 Volts 3 phase, with 2-wire start circuit
- Utility voltage sensing controls: * Drop-out and pick-up * Utility interrupt delay
- Adjustable logic controls * Minimum standby voltage * Minimum standby frequency * Engine warmup * Inphase monitor * Time delay neutral * Return to utility * Engine cooldown * Transfer on exercise
- Preferred source switch
- Auto/normal/standby
- Double set of auxiliary contacts
- NEMA 3R Enclosure
- Standard set of 3 manuals
- UL 1008 listed
- CSA Certified
- Standard 2 Year warranty
- Complete install

Quantity 1 - Freight

total investment for the above equipment (Not including any applicable tax):

\$ 39,754.00

Net adder for SAE enclosure **SOUND ATTENUATED Enclosure**

+ \$ 2,500.00

42,254.00

Price 1

Notes:

Quote includes building new service pole (25' pole, meter base, 100 amp disconnect, wire, pipe, weather head) mounting transfer switch, and 100 amp load center on pump rack. Concrete pad for gen set. All wiring done with copper wire. Ground grid for Generator. Hatch lid for wet well

Estimated Delivery: 10 weeks / Prices valid for 60 days from above date / FOB: Jobsite / Quote does not include fuel

Terms and Conditions

Net 30 days, subject to review and approval by our Credit Dept. Payment obligations are not dependent or contingent upon the manner in which purchaser may receive payment from others. No retainage against this order will be permitted unless agreed to ahead of time. Warranty is invalid without factory start up.

Dreisilker Electric Motors
3061 Kingston Court, Ste E
Marietta, Ga. 30067
770-906-5466

Date: 5/06/2017
To: City Villa Rica
Attn: Mike Kilgore
Reference: EDGE ROAD Pump Station

We are pleased to offer the following quote for the above project

Quantity 1 - Generac industrial diesel engine driven generator, turbocharged, 4 cylinder 4.5L engine, consisting of the following features and accessories:

- SD0050
- 50 kW Rating , synchronous alternator, wired for 120/240 VAC 3 Phase, 60 HZ
- With upsized 50 kW alternator
- elec excitation
- 0.25% voltage regulation
- H-100 Control Panel
 - Meets NFPA 99 and 110 requirements
 - Temp Range -40 to 70 degrees C
 - Digital microprocessor:
 - Two 4 line x 20 displays, full system status
 - 3 phase sensing, +/-0.25% digital voltage regulation
 - RS232, RS485 and Canbus remote ports
 - Waterproof connections
 - All engine sensors are 4-20 ma for minimal interference
 - Programmable I/O
 - Built-in PLC for special applications
 - Engine function monitoring and control:
 - Full range standby operation; Programmable auto crank, Emergency Stop, Auto-Off- Manual switch
 - Isochronous governor, +/-0.25% frequency regulation
 - Full system status on all AC output and engine function parameters
 - Service reminders, trending, fault history (alarm log)
 - I2T function for full generator protection
 - Selectable low-speed exercise
 - HTS transfer switch function monitoring and control
 - 2-wire start controls for any 2-wire transfer switch
- Electronic governor Frequency regulation, isochronous Steady state regulation +/-0.25%
- 150A UL CB, 100% Rated
 - Thermal/Mag w/ST & Contacts, LH
- Standard weather protective enclosure
 - Industrial Grey Enclosure, powder paint finish
- Critical muffler - installed
- 110AH, GRP 31, 925 CCA battery
 - w/rack installed
- 10A Battery charger-installed
- Battery charging alternator
- Battery cables
- Battery tray

- Fuel shut-off solenoid valve
- Solenoid activated starter motor
- Fuel filter
- Air cleaner and oil filter with internal bypass
- Oil and antifreeze
- Oil and radiator drain extensions
- Vibration isolators between engine/alternator and base frame
- Standard flex exhaust
- Block heater 1500W
- 24" 189 Gal DW Basetank
 - STD Fuel Level Sender
 - w/fuel level indicating gauge
 - UL approved
- Emergency Vent
- Fuel fill pipe extension kit-8"
- 21 Light remote annunciator - surface mount
- Remote Emergency Stop Break Glass
- 120V GFCI & 240V Outlet
- Standard set of 3 manuals
- CUL Listed
- STD 2-year limited warranty
- EPA Certified Engine
- Standard Electronic Governor
- Two (2) year standard warranty

Quantity 1 - 1 One automatic transfer switch consisting of the following typecode and components:

- Rated at 100 amps, 3 Pole construction Operating at 60 HZ, 240 Volts 3 phase, with 2-wire start circuit
- Utility voltage sensing controls: * Drop-out and pick-up * Utility interrupt delay
- Adjustable logic controls * Minimum standby voltage * Minimum standby frequency * Engine warmup * Inphase monitor * Time delay neutral * Return to utility * Engine cooldown * Transfer on exercise
- Preferred source switch
- Auto/normal/standby
- Double set of auxiliary contacts
- NEMA 3R Enclosure
- Standard set of 3 manuals
- UL 1008 listed
- CSA Certified
- Standard 2 Year warranty
- Complete install

Quantity 1 - Freight

total investment for the above equipment (Not including any applicable tax):

\$ 47,009.50

Net adder for SAE enclosure

+ \$ 3735.00

50,744.00

Notes:

Quote includes building new service pole (25' pole, meter base, 100 amp disconnect, wire, pipe, weather head) mounting transfer switch, and 100 amp load center on pump rack. Concrete pad for gen set. All wiring done with copper wire. Ground grid for Generator

Estimated Delivery: 8 weeks / Prices valid for 60 days from above date / FOB: Jobsite / Quote does not include fuel



240 Industrial Park Drive
Forsyth, Georgia 31029
Phone: 478-994-2848
Fax: 478-994-8857

www.pmc enterprises.com

Quote



Contact
Mike Kilgore
Customer Number
00462

Quote Date
5/5/2011

Quote Number
2SSQ10134

Quote To:

Villa Rica, City of
205 Barber Industrial Ct
VILLA RICA, GA 30180

Ship To:

Villa Rica, City of
205 Barber Industrial Ct
VILLA RICA, GA 30180

Ship Via	Terms	Quoted By	Customer RFQ	Customer PO
BESTWAY	Net 30	Everett Wigley		

Product ID	Qty	Description	Sales Price	Total
SDG65S-8C1	1	MMD PowerPro65 Mobile Generator SDG65S-8C1	46,400.00	46,400.00

GENERATOR SPECIFICATIONS SPECIFICATIONS

GeneratorType: Airman
Armature Connection: Star with Neutral/Zig Zag
No. of Poles : 4-Pole
Insulation: Class F
Excitation: Brushless with AVR
Voltage Regulation: 0.5%
Power Factor: 0.8
Frequency: 60 Hz / 50 Hz
Standby Power: 67 kVA / 53.6 kW
Prime Power: 63 kVA / 50 kW 125
Voltage Single Phase: 120V / 240V / 277V (Switchable)
Voltage Three Phase: 208V / 240V / 416V / 480V (Switchable)

AMPERAGE

Single Phase 120V: 152 Amp x 2
Single Phase 240V: 152 Amp
Three Phase 208V: 167 Amp
Three Phase 240V: 152 Amp
Three Phase 480V: 76 Amp

ENGINE SPECIFICATIONS

Engine Model: Kubota V3800
EPA Emission Level: Interim Tier 4
Engine Type: 4-Cycle, water-cooled, direct injection
Number of Cylinders: 4
Output @ Rated Speed (1800 rpm): 89.5 HP
Governor Type: Electronic
Integral Fuel Tank Capacity : 106 gal.
Fuel Containment: 110%

Quote is valid for 30 days

Freight would be prepaid and added to
invoice for customer convenience

1 in SC
1 in FLA
4 in CALIF

0.0000 %

0.0000 %

Subtotal: 46,400.00

Freight: 0.00

Other: 0.00

Sales Tax 1: 0.00

Sales Tax 2: 0.00

Total: 46,400.00

Page 1 of 2

Thank You

SIGNATURE:

DATE:

PO# (IF NOT ALREADY ISSUED):

Price 3



240 Industrial Park Drive
Forsyth, Georgia 31029
Phone: 478-994-2848
Fax: 478-994-5857

www.pmc enterprises.com

Contact
Mike Kilgore

Customer Number
00462

Quote



Quote Date
5/5/2016

Quote Number
2SSQ10134

Quote To:

Villa Rica, City of
205 Barber Industrial Ct
VILLA RICA, GA 30180

Ship To:

Villa Rica, City of
205 Barber Industrial Ct
VILLA RICA, GA 30180

Ship Via
BESTWAY

Terms
Net 30

Quoted By
Everett Wigley

Customer RFQ

Customer PO

Product ID	Qty	Description	Sales Price	Total
		Lubricating Oil Capacity: 3.5 gal. (13.2 L) Coolant Capacity: 2.9 gal. (11.0 L) Battery: 12V x 1 12V System		
		FUEL CONSUMPTION FULL Load: 3.8 gal./hr. 75% Load: 2.9 gal./hr. 50% Load: 2.1 gal./hr. Run Time @ Full Load: 27.8 hr.		
		WEIGHTS AND DIMENSIONS LxWxH without Trailer: 82 inches x 39 inches x 61 inches Dry Weight: 2800 lb. (1270 kg) Operating Weight (Wet): 3570 lb. (17060 kg) Sound Level @ 23 Feet (No Load): 65 dBA		
		TRAILER WEIGHT AND DIMENSIONS Trailer LxWxH in.: 144 inches x 70 inches x 73 inches Weight: 1225 lb. (556 kg) GVWR: 5500 lb. (2494 kg)		

Does Not Include Everything In the Other Quotes

Quote is valid for 30 days

Freight would be prepaid and added to
invoice for customer convenience

Subtotal:	46,400.00
Freight:	0.00
Other:	0.00
0.0000 % Sales Tax 1:	0.00
0.0000 % Sales Tax 2:	0.00
Total:	46,400.00

Thank You

Page 2 of 2

SIGNATURE: _____

DATE: _____

PO# (IF NOT ALREADY ISSUED):



CITY OF VILLA RICA

City Council Packet

SUBJECT Work Authorization for Curtis Environmental Resource

CITY COUNCIL AGENDA DATE: November 2, 2017

DATE: October 27, 2017

PREPARED BY: Pete Zorbanos, Public Works Director

FISCAL IMPACT: Up to \$5,000

ANNUAL –

CAPITAL –

OTHER –

FUNDING SOURCE: Water & Sewer Fund

PURPOSE: For the City to enter into a working relationship with Curtis Environmental Resource to help us develop RFP's (Request for Proposals) and/or task orders for water and sewer projects.

BACKGROUND:

STAFF RECOMMENDATION: Staff recommends that we engage Curtis Environmental Resource to assist the City as we identify and develop requirements for designated water and sewer projects.

IMPACT:

Company Name: SMART WATER ANALYTICS LLC
FEE SCHEDULE
WATER DISTRIBUTION SPECIALISTS

27-Oct-17

Professional fees provided are for hourly billable rates plus future year decrease/increase percentages.

	2018 Hourly Rate	Increase 2019	Increase 2020	Increase 2021
Labor Category				
Principal-in-charge	\$ 170.00	2.0%	2.0%	2.0%
Project Manager	\$ 140.00	2.0%	2.0%	2.0%
Pressure and Non Revenue Water Specialist*	\$ 225.00	2.0%	2.0%	2.0%
Engineer I	\$ 90.00	2.0%	2.0%	2.0%
Engineer II	\$ 110.00	2.0%	2.0%	2.0%
Engineer III	\$ 115.00	2.0%	2.0%	2.0%
Senior Engineer	\$ 125.00	2.0%	2.0%	2.0%
Principal Engineer	\$ 140.00	2.0%	2.0%	2.0%
Chief Engineer	\$ 160.00	2.0%	2.0%	2.0%
Inspector I	\$ 80.00	2.0%	2.0%	2.0%
Inspector II	\$ 90.00	2.0%	2.0%	2.0%
Inspector III	\$ 100.00	2.0%	2.0%	2.0%
Senior Construction Engineer	\$ 120.00	2.0%	2.0%	2.0%
Principal Construction Engineer	\$ 125.00	2.0%	2.0%	2.0%
Supervising Construction Engineer	\$ 130.00	2.0%	2.0%	2.0%
Senior Planner	\$ 125.00	2.0%	2.0%	2.0%
Drafter	\$ 60.00	2.0%	2.0%	2.0%
Chief Drafter	\$ 75.00	2.0%	2.0%	2.0%
Engineering Technician	\$ 70.00	2.0%	2.0%	2.0%
Senior GIS Specialist	\$ 110.00	2.0%	2.0%	2.0%
Senior Scientist	\$ 120.00	2.0%	2.0%	2.0%
Communications/Public Outreach	\$ 90.00	2.0%	2.0%	2.0%
Modeler	\$ 125.00	2.0%	2.0%	2.0%
Survey Technician	\$ 75.00	2.0%	2.0%	2.0%
Administrative Coordinator	\$ 80.00	2.0%	2.0%	2.0%
Senior Financial Manager/Planner	\$ 125.00	2.0%	2.0%	2.0%

* Julian Thornton



HOURLY RATE SCHEDULE

<i>Project Role</i>	<i>Hourly Rate</i>
Principal/Officer	\$180.00
Project Manager	\$150.00
Senior Project Engineer / Senior Design Engineer	\$135.00
Design Engineer	\$100.00
Senior Administrative Staff	\$85.00
Senior CAD Technician	\$88.00
CAD Technician	\$70.00
Administrative / Support	\$62.00
Engineer Field Inspector	\$135.00
Senior Field Inspector	\$85.00
Field Inspector	\$70.00
2-Man Survey Crew	\$125.00
1-Man Survey Crew	\$85.00

Updated: September 2017

Peter Zorbanos

From: Robert Troxler <rwtroxler@gmail.com>
Sent: Tuesday, September 19, 2017 9:05 AM
To: Peter Zorbanos
Subject: Re: Engineering fee schedule

Pete,

Hourly fee schedule is as follows:

Engineer 3	\$120
Engineer 2	\$110
Engineer 1	\$95
Sr CAD Designer	\$85
CAD Designer	\$70
Inspector	\$75
Admin Support	\$50

Please call if you need additional information.

Bob T.

Robert W. Troxler, P.E.
Infratec Consultants, Inc.

On Mon, Sep 18, 2017 at 10:25 AM, Peter Zorbanos <pzorbanos@villarica.org> wrote:

Bob,

Would you send me your engineering fee schedule today? I need to be ready to submit it to the City Manager and Council. Thanks.

Pete Zorbanos

ER

Curtis Environmental Resource

Curtis D. Boswell
2573 Seneca Trail
Duluth GA 30096
770.316.7849

Professional Services Agreement

This services agreement ("Agreement") is made and entered into as of October 18, 2017 between Curtis Environmental Resource ("Curtis") and the City of Villa Rica ("City").

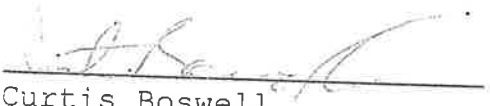
1. SCOPE OF SERVICES

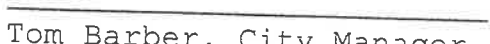
Curtis, at the City's request will prepare the Request for Proposal for multiple infrastructure upgrades and repairs and assist in the selection of qualified proposals. Curtis will coordinate submittal of requested GEFA applications for funding these projects and coordinate and assist in the management of the awarded contracts. These services will include consulting with the Georgia Environmental Protection Division, City engineers, Consulting Engineers, contractors and any other individuals necessary to complete the projects. Curtis may set up and attend meeting, correspond through e-mails, and participate in telephone conversations to compile the information necessary to complete the objectives.

2. COMPENSATION

Curtis shall be paid \$100 per hour for the time necessary to complete requested services plus reimbursement of all expenses (mileage, lodging, meals, etc.). Time and mileage shall be claimed portal to portal.

Curtis shall submit invoices monthly. Invoices will include tasks performed, hours for the invoice period, and include expenses (if any).


Curtis Boswell
Curtis Environmental Resource


Tom Barber, City Manager
City of Villa Rica



CITY OF VILLA RICA

City Council Packet

SUBJECT Work Authorization for Infratec Consultants, Inc., Turnipseed Engineers, and Smart Water Analytics, LLC

CITY COUNCIL AGENDA DATE: November 2, 2017

DATE: October 27, 2017

PREPARED BY: Pete Zorbanos, Public Works Director

FISCAL IMPACT:

ANNUAL –

CAPITAL – ~ \$3,000,000

OTHER –

FUNDING SOURCE: Loan through Georgia Environmental Finance Authority (GEFA), may also include SPLOST and water and sewer fund.

PURPOSE: For the City to enter into a working relationship with Infratec Consultants, Inc., Turnipseed Engineers, and Smart Water Analytics, LLC to aid us in engineering design and development and completion of critical water and sewer projects.

BACKGROUND: With continued growth in all sectors it is imperative that numerous critical water and sewer projects are undertaken and expedited.

STAFF RECOMMENDATION: Staff recommends that we engage Infratech Consultants, Inc., Turnipseed Engineers, and Smart Water Analytics, LLC to assist the City to provide engineering design, development and completion to enable us to expedite critical water and sewer infrastructure projects.

IMPACT:

Company Name: SMART WATER ANALYTICS LLC
FEE SCHEDULE
WATER DISTRIBUTION SPECIALISTS

27-Oct-17

Professional fees provided are for hourly billable rates plus future year decrease/increase percentages.

	2018 Hourly Rate	Increase 2019	Increase 2020	Increase 2021
Labor Category				
Principal-in-charge	\$ 170.00	2.0%	2.0%	2.0%
Project Manager	\$ 140.00	2.0%	2.0%	2.0%
Pressure and Non Revenue Water Specialist*	\$ 225.00	2.0%	2.0%	2.0%
Engineer I	\$ 90.00	2.0%	2.0%	2.0%
Engineer II	\$ 110.00	2.0%	2.0%	2.0%
Engineer III	\$ 115.00	2.0%	2.0%	2.0%
Senior Engineer	\$ 125.00	2.0%	2.0%	2.0%
Principal Engineer	\$ 140.00	2.0%	2.0%	2.0%
Chief Engineer	\$ 160.00	2.0%	2.0%	2.0%
Inspector I	\$ 80.00	2.0%	2.0%	2.0%
Inspector II	\$ 90.00	2.0%	2.0%	2.0%
Inspector III	\$ 100.00	2.0%	2.0%	2.0%
Senior Construction Engineer	\$ 120.00	2.0%	2.0%	2.0%
Principal Construction Engineer	\$ 125.00	2.0%	2.0%	2.0%
Supervising Construction Engineer	\$ 130.00	2.0%	2.0%	2.0%
Senior Planner	\$ 125.00	2.0%	2.0%	2.0%
Drafter	\$ 60.00	2.0%	2.0%	2.0%
Chief Drafter	\$ 75.00	2.0%	2.0%	2.0%
Engineering Technician	\$ 70.00	2.0%	2.0%	2.0%
Senior GIS Specialist	\$ 110.00	2.0%	2.0%	2.0%
Senior Scientist	\$ 120.00	2.0%	2.0%	2.0%
Communications/Public Outreach	\$ 90.00	2.0%	2.0%	2.0%
Modeler	\$ 125.00	2.0%	2.0%	2.0%
Survey Technician	\$ 75.00	2.0%	2.0%	2.0%
Administrative Coordinator	\$ 80.00	2.0%	2.0%	2.0%
Senior Financial Manager/Planner	\$ 125.00	2.0%	2.0%	2.0%

* Julian Thornton



HOURLY RATE SCHEDULE

<i>Project Role</i>	<i>Hourly Rate</i>
Principal/Officer	\$180.00
Project Manager	\$150.00
Senior Project Engineer / Senior Design Engineer	\$135.00
Design Engineer	\$100.00
Senior Administrative Staff	\$85.00
Senior CAD Technician	\$88.00
CAD Technician	\$70.00
Administrative / Support	\$62.00
Engineer Field Inspector	\$135.00
Senior Field Inspector	\$85.00
Field Inspector	\$70.00
2-Man Survey Crew	\$125.00
1-Man Survey Crew	\$85.00

Updated: September 2017

Peter Zorbanos

From: Robert Troxler <rwtroxler@gmail.com>
Sent: Tuesday, September 19, 2017 9:05 AM
To: Peter Zorbanos
Subject: Re: Engineering fee schedule

Pete,

Hourly fee schedule is as follows:

Engineer 3	\$120
Engineer 2	\$110
Engineer 1	\$95
Sr CAD Designer	\$85
CAD Designer	\$70
Inspector	\$75
Admin Support	\$50

Please call if you need additional information.

Bob T.

Robert W. Troxler, P.E.
Infratec Consultants, Inc.

On Mon, Sep 18, 2017 at 10:25 AM, Peter Zorbanos <pzorbanos@villarica.org> wrote:

Bob,

Would you send me your engineering fee schedule today? I need to be ready to submit it to the City Manager and Council. Thanks.

Pete Zorbanos

ER

Curtis Environmental Resource

Curtis D. Boswell
2573 Seneca Trail
Duluth GA 30096
770.316.7849

Professional Services Agreement

This services agreement ("Agreement") is made and entered into as of October 18, 2017 between Curtis Environmental Resource ("Curtis") and the City of Villa Rica ("City").

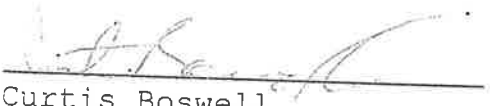
1. SCOPE OF SERVICES

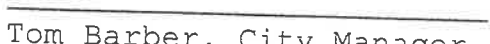
Curtis, at the City's request will prepare the Request for Proposal for multiple infrastructure upgrades and repairs and assist in the selection of qualified proposals. Curtis will coordinate submittal of requested GEFA applications for funding these projects and coordinate and assist in the management of the awarded contracts. These services will include consulting with the Georgia Environmental Protection Division, City engineers, Consulting Engineers, contractors and any other individuals necessary to complete the projects. Curtis may set up and attend meeting, correspond through e-mails, and participate in telephone conversations to compile the information necessary to complete the objectives.

2. COMPENSATION

Curtis shall be paid \$100 per hour for the time necessary to complete requested services plus reimbursement of all expenses (mileage, lodging, meals, etc.). Time and mileage shall be claimed portal to portal.

Curtis shall submit invoices monthly. Invoices will include tasks performed, hours for the invoice period, and include expenses (if any).


Curtis Boswell
Curtis Environmental Resource


Tom Barber, City Manager
City of Villa Rica