CITY OF AMERICUS



2016 ADOPTED OPERATING BUDGET

2016 OPERATING BUDGET – CITY OF AMERICUS, GEORGIA

Mayor Barry Blount
Council member Shirley Reese, Mayor Pro Tem, District 5
Council member Lou Chase, District 3
Council member Juanita Wilson, District 1
Council member Carla Cook, District 4
Council member Nelson Brown, District 2
Council member Daryl Dowdell, District 6



BUDGET PREPARATION AND PRESENTATION
L. Steve Kennedy, City Manager
Diadra W. Powell, Finance Director

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CITY OF AMERICUS
2016 OPERATING BUDGET

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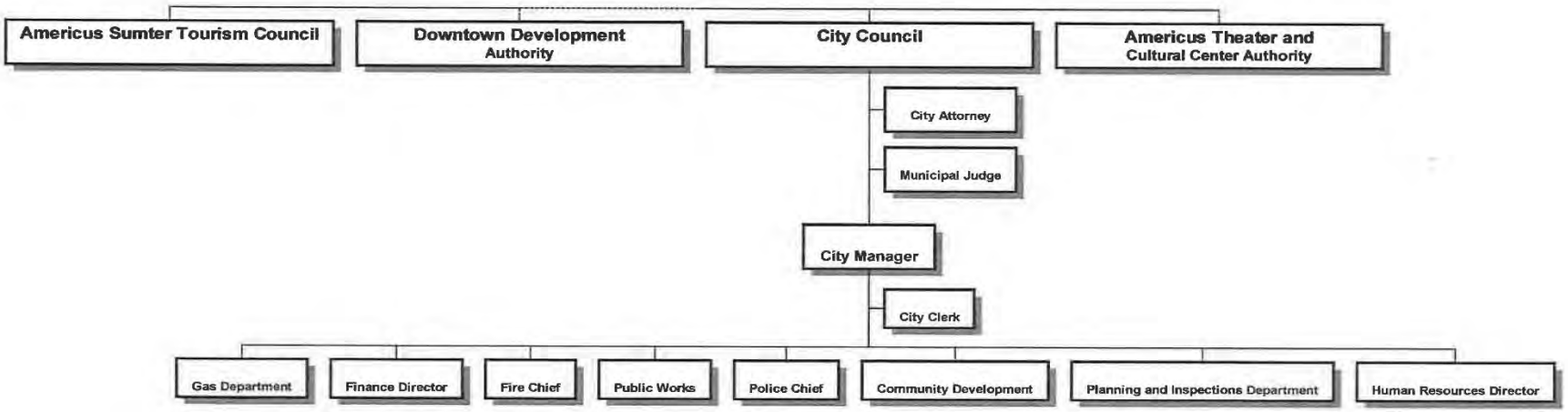
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City of Americus
Budgeted 2016



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2016 OPERATING BUDGET

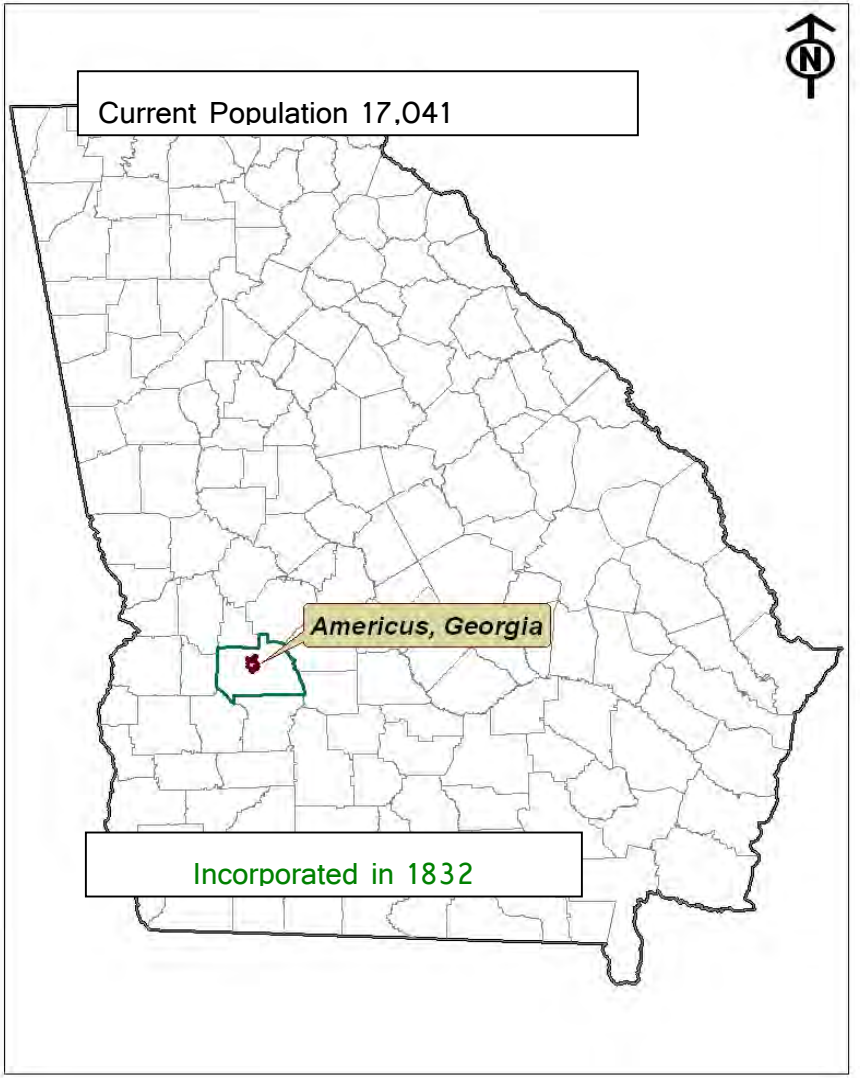
HISTORY OF AMERICUS

Americus, a Shining City on a Hill, is the hub of the eight county Middle Flint area of Southwest Georgia and the county seat of Sumter County. More than one half of the entire county population resides in Americus.

Americus was incorporated in 1832. It is thought to be named for the Western Hemisphere, not for the Italian navigator, Amerigo Vespucci. A more colorful explanation concerning the name selection suggests that the first settlers, because of their happy-go-lucky ways, were frequently referred to as “merry cusses." Thus each of them was said to be “A-meri-cus."

Sumter County was formed in 1831 and named for Thomas Sumter, a Revolutionary War General. Sumter County's most famous resident and native son is former United States President Jimmy Carter. His campaign for and election to the presidency of the United States established Americus and Sumter County as a tourism center, with many people visiting Americus, neighboring Plains and the Andersonville War Prison and National Cemetery and Civil War Village.

Americus has a well restored Historic District with many Antebellum and Victorian Style homes. The restoration of the magnificent Windsor Hotel, the renovation of the beautiful Rylander Theater, and other buildings in downtown Americus has drawn many visitors to this area.

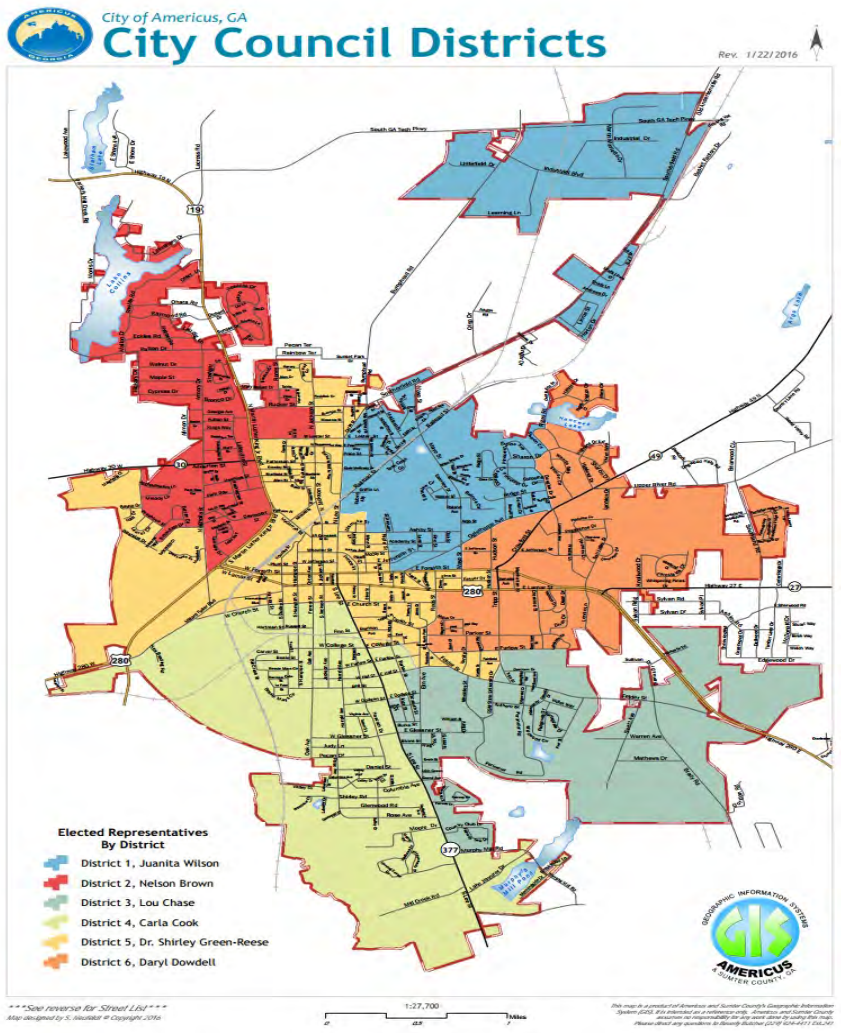


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CITY OF AMERICUS
2016 OPERATING BUDGET

AMERICUS AT A GLANCE

Form of Government	Mayor-Council
Area-Square miles	11.48
Miles of streets	117
Fire Protection:	
Stations	3
Firefighters	42
Police Protection:	
Stations	1
Police Officers	44
Water System:	
Number of water customers	7,400
Average daily consumption	2,560,000
Plant capacity - gallons/day	7,000,000
Miles of water mains	139
Water storage capacity-gallons	3,100,000
Sewer system (Secondary treatment):	
Number of sewer customers	6,500
Disposal plants	1
Pumping stations	15
Miles of sewer	103
Sewer treatment capacity-gallons/day	4,400,000
Average daily treatment-gallons	2,550,000
Gas system (Source-Municipal Gas Authority of GA):	
Number of gas customers	2,300
Daily average consumption-cubic feet	2,000,000
Daily allocation from supplier-cubic feet	2,500,000
Miles of gas mains	106
Number of employees:	193



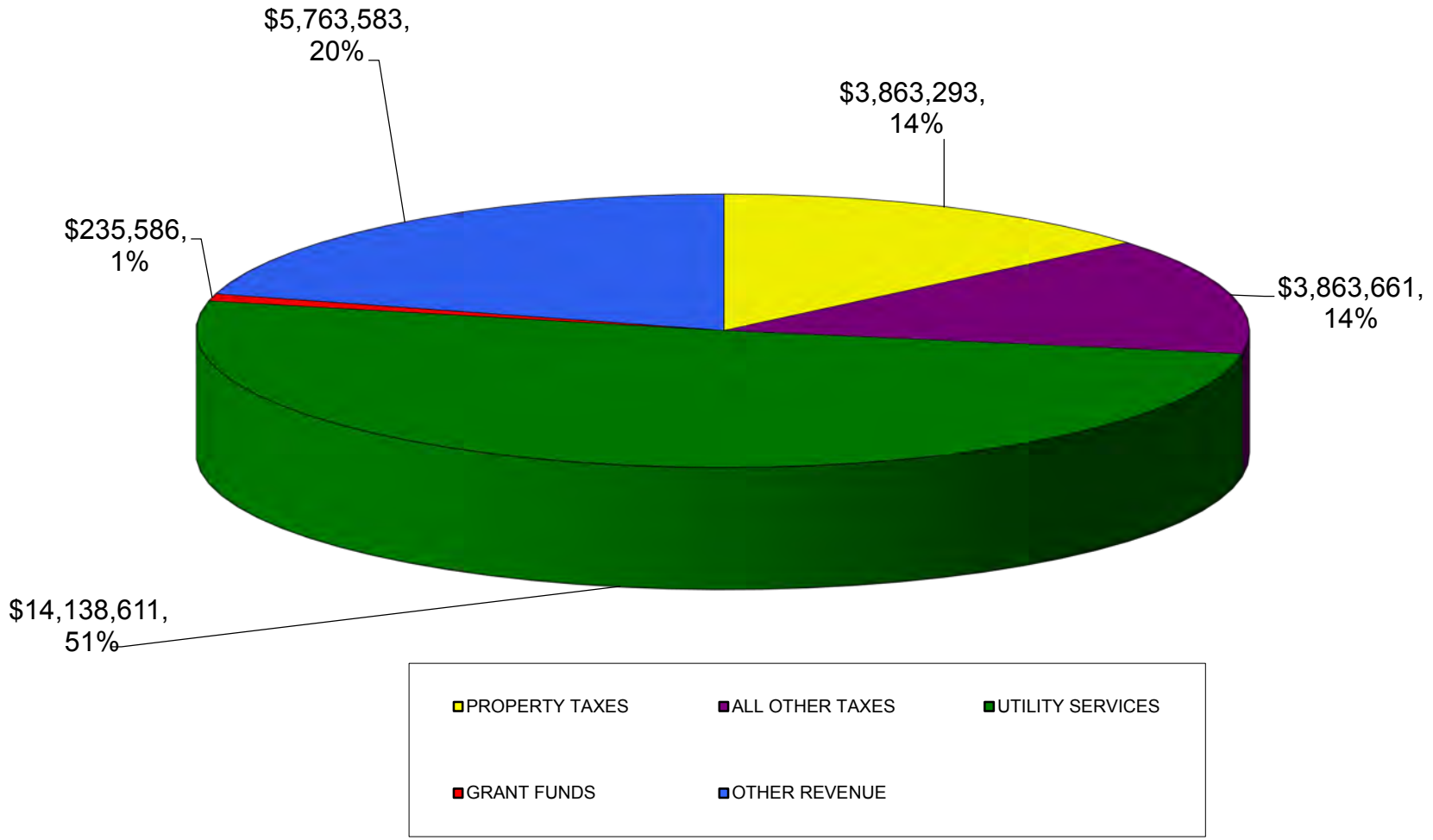
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CITY OF AMERICUS
FIVE YEAR COMPARISON BUDGET REPORT
2016 OPERATING BUDGET

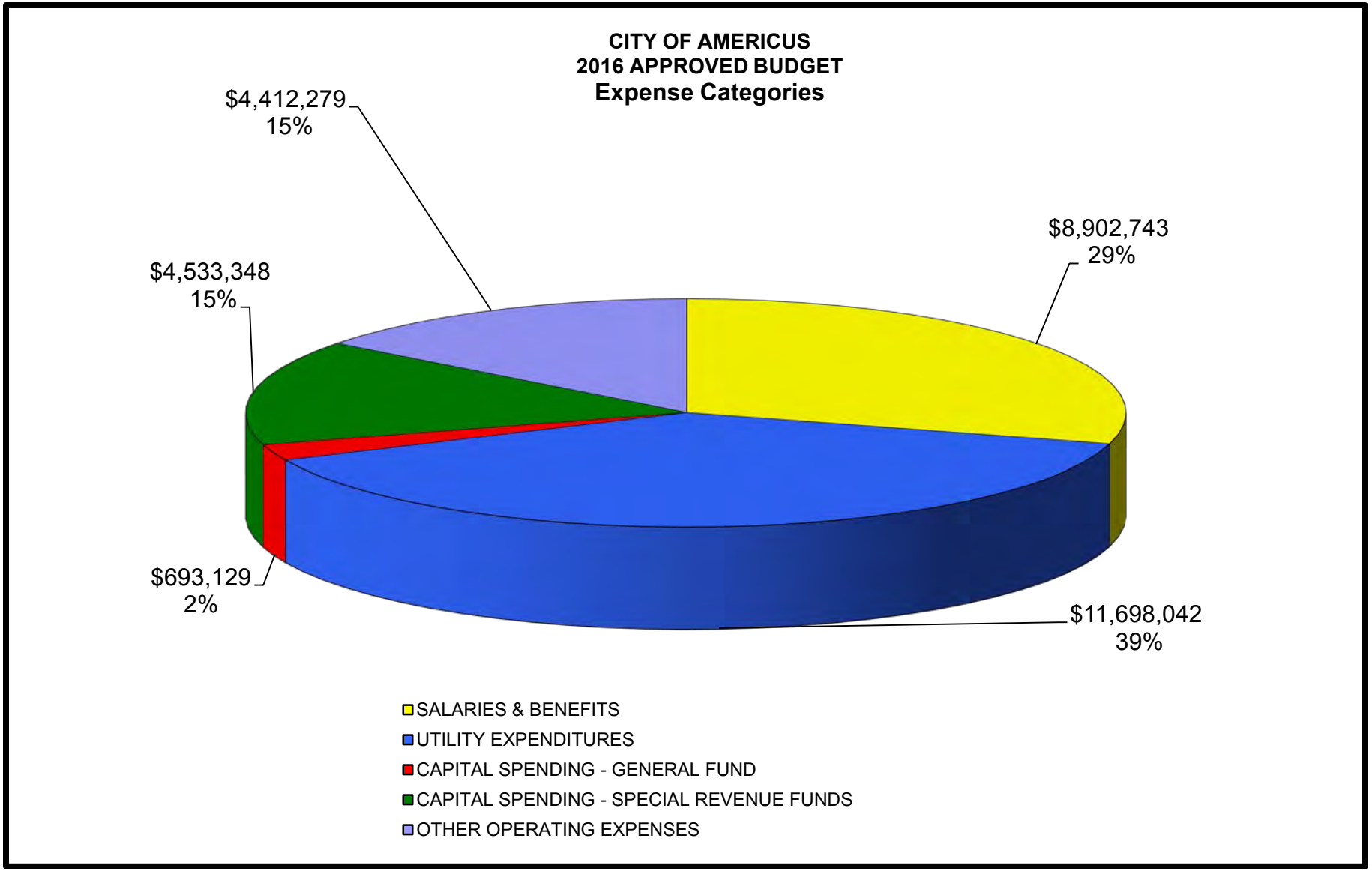
	2016	2015	2014	2013	2012
100 GENERAL FUND	11,960,630	10,583,871	10,571,176	11,286,207	11,714,940
202 DOWNTOWN DEVELOPMENT FUND	169,610	188,252	164,574	192,787	225,172
205 TOURISM FUND	146,394	147,394	157,309	158,900	110,306
220 COMMUNITY DEVELOPMENT	0	0	0	0	43,500
221 STATE REVOLVING LOAN	0	968	0	-16,210	-15,555
229 TE PROJECT	25,000	75,000	0	250,000	62,846
234 2014 CDBG FUND	534,190	868,651	0	0	0
275 HOTEL/MOTEL TAX FUND	315,000	308,000	300,000	300,000	300,000
280 SPLOST	3,500,000	5,806,600	2,880,596	2,880,596	0
281 TSPLOST	215,947	221,024	216,168	241,503	0
343 2007 CHIP FUND	0	0	0	0	20
344 2014 CHIP FUND	306,000	306,000	0	0	0
505 WATER & SEWER FUND	6,549,968	5,331,161	5,529,330	5,453,274	6,129,747
515 NATURAL GAS FUND	2,622,964	3,010,347	3,124,568	3,485,206	3,258,813
540 SOLID WASTE FUND	2,719,541	2,984,156	2,790,154	2,767,102	2,776,952
555 THEATER FUND	509,920	465,425	553,248	582,542	538,011
580 STORM WATER MANAGEMENT	664,377	482,579	485,343	542,303	588,471
	30,239,541	30,779,428	26,772,466	28,124,210	25,733,223

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CITY OF AMERICUS
2016 APPROVED BUDGET
Revenue Sources



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CITY OF AMERICUS
2016 APPROVED BUDGET
Expense Categories
$4,412,279
15%
$8,902,743
29%
$4,533,348
15%
$693,129
2%
$11,698,042
39%
SALARIES & BENEFITS
UTILITY EXPENDITURES
CAPITAL SPENDING - GENERAL FUND
CAPITAL SPENDING - SPECIAL REVENUE FUNDS
OTHER OPERATING EXPENSES

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CITY OF AMERICUS
2016 OPERATING BUDGET

CITY MANAGER TRANSMITTAL LETTER

November 17, 2015

Dear Mayor and Council Members:

The 2016 Recommended Budget is the culmination of significant staff input and hours of consideration from our TEAM including the employees, Department Heads and Finance Department. Revenue trends and projections were provided by Diadra Powell, Finance Director. She also worked to verify the accuracy of expenditure data and many projections to make sure that precise financial information is the basis for the recommended budget.

Key Policy Issues:
The following is a summary of the major policy issues addressed by the budget. All of these were developed in order to sustain operations and programs while containing costs.

→ **Property Tax millage rate –** The value of a mill for 2015 was lower than the projected value budgeted for 2014. Therefore, the development of the 2016 budget reflects the difference in the actual value of a mill versus the projected value. Property tax Revenues are based on a combination of projections, historical data, and averages of several years of data.

→ **Balanced General Fund** - The General Fund is balanced and maintains a minimal Fund Balance. The General Fund is stabilized by closing the gap between revenues and expenditures. It is imperative that we build up the fund balance each year to provide an emergency reserve of a minimum of three months of operating expenses. The current unassigned fund balance is$2,938,292. This is approximately 3 months of operating expenses.

→ **Water and Sewer Rates** - The water and sewer utilities have no rate increases built into the budget. However, the methodology of billing for Sewer Services has changed. The current method of averaging the water consumption of February, March and April to form the base for sewer billing for the entire year has been changed. The proposed method is to bill sewer based on the actual water consumption each month.

→ **Staffing** – Staffing requirements will change from 2015 to 2016. There are no layoffs recommended. There were several new positions requested, two were recommended for the General Fund, the Public Works Director and Building Inspector.

→ **Cost Recovery** - The city's goal of recovering the cost of providing services to the Public has been reviewed. Each Enterprise Fund is 100% self-sufficient. In other words, the revenues generated by the users will meet and exceed the operational costs and debt service required to provide the service.

Issues Affecting City Stability:
The economic environment in which the City of Americus operates has a substantial effect on the organization's financial condition. Summarized below are some of the more significant internal and external factors affecting this Budget.

→ **Economic Uncertainty -** The continued national economic climate is still in question as the financial markets fluctuate. International unrest, recovering unemployment rates, and inconsistent housing and retail sales continue to affect the local economy.

→ **Employee Benefits -** As we move forward, we will continue to look at ways to improve employee benefits and decrease cost whenever possible. Fortunately, there are significant decreases in costs built in to the recommended budget for 2016. The following chart shows the progression of employee benefits from previous years compared to the recommended benefits in this year's budget. It is important to note that we are expecting a decline in health insurance cost due to a number of factors including moving to an independent broker and removing unnecessary fee structures in previous health insurance policies.

Category	2012	2013	2014	2015 Project	2016 Recommended
Health Insurance	$1,145,297	$1,252,688	$1,401,992	$1,574,203	$886,879
Workers Compensation	$186,377	$188,530	$186,427	$195,143	$195,225
Retirement	$823,417	$780,045	$771,308	$788,706	$713,078
Dental Insurance	$27,033	$32,272	$34,384	$35,624	$36,356

CITY OF AMERICUS
2016 OPERATING BUDGET

Total	$2,182,124	$2,253,535	$2,394,111	$2,593,676	$1,831,538
% Change	%	.33%	6.24%	8.4 %	-29.4

→ **Tax Digest** – The following chart shows the history of the tax digest and the corresponding millage rate.

Category	2012	2013	2014	2015 Projected	2016 Recommended
Value of mill	$367,821	$363,117	$356,145	$342,734	$324,426
Millage Rate	10.32	10.32	10.37	10.32	10.32
Tax Levy	$3,795,914	$3,747,368	$3,693,220	$3,537,018	$3,348,078
% change in Net M & O Digest	(.32%)	(1.28%)	(1.92%)	(3.77%)	(5.34%)
% change in Tax Levy	1.75%	(1.28%)	(1.44%)	(4.23%)	(5.34%)

The tax digest in the City of Americus has decreased from $735,642,206 in 2012 to a projected $648,852,240 in 2016. This translates into a reduction in the value of property within the corporate limits of Americus. Please note that the 2016 Property Tax numbers reflect no increase in millage rate and the value of the mill is $ 324,426 for 2016.

Finally, public hearings are scheduled for Thursday, December 10, 2015, at 10:00 a.m. and 4:30 p.m. at the Russell Thomas Public Safety building. Please let me know if you have any questions concerning the following information.

Sincerely,

L. Steve Kennedy
City Manager

CITY OF AMERICUS
2016 OPERATING BUDGET

GENERAL OVERVIEW

This book contains the recommended budget for each of the funds that report the individual programs of work and financial story for the City of Americus for 2016. On the following pages you will find details of the revenues and expenditures for each fund. In accordance with Georgia law the proposed budgets for each fund are "balanced" budgets. That means that revenue sources are identified for all expenditures.

2016 Budget Assumptions

In an effort to balance the budget for 2016, the following are included in the numbers that are recommended:

- An increase in Beer and Wine License Fees
- A robust wellness program will improve the overall health of our employees
- The addition of a Building Inspector in Planning & Inspections and Public Works Director for the Public Works Department
- The recommended budget does not include rate increases in the water and sewer rates, storm water fees, sanitation fees, or gas rates. However, it does account for the billing of sewer rates for residential customers based on water consumption on a monthly basis.
- Upgrades to both the Sensus software and CSI software will improve the overall efficiency and effectiveness of the City.
- We will continue to utilize TSPLOST funds for much needed street repairs and maintenance.
- SPLOST projects will continue as projected in the CIP and approved by the 2014 referendum to include the use of the General Obligation Bond Funds
- Health Insurance cost will be reduced by approximately 50% in the coming year.

- A decrease in employee contributions to Health Insurance.

Salaries and Wages

The total amount included in the recommended budget for 2016 for all funds for salaries and wages, not including overtime is $6,125,529 compared to the recommended amount for 2015 of $6,018,797. This is approximately $106,731 more. There is not a COLA or merit increase built into the recommended budget for 2016.

The total recommended personnel requirements for 2016 is 193 positions. The recommended number reflects thirteen part-time positions, and 180 full time positions.

The following table outlines the personnel requests and recommendations for 2016:

Department	Present Staffing levels	Requesting Staffing Levels	Recommended Staffing Levels
Mayor & Council	7	7	7
GIS	2	2	2
Finance Department	8	8	8
Human Resources	2	2.5	2.5
Community Development	5 full time 2 part time	5 full time 2 part time	5 full time 2 part time
City Manager	3	2.5	2.5
Fire Department	50	50	50
Police Department	50 full time 1 part time	50 full time 1 part time	50 full time 1 part time
Municipal Court	1 full time 3 part time	1 full time 3 part time	1 full time 3 part time
Planning & Inspections	3	4	4
Street Department	4	4	4
Shop	3	3	3

Public Works	1	2	2
Grounds & Maintenance	8	8	8
W&S Maintenance	9	9	9
Utility Billing	6	6	6
Natural Gas	8	8	8
Storm Water	3	3	3
DDA	1.5 full time 1 part time	1.5 full time 1 part time	1.5 full time 1 part time
Tourism	.5 full time 4 part time	.5 full time 4 part time	.5 full time 4 part time
Theater	3 full time 2 part time	3 full time 2 part time	3 full time 2 part time
Total	178 full time 13 part time	180 full time 13 part time	180 full time 13 part time

Overtime

Overtime pay which is required to be paid under the Fair Labor Standards Act (FLSA) continues to be a major expense item, especially in Public Safety Departments. The sworn personnel in the Fire Department work 24 hour shifts and Police Department work 12 hour shifts. While the Fair Labor Standards Act provides for the longer shifts, there is a certain amount of overtime that is automatically built into these departments' budgets. In addition, mandated training, court appearances, and community service projects result in additional overtime cost.

This is in addition to the overtime pay that is normally required for sick and vacation leave time to ensure the public safety functions are adequately covered. The overtime for all funds is projected to be $374,391 in 2016. This is a decrease from $456,375 projected and budgeted in 2015.

L. Steve Kennedy
City Manager

CITY OF AMERICUS
2016 OPERATING BUDGET

FINANCIAL POLICIES

This section presents the policies that the City of Americus follows in managing its financial and budgetary affairs. These policies represent longstanding principles and practices that have been successful for maintaining financial stability.

FISCAL POLICIES

* The City strives to maintain a broad revenue base to ensure equitable distribution of the burden of supporting City services.
* The City actively supports economic and industrial development, recruitment, and retention efforts to expand the revenue base.
* The City maintains timely collection systems and implements enforcement strategies to collect revenues.
* The City safeguards assets through a strong system of internal controls.
* The City prioritizes basic and essential services in regards to funding allocations.

FUND ACCOUNTING

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Americus, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City of Americus can be divided into two categories: governmental funds and proprietary funds. Fund financial reports provide detailed information about the City's major funds. The City uses many funds to account for a multitude of financial transactions.

GOVERNMENTAL FUNDS

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Most of the City's activities are reported in the governmental funds which are reported using an accounting method called modified accrual accounting which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general governmental operations and basic services it provides. Governmental fund information helps to determine if there are more financial resources that can be spent in the near future to finance governmental services. The governmental funds are the General Fund, Special Revenue Funds, and Component Units.

ENTERPRISE (PROPRIETARY FUNDS)

Enterprise funds are used to account for the operation of "business like activities". These activities are usually funded by user fees, such as water and sewer rates. The accounting method incorporates the full accrual basis much like private businesses. This basis of accounting recognizes transactions and events when they occur, regardless of the time of the related cash flow. The focus of these financials is long term as opposed to governmental funds. The enterprise funds are Water and Sewer, Natural Gas, Solid Waste Management, Storm Water Management, and Theater.

PURCHASING POLICY

Procurement activities are for the most part decentralized. Each department head is responsible for following the established purchasing policies as communicated in the published "Purchasing Manual". The manual addresses dollar limits, advertising and bidding requirements, local preference, etc. All aspects of source selection and approval requirements are explained in detail. All purchasing is in accordance with approved budgets. Any proposed purchase not included in the approved budget must be presented to the full Mayor and Council for its vote. Emergency purchases or repairs may be authorized by the City Manager; however, any purchase made under these conditions shall be presented to the Mayor and Council for approval at the next scheduled meeting. Most proposed purchases that require the bidding process are centralized through our City Clerk. The intent of the purchasing policy is to provide fair and equitable treatment of all persons involved in purchasing activity, maximize use of public funds, and provide safeguards for maintaining the integrity of such transactions.

INVESTMENT POLICY

The City adheres to treasury practices permitted by the State of Georgia. The City seeks to first promote the safety of the principal and secondly to maximize the return on the investment of idle cash and maintain liquidity for operational needs. The policy provides for bidding amongst local banks and the Georgia Fund 1. As all of these investment types have virtually the same "safety" factor, the investment is made with the highest bidder. The results of the bidding process are shared with all parties.

REPORTING POLICY/AUDIT

Each fiscal year an independent firm is contracted to perform an audit of the City's financial statements. The City's fiscal year is January 1 through December 31. Audits are performed in accordance with the Generally Accepted Audit Standards and Circular A-133 of the US

Office of Management and Budget. Each year the audited "Comprehensive Annual Financial Report" (CAFR) is submitted to the GFOA for consideration for the "Certificate of Achievement for Excellence in Financial Reporting". The City of Americus has received this award for the last 25 years. Our CAFR is available for viewing on our website.

The City also produces monthly financial statements that are distributed to the Mayor and Council, City Manager and Department Heads. The statements compare actual amounts to approved budgets so that spending can be monitored and altered if necessary.

The City prepares an annual budget document providing basic understanding of the City's planned revenues and expenses for the fiscal year as well as historical information for various accounts. The combination of the forecasted amounts and the actual historical amounts provides for a conceptual view of various financial trends. The budget document is distributed internally to the various departments and also submitted to various external service providers and can also be viewed on our website. See additional budget information in the "Budget Policy" section.

DEBT POLICY

The City's debt policy is defined by fund. The General Fund policy includes only short term debt, obligations of less than 1 year and which are limited by the legal debt limit of 10% of assessed property value. The calculation for the current year is based on assessed value of $324,420,000. The 2016 budget does not anticipate any General Fund debt. Capital projects are either "pay as you go" or financed using the GMA's lease pool offerings. In the Enterprise funds, if the obligation is too large to "pay as you go", then long term debt is allowed. The debt must be with state agency, such as GEFA or MGAG, or put out for bid as a "Revenue Bond" with a defined revenue stream for repayment. In either case, the full Mayor and Council must approve all long term debt. Currently, the Water and Sewer Fund is the only Enterprise Fund with debt. The details of the debt can be found in the notes section of the line item and the interest expense in the Utility Billing Department.

CAPITAL IMPROVEMENT POLICY

The City prepares a 5 year Capital Improvement Plan (CIP) each year to identify necessary replacements, expansions, and other capital needs. The plan is approved and updated by the Mayor and Council as part of the annual budget. The CIP includes expenditures of $5,000 or more with a useful life of more than 1 year. The plan identifies long term needs and recommended funding sources. The CIP is published annually and provided to both internal and external parties.

EXPENDITURE CONTROL

Each department is responsible for ensuring that funds are available within a specific line item in its budget before the issuance of purchase orders. Should an overage be overlooked, we have subsequent controls that will identify any overspending. Our accounting software delivers an error message when an accounts payable voucher is entered for a line item that is insufficient for the purchase. These error messages are communicated to the Finance Director for review. Additional information is gathered to determine if the expenditure is appropriately recorded and if a budget amendment is needed. The amendment between line items within a department can be done at a Department Head's request. In other words, budgetary control is established at the department level, not by the individual line items within the department. All expenditures are approved by the Finance Director. Additionally, our monthly publication of the departmental financial statements strengthens control by adding a transparency factor to departmental spending.

BUDGET POLICY

LEGAL COMPLIANCE OF BUDGET

The City of Americus follows these procedures in establishing the budgetary data reflected in this statement.

* Prior to November 1, the City Manager submits to the Mayor and Council a proposed operating budget for the fiscal year commencing the following January. The operating budget includes proposed expenses and the means of financing them.
* A Public Hearing is conducted at the November City Council meeting to obtain citizen comments.
* Prior to January 1, the budget is legally enacted through passage of an ordinance.
* The City of Americus Department Heads are authorized to request the Finance Director to prepare a transfer of budgeted amounts between line items within a department; however, any revisions that alter the total expenses of any department or fund must be approved by the Mayor and Council. Requests for additional personnel within a department must also be approved by the Mayor and Council. All appropriations, except for capital outlay items encumbered at year end, lapse. Encumbrances for capital outlay items not lapsing at year end are re-appropriated in the ensuing year's budget as carry over. Legally adopted budgets are prepared, as described above, on a departmental basis for the General and Special Revenue Funds. Individual amendments are usually not material in relation to the appropriation as originally approved.
* Formal budgetary integration is a management control device during the year for the General Fund and the Special Revenue Funds. To insure sound financial administration, the Mayor and Council also adopt an annual operating budget for the government's Water and Sewer Fund, Solid Waste Management Fund, Natural Gas Fund, Storm Water Management Fund, Theater Fund, Downtown Development Fund (a component unit of the City) and Tourism Fund(a component unit of the City).
* Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles

(GAAP) and are presented in accordance with finance-related legal and contractual provisions.

* Budgeted amounts are as originally adopted at the December council meeting, or as amended by the Mayor and Council. Individual amendments are historically not material in relation to the original appropriations.

FUND BALANCE POLICY

With the adoption of GASB 54, Mayor and Council have adopted a policy stating the procedures for reporting unrestricted fund balance in the General Fund and Special Revenue Funds. The specifics of the policy are as follows.

* The City Manager will authorize Non-spendable, Assigned, and Restricted.
* The Governing Body will formally vote on Committed Fund balance.
* The Unassigned fund balance will be maintained at a level of at least $2,000,000 in order to sufficiently cover unplanned funding requirements.

CITY OF AMERICUS
2016 OPERATING BUDGET

CALENDAR FOR 2016 BUDGET

Departmental request entered into CSI	August 10-14, 2015
City Manager Review Sessions with Department Heads – Operating Budgets	August 19-21, 2015
Operating & Capital Budget Recommendations presented to Mayor and Council	September 10, 2015
Advertisement in the legal gazette	November 20, 2015
Public Hearing on Operating Budget	December 10, 2015
Adoption of 2016 Budget	December 17, 2015
Publication of Operating Budget	February 19, 2016

CITY OF AMERICUS
2016 OPERATING BUDGET

BUDGET AMENDMENT PROCEDURE

This procedure was adopted for the purpose of amending the original budget to allow for unplanned expenses or unanticipated receipts of revenues. The procedure provides an avenue to alter departmental budgets for emergency expenses and unanticipated factors impacted the finances of the City.

* The Department Head shall notify the Finance Director in writing prior to the actual expenditure (if possible).
* The Department Head shall fully explain the reason for the unbudgeted purchase/expense.
* The Department Head shall include the amount of money required and the account for the budget amendment to be made.
* The Finance Director shall review and respond to the request. If the request is complete, the Finance Director shall present the request to the governing body for review.
* Budget Amendments are considered by the City Council the first month following the end of a quarter for the previous quarter.
* The Mayor and City Council shall hold a first and second reading on the Budget Amendment Ordinance.
* After the second reading approval, the Finance Director shall prepare the Budget Amendment Ordinance.
* The Finance Director shall notify the Department Head of the final approval of the amendment.

BALANCED BUDGETS

The City prepares a balance budget for the General Fund and its component units. A balanced budget is one that anticipates that all expenses will funded. In the planning process, funding sources for various expenditures are identified to ensure a “balanced budget”.

GLOSSARY OF FINANCIAL TERMS

* Ad Valorem Tax -Taxes levied by the City for real and personal property inside the corporate limits of the City.
* Appropriation - An authorization made by the City Council permitting the City to incur obligations and make expenses of resources.
* Assessed Value - Property values as prescribed by the Sumter County Tax Assessors office. (Taxable Value)
* Bonded Debt - Payments required on bonds sold by the City for various purposes.
* Budget - A financial plan for a specific period of time (fiscal year) which matches all anticipated revenues and planned expenses with various City services.
* Budget Calendar - The schedule of key dates which the City follows in the preparation, adoption, and administration of the annual budget.

* Budget Message - The instrument used by the City Manager in presenting a comprehensive financial program to the Mayor and City Council members and to the citizens. This is also known as the budget transmittal letter or CITY MANAGER letter.
* Budget Ordinance - The official enactment by the Mayor and City Council of the City of Americus legally authorizing the City to obligate and expend resources.
* Budget Transfer - A transfer of budget between line items within a department.
* Budget Amendment - An amendment to the original budget for unexpected, emergency expenses or for unexpected receipts.
* Budgetary Control - The management of a governmental unit in accordance with an approved budget for the purpose of keeping expenses within the limitations of available appropriations and available revenue.
* Capital Improvement Program - This is a multi-year instrument used by the City of Americus to identify needed capital improvements and to coordinate the financial timing of such improvements in a way that maximizes the return to the public.
* Debt Service - Interest and principal payments associated with General Obligation Bonds, Revenue Bonds, and various loans for system improvements and capital purchases.
* Debt Service Requirements - The amount of money necessary for scheduled payment of outstanding debt, both principal and interest becoming due during the fiscal year, and contributions which may be required to accumulate monies for the future retirement of such debt.
* Depreciation – Line item expenditure within the Enterprise Funds to budget for replacement of capital items. The City of Americus applies the straight line method of depreciation to fixed assets in these funds only.
* Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.
* Enterprise Fund – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedule for these services is established to insure that revenues are adequate to meet all necessary expenses.
* Expenses - The outflow of funds to be pay for an asset, goods, or services obtained regardless of when the expense is actually paid.
* Fiscal Year - A twelve (12) month period between settlements of financial accounts. This fiscal year of the City of Americus is the calendar year – January 1 through December 31.
* Franchise Fee - Tax levied against the utility companies for use of City right of way and for doing business within the City.
* Fund - A fiscal and accounting entity which is comprised of a self-balancing set of accounts which reflects all assets, liabilities, equity, revenue, and expenses necessary to disclose the position and the results of operations. Funds are established as individual records for purposes of legal compliance, differing natures of the activities performed, measurement of different objectives, and to assist in the facilitation of management control.
* Fund Accounting - A method of governmental accounting where resources are allocated to and accounted for in separate funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

* Fund Balance - The net of unrestricted monies remaining in a fund after the year's expenses and revenues have been added and subtracted.
* GEFA - Georgia Environmental Facilities Authority. This state agency provides low interest loans for Water and Sewer improvements with a 20 year pay back.
* General Fund - The General Fund is used to account for all revenues and Expenses of the City of Americus which are not accounted for in any other fund. It is an operating fund from which most of the City operations are financed.
* General Obligation Bonds - Municipal long term securities backed the City's pledge of its full faith, credit and taxing power.
* Hotel/Motel Tax - Tax levied on rooms for rent in the City of Americus. (Hotels, Motels, Bed & Breakfasts).
* Infrastructure - The basic installations and facilities on which the continuance and growth of a community depend. Examples include water and sewer improvements, roads and street paving, and public buildings.
* Insurance Premium Tax - Tax paid by insurance companies on the premiums collected inside the City of Americus
* Interfund Transfer - A planned movement of money between funds to offset expenses incurred in the receiving fund due to operation of the sending fund.
* Levy - An imposing and collecting of tax.
* Line item budget - A budget that lists each expenditure category separately along with the dollar amount budgeted for each specified category.
* Local Option Sales Tax (Lost) - Sales tax collections from local businesses for the purpose of reducing property taxes and maintaining governmental operations.
* LMIG – State DOT grant program for resurfacing roads. This replaces the LARP program.
* Maintenance & Repair - Expenses resulting from the purchase of labor and materials for the repair or maintenance of City property by an outside vendor.
* Millage Rate - The Ad Valorem tax rate expressed in terms of levy per thousand dollars of taxable assessed value.
* Motor Vehicle Tax - Tax collected from ad valorem taxes for the value of the automobile. These taxes are billed and collected by the Tax Commissioner of Sumter County and remitted to the City on a monthly basis.
* Mobile Home Tax - Taxes collected from ad valorem taxes on the value of the mobile homes within the City of Americus. These taxes are billed and collected by the Sumter County Tax Commissioner and remitted to the City on a monthly basis.
* Operating Budget - The portion of the budget pertaining to daily operation and/or maintenance of City services, programs, facilities or fixed assets incurred in a fiscal year.
* Paying Agents - The agency, usually a commercial bank, where the maturing interest coupons and principal of a bond issues will be paid.
* Paying Agents Fee - The expenses incurred in the issuance and management of bond issues.
* Reserve - An account used to indicate that a portion of fund's balance is legally restricted for a specific purpose and is therefore not

available for general appropriations. This term will no longer be used after 2010. The “New Fund Balance” stipulates five new components of the fund balance.

* Retained Earnings - A fund equity account which reflects accumulated net earnings or losses of proprietary funds. Retained earnings may include certain reservations of fund equity.
* Revenue - Funds that the City receives as income.
* Revenue Bonds - Bonds that require principal and interest payments from pledged revenue sources and are not legally backed by the full faith and credit of the City.
* State Revolving Loan (SRF) - The State of Georgia loan pool for monies provided for sewer improvements by local governments.
* Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the Mayor and City Council that are within the limits established by the State of Georgia.
* Training - Expenses incurred as a result of City approved instructional courses either in-house or for various certifications.
* Travel - Expenses incurred in the conduct of City business or to attend various training schools. This includes food, hotel costs, and mileage.
* TSPLOST – This is the additional 1% sales to which was adopted by the votes in the River Valley Region to assist with funding work on roads, bridges, and other transportation projects.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
100 GENERAL FUND						
100-00-0000-311000 GENERAL GOVERNMENT LEVY	3,223,025	3,727,791	-36,740	3,467,808	3,467,808	3,467,808
100-00-0000-311101 CBID LEVY	17,662	17,650	0	17,303	17,303	17,303
100-00-0000-311310 AUTOMOBILE TAXES	454,839	395,180	233,855	350,700	350,700	350,700
100-00-0000-311320 MOBILE HOME TAXES	1,509	1,279	399	1,082	1,082	1,082
100-00-0000-311600 TRANSFER TAXES	28,820	24,400	20,307	26,400	26,400	26,400
100-00-0000-311710 FRANCHISE FEES-GA POWER	723,500	712,600	775,720	770,645	770,645	770,645
100-00-0000-311711 FRANCHISE FEES-SUMTER EMC	39,095	39,000	40,672	45,600	45,600	45,600
100-00-0000-311750 FRANCHISE FEES-MEDIACOM	191,311	200,000	47,532	196,600	196,600	196,600
100-00-0000-311760 FRANCHISE FEES-AT&T	45,012	40,000	10,668	42,750	42,750	42,750
100-00-0000-311770 MISC FRANCHISE FEES	3,401	2,200	1,125	2,200	2,200	2,200
100-00-0000-313100 1% LOCAL OPTION SALES TAX	1,694,752	1,464,120	958,358	1,642,899	1,642,899	1,642,899
100-00-0000-314200 WHISKEY TAXES	51,108	51,200	33,395	51,200	51,200	51,200
100-00-0000-314201 BEER TAXES	294,839	320,000	169,076	320,000	320,000	320,000
100-00-0000-314202 WINE TAXES	19,228	20,000	11,042	20,000	20,000	20,000
100-00-0000-314300 MIXED DRINK EXCISE TAX	17,254	18,400	11,713	18,400	18,400	18,400
100-00-0000-316200 INSURANCE PREMIUMS TAX	921,476	855,000	0	875,000	907,615	907,615
100-00-0000-318000 CBID SURTAX	7,891	8,000	0	8,000	8,000	8,000
100-00-0000-319100 PENALTY-DEL TAXES	13,213	10,500	19,194	20,000	20,000	20,000
100-00-0000-319101 INTEREST ON DEL TAXES	24,837	20,000	22,860	26,200	26,200	26,200
100-00-0000-319500 FIFAS-DELINQUENT TAXES	3,200	8,004	2,820	11,400	11,400	11,400
100-00-0000-321100 ALCOHOLIC BEV LICENSE	56,435	106,000	63,460	100,000	100,000	100,000
100-00-0000-322100 BUILDING PERMITS	44,011	137,000	74,098	110,000	110,000	110,000
100-00-0000-322130 PLUMBERS PERMITS	8,945	7,000	3,799	7,000	7,000	7,000
100-00-0000-322140 ELECTRICIANS PERMITS	11,466	12,500	10,032	11,000	11,000	11,000
100-00-0000-322160 MECHANICAL PERMITS	18,839	15,000	14,050	15,000	15,000	15,000
100-00-0000-322190 SOIL CONSERVATION PERMIT	0	240	0	240	240	240
100-00-0000-322210 REZONING FEES	500	1,200	2,050	1,200	1,200	1,200
100-00-0000-322230 SIGN PERMITS	2,157	2,600	1,730	2,600	2,600	2,600
100-00-0000-322900 SPECIAL ACTIVITY PERMITS	0	200	50	200	200	200

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
100-00-0000-322990 CPR TRAINING REVENUES	-112	350	2,839	350	350	350
100-00-0000-326100 BUSINESS LICENSES	268,410	307,000	288,856	307,000	307,000	307,000
100-00-0000-333000 HOUSING AUTHORITY - PILOT	17,109	20,500	0	20,500	20,500	20,500
100-00-0000-334100 LOCAL,STATE & FED GOVT REIMBSMNT	2,400	47,470	1,980	4,000	4,000	4,000
100-00-0000-334110 OTHER GRANTS	5,166	10,000	1,112	- 0	2,500	2,500
100-00-0000-334120 LMIG GRANT	139,862	127,892	127,892	127,892	127,892	127,892
100-00-0000-338000 W&S PILOT	206,400	230,400	134,400	206,400	206,400	206,400
100-00-0000-341930 MAPS SOLD	3,538	800	1,188	1,800	1,800	1,800
100-00-0000-341940 ADMIN SERVICES-CBID	1,314	530	0	519	519	519
100-00-0000-341942 ADMIN COSTS COMMUNITY DEVELOPMENT	0	0	0	- 0	- 0	- 0
100-00-0000-342120 ACCIDENT REPORTS	150	250	144	250	250	250
100-00-0000-345510 TRANSPORTATION SERVICES	114,454	141,194	70,449	155,456	155,456	155,456
100-00-0000-349100 CEMETERY LOT SALES	35,975	23,000	5,800	23,000	23,000	23,000
100-00-0000-349300 RETURNED CHECK FEES	8,360	11,000	4,080	6,500	6,500	6,500
100-00-0000-349900 GIS SERVICES	5,938	7,500	2,379	6,600	6,600	6,600
100-00-0000-351130 POLICE COURT	312,128	399,000	104,065	325,000	325,000	325,000
100-00-0000-351203 TECHNOLOGY ADD ON FEE	11,250	15,000	4,323	20,000	20,000	20,000
100-00-0000-352200 FORFEITED PROPERTY MONEYS	0	5,000	12,593	12,500	12,500	12,500
100-00-0000-361000 OTHER INTEREST EARNED	51,276	48,800	839	48,800	48,800	48,800
100-00-0000-371000 DONATIONS	207	0	0	- 0	- 0	- 0
100-00-0000-381001 TROLLEY FEES	6,395	4,500	4,010	- 0	- 0	- 0
100-00-0000-381003 REES PARK EDC RENTALS	23,247	5,500	4,615	- 0	- 0	- 0
100-00-0000-389000 OTHER MISC INCOME	34,044	38,000	11,170	34,400	34,400	34,400
100-00-0000-389001 INSURANCE PROCEEDS	0	0	8,661	- 0	- 0	- 0
100-00-0000-389002 CASH SHORT & OVER	16	0	-3	- 0	- 0	- 0
100-00-0000-389003 CARRYOVER OF FUND BALANCE	0	185,332	0	- 0	75,000	75,000
100-00-0000-391000 TRANSF FROM HOTEL/MOTEL FND	315,628	308,000	141,845	315,000	315,000	315,000
100-00-0000-391100 SHARED REVENUE-NAT GAS FD	300,000	300,000	175,000	- 0	- 0	- 0
100-00-0000-391101 TRANSFER FROM W&S FUND	320,000	5,000	0	650,000	1,071,000	1,071,000
100-00-0000-391102 TRANSFER FROM GAS FUND	0	0	0	280,000	289,000	289,000

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
100-00-0000-391103 TRANSFER FROM SOLID WASTE	0	0	0	250,000	250,000	250,000
100-00-0000-391105 TRANSFER FROM CD FUNDS	150,000	0	0	- 0	- 0	- 0
100-00-0000-391108 TRANSFER FROM STORM WATER	0	0	0	200,000	205,000	205,000
100-00-0000-391200 TRANSFER FROM TSPLOST	13,986	12,789	12,789	12,789	12,789	12,789
100-00-0000-392100 SALE OF CITY PROPERTY	3,902	10,000	5,182	- 0	- 0	- 0
100-00-0000-392200 RECYCLING PROCEEDS	522	2,000	0	- 0	- 0	- 0
100-00-0000-393500 CAPITAL LEASE PROCEEDS	0	100,000	0	297,332	245,332	245,332
100-00-0000-393601 LOAN PROCEEDS	0	0	0	- 0	- 0	- 0
100 GENERAL FUND	10,269,889	10,583,871	3,617,468	11,467,515	11,960,630	11,960,630

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100 GENERAL FUND

100-00-0000-311000 GENERAL GOVERNMENT LEVY

Gen Govt Levy	
$324,400	Value of a mil in 2015
10.32	2015 current millage rate

The following is a history of the value of a mill for the City of Americus:

2003	$247,446	(1.9%)
2004	$280,032	1.1% *
2005	$291,576	1.0%
2006	$305,657	1.0%
2007	$313,759	1.0%
2008	$307,445	(2.0%) **
2009	$336,928	9.6%
2010	$333,468	(1.0%)
2011	$338,172	1.4%
2012	$335,842	(0.6%)
2013	$331,479	(1.3%)
2014	$329,800	(0.5%)
2015	$324,400	(0.2%)
2016	$324,400	0.0% projected

*This increase was as a result of countywide reevaluation.
**The decrease in 2008 was largely due to the tornado event of March 1, 2007 combined with the closing of the Collins and Aikman plant.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311101 CBID LEVY

Requested Amount: $17,303

This is the levy on the real and personal property within the Central Business Improvement District, tax District 06. The taxes have been levied at 1.0 mil for several years, but beginning in 2008, the levy changed to 1.5 mils. A signed petition for this increase was obtained in 2012. As required by law, at least 51% of the assessed tax basis signed the petition. The 2015 value of a mil in the CBID district is $11,535.

100-00-0000-311310 AUTOMOBILE TAXES

Requested Amount: $350,700

The ad valorem taxes imposed on motor vehicles is based on the FMV determined by the State and adjusted by the millage rate levied for the previous year. Per HB386, starting in March of 2013, the advalorem tax will be replaced with a title tax fee. The bill contains a clause for a "trailing ad valorem", which keeps the calculation the same until title changes. As a result, the requested amount is calculated by using the estimated value of automobiles from the 2015 tax digest plus an estimated $115,000 for title tax fees. The calculation of advaloren tax includes deducting a 1.75% collection fee charged by the County.

(36,341,800 x 50% x .01032 = $239,856 - $4,198 = $235,659) rounded = $235,700

235,700 Advalorem tax
115,000 Title tax fee

350,700

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311320 MOBILE HOME TAXES

Requested Amount: $1,082

The ad valorem tax imposed on the mobile homes is based on the FMV determined by the State and adjusted by the millage rate for 2014. A 1.75% collection fee is deducted by the County for collecting and remitting to the City. It should be noted that HB389 becomes effective March, 2013 and will eliminate this line item over time.

($213,600 x 50% x .01032 = $1,102 - $20 = $1,082)

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311600 TRANSFER TAXES

Requested Amount: $26,400

The real estate transfer tax is imposed on each deed or instrument by which any real estate sold is conveyed to a purchaser. This is difficult to accurately predict from year to year. The following is a history of the transfer taxes received:

2003	$51,274	0.3%
2004	$46,757	(8.8%)
2005	$72,979	56.1%
2006	$48,237	(33.9%)
2007	$46,137	(4.4%)
2008	$40,009	(13.3%)
2009	$38,729	(3.2%)
2010	$33,332	(13.9%)
2011	$28,253	(15.4%)
2012	$33,603	18.9%
2013	$25,000	(25.6%)
2014	$24,800	(.8%)
2015	$24,400	(1.5%)projected
2016	$26,400	7.6% requested

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311710 FRANCHISE FEES-GA POWER

Requested Amount: $770,645

This amount represents 4% of the gross sales of electricity by Georgia Power inside the corporate city limits of Americus. The franchise fee from Georgia Power Company is paid to the City once a year in March. The revenue in 2008 is abnormally low following two strong years of close to 10% growth. This is due to factors related to the 2007 tornado event and some business closings. In 2013, Georgia Power implemented a step rate increase over 3 years. The following is a history of the franchise fee collection received:

2003	$616,366	4.6%
2004	$585,732	(5.0%)
2005	$606,222	3.5%
2006	$660,144	8.9%
2007	$725,378	9.9%
2008	$673,908	(7.6%)
2009	$713,676	1.1%
2010	$705,074	(1.2%)
2011	$769,512	9.1%
2012	$831,070	8.0%
2013	$753,423	(10.3%)
2014	$723,500	(3.97%)
2015	$712,600	(1.5%)
2016	$770,645	7.5% requested

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311711 FRANCHISE FEES-SUMTER EMC

Requested Amount: $45,600

This amount represents a percentage of revenues generated within the city limits of Americus by Sumter Electric Membership Corp. The tax is received by the City in March of each year. The budgeted amount is calculated with no growth factor applied. The following is a history of the revenue received and the annual rate of change:

2002	$22,881	5.6%
2003	$23,266	1.4%
2004	$25,325	8.8%
2005	$26,258	3.7%
2006	$28,134	7.1%
2007	$31,027	10.3%
2008	$33,100	6.7%
2009	$34,330	1.0%
2010	$36,774	7.1%
2011	$40,783	10.9%
2012	$42,891	5.2%
2013	$39,978	(7.2%)
2014	$42,260	5.7%
2015	$39,000	(8.4%)
2016	$45,600	14.6% requested

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311750 FRANCHISE FEES-MEDIACOM

Requested Amount: $196,600

This amount is 5% of the local service revenues generated in Americus. The City receives the payment of this tax quarterly. The budgeted amount is calculated using the actual ytd receipts with no growth factor applied. The following is a history of the actual collections and rate of change from year to year:

2002	$155,239	2.0%	
2003	$154,813	.3%	
2004	$167,937	8.5%	
2005	$170,143	1.3%	
2006	$184,938	8.7%	
2007	$182,714	(1.2%)	
2008	$241,544	32.2%**	
2009	$202,163	(16.3%)	
2010	$208,260	3.0%	
2011	$204,611	(1.8%)	
2012	$201,822	(1.3%)	
2013	$205,000	1.6%	
2014	$201,925	(1.5%)	
2015	$200,000	(1%)	projected
2016	$196,600	(1.7%)	requested

*This number reflects an additional amount paid for revenues not reported in previous years.

**2008 includes an accrual of the January, 2009 receipt as requested by our auditors. Changing to the accrual basis only impacts 2008.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-311760 FRANCHISE FEES-AT&T

Requested Amount: $42,750

This amount represents 3% of the local service revenues which AT&T receives from subscribers within the city limits of Americus. The franchise fee is received quarterly by the City. The following is a history of the actual revenues received and the rate of change from year to year:

2003	$ 92,971	(5.4%)	
2004	$ 83,470	(10.2%)	
2005	$102,499	22.8%	
2006	$109,382	6.7%	
2007	$ 99,672	(8.9%)	
2008	$100,639	1.0%	
2009	$112,065	11.4% *	
2010	$ 79,821	(28.8%)	
2011	$ 73,080	(8.4%)	
2012	$ 66,029	(10.6%)	
2013	$ 68,000	3.0%	
2014	$ 66,980	(1.5%)	
2015	$ 40,000	(6.7%)	projected
2015	$ 42,750	6.4%	requested

*2009 includes an accrual of the February, 2010 receipt as requested by our auditors. Changing to the accrual basis only impacts 2009.

100-00-0000-311770 MISC FRANCHISE FEES

Requested Amount: $2200

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-313100 1% LOCAL OPTION SALES TAX

Requested Amount: $1,642,899

The local option sales tax is a tax of 1% on sales in Americus and Sumter County. The tax is remitted monthly by the 20th to the State Revenue Commissioner. The money is then disbursed back to the local governments based upon the distribution formula agreed upon by the City, County, and other towns within the county. The distribution factor is not expected to change as a result of the renegotiation process until after the 2010 census. The actual receipts for 2009 reflect a significant downturn due to prevailing economic conditions. No growth factor is included. The following is a history of the sales tax collected:

2003	$1,543,490	(2.0%)	
2004	$1,775,277	15.0%	
2005	$1,738,851	(2.0%)	
2006	$1,866,758	7.4%	
2007	$1,990,834	6.6%	
2008	$1,969,761	(1.0%)	
2009	$1,663,825	(15.5%)	
2010	$1,887,447	13.4%	
2011	$1,923,799	1.9%	
2012	$1,942,043	0.9%	
2013	$1,792,328	(8.3%)	
2014	$1,672,868	(7.1%)	
2015	$1,464,120	(14.3%)	projected
2016	$1,642,899	10.9%	requested

This is based on the current distribution of LOST. It should be noted that HB386 passed in 2013 has reduced this line item. The requested amount is the 2015 ytd amount annualized.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-314200 WHISKEY TAXES

Requested Amount: $51,200
The whiskey tax is collected from all retail dealers by the wholesale dealer and is paid to the City by the wholesale dealer on or before the 20th of each month. The tax is $.22 per liter sold for resale in Americus for distilled spirits.

100-00-0000-314201 BEER TAXES

Requested Amount: $320,000
The malt beverage/beer tax is collected by the wholesaler from the retailer. It is based on $.05 per 12 ounce container and $6.00 on each container of tap or draft beer. The report is filed and the tax paid monthly by the wholesaler by the 20th of each month.

100-00-0000-314202 WINE TAXES

Requested Amount: $20,000
The wine tax is collected from all retailers by the wholesale dealer. The wholesaler remits the report and the tax each month by the 20th. This tax is based on the number and size of the containers.

100-00-0000-314300 MIXED DRINK EXCISE TAX

Requested Amount: $18,400
The excise tax on the sale of distilled spirits by the drink is charged at a rate of 3% of the purchase price of the drink. This tax is remitted to the city each month on or before the 20th.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-316200 INSURANCE PREMIUMS TAX

Requested Amount: $875,000

This tax is a percentage of the gross direct premiums sold. The taxes on insurance premiums are collected by the State Insurance Commissioner and distributed on the basis of population formulas. A history of the collection information is as follows:

2003	$730,796	7.8%	
2004	$791,983	8.4%	
2005	$852,070	7.6%	
2006	$891,478	4.6%	
2007	$929,912	4.3%	
2008	$952,187	1.0%	
2009	$943,254	(.9%)	
2010	$915,840	(2.9%)	
2011	$799,295	(12.7%)*	
2012	$848,984	6.2%	
2013	$879,042	3.4%	
2014	$825,000	(6.6%)	
2015	$855,000	(3.6%)	projected
2016	$875,000	2.%	requested
2016	$900,000	5.2%	recommended

*2011 showed significant decrease due to the redistribution of premiums based on the 2010 census.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-318000 CBID SURTAX

Requested Amount: $8,000
This is the amount of surtax billed at 50% of the business and occupation license fee. This amount plus the amount of the CBID levy plus the operating expenses of the Main Street office equal the allocation to the DDA. This is budgeted in the Mayor and Council's department.

100-00-0000-319100 PENALTY-DEL TAXES

Requested Amount: $20,000
O.C.G.A. 45-2-44 provides that municipalities may charge a penalty of 10% on taxes after they are 90 days delinquent. The budgeted amount is a five year average of the actual amount collected.

100-00-0000-319101 INTEREST ON DEL TAXES

Requested Amount: $26,200
The budgeted amount is the estimated interest received on delinquent property taxes. The interest is charged at a rate of 1% per month.

100-00-0000-319500 FIFAS-DELINQUENT TAXES

Requested Amount: $11,400
The budgeted amount is the receipt from the property owner for recording and satisfying the fifa on delinquent property taxes filed at the courthouse. The fifa amount is $12.00 as set by OCGA-Rule 15-6-77 effective July 1, 2008 and continuing until June 30, 2014. The budgeted amount represents 950 fifas.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-321100 ALCOHOLIC BEV LICENSE

Requested Amount: $100,000
The budgeted amount is average of last 4 years plus the current year annualized.Fee increased effective January 1, 2015.

100-00-0000-322100 BUILDING PERMITS

Requested Amount: $110,000
The requested budgeted amount is a five year average of the actual amount collected less 1.5%.

100-00-0000-322130 PLUMBERS PERMITS

Requested Amount: $7,000
The budgeted amount is same as 2015.

100-00-0000-322140 ELECTRICIANS PERMITS

Requested Amount: $11,000
The budgeted amount is a five year average of the actual amount collected.

100-00-0000-322160 MECHANICAL PERMITS

Requested Amount: $15,000
This is required or authorized by the Georgia State Heating and Air Conditioning Code. (Standard Mechanical Code). The rates for these permits increased in 2012. The budgeted amount is a five year average of the actual amount collected.

CITY OF AMERICUS
2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-322190 SOIL CONSERVATION PERMIT

Requested Amount: $240
A soil erosion/conservation permit is $80 per acre. The requested budget is for 3 acres.

100-00-0000-322210 REZONING FEES

Requested Amount: $1,200
These fees accompany re-zoning requests and requests for variances.

100-00-0000-322230 SIGN PERMITS

Requested Amount: $2,600

100-00-0000-322900 SPECIAL ACTIVITY PERMITS

Requested Amount: $200
This is the revenue received for Special Activity Permits. The estimated revenue is 4 permits at $50 each.

100-00-0000-322990 CPR TRAINING REVENUES

Requested Amount: $350

This is the revenue incurred for the CPR training classes conducted by the Fire Department. The budgeted amount is a five year average of the actual amount collected.

100-00-0000-326100 BUSINESS LICENSES

Requested Amount: $307,000
Business License and Occupational tax is payable on an annual basis and is based upon the gross receipts of the business for the prior year. This amount includes an increase in the Administrative Fee associated with Business License and Occupational tax from $25 to $50 effective January 1, 2015.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-333000 HOUSING AUTHORITY - PILOT

Requested Amount: $20,500
This amount represents revenue paid to the City based on the net rental income. This is paid in lieu of taxes. The amount received is shared with Sumter County on a pro rata basis. The following is a history of the city's portion of the PILOT received:

2003	$ 5,200	60.2%	
2004	$ 6,134	18.0%	
2005	$ 4,757	(22.4%)	
2006	$ 4,934	(18.9%)	
2007	$ 6,467	31.0%	
2008	$18,896	192.2%*	
2009	$17,823	(5.7%)	
2010	$19,493	9.4%	
2011	$18,272	(6.2%)	
2012	$19,122	4.6%	
2013	$25,017	30.8%	
2014	$19,600	(21.7%)	
2015	$20,500	4.6%	projected
2016	$20,500	0%	requested

*Beginning in 2008, the revenue includes a PILOT on non-Hud rentals. This agreement was approved by the Housing Authority and the City in October 2007. A second agreement was approved in 2014 to become effective in 2015

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-334100 LOCAL,STATE & FED GOVT REIMBSMNT

Requested Amount: $4,000

$ 0	State and Federal Reimb for replacement van (35)
$ 4,000	Sumter County proceeds for GIS system support (13)
$ 4,000	

100-00-0000-334110 OTHER GRANTS

Requested Amount: $2,500

$2,500	Vests/Body Armor (21) BPV grant

100-00-0000-334120 LMIG GRANT

Requested Amount: $127,892

LMIG monies are used to improve transportation systems. This is the third year that GDOT is sending the funds to the local governments.

100-00-0000-338000 W&S PILOT

Requested Amount: $206,400

This is the Payment in lieu of taxes from the W&S Fund to the General Fund. This amount is calculated by taking the total value of the Water and Sewer properties inside the city limits and multiplying times the current millage rate for 2015.

(40,000,000 x 50% x .01032 = $206,400)

100-00-0000-341930 MAPS SOLD

Requested Amount: $1800

The budgeted amount is the current year annualized.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-341940 ADMIN SERVICES-CBID

Requested Amount: $519
This is a 3% collection/administration charge retained from the collections to cover the expenses of billing surtax on the property tax bill and on the business license bill. The budgeted amount is 3% of the CBID Levy.

100-00-0000-342120 ACCIDENT REPORTS

Requested Amount: $250

The Police and Fire Departments charge an average of $2.00 per copy. The budgeted amount is a five year average of the actual amount collected.

100-00-0000-345510 TRANSPORTATION SERVICES

Requested Amount: $155,456

Actual 2014	Projected 2015	Recommended 2016	
$ 80,602	$101,644	$101,644	Federal Contract
$ 40,750	$ 53,812	$ 53,812	Fares
$121,352	$155,456	$155,456	
$200,397	$258,208	$237,445	Transportation Department expenses
-$ 80,602	-$101,644	-$101,644	Federal Contract
-$ 0	-$ 43,470	-$ 39,150	DOT funds-van
$119,795	$113,094	$ 96,651	General Revenues supplement*

The Federal Contract runs from July to June.
*The operating expenses for this department are $193,945. The grant will reimburse us for 52% and fares represent 28%. General government property taxes fund the remaining 20%.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-349100 CEMETERY LOT SALES

Requested Amount: $23,000
The City currently charges the following per cemetery lot:

Resident	Non-resident	
$ 525	$ 3,300	Oak Grove
$ 475	$ 3,300	Eastview

100-00-0000-349300 RETURNED CHECK FEES

Requested Amount: $6,500
This is the fee for returned checks due to insufficient funds or other reasons. The requested amount is based on $40 per returned check and an estimated 162 returns. The budgeted amount is the current year annualized.

100-00-0000-349900 GIS SERVICES

Requested Amount: 6,600
This is the amount billed to Sumter County and other agencies for GIS services.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-351130 POLICE COURT

Requested Amount: $325,000
This number includes cash received for fines and forfeitures as well as the amount of installment fines recorded through the Municipal Court.

The following is a history of the receipts:

2003	$532,500	39.1%	
2004	$535,957	0.0%	
2005	$389,036	(27.4%)	
2006	$433,786	11.5%	
2007	$352,813	(18.7%)	
2008	$293,167	(16,9%)	
2009	$378,171	29.0%	
2010	$372,438	(1.5%)	
2011	$346,835	(6.9%)	
2012	$475,014	37.0%	
2013	$458,166	(26.3%)	
2014	$413,100	(11.%)	
2015	$399,000	(3.5%)	projected
2016	$325,000	(22.8%)	requested

There has been a decline in this revenue over the past two years.

100-00-0000-351203 TECHNOLOGY ADD ON FEE

Requested Amount: $20,000
This amount will add $10.00 to certain traffic citations and is to be used for technology expense related to the police department and the court. This amount has declined over the past two years.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-352200 FORFEITED PROPERTY MONEYS

Requested Amount: $12,500
This line item is difficult to predict. The following is a history of the asset forfeiture moneys received:

2003	$ 681
2004	$ 5,606
2005	$ 663
2006	$ 8,256
2007	$ 1,538
2008	$14,399
2009	$ 6,718
2010	$ 1,511
2011	$ 5,678
2012	$21,488
2013	$ 0
2014	$ 0
2015	$ 5,000
2016	$12,500 requested

100-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $48,800
This is interest earned by the City's capital lease pool and on all general fund bank accounts. The amount of lease pool interest for the year is not available until after year end making it difficut to budget. The interest for the last 3 years has ranged from $46,000 to $50,000 depending on return on investments and borrowing/repayment activity.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-389000 OTHER MISC INCOME

Requested Amount: $34,400
This is an estimated amount for revenue received that does not fall in any other revenue category. The requested amount is the average over 4-5 years.

100-00-0000-389003 CARRYOVER OF FUND BALANCE

Requested Amount: $75,000
$75,000 TE Project (16) 2015 carryover

100-00-0000-391000 TRANSF FROM HOTEL/MOTEL FND

Requested Amount: $315,000
The Hotel/Motel tax is charged on occupied rooms of hotels, motels, and Bed & Breakfast establishments within the city limits of Americus. The rate is 7% of the room charge. Two percent must be expended for tourism purposes and two percent must be expended for the operating expenses of the Rylander Theater. The budgeted amount is a five year average of the actual amount collected.

The tourism dollars are projected to be spent in the following manner:

$139,894	Tourism Fund
$100,000	Rylander Theater Operating expenses
$ 7,249	DDA Marketing
$ 5,000	Transportation for Train
$ 62,857	General Fund
$315,000	

CITY OF AMERICUS
2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-391101 TRANSFER FROM W&S FUND
Requested Amount: $650,000

Recommended Amount: $1,071,000

100-00-0000-391102 TRANSFER FROM GAS FUND
Requested Amount: $280,000

Recommended Amount: $289,000

100-00-0000-391103 TRANSFER FROM SOLID WASTE
Requested Amount: $250,000

100-00-0000-391108 TRANSFER FROM STORM WATER
Requested Amount: $200,000

Recommended Amount: $205,000

100-00-0000-391200 TRANSFER FROM TSPLOST
Requested Amount: $12,789
This is the 10% local match for LMIG projects.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

100-00-0000-393500 CAPITAL LEASE PROCEEDS

Requested:

$ 27,000	Vehicle Replacement (16)
$ 35,332	Pickup Truck Replacement (20)
$142,000	Vehicle Replacement (21)
$ 23,000	New Vehicle-SUV (22)
$ 25,000	Service Truck Replacement (30)
$ 20,000	Service Truck Replacement (32)
$ 25,000	Pickup Truck Replacement (36)
$297,332	

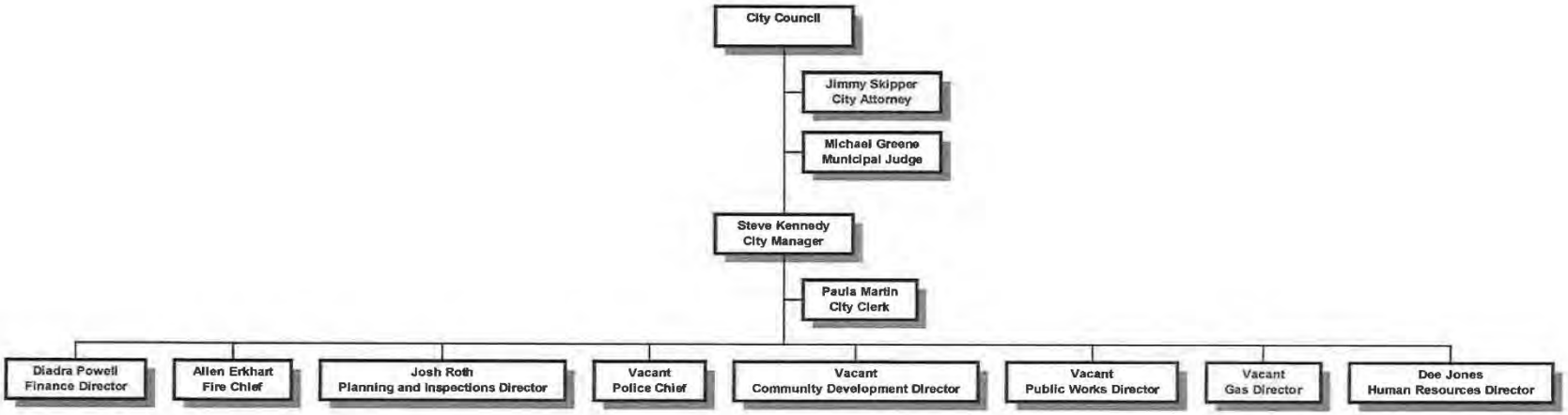
These revenues offset the expenditures within the departments identified above.

Recommended:

$ 0	Vehicle Replacement (16)
$ 35,332	Pickup Truck Replacement (20)
$142,000	Vehicle Replacement (21)
$ 23,000	New Vehicle-SUV (22)
$ 25,000	Service Truck Replacement (30)
$ 20,000	Service Truck Replacement (32)
$ 0	Pickup Truck Replacement (36)
$245,332	

100 GENERAL FUND

City of Americus
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

MAYOR AND COUNCIL

MISSION STATEMENT/GENERAL OBJECTIVES

Americus is an innovative, clean, and safe City where our citizens enjoy a good quality of life. We are committed to creating an outstanding level of opportunities for our diverse population. We provide quality governmental services, cultivate economic development, and promote quality jobs and successful businesses.

GOALS & OBJECTIVES – 2016

The goals for the Mayor and Council are published separately in the Five Year Strategic Plan.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
10 MAYOR AND COUNCIL						
100-10-1110-511000 REGULAR PAY	58,425	58,201	33,353	58,201	58,201	58,201
100-10-1110-512100 GROUP MEDICAL INSURANCE	24,201	25,804	13,570	23,910	19,507	19,507
100-10-1110-512110 GROUP DENTAL INSURANCE	1,352	966	829	1,421	1,421	1,421
100-10-1110-512200 SOCIAL SECURITY PAYMENTS	789	786	475	786	786	786
100-10-1110-512400 RETIREMENT SYSTEM	6,181	7,031	7,031	6,443	6,443	6,443
100-10-1110-512600 UNEMPLOYMENT EXPENSES	10,957	11,880	0	- 0	- 0	- 0
100-10-1110-512700 WORKERS' COMPENSATION	104	181	180	181	181	181
100-10-1110-521100 PURCHASED/CONTRACTED SERVICES	0	0	26,095	- 0	- 0	- 0
100-10-1110-522000 OTHER OUTSIDE SERVICES	3,050	1,500	132	4,200	4,200	4,200
100-10-1110-523100 INSURANCE EXPENSE	41,898	45,772	38,005	48,998	48,998	48,998
100-10-1110-523301 ADVERTISING EXPENSE	506	1,000	455	1,000	1,000	1,000
100-10-1110-523600 DUES & SUBSCRIPTIONS	22,734	22,650	18,076	22,655	22,655	22,655
100-10-1110-523700 TRAINING & MEETINGS	9,573	0	103	29,050	12,350	12,350
100-10-1110-531100 OFFICE/COMPUTER SUPPLIES	743	1,400	735	1,400	1,400	1,400
100-10-1110-531230 ELECTRICITY	0	1,300	0	- 0	- 0	- 0
100-10-1110-531299 ENERGY SAVINGS	0	0	0	- 0	- 0	- 0
100-10-1110-542750 EQUIPMENT - ENERGY CONTRACT	0	0	0	- 0	- 0	- 0
100-10-1110-542900 OTHER CAPITAL EXPENDITURE	12,500	7,500	0	19,750	14,500	14,500
100-10-1110-551000 ALLOCATION OF EXPENSES	-166,210	-228,690	-133,403	- 0	- 0	- 0
100-10-1110-551102 CONTINGENCIES	23,685	100,000	9,713	30,000	30,000	30,000
100-10-1110-573001 RYLANDER THEATER	190,000	180,000	180,000	190,000	190,000	190,000
100-10-1110-574000 BAD DEBT EXPENSE	204,376	120,000	58,852	100,000	90,000	90,000
100-10-1110-581300 PRINCIPAL PAYMENTS	100,476	103,700	103,700	106,984	106,984	106,984
100-10-1110-581301 PDA-DEBT SERVICE-LOWE'S	0	0	0	- 0	- 0	- 0
100-10-1110-582200 INTEREST EXPENSE	71,591	68,500	26,010	65,100	65,100	65,100
100-10-1530-521200 CITY ATTORNEY RETAINER	7,200	7,200	7,200	7,200	7,200	7,200
100-10-1530-521201 OTHER LEGAL EXPENSES	27,155	20,000	14,506	20,000	15,000	15,000
100-10-3910-571000 SUMTER HUMANE SOCIETY	38,250	38,250	38,250	70,000	70,000	70,000
100-10-5400-571000 BOYS AND GIRLS CLUBS	5,000	3,500	3,500	10,000	10,000	10,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-10-5440-571000 ONE SUMTER	0	0	0	50,000	50,000	50,000
100-10-6153-571000 AMERICUS ARTS COUNCIL	0	2,500	2,500	2,500	2,500	2,500
100-10-6500-571000 LAKE BLACKSHEAR REG LIBR	50,000	80,000	80,000	80,000	80,000	80,000
100-10-7520-571000 AIRPORT AUTHORITY	48,938	15,000	15,000	15,000	15,000	15,000
100-10-7520-572018 AMER/SUMTER CO PAYROLL DEV AUTI	0	0	0	40,000	40,000	40,000
100-10-7520-572020 LAND BANK AUTHORITY	0	0	0	25,000	25,000	25,000
100-10-7540-571000 TOURISM COUNCIL	148,309	139,894	139,894	139,894	139,894	139,894
100-10-7550-571000 DDA	131,856	112,947	88,067	112,610	112,610	112,610
100-10-7640-572000 LEAP/CIS	0	0	0	- 0	- 0	- 0
10 MAYOR AND COUNCIL	1,073,641	948,772	772,828	1,282,283	1,240,930	1,240,930

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

10 MAYOR AND COUNCIL

100-10-1110-511000 REGULAR PAY

Personnel Requirements:	
Mayor	1
Mayor Pro Tem	1
Councilmembers	5
	7

The salaries will remain the same for elected officials for 2016. The Mayor's salary is $14,200, Mayor Pro Tem is $7,800 and the Councilmembers' salaries are $7,200 each.

100-10-1110-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period. Currently, only three members of Mayor and Council participate in the health insurance program.

100-10-1110-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee. All members of Council participate in this.

100-10-1110-512200 SOCIAL SECURITY PAYMENTS

This amount is for the medicaid portion only and is based on the total salary of the department.

100-10-1110-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-10-1110-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-1110-522000 OTHER OUTSIDE SERVICES

Requested Amount: $4,200

$1,000	Miyoshi Delegation Visit (1)
$2,700	Walk of Fame plaques and ceremony (2)
$ 500	Other gifts, retirement recognition, etc
$4,200	

(1) The request is for the costs associated for meals, activities, gifts, and transportation.

(2) It was recommended to have the ceremony every other year. There was a Walk of Fame ceremony in 2014 so we will need to have a ceremony in 2016. These are the estimated costs associated with the Walk of Fame:

$2,000 - Plagues and Foam Boards
$200 - Advertising
$500 - Other supplies to include programs, invitations and food.

100-10-1110-523100 INSURANCE EXPENSE

Requested Amount: $48,998

This is the General Fund allocation for property and liability insurance. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

100-10-1110-523301 ADVERTISING EXPENSE

Requested Amount: $1,000

The requested amount is the 2015 amount annualized.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-1110-523600 DUES & SUBSCRIPTIONS

The budget request includes the following:

$ 5,515	Georgia Municipal Association
$16,545	River Valley Regional Commission*
$ 260	American Society of Composers (required music license)
$ 335	BMI License (required music license)
$22,655	

*The River Valley Regional Commission amount is required by state law and is based on 2008 population figures at $1.00 per capita.

100-10-1110-523700 TRAINING & MEETINGS

Requested	
$ 1,200	Annual Planning workshop/Retreat
$10,500	Other Training (up to $1,500 per member)*
$16,800	GMA Annual Conference
$ 550	Newly Elected Official Training (possibility of 1) **
$29,050	

Education is vital to keep up with the changing pace of governments, what laws have been passed, mandates from agencies, etc. It is also good for Mayor and Council to network with other governments to gain insite on new ideas. Mayor and Council have not attended training in several years.

*This includes training other than GMA.

This amount includes the Newly Elected Official Training for one Council position if this training is needed. We will not know until the election is held in November 2015.

Recommended Amount: $12,350

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-1110-531100 OFFICE/COMPUTER SUPPLIES

Amount Requested: $1,400

The amount requested to purchase business cards for Mayor and Council. We may also need to purchase new letterhead in 2016 depending on the outcome of the November 2015 election.

100-10-1110-542900 OTHER CAPITAL EXPENDITURE

Gen Fund	DDA	
$ 5,000	$ 5,000	Christmas Decorations & Lighting*
$ 2,500	$ 2,500	Facade/Sign Grants*
$ 2,500	$ 2,500	Christmas Light Facade Bldg Grants*
$ 3,750	$ 3,750	Historic Building Plaques*
$ 6,000	$ 6,000	6 Benches,4 trash receptacles,& 6 smoking receptacles
$19,750	$19,750	

Recommended amount: $14,500

Gen Fund	DDA	
$ 2,500	$ 5,000	Christmas Decorations & Lighting*
$ 2,500	$ 2,500	Facade/Sign Grants*
$ 2,500	$ 2,500	Christmas Light Facade Bldg Grants*
$ 3,500	$ 3,750	Historic Building Plaques*
$ 3,500	$ 6,000	6 Benches,4 trash receptacles,& 6 smoking receptacles
$14,500	$19,750	

100-10-1110-551102 CONTINGENCIES

Requested Amount: $30,000

This category is to capture the costs for unplanned expenditures or the deductible portion of claims against the City. This amount is recommended to be decreased in 2016.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-1110-573001 RYLANDER THEATER

Requested amount includes the following:

$100,000	Hotel/Motel tax money
$ 90,000	Gen Fund monies (reg. allocation)
$190,000	

The following is a recap of recent General Fund sources for the Theater.

2004	$101,050	-
2005	$101,050	0.0%
2006	$106,250	5.1%
2007	$116,000	9.2%
2008	$119,400	2.7%
2009	$125,100	5.0%
2010	$105,718	(15.5%)
2011	$ 95,146	(10.0%)
2012	$ 95,146	0.0%
2013	$ 95,146	0.0%
2014	$ 95,000	(.15%)
2015	$ 85,000	(15.8%)
2016	$ 90,000	0% requested

100-10-1110-574000 BAD DEBT EXPENSE

Requested Amount: $100,000

This includes write downs of miscellaneous accounts receivable accounts, taxes over 7 years old, uncollectible returned checks, and installment fines written off by the judge or converted to community service.

Recommended Amount: $90,000

100-10-1110-581300 PRINCIPAL PAYMENTS

Requested Amount: $106,984

This is the principal payment for the capital lease of equipment associated with the energy performance contract. This amount plus interest is to be offset by savings in energy bills.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-1110-582200 INTEREST EXPENSE

Requested Amount: $65,100

This is the interest expense related to our capital lease pool with GMA, and energy contract capital lease. The lease pool portion of the request amount is based on the 2014 actual amount.

100-10-1530-521200 CITY ATTORNEY RETAINER

Requested Amount: $7,200

The monthly retainer paid to Gatewood, Skipper, & Rambo is $600.

100-10-1530-521201 OTHER LEGAL EXPENSES

Requested Amount: $20,000

This is difficult to estimate because we cannot anticipate all legal matters that may occur in a year.

Recommended Amount: $15,000

100-10-3910-571000 SUMTER HUMANE SOCIETY

The following is a history of the approved allocations:

2003	$40,000	1.3%
2004	$38,000	(5.0%)
2005	$41,800	10.0%
2006	$45,000	7.7%
2007	$51,300	14.0%
2008	$50,000	(2.5%)
2009	$51,250	2.5%
2010	$42,500	(17.1%)
2011	$38,250	(10.0%)
2012	$38,250	0.0%
2013	$43,250	13.1%
2014	$38,250	(13.1%)
2015	$38,250	0% approved
2016	$70,000	83 % requested

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-5400-571000 BOYS AND GIRLS CLUBS

The following is a history of the approved allocation amounts:

2003	$30,000	0%
2004	$28,500	(5.0%)
2005	$31,350	10.0%
2006	$35,000	11.6%
2007	$35,000	0.0%
2008	$34,125	(2.5%)
2009	$25,000	(26.7%)
2010	$23,125	(7.5%)
2011	$22,430	(3.0%)
2012	$22,430	0.0%
2013	$ 0	(100.0%)
2014	$ 5,000	100.0%
2015	$ 3,500	(30.0%)
2016	$10,000	requested

100-10-5440-571000 ONE SUMTER

Requested Amount: $50,000

This is the amount Mayor & Council committed to one Sumter over a five year period.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-6153-571000 AMERICUS ARTS COUNCIL

The following amounts are the approved allocations:

2003	$12,000	20.0%	
2004	$11,400	(5.0%)	
2005	$12,000	5.3%	
2006	$12,000	0.0%	
2007	$12,000	0.0%	
2008	$10,000	(16.7%)	
2009	$10,000	0.0%	
2010	$ 9,250	(7.5%)	
2011	$ 8,325	(10.0%)	
2012	$ 8,325	0.0%	
2013	$ 0	(100.0%)	
2014	$ 0	0.0%	
2015	$ 2,500	100.0%	
2016	$ 2,500	100.0%	requested

100-10-6500-571000 LAKE BLACKSHEAR REG LIBR

The following amounts are the approved allocations:

2003	$100,000	0%	
2004	$ 95,000	(5.0%)	
2005	$104,500	10.0%	
2006	$112,600	7.7%	
2007	$115,000	2.1%	
2008	$112,125	(2.5%)	
2009	$112,125	0.0%	
2010	$100,000	(10.8%)	
2011	$ 90,000	(10.0%)	
2012	$ 90,769	0.9%	amended
2013	$ 82,386	(9.25%)	
2014	$ 50,000	(64.77%)	
2015	$ 80,000	60.0%	approved
2016	$ 80,000	0.0%	requested

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-7520-571000 AIRPORT AUTHORITY

The following amounts are the approved allocations:

2003	$12,000		
2004	$11,400	(5.0%)	
2005	$12,540	10.0%	
2006	$22,724	81.2%	
2007	$42,000	84.8%	
2008	$28,000	(33.3%)	
2009	$28,000	0.0%	
2010	$25,000	(10.7%)	
2011	$22,500	(10.0%)	
2012	$22,500	0.0%	
2013	$20,250	(10.0%)	
2014	$15,000	(26.0%)	
2015	$15,000	0.0%	
2016	$15,000	0.0%	requested

100-10-7520-572018 AMER/SUMTER CO PAYROLL DEV AUTH

The requested amount represents .123 mil of property tax inside the city limits of Americus. O.C.G.A. 48-5-350 allows a municipality to levy up to 3 mils of property tax for a development authority. The following amounts are the approved allocations:

2007	$62,500		
2008	$75,000	20.0%	
2009	$77,825	3.8%	
2010	$25,000	(67.5%)	
2011	$30,000	20.0%	
2012	$30,000	0.0%	
2013	$ 0	(100.0%)	
2014	$ 0	0.0%	
2015	$ 0	0.0%	
2016	$40,000		requested

100-10-7520-572020 LAND BANK AUTHORITY

Requested Amount: $25,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-10-7540-571000 TOURISM COUNCIL

The following amounts are approved allocations. This is typically funded with hotel/motel tax dollars.

2003	$150,000	3.5%	
2004	$150,000	0%	
2005	$165,000	10.0%	
2006	$180,000	9.1%	
2007	$185,400	3.0%	
2008	$180,765	(2.5%)	
2009	$189,800	5.0%	
2010	$160,000	(15.7%)	
2011	$144,000	(10.0%)	
2012	$151,200	5.0%	
2013	$151,200	0%	
2014	$148,309	(2%)	
2015	$139,894	(6.1%)	approved
2016	$139,894	0.0%	requested

Beginning in 2011, the accounting activities are recorded on the City's books. See Fund #205 for details.

ACCOUNT NUMBER/DESCRIPTION

100-10-7550-571000 DDA

Requested

$ 16,783	CBID levy (estimate)
$ 7,760	CBID surtax
$ 88,067	General Fund
$112,610	

The following is a history of General Fund allocation excluding the CBID levy and surtax.

2003	$ 87,600	20.0%
2004	$ 86,090	(1.7%)
2005	$ 94,699	10.0%
2006	$104,700	10.5%
2007	$107,000	2.2%
2008	$104,325	(2.5%)
2009	$101,201	(3.0%)
2010	$ 93,789	(7.9%)
2011	$ 84,574	(10.9%)
2012	$ 94,600	11.9%
2013	$ 94,600	0.0%
2014	$ 88,067	(7.46%)
2015	$ 88,067	0.0% approved
2016	$ 88,067	0.0% requested

10 MAYOR AND COUNCIL

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
12 DATA CENTER						
100-12-1535-522000 OTHER OUTSIDE SERVICES	52,599	66,971	64,048	66,256	66,256	66,256
100-12-1535-522206 COMPUTER-REP AND MAINT	884	2,000	558	- 0	- 0	- 0
100-12-1535-542400 COMPUTER EQUIPMENT	10,003	66,500	34,428	117,200	111,500	111,500
100-12-1535-551101 DATA CENTER EXPENSE	3,959	4,223	3,707	6,262	6,262	6,262
100-12-1535-551102 ALLOCATION OF EXPENSES	-53,481	-68,971	-37,738	- 0	- 0	- 0
12 DATA CENTER	13,964	70,723	65,003	189,718	184,018	184,018

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

12 DATA CENTER

100-12-1535-522000 OTHER OUTSIDE SERVICES

The request includes the following:

$56,131	Neos Technologies (service and maintenance)
$ 4,000	Microsoft Office 365 Pro Plus *
$ 6,000	NEOS Technology (back up & e-mail)
$ 125	Annuel fee for domain name www.americusga.gov
$66,256	

* The $9.00 per month provides users access to the most recent version of Microsoft Word, Excel, Powerpoint, Outlook, OneNote, Publisher, Skype for Business and MS Access. It allows users to access their documents anywhere and it can be installed on up to 5 devices per user.

ACCOUNT NUMBER/DESCRIPTION

100-12-1535-542400 COMPUTER EQUIPMENT

Requested Amount: $117,200

$12,000	Replacement/Upgrades Computers/Software and repair and maintenance*
$ 5,200	Network Equipment Replacement **
$100,000	Computer Upgrade for Finance and HR***
$117,200	

* This is for replacement of computers and software as needed.

** This for replacement of network equipment due to age. This includes the following:

48 port switch:	$2,000
24 port switch:	$1,000
3 Meraki Access Points:	$2,200

***This is for the upgrade and/or replacement of CSI. This software houses all of the financial data for the City of Americus to include the following modules: Budget Preparation, Fund Ledger, Accounts Payable, Accounts Receivables,Payroll, Purchasing, Personnel, Business and Alcohol License, Utility Billing, Cash Collections, and Fixed Assets. In addition, the software is over fifteen years old.

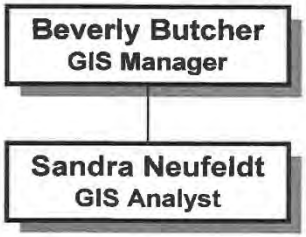
Recommended Amount: 111,500
The recommended amount reduces the Replacement/Upgrade Computers/Software amount to $6,300

100-12-1535-551101 DATA CENTER EXPENSE

This represents the costs of computer services for projects within the department. The remaining costs are allocated to other departments. The total of these costs is included in the allocation line.

12 DATA CENTER

GIS Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

GIS

MISSION STATEMENT/GENERAL OBJECTIVES

1. Serve all of its customers with the respect and courtesy that they deserve.
2. Continue to develop and maintain GIS information and data for all city departments, agencies and the public.
3. Add more GIS capabilities to the GIS system and make it more available to help and support the everyday decisions that affect the residents of the city.

GOALS – 2016

1. Develop a GIS Online Community Maps through ESRI ArcGIS Online that will let public and mapping industries view and use our GIS maps. This will let us get current and correct GIS maps and data out to the community.
2. Continue to develop the tax parcel fabric layer that will tie into all other GIS information.
3. Continue working on building footprints, information, and location on tax parcels.
4. Continue on with the next level in GIS. Which means going to a GIS Server to host GIS maps, data, apps, services for our City and County departments. To do this, we need to convert our current GIS data and layers to a Geodatabase. This is very time consuming and could take several years to complete the project.
5. Continue to update GIS Facebook page to post new maps or changes to GIS maps.
6. Continue to work with Storm Water Project with CAO, Finance Dept. and Public Works.
7. Continue to update and maintain all GIS layers and the GIS website.
8. Continue to develop the layer that contains all the utility easements inside the city limits. This layer will benefit Public Works and the Community and Economic Development Department.
9. Continue to work with the E-911 Center to keep their data up to date on all 8 counties.
10. Continue to work with Sumter County as needed to keep county GIS information up to date.
11. Continue to input analog data of water, gas, and sewer systems to create a digital layer.
12. GPS data collection is ongoing for E911 addressing, Storm water property evaluation, land and infrastructure development.
13. Continued development of type-specific layers; i.e. Churches, Radio Stations and their broadcast ranges, Restaurants, Banks, Grocery Stores, etc.
14. Work with private entities to GPS their campus and infrastructures – creating additional income.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
13 GIS						
100-13-1535-511000 REGULAR PAY	77,745	84,238	47,132	80,852	80,852	80,852
100-13-1535-511300 OVERTIME PAY	33	0	0	- 0	- 0	- 0
100-13-1535-512100 GROUP MEDICAL INSURANCE	7,796	8,601	4,589	7,970	6,502	6,502
100-13-1535-512101 OPT OUT INSURANCE PLAN	0	3,000	577	3,000	3,000	3,000
100-13-1535-512110 GROUP DENTAL INSURANCE	197	276	118	406	406	406
100-13-1535-512200 SOCIAL SECURITY PAYMENT	5,740	6,444	3,891	6,185	6,185	6,185
100-13-1535-512400 RETIREMENT SYSTEM	6,504	10,176	10,176	8,950	8,950	8,950
100-13-1535-512700 WORKER'S COMPENSATION	2,308	1,844	1,842	1,014	1,014	1,014
100-13-1535-522000 OTHER OUTSIDE SERVICES	625	8,000	1,040	10,000	8,000	8,000
100-13-1535-522201 OFFICE EQUIP-REP & MAINT	45	600	1,385	14,667	12,167	12,167
100-13-1535-522202 AUTO & TRUCK-REP & MAINT	764	600	172	600	600	600
100-13-1535-522206 COMPUTER-REP AND MAINT	24,158	15,530	12,036	15,415	15,415	15,415
100-13-1535-523200 TELEPHONE	1,787	1,680	1,613	1,790	1,790	1,790
100-13-1535-523600 DUES & SUBSCRIPTIONS	0	300	80	300	300	300
100-13-1535-523700 TRAINING & MEETINGS	3,411	7,000	5,882	7,000	6,300	6,300
100-13-1535-523900 UNIFORMS	161	0	0	300	300	300
100-13-1535-531100 OFFICE/COMPUTER SUPPLIES	2,316	4,500	1,875	4,500	4,500	4,500
100-13-1535-531210 WATER SEWER AND GARBAGE	688	678	678	990	990	990
100-13-1535-531225 STORM WATER	208	227	227	250	250	250
100-13-1535-531230 ELECTRICITY	3,645	3,754	3,754	3,600	3,600	3,600
100-13-1535-531270 GASOLINE ALLOCATED	691	1,100	1,100	800	800	800
100-13-1535-542101 OFFICE EQUIPMENT	8,275	0	0	- 0	- 0	- 0
100-13-1535-542400 COMPUTER EQUIPMENT	0	0	0	- 0	- 0	- 0
100-13-1535-551000 ALLOCATION OF EXPENSES	-113,354	-115,168	-67,181	- 0	- 0	- 0
100-13-1535-551101 DATA CENTER EXPENSE	1,162	1,408	1,496	2,505	2,505	2,505
100-13-1535-581200 CAPITAL LEASE PAYMENT	0	0	0	- 0	- 0	- 0
13 GIS	34,904	44,788	32,481	171,094	164,426	164,426

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

13 GIS

100-13-1535-511000 REGULAR PAY

Personnel Requirements:

	Current
GIS Coordinator	1
GIS/GPS Analyst (full-time)	1
	2

100-13-1535-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-13-1535-512101 OPT OUT INSURANCE PLAN

This amount represents $3,000 per employee for expected Opt Out participation.

100-13-1535-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-13-1535-512200 SOCIAL SECURITY PAYMENT

This amount is 7.65% of the total salary of the department.

100-13-1535-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-13-1535-512700 WORKER'S COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-522000 OTHER OUTSIDE SERVICES

Requested Amount: $10,000

Part of this amount goes to contract GPS work. Support is a critical aspect to ensuring the success of any project from start to finish and beyond. This will leverage support and maintenance for the City of Americus & Sumter County Departments. The following items requiring support includes: Geodatabase Support, Geodatabase Management, ESRI software upgrades (ex. 10.2.2 - 10.3+), ArcGIS Online Administration & Support, General GIS Support & Services. This is for services needed from outside sources such as GPS Work, GIS Analyst, Developers or Professionals to help with coding, website, software or GIS issues that we cannot handle in house due to lack of training or lack of personnel. We also want to create a HAS Model which is Hub hosting for the GeoDatabase via internet delivery to the City of Americus & Sumter County department as a Spoke with updates pushed back as changes are synchronized with the Hub. An intrinsic replica at the Spoke allows GeoDatabase access in the event internet access is not immediately available synchronizing changes to the Hub when access is reestablished. This includes Initial training on proper operation of the HAS Model to the specified editor. We will also use this to continue to build our Utilities Network for Water, Sewer and Storm Water.

Recommended Amount: $8,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-522201 OFFICE EQUIP-REP & MAINT

Requested Amount: $14,667

This amount is for miscellaneous repairs to computers, equipment, printers, plotters, GPS equipment, radios, etc.

This also includes the yearly maintenance cost for our new Cannon plotter that was $1385.00 in 2015.

The current Handheld GPS Unit is 4-years old. New equipment will allow the GIS Department to produce more accurate maps, which allows for better decisions. It will also speed up the process of capturing data, reducing the time necessary in the field. This will allow an increase in the output of the GIS Department without an increase in workload. This improved accuracy and quality will benefit not only the GIS Department, but other departments, and especially the field personnel that use our maps as reference to complete their tasks. Also, we need to purchase other GPS software. We currently have been using ArcPad but have not been able to get any support or training for this software because no one in the area is using it. Most all other dealers and agencies are using TerraSync for their GPS equipment. Equipment and new software price is $10,172. We would like to purchase this GPS unit with TerraSync so we will be on the same page with all other GIS agencies and groups for this area.

We would also like to purchase a Trimble R1 GNSS Pocket Sized Receiver that works with iOS, Android or Window® mobile handhelds, smart phones and tablets using Bluetooth® connectivity. When paired with a smart device, the receiver adds professional-grade Global Navigation Satellite System (GNSS) geo-location capabilities to transform consumer devices into high-accuracy mobile data collection systems. With this device we will be able to let other staff use it in the field with tablets and other smart devices to locate data and enter records. Example: Fire Dept when doing yearly fire hydrant inspections, Public Works and Natural Gas when they install or locate utilities. Price for this device is $2,495.

Recommended Amount: $12,167

Removes the Trimble R1 GNSS Pocket Sized Receiver

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $600
The amount requested is for vehicle maintenance.

100-13-1535-522206 COMPUTER-REP AND MAINT
Requested Amount - $15,415
This is the anticipated amount for incidental repairs and upgrades and annual software maintenance contracts. Annual cost for Americus/Sumter County GIS Server/Webpage application hosting and management services with KCS. Additional GIS consulting/programming that may occur. Sumter County will share in some of the cost.

$ 8,000 Annual Website maintenance KCS*, #
$ 5,450 ESRI contract for Software Maintenance Contract in 2015#
$ 765 Trimble Positions Software Maintenance Contract based from 2014 contract# (have not received 2015 price yet)
$ 1,200 miscellaneous upgrades

*Sumter County reimburses half of the KCS annual maintenance. This is budgeted in account number 100-00-0000-334100 Local, State, & Federal Reimbursement.
These are required Maintenance agreements to keep our software current that entitles us to exclusive benefits, support, discounts on training and software updates. If we discontinue our coverage, we will become ineligible for these services and will have to purchase our software at full price.

100-13-1535-523200 TELEPHONE
Requested Amount: $1,790
This is the estimated amount to cover telephone services for the GIS Department.

100-13-1535-523600 DUES & SUBSCRIPTIONS
Requested Amount: $300
This amount is for the subscription fee to Georgia URISA and SERUG, books, magazines, etc.

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-523700 TRAINING & MEETINGS

Requested Amount: $7,000

This amount will cover training and travel expenses for the GIS Coordinator and/or the GPS/GIS Analyst that are needed to maintain the high level of efficiency and accuracy that is required for field operations and database work. These conferences and training meetings are very beneficial to the department in the form of education and networking within the state and the GIS industry. The amount also covers any GIS sponsored meetings or luncheons.

Recommended Amount: $6300

100-13-1535-523900 UNIFORMS

Requested Amount: $300

The requested amount is for City of Americus GIS shirts and rain gear for department employees. We would like to have GIS City shirts to wear when we are working on projects outside the office and the City so people will know who we represent.

100-13-1535-531100 OFFICE/COMPUTER SUPPLIES

Requested Amount: $4,500

This amount is needed for printer supplies such as ink cartridges, printer toners, and paper, as well as other miscellaneous office expenses. This will also cover various equipment if needed throughout the year.

100-13-1535-531210 WATER SEWER AND GARBAGE

The request is for the pro-rata share of the Municipal Building.

100-13-1535-531225 STORM WATER

The request is for the pro-rata share of the Municipal Building.

100-13-1535-531230 ELECTRICITY

The request is for the pro-rata share of the Municipal Building.

ACCOUNT NUMBER/DESCRIPTION

100-13-1535-531270 GASOLINE ALLOCATED

Requested Amount: $800

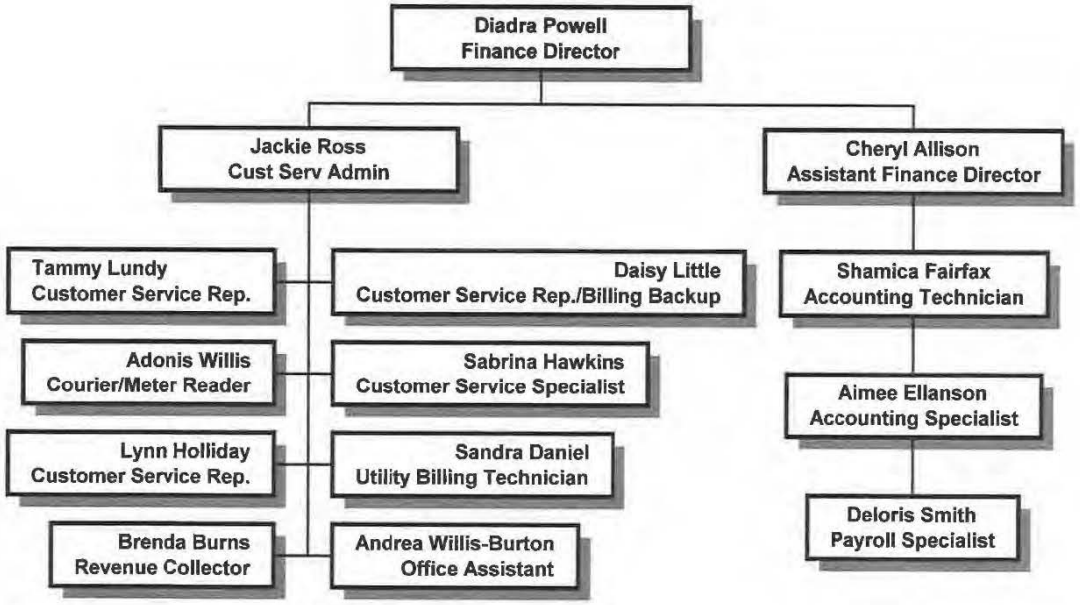
This amount includes gasoline for one vehicle used for mapping and GPS purposes within the City limits as well as travel for County work and E-911 work to 8 other counties. This amount also includes out of town travel for training.

100-13-1535-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

13 GIS

Finance Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

FINANCE/UTILITY BILLING

MISSION STATEMENT/GENERAL OBJECTIVES

We envision the Finance Department to be a well informed, well trained team providing quality customer service, citizen education, excellent treasury management, and quality record keeping for the purpose of maintaining the fiscal integrity and reputation of the City of Americus.

GOALS – 2016

Quality Customer Service:	Time Frame
* Continue to improve internal reporting and processes to increase employee productivity	On-going
* Cross train employees regarding customer service and utility billing duties	On-going
* Study other options for contacting delinquent utility customers	On-going
* Continue to improve the telephone system for improved customer service	On-going
* Update ordinances to include purchasing policies and e-signatures	On-going
* Continue to improve the financial software and utility billing software for more user friendly options for our citizens and utility bill printing options	On-going

Educate/Involve Citizens:	Time Frame
* Educate Citizens through newspaper, radio, & television	As Needed
* Participation in Customer Service Week and other customer focused events	As Needed

Treasury Management / Record Keeping:	Time Frame
* Complete annual audit & submission of CAFR for Certificate of Achievement in Financial Reporting	May/June
* Improve collection of Storm Water only accounts through garnishment/court	On-going
* Complete annual operating and capital budgets for all funds	December
* Complete administration of the Revenue Bond spending and related capital projects	On-going
* Continue to work with GMA on the Hotel/Motel Tax Management contract	On-going
* Continue work on E-Verify/Save Compliance & Reporting	On-going
* Continue to utilize risk assessments to properly adjust customer deposits	On-going
* Continue to improve our collection procedures	On-going

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
14 FINANCE DEPARTMENT						
100-14-1510-511000 REGULAR PAY	273,031	275,035	155,831	275,048	275,048	275,048
100-14-1510-511300 OVERTIME PAY	6,343	8,000	3,325	8,000	8,000	8,000
100-14-1510-512100 GROUP MEDICAL INSURANCE	52,316	60,210	30,312	55,789	45,517	45,517
100-14-1510-512101 OPT OUT INSURANCE PLAN	3,000	3,000	1,846	3,000	3,000	3,000
100-14-1510-512110 GROUP DENTAL INSURANCE	1,520	1,104	930	1,624	1,624	1,624
100-14-1510-512200 SOCIAL SECURITY PAYMENTS	20,662	21,652	12,626	21,653	21,653	21,653
100-14-1510-512400 RETIREMENT SYSTEM	30,259	34,191	34,191	31,333	31,333	31,333
100-14-1510-512700 WORKERS COMPENSATION	500	874	874	874	874	874
100-14-1510-521100 PURCHASED/CONTRACTED SERVICES	0	0	0	- 0	- 0	- 0
100-14-1510-521203 AUDIT FEES	8,006	7,955	6,341	35,000	35,000	35,000
100-14-1510-521205 CLERK OF COURT	6,561	11,400	1,602	11,400	11,400	11,400
100-14-1510-522000 OTHER OUTSIDE SERVICES	32,731	39,750	25,278	39,800	39,800	39,800
100-14-1510-522201 OFFICE EQUIP-REP & MAINT	4,096	5,000	3,888	5,000	5,000	5,000
100-14-1510-522206 COMPUTER-REP & MAINT	12,184	14,240	13,192	15,400	15,400	15,400
100-14-1510-523100 INSURANCE EXPENSE	2,994	3,144	3,381	3,071	3,071	3,071
100-14-1510-523200 TELEPHONE	8,147	9,630	6,008	9,800	9,800	9,800
100-14-1510-523201 POSTAGE	8,104	9,000	-532	4,500	4,500	4,500
100-14-1510-523301 ADVERTISING EXPENSE	3,278	5,100	316	5,000	5,000	5,000
100-14-1510-523550 TAG / TITLE EXPENSE	217	150	0	300	300	300
100-14-1510-523600 DUES & SUBSCRIPTIONS	280	530	325	530	530	530
100-14-1510-523700 TRAINING AND MEETINGS	2,376	3,200	2,464	7,000	7,000	7,000
100-14-1510-523909 SALE FEES	216	1,000	0	1,000	1,000	1,000
100-14-1510-531100 OFFICE/COMPUTER SUPPLIES	7,600	8,400	4,278	8,000	8,000	8,000
100-14-1510-531210 WATER, SEWAGE & GARBAGE	1,512	1,550	1,550	1,500	1,500	1,500
100-14-1510-531225 STORM WATER	493	540	540	540	540	540
100-14-1510-531230 ELECTRICITY	5,360	5,500	5,500	5,500	5,500	5,500
100-14-1510-531270 GASOLINE ALLOCATED	0	0	0	- 0	- 0	- 0
100-14-1510-531700 OTHER SUPPLIES	1,327	2,000	1,491	2,000	2,000	2,000
100-14-1510-541300 BUILDINGS	0	10,000	0	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-14-1510-542101 OFFICE EQUIPMENT	0	0	0	5,000	5,000	5,000
100-14-1510-551000 ALLOCATION OF EXPENSES	-452,201	-482,586	-281,509	- 0	- 0	- 0
100-14-1510-551001 ALLOCATION OF EXPENSES	27,499	34,471	20,108	- 0	- 0	- 0
100-14-1510-551101 DATA CENTER EXPENSE	5,234	6,334	6,475	5,010	5,010	5,010
100-14-1510-573000 BANK CHARGES	1,135	4,500	9,616	21,300	21,300	21,300
100-14-1510-581300 PRINCIPAL PAYMENTS	16,652	17,084	15,634	211,295	17,939	17,939
100-14-1510-582300 INTEREST EXPENSE	5,448	5,018	4,626	4,260	5,269	5,269
100-14-1530-521201 LEGAL EXPENSES	1,468	3,000	3,000	3,000	3,000	3,000
100-14-1565-531108 BUILDING REPAIR & MAINT	4,570	12,159	1,617	5,300	5,300	5,300
14 FINANCE DEPARTMENT	102,917	142,135	95,125	807,827	605,208	605,208

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

14 FINANCE DEPARTMENT

100-14-1510-511000 REGULAR PAY

Personnel Requirements:

	Current
Finance Director	1
Asst Finance Director	1
Customer Service Rep	1
Customer Service Specialist	1
Office Assistant	1
Accounting Technician	1
Accounting Specialist	1
Payroll Technician	1
	8

100-14-1510-511300 OVERTIME PAY

Requested Amount: $8,000

The requested budget includes normal overtime incurred during peak times such as tax, business license, and utility billing due dates.

100-14-1510-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-14-1510-512101 OPT OUT INSURANCE PLAN

This amount represents $3,000 per employee for expected Opt Out participation.

100-14-1510-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-14-1510-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-14-1510-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-14-1510-521203 AUDIT FEES

This is the allocation of the total audit fees to the Finance Department. The total amount for 2016 includes the following:

$34,000	Audit
$ 1,000	Revenue Bond Disclosure or Misc research
$35,000	

100-14-1510-521205 CLERK OF COURT

Requested Amount: $11,400

This amount is based on the charge of $12.00 per Fifa for each delinquent account. The estimated amount for 2016 is 950 Fifas. There is a corresponding revenue account because the fifa is paid by the taxpayer.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-522000 OTHER OUTSIDE SERVICES

Requested:

$ 500	CAFR Application
$ 1,200	Printing of CAFR
$ 1,500	Printing of Budget
$ 9,000	GMA hotel tax management services
$ 5,500	Interim Tax Billing (Harris)
$ 5,500	Final Tax Billing (Harris)
$ 3,600	Web-pay maintenance - Taxes (Harris)
$ 700	Matching Interim and Final Bills (Harris)
$ 7,800	User Fees for Tax Service (Harris-9 Users)
$ 1,200	Annual Browser Maintenance (New Look-9 Users)
$ 2,000	Payments to State for uncashed checks
$ 800	Softdocs - New Bank accounts (estimated 2)
$ 500	Equifax (one half of minimum monthly charge) - credit checks
$39,800	

100-14-1510-522201 OFFICE EQUIP-REP & MAINT

Requested:

$1,000	Postage meter and scales
$3,300	Copier Maintenance
$ 700	Miscellaneous repairs
$5,000	

100-14-1510-522206 COMPUTER-REP & MAINT

This is the amount of maintenance on the hardware and software in the Finance Department.

$13,200	CSI maintenance contract (5% increase annually)
$ 600	Softdocs maintenance contract
$ 600	Incidental printer repairs
$ 1,000	CSI Gemini maintenance (data backup & recovery)
$15,400	

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-523100 INSURANCE EXPENSE
Requested Amount: $3,071

This is the Finance Department allocation for property and liability insurance. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

100-14-1510-523200 TELEPHONE
The requested amount includes the following:

$3,500	Enterprise Billing (Mediacom)
$ 950	Bandwidth (telephone - 8 lines)
$4,500	AT&T Club Service
$ 50	Birch Communications (long distance)
$ 800	Finance Director cell phone(include hotspot/wi-fi)
$9,800	

100-14-1510-523201 POSTAGE
Requested Amount: $4,500
This postage is for the mail for all departments within the city. This includes all correspondence, accounts payable checks to vendors, business license mailings, delinquent tax notices, collection letters, newsletters, etc. The decrease is due to an increase in electronic correspondence and less mailing.

100-14-1510-523301 ADVERTISING EXPENSE
Requested Amount: $5,000
This amount includes newspaper and radio advertising for the following:
Business License reminder
Tax Levy & Tax Foreclosure
Millage Rate - Public Hearing
Budget Notice
Sale of City Property

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-523550 TAG / TITLE EXPENSE

Requested Amount: $300

This line item is to capture the expense of tags and titles for all vehicles purchased by the City in 2016.

100-14-1510-523600 DUES & SUBSCRIPTIONS

The requested amount includes the following:

$380	GFOA (2 memberships)
$150	Times Recorder
$530	

100-14-1510-523700 TRAINING AND MEETINGS

Requested Amount: $7,000

$1,600	Georgia Finance Officer's Association
$1,400	GMA Annual Meeting
$1,000	Webinars (GFOA & CSI)
$3,000	Carl Vinson Inst. of Gov't(Staff training including Finance Officer Certification
$7,000	

100-14-1510-523909 SALE FEES

Requested Amount: $1,000

This is the handling charges for the sale of surplus assets through GovDeals.com.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $8,000
This includes miscellaneous office supplies, computer paper, ribbons, toner, various check stock, W2's, 1099's, etc. The requested amount is the same as the 2014 budgeted amount.

100-14-1510-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $1,500
The requested amount is the 2015 current ytd amount annualized.

100-14-1510-531225 STORM WATER
Requested Amount: $540
This is the storm water fees for the building and parking lot at the Customer Service Center. The requested amount is the 2015 ytd annualized.

100-14-1510-531230 ELECTRICITY
Requested Amount: $5,500
This is for electricity at the Customer Service Center. The requested amount is the 2015 current ytd amount annualized.

100-14-1510-531700 OTHER SUPPLIES
Requested Amount: $2,000
This is for janitorial supplies and other supplies needed to support the Customer Service Center.

100-14-1510-542101 OFFICE EQUIPMENT
Requested Amount: $5000

This is an estimated amount based on quotes to replace a Laser Printer in the Finance Department. This is a shared printer by the Finance Department and is used in the day to day operations of the department in addition to the printing of both payroll checks and accounts payable checks weekly.

100-14-1510-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

ACCOUNT NUMBER/DESCRIPTION

100-14-1510-573000 BANK CHARGES
Requested Amount: $21,300
The request is for funds to cover stop payment charges on lost or incorrect accounts payable checks and for maintenance fees over and above interest earned on bank accounts.

100-14-1510-581300 PRINCIPAL PAYMENTS
Requested Amount: $211,295
This is the capital lease payment to the Payroll Development Authority for the Customer Service Center. According to the intergovernmental agreement this loan is to pay off in 2016.

Recommended Amount: $17,939
This is the capital lease payment to the Payroll Development Authority for the Customer Service Center with anticipated refinancing in October 2016.

100-14-1510-582300 INTEREST EXPENSE
Requested Amount: $4,260
This is the capital lease interest payment to the Payroll Development Authority for the Customer Service Center.

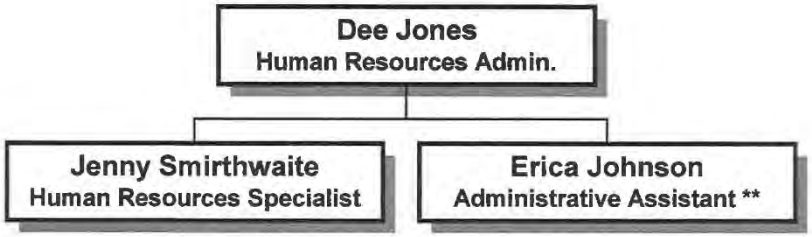
Recommended Amount: $5,269

100-14-1530-521201 LEGAL EXPENSES
Requested Amount: $3,000
This is for professional handling of collection issues arising from bankruptcies, defaulted loans, etc. This also includes legal assistance on ordinance changes, contracted services, such as audits, and tax foreclosures.

100-14-1565-531108 BUILDING REPAIR & MAINT
Requested Amount: $5,300
The requested amount is for HVAC, plumbing, electrical repairs, and general maintenance of the Customer Service Center. This amount also includes pest control and monthly alarm montoring services.

14 FINANCE DEPARTMENT

Human Resources Department
Budgeted 2016



** Time is shared between City Manager and Human Resources

CITY OF AMERICUS
2016 OPERATING BUDGET

HUMAN RESOURCES

MISSON STATEMENT/GENERAL OBJECTIVES

The Human Resources Department assists the City in attaining long-term strategic goals by providing a viable workforce to deliver the quality services to our citizens. The viable workforce is attained through careful applicant screening, proper employee training, and the sound benefit/employment advice to employees in all departments.

GOALS – 2016

1. Continue to provide a professional Human Resource Department that is efficient and seamless in its' ability to provide a high level of quality customer service to employees and the public by streamlining HR departmental procedures, identifying gaps, evaluating HR staff positions, and shifting responsibilities as needed to improve work flow and reducing the error rate.

2. Improve recruiting initiatives, incentives and benefits in order to position the City as an attractive, competitive employer that will result in increasing the interest of highly qualified individuals to join our workforce; broaden the use of job posting boards and advertising tools to increase visibility of vacancies.

3. Collaborate with City Manager and Department Heads to conduct an audit of the pay classification list and grade orders; determine if position analysis and re-classification is needed for those titles that are currently unaligned with day-to-day responsibilities.

4. Participate in training programs focused on employment compliance, rules and regulations (i.e., FLSA, FMLA and Health Care Reform) ensuring the HR Department is continuing to provide up-to-date knowledge of Federal and State employment and labor laws pertaining to Public Entity.

5. Establish a Personnel Policy Review Committee to review and update all personnel policies in order to ensure deliverance of policies that are clear, concise and incompliance with Federal and State regulations while addressing the current needs of the City's workforce; develop an enhanced strategy of communicating personnel policy updates to all employees.

6. Revamp the performance appraisal process that will include a user friendly appraisal form design that is easier to comprehend by both supervisors and employees improving its' effectiveness and on-going communication of performance and progress

throughout the year; ensure supervisors are setting goals and objectives with employees prior to their anniversary.

7. Implement an improved incentive based health and wellness program increasing awareness and importance of living healthier lifestyles that will ultimately improve employee's quality of life, work performance and productivity through the support of Corporate Health Partners and continued partnership with Phoebe Health Partners and UGA Extension.

8. Implement a comprehensive training program and curriculum designed to improve employee's overall performance, legal compliance and safety.

9. Provide a working Safety Committee to be knowledgeable of what needs to be promoted in our City to lower accidents and workers compensation claims with our employees; Evaluate the program on a quarterly basis to identify training opportunities.

10. Improve the orientation program for new employees in order to introduce City's the organizational design and departmental structure; provide an overview of personnel policies.

11. Continue to provide an annual recognition program for all employees to recognize years of service, safety and attendance.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
15 HUMAN RESOURCES						
100-15-1530-521201 LEGAL EXPENSES	2,202	3,000	480	3,000	3,000	3,000
100-15-1540-511000 REGULAR PAY	81,139	81,499	47,101	95,976	95,976	95,976
100-15-1540-511300 OVERTIME PAY	961	2,000	1,509	2,000	2,000	2,000
100-15-1540-512100 GROUP MEDICAL INSURANCE	13,138	17,203	9,127	19,925	16,256	16,256
100-15-1540-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-15-1540-512110 GROUP DENTAL INSURANCE	319	276	237	508	508	508
100-15-1540-512200 SOCIAL SECURITY PAYMENTS	6,020	6,388	3,822	7,495	7,495	7,495
100-15-1540-512400 RETIREMENT SYSTEM	10,029	10,087	10,087	10,846	10,846	10,846
100-15-1540-512700 WORKERS' COMPENSATION	148	258	1,615	303	303	303
100-15-1540-512900 WELLNESS PROGRAM	4,648	8,500	5,105	9,500	9,500	9,500
100-15-1540-512901 EMPLOYEE RELATION EXP	2,835	3,400	0	3,400	3,400	3,400
100-15-1540-522000 OTHER OUTSIDE SERVICES	24,365	37,100	13,609	76,270	76,270	76,270
100-15-1540-522201 OFFICE EQUIP-REP & MAINT	487	1,500	668	1,500	1,500	1,500
100-15-1540-522206 COMPUTER-REPAIR & MAINT	1,242	2,000	1,367	2,000	2,000	2,000
100-15-1540-523200 TELEPHONE	2,090	2,015	1,997	2,615	2,615	2,615
100-15-1540-523301 ADVERTISING EXPENSE	36,608	17,000	8,579	13,000	7,630	7,630
100-15-1540-523600 DUES & SUBSCRIPTIONS	2,915	3,798	1,634	1,998	1,998	1,998
100-15-1540-523700 TRAINING AND MEETINGS	1,271	3,310	1,238	3,310	3,310	3,310
100-15-1540-531100 OFFICE/COMPUTER SUPPLIES	2,836	2,000	1,997	2,361	2,361	2,361
100-15-1540-531210 WATER, SEWAGE & GARBAGE	380	374	374	374	374	374
100-15-1540-531225 STORM WATER	115	125	125	125	125	125
100-15-1540-531230 ELECTRICITY	2,012	2,071	2,071	2,071	2,071	2,071
100-15-1540-531402 SAFETY PROGRAM EXPENSE	873	0	0	2,500	- 0	- 0
100-15-1540-551000 ALLOCATION OF EXPENSES	-32,015	-30,797	-17,965	- 0	- 0	- 0
100-15-1540-551101 DATA CENTER EXPENSE	1,163	1,408	1,361	1,252	1,252	1,252
15 HUMAN RESOURCES	165,781	174,515	96,137	262,329	250,790	250,790

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

15 HUMAN RESOURCES

100-15-1530-521201 LEGAL EXPENSES

Requested Amount: $3,000 This request is for the acquisition of legal advisement regarding employee related issues and review of personnel ordinances as needed.

100-15-1540-511000 REGULAR PAY

Personnel Requirements:	Current	Requested
Human Resources Administrator	1	1
Human Resources Specialist	1	1
Administrative Assistant(1/2)	0	.5
	2	2.5

This amount includes a fifty percent allocation of the Administrative Assistant salary in supporting the HR Department with the following responsibilities: First point of contact with internal and external customers, serving as a gatekeeper, answering incoming phone calls, assist with responding to employees and citizens concerns and inquiries in a timely manner, serve as a file clerk for the Department, assist with coordinating recruitment and on-boarding efforts to assist the HR Director with ensuring the City is in compliance with labor laws, provide admin support to current HR team members which will result in the ability to improve productivity and output, reduce the Department's error rate, provide a higher level of customer service and improved efficiencies.

100-15-1540-511300 OVERTIME PAY

Requested Amount: $2,000

The requested amount includes overtime for Open Enrollment, organizing annual Health Fair and other special projects in order to meet deadlines.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-15-1540-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-15-1540-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-15-1540-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-15-1540-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-15-1540-512900 WELLNESS PROGRAM

Requested $9,500

$8,000	Incentives for program participation
$1,000	Health Fair/Kick Off
$500	Gym Equipment repairs
$9,500	

The amount requested is to continue to promote health & wellness, encourage employees to live healthier lifestyles which leads to increased morale, productivity and a decrease to health insurance premimums.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-512901 EMPLOYEE RELATION EXP

Requested $3,400

$3,000	Employee Recognition program
$ 400	New Employee Orientation
$3,400	

The requested amount includes the employee recognition program for 2016. Employee recogition program is to recognize and reward work and behaviors that support the mission, goals, values and initiatives of the city of Americus.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-522000 OTHER OUTSIDE SERVICES

Requested: $76,270

The requested amount includes the following:

$17,000	Physicals and drug tests
$ 700	DOT drug tests
$ 2,000	Health Dept - Haz Mat & Hepatitis B
$ 4,000	EAP Program (includes yearly drug & alcohol training)
$ 4,000	Promotional Assessment
$ 100	Shipping & postage
$ 1,500	Other (psychologicals, fingerprints, polygraphs)
$ 1,800	Cobra Administration Fee
$ 4,800	ACA Reinsurance reassessment fee (177 employees @ $27.00pm)
$ 370	**ACA CERF fee per covered life (177 employees @ $2.08pm)
$40,000	***Health Insurance Broker Services
$76,270	

** This additional requested amount is for the annual PPACA CERF fee that the City of Americus is required to pay to cover health insurance renewal dates April 1, 2014 through March 31, 2015. The total is calulated based on the average number of covered lives multiplied by $2.08.

*** This additional requested amount is for a professional insurance broker (Broker) to represent the City of Americus in various insurance markets including health, life, dental, and the city's cafeteria plan which currently includes cancer, vision, disability, intensive care, and related services.

100-15-1540-522201 OFFICE EQUIP-REP & MAINT

Requested Amount: $1,500

This requested amount is for 1/2 of the maintenance contract on the copier. The City Manager dept pays the other half.

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-522206 COMPUTER-REPAIR & MAINT
Requested Amount: $2,000
This includes CSI software maintenance and upgrades for the Personnel Module.

100-15-1540-523200 TELEPHONE
Requested: $2,615

The requested amount includes telephone and internet as follows:

$1,200	Enterprise Billing (Mediacom)
$ 315	Bandwidth (telephone - 2 lines)
$ 500	AT&T Club service
$ 600	*City cell phone
$2,615	

*Amount requested include an increase for a City issued cell phone to be used by HR Director.

100-15-1540-523301 ADVERTISING EXPENSE
Requested Amount: $13,000
The amount requested is reduced as a result of the change in format of positions advertised in the Americus Times Recorder. The amount requested includes advertising position vacancies in order to obtain a qualified pool of applicants. This considers both expected price and volume.

Recommended Amount: $7630

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-523600 DUES & SUBSCRIPTIONS
Requested: $1,998

The amount requested includes the following:

$ 100	GA Local Government Personnel Assoc (2)
$ 550	Fair Labor Standards Act upgrades
$ 900	National Safety Council
$ 148	Americus Times Recorder
$ 300	Unemployment Control Program Fee
$1,998	

100-15-1540-523700 TRAINING AND MEETINGS
Requested: $3,310

Requested

$1,810	GLGPA Spring & Fall Conference-H R Administrator and HR Specialist
$ 500	Defensive Driving Workbooks
$ 500	Workers Comp Training
$ 500	Legal update training
$3,310	

ACCOUNT NUMBER/DESCRIPTION

100-15-1540-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $2,361
$1,000 Printer Cartridges
$ 500 Other office supplies
$ 500 1/2 of copier supplies
$ 361 * 2 larger monitors

$2,361

* This requested amount includes 2 larger monitors for HR staff to have the ability to multi-task when completing multiple projects.

100-15-1540-531210 WATER, SEWAGE & GARBAGE
The request is for the pro-rata share of the Municipal Building.

100-15-1540-531225 STORM WATER
The request is for the pro-rata share of the Municipal Building.

100-15-1540-531230 ELECTRICITY
The request is for the pro-rata share of the Municipal Building.

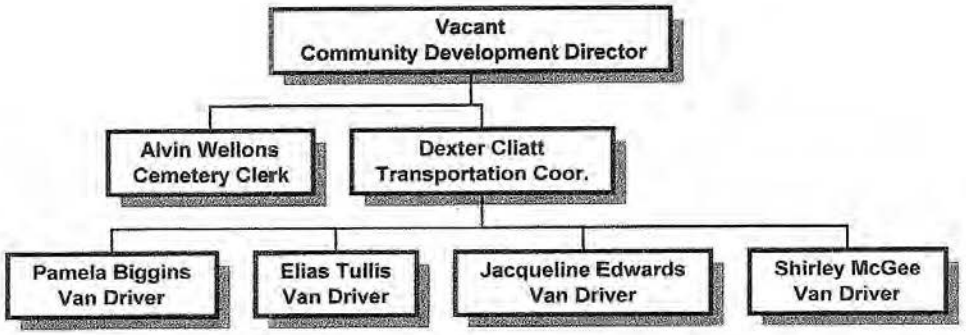
100-15-1540-531402 SAFETY PROGRAM EXPENSE
Requested Amount: $2,500
This is for annual employee safety incentives and recognition.

Recommended Amount; $0.00

100-15-1540-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

15 HUMAN RESOURCES

Community Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

COMMUNITY DEVELOPMENT

MISSION STATEMENT/GENERAL OBJECTIVES

1. Continue providing quality customer service by delivering prompt service of information regarding any Community Development Department item including: information on regulations concerning historic preservation, annexation, variance appeals and housing programs; concerns, claims, as well as economic development items such as: business recruitment and retention, special activities, events, and promotions, marketing efforts, downtown Americus/Main Street, revolving loan program, and various economic development projects.
2. Continue to serve and create opportunities for the citizens of Americus by continuing to go above and beyond our duties and responsibilities.

GOALS - 2016

1. Implement the Urban Redevelopment Plan
2. Submit CDBG & CHIP Grant applications and be selected as grant award recipient
3. Work with the Housing Authority to encourage the construction of single family homes
4. Work with developer regarding tax credit housing development
5. Develop potential plans for former Harvey's building on South Lee Street and Furlow School and actively pursue developers and/or businesses to locate
6. Recruit businesses needed according to Business needs analysis assessment
7. Implement co-op marketing plan
8. Propose the creation of an Entertainment/Hospitality District in the CBID
9. Explore opportunities to redevelop vacant buildings
10. Grow tourism industry
11. Provide efficient and effective public transportation services
12. Implement identified priority items within the Economic Development Action Plan
13. Continue facilitation of internship program
14. Continue implementation of Economic Development roundtable comprised of economic development counterparts
15. Continue to foster a downtown district that is vibrant and obtains a good mixture of uses and businesses
16. Coordinate and implement Americus GICH Team Alumni initiatives
17. Actively participate in GeorgiaForward Young Gamechangers program
18. Continue working with Archway on various projects

19. Provide assistance/incentives to retain current businesses in Americus

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
16 COMMUNITY DEVELOPMENT						
100-16-1530-521201 OTHER LEGAL EXPENSES	1,038	500	615	2,000	2,000	2,000
100-16-1565-531108 BLDG REPAIRS & MAINT	0	1,000	0	1,000	1,000	1,000
100-16-5500-523906 TROLLEY EXPENSES	0	0	0	- 0	- 0	- 0
100-16-5500-523907 AMERICUS CAR-SAM SHORTLINE	0	0	0	- 0	- 0	- 0
100-16-7310-511000 REGULAR PAY	57,167	58,265	33,435	58,265	4,853	4,853
100-16-7310-511300 OVERTIME PAY	0	0	0	- 0	- 0	- 0
100-16-7310-512100 GROUP MEDICAL INSURANCE	8,352	8,601	4,361	7,970	664	664
100-16-7310-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-16-7310-512110 GROUP DENTAL INSURANCE	395	138	118	203	17	17
100-16-7310-512200 SOCIAL SECURITY PAYMENTS	4,109	4,457	2,660	4,457	371	371
100-16-7310-512400 RETIREMENT SYSTEM	13,061	7,038	7,038	6,450	538	538
100-16-7310-512700 WORKERS COMPENSATION	410	196	196	196	- 0	- 0
100-16-7310-522000 OTHER OUTSIDE SERVICES	15,390	10,600	600	10,600	10,600	10,600
100-16-7310-522201 OFFICE EQUIP-REP AND MAIN	78	1,000	0	500	500	500
100-16-7310-522202 AUTO & TRUCK-REP & MAINT	2,142	2,500	2,353	- 0	- 0	- 0
100-16-7310-522206 COMPUTER-REP AND MAINT	0	2,400	0	500	500	500
100-16-7310-523200 TELEPHONE	2,560	2,400	2,248	2,400	2,400	2,400
100-16-7310-523301 ADVERTISING EXPENSE	310	1,000	460	1,000	1,000	1,000
100-16-7310-523600 DUES AND SUBSCRIPTIONS	0	1,000	0	1,200	1,200	1,200
100-16-7310-523700 TRAINING AND MEETINGS	2,791	5,400	0	6,900	6,900	6,900
100-16-7310-531100 OFFICE/COMPUTER SUPPLIES	1,958	1,500	37	1,500	1,500	1,500
100-16-7310-531210 WATER,SEWER,AND GARBAGE	688	678	678	678	678	678
100-16-7310-531225 STORM WATER	208	227	227	227	227	227
100-16-7310-531230 ELECTRICITY	4,295	3,754	3,754	3,754	3,754	3,754
100-16-7310-531270 GASOLINE ALLOCATED	529	900	2,425	- 0	- 0	- 0
100-16-7310-531700 OTHER SUPPLIES	24	200	0	1,200	1,200	1,200
100-16-7310-541200 LAND AND IMPROVEMENTS	0	0	0	- 0	- 0	- 0
100-16-7310-542200 TRUCKS AND AUTOMOBILES	0	0	0	27,000	- 0	- 0
100-16-7310-542900 OTHER CAPITAL EXPENDITURES	0	0	0	35,000	35,000	35,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-16-7310-551000 ALLOCATION OF EXPENSES	0	-23,016	-13,426	- 0	- 0	- 0
100-16-7310-551101 DATA CENTER EXPENSE	1,744	1,408	1,487	1,252	1,252	1,252
100-16-7310-581200 CAPITAL LEASE PAYMENTS	0	0	0	5,963	- 0	- 0
100-16-7500-523302 MARKETING & PROMOTIONS	15,168	118,832	86,668	- 0	- 0	- 0
100-16-7500-571000 TRANSFER TO OTHER FUNDS	0	131,000	0	75,000	75,000	75,000
16 COMMUNITY DEVELOPMENT	132,417	341,978	135,934	255,215	151,154	151,154

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

16 COMMUNITY DEVELOPMENT

100-16-1530-521201 OTHER LEGAL EXPENSES

Requested Amount: $2,000

This amount is for review and update of ordinances, street closings, property deeds prepared, and other misc legal matters. This amount has increased due to increased volume of zoning activity and potential anexation requests. Also included in this request is review of bylaws for the Urban Redevelopment Agency.

100-16-1565-531108 BLDG REPAIRS & MAINT

Requested Amount: $1,000

This amount is for miscellaneous repairs at Furlow School, the Train Depot, Joyce Myers Park, and Rees Park Economic Development Center.

100-16-7310-511000 REGULAR PAY

Personnel Requirements:

	Current
Community Development Director	1

100-16-7310-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-16-7310-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-16-7310-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-16-7310-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-16-7310-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-16-7310-522000 OTHER OUTSIDE SERVICES

Requested:	Recommended:	
$10,000	$10,000	Archway Partnership Project
$ 600	$ 600	Equifax (1/2 of minimum monthly chg)-credit check
$10,600	$10,600	

100-16-7310-522201 OFFICE EQUIP-REP AND MAIN

Requested Amount: $500

This amount is for miscellaneous repairs to radios, the typewriter, fax machine, radio batteries (3@$90 each), and copier maintenace contract.

100-16-7310-522206 COMPUTER-REP AND MAINT

Requested Amount: $500

100-16-7310-523200 TELEPHONE

The requested amount includes telephone and internet as follows:

$2,000	Enterprise Billing (Mediacom)
$ 400	Bandwith (telephone - 3 lines)
$2,400	

100-16-7310-523301 ADVERTISING EXPENSE

Requested Amount: $1,000

This amount is for all advertising necessary for public hearings in reference to HPC, and notices informing the public of changes to codes or policies.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-16-7310-523600 DUES AND SUBSCRIPTIONS

Requested Amount: $1,200

$ 25	Arbor Day Foundation
$ 25	National Alliance of Preservation Comm
$ 400	American Planning Association
$ 60	GAZA
$ 100	GAAPA
$ 200	Keep America Beautiful
$ 390	Other miscellaneous dues/subscriptions
$1,200	

The $200.00 for Keep America Beautiful is being moved here from 100-22-7200-523600 in Planning and Inspection.

100-16-7310-523700 TRAINING AND MEETINGS

Requested	
$1,000	CDBG/CHIP Workshops (Reimbursable)
$ 200	TEA/LEAD Workshops (Reimbursable)
$ 100	DOT workshop for Transportation
$ 350	HPC member workshops
$1,500	GMA Annual Meeting
$ 500	Housing Conferences
$ 750	Planning & Zoning Training
$2,500	Carl Vinson Inst.*
$6,900	

*This is requested for training on the topics of land use, meeting decorum, and planning. The training will be for our Planning and Zoning Commissioners, Variance Board Members, Staff, and the Mayor and Council. This was approved in 2015 but has been held over to 2016.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-16-7310-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $1,500
The budget request is for annexation info, newcomer packets, committee handbooks, HPC guidelines, and binders as well as paper and other supplies for office operations.

100-16-7310-531210 WATER,SEWER,AND GARBAGE
The request is for the pro-rata share of the Municipal Building.

100-16-7310-531225 STORM WATER
The request is for the pro-rata share of the Municipal Building.

100-16-7310-531230 ELECTRICITY
The request is for the pro-rata share of the Municipal Building.

100-16-7310-531700 OTHER SUPPLIES
Requested Amount: $1,200
An additional $1,000 has been moved from 100-22-7200-531700 for Keep America Beautiful

100-16-7310-542200 TRUCKS AND AUTOMOBILES
Requested Amount: $27,000
$ 27,000 Vehicle Replacement (lease purchase)

Recommended Amount: $0.00

This amounts removes the vehicle.

100-16-7310-542900 OTHER CAPITAL EXPENDITURES
Requested Amount: $35,000

This amount is for the purchase and maintenance of a new website.

ACCOUNT NUMBER/DESCRIPTION

100-16-7310-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

100-16-7310-581200 CAPITAL LEASE PAYMENTS
This includes the principal and interest payments for the following capital leases:
$5,963 Vehicle Replacement (2016) assumes 5 months of payments

$5,963

Recommended: $0.00

The recommended amount removes the vehicle.

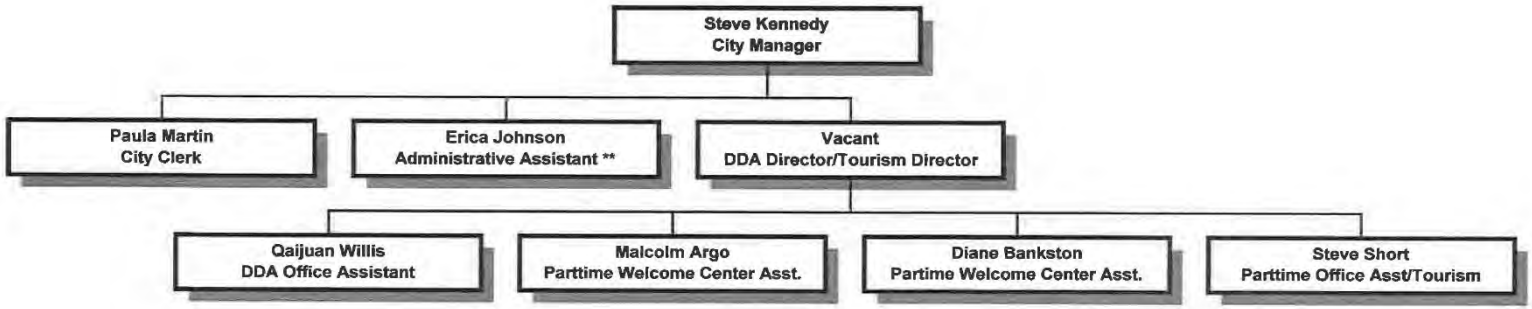
100-16-7500-571000 TRANSFER TO OTHER FUNDS
Requested Amount: $75,000
$ 75,000 TE Project* (2015 carryover)

$ 75,000

*This is the local match requirements for the projects/grants.

16 COMMUNITY DEVELOPMENT

City Manager
Budgeted 2016



** Time is shared between City Manager and Human Resources

CITY OF AMERICUS
2016 OPERATING BUDGET

City Manager

MISSION STATEMENT/GENERAL OBJECTIVES

The Mission of the City Manager's Department is to direct the administration of all the departments and the operations of the City in accordance with policies, goals, objectives, and mission set by the Mayor and City Council of the City of Americus.

GOALS – 2016

Goal Category	Action
Encourage citizen involvement	Advertise for volunteers and maintain list of citizens who want to serve; develop internship program; promote Neighborhood Watch meetings; support Renaissance vision; communicate with citizens through PSAs, social media and other avenues as needed.
Employee Development	Providing training to all employees as needed Revise Policy & Procedure Manual; Update Purchasing Manual; Revise City Ordinances as needed; re-evaluate organization and functions of all City departments.
Human Resources function	Revise employee orientation to include all necessary and applicable information; Revise Personnel Manual; Revise Employee Evaluation process.
Audits	Conduct continuous evaluation of processes and procedures.
Customer Service	Utilize technology to improve customer service.
Planning	Meet on a weekly basis with all Department Heads and direct reports
	Plan and conduct retreat in July to review strategic plan, assess the needs, and evaluate the effectiveness of services/programs provided.

Boards, Commissions, and Authorities	Work toward improving relationships with all groups by attending meetings and working with staff.
	Serve on the City of Americus Planning and Zoning Commission
	Work with the Archway Executive Committee and attend the monthly meetings
	Continue the re-organization of Main Street/DDA/Tourism Program
Urban Redevelopment Plan	Continue and evaluate the Urban Redevelopment plan, urban redevelopment agency, and land bank authority
Financial	Ensure that the Fund Balance policy is followed in the budget process.
	Work with Diadra Powell on the mid-year analysis and the millage rate calculation.
	Complete recommended 5 year capital improvement program.
	Closely monitor city revenues and expenditures on a regular basis to have the knowledge needed to make instant decisions and recommendations to the staff and council.
	Prepare recommended operating budget
Computer/ Technology Issues	Continue to work with NEOS for the provision of managed services as efficiently as possible.
	Work within the NEOS contract to prepare a 5 year capital plan and a regular maintenance plan for all city departments.
Sumter County	Coordinate efforts and services of the Land Bank Authority and the PDA; work with County to develop a plan for county owned streets inside the city limits

Council/Staff Relations	Work on ways to improve understanding of roles, responsibilities, and relationships.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
18 CITY MANAGER						
100-18-1320-511000 REGULAR PAY	151,118	154,637	80,946	183,660	183,660	183,660
100-18-1320-511300 OVERTIME PAY	326	250	241	- 0	- 0	- 0
100-18-1320-512100 GROUP MEDICAL INSURANCE	22,826	25,804	4,914	11,955	9,754	9,754
100-18-1320-512101 OPT OUT INSURANCE PLAN	0	0	1,962	3,000	3,000	3,000
100-18-1320-512110 GROUP DENTAL INSURANCE	395	414	220	508	508	508
100-18-1320-512200 SOCIAL SECURITY PAYMENTS	11,468	11,849	6,387	14,050	14,050	14,050
100-18-1320-512400 RETIREMENT SYSTEM	13,850	18,710	18,710	20,331	20,331	20,331
100-18-1320-512700 WORKERS' COMPENSATION	398	520	520	587	587	587
100-18-1320-522000 OTHER OUTSIDE SERVICES	5,246	5,500	2,973	4,700	2,400	2,400
100-18-1320-522201 OFFICE EQUIP-REP & MAINT	1,004	900	668	900	900	900
100-18-1320-522202 AUTO & TRUCK-REP & MAINT	216	0	0	1,000	1,000	1,000
100-18-1320-522206 COMPUTER-REP & MAINT	11,399	14,024	6,073	14,024	12,374	12,374
100-18-1320-523200 TELEPHONE	4,093	3,582	2,895	3,938	3,938	3,938
100-18-1320-523301 ADVERTISING EXPENSE	122	750	535	750	750	750
100-18-1320-523600 DUES & SUBSCRIPTIONS	175	1,065	355	1,420	1,420	1,420
100-18-1320-523700 TRAINING & MEETINGS	5,850	4,300	4,302	12,600	9,950	9,950
100-18-1320-523900 UNIFORMS	0	0	0	- 0	- 0	- 0
100-18-1320-531100 OFFICE/COMPUTER SUPPLIES	2,763	4,022	1,341	3,000	2,000	2,000
100-18-1320-531210 WATER, SEWAGE & GARBAGE	657	687	687	687	687	687
100-18-1320-531225 STORM WATER	251	230	230	230	230	230
100-18-1320-531230 ELECTRICITY	3,693	3,801	3,801	3,801	3,801	3,801
100-18-1320-531270 GASOLINE ALLOCATED	536	100	100	500	500	500
100-18-1320-531700 OTHER SUPPLIES	0	0	0	- 0	- 0	- 0
100-18-1320-542101 OFFICE EQUIPMENT	0	0	0	- 0	- 0	- 0
100-18-1320-542400 COMPUTER EQUIPMENT	0	0	0	700	700	700
100-18-1320-542900 OTHER CAPITAL EXPENDITURE	0	0	0	- 0	- 0	- 0
100-18-1320-551000 ALLOCATION OF EXPENSES	-179,080	-211,212	-123,207	- 0	- 0	- 0
100-18-1320-551101 DATA CENTER EXPENSE	1,666	2,111	2,229	1,879	1,879	1,879
100-18-1400-571000 ELECTION EXPENSE	11,833	3,000	0	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-18-1530-521201 LEGAL EXPENSES	8,986	4,500	1,500	3,000	2,000	2,000
18 CITY MANAGER	79,792	49,544	18,382	287,220	276,419	276,419

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

18 CITY MANAGER

100-18-1320-511000 REGULAR PAY

Personnel Requirements:

	Current	Requested
Chief Administrative Officer	1	1
City Clerk	1	1
Administrative Assistant(1/2)	1	.5
	3	2.5

This amount includes a fifty percent allocation of the Administrative Assistant salary in supporting the HR Department

100-18-1320-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-18-1320-512101 OPT OUT INSURANCE PLAN

This amount represents $3,000 per employee for expected Opt Out participation.

100-18-1320-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-18-1320-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-18-1320-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-18-1320-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-18-1320-522000 OTHER OUTSIDE SERVICES

The requested amount includes the following:

$1,300	Document Purging
$3,000	Codification of Ordinances
$ 400	Code of Ordinances-Internet
$4,700	

Recommended Amount: $2,400

100-18-1320-522201 OFFICE EQUIP-REP & MAINT

Requested Amount: $900

The requested amount is for copier and radio maintenance. The copier maintenance is shared equally with the Human Resources department.

100-18-1320-522202 AUTO & TRUCK-REP & MAINT

Requested Amount: $1000.00

100-18-1320-522206 COMPUTER-REP & MAINT

The requested amount includes the following:

$ 4,500	Laserfiche software maintenance
$ 2,900	CSI software/hardware maintenance
$ 6,624	Accela monthly fee (formally IQM2)
$14,024	

Recommended Amount: $12,374

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-18-1320-523200 TELEPHONE

The requested amount includes the following:

$ 600	Enterprise Billing (Mediacom internet)
$ 694	Bandwidth (telephone)
$1,444	Fax/elevator through AT&T
$1,200	Cell phones (2)
$3,938	

This is based on actual spent for 2015.

100-18-1320-523301 ADVERTISING EXPENSE

Requested Amount: $750

This includes advertising for City Holiday closings and other miscellaneous advertising required. We share the closing ads with Sumter County. The request is lower than in the past as we are using PSA's and other free advertising as much as possible.

100-18-1320-523600 DUES & SUBSCRIPTIONS

The request includes the following:

$ 125	GCCMA (CM)
$ 75	GMC/FOA
$ 20	GA Records Assoc.
$ 135	IIMC dues
$1,000	ICMA dues (CM)
$ 35	NIGP GA Chapter dues (purchasing)
$ 30	GPAG (purchasing)
$1,420	

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-18-1320-523700 TRAINING & MEETINGS

CM

Requested	
$ 1,200	GCCMA Spring & Fall Conference
$ 1,000	GMA Annual Conference
$ 1,400	ICMA Conference

CITY CLERK

Requested	
$ 1,600	Municipal Clerks Conference-Feb & Sept*
$ 2,400	GMA Annual Conference
$ 800	Georgia Records Conference **
$ 800	Finance Officer Certification*
$ 1,000	Other travel ***

ADMINISTRATIVE ASSISTANT

Requested	
$ 800	Municipal Clerks Conference (1 class)**
$ 800	Finance Officer Certification Class **
$ 800	Other expenses, meals for business meetings

$12,600

*Required to maintain certification.
** This training is needed to stay abreast of the Records Retention laws.
**The Administrative Assistant can take Finance Officer and other secretarial classes at this conference.
*** Other travel is related to the City Clerk serving on various board for the Clerks and Finance Officers Association as well as the GMA Member Services Committee.

Recommended Amount: $9,950

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-18-1320-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $3,000
The amount requested is based on the actual amount spent YTD and annualized.

Recommended Amount: $2,000

100-18-1320-531210 WATER, SEWAGE & GARBAGE
The request is for the pro-rata share of the Municipal Building.

100-18-1320-531225 STORM WATER
The request is for the pro-rata share of the Municipal Building.

100-18-1320-531230 ELECTRICITY
The request is for the pro-rata share of the Municipal Building.

100-18-1320-531270 GASOLINE ALLOCATED
Requested Amount: $500
This is the most current ytd amount annualized.

100-18-1320-542400 COMPUTER EQUIPMENT
Requested Amount: $700

IPAD and accesories for City Manager

100-18-1320-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

100-18-1530-521201 LEGAL EXPENSES
Requested Amount: $3,000
This is difficult to estimate because we cannot anticipate all legal matters that may occur in a year.

Recommended Amount: $2,000

18 CITY MANAGER

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
19 REES PARK EDC						
100-19-1530-521201 LEGAL EXPENSES	0	0	0	- 0	- 0	- 0
100-19-1565-531108 BUILDING REPAIR & MAINT	9,508	18,282	5,644	40,608	38,282	38,282
100-19-7520-522000 OTHER OUTSIDE SERVICES	728	700	987	500	500	500
100-19-7520-523100 INSURANCE EXPENSE	4,660	5,121	3,909	4,804	4,804	4,804
100-19-7520-523200 TELEPHONE	6,810	4,100	5,027	6,600	6,600	6,600
100-19-7520-531210 WATER, SEWAGE, & GARBAGE	3,741	3,700	3,142	3,700	3,700	3,700
100-19-7520-531225 STORM WATER	28	500	249	500	500	500
100-19-7520-531230 ELECTRICITY	15,032	11,496	7,332	11,496	11,496	11,496
100-19-7520-531700 OTHER SUPPLIES	150	500	141	- 0	- 0	- 0
100-19-7520-551000 ALLOCATION OF EXPENSES	35,699	62,011	36,173	- 0	- 0	- 0
19 REES PARK EDC	76,355	106,410	62,604	68,208	65,882	65,882

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

19 REES PARK EDC

100-19-1565-531108 BUILDING REPAIR & MAINT

Requested	Recommended	Approved	
$ 1,832	$ 1,832	$ 1,832	HVAC maintenance contract
$ 1,020	$ 1,020	$ 1,020	Elavator maintenance contract
$ 2,500	$ 2,500	$ 2,500	Elevator repairs not covered by contract
$ 360	$ 360	$ 360	Fire Alarm
$ 220	$ 220	$ 220	Security System
$ 270	$ 270	$ 270	Pest Control
$ 2,000	$ 2,000	$ 2,000	ADA required misc repairs/maintenance
$ 500	$ 500	$ 500	Carpet cleaning
$ 380	$ 380	$ 380	Annual termite inspection
$ 2,326	$ 0	$ 0	Purchase 2 monitors *
$ 4,000	$ 4,000	$ 4,000	Sound system repair and maintenance **
$20,000	$20,000	$20,000	Refinish floors in community room ***
$ 1,000	$ 1,000	$ 1,000	Large flower pots****
$ 4,200	$ 4,200	$ 4,200	Air Conditioner replacement *****
$40,608	$38,282	$38,282	

* This will enhance the meeting room and make it easier for everyone around the table to see the monitors.

** The sound system in the conference room has been abused during rental use. Repairs are needed.

*** Now that the City is not renting the conference room, the floors need to be refinished due to use of the past years.

**** The front porch is large and bare, which makes the building look less inviting. This will give a welcome feeling to prospects as they visit with the PDA and Chamber.

***** There are over 10 air conditioner units at Rees Park. We anticipate the need to repair/replace one unit each year.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-19-7520-522000 OTHER OUTSIDE SERVICES
Requested Amount: $500
This is for the professional cleaning of the tablecloths if needed for City related functions.

100-19-7520-523100 INSURANCE EXPENSE
Requested Amount: $4,804
This is the Rees Park EDC allocation for property and liability insurance. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

100-19-7520-523200 TELEPHONE
Requested Amount: $6,600

$4,200 *
$2,400 **

$6,600

The requested amount is based on the actual 2015 mid-year cost. *
This is for cost of internet services. **

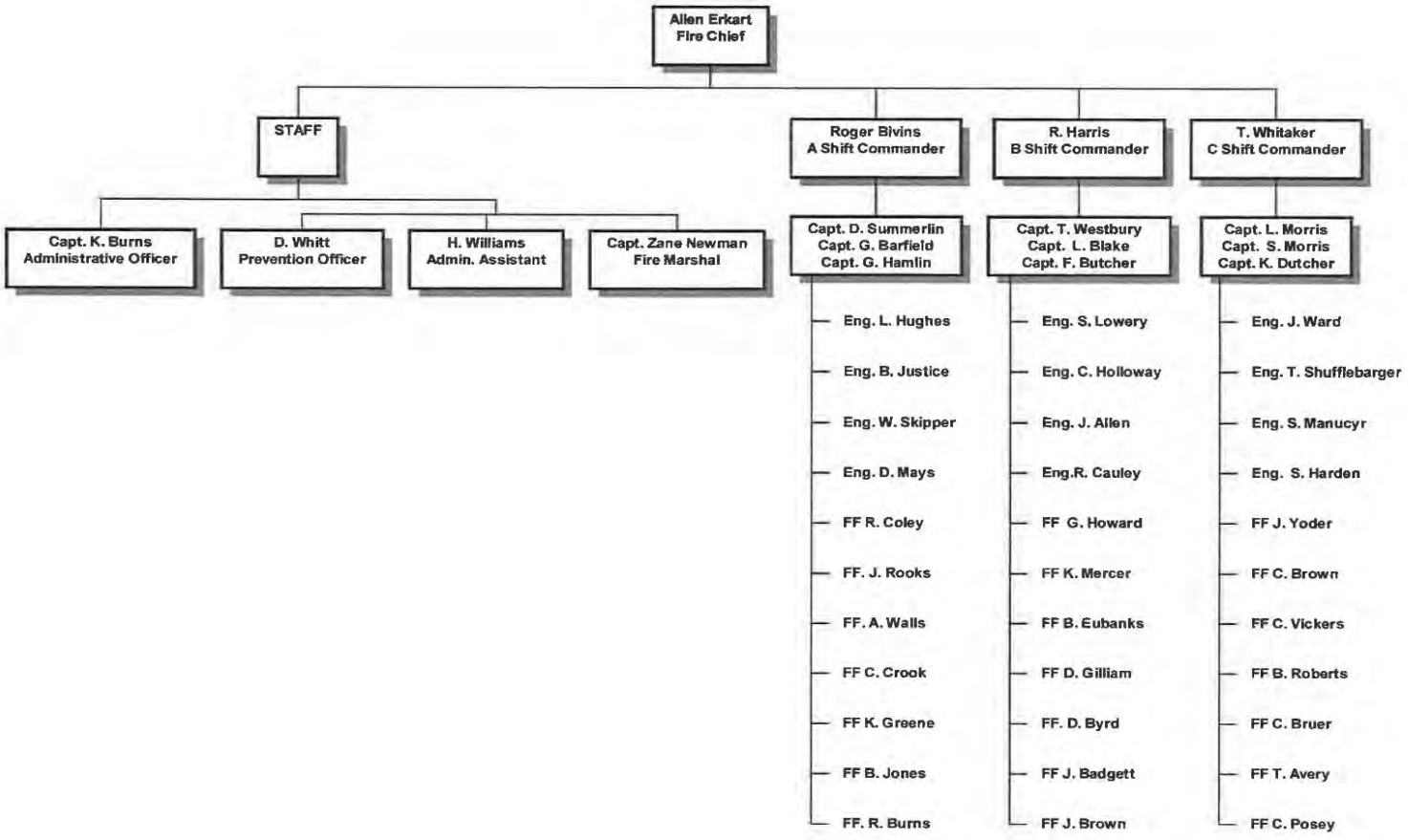
100-19-7520-531210 WATER, SEWAGE, & GARBAGE
The request is the City's portion after allocations to the PDA, Chamber of Commerce, and Visions. The requested amount is the 2014 ytd amount annualized and rounded.

100-19-7520-531225 STORM WATER
Requested Amount: $500
This is a full year of storm water fees at $37.20 per month. A portion of this is to be billed to all renters.

100-19-7520-531230 ELECTRICITY
The request is the City's portion after allocations to the PDA, Chamber of Commerce, Visions and Arts Council.

19 REES PARK EDC

Americus Fire Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

FIRE & EMERGENCY SERVICES

MISSION STATEMENT / GENERAL OBJECTIVES

To provide for our citizens the most advanced, safety conscious protection of life and property from fire, accident, natural disaster, and most any other form of life and property threatening hazards. Our personnel, training, and equipment shall meet the highest possible standards. While accomplishing these goals, each and every officer and member of this department is an integral part of the decision making process. We shall further continue to enhance the service to our citizens by maintaining and striving to better our ISO rating of 2, which provides substantial monetary savings in the form of reduced insurance premiums. We shall promote, encourage, and fully participate in the TEAM concept with all Federal or State agencies, elected officials, and City or County managers and departments. This will help us to maintain our City as a true “Shining City on a Hill”.

GOALS – 2016

- The primary goal is to provide fire suppression and first responder service to the citizens of Americus. This will be done by ensuring that personnel are properly trained.
- Improve community partnerships with local industry leaders and outside agencies.
- Improve Firefighter safety by implementing new Standard Operating Guidelines and focusing on training subjects such as Firefighter survival and Rapid Intervention techniques.
- Improve training facilities and upgrade training materials.
- Continue to improve Pre-Incident Planning of industrial and commercial structures.
- Effectively respond to agencies with Mutual Aid agreements.
- Continue and expand our Smoke Detector program.
- Employ our newly-refurbished and repaired Fire Safety House, which is capable of teaching Fire Safety, Hazardous Weather Safety, Exit Drills, etc. to all ages.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
20 FIRE						
100-20-1530-521201 LEGAL EXPENSE	0	0	0	- 0	- 0	- 0
100-20-3500-511000 REGULAR PAY	1,749,610	1,881,793	981,726	1,691,661	1,691,661	1,691,661
100-20-3500-511300 OVERTIME PAY	103,523	122,125	57,787	103,791	103,791	103,791
100-20-3500-511301 BUILT IN OVERTIME	93,988	106,000	54,542	96,000	96,000	96,000
100-20-3500-512100 GROUP MEDICAL INSURANCE	317,846	361,259	178,023	326,765	233,045	233,045
100-20-3500-512101 OPT OUT INSURANCE PLAN	25,501	24,001	15,116	27,001	27,001	27,001
100-20-3500-512110 GROUP DENTAL INSURANCE	9,718	6,900	5,362	10,150	10,150	10,150
100-20-3500-512200 SOCIAL SECURITY PAYMENTS	146,808	161,409	88,442	144,696	144,696	144,696
100-20-3500-512400 RETIREMENT SYSTEM	198,908	254,878	254,878	209,384	209,384	209,384
100-20-3500-512700 WORKERS' COMPENSATION	89,053	52,888	52,850	47,453	47,453	47,453
100-20-3500-522000 OTHER OUTSIDE SERVICES	5,792	21,920	10,658	23,920	21,920	21,920
100-20-3500-522201 OFFICE EQUIP-REP & MAINT	1,397	1,500	-84	1,500	1,500	1,500
100-20-3500-522202 AUTO & TRUCK-REP & MAINT	44,843	50,000	28,639	50,000	50,000	50,000
100-20-3500-522203 MACH & EQUIP-REP & MAINT	4,813	7,500	7,999	8,000	8,000	8,000
100-20-3500-522206 COMPUTER-REPAIR & MAINT	0	0	0	- 0	- 0	- 0
100-20-3500-523200 TELEPHONE	22,837	17,000	14,472	17,000	17,000	17,000
100-20-3500-523600 DUES & SUBSCRIPTIONS	4,245	8,668	4,312	12,353	11,853	11,853
100-20-3500-523700 TRAINING & MEETINGS	13,341	25,000	10,718	25,000	18,000	18,000
100-20-3500-523900 UNIFORMS	15,948	20,000	14,200	20,000	15,000	15,000
100-20-3500-531100 OFFICE/COMPUTER SUPPLIES	4,015	4,500	2,300	4,500	4,000	4,000
100-20-3500-531101 JANITORIAL SUPPLIES	5,877	6,500	4,510	6,500	6,000	6,000
100-20-3500-531210 WATER, SEWAGE & GARBAGE	5,057	4,000	5,345	4,000	4,000	4,000
100-20-3500-531220 NATURAL GAS	9,072	14,000	10,773	14,000	14,000	14,000
100-20-3500-531225 STORM WATER	1,281	1,350	1,251	1,350	1,350	1,350
100-20-3500-531230 ELECTRICITY	29,383	32,000	32,000	32,000	32,000	32,000
100-20-3500-531270 GASOLINE ALLOCATED	37,729	37,000	37,000	37,000	37,000	37,000
100-20-3500-531700 OTHER SUPPLIES	3,432	9,000	3,149	9,000	6,000	6,000
100-20-3500-531740 FLAG EXPENSE	2,986	4,000	0	4,000	2,000	2,000
100-20-3500-541300 BUILDINGS	0	0	0	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-20-3500-542100 MACHINERY & EQUIPMENT	70,700	0	0	27,408	20,408	20,408
100-20-3500-542101 OFFICE EQUIPMENT	1,290	0	0	4,000	- 0	- 0
100-20-3500-542200 TRUCKS & AUTOMOBILES	0	0	0	40,612	40,612	40,612
100-20-3500-551101 DATA CENTER EXPENSE	7,233	7,742	7,214	7,514	7,514	7,514
100-20-3500-581200 CAPITAL LEASE PAYMENT	165,385	210,866	150,204	218,437	218,437	218,437
100-20-3500-582200 INTEREST EXPENSE	40,151	0	0	- 0	- 0	- 0
100-20-3530-531107 FIRE PREVENTION SUPPLIES	1,136	3,500	1,428	3,500	1,500	1,500
100-20-3570-522210 STAT #3- REPAIR & MAINT	4,333	5,000	6,221	5,000	5,000	5,000
100-20-3570-522211 STAT #2 - REPAIR & MAINT	2,586	7,000	3,352	7,000	5,000	5,000
100-20-3570-531108 PUBLIC SAFETY BLDG REP & MAINT	646	3,000	2,646	13,000	10,000	10,000
100-20-3570-581301 PDA LOAN PAYMENTS	0	0	0	- 0	- 0	- 0
20 FIRE	3,240,463	3,472,299	2,047,031	3,253,495	3,121,275	3,121,275

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

20 FIRE

100-20-3500-511000 REGULAR PAY

Personnel Requirements:

	Current
Fire Chief	1
Battallion chief	3
Admin Assistant	1
Fire Captain Admin	1
Captain	9
Engineer	12
Firefighter	21
Prevention/Training Ofc	1
Fire Marshal	1
	50

The requested amount includes $5,000 for education incentives, $2,436 for vacation buy backs and a vacancy factor for the fire department personnel.

100-20-3500-511300 OVERTIME PAY

Requested Amount: $103,791

This line item is difficult to predict. We have worked diligently to keep the overtime to a minimum, but emergency situations are unpredictable in both number and intensity. The occurrence of sick leave and injury time off is difficult as well.

100-20-3500-511301 BUILT IN OVERTIME

Requested Amount: $96,000

100-20-3500-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-512101 OPT OUT INSURANCE PLAN
This amount represents $3,000 per employee for expected Opt Out participation.

100-20-3500-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

100-20-3500-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

100-20-3500-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-20-3500-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-522000 OTHER OUTSIDE SERVICES

Requested amount: $23,920
These items are needed to ensure that we maintain the highest level of safety for our personnel and to meet the standards as set forth by NFPA and ISO. The line item includes the following:

$ 3,100	Annual ladder testing (required annually)
$ 2,100	Air sample testing & servicing
$12,000	SCBA Flow Testing & Hydro Testing*
$ 1,305	Other items (air cylinders, gas, etc.)
$ 1,300	Overhead door inspection
$ 315	Pest Control
$ 1,800	Hazmat monitor testing (radiation leak & annual maintenance)
$ 2,000	Annual testing/calibration/maintenance/repair (including shipping) of our 4 gas detectors
$23,920	

*All bottles have to be tested every 5 years.

Recommended Amount: $21,920

100-20-3500-522201 OFFICE EQUIP-REP & MAINT

Requested Amount: $1,500
This is for annual maintenance on the copier.

100-20-3500-522202 AUTO & TRUCK-REP & MAINT

Requested Amount: $50,000
The amount requested is based on the current year to date.

100-20-3500-522203 MACH & EQUIP-REP & MAINT

Requested Amount: $8,000
The account is for maintenance of all small engines, SCBA compressors, overhead electric doors, repairing of hose bed covers, radio equipment maintenance, etc. This line item total is necessary for the daily operations of the department.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-523200 TELEPHONE

Requested Amount: $17,000

This amount represents the land lines at all 3 stations, long distance charges, and cell phones. This is the first year of having the new internet phone system at Station #1, and we have no idea of what the difference will be. Stations #2 and #3 are still on the old, land-line phone system.

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-523600 DUES & SUBSCRIPTIONS

Requested Amount: $12,353

$ 165	NFPA (1 @ $165)
$ 360	GAFC (1 @ $100/4 @ $65)
$1,300	GAFF (52 @ $25)
$ 450	IAFC ($225 each)
$ 500	GMAG
$ 460	GA EMT Assoc (46 @ $10)
$ 880	Fireprograms*
$3,508	EMT Licensure (46 EMT's)
$ 50	GA Fire Invst Assoc
$ 20	GA Fire Insp Assoc
$ 10	SW GA Fire Invst Assoc
$ 75	Intl Assoc of Arson Invst
$ 25	GA Assoc of Code Enfcmt
$ 50	Intl Code Congress
$4,500	NFPA Complete Access Fire Code Subs. for all departmental personnel Svc.**
$12,353	

The yearly subscriptions to update our National Fire Protection Association memberships, code developments, and Hazardous Materials updates are essential in the protection of our citizens and property. The $3,508 is for the yearly licensure of our Emergency Medical Technicians which is a job requirement. This amount equals $76.25 per employee.

*Fireprograms is a computer program fee for incident reports, training, records, etc.

**The Fire Department requires an updated copy of the NFPA Fire Codes.

Recommended: $11,853

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-523700 TRAINING & MEETINGS

Requested Amount: $25,000

The requested amount includes the cost of updating training materials, video library items, and lesson plans. The items will enable the department to provide in-house training as opposed to traveling to obtain state mandated training. Specific training includes attending state training at the academy and live fire training for state certification. Grant funding is being pursued to offset these expenses. New firefighters are required to have 450 hours to be certified and must be recertified every two years. EMT's are required to have 72 hours of training per year. Firefighters must now complete Advance EMT class as the Intermediate is no longer offered. This also includes the addition of training for the Fire Marshal.

Recommended Amount: $18,000

100-20-3500-523900 UNIFORMS

Requested Amount: $20,000

This request is for outfitting all line personnel with 3 sets of Nomex Station Wear. This will improve the safety of the employee and reduce the potential for burn injuries. This will also reduce the long term replacement and cleaning costs of the uniform. The uniforms meet the highest standard outlined in the National Fire Protection Association Standards. The oldest sets of Nomex are three years old now and need to be replaced. The cost of Nomex uniforms has increased. This also includes the addition of the Fire Marshal.

Recommended Amount: $15,000

100-20-3500-531100 OFFICE/COMPUTER SUPPLIES

Requested Amount: $4,500

The amount requested should be sufficient to operate the 3 stations.

Recommended Amount: $4,000

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-531101 JANITORIAL SUPPLIES
Requested Amount: $6,500
The requested amount is for janitorial supplies for all 3 fire stations.

Recommended Amount: $6,000

100-20-3500-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $4,000
This amount is for all three stations.

100-20-3500-531220 NATURAL GAS
Requested Amount: $14,000
This is for heating the Public Safety building and the other two stations.

100-20-3500-531225 STORM WATER
Requested Amount: $1,350
This is for half of the Public Safety building and the other two stations.

100-20-3500-531230 ELECTRICITY
Requested Amount: $32,000
The is for half of the Public Safety Building and for the two other stations.

100-20-3500-531270 GASOLINE ALLOCATED
Requested Amount: $37,000
This is the cost of fuel for all fire department vehicles. This includes both staff vehicles as well as emergency and rescue units.

100-20-3500-531700 OTHER SUPPLIES
Requested Amount: $9,000
This is comprised of batteries, towels, medical supplies, gloves, test strips, alcohol pads, oxygen bottles, etc. The cost of medical supplies has increased since last year.

Recommended Amount: $6,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-531740 FLAG EXPENSE
Requested Amount: $4,000
This covers replacing all damaged or worn flags on all city-maintained flag poles. The order will be placed closer to the end of the year.

Recommended $2,000

100-20-3500-542100 MACHINERY & EQUIPMENT
Requested Amount: $27,408

$27,408 Protective Clothing*

*This is the amount needed for the CIP budget for 2016. The total for the CIP is $137,040, over five years.

Recommended amount: $20,408

100-20-3500-542101 OFFICE EQUIPMENT
Requested Amount: $4,000
The requested amount is for the replacement of worn out furniture at Stations #2 and #3.

Recommended Amount: $0.00

100-20-3500-542200 TRUCKS & AUTOMOBILES
Requested Amount: $40,612
$35,332 Pickup Truck Replacement (lease purchase)
$ 5,280 Equipment for new pick up truck

$40,612

100-20-3500-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

ACCOUNT NUMBER/DESCRIPTION

100-20-3500-581200 CAPITAL LEASE PAYMENT

This includes the principal and interest payments for the following capital leases:

$ 38,683	Pierce Pumper (2008)	last payment due 06/15/17
$111,438	Pierce Platform Truck (2010)	last payment due 06/15/19
$ 5,099	Ford F-150 (2013)	last payment due 11/30/17
$ 55,415	Pierce Pumper (2013)	last payment due 09/12/22
$ 7,802	F350 Truck Replacement (2016)	assumes 5 months of payments
$218,437		

100-20-3530-531107 FIRE PREVENTION SUPPLIES

Requested Amount: $3,500

The request is for the purchase of safety materials and the upkeep of equipment for the Prevention Program. The amount includes new supplies and materials for education of the elderly. Due to economic conditions, many of the community outreach programs which have supported this program in the past, have been unable to provide funding in recent years.

Recommended Amount: $1,500

100-20-3570-522210 STAT #3- REPAIR & MAINT

Requested Amount: $5,000

The requested amount includes general maintenance of Station #3. The Station was built in 1999 and funds are needed to paint inside and to replace the signage outside. This has not yet been done because we had to replace the air conditioner unit.

100-20-3570-522211 STAT #2 - REPAIR & MAINT

Requested Amount: $7,000

The requested amount includes general maintenance of the Station. Station #2 was built in 1993.

Recommended Amount: $5,000

ACCOUNT NUMBER/DESCRIPTION

100-20-3570-531108 PUBLIC SAFETY BLDG REP & MAINT

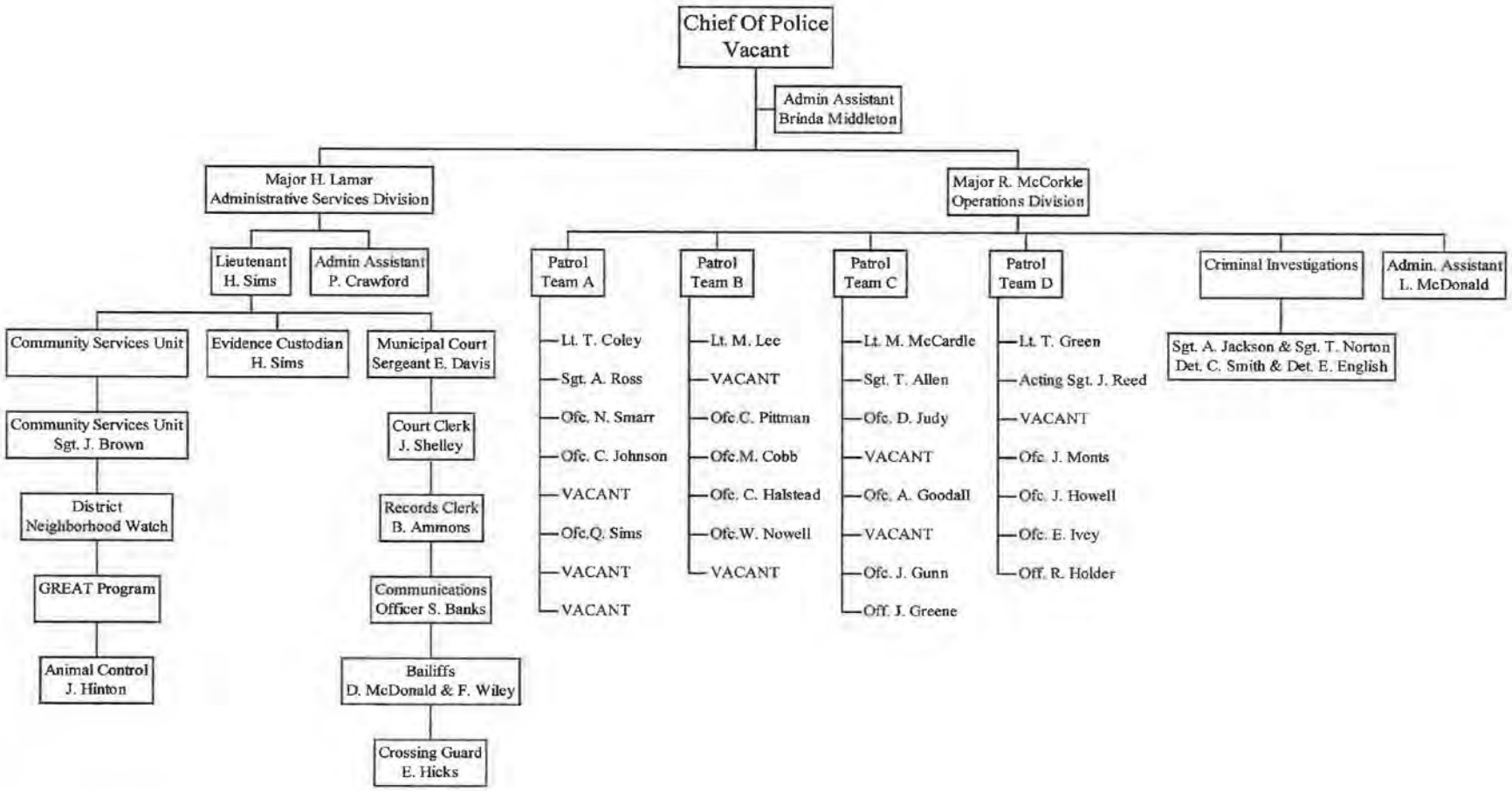
Requested Amount: $13,000

This amount includes repair and maintenance for the Fire portion of the building. This includes general maintenance and upkeep of ice maker, light bulbs, filters, etc. There is a very good possibility we will have to replace 2 air conditioner units in the near future.

Recommended Amount: $10,000

20 FIRE

Police Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

POLICE DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES

The Americus Police Department will always strive to maintain an atmosphere of trust and cooperation within the community it serves. As a law enforcement agency, our primary concern is public safety. Since we depend on the community to help us prevent crime, as well as solve crimes, we must work in partnership through structured programs to maintain an optimum atmosphere of trust. Integrity will be woven into the fabric of everything we do.

GOALS – 2016

- Area Department Head Meetings – The Chief and executive staff are continuing the process of organizing monthly meetings with area department heads. It is through communication, cooperation and coordination that better relationships will be developed and interagency relationships improve.

- Budget – The executive staff will continue to ensure that each budget line is managed with close scrutiny. One of the keys to accountability is to ensure the manager assigned to the budget has real control over the resources that take the form of decision making authority, information and skills. In 2016, budget will be an integral part of all managers and will be closely scrutinized.

- Community Outreach Response Teams – (CORT) –CORT is an outreach response team comprised of members of numerous organizations as well as individual volunteers all coming together to nurture the needs of the community during violent or major events.

  Members will include but not be limited to police officers trained in crisis intervention, detectives, mental health specialist, clinical social workers, chaplains, and ministers from our faith – based community, as well as numerous others. Everyone in Americus suffers at different times, and at different levels when violent or major events occur within a neighborhood; particularly those that reside close to the event. These experiences impact the emotional, physical and mental well – being of everyone. Victims, their families and friends, and members of the community need to feel safe. But, they also have a right to express their emotions and know what to expect from the future.

  People that live in the neighborhood where an event occurs for example, are every bit as much a victim as those that witness the

actual event. Naturally, there are varying degrees of suffering that occur but these events cause a ripple effect throughout our community that deteriorates the health and welfare of all community members.

CORT addresses all of these factors. CORT will bring the services we offer out to the neighborhoods. We will become part of the neighborhood where an event occurs. We will let it be known that we are there to help and will be there to stay. Not only will we provide immediate support and emergency assistance to ease the emotional trauma of an event (death notification, grieving family and friends, basic needs such as food, shelter, clothing, community referrals, special concerns for children and basic crime victim services), we will also sustain the efforts to encourage a building of trust between the Police Department and the community.

Trust in a community is based most solidly on actions not words. Through the synergy of our efforts we will overcome the violence that plagues some of our neighborhoods and impacts each and every one of us. This will be accomplished through action, not idle talk.

- Computers and Laptops – Our technology plans continues in 2016 exploring adding in car laptops with the capabilities of allowing officers to completed reports in the field and wireless transmit them.

- Crime Scene Technicians – We will continue training officers in basic crime scene processing. This will result in officers being able to perform duties which will result not only in savings but also in a better quality cases. This will be accomplished in-house.

Crime Reduction Team (CRT) – APD continues moving forward with plans to implement a CRT unit. Staffing has delayed the implementation of such unit. CRT will be a proactive team of officers led by a supervisor and managed by the Operations Division Major. The team will respond to areas in the city that are experiencing anything from quality of life issues (noise complaints, animal issues, vandalism occurrences etc.) to burglaries, drug complaints etc.. This team will also supplement patrol shortages.

- Neighborhood Watch Program – The Americus Police Department will continue its neighborhood watch program working in conjunction with the elected officials.

- Fleet Evaluation – Our fleet replacement program will continue to be evaluated.

- Ministerial Meeting – In 2016 we will continue to work with the ministerial community of Americus to join us in addressing our community outreach programs. We will continue to meet with the ministers of Americus and strengthen the relationships that must exist for us to be successful in improving and maintain the highest possible quality of life in our community.

- Technology Improvements – APD continues to move forward with both temporary improvements as well as permanent solutions to our challenges in the technology arena. We will continue exploring the possibility of wireless transmission of officer's field reports, and continue upgrading and adding additional in car video cameras. We will also continue moving forward with the addition of in car citation printers and driver license scanners.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
21 POLICE						
100-21-1530-521201 LEGAL EXPENSE	0	3,000	2,358	6,000	6,000	6,000
100-21-3200-511000 REGULAR PAY	1,472,779	1,593,045	800,163	1,850,545	1,850,545	1,850,545
100-21-3200-511300 OVERTIME PAY	162,694	105,000	86,839	115,000	115,000	115,000
100-21-3200-512100 GROUP MEDICAL INSURANCE	254,015	369,860	137,803	334,735	238,784	238,784
100-21-3200-512101 OPT OUT INSURANCE PLAN	20,976	21,001	12,693	24,001	24,001	24,001
100-21-3200-512110 GROUP DENTAL INSURANCE	7,721	6,592	4,379	10,150	10,150	10,150
100-21-3200-512200 SOCIAL SECURITY PAYMENTS	123,689	129,900	71,513	150,364	150,364	150,364
100-21-3200-512400 RETIREMENT SYSTEM	183,810	205,124	205,124	217,586	217,586	217,586
100-21-3200-512700 WORKERS' COMPENSATION	36,486	65,335	65,289	75,554	75,554	75,554
100-21-3200-522000 OTHER OUTSIDE SERVICES	4,829	7,000	3,773	7,000	7,000	7,000
100-21-3200-522201 OFFICE EQUIP-REP & MAINT	369	1,500	373	1,500	1,500	1,500
100-21-3200-522202 AUTO & TRUCK-REP & MAINT	81,499	85,000	38,591	70,000	70,000	70,000
100-21-3200-522203 MACH & EQUIP-REP & MAINT	4,913	5,000	2,525	5,000	5,000	5,000
100-21-3200-522206 COMPUTER-REP & MAINT	3,625	8,000	3,600	8,000	8,000	8,000
100-21-3200-523100 INSURANCE EXPENSE	43,527	47,515	38,967	48,321	48,321	48,321
100-21-3200-523200 TELEPHONE	39,013	37,000	36,928	37,000	37,000	37,000
100-21-3200-523600 DUES & SUBSCRIPTIONS	221	1,060	275	2,500	2,500	2,500
100-21-3200-523602 BUY MONEY EXPENSE	90	1,000	0	- 0	- 0	- 0
100-21-3200-523700 TRAINING & MEETINGS	6,734	13,000	14,630	20,000	20,000	20,000
100-21-3200-523900 UNIFORMS	11,080	15,000	10,929	18,000	18,000	18,000
100-21-3200-531100 OFFICE/COMPUTER SUPPLIES	16,758	16,000	11,432	16,000	16,000	16,000
100-21-3200-531101 JANITORIAL SUPPLIES	0	6,500	97	6,500	6,500	6,500
100-21-3200-531104 AMMUNITION	3,992	4,000	3,847	7,000	7,000	7,000
100-21-3200-531210 WATER, SEWAGE & GARBAGE	1,895	2,000	1,822	2,000	2,000	2,000
100-21-3200-531220 NATURAL GAS	6,220	8,000	5,251	8,000	8,000	8,000
100-21-3200-531225 STORM WATER	755	920	497	920	920	920
100-21-3200-531230 ELECTRICITY	12,633	12,000	11,540	12,000	12,000	12,000
100-21-3200-531270 GASOLINE ALLOCATED	120,320	125,000	125,000	120,000	120,000	120,000
100-21-3200-531700 OTHER SUPPLIES	7,325	8,000	4,573	8,000	8,000	8,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-21-3200-531705 CANINE COSTS	3,018	3,000	810	- 0	- 0	- 0
100-21-3200-542100 MACHINERY & EQUIPMENT	5,699	50,000	27,650	57,000	19,228	19,228
100-21-3200-542200 TRUCKS & AUTOMOBILES	135,980	100,000	249,514	142,000	142,000	142,000
100-21-3200-542900 OTHER CAPITAL EXPENDITURE	0	0	0	- 0	- 0	- 0
100-21-3200-551101 DATA CENTER EXPENSE	19,847	27,445	23,046	26,927	26,927	26,927
100-21-3200-572014 PAYMENT TO POAB	13,610	18,000	4,545	18,000	18,000	18,000
100-21-3200-573001 COMMUNITY RELATIONS EXPENSE	1,958	1,500	1,668	3,000	3,000	3,000
100-21-3200-581200 CAPITAL LEASE PAYMENTS	0	92,294	785	154,465	102,398	102,398
100-21-3210-523203 TECHNOLOGY FEE	9,244	9,000	2,205	9,000	9,000	9,000
100-21-3226-523601 JAIL COST EXPENSE	44,190	40,000	40,000	30,000	30,000	30,000
100-21-3226-523602 INMATE MEDICAL COSTS	0	2,000	0	2,000	2,000	2,000
21 POLICE	2,861,516	3,245,591	2,051,033	3,624,068	3,438,278	3,438,278

ACCOUNT NUMBER/DESCRIPTION

21 POLICE

100-21-1530-521201 LEGAL EXPENSE
Requested Amount: $6000
This is the cost of legal fees incurred to handle various police matters, ordinance changes, and prosecution of cases.

100-21-3200-511000 REGULAR PAY
Personnel Requirements:

	Current
Police Chief	1
Adminstrative Secretary	1
Property Evidence Custodian	1
Secretary	2
Animal Control	1
Lieutenant	5
Major	2
Investigators	3
Sergeant	8
Officer*	24
Dispatcher	1
Records Clerk	1
Crossing Guard (part-time)	1
Total	51

The recommended amount cludes a vacancy factor for officers and $13,455 in vacation buy back.

100-21-3200-511300 OVERTIME PAY
Requested Amount: $115,000

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-21-3200-512101 OPT OUT INSURANCE PLAN
This amount represents $3,000 per employee for expected Opt Out participation.

100-21-3200-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

100-21-3200-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

100-21-3200-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-21-3200-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-522000 OTHER OUTSIDE SERVICES

Requested Amount: $7,000

$ 700	Interpreter
$ 300	Vehicle rentals for undercover work
$ 300	Wrecker Service
$1,000	Alarm Monitoring
$ 300	Lock Service
$ 100	Dept of Agriculture - Animal Control
$ 500	Pest Control
$ 200	The Lily Pad (physch. testing for crime victims)
$2,170	Miscellaneous services
$ 900	Lexis Nexix (data search engine)
$ 30	Georgia Technical Authority (GCIC)
$ 200	GBI (background checks)
$ 300	Rite Weight Weight (calibration of drug scale)
$7,000	

100-21-3200-522201 OFFICE EQUIP-REP & MAINT

Requested Amount: $1,500

This includes copier maintenance of $1,250 and $250 for incidental repairs.

100-21-3200-522202 AUTO & TRUCK-REP & MAINT

Requested Amount: $70,000

This is to cover all repairs to the fleet.

100-21-3200-522203 MACH & EQUIP-REP & MAINT

Requested Amount: $5,000

$4,200	Radio/radar maintenance
$ 800	Equipment calibration
$5,000	

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-522206 COMPUTER-REP & MAINT

Requested Amount: $8000

This is for miscellaneous upgrades and repairs for the server, computers, and software. The amount requested includes $3,600 for Alen Inc. for in car laptops maintenance and updates, and $3,000 for Live Scan maintenance and updates.,

$ 1,400 Miscellaneous
$ 3,600 Alen Inc.
$ 3,000 Live Scan

$8,000

100-21-3200-523100 INSURANCE EXPENSE

Requested Amount: $48,321

This represents the premium amount for the Law Enforcement Liability insurance and the Police Department's share of the premium amount for the vehicle liability. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

100-21-3200-523200 TELEPHONE

Requested Amount: $37,000

The requested amount includes an increase of $4,700 for monthly service on aircards for the in car laptops.

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-523600 DUES & SUBSCRIPTIONS

This reflects the base level of dues and subscriptions for department personnel. Some dues are mandated by GACP and for the Georgia Intelligence network.

Requested	
$ 50	GA Police Accredidation Coalition
$ 300	GA Assoc of Chiefs of Police
$ 360	National Assoc of Chiefs
$ 150	National Tactical Officers Assoc
$ 450	National Safety Council
$ 100	Thompson Publishing
$1,090	Miscellaneous dues unknown
$2,500	

100-21-3200-523700 TRAINING & MEETINGS

Requested Amount: $20,000

Although we have reduced the amount of offsite training, we still have several certifications that require outside training and academy cost for new officers who are not certified. Examples include radar, intoxilyzer, child interview training, polygraphs, and officer specialization requests. Also, some re-training is included to legitimize some certifications.

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-523900 UNIFORMS
Requested Amount: $18,000
$ 3,000 New officers
$12,000 Replacement uniforms
$ 300 Animal control
$ 2,700 Uniform accessories (holsters, handcuffs, etc)

$18,000

The requested amount is for uniforms for department employees and duty accessories.

100-21-3200-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $16,000
This line item includes all printed forms (such as traffic tickets) as well as copy paper, pens, photography supplies, etc.

100-21-3200-531101 JANITORIAL SUPPLIES
Requested Amount: $6,500

This amount covers the expenses for janitorial supplies for the Police Department's portion of the Public Safety Building.

100-21-3200-531104 AMMUNITION
Requested Amount: $7,000
The requested amount includes ammunition for firearms training requirements, as well as normal use in the day to day operations.

100-21-3200-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $2,000
The amount requested includes an amount for rate increases.

100-21-3200-531220 NATURAL GAS
Requested Amount: $8,000
The amount requested is the estimated average amount from previous years

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-531225 STORM WATER
Requested Amount: $920
This is for 1/2 of the storm water fees for the Public Safety Building and parking lot.

100-21-3200-531230 ELECTRICITY
Requested Amount: $12,000
The amount requested is an estimated amount.

100-21-3200-531270 GASOLINE ALLOCATED
Requested Amount: $120,000
This represents an decrease due to newer fleet.

100-21-3200-531700 OTHER SUPPLIES
Requested Amount: $8,000
This includes fingerprint supplies, radio, intoximeters supplies, and safety supplies.

100-21-3200-542100 MACHINERY & EQUIPMENT
Requested Amount: $57,000
$ 8,865 Taser International (2nd year of a 3 year plan)
$ 5,000 Vests/Body Armor ($2,500 Gen Fund; $2,500 BPV grant)
$ 3,135 Hand held laser radar
$40,000 10 in car dash cameras

$57,000

Recommended Amount: $19,228

This amount reduces the in car dash cameras to $2,228.

100-21-3200-542200 TRUCKS & AUTOMOBILES
Requested Amount: $142,000
$142,000 Vehicle Replacement Based on 2015 prices (four Turn key with radar and in car dash camera); (lease purchase)

ACCOUNT NUMBER/DESCRIPTION

100-21-3200-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

100-21-3200-572014 PAYMENT TO POAB

Requested Amount: $18,000

Based on State law, we are required to send a portion of each fine and/or bond forfeiture to the Peace Officer's Annuity and Benefit Fund. The amount is based on the number of cases in each level of fines. For example:

For fines from $ 4.01 - $ 25.00 the amount due on each case is $3.00
For fines from $25.01 - $ 50.00 the amount due on each case is $4.00
For fines from $50.01 - $100.00 the amount due on each case is $5.00
For fines $100.01 and over the amount due is 5% of each case.

100-21-3200-573001 COMMUNITY RELATIONS EXPENSE

Requested Amount: $3,000

Neighborhood Watch Programs, the unfunded Great Grant program, back to school programs, crime prevention and other similiar programs base on community and police involvement.

100-21-3200-581200 CAPITAL LEASE PAYMENTS

This includes the principal and interest payments for the following capital leases:

$ 47,593	Police Cars (2014)	last payment due 11/30/16
$ 54,805	Police Cars (2015)	last payment due 11/30/17
$ 0	Police Cars (2016)	assumes 8 months of payments
$102,398		

Recommended Amount: $102,398

The recommended amount delays the purchase of 2016 Police Cars until near the end of the year end requiring no lease payments in 2016.

ACCOUNT NUMBER/DESCRIPTION

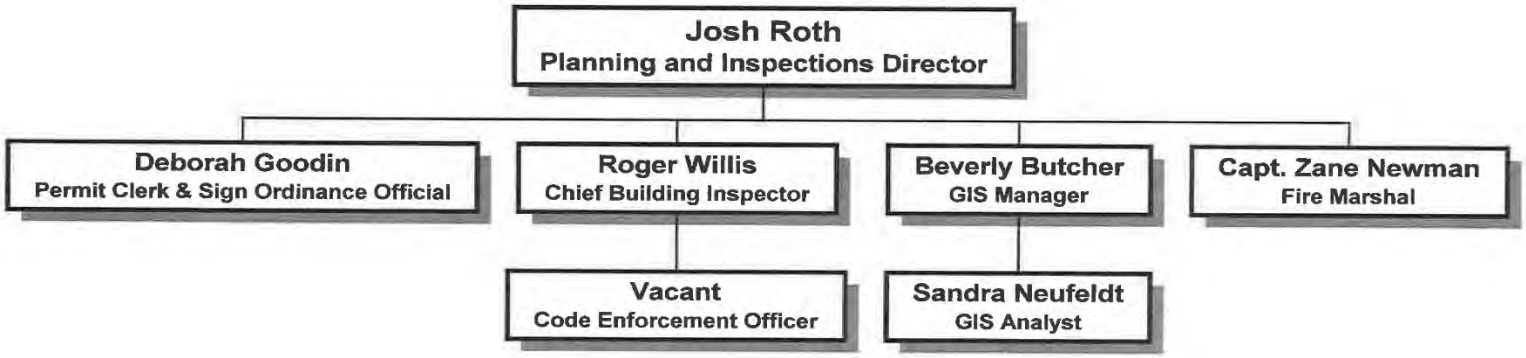
100-21-3210-523203 TECHNOLOGY FEE
Requested Amount: $9,000
This amount is the $10.00 fee added to certain fines for technology improvements. This is the amount paid for technology to the software vendor, MDS.

100-21-3226-523601 JAIL COST EXPENSE
Requested Amount: $30,000
This is the estimated amount due to Sumter County. The amount represents any outstanding balance remaining over and above what we pay through our normal probation reporting system.

100-21-3226-523602 INMATE MEDICAL COSTS
Requested Amount: $2,000
This is billed by Sumter County for costs related to inmates that are incarcerated on City charges. This is very difficult to predict.

21 POLICE

Planning and Inspection
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

PLANNING AND INSPECTION

MISSION STATEMENT/GENERAL OBJECTIVES

The Planning and Inspection Department of the City of Americus was formed in 2014, to include Code Enforcement. While different, each has similarities that allow our goals and objectives to unite for the betterment of our Citizens, Business, Industries and Visitors to our community. It is our responsibility to help protect all people in our City through both the Life Safety and International Building Code compliance. We also work to implement portions of the Urban Redevelopment Plan, including the Americus Sumter Land Bank.

GOALS – 2016

- We will continue to make Americus a safer community through fire safety and building inspections to insure that work is done properly and to code.
- We will work toward abating abandoned and dilapidated properties from the City.
- We will work to stabilize the local tax base from further erosion.
- We will help beautify the City through use of outside the box Code Enforcement.
- We will further our knowledge of the ever changing applicable codes and standards adopted by the City of Americus by attending classes on code changes and updates.
- We will work with licensed contractors, architects, and engineers to ensure code compliance for Building and Life Safety.
- We will continue to work with other departments and agencies to make sure everyone is treated fairly and with respect.
- Most of all, we will continue to treat every person that we come in contact with daily, with respect and assist them any way we can to help them make their contact with our department a pleasant experience.

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
22 PLANNING AND INSPECTIONS						
100-22-1530-521201 LEGAL EXPENSE	1,481	2,500	1,725	5,000	5,000	5,000
100-22-1565-531108 MUNICIPAL BLDG REP & MAINT	5,799	8,000	8,197	10,000	8,000	8,000
100-22-3500-531109 ARSON INVESTIGATION	151	200	0	200	200	200
100-22-7200-511000 REGULAR PAY	114,558	115,101	65,271	152,519	146,519	146,519
100-22-7200-511300 OVERTIME PAY	58	0	0	- 0	- 0	- 0
100-22-7200-512100 GROUP MEDICAL INSURANCE	21,980	25,804	10,167	31,880	24,950	24,950
100-22-7200-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-22-7200-512110 GROUP DENTAL INSURANCE	542	414	271	812	812	812
100-22-7200-512200 SOCIAL SECURITY PAYMENTS	8,588	8,805	5,177	11,668	11,209	11,209
100-22-7200-512400 RETIREMENT SYSTEM	12,705	13,904	13,904	16,884	16,220	16,220
100-22-7200-512700 WORKERS COMPENSATION	3,700	2,520	2,518	2,389	2,295	2,295
100-22-7200-522000 OTHER OUTSIDE SERVICES	17,502	2,565	2,001	2,565	2,565	2,565
100-22-7200-522130 LOT CLEANING EXPENSE	-129	12,500	8,991	25,000	25,000	25,000
100-22-7200-522202 AUTO & TRUCK REP & MAINT	1,522	1,850	1,077	1,850	1,850	1,850
100-22-7200-522206 COMPUTER-REP & MAINT	0	0	0	- 0	- 0	- 0
100-22-7200-523200 TELEPHONE	5,195	4,300	4,013	4,950	4,950	4,950
100-22-7200-523600 DUES & SUBSCRIPTIONS	1,625	1,670	160	1,570	1,570	1,570
100-22-7200-523700 TRAINING & MEETINGS	8,441	6,000	6,030	6,200	6,200	6,200
100-22-7200-523900 UNIFORMS	582	600	199	600	600	600
100-22-7200-531100 OFFICE /COMPUTER SUPPLIES	2,477	3,000	1,258	3,000	3,000	3,000
100-22-7200-531101 JANITORIAL SUPPLIES	1,516	1,400	741	1,400	1,400	1,400
100-22-7200-531210 WATER, SEWER, & GARBAGE	688	678	678	925	925	925
100-22-7200-531225 STORM WATER	208	227	227	228	228	228
100-22-7200-531230 ELECTRICITY	3,645	3,754	3,754	2,800	2,800	2,800
100-22-7200-531270 GASOLINE ALLOCATED	3,434	3,500	3,500	4,500	4,500	4,500
100-22-7200-531700 OTHER SUPPLIES	3,737	4,000	536	2,000	2,000	2,000
100-22-7200-541300 MUNICIPAL BUILDING	0	0	0	- 0	- 0	- 0
100-22-7200-542100 MACHINERY & EQUIPMENT	0	0	0	- 0	- 0	- 0
100-22-7200-542200 TRUCKS & AUTOMOBILES	0	0	0	23,000	23,000	23,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-22-7200-551000 ALLOCATION OF EXPENSES	-8,633	-9,016	-5,259	- 0	- 0	- 0
100-22-7200-551101 DATA CENTER EXPENSE	1,664	2,111	2,216	2,505	2,505	2,505
100-22-7200-581200 CAPITAL LEASE PAYMENTS	0	0	0	5,463	5,463	5,463
22 PLANNING AND INSPECTIONS	213,035	216,387	137,350	319,908	303,761	303,761

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

22 PLANNING AND INSPECTIONS

100-22-1530-521201 LEGAL EXPENSE

Requested Amount: $5,000

The requested amount is for title searches for condemned properties and other nuisance abatements and associated legal fees. These costs are billed back to the property owner under the demolition line item.

100-22-1565-531108 MUNICIPAL BLDG REP & MAINT

Requested Amount: $10,000

$ 1,440 Albany Elevator

$ 8,560 General repair & maintenance (includes ADA)

$10,000

Recommended Amount: $8,000

100-22-3500-531109 ARSON INVESTIGATION

Requested Amount: $200

This is to purchase evidence containers, tools, and other equipment used during fire investigations.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-511000 REGULAR PAY

Personnel Requirements:$152,519

	Current	Requested
Planning & Inspection Director	1	1
Code Enforcement Technician	1	1
Chief Building Inspector	1	1
Bldg Inspector/Code Enforcement	0	1
	3	4

The requested amount includes a request for one additional person, Building Inspector/Code Enforcement.

Recommended Amount: $146.519

The recommmended amount delays hiring the additonal person until March 2016.

100-22-7200-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period.

Recommended Amount: $30,580

Delays hiring addtional persson until March 2016.

100-22-7200-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-22-7200-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-22-7200-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-22-7200-522000 OTHER OUTSIDE SERVICES

Requested Amount: $2,565

$ 500	Service fire extinguishers
$ 355	Pest Control
$ 360	Silent Alarm
$ 600	Code Enforcement ROBO Call/Litter Training & Prevention
$ 750	State license permit information uploads
$2,565	

100-22-7200-522130 LOT CLEANING EXPENSE

Requested Amount: $25,000

The requested amount includes cleaning up vacant lots, cutting grass, secure dilapidated structures, cut down dangerous trees outside of right of way, demolition of dilapidated structures/billed back to owner.

100-22-7200-522202 AUTO & TRUCK REP & MAINT

Requested Amount: $1,850

We anticipate only routine PM's on the department's vehicles in 2016.

100-22-7200-523200 TELEPHONE

The requested amount includes telephone and internet as follows:

$3,000	Enterprise Billing (Mediacom)
$ 350	Bandwidth (telephone - 3 lines)
$1,600	Cell phones
$4,950	Looks like average for the year.

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-523600 DUES & SUBSCRIPTIONS

This is for memberships in trade organizations related to the field of inspections such as the ICC and the NFPA whose building and fire codes were adopted by the City of Americus. The amount also includes membership dues for various state and national organizations. These organizations publish literature regarding code issues and updates. The request also covers the purchase of current code books for the department.

$1,200	ICC Code Access and Code Books
$ 100	Georgia Association of Code Enforcement (2)
$ 100	International Code Congress (2)
$ 100	BOAG (2)
$ 70	SWGIA (2)
$1,570	

100-22-7200-523700 TRAINING & MEETINGS

Requested Amount: $6,200

All Building Officials, are required to attend classes to keep the City in compliance with all State and Federal laws dealing with building safety, erosion & sediment (EPD), zoning, and code enforcement. We must keep these Certifications current by attending continuing education in all fields. All Code Enforcement Officers and Building Inspectors must also meet mandatory training requirements to keep all needed certifications up to date.

Requested	
$ 1,000	BOAG
$ 1,200	Erosion
$ 1,000	GACE
$ 1,000	GSIA
$ 1,000	GACE Fall
$ 1,000	GACE Spring
$ 6,200	

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-523900 UNIFORMS
Requested Amount: $ 600
The requested amount includes three employees at $200 each.

100-22-7200-531100 OFFICE /COMPUTER SUPPLIES
Requested Amount: $3,000

100-22-7200-531101 JANITORIAL SUPPLIES
Requested Amount: $1,400
The requested amount includes the purchase of cleaning supplies and equipment for the Municipal Building.

100-22-7200-531210 WATER, SEWER, & GARBAGE
The request is for the pro-rata share of the Municipal Building.

100-22-7200-531225 STORM WATER
The request is for the pro-rata share of the Municipal Building.

100-22-7200-531230 ELECTRICITY
The request is for the pro-rata share of the Municipal Building.

100-22-7200-531270 GASOLINE ALLOCATED
Requested Amount: $4,500
This is the amount required to operate the department's two trucks, plus $1000 more if we add a new employee.

100-22-7200-531700 OTHER SUPPLIES
Requested Amount: $2,000
$1,000 Recycling
$1,000 Radio, video, and other types of supplies

$2,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-22-7200-542200 TRUCKS & AUTOMOBILES

Requested Amount: $23,000

This is to add a vehicle if we add a new employee. This is for a Ford Escape instead of a pick-up, due to the better gas mileage, and storage area.

(lease purchase)

100-22-7200-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

100-22-7200-581200 CAPITAL LEASE PAYMENTS

This includes the principal and interest payments for the following capital lease:

$ 5,463	New Vehicle-SUV (2016)	assumes 9 months of payments
$ 5,463		

Recommended Amount:

22 PLANNING AND INSPECTIONS

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
23 MUNICIPAL COURT						
100-23-1530-521201 LEGAL EXPENSE	402	3,600	0	3,000	3,000	3,000
100-23-2650-511000 REGULAR PAY	56,394	53,794	32,208	54,432	54,432	54,432
100-23-2650-511300 OVERTIME PAY	243	200	158	200	200	200
100-23-2650-512100 GROUP MEDICAL INSURANCE	7,159	8,601	3,966	7,970	6,502	6,502
100-23-2650-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-23-2650-512110 GROUP DENTAL INSURANCE	199	138	118	203	203	203
100-23-2650-512200 SOCIAL SECURITY PAYMENTS	3,376	4,131	2,026	4,179	4,179	4,179
100-23-2650-512400 RETIREMENT SYSTEM	5,845	6,523	6,523	6,048	6,048	6,048
100-23-2650-512700 WORKERS' COMPENSATION	96	168	168	1,312	1,312	1,312
100-23-2650-522000 OTHER OUTSIDE SERVICES	0	200	20	200	200	200
100-23-2650-523200 TELEPHONE	0	300	0	- 0	- 0	- 0
100-23-2650-523600 DUES & SUBSCRIPTIONS	0	200	50	200	200	200
100-23-2650-523700 TRAINING & MEETINGS	-423	1,000	0	1,000	1,000	1,000
100-23-2650-531102 MUNICIPAL COURT OPERATIONS	15,277	20,000	3,174	18,000	18,000	18,000
23 MUNICIPAL COURT	88,568	98,855	48,411	96,744	95,276	95,276

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

23 MUNICIPAL COURT

100-23-1530-521201 LEGAL EXPENSE
Requested Amount: $3,000
The requested amount includes legal fees related to the operation of the municipal court cases.

100-23-2650-511000 REGULAR PAY
Personnel Requirements

Municipal Judge (part-time)	1
Municipal Court Clerk	1
Bailiff (part-time)	2
	4

100-23-2650-511300 OVERTIME PAY
Requested Amount: $200

100-23-2650-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-23-2650-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

100-23-2650-512200 SOCIAL SECURITY PAYMENTS
This is 7.65% of the total salaries of the department.

100-23-2650-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-23-2650-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-23-2650-522000 OTHER OUTSIDE SERVICES
Requested Amount: $200
This is for court interpreter services.

100-23-2650-523600 DUES & SUBSCRIPTIONS
Requested Amount: $200

100-23-2650-523700 TRAINING & MEETINGS
Requested Amount: $1,000

$ 500	Clerk's training
$ 500	Judge's training
$1,000	

This is for Municipal Court personnel training.

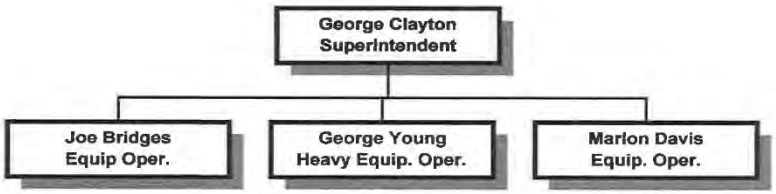
100-23-2650-531102 MUNICIPAL COURT OPERATIONS
Requested Amount: $18,000
This is for other court costs not included elsewhere. Examples are printed forms and supplies, witness fees, Public Defender, City Solicitor, Indigent Defense and other costs of cperating the Muncipal Court.

Requested:

$ 1,500	Supplies/forms
$ 200	Witness fees
$16,000	Additional judicial
$ 300	Miscellaneous
$18,000	

23 MUNICIPAL COURT

Street Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

STREET DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS – 2016

* Continue to develop preventive maintenance program	On-going
* Enhance street paving and repair program	On-going

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
30 STREET						
100-30-4200-511000 REGULAR PAY	129,652	129,688	75,219	129,709	129,709	129,709
100-30-4200-511300 OVERTIME PAY	2,748	7,200	1,027	3,200	1,400	1,400
100-30-4200-512100 GROUP MEDICAL INSURANCE	15,622	17,203	9,156	15,940	11,408	11,408
100-30-4200-512101 OPT OUT INSURANCE PLAN	6,000	6,000	3,692	6,000	6,000	6,000
100-30-4200-512110 GROUP DENTAL INSURANCE	790	552	473	812	812	812
100-30-4200-512200 SOCIAL SECURITY PAYMENTS	10,281	10,472	6,373	10,168	10,030	10,030
100-30-4200-512400 RETIREMENT SYSTEM	16,894	16,536	16,536	14,713	14,514	14,514
100-30-4200-512700 WORKERS' COMPENSATION	6,292	13,732	13,722	13,461	13,338	13,338
100-30-4200-522000 OTHER OUTSIDE SERVICES	14,294	6,745	3,552	10,000	6,745	6,745
100-30-4200-522202 AUTO & TRUCK-REP & MAINT	26,312	20,000	9,321	20,000	20,000	20,000
100-30-4200-522203 MACH & EQUIP-REP & MAINT	3,019	2,000	1,029	3,000	2,000	2,000
100-30-4200-522211 SIDEWALK REP & MAINT	9,362	10,000	9,660	20,000	20,000	20,000
100-30-4200-523200 TELEPHONE	15,573	11,378	15,438	15,378	15,378	15,378
100-30-4200-523700 TRAINING AND MEETINGS	744	1,500	292	2,000	1,500	1,500
100-30-4200-523900 UNIFORMS	5,320	2,000	4,758	4,000	4,000	4,000
100-30-4200-531105 HAND TOOLS	1,396	1,200	420	1,500	1,000	1,000
100-30-4200-531230 ELECTRICITY	291,500	257,000	198,745	295,000	295,000	295,000
100-30-4200-531270 GASOLINE ALLOCATED	25,619	17,214	17,214	18,214	18,214	18,214
100-30-4200-531603 STREET SIGNS	4,436	5,000	66	8,000	6,000	6,000
100-30-4200-531700 OTHER SUPPLIES	13,801	12,000	9,245	12,000	12,000	12,000
100-30-4200-542100 MACHINERY & EQUIPMENT	720	0	0	2,000	2,000	2,000
100-30-4200-542200 TRUCKS & AUTOMOBILES	0	0	0	25,000	25,000	25,000
100-30-4200-542900 OTHER CAPITAL EXPENDITURE	0	0	0	- 0	- 0	- 0
100-30-4200-551000 ALLOCATION OF EXPENSES	-19,114	-16,449	-9,595	- 0	- 0	- 0
100-30-4200-551101 DATA CENTER EXPENSE	0	0	0	626	626	626
100-30-4200-581200 CAPITAL LEASE PAYMENTS	0	38,568	603	42,517	42,517	42,517
100-30-4221-531110 STREET-REP & MAINT	34,806	0	0	- 0	- 0	- 0
100-30-4221-541200 STREET RESURFACING	186,285	140,681	0	140,681	140,681	140,681
30 STREET	802,355	710,220	386,948	813,919	799,872	799,872

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

30 STREET

100-30-4200-511000 REGULAR PAY

Personnel Requirements:

	Current
Street Superintendent	1
Equipment Operator	2
Heavy Equipment Operator	1
	4

This amount includes on-call pay of $60 per week for 52 weeks for 1 employee on call.

100-30-4200-511300 OVERTIME PAY

Requested Amount: $3,200

Recommended Amount: $1,400

100-30-4200-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-30-4200-512101 OPT OUT INSURANCE PLAN

This amount represents $3,000 per employee for expected Opt Out participation.

100-30-4200-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-30-4200-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-30-4200-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-30-4200-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-30-4200-522000 OTHER OUTSIDE SERVICES

Requested Amount: $10000

$3,500	Tree removal
$1,250	Equipment Rental
$1,500	Debris Removal
$ 495	Downtown Clock Service (annual maintenance fee)
$6,745	

100-30-4200-522202 AUTO & TRUCK-REP & MAINT

Requested Amount: $20000.00

The amount requested is for vehicle maintenance and is based on the current ytd amount annualized.

100-30-4200-522203 MACH & EQUIP-REP & MAINT

Requested Amount: $3,000

The amount requested includes repairs and maintenance to saws, power tools, asphalt patcher, and washer.

Recommended AMount: $2,000

100-30-4200-522211 SIDEWALK REP & MAINT

Requested Amount: $20,000

This amount is for repairs to various sidewalks through out the city. The requested amount includes all materials such as boards, concrete, etc with an increase for expected cost increases. The requested amount also includes $5,000 for outsourcing of some repair and maintenance jobs.

ACCOUNT NUMBER/DESCRIPTION

100-30-4200-523200 TELEPHONE
Requested Amount: $15,378
The requested amount includes AT&T land lines for traffic lights downtown and cell phone service fcr the Superintendent and On call phone.

100-30-4200-523700 TRAINING AND MEETINGS
Requested Amount: $2000
This is the expected amount for training and travel in this department.

Recommended Amount: $1,500

100-30-4200-523900 UNIFORMS
Requested Amount: $4000
The requested amount is for uniforms for department employees.

100-30-4200-531105 HAND TOOLS
Requested Amount: $1,500
The amount is for brooms, rakes, and shovels, wrenches, sockets set, hammmers and other types of hand tools.

Recommended Amount: 1,000

100-30-4200-531230 ELECTRICITY
Requested Amount: $295,000
This amount includes electricity to operate the street lights and traffic lights throughout the city.

100-30-4200-531270 GASOLINE ALLOCATED
Requested Amount: $18,214
The requested amount is based on the expected usage and lower gas prices.

ACCOUNT NUMBER/DESCRIPTION

100-30-4200-531603 STREET SIGNS
Requested Amount: $8,000
$ 5,000 Replacement signs with DOT mandated changes
$ 3,000 Purchase of letters, blanks, etc

$ 8,000

Recommended Amount: $6,000

100-30-4200-531700 OTHER SUPPLIES
Requested Amount: $12,000

The amount requested is for the purchase of rock, safety vests, gloves, saw blades, weed killer, safety glasses, dirt, pipe, sand, etc.

100-30-4200-542100 MACHINERY & EQUIPMENT
Requested Amount: $2000

The requested amount is for miscelaneous saws, etc.

100-30-4200-542200 TRUCKS & AUTOMOBILES
Requested Amount: $25,000

$25,000 Service Truck Replacement (lease purchase)

The request to purchase a new service truck is based on the condition of the current vehicle and the cost associated with repair and maintence of the existing service truck.

100-30-4200-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-30-4200-581200 CAPITAL LEASE PAYMENTS

This includes the principal and interest payments for the following capital leases:

$31,793	Street Sweeper (2013)	last payment due 11/30/17
$ 5,099	Pickup Truck (2013)	last payment due 11/30/17
$ 5,625	Service Truck (2016)	assumes 6 months of payments
$42,517		

Recommended Amount:

100-30-4221-541200 STREET RESURFACING

Requested: 140681.00

$127,892	LMIG Resurfacing
$ 12,789	Transfer from TSPLOST
$140,681	

30 STREET

Cemetery Department
Budgeted 2016

Alvin Wellons
PT Cemetery Clerk

CITY OF AMERICUS
2016 OPERATING BUDGET

CEMETERIES

MISSION STATEMENT/GENERAL OBJECTIVES

1. Continue providing quality services to families during their time of need and grieving. Try to keep scheduling funeral times so as not to interfere with other engagements.
2. Continue to keep Eastview and Oak Grove cemeteries clean and beautiful throughout the year.
3. Maintain accurate records of personal lot purchases and burials for all cemeteries.

GOALS – 2016

1. Work with Public Works Department to complete various projects in Oak Grove
2. Complete Phase II & III of Eastview Cemetery Beautification project.
3. Continue repairing grave spaces in old section of Eastview Cemetery
4. Create comprehensive maps of all City owned cemeteries in GIS database
5. Implement new City of Americus Cemetery Policies and Procedures
6. Continue monthly funeral home visits

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
31 CEMETERY						
100-31-4850-511000 REGULAR PAY	11,779	11,544	6,739	11,544	11,544	11,544
100-31-4850-512200 SOCIAL SECURITY PAYMENTS	897	883	553	883	883	883
100-31-4850-512700 WORKERS' COMPENSATION	20	297	296	297	297	297
100-31-4850-522000 OTHER OUTSIDE SERVICES	933	1,000	240	1,000	1,000	1,000
100-31-4850-522200 BUILDING REP & MAINT	535	500	180	3,500	3,500	3,500
100-31-4850-522206 COMPUTER-REP & MAINT	0	0	0	500	500	500
100-31-4850-523200 TELEPHONE	1,615	1,500	1,109	1,500	1,500	1,500
100-31-4850-523600 DUES & SUBSCRIPTIONS	0	100	0	100	100	100
100-31-4850-523700 TRAINING AND MEETINGS	1,040	900	564	900	900	900
100-31-4850-531101 JANITORIAL SUPPLIES	0	50	0	50	50	50
100-31-4850-531210 WATER, SEWAGE & GARBAGE	10,046	9,500	9,500	7,500	7,500	7,500
100-31-4850-531220 NATURAL GAS	0	0	67	- 0	- 0	- 0
100-31-4850-531225 STORM WATER	210	2,975	2,975	2,975	2,975	2,975
100-31-4850-531230 ELECTRICITY	1,451	1,500	1,500	1,500	1,500	1,500
100-31-4850-531700 OTHER SUPPLIES	0	100	0	100	100	100
100-31-4850-541200 LAND & IMPROVEMENTS	0	1,000	0	3,500	3,500	3,500
31 CEMETERY	28,527	31,849	23,724	35,849	35,849	35,849

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

31 CEMETERY

100-31-4850-511000 REGULAR PAY

Personnel Requirements:

Cemetery Clerk (part time)	1

This position works 1,040 hours per year and earns $50 per pay period for on-call pay.

100-31-4850-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-31-4850-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-31-4850-522000 OTHER OUTSIDE SERVICES

The request includes the following:

$	360	Alarm services
$	110	Pest Control
$	530	Miscellaneous
	$1,000	

100-31-4850-522200 BUILDING REP & MAINT

Requested Amount: $3,500

The requested amount is maintenance at the Sexton's office and shed at Oak Grove, Including repairs to windows and doors to make the building more secure.

100-31-4850-522206 COMPUTER-REP & MAINT

Requested Amount: $500

This is for repairs, updates, and software for the cemetery laptop.

ACCOUNT NUMBER/DESCRIPTION

100-31-4850-523200 TELEPHONE
The requested amount includes the following:

$	360	AT&T land lines
$	440	Verizon cell phone
$	700	Internet access
	$1,500	

100-31-4850-523600 DUES & SUBSCRIPTIONS
Requested Amount: $100
This is for GMCA dues for two employees.

100-31-4850-523700 TRAINING AND MEETINGS
Requested Amount: $900
This is the amount for mileage paid to the cemetery clerk for use of personal vehicle to manage three cemeteries. This amount also includes travel expense for Cemetery Clerk to attend one Cemetery Association meeting.

100-31-4850-531101 JANITORIAL SUPPLIES
Requested Amount: $50

100-31-4850-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $7,500

100-31-4850-531225 STORM WATER
Requested Amount: $2,975
This is the fees for all cemeteries for a full year.

100-31-4850-531230 ELECTRICITY
Requested Amount: $1,500
This is the same as the 2015 budgeted amount.

100-31-4850-531700 OTHER SUPPLIES
Requested Amount: $100
The amount is for survey flags, framing for marking of graves, and section signage at all cemeteries.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

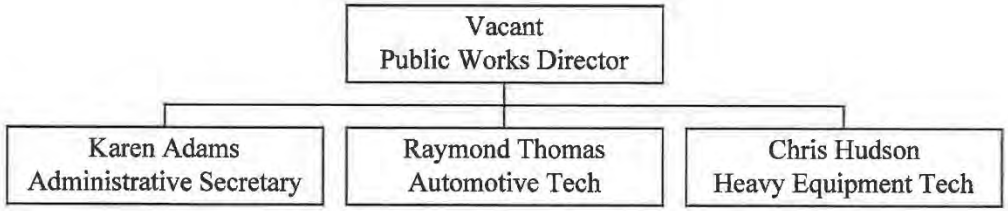
ACCOUNT NUMBER/DESCRIPTION

100-31-4850-541200 LAND & IMPROVEMENTS
Requested Amount: $3,500

This is for signage and improvements to the new section at Eastview Cemetery.

31 CEMETERY

City Shop Department
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

SHOP DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS – 2016

- Continue to provide timely service for all City vehicles — On-going
- Monitor productivity to ensure that the labor/overhead rate is as low as possible — On-going
- Develop mechanic professional development program — On-going

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
32 SHOP						
100-32-4800-511000 REGULAR PAY	96,908	94,453	56,474	94,453	94,453	94,453
100-32-4800-511300 OVERTIME PAY	3,857	4,200	2,208	4,000	4,000	4,000
100-32-4800-512100 GROUP MEDICAL INSURANCE	23,304	25,804	13,658	23,910	19,507	19,507
100-32-4800-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-32-4800-512110 GROUP DENTAL INSURANCE	592	414	355	609	609	609
100-32-4800-512200 SOCIAL SECURITY EXP	7,447	7,547	4,646	7,532	7,532	7,532
100-32-4800-512400 RETIREMENT SYSTEM	16,507	11,917	11,917	10,899	10,899	10,899
100-32-4800-512700 WORKERS COMPENSATION	2,724	2,098	2,096	1,497	1,497	1,497
100-32-4800-522000 OTHER OUTSIDE SERVICES	62	0	0	- 0	- 0	- 0
100-32-4800-522200 BUILDING REP & MAINT	1,276	1,100	458	1,800	1,800	1,800
100-32-4800-522201 OFFICE EQUIP REP& MAINT	0	350	348	350	350	350
100-32-4800-522202 AUTO & TRUCK-REP & MAINT	447	300	1,013	3,000	3,000	3,000
100-32-4800-522203 MACH & EQUIP-REP & MAINT	20	160	80	1,000	1,000	1,000
100-32-4800-522206 COMPUTER-REP & MAINT	0	1,500	1,213	1,500	1,500	1,500
100-32-4800-523200 TELEPHONE	4,708	3,682	2,682	3,682	3,682	3,682
100-32-4800-523700 TRAINING & MEETINGS	0	0	0	1,000	1,000	1,000
100-32-4800-523900 UNIFORMS	605	518	327	2,000	2,000	2,000
100-32-4800-531100 OFFICE/COMPUTER SUPPLIES	1,111	696	74	1,000	1,000	1,000
100-32-4800-531210 WATER, SEWAGE & GARBAGE	19,087	15,554	15,554	15,554	15,554	15,554
100-32-4800-531220 NATURAL GAS	8,267	11,396	10,000	10,000	10,000	10,000
100-32-4800-531225 STORM WATER	2,179	1,816	1,816	1,816	1,816	1,816
100-32-4800-531230 ELECTRICITY	10,201	7,612	7,612	7,612	7,612	7,612
100-32-4800-531270 GASOLINE ALLOCATED	1,831	892	977	892	892	892
100-32-4800-531700 OTHER SUPPLIES	12,728	12,288	7,376	12,288	12,288	12,288
100-32-4800-542100 MACHINERY & EQUIPMENT	373	0	0	35,000	35,000	35,000
100-32-4800-542200 TRUCKS & AUTOMOBILES	0	0	0	20,000	20,000	20,000
100-32-4800-542400 COMPUTER EQUIPMENT	0	0	0	- 0	- 0	- 0
100-32-4800-551101 DATA CENTER EXPENSE	1,743	2,111	1,966	1,879	1,879	1,879
100-32-4800-551102 ALLOCATION TO SUMTER COUNTY	0	0	0	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-32-4800-551103 ALLOCATION TO CITY DEPTS	-84,476	-100,000	-48,031	- 0	- 0	- 0
100-32-4800-581200 CAPITAL LEASE PAYMENT	0	0	0	4,500	4,500	4,500
32 SHOP	131,501	106,408	94,818	267,773	263,370	263,370

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

32 SHOP

100-32-4800-511000 REGULAR PAY

Requested Amount: 94,453.00

Personnel Requirements:

	Current
Administrative Secretary	1
Automotive Mechanic	2
	3

100-32-4800-511300 OVERTIME PAY

Requested Amount: $4000.00

This is the anticipated amount of overtime in 2016.

100-32-4800-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-32-4800-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-32-4800-512200 SOCIAL SECURITY EXP

This amount is 7.65% of the total salary of the department.

100-32-4800-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-32-4800-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-32-4800-522200 BUILDING REP & MAINT
nt is for repairs to the building and office as follows:

$ 300	Pest control
$ 300	Security system monitoring
$1,200	Other building repairs
$1,800	

.

100-32-4800-522201 OFFICE EQUIP REP& MAINT
Requested Amount: $350
The requested amount is for copier maintenance at $29 per month.

100-32-4800-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $3,000
This is for regular maintenance for the duty vehicles at the shop.
1999 Service Truck
1994 Parts Truck
1999 Crown Vic

100-32-4800-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $1000

This is requested amount is for routine maintenance on diagnostic equipment and oher shop equipement.

100-32-4800-522206 COMPUTER-REP & MAINT
The requested amount includes the following:

$ 500	Software user maintenance
$ 1000	Other computer or printer repairs
$1,500	

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-32-4800-523200 TELEPHONE
Requested Amount: $3,682
This covers land lines and cell phones.

100-32-4800-523700 TRAINING & MEETINGS
Requested Amount: $1000

The reqeusted amount is for training for department employees.

100-32-4800-523900 UNIFORMS
Requested Amount: $2000

The requested amount is for two employees within the department.

100-32-4800-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $1000

100-32-4800-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $15,554
The requested amount is the current ytd amount annualized.

100-32-4800-531220 NATURAL GAS
Requested Amount: $10,000 This is the projected amount of natural gas for heating the office at the City Shop.

100-32-4800-531225 STORM WATER
Requested Amount: $1,816
This is the storm water fee for the shop.

100-32-4800-531230 ELECTRICITY
Requested Amount: $7,612
The amount is for electricity at the shop, maintenance buildings, and for the security lights.

100-32-4800-531270 GASOLINE ALLOCATED
Requested Amount: $892
This amount is for the service truck and the parts truck.

ACCOUNT NUMBER/DESCRIPTION

100-32-4800-531700 OTHER SUPPLIES
Requested Amount: $12,288

This is the purchase of supplies that are not charged to work orders. The costs include tire disposal, cleaning solutions, safety supplies, rags, etc.

100-32-4800-542100 MACHINERY & EQUIPMENT
Recommended Amount: $35,000

The requested amount is for specialized equipment with the capability to service heavy equipment/vehicles and specialized equip(vac-con truck, sweeper,etc), as well as light duty vehices, firetrucks, pumpers, platforms, etc.

100-32-4800-542200 TRUCKS & AUTOMOBILES
Requested Amount: $20,000

This amount is for a service truck equipped with up-to-date accessories to serve the current fleet. (lease purchase)

100-32-4800-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

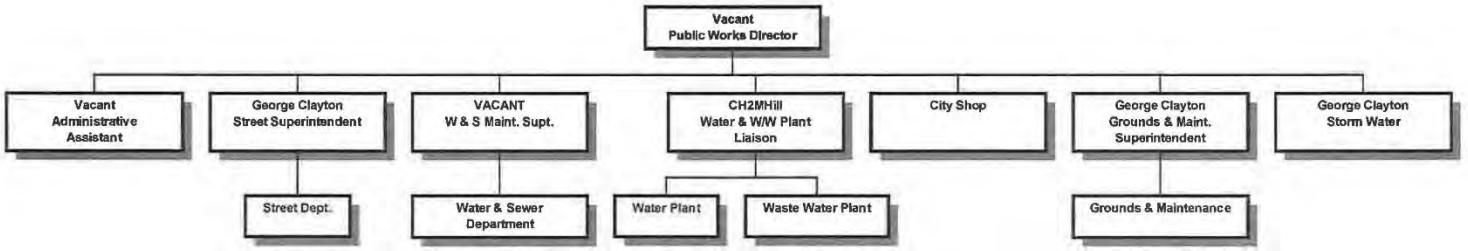
100-32-4800-581200 CAPITAL LEASE PAYMENT
This includes the principal and interest payments for the following capital lease:

$ 4,500	Service Truck (2016)	assumes 6 months of payments
$ 4,500		

Recommended Amount:

32 SHOP

Public Works
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

PUBLIC WORKS

MISSION STATEMENT/GENERAL OBJECTIVES

The Public Works Department provides for the management and maintenance of the City's infrastructure, including streets, safe drinking water, sidewalks, parks, cemeteries, rights of way, sewers and storm drains, vehicles and equipment, environmental compliance, and traffic signals for the City of Americus.

GOALS - 2016

	Time Frame
• Improve internal reporting and processes to increase productivity	On-going
• Backflow prevention program	On-going
• Maintain Fats, Oils, and Grease (F.O.G.) program	On-going
• Reduce Inflow/Infiltration	On-going
• Manage and maintain the City's infrastructure to beautify our community and reduce the City's exposure to liability.	On-going
• Develop City wide sidewalk repair and replacement program	On-going
• Improve livability through clean, well maintained, and accessible street, parks, and facilities	On-going
• Implement recommendations of Water Model	On-going
• Develop municipal well replacement program	On-going
• Educate Citizens through newspaper, radio, & television	As needed

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
34 PUBLIC WORKS						
100-34-1530-521201 LEGAL EXPENSE	75	1,000	0	1,000	1,000	1,000
100-34-1565-571000 BUILDING REPAIR & MAINT	377	0	0	- 0	- 0	- 0
100-34-4100-511000 REGULAR PAY	29,443	28,246	2,600	105,021	105,021	105,021
100-34-4100-511300 OVERTIME PAY	516	0	3	- 0	- 0	- 0
100-34-4100-512100 GROUP MEDICAL INSURANCE	7,807	8,601	1,247	15,940	6,478	6,478
100-34-4100-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-34-4100-512110 GROUP DENTAL INSURANCE	182	138	7	406	406	406
100-34-4100-512200 SOCIAL SECURITY PAYMENTS	2,136	2,161	273	8,034	8,034	8,034
100-34-4100-512400 RETIREMENT SYSTEM	14,916	3,412	3,412	11,626	11,626	11,626
100-34-4100-512700 WORKERS' COMPENSATION	1,596	88	88	327	327	327
100-34-4100-522000 OTHER OUTSIDE SERVICES	27,359	23,888	22,323	23,888	23,888	23,888
100-34-4100-522130 LOT CLEANING EXPENSE	0	0	0	- 0	- 0	- 0
100-34-4100-522201 OFFICE EQUIP-REP AND MAIN	241	0	195	- 0	- 0	- 0
100-34-4100-522202 AUTO & TRUCK-REP & MAINT	505	0	0	- 0	- 0	- 0
100-34-4100-522203 MACH & EQUIP-REP & MAINT	289	100	96	500	500	500
100-34-4100-522206 COMPUTER-REPAIR & MAINT	5,700	5,700	5,700	5,700	5,700	5,700
100-34-4100-523200 TELEPHONE	14,611	10,698	4,612	10,698	10,698	10,698
100-34-4100-523600 DUES & SUBSCRIPTIONS	590	939	179	1,000	1,000	1,000
100-34-4100-523700 TRAINING & MEETINGS	3,898	4,950	0	4,950	4,950	4,950
100-34-4100-523900 UNIFORMS	0	0	0	- 0	- 0	- 0
100-34-4100-531100 OFFICE/COMPUTER SUPPLIES	3,446	4,500	1,239	4,500	4,500	4,500
100-34-4100-531230 ELECTRICITY	3,817	5,040	5,250	5,040	5,040	5,040
100-34-4100-531270 GASOLINE ALLOCATED	2,436	0	473	2,996	2,996	2,996
100-34-4100-531700 OTHER SUPPLIES	3,396	5,000	718	4,900	4,900	4,900
100-34-4100-541300 BUILDINGS	0	0	0	- 0	- 0	- 0
100-34-4100-542101 OFFICE EQUIPMENT	0	0	0	- 0	- 0	- 0
100-34-4100-542200 TRUCKS & AUTOMOBILES	0	0	0	- 0	- 0	- 0
100-34-4100-551000 ALLOCATION OF EXPENSES	-85,819	-59,287	-34,584	- 0	- 0	- 0
100-34-4100-551101 DATA CENTER EXPENSE	1,241	1,408	1,351	626	626	626

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
100-34-4100-581200 CAPITAL LEASE PAYMENTS	0	0	0	- 0	- 0	- 0
34 PUBLIC WORKS	38,759	46,582	15,183	207,152	197,690	197,690

ACCOUNT NUMBER/DESCRIPTION

34 PUBLIC WORKS

100-34-1530-521201 LEGAL EXPENSE
Requested Amount: $1,000
This amount should cover any minor legal expenses for the department and additional easement work.

100-34-4100-511000 REGULAR PAY
Personnel Requirements: 105,021

	Current	Requested
Administrative Assistant	1	1
Public Works Director	0	1
	1	2

The Utilities Diector is now titled Natural Gas Director and is currently the director of Naural Gas only. The Public Works Director position is being reestablished and will be the director of all Public Works departments.

100-34-4100-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-34-4100-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

100-34-4100-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

ACCOUNT NUMBER/DESCRIPTION

100-34-4100-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-34-4100-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-34-4100-522000 OTHER OUTSIDE SERVICES
Requested Amount: $23,888
The requested amount includes UPS/FedEx expenses, Advanced Disposal pick ups at the yard, and other miscellaneous services.

100-34-4100-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $500
This is for the radio maintenance contract and other miscellaneous repairs.

100-34-4100-522206 COMPUTER-REPAIR & MAINT
$5,700 HRG Technology (work order program)

100-34-4100-523200 TELEPHONE
Requested Amount: $10,698
The requested amount is for Verizon Wireless, AT&T land lines, and Lightyear long distance service.

Recommended Amount: $10,698

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-34-4100-523600 DUES & SUBSCRIPTIONS

Requested Amount: $1000

$ 30	GWPCA membership fee
$325	GA Rural Water Assoc. membership fee
$284	SE Storm Water Assoc.
$100	APWA
$100	GWP
$100	GSWCC
$939	

100-34-4100-523700 TRAINING & MEETINGS

Requested Amount: $4,950

$ 800	GPWA/GA Rural Water
$ 400	Other Training (APWA)
$1,000	WW Collection
$1,000	Underground storage tanks
$ 750	APWA
$ 750	GWP
$ 250	GSWCC
$4,950	

100-34-4100-531100 OFFICE/COMPUTER SUPPLIES

Requested Amount: $4,500

This includes the purchase of copier paper, stationary, pens, paper, etc. for 5 people.

100-34-4100-531230 ELECTRICITY

Requested Amount: $5,040

ACCOUNT NUMBER/DESCRIPTION

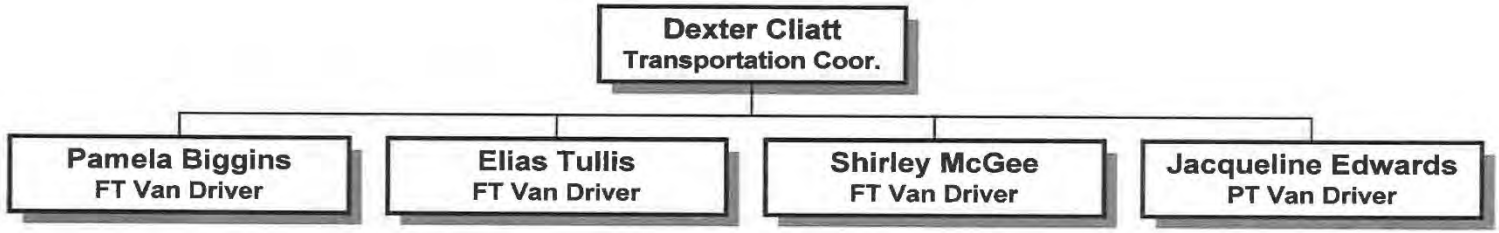
100-34-4100-531270 GASOLINE ALLOCATED
Requested Amount: $2,996
This amount is for gasoline for the Public Work Director's vehicle.

100-34-4100-531700 OTHER SUPPLIES
Requested Amount: $4,900
This request covers general supplies for the Public Works office, City Shop, depot, and shops such as paper towels, restroom supplies, and cleaning products. This amount also includes $100 for cleaning supplies for Rees Park School.

100-34-4100-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

34 PUBLIC WORKS

Transportation
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

TRANSPORTATION

MISSION STATEMENT/GENERAL OBJECTIVES

1. Continue the quality of services to all citizens by being responsive and accommodating to their needs to the best of our ability.
2. Stress safe driving to van drivers constantly to try to eliminate careless accidents.
3. To provide clean, safe transportation to all citizens in need.

GOALS - 2016

1. Continue efforts in marketing and advertising transportation services to all citizens
2. Conduct at least two surveys from riders during the year to analyze our transit system – March & September 2015
3. To increase ridership by implementing new and modern advertising techniques
4. Implement a successful system for transporting riders
5. Maintain the provision of transportation services during lunch hours
6. Create a viable form of obtaining feedback from Americus Transit customers
7. Increase community awareness regarding the availability of transit services
8. Implement Creekview Commons route stop
9. Consider feasibility of one fixed route for Americus transit

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
35 TRANSPORTATION						
100-35-5500-511000 REGULAR PAY	95,194	97,342	52,283	97,313	97,313	97,313
100-35-5500-511300 OVERTIME PAY	121	100	495	500	500	500
100-35-5500-512100 GROUP MEDICAL INSURANCE	27,646	34,406	15,628	31,880	26,010	26,010
100-35-5500-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
100-35-5500-512110 GROUP DENTAL INSURANCE	705	552	406	812	812	812
100-35-5500-512200 SOCIAL SECURITY PAYMENTS	7,082	7,454	4,101	7,483	7,483	7,483
100-35-5500-512400 RETIREMENT SYSTEM	10,951	11,771	11,771	10,828	10,828	10,828
100-35-5500-512700 WORKERS' COMPENSATION	4,364	3,195	3,192	2,626	2,626	2,626
100-35-5500-521203 AUDIT FEES	1,335	1,335	1,064	- 0	- 0	- 0
100-35-5500-522000 OTHER OUTSIDE SERVICES	111	500	47	500	500	500
100-35-5500-522201 OFFICE EQUIP-REP & MAINT	1,703	3,500	101	3,500	3,500	3,500
100-35-5500-522202 AUTO & TRUCK-REP & MAINT	9,607	8,000	16,259	- 0	- 0	- 0
100-35-5500-523100 INSURANCE EXPENSE	2,437	1,965	914	1,892	1,892	1,892
100-35-5500-523200 TELEPHONE	117	375	202	- 0	- 0	- 0
100-35-5500-523301 ADVERTISING EXPENSE	0	500	0	500	500	500
100-35-5500-523600 DUES & SUBSCRIPTIONS	0	150	0	150	150	150
100-35-5500-523700 TRAINING AND MEETINGS	865	1,900	0	1,900	1,900	1,900
100-35-5500-523900 UNIFORMS	1,903	500	484	1,600	1,600	1,600
100-35-5500-531100 OFFICE/COMPUTER SUPPLIES	1,135	1,000	518	500	500	500
100-35-5500-531210 WATER,SEWER,AND GARBAGE	688	678	678	678	678	678
100-35-5500-531225 STORM WATER	208	227	227	227	227	227
100-35-5500-531230 ELECTRICITY	3,643	3,754	3,754	3,754	3,754	3,754
100-35-5500-531270 GASOLINE ALLOCATED	30,001	30,000	30,000	30,000	30,000	30,000
100-35-5500-542200 TRUCKS & AUTOMOBILES	0	48,300	0	- 0	- 0	- 0
100-35-5500-551101 DATA CENTER EXPENSE	580	704	651	626	626	626
35 TRANSPORTATION	200,397	258,208	142,776	197,269	191,399	191,399

ACCOUNT NUMBER/DESCRIPTION

35 TRANSPORTATION

100-35-5500-511000 REGULAR PAY

Personnel Requirements:

	Current
Transportation Coordinator	1
Van Driver	3
Van Driver (part-time)	1
	5

100-35-5500-511300 OVERTIME PAY

Requested Amount: $500

The reuested amount is for overtime that is unavoidable without reducing services at the end of the day for passengers.

100-35-5500-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-35-5500-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

100-35-5500-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

100-35-5500-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

100-35-5500-512700 WORKERS' COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-35-5500-522000 OTHER OUTSIDE SERVICES
Requested Amount: $500
The amount requested is the same as 2015 budgeted amount.

100-35-5500-522201 OFFICE EQUIP-REP & MAINT
Requested Amount: $3,500
This includes $3,000 for dispatch software maintenance and $500 for incidental radio repairs.

100-35-5500-523100 INSURANCE EXPENSE
Requested Amount: $1,892
This is the amount for general liability and physical damage for the transit vans. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

100-35-5500-523301 ADVERTISING EXPENSE
Requested Amount: $500
This is the amount DOT budgeted for our 2015/2016 reimbursement.

100-35-5500-523600 DUES & SUBSCRIPTIONS
Requested Amount: $150
This is for the Georgia Transit Association.

100-35-5500-523700 TRAINING AND MEETINGS
The budget request is for the following:

$ 450	One day workshop for 4 drivers*
$ 450	3 day workshop for dispatcher*
$1,000	Pass Training for dispatcher and 2 drivers.
$1,900	

*Workshops are required by DOT.

ACCOUNT NUMBER/DESCRIPTION

100-35-5500-523900 UNIFORMS
Requested Amount: $1,600
The requested amount is for uniforms for department employees. The request does not exceed the the expected DOT reimbursement.

100-35-5500-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $1,000
The budget covers ink cartridges and paper. This is the amount DOT budgeted for our 2014/2015 reimbursement.

100-35-5500-531210 WATER,SEWER,AND GARBAGE
The request is for the pro-rata share of the Municipal Building.

100-35-5500-531225 STORM WATER
The request is for the pro-rata share of the Municipal Building.

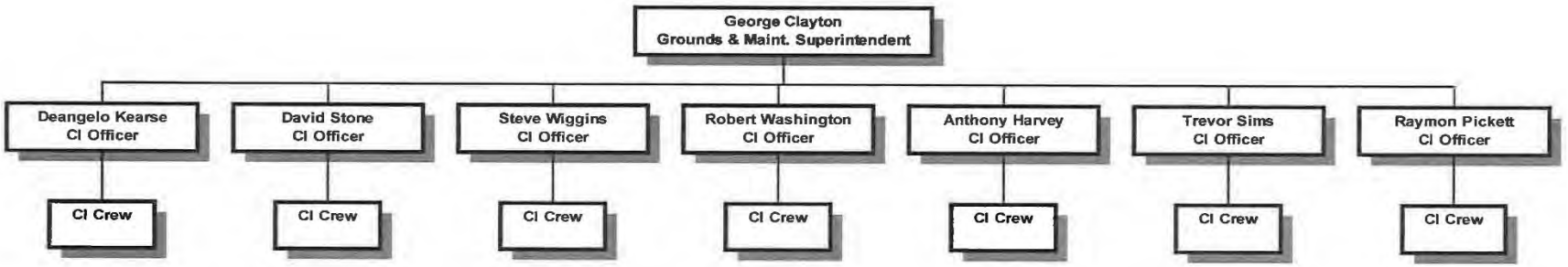
100-35-5500-531230 ELECTRICITY
The request is for the pro-rata share of the Municipal Building.

100-35-5500-531270 GASOLINE ALLOCATED
Requested Amount: $30,000
The amount requested is the same as the estimated amount for 2015.

100-35-5500-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

35 TRANSPORTATION

Grounds and Maintenance
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

GROUNDS & MAINTENANCE DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS – 2016

	TIME-FRAME
• Continue cemetery maintenance	On-going
• Continue to maintain City's rights of way	On-going
• Continue to maintain City's buildings	On-going

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
36 GROUNDS/MAINTENANCE						
100-36-4340-511000 REGULAR PAY	185,846	215,197	94,643	207,993	207,993	207,993
100-36-4340-511300 OVERTIME PAY	6,120	6,000	3,254	7,000	7,000	7,000
100-36-4340-512100 GROUP MEDICAL INSURANCE	46,791	68,811	23,936	55,789	39,927	39,927
100-36-4340-512101 OPT OUT INSURANCE PLAN	0	0	1,039	3,000	3,000	3,000
100-36-4340-512110 GROUP DENTAL INSURANCE	1,185	1,104	705	1,624	1,624	1,624
100-36-4340-512200 SOCIAL SECURITY PAYMENTS	14,178	16,922	7,921	16,447	16,447	16,447
100-36-4340-512400 RETIREMENT SYSTEM	26,547	26,721	26,721	23,800	23,800	23,800
100-36-4340-512700 WORKER'S COMPENSATION	4,840	11,684	11,676	13,638	13,638	13,638
100-36-4340-522000 OTHER OUTSIDE SERVICES	8,520	7,140	7,140	3,060	3,060	3,060
100-36-4340-522202 AUTO & TRUCK- REP & MAINT	12,762	11,000	13,968	15,000	15,000	15,000
100-36-4340-522203 MACH & EQUIP-REP & MAINT	15,636	6,000	5,759	15,000	15,000	15,000
100-36-4340-523200 TELEPHONE	375	316	236	316	316	316
100-36-4340-523700 TRAINING AND MEETINGS	740	0	0	- 0	- 0	- 0
100-36-4340-523900 UNIFORMS	9,007	2,000	5,437	15,000	15,000	15,000
100-36-4340-531105 HAND TOOLS	239	500	0	1,000	1,000	1,000
100-36-4340-531210 WATER, SEWAGE & GARBAGE	12,707	3,380	8,281	3,380	3,380	3,380
100-36-4340-531220 NATURAL GAS	60	48	66	- 0	- 0	- 0
100-36-4340-531225 STORM WATER	153,588	102,508	78,231	102,508	102,508	102,508
100-36-4340-531230 ELECTRICITY	520	714	138	714	714	714
100-36-4340-531270 GASOLINE ALLOCATED	31,202	25,000	25,000	30,000	30,000	30,000
100-36-4340-531700 OTHER SUPPLIES	18,595	15,000	8,790	15,000	15,000	15,000
100-36-4340-542100 MACHINERY & EQUIPMENT	16,257	25,000	25,177	35,000	35,000	35,000
100-36-4340-542200 TRUCKS AND AUTOMOBILES	0	0	0	45,000	20,000	20,000
100-36-4340-551000 ALLOCATION OF EXPENSES	-32,457	-29,438	-17,172	- 0	- 0	- 0
100-36-4340-551101 DATA CENTER EXPENSE	0	0	0	626	626	626
100-36-4340-581200 CAPITAL LEASE PAYMENTS	0	0	0	5,625	- 0	- 0
100-36-6240-531112 PLANTS & FLOWERS	1,915	3,000	1,771	5,000	5,000	5,000
36 GROUNDS/MAINTENANCE	535,174	518,607	332,716	621,520	575,033	575,033

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

36 GROUNDS/MAINTENANCE

100-36-4340-511000 REGULAR PAY
Requested; $ 207,993

Personnel Requirements:

	Current
Correctional Officer	7
Grounds & Maint Superintendant	1
	8

100-36-4340-511300 OVERTIME PAY
Requested Amount: $7,000

To catch up on lost time which was caused by unavoidable conditions: weather and other official transactions.

100-36-4340-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

100-36-4340-512101 OPT OUT INSURANCE PLAN
This amount represents $3,000 per employee for expected Opt Out participation.

100-36-4340-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

100-36-4340-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

100-36-4340-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-36-4340-512700 WORKER'S COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

100-36-4340-522000 OTHER OUTSIDE SERVICES
The request is for the following:

$3,060 Porta Potty rental (3 @ $85 per month)

100-36-4340-522202 AUTO & TRUCK- REP & MAINT
Requested Amount: $15,000
The requested amount is for repairs on Supervisor's truck and vans in the department. We are having to keep vans longer which means higher maintenance cost.

100-36-4340-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $15,000
The request covers maintenance of mowers, weed eaters, edgers, backpack blowers, and radios, as well as an inventory of parts for these repairs. We are having to keep equipment longer which means higher maintenance and cost.The mowers need to be up graded to commerial mowers to handle the number of hours and stress put on ones we have now. which is causing more down time because of the repaires. Due to the higher labor rates and parts this request is required to handle such demands.
I request replacing one or two mowers a year with commerial ones.

100-36-4340-523200 TELEPHONE
Requested Amount: $316
This is amount covers cellular service for the superintendent's cell phone.

100-36-4340-523900 UNIFORMS
Requested Amount: $15,000
The requested amount covers uniforms for seven employees within the department.

ACCOUNT NUMBER/DESCRIPTION

100-36-4340-531105 HAND TOOLS
Requested Amount: $1,000
The request is for hand tools such as rakes, brooms, and shovels for the inmate crews.

100-36-4340-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $3,380
This is for the various sprinkler systems for watering the city owned landscape. The amount requested is the current year to date amount annualized.

100-36-4340-531225 STORM WATER
Requested Amount: $102,508
The budget request includes all storm water fees for streets, sidewalks, and parks.

100-36-4340-531230 ELECTRICITY
Requested Amount: $714
This is for the electricity for the grounds and maintenance building.

100-36-4340-531270 GASOLINE ALLOCATED
Requested Amount: $30,000
This request covers the correctional vans and all grass cutting equipment.

100-36-4340-531700 OTHER SUPPLIES
Requested Amount: $15,000
This amount is for safety vests for Correctional Officers, wasp spray, gloves, trashbags, and safety glasses for inmate crews.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

100-36-4340-542100 MACHINERY & EQUIPMENT
Requested Amount: $35,000
$35,000 Mowers and Equipment*

*This is the amount approved in the CIP budget for 2015.

Need two get at lease two commercial mowers so the repaires would be less. The hours put on these residental mowers are wearing them down too quickly.

100-36-4340-542200 TRUCKS AND AUTOMOBILES
Requested Amount: $45,000
$20,000 Van Replacement*
$25,000 Pickup Truck Replacement (lease purchase)*

$45,000

*This is the amount approved in the CIP budget for 2015.

Recommended Amount: $20,000
The recommended amount moves the pickup truck replacement to 2017.

100-36-4340-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

100-36-4340-581200 CAPITAL LEASE PAYMENTS
This includes the principal and interest payments for the following capital lease:
$5,625 Pickup Truck (2016) assumes 6 months of payments

Recommended Amount: $0.00

The recommended amount moves the purchase of the pickup truck to 2017.

ACCOUNT NUMBER/DESCRIPTION

100-36-6240-531112 PLANTS & FLOWERS
Requested Amount: $5,000
This includes landscaping and beautification of all entranceways into the City. It also includes landscaping for City owned buildings and property.

36 GROUNDS/MAINTENANCE

CITY OF AMERICUS
2016 OPERATING BUDGET

DOWNTOWN DEVELOPMENT AUTHORITY

MISSION STATEMENT/GENERAL OBJECTIVES

The mission of the Americus Downtown Development Authority is to promote the economic development and encourage the historic preservation of the Americus Central Business District.

GOALS - 2016

1. Develop a Downtown 5 Year Plan for implementation of results from the Georgia Renaissance Strategic Plan.

2. Explore design changes to slow traffic and create a more pedestrian-friendly environment in the Central Business Improvement District.

3. Create an Annual Reunion/Homecoming Weekend to entice people that no longer live in Americus to come back that weekend to visit.

4. Empty Building Events: Host empty building events downtown to show off the investment potential of vacant properties.

5. Strengthen partnerships with City of Americus Code Enforcement and Police Department by identifying needs and implementing plan of action regarding bicycle patrols, building appearances, and overall safety of our citizens.

6. Promote and educate downtown amenities, such as downtown living, shopping, events, to GSW and SGTC students and faculty, through orientation, storm days, etc. Encourage downtown businesses to participate in these promotions, creating revenue.

7. Enhance the overall appearance of Downtown Americus by planting flowers on city properties such as Rylander Park and all flowering beds throughout the downtown district. Partner with local garden clubs for the plantings.

8. Continue to build partnerships and strengthen stakeholders for events and real estate development.

9. Continue working closely with Payroll Development Authority, Chamber of Commerce, and CED Director with the City of Americus to develop a more aggressive plan to recruit new business to downtown Americus.

10. Review zoning ordinances and codes and partner with the Community Development Department of the City of Americus to create an entertainment zone adjacent to the Downtown Central Business Improvement District.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
202 DOWNTOWN DEVELOPMENT FUND						
202-00-0000-311102 PROPERTY TAX SURTAX REVENUE	34,821	17,120	0	16,783	16,783	16,783
202-00-0000-316101 BUSINESS LICENSE SURTAX REVENUE	7,655	7,760	0	7,760	7,760	7,760
202-00-0000-334110 OTHER GRANTS	0	0	0	- 0	- 0	- 0
202-00-0000-347300 TASTE OF SUMTER REVENUE	12,351	14,500	0	14,500	14,500	14,500
202-00-0000-371000 DONATIONS	0	0	0	- 0	- 0	- 0
202-00-0000-381001 TROLLEY FEES	0	0	0	5,000	5,000	5,000
202-00-0000-382000 RENTAL INCOME	18,000	36,000	18,000	36,000	36,000	36,000
202-00-0000-389000 OTHER MISC INCOME	3,306	1,500	1,480	1,500	1,500	1,500
202-00-0000-389003 CARRYOVER OF FUND BALANCE	0	7,305	0	- 0	- 0	- 0
202-00-0000-389005 CITY ALLOCATION REVENUE	80,184	88,067	51,372	88,067	88,067	88,067
202-00-0000-391200 TRANSFER FROM GENERAL FUND	0	16,000	0	- 0	- 0	- 0
202-00-0000-392100 SALE OF DDA PROPERTY	0	0	0	- 0	- 0	- 0
202 DOWNTOWN DEVELOPMENT FUND	156,316	188,252	70,852	169,610	169,610	169,610

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

202 DOWNTOWN DEVELOPMENT FUND

202-00-0000-311102 PROPERTY TAX SURTAX REVENUE

Requested Amount: $16,783
This is the levy of 1.5 mils on the real and personal property within the Central Business Improvement District, tax District 06. The City charges a 3% administration fee to collect these taxes. This fee has been deducted from the tax.

202-00-0000-316101 BUSINESS LICENSE SURTAX REVENUE

Requested Amount: $7,760

This is the surtax added on business licenses in the Central Business Improvement District. The City charges a 3% administration fee for collection which has been deducted from this amount.

202-00-0000-347300 TASTE OF SUMTER REVENUE

Requested Amount: $14,500
This is the revenue from the annual Taste of Sumter event.

202-00-0000-381001 TROLLEY FEES

Requested Amount: $5,000
This item includes payments from others for incremental trolley services such as weddings and other events. There is a corresponding expense line item.

202-00-0000-382000 RENTAL INCOME

Requested Amount: $36,000
This represents the income from South Georgia Technical College for use of the Stein Building.

202-00-0000-389000 OTHER MISC INCOME

Requested Amount: $1,500

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

202-00-0000-389005 CITY ALLOCATION REVENUE

The following is a recap of recent allocations.

2009	$101,940		
2010	$ 94,000	(7.8%)	
2011	$ 84,600	(10.0%)	
2012	$ 84,600	0.0%	
2013	$ 94,600	11.8%	
2014	$ 88,067	(7.42%)	
2015	$144,028	38.9%	
2015	$ 88,067	(38.9%)	approved
2016	$ 88,067	0%	requested

202 DOWNTOWN DEVELOPMENT FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
65 DOWNTOWN DEVELOPMENT						
202-65-1530-521201 LEGAL EXPENSES	0	500	0	500	500	500
202-65-7550-511000 REGULAR PAY	38,359	67,483	35,260	63,203	38,055	38,055
202-65-7550-511300 OVERTIME PAY	0	0	3,539	3,500	3,500	3,500
202-65-7550-512100 GROUP MEDICAL INSURANCE	3,012	12,902	4,865	11,955	9,754	9,754
202-65-7550-512101 OPT OUT INSURANCE PLAN	404	0	0	- 0	- 0	- 0
202-65-7550-512110 GROUP DENTAL INSURANCE	99	207	115	305	305	305
202-65-7550-512200 SOCIAL SECURITY EXP	3,015	5,162	3,012	5,103	2,978	2,978
202-65-7550-512400 RETIREMENT SYSTEM	4,228	6,358	6,358	6,282	3,208	3,208
202-65-7550-512700 WORKERS COMPENSATION	100	227	226	1,580	1,580	1,580
202-65-7550-521203 AUDIT FEES	700	700	558	- 0	- 0	- 0
202-65-7550-522000 OTHER OUTSIDE SERVICES	11,923	11,000	4,583	13,860	13,860	13,860
202-65-7550-522201 OFFICE EQUIP REP & MAINT	145	175	145	250	250	250
202-65-7550-522202 AUTO & TRUCK REP & MAINT	0	3,000	650	1,500	1,500	1,500
202-65-7550-522206 COMPUTER REPAIR & MAINT	0	0	0	- 0	- 0	- 0
202-65-7550-523100 INSURANCE EXPENSE	491	695	488	584	584	584
202-65-7550-523200 TELEPHONE	1,516	1,524	1,612	1,524	1,524	1,524
202-65-7550-523201 POSTAGE	521	650	653	650	650	650
202-65-7550-523301 ADVERTISING EXPENSE	22,152	21,507	11,295	30,700	30,700	30,700
202-65-7550-523600 DUES & SUBSCRIPTIONS	580	1,050	350	1,050	1,050	1,050
202-65-7550-523700 TRAINING & MEETINGS	4,837	6,600	2,454	4,400	4,400	4,400
202-65-7550-523900 UNIFORMS	0	0	-48	- 0	- 0	- 0
202-65-7550-523906 TROLLEY EXPENSE	0	0	0	5,000	5,000	5,000
202-65-7550-523908 TASTE OF SUMTER EXPENSES	12,710	16,500	0	16,500	16,500	16,500
202-65-7550-531100 OFFICE /COMPUTER SUPPLIES	1,547	2,500	537	1,750	1,750	1,750
202-65-7550-531112 FLOWERS & PLANTS	3,777	5,000	862	3,000	3,000	3,000
202-65-7550-531210 WATER,SEWER,& GARBAGE	256	298	203	- 0	- 0	- 0
202-65-7550-531220 NATURAL GAS	0	0	0	- 0	- 0	- 0
202-65-7550-531225 STORM WATER	870	1,100	1,100	1,100	1,100	1,100
202-65-7550-531230 ELECTRICITY	855	1,041	1,000	1,000	1,000	1,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
202-65-7550-531270 GASOLINE ALLOCATED	367	1,500	1,529	1,500	1,500	1,500
202-65-7550-531700 OTHER SUPPLIES	3,130	4,360	2,779	4,360	4,360	4,360
202-65-7550-542900 OTHER CAPITAL EXPENDITURE	5,195	14,805	425	19,750	19,750	19,750
202-65-7550-551101 DATA CENTER EXPENSE	1,161	1,408	1,317	1,252	1,252	1,252
202-65-7550-581300 PRINCIPAL PAYMENTS	28,910	0	0	- 0	- 0	- 0
202-65-7550-581302 DEBT SERVICE PAYMENTS	0	0	0	- 0	- 0	- 0
202-65-7550-582300 INTEREST EXPENSE	807	0	0	- 0	- 0	- 0
65 DOWNTOWN DEVELOPMENT	151,666	188,252	85,867	202,158	169,610	169,610

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

65 DOWNTOWN DEVELOPMENT

202-65-1530-521201 LEGAL EXPENSES
Requested Amount: $500

202-65-7550-511000 REGULAR PAY
Personnel Requirements:

	Current
Downtown Development Director (1/2)	.5
Office Assistant (part-time)	1
Correctional Officer (downtown)	1
	2.5

The Director's salary is split between the Downtown Development Department and the Tourism Department.

202-65-7550-511300 OVERTIME PAY
Requested Amount $3,500

This is based off of Overtime from 2015

202-65-7550-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

202-65-7550-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee. This is for one of half of the total for DDA Director . The other half is being funded by the Tourism Council.

202-65-7550-512200 SOCIAL SECURITY EXP
This amount is 7.65% of the total salary of the department. This includes one half of the cost for the Director. The other half is being funded by the Tourism Council.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

202-65-7550-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly. This includes one half of the costs for the Director. The other half is being funded by the Tourism Council.

202-65-7550-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

202-65-7550-522000 OTHER OUTSIDE SERVICES

Requested Amount: $13,860

$ 5,000	Transportation for S.A.M (5 people @ $40 ea x 30 weeks)
$ 3,860	Stein Center building repairs and pest control
$ 4,000	Services for Rylander Park and Lenny's Market
$12,860	

202-65-7550-522201 OFFICE EQUIP REP & MAINT

Requested Amount: $250

This is for half of the maintenance on the new copier. The other half is funded by the Tourism Council.

202-65-7550-522202 AUTO & TRUCK REP & MAINT

Requested Amount: $1,500

202-65-7550-523100 INSURANCE EXPENSE

Requested Amount: $584

The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

ACCOUNT NUMBER/DESCRIPTION

202-65-7550-523200 TELEPHONE

The requested amount includes telephone and internet as follows:

$1,200	Enterprise Billing (Mediacom)
$ 324	Bandwidth (telephone - 2 lines)
$1,524	

202-65-7550-523201 POSTAGE

Requested Amount: $650

This amount includes costs associated with newsletters, event notices, monthly mail outs, surveys, and general mailings.

202-65-7550-523301 ADVERTISING EXPENSE

Requested	
$13,800	Radio, television, printed advertising*
$ 8,200	Brochures & rack cards**
$ 2,500	Community & Business Development***
$ 1,200	Downtown Business of the month promo
$ 3,500	Lenny's Market website
$ 1,500	Other promotional opportunities including sandwich board signs
$30,700	

*This includes welcome booklets for DDA and City of Americus.
**This includes dining, Lenny's Market, walking maps, etc.
***This includes promotional items for reunions, community fairs, gift bags.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

202-65-7550-523600 DUES & SUBSCRIPTIONS

Requested	
$ 250	National Trust Membership
$ 150	Presidential Pathways
$ 125	Georgia Downtown Association
$ 85	Chamber of Commerce
$ 295	Georgia Trust for Historic Preservation
$ 55	Secretary of State registration
$ 90	Americus Times Recorder
$1,050	

202-65-7550-523700 TRAINING & MEETINGS

Requested	
$1,450	Georgia Downtown Conference (Mgr, DDA & Council Member)*
$ 400	DDA board member training
$ 450	Quarterly Main Street regional meetings
$ 600	Miscellaneous training & travel
$1,500	Annual GMA Retreat
$4,400	

*Required for Main Street Certification

202-65-7550-523906 TROLLEY EXPENSE

Requested Amount: $5000

This item includes expenses for reimbursable trolley services, such as weddings and other events. It was recommended to move this line item to Downtown Development Department from Department 16, Coummunity Development.

202-65-7550-523908 TASTE OF SUMTER EXPENSES

Requested Amount: $16,500

This is the cost for entertainment and other expenses associated with the annual Taste Of Sumter event.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

202-65-7550-531100 OFFICE /COMPUTER SUPPLIES

Requested Amount: 1,750

The requested amount is for normal supplies needed to run the office. (paper, pens, business cards, letterhead, envelopes, copy paper, ink cartridges, etc.)

202-65-7550-531112 FLOWERS & PLANTS

Requested Amount: $3,000

The amount is for maintenance of Rylander Park, the Farmer's Market, and the entire Central Business Improvement District. The request is for lantana, trees, pine straw and shrubbery as well as pots and plants for Rylander Park and downtown store fronts. This includes adding new flowers throughout the downtown district.

202-65-7550-531225 STORM WATER

The requested amount includes the following:

$ 180	Lenny's Market
$ 880	Stein Building
$ 40	Pro-rata share of Municipal Building
$1,100	

202-65-7550-531230 ELECTRICITY

The request is for the pro-rata share of the Municipal Building plus $500 for the Lenny's Market.

202-65-7550-531270 GASOLINE ALLOCATED

Requested Amount: $1,500

This is for miscellaneous travel in City vehicles.

Approved Amount: $1,500

ACCOUNT NUMBER/DESCRIPTION

202-65-7550-531700 OTHER SUPPLIES

Requested Amount: $4,360

This line item includes banner arms, replacement parts for banner arms, smoker's receptacles, electrical supplies, ribbons for City holidays, awards for downtown recognition, and other miscellaneous supplies. $3,500 of the requested amount will be funded with Burroughs project funds.

202-65-7550-542900 OTHER CAPITAL EXPENDITURE

Requested: $19,750

Gen Fund	DDA	
$ 5,000	$ 5,000	Christmas Decorations & Lighting*
$ 2,500	$ 2,500	Facade/Sign Grants*
$ 2,500	$ 2,500	Christmas Light Facade Bldg Grants*
$ 3,750	$ 3,750	Historic Building Plaques*
$ 6,000	$ 6,000	6 Benches,4 trash receptacles,& 6 smoking receptacles
$19,750	$19,750	

Recommended amount: $19,750

Gen Fund	DDA	
$ 2,500	$ 5,000	Christmas Decorations & Lighting*
$ 2,500	$ 2,500	Facade/Sign Grants*
$ 2,500	$ 2,500	Christmas Light Facade Bldg Grants*
$ 3,500	$ 3,750	Historic Building Plaques*
$ 3,500	$ 6,000	6 Benches,4 trash receptacles,& 6 smoking receptacles
$14,500	$19,750	

202-65-7550-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

65 DOWNTOWN DEVELOPMENT

CITY OF AMERICUS
2016 OPERATING BUDGET

TOURISM COUNCIL

MISSION STATEMENT/GENERAL OBJECTIVES

The Americus Sumter County Tourism Council focuses on effective marketing/advertising efforts through strategically placing promotions in highly visible markets in order to attract tourists to the area.

GOALS – 2016

Collaboration, Cooperation, Partnerships, Promotion, Marketing, Communication, Resources, Support, Product Development

- Improve understanding of the value of tourism and support the tourism industry among state legislators, county and local officials, businesses and residents.
- Define “service excellence” and share these definitions with the industry.
- Foster a culture of public-private collaboration, cooperation, and partnerships – across the state and beyond – to continue to unify the tourism industry and help grow Sumter County’s economy.
- Enhance the visitor’s travel experience.
- Develop and offer local tours for area residents to make our community aware of the different tourism assets.
- Develop outdoor recreational activities and promote to not only our community but also surrounding counties.
- Continue to publicize and promote Americus and Sumter County via the internet by maximizing the Tourism’s website and expanding social networking efforts, and also by leveraging efforts of travel writers.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
205 TOURISM FUND						
205-00-0000-341903 WELCOME CENTER SALES	9,815	7,500	4,906	6,500	6,500	6,500
205-00-0000-389000 MISCELLANEOUS INCOME	9	0	0	- 0	- 0	- 0
205-00-0000-389002 CASH SHORT & OVER	-2	0	0	- 0	- 0	- 0
205-00-0000-391000 HOTEL/MOTEL TAX	153,366	139,894	81,605	139,894	139,894	139,894
205 TOURISM FUND	163,188	147,394	86,511	146,394	146,394	146,394

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

205 TOURISM FUND

205-00-0000-341903 WELCOME CENTER SALES

Requested Amount: $6,500
This is for the sale of items at the Welcome Center.

205-00-0000-391000 HOTEL/MOTEL TAX

The following is a recap of recent allocations.

2003	$150,000	3.5%	
2004	$150,000	0%	
2005	$165,000	10.0%	
2006	$180,000	9.1%	
2007	$185,400	3.0%	
2008	$180,765	(2.5%)	
2009	$189,800	5.0%	
2010	$160,000	(15.7%)	
2011	$144,000	(10.0%)	
2012	$151,200	5.0%	
2013	$151,200	0.0%	
2014	$148,309	(1.9%)	
2015	$139,894	(17.4%)	approved
2016	$139,894	0%	requested (all from Hotel/Motel tax)

205 TOURISM FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
17 TOURISM						
205-17-7540-511000 REGULAR PAY	66,366	80,410	37,100	76,578	61,780	61,780
205-17-7540-511300 OVERTIME PAY	0	0	0	- 0	- 0	- 0
205-17-7540-512100 GROUP MEDICAL INSURANCE	2,951	4,301	2,269	3,985	3,251	3,251
205-17-7540-512101 OPT OUT INSURANCE PLAN	404	0	0	- 0	- 0	- 0
205-17-7540-512110 GROUP DENTAL INSURANCE	99	69	59	102	102	102
205-17-7540-512200 SOCIAL SECURITY PAYMENTS	4,957	6,151	2,998	5,858	4,634	4,634
205-17-7540-512400 RETIREMENT SYSTEM	2,793	5,043	5,043	3,044	3,044	3,044
205-17-7540-512700 WORKERS COMPENSATION	100	270	271	239	239	239
205-17-7540-521203 AUDIT FEES	700	700	558	- 0	- 0	- 0
205-17-7540-522000 OTHER OUTSIDE SERVICES	2,262	2,700	2,164	2,700	2,700	2,700
205-17-7540-522201 OFFICE EQUIP-REP AND MAIN	145	175	145	250	250	250
205-17-7540-522206 COMPUTER-REP AND MAINT	0	0	0	- 0	- 0	- 0
205-17-7540-522310 RENT EXPENSE	0	0	0	- 0	- 0	- 0
205-17-7540-523100 INSURANCE EXPENSE	2,377	2,500	2,500	2,500	2,500	2,500
205-17-7540-523200 TELEPHONE	173	300	209	300	300	300
205-17-7540-523201 POSTAGE	973	1,500	955	1,500	1,500	1,500
205-17-7540-523301 MARKETING & PROMOTIONS	37,807	22,175	19,598	36,700	36,700	36,700
205-17-7540-523600 DUES AND SUBSCRIPTIONS	1,180	1,110	375	1,110	1,110	1,110
205-17-7540-523700 TRAINING AND MEETINGS	4,690	4,050	2,081	7,500	7,500	7,500
205-17-7540-523905 MERCHANT FEES	581	450	291	450	450	450
205-17-7540-531100 OFFICE/COMPUTER SUPPLIES	4,195	4,250	3,291	4,250	4,250	4,250
205-17-7540-531210 WATER,SEWER,AND GARBAGE	344	339	339	339	339	339
205-17-7540-531220 NATURAL GAS	0	0	0	- 0	- 0	- 0
205-17-7540-531225 STORM WATER	104	120	120	120	120	120
205-17-7540-531230 ELECTRICITY	1,819	1,873	1,873	1,873	1,873	1,873
205-17-7540-531270 GASOLINE ALLOCATED	221	500	500	2,500	2,500	2,500
205-17-7540-531500 WELCOME CENTER PURCHASES	3,538	4,000	4,276	5,000	5,000	5,000
205-17-7540-531700 OTHER SUPPLIES	126	0	0	- 0	- 0	- 0
205-17-7540-542101 OFFICE EQUIPMENT	0	0	0	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
205-17-7540-542400 COMPUTER EQUIPMENT	0	0	0	- 0	- 0	- 0
205-17-7540-551101 DATA CENTER EXPENSE	164	1,408	81	1,252	1,252	1,252
205-17-7540-571000 LINDBERGH BOOGIE FESTIVAL	0	0	0	- 0	- 0	- 0
205-17-7540-571001 SAM SHORTLINE	3,000	3,000	3,000	5,000	5,000	5,000
205-17-7540-573000 BANK CHARGES	0	0	0	- 0	- 0	- 0
17 TOURISM	142,067	147,394	90,097	163,150	146,394	146,394

ACCOUNT NUMBER/DESCRIPTION

17 TOURISM

205-17-7540-511000 REGULAR PAY

Personnel Requirements:

DDA & Tourism Director (1/2 salary)	.5
Welcome Center Host (part-time)	2
Tourism Office Assistant (part-time)	1
Trolley Driver (part-time)	1
	4.5

The requested amount includes dividing the Director's salary between the Downtown Development department and the Tourism department.

205-17-7540-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

205-17-7540-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee. This is half of the cost of the Executive Director. The other half is funded by the Downtown Development Authority.

205-17-7540-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department excluding one half of the Director's cost which is being funded by the Downtown Development Authority.

205-17-7540-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly. This includes one half of the costs for the Director. The other half is being funded by the Douwntown Development department.

ACCOUNT NUMBER/DESCRIPTION

205-17-7540-512700 WORKERS COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

205-17-7540-522000 OTHER OUTSIDE SERVICES
Requested Amount: $2,700
The request is for the cost of e-mail hosting as well as hosting for the 2 websites the Tourism Council owns.

205-17-7540-522201 OFFICE EQUIP-REP AND MAIN
Requested Amount: $250
The requested amount is for maintenance on the copy machine. This is for half of the expense, the other half is located within DDA.

205-17-7540-523100 INSURANCE EXPENSE
Requested Amount: $2,500
This is for Welcome Center content coverage, general liability, and Board of Directors insurance.

205-17-7540-523200 TELEPHONE
Requested Amount: $300
The requested amount is for monthly service to Bandwith for 2 telephone lines.

205-17-7540-523201 POSTAGE
Requested Amount: $1,500

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

205-17-7540-523301 MARKETING & PROMOTIONS

Requested	
$ 8,000	Billboards (North & South of exit 101)
$ 1,500	Sumter Living Magazine (welcome booklet)
$ 2,350	Georgia Travel Guide Listing
$ 4,350	1/6 page ad (GA Travel Guide)
$10,000	Brochures, rack cards, maps, passports, etc.
$ 500	Community & Business Development (promotional items)
$10,000	Events & Education(trolley tours, workshops, reunions, etc)
$36,700	

205-17-7540-523600 DUES AND SUBSCRIPTIONS

The requested budget includes the following:

$ 150	Presidential Pathways
$ 350	GACVB
$ 135	Chamber of Commerce
$ 55	Secretary of State annual registrations
$ 420	Other miscellaneous dues and subscriptions
$1,110	

ACCOUNT NUMBER/DESCRIPTION

205-17-7540-523700 TRAINING AND MEETINGS

The requested amount includes the following:

$ 975	Georgia Governor's Conference on Tourism (Atlanta)
$ 650	Monthly and Regional meetings
$ 925	Regional GACVB Conference
$ 950	Georgia Bus Tour Trade Show
$ 1,500	(4) Military Trade Shows
$ 2,500	National Travel Assn Trade Show
$ 7,500	

Booths at trade shows are the majority of the costs listed.

205-17-7540-523905 MERCHANT FEES

Requested Amount: $450

This is for the merchant fees related to credit card purchases at the Welcome Center.

205-17-7540-531100 OFFICE/COMPUTER SUPPLIES

Requested	
$2,500	Ink cartridges, paper, etc.
$1,750	Gift store bags for merchandise and other misc office supplies
$4,250	

205-17-7540-531210 WATER,SEWER,AND GARBAGE

The request is for the pro-rata share of the Municipal Building.

205-17-7540-531225 STORM WATER

The request is for the pro-rata share of the Municipal Building.

205-17-7540-531230 ELECTRICITY

The request is for the pro-rata share of the Municipal Building.

ACCOUNT NUMBER/DESCRIPTION

205-17-7540-531270 GASOLINE ALLOCATED
Requested Amount: $2500

205-17-7540-531500 WELCOME CENTER PURCHASES
Requested Amount: $5,000
This is for the purchase of cookbooks, books and memorabilia and other Americus promotional items sold at the Welcome Center.

205-17-7540-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

205-17-7540-571001 SAM SHORTLINE
Requested Amount: $5,000
This amount will be designated to the S.A.M. Shortline Excursion Train to help market and promote Americus and Sumter County through the train.

17 TOURISM

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
220 COMMUNITY DEVELOPMENT						
220-00-0000-361001 INTEREST ON REV LOANS	91	165	0	1,074	1,074	1,074
220-00-0000-361004 INT ON 2004 HOUSING LOAN	0	0	0	- 0	- 0	- 0
220 COMMUNITY DEVELOPMENT	91	165	0	1,074	1,074	1,074

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

220 COMMUNITY DEVELOPMENT

220-00-0000-361001 INTEREST ON REV LOANS

Requested Amount: $1074

The revenue can be used to loan additional monies for business development. This is the anticipated amount for 2016.

220 COMMUNITY DEVELOPMENT

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
62 CD FUND						
220-62-7300-611001 TRANSFER TO GENERAL FUND	150,000	0	0	- 0	- 0	- 0
220-62-7300-611007 TRANSFER TO 2007 CDBG	0	0	0	- 0	- 0	- 0
220-62-7300-611100 TRANSFER TO TE PROJECT	0	0	0	- 0	- 0	- 0
62 CD FUND	150,000	0	0	0	0	0

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
221 STATE REVOLVING LOAN						
221-00-0000-361000 OTHER INTEREST EARNED	147	100	89	156	156	156
221-00-0000-361001 REVOLVING LOAN INTEREST	1,188	212	0	2,122	2,122	2,122
221 STATE REVOLVING LOAN	1,336	312	89	2,278	2,278	2,278

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

221 STATE REVOLVING LOAN

221-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $156

This is the interest earned on the bank balance.

221-00-0000-361001 REVOLVING LOAN INTEREST

Requested Amount: $2122

The revenue can be used to loan additional monies for business development.

Estimated Interest 2016	Principal Balance @7/31/15	
$ 212	$5,245	Windsor Spa LLC
$ 710	$ 0	Cafe Campesino (Begins November 2015)
$1,200	$ 0	Other New Loans
$2,122	$5,245	

221 STATE REVOLVING LOAN

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
63 STATE REVOLVING LOAN						
221-63-7300-615500 COMM DEV LOANS	-18,894	968	0	- 0	- 0	- 0
63 STATE REVOLVING LOAN	-18,894	968	0	0	0	0

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
226 2001 PROGRAM INCOME						
226-00-0000-331121 PROGRAM INCOME	1,452	0	0	- 0	- 0	- 0
226-00-0000-361002 INTEREST-CDBG PROG INCOME	0	0	0	- 0	- 0	- 0
226 2001 PROGRAM INCOME	1,452	0	0	0	0	0

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
229 TE PROJECT						
229-00-0000-331150 TE REVENUE	0	0	0	- 0	- 0	- 0
229-00-0000-391102 TRANSFER FROM GENERAL FUND	0	75,000	0	75,000	75,000	75,000
229-00-0000-391105 TRANSFER FROM WACHOVIA	0	0	0	- 0	- 0	- 0
229 TE PROJECT	0	75,000	0	75,000	75,000	75,000

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

229 TE PROJECT

229-00-0000-391102 TRANSFER FROM GENERAL FUND

Requested Amount: $75,000
This is a portion of the required match money.

229 TE PROJECT

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
79 TE PROJECT						
229-79-7500-541466 CONSTRUCTION	0	0	0	- 0	- 0	- 0
229-79-7500-541467 ENGINEERING	0	75,000	0	25,000	25,000	25,000
79 TE PROJECT	0	75,000	0	25,000	25,000	25,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

79 TE PROJECT

229-79-7500-541467 ENGINEERING

Requested Amount: $25,000

This is for the design phase of the Highway 19 project.

79 TE PROJECT

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
234 2014 CDBG FUND						
234-00-0000-334100 2014 CDBG FUNDS	9,620	783,731	106,405	- 0	534,190	534,190
234-00-0000-391102 TRANSFER FROM GEN FUND	0	40,000	0	- 0	- 0	- 0
234-00-0000-391200 TRANSFER FROM TSPLOST	0	44,920	0	- 0	- 0	- 0
234 2014 CDBG FUND	9,620	868,651	106,405	0	534,190	534,190

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

234 2014 CDBG FUND

234-00-0000-334100 2014 CDBG FUNDS

Recommemded Amount: $534,190

234 2014 CDBG FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
90 2014 CDBG PROJECT						
234-90-7300-541450 STREET IMPROVEMENTS	0	207,381	0	150,000	150,000	150,000
234-90-7300-541452 FLOOD & DRAINAGE	0	184,513	0	150,000	150,000	150,000
234-90-7300-541455 DEMOLITION/CLEARANCE	0	8,960	0	- 0	- 0	- 0
234-90-7300-541461 ACQUISITION	0	6,190	0	6,190	6,190	6,190
234-90-7300-541463 GENERAL ADMINISTRATION	4,900	56,861	3,200	35,000	35,000	35,000
234-90-7300-541467 PROFESSIONAL SERVICES	4,620	45,213	0	16,000	16,000	16,000
234-90-7300-552200 CONTINGENCY	0	78,373	0	- 0	- 0	- 0
234-90-7323-541465 REHAB OF PRIVATE PROP	0	133,240	89,355	110,000	110,000	110,000
234-90-7323-541470 RECONSTRUCTION-PRIVATE PROP	0	147,920	13,850	67,000	67,000	67,000
90 2014 CDBG PROJECT	9,520	868,651	106,405	534,190	534,190	534,190

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

90 2014 CDBG PROJECT

234-90-7300-541450 STREET IMPROVEMENTS
Requested Amount: $150,000

234-90-7300-541452 FLOOD & DRAINAGE
Requested Amount: $150,000

234-90-7300-541461 ACQUISITION
Requested Amount: $6,190

234-90-7300-541463 GENERAL ADMINISTRATION
Requested Amount: $35,000
$35,000 General Administration

234-90-7300-541467 PROFESSIONAL SERVICES
Requested Amount: $16,000

$16,000 Engineering Services

234-90-7323-541465 REHAB OF PRIVATE PROP
Requested Amount: $110,000

234-90-7323-541470 RECONSTRUCTION-PRIVATE PROP
Requested Amount: $67,000

90 2014 CDBG PROJECT

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
275 HOTEL/MOTEL TAX FUND						
275-00-0000-314100 HOTEL/MOTEL TAX FUND	315,628	308,000	141,845	315,000	315,000	315,000
275 HOTEL/MOTEL TAX FUND	315,628	308,000	141,845	315,000	315,000	315,000

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

275 HOTEL/MOTEL TAX FUND

275-00-0000-314100 HOTEL/MOTEL TAX FUND

Requested Amount: $315,000

The Hotel/Motel tax is charged on occupied rooms of hotels, motels, and Bed & Breakfast establishments within the city limits of Americus. The rate is 7% of the room charge. Two percent must be expended for tourism purposes and two percent must be expended for the operating expenses of the Rylander Theater.

The tourism dollars are projected to be spent in the following manner:

$139,894	Tourism Fund
$100,000	Rylander Theater Operating expenses
$ 7,249	DDA Marketing
$ 5,000	Transportation for Train
$ 62,857	General Fund
$315,000	

275 HOTEL/MOTEL TAX FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
37 HOTEL/MOTEL TAX						
275-37-7540-611000 TRANSFER TO GEN FUND	315,628	308,000	141,845	315,000	315,000	315,000
37 HOTEL/MOTEL TAX	315,628	308,000	141,845	315,000	315,000	315,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

37 HOTEL/MOTEL TAX

275-37-7540-611000 TRANSFER TO GEN FUND

This is the amount of hotel/motel taxes to be collected and transferred to the General Fund for promotions, marketing allocations, and other tourism functions.

37 HOTEL/MOTEL TAX

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
280 SPLOST						
280-00-0000-313200 SPLOST REVENUE	220,596	4,000,000	0	- 0	- 0	- 0
280-00-0000-313900 GO BOND REVENUE	3,894,005	0	0	- 0	- 0	- 0
280-00-0000-361001 INTEREST EARNED ON BOND ACCT	365	0	1,713	- 0	- 0	- 0
280 SPLOST	4,114,966	4,000,000	1,713	0	0	0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
39 SPLOST - PUBLIC SAFETY						
280-39-1110-542900 MUNICIPAL BLDG FIRE SUPR	2,938	106,600	105	- 0	- 0	- 0
280-39-1110-542901 CITY BLDG REPAIR/RENOVATION	0	618,783	0	618,783	618,783	618,783
280-39-3200-542900 PUBLIC SAFETY BUILDING	1,644,497	1,700,000	1,384,734	- 0	- 0	- 0
280-39-4200-542900 STREET IMPROVEMENTS	0	2,081,217	0	2,081,217	2,081,217	2,081,217
280-39-4200-542901 SOUTH JACKSON ST CORRIDOR	0	1,000,000	77,765	500,000	500,000	500,000
280-39-6160-542900 RYLANDER THEATER	0	300,000	14,232	300,000	300,000	300,000
280-39-7540-542900 TOURISM SIGNAGE	0	0	0	- 0	- 0	- 0
39 SPLOST - PUBLIC SAFETY	1,647,435	5,806,600	1,476,836	3,500,000	3,500,000	3,500,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

39 SPLOST - PUBLIC SAFETY

280-39-1110-542901 CITY BLDG REPAIR/RENOVATION
Recommended Amount: $618,783
This is the anticipated expense for 2016.

280-39-4200-542900 STREET IMPROVEMENTS
Recommended Amount: $2,081,217

$ 81,217	Paving/Repair County Roads*
$2,000,000	Paving/Repair Roads & Bridges*
$2,081,217	

*This is the anticipated expense for 2016.

280-39-4200-542901 SOUTH JACKSON ST CORRIDOR
Recommended Amount: $500,000
The total project is $1,000,000. Half of the project was completed in 2015. This is the anticipated expense for 2016.

280-39-6160-542900 RYLANDER THEATER
Recommended Amount: $300,000

$300,000	Repair/Renovation*

This is the SPLOST allocation dedicated to Building Repair and Maintenace SPECIAL PROJECTS for the Rylander Theatre

39 SPLOST - PUBLIC SAFETY

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
281 TSPLOST						
281-00-0000-313201 TSPLOST REVENUE	219,595	221,024	105,267	215,769	215,769	215,769
281-00-0000-361000 OTHER INTEREST EARNED	203	0	104	178	178	178
281 TSPLOST	219,798	221,024	105,371	215,947	215,947	215,947

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

281 TSPLOST

281-00-0000-313201 TSPLOST REVENUE

Requested Amount: $215,769
The requested amount is the current ytd amount annualized.

281-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $178
The requested amount is the current ytd amount annualized.

281 TSPLOST

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
48 TSPLOST						
281-48-1110-542900 TRAIN DEPOT	0	0	0	- 0	- 0	- 0
281-48-4200-531110 STREET-REP & MAINT	0	0	7,209	35,000	35,000	35,000
281-48-4200-541466 STREET IMPROVEMENTS	197,100	163,315	5,932	168,158	168,158	168,158
281-48-4200-611000 TRANSFER TO GENERAL FUND	13,986	12,789	12,789	12,789	12,789	12,789
281-48-4200-611001 TRANSFER TO CDBG GRANT	0	44,920	0	- 0	- 0	- 0
48 TSPLOST	211,086	221,024	25,930	215,947	215,947	215,947

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

48 TSPLOST

281-48-4200-531110 STREET-REP & MAINT
Requested Amount: $35,000

281-48-4200-541466 STREET IMPROVEMENTS
Requested Amount: $168,158
This is the amount remaining after the transfer to the general fund for LMIG and the budgeted amount for street repair and maintenance.

281-48-4200-611000 TRANSFER TO GENERAL FUND
Requested Amount: $12,789
We will use this for the 10% match for LMIG projects. The amount requested is the same as the 2015 budgeted amount.

48 TSPLOST

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
64 2007 CHIP PROJECT						
343-64-7300-541463 ADMINISTRATION	-1	0	0	- 0	- 0	- 0
64 2007 CHIP PROJECT	-1	0	0	0	0	0

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
344 2014 CHIP FUND						
344-00-0000-334100 2014 CHIP FUNDS	0	306,000	0	- 0	306,000	306,000
344 2014 CHIP FUND	0	306,000	0	0	306,000	306,000

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

344 2014 CHIP FUND

344-00-0000-334100 2014 CHIP FUNDS

Recommended Amount: $306,000

344 2014 CHIP FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
91 2014 CHIP FUND						
344-91-7300-541460 RELOCATION PAYMENTS	0	0	0	- 0	- 0	- 0
344-91-7300-541463 GENERAL ADMINISTRATION	0	6,000	0	6,000	6,000	6,000
344-91-7300-541468 DOWN PAYMENT ASSISTANCE	0	0	0	- 0	- 0	- 0
344-91-7300-552200 CONTINGENCY	0	0	0	- 0	- 0	- 0
344-91-7323-541465 REHAB OF PRIVATE PROPERTY	0	300,000	0	300,000	300,000	300,000
91 2014 CHIP FUND	0	306,000	0	306,000	306,000	306,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

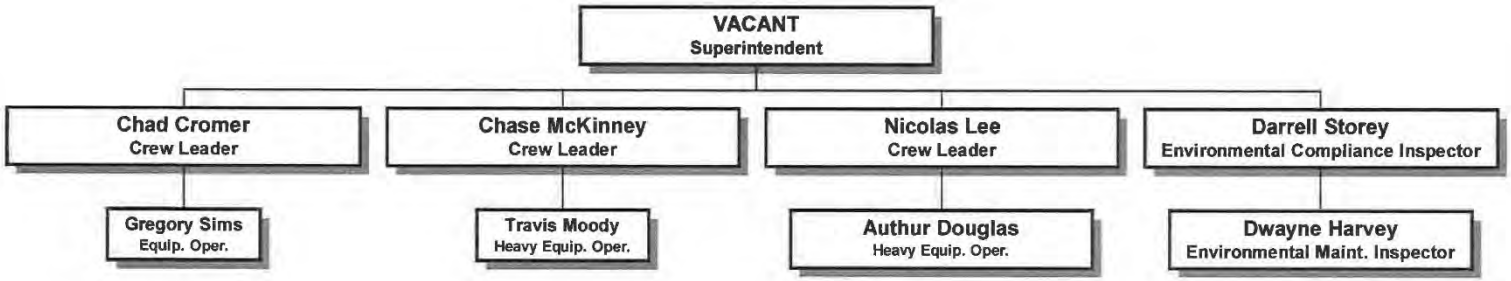
91 2014 CHIP FUND

344-91-7300-541463 GENERAL ADMINISTRATION
Approved Amount: $6,000

344-91-7323-541465 REHAB OF PRIVATE PROPERTY
Approved Amount: $300,000

91 2014 CHIP FUND

Water & Sewer Maintenance
Budgeted 2016



CITY OF AMERICUS
2016 OPERATING BUDGET

WATER & SEWER MAINTENANCE DEPARTMENT

GOALS – 2016

	TIME-FRAME
• Continue to develop preventive maintenance program	On-going
• Review options for improved backflow prevention program	On-going
• Manage Fats, Oils, and Grease program	On-going
• Reduce Inflow/Infiltration	On-going
• Continue to provide safe drinking water	On-going
• Continue to provide safe sanitary sewer services	On-going
• Continue to meet or exceed all EPD standards for all operations	On-going

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
505 WATER & SEWER FUND						
505-00-0000-315901 FOG REVENUE & SURCHARGES	250	9,750	6,075	9,750	9,750	9,750
505-00-0000-344210 WATER BILLINGS	2,818,031	2,810,640	1,512,145	2,714,630	2,714,630	2,714,630
505-00-0000-344230 SEWER BILLINGS	3,174,945	3,435,740	1,673,107	3,317,760	3,717,760	3,717,760
505-00-0000-349400 METER SALES	40,458	27,750	310	27,750	27,750	27,750
505-00-0000-349401 SEWER CONNECTIONS	1,665	1,600	0	1,600	1,600	1,600
505-00-0000-349402 WATER RECONNECT FEES	60,700	63,300	38,800	62,000	62,000	62,000
505-00-0000-349404 PENALTY	215,861	200,000	94,670	200,000	200,000	200,000
505-00-0000-349900 WEB PAY CONVENIENCE FEES	18,260	17,300	13,237	25,800	25,800	25,800
505-00-0000-361000 OTHER INTEREST EARNED	176	300	109	200	200	200
505-00-0000-361001 INTEREST ON REV BOND RESERVE	2,221	2,000	1,102	2,000	2,000	2,000
505-00-0000-381002 WATER TOWER RENTAL-VERIZON	9,189	8,683	4,697	9,000	9,000	9,000
505-00-0000-389000 OTHER MISC INCOME	7,336	1,000	7,013	8,000	8,000	8,000
505-00-0000-389002 CASH SHORT AND OVER	-20	0	-104	- 0	- 0	- 0
505-00-0000-389004 RECOVERY OF BAD DEBT	11,950	10,000	7,798	14,000	14,000	14,000
505-00-0000-389006 CARRYOVER OF RET EARNINGS	0	0	0	207,700	207,700	207,700
505-00-0000-390000 CONTRIBUTIONS	0	0	0	- 0	- 0	- 0
505-00-0000-392110 GAIN/LOSS - SALE OF CAPITAL ASSETS	1,055	1,000	0	- 0	- 0	- 0
505-00-0000-392200 RECYCLING PROCEEDS	0	0	112	- 0	- 0	- 0
505-00-0000-393400 PREMIUM ON BONDS SOLD	47,419	37,540	0	50,000	50,000	50,000
505 WATER & SEWER FUND	6,409,496	6,626,603	3,359,071	6,650,190	7,050,190	7,050,190

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

505 WATER & SEWER FUND

505-00-0000-315901 FOG REVENUE & SURCHARGES

Requested Amount: $9,750
This is for FOG (fats, oils, greases) fees paid by businesses that create a level of hazard in the waste water system. High level is $250 and low level is $75.

$2,250	FOG - Low Hazard surcharge	(30)
$7,500	FOG - High Hazard surcharge	(30)
$9,750		

505-00-0000-344210 WATER BILLINGS

Requested Amount: $2,714,630
This amount is necessary to meet current operating expenses and debt service payback.

Current	Requested	Recommended	
$7.10	$7.10	$7.10	Residential/Small Comm/Industrial Base
$2.32	$2.32	$2.32	Operating (per 100 cu ft)
$6.39	$6.39	$6.39	Senior Citizens Base
$2.09	$2.09	$2.09	Senior Citizens Operating (per 100 cu ft)

The rates for water customers outside the city limits are twice the inside rate to recover the additional costs involved in providing the service.

ACCOUNT NUMBER/DESCRIPTION

505-00-0000-344230 SEWER BILLINGS

Requested Amount: $3,317,760

This amount is needed to meet the operating expenses and the debt service payments of the sewer system.

Current	Requested	Recommended	
$12.50	$12.50	$12.50	Residential/Small Comm/Industrial Base
$ 2.95	$ 2.95	$ 2.95	Operating (per 100 cu ft)

Users of the city sewer system located outside the city limits are billed at a rate twice the inside rate to recover the additional costs involved in providing the service.

Residential sewer bills are based on water consumption in February, March, and April of the current year. These usages are averaged and computed on the current rates each May.

Recommended Amount: $3,717,760

The recommended sewer bills are based on actual water consumption on a monthly basis and computed using the rates within the fee schedule.

505-00-0000-349400 METER SALES

Requested Amount: $27,750
This is for new meter installations not replacements.

505-00-0000-349401 SEWER CONNECTIONS

Requested Amount: $1,600
The requested amount is for new sewer connections.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

505-00-0000-349402 WATER RECONNECT FEES

Requested Amount: $62,000
This amount is for 1,240 reconnects at $50 each.

505-00-0000-349404 PENALTY

Requested Amount: $200,000
This amount represents the amount of penalty received as a result of the customer not paying the utility bill by the due date.

505-00-0000-349900 WEB PAY CONVENIENCE FEES

Requested Amount: $25,800
The request covers the reimbursement of web pay fees by the customer. The offsetting expense is in department 43 in the line item "Merchant Fees"

505-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $200
This amount is interest earned on the investment of idle cash. The revenue bond convenants require a 90 day reserve of cash which equals approximately $1,000,0000.

505-00-0000-361001 INTEREST ON REV BOND RESERVE

Requested Amount: $2,000
This is the interest on the 2010 & 2013 Revenue Bond idle cash.

505-00-0000-381002 WATER TOWER RENTAL-VERIZON

Requested Amount: $9,000
This is rental income from Verizon for use of our water tower.

505-00-0000-389000 OTHER MISC INCOME

Requested Amount: $8,000
This is revenue that is not specific to a separate line item.

ACCOUNT NUMBER/DESCRIPTION

505-00-0000-389004 RECOVERY OF BAD DEBT

Requested Amount: $14,000
This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Utility Billing Expense budget (Department 43). This is the estimate for the Water & Sewer portion.

505-00-0000-389006 CARRYOVER OF RET EARNINGS

The carryover of retained earnings from the previous year is comprised of the following:

$ 37,000	Clarifier Rehabilitation (41) (2015 carryover)
$ 60,000	Booster Pump Station (41) (2014 carryover)
$ 52,000	High Service Pump, Motor, Elec. Replacement (41) (2014 carryover)
$ 22,000	GENSET Containment and AGST (42) (2015 carryover)
$ 22,000	GENSET Containment and AGST (42) (2014 carryover)
$ 7,900	Aerator Gearbox (spare) (42) (2014 carryover)
$ 6,800	Aerator Motor (spare) (42) (2014 carryover)
$207,700	

505-00-0000-393400 PREMIUM ON BONDS SOLD

Requested Amount: $50,000

This is the bond premium amortized over the life of the revenue bonds.

505 WATER & SEWER FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
40 W&S MAINTENANCE DEPT						
505-40-1565-531108 BUILDING REPAIR & MAINT	0	0	0	- 0	- 0	- 0
505-40-4400-511000 REGULAR PAY	260,675	283,785	118,484	243,782	243,782	243,782
505-40-4400-511300 OVERTIME PAY	12,318	20,000	7,606	18,000	18,000	18,000
505-40-4400-512100 GROUP MEDICAL INSURANCE	50,599	77,413	26,722	71,729	58,522	58,522
505-40-4400-512101 OPT OUT INSURANCE PLAN	1,385	1,500	635	- 0	- 0	- 0
505-40-4400-512110 GROUP DENTAL INSURANCE	1,404	1,311	769	1,827	1,827	1,827
505-40-4400-512200 SOCIAL SECURITY PAYMENTS	20,261	23,240	10,388	20,026	20,026	20,026
505-40-4400-512400 RETIREMENT SYSTEM	27,697	36,697	36,697	28,979	28,979	28,979
505-40-4400-512700 WORKERS' COMPENSATION	16,202	15,718	15,706	13,427	13,427	13,427
505-40-4400-522000 OTHER OUTSIDE SERVICES	26,722	46,300	17,326	35,600	35,600	35,600
505-40-4400-522009 CONTRACTED MAINTENANCE PROGRA	11,873	10,000	0	5,000	5,000	5,000
505-40-4400-522202 AUTO & TRUCK-REP & MAINT	17,448	17,320	6,139	12,000	12,000	12,000
505-40-4400-522203 MACH & EQUIP-REP & MAINT	1,978	2,600	73	2,600	2,600	2,600
505-40-4400-522207 W & S SYSTEM-REP & MAINT	229,659	200,000	39,620	100,000	100,000	100,000
505-40-4400-523200 TELEPHONE EXPENSE	1,526	1,500	1,023	1,200	1,200	1,200
505-40-4400-523600 DUES & SUBSCRIPTIONS	874	2,375	350	1,000	1,000	1,000
505-40-4400-523700 TRAINING & MEETINGS	419	2,100	198	1,000	1,000	1,000
505-40-4400-523900 UNIFORMS	10,083	2,500	7,445	12,800	12,800	12,800
505-40-4400-531105 HAND TOOLS	3,262	5,000	747	2,500	2,500	2,500
505-40-4400-531270 GASOLINE ALLOCATED	21,406	27,996	27,996	10,000	10,000	10,000
505-40-4400-531600 WATER METERS	0	30,000	4,640	20,000	20,000	20,000
505-40-4400-531700 OTHER SUPPLIES	17,164	16,000	12,414	22,000	22,000	22,000
505-40-4400-542100 MACHINERY & EQUIPMENT	720	0	0	- 0	- 0	- 0
505-40-4400-542200 AUTOS AND TRUCKS	0	0	0	- 0	- 0	- 0
505-40-4400-542900 OTHER CAPITAL EXPENDITURE	0	0	0	40,000	40,000	40,000
505-40-4400-551000 ALLOCATION OF EXPENSES	336,247	368,723	215,088	- 0	- 0	- 0
505-40-4400-551101 DATA CENTER EXPENSE	0	0	0	626	626	626
40 W&S MAINTENANCE DEPT	1,069,922	1,192,078	550,067	664,096	650,889	650,889

ACCOUNT NUMBER/DESCRIPTION

40 W&S MAINTENANCE DEPT

505-40-4400-511000 REGULAR PAY

Personnel Requirements:

	Current
Water & Sewer Supt.	1
Crew Leader	3
Heavy Equipment Operator	2
Equipment Operator	1
Environmental Inspectors	1
Environmental Compliance Insp	1
	9

The Utilities Diector is now titled Natural Gas Director and is currently the director of Naural Gas only. The Public Works Director position is being reestablished and will be the director of all Public Works departments. This amount also includes on-call pay of $60 per week for 52 weeks for 2 employees.

505-40-4400-511300 OVERTIME PAY

Requested Amount: $18,000
This amount is for emergency call-outs.

505-40-4400-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

505-40-4400-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

505-40-4400-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

ACCOUNT NUMBER/DESCRIPTION

505-40-4400-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

505-40-4400-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

505-40-4400-522000 OTHER OUTSIDE SERVICES

Requested: $35,600

$ 0	Engineering not related to a specific project
$ 5,000	Consumer Water Quality reports (price increase)
$20,000	FOG, backflow, water audit, and water model support
$ 1,000	Surveying
$ 0	Equipment rental
$ 600	Miscellaneous ads
$ 2,000	Postage/shipping
$ 2,000	Water model updates
$ 200	Railroad permits
$ 2,000	FOG Program
$ 3,000	Water audit
$35,600	

505-40-4400-522009 CONTRACTED MAINTENANCE PROGRAMS
Requested Amount: $5,000
$5,000 Easement cleaning (Georgia Power)

505-40-4400-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $12,000

ACCOUNT NUMBER/DESCRIPTION

505-40-4400-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $2,600
The requested amount is for the maintenance and repair to the packers, pumps, saws, etc.

505-40-4400-522207 W & S SYSTEM-REP & MAINT
Requested Amount: $100,000
The requested amount is for repairs to lift stations and general water and sewer system maintenance. This includes valve inserts for the Hydra Stop machine.

Requested	
$ 25,000	Lift station repairs
$ 25,000	Hydra Stop inserts
$ 50,000	Other repairs
$100,000	

505-40-4400-523200 TELEPHONE EXPENSE
Requested Amount: $1,200
The requested amount is for cell phone charges for the Supervisor and on call phone.

505-40-4400-523600 DUES & SUBSCRIPTIONS
Requested Amount: $1000

$ 900	Utilities Protection Center dues (required-line locates)
$ 100	Georgia FOG Alliance
$1000	

505-40-4400-523700 TRAINING & MEETINGS
Requested Amount: $1,000
This is planned amount for the mileage for on-call employees. This amount also includes attending FOG training and Backflow certification.

ACCOUNT NUMBER/DESCRIPTION

505-40-4400-523900 UNIFORMS
Requested Amount: $12,800

505-40-4400-531105 HAND TOOLS
Requested Amount: $2,500
The amount requested includes pipe wrenches, socket wrenches, shovels, brooms, and other miscellaneous tools as required.

505-40-4400-531270 GASOLINE ALLOCATED
Requested Amount: $10,000
The amount requested includes fuel for the vehicles and equipment in this department.

505-40-4400-531600 WATER METERS
Requested Amount: $20,000
The amount requested includes the purchase of new meters and the repair work not covered by warranty.

505-40-4400-531700 OTHER SUPPLIES
Requested Amount: $22,000
The amount requested includes pipe, curb stops, saddles, fire hydrants, as well as safety equipment. A recent inventory of these items has indicated a need to increase purchases in order to have materials available when needed.

505-40-4400-542900 OTHER CAPITAL EXPENDITURE
Requested Amount: $40,000
$20,000 Water Line Replacement & Extension
$20,000 Sewer Line Replacement & Extension

$40,000

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

505-40-4400-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

40 W&S MAINTENANCE DEPT

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
41 WATER PLANT						
505-41-4400-522000 OTHER OUTSIDE SERVICES	651,103	658,165	658,165	677,910	677,910	677,910
505-41-4400-522201 OFFICE EQUIP-REP & MAINT	0	0	0	- 0	- 0	- 0
505-41-4400-522203 MACH & EQUIP-REP & MAINT	0	2,000	27,945	2,000	2,000	2,000
505-41-4400-522210 WATER TANK- REP & MAINT	115,814	179,534	179,534	105,000	105,000	105,000
505-41-4400-531108 BUILDING REP & MAINT	0	0	0	- 0	- 0	- 0
505-41-4400-531210 WATER, SEWAGE & GARBAGE	17,165	5,312	4,703	5,910	5,910	5,910
505-41-4400-531220 NATURAL GAS	521	1,000	528	600	600	600
505-41-4400-531225 STORM WATER	814	816	1,979	975	975	975
505-41-4400-541300 BUILDINGS	0	0	0	8,235	8,235	8,235
505-41-4400-542100 MACHINERY & EQUIPMENT	0	0	54,500	243,550	243,550	243,550
505-41-4400-561000 DEPRECIATION EXPENSE	848,371	841,608	490,938	848,371	848,371	848,371
41 WATER PLANT	1,633,788	1,688,435	1,418,293	1,892,551	1,892,551	1,892,551

ACCOUNT NUMBER/DESCRIPTION

41 WATER PLANT

505-41-4400-522000 OTHER OUTSIDE SERVICES

Requested Amount: $677,910

This is the contract with CH2M HILL to provide the operation of the water treatment plant.

Year	Total	Water Plant	WWTP	% change
2003	$1,024,282	$471,170	$553,112	2.7%
2004	$1,055,000	$485,300	$569,700	3.0%
2005	$1,076,100	$495,000	$581,100	2.0%
2006	$1,119,144	$503,615	$615,529	4.0%
2007	$1,204,298	$541,289	$663,009	7.6%
2008	$1,258,491	$566,231	$692,260	4.5%
2009	$1,315,123	$591,805	$723,318	4.5%
2010	$1,354,576	$609,559	$745,017	3.0%
2011	$1,354,576	$609,559	$745,017	0.0%
2012	$1,388,440	$624,798	$763,642	2.5%
2013	$1,416,209	$637,294	$778,915	2.0%
2014	$1,444,535	$650,041	$794,494	2.0%
2015	$1,462,590	$658,165	$804,425	2.0%
2016	$1,506,468	$677,910	$828,558	3.0% (estimate)

505-41-4400-522203 MACH & EQUIP-REP & MAINT

Requested Amount: $2,000

This amount is for repairs over $2,000 each per the contract with CH2M Hill.

505-41-4400-522210 WATER TANK- REP & MAINT

Requested Amount: $105,000

This is the contract with Utility Services for inspection, cleaning, and painting of all water tanks periodically.

505-41-4400-531210 WATER, SEWAGE & GARBAGE

Requested Amount: $5,910

This is the estimated expense related to the services at the water plant.

ACCOUNT NUMBER/DESCRIPTION

505-41-4400-531220 NATURAL GAS
Requested Amount: $600
This provides the natural gas to run the gas heater in the lab.

505-41-4400-531225 STORM WATER
Requested Amount: $975
This is for storm water fees for the water plant.

505-41-4400-541300 BUILDINGS
Requested Amount: $8,235
$8,235 Ceiling Hung Gas Heaters (4)

505-41-4400-542100 MACHINERY & EQUIPMENT
Requested Amount: $243,550

$ 37,000	Clarifier Rehabilitation (2015 carryover)
$ 60,000	Booster Pump Station (2014 carryover)
$ 52,000	High Service Pump, Motor, Elec. Replacement (2014 carryover)
$ 42,550	Clarifier Rehabilitation
$ 52,000	High Service Pump, Motor, Elec. Replacement
$243,550	

505-41-4400-561000 DEPRECIATION EXPENSE
This is the amount of depreciation on water related fixed assets. The depreciation is calculated by the straight line method using the GFOA suggested life.

41 WATER PLANT

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
42 WASTEWATER PLANT						
505-42-4300-522000 OTHER OUTSIDE SERVICES	795,793	804,425	796,425	828,558	828,558	828,558
505-42-4300-522110 SLUDGE DISPOSAL	98,553	90,514	84,357	111,500	111,500	111,500
505-42-4300-522200 BUILDING REPAIR& MAINT	0	100	0	100	100	100
505-42-4300-522201 OFFICE EQUIP-REP & MAINT	0	0	0	- 0	- 0	- 0
505-42-4300-522203 MACH & EQUIP-REP & MAINT	120	2,000	0	2,000	2,000	2,000
505-42-4300-523200 TELEPHONE EXPENSE	597	6,000	0	6,000	6,000	6,000
505-42-4300-531210 WATER, SEWAGE & GARBAGE	15,120	15,766	14,641	17,200	17,200	17,200
505-42-4300-531225 STORM WATER	1,227	1,218	919	1,435	1,435	1,435
505-42-4300-531230 ELECTRICITY	16,765	15,870	15,128	16,200	16,200	16,200
505-42-4300-531700 OTHER SUPPLIES	0	0	0	- 0	- 0	- 0
505-42-4300-541200 LAND & IMPROVEMENTS	0	0	0	40,000	40,000	40,000
505-42-4300-541300 BUILDING	0	0	0	- 0	- 0	- 0
505-42-4300-542100 MACHINERY & EQUIPMENT	4,594	0	0	95,765	95,765	95,765
505-42-4300-542200 TRUCKS & AUTOMOBILES	0	0	0	- 0	- 0	- 0
505-42-4300-561000 DEPRECIATION EXPENSE	708,846	712,769	415,782	720,393	720,393	720,393
42 WASTEWATER PLANT	1,641,615	1,648,662	1,327,252	1,839,151	1,839,151	1,839,151

ACCOUNT NUMBER/DESCRIPTION

42 WASTEWATER PLANT

505-42-4300-522000 OTHER OUTSIDE SERVICES

Requested Amount: $828,558

This is the contract with CH2M HILL to provide the operation of the waste water treatment plant.

Year	Total	Water Plant	WWTP	% change
2003	$1,024,282	$471,170	$553,112	2.7%
2004	$1,055,000	$485,300	$569,700	3.0%
2005	$1,076,100	$495,000	$581,100	2.0%
2006	$1,119,144	$503,615	$615,529	4.0%
2007	$1,204,298	$541,289	$663,009	7.6%
2008	$1,258,491	$566,231	$692,260	4.5%
2009	$1,315,123	$591,805	$723,318	4.5%
2010	$1,354,576	$609,559	$745,017	3.0%
2011	$1,354,576	$609,559	$745,017	0.0%
2012	$1,388,440	$624,798	$763,642	2.5%
2013	$1,416,209	$637,294	$778,915	2.0%
2014	$1,444,535	$650,041	$794,494	2.0%
2015	$1,462,590	$658,165	$804,425	2.0%
2016	$1,506,468	$677,910	$828,558	3.0% (estimate)

505-42-4300-522110 SLUDGE DISPOSAL

Requested Amount: $111,500

This line item is for recording the hauling and disposal of sludge from the waste water plant. The sludge is recycled into fertilizer.

505-42-4300-522200 BUILDING REPAIR& MAINT

Requested Amount: $100

The request includes money for minor repairs to the building and grounds.

505-42-4300-522203 MACH & EQUIP-REP & MAINT

Requested Amount: $2,000

This amount is for repairs over $2,000 each per the contract with CH2M Hill.

ACCOUNT NUMBER/DESCRIPTION

505-42-4300-523200 TELEPHONE EXPENSE
Requested Amount: $6,000
This amount is for phone lines for the lift station autodialers. This amount is for 11 lines.

505-42-4300-531210 WATER, SEWAGE & GARBAGE
Requested Amount: $17,200
This is for the utility expenses at the Wastewater Treatment Plant.

505-42-4300-531225 STORM WATER
Requested Amount: $1,435
This is the storm water fees for the waste water plant and lift stations.

505-42-4300-531230 ELECTRICITY
Requested Amount: $16,200
The requested amount is for electricity for sewer lift stations.

505-42-4300-541200 LAND & IMPROVEMENTS
Requested Amount: $40,000
$40,000 Asphalt Resurfacing

505-42-4300-542100 MACHINERY & EQUIPMENT
Requested Amount: $95,765

$ 22,000	GENSET Containment and AGST (2015 carryover)
$ 22,000	GENSET Containment and AGST (2014 carryover)
$ 7,900	Aerator Gearbox (spare) (2014 carryover)
$ 6,800	Aerator Motor (spare) (2014 carryover)
$ 6,985	7.5 HP Submersible Decant Pump
$ 7,200	DR3900 Spectrophotometer
$ 22,880	RAS Pump Variable Frequency Drives
$ 95,765	

505-42-4300-561000 DEPRECIATION EXPENSE
This is the amount of depreciation expense for the sewer related fixed assets. The depreciation is calculated using the straight line method with the GFOA suggested life.

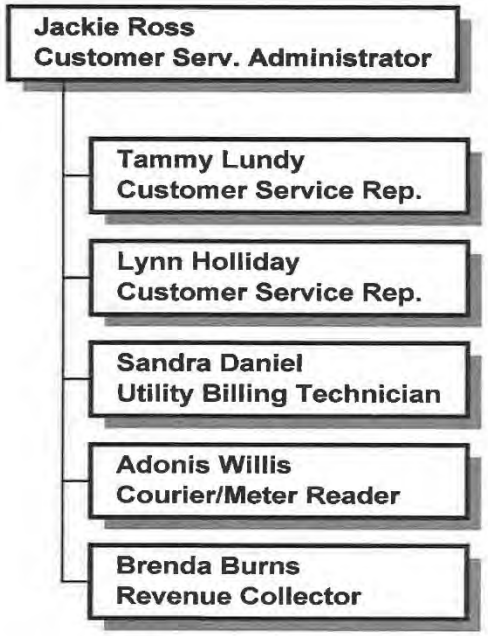
CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

42 WASTEWATER PLANT

Utility Billing
Budgeted 2016



UTILITY BILLING DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Finance)

GOALS – 2016 (see Finance)

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
43 UTILITY BILLING						
505-43-1530-521201 LEGAL EXPENSE	0	500	0	500	500	500
505-43-1565-531108 BUILDING REPAIR & MAINT	0	6,825	0	1,200	1,200	1,200
505-43-4400-511000 REGULAR PAY	159,101	181,502	87,282	182,422	182,422	182,422
505-43-4400-511300 OVERTIME PAY	9,370	8,000	6,946	9,000	9,000	9,000
505-43-4400-512100 GROUP MEDICAL INSURANCE	37,481	51,608	20,141	39,849	32,512	32,512
505-43-4400-512101 OPT OUT INSURANCE PLAN	0	0	1,500	3,000	3,000	3,000
505-43-4400-512110 GROUP DENTAL INSURANCE	954	828	609	1,218	1,218	1,218
505-43-4400-512200 SOCIAL SECURITY PAYMENTS	12,241	14,497	7,968	14,644	14,644	14,644
505-43-4400-512400 RETIREMENT SYSTEM	20,378	22,892	22,892	21,190	21,190	21,190
505-43-4400-512700 WORKERS' COMPENSATION	2,100	2,528	2,526	2,241	2,241	2,241
505-43-4400-521100 PURCHASED/CONTRACTED SERVICES	0	0	0	- 0	- 0	- 0
505-43-4400-521203 AUDIT FEES	8,291	8,290	6,608	- 0	- 0	- 0
505-43-4400-521302 COLLECTION COSTS	0	3,000	33	3,000	3,000	3,000
505-43-4400-522000 OTHER OUTSIDE SERVICES	120	0	269	- 0	- 0	- 0
505-43-4400-522202 AUTO & TRUCK-REP & MAINT	1,593	600	131	500	500	500
505-43-4400-522203 MACH & EQUIP-REP & MAINT	104	200	96	200	200	200
505-43-4400-522206 COMPUTER -REP & MAINT	17,980	21,400	17,612	21,400	21,400	21,400
505-43-4400-523100 INSURANCE EXPENSE	37,038	40,732	32,690	40,978	40,978	40,978
505-43-4400-523200 TELEPHONE	5,932	7,680	5,765	7,680	7,680	7,680
505-43-4400-523201 POSTAGE	57,012	57,600	35,283	57,600	57,600	57,600
505-43-4400-523301 ADVERTISING EXPENSES	0	500	0	500	500	500
505-43-4400-523700 TRAINING & MEETING	155	1,000	325	3,000	3,000	3,000
505-43-4400-523900 UNIFORMS	842	1,000	891	1,000	1,000	1,000
505-43-4400-523905 MERCHANT FEES	19,758	17,300	13,352	25,800	25,800	25,800
505-43-4400-523909 SALE FEES	156	1,000	0	1,000	1,000	1,000
505-43-4400-531100 OFFICE/COMPUTER SUPPLIES	17,000	17,000	8,724	17,000	17,000	17,000
505-43-4400-531270 GASOLINE ALLOCATED	2,933	2,670	2,670	1,380	1,380	1,380
505-43-4400-531700 OTHER SUPPLIES	879	900	340	900	900	900
505-43-4400-542200 TRUCKS & AUTOMOBILES	0	0	20,999	- 0	- 0	- 0

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
505-43-4400-542900 OTHER CAPITAL EXPENDITURE	0	0	0	- 0	60,000	60,000
505-43-4400-551000 ALLOCATION OF EXPENSES	-254,279	-318,755	-185,940	- 0	- 0	- 0
505-43-4400-551101 DATA CENTER EXPENSE	5,232	6,334	6,598	3,757	3,757	3,757
505-43-4400-561001 AMORTIZATION EXPENSE	0	0	0	- 0	- 0	- 0
505-43-4400-571000 CONTINGENCIES	0	15,000	0	15,000	15,000	15,000
505-43-4400-573000 PILOT	206,400	230,400	230,400	206,400	206,400	206,400
505-43-4400-574000 BAD DEBT EXPENSE	48,025	54,000	31,500	54,000	54,000	54,000
505-43-4400-582001 INTEREST EXPENSE	191	337,755	281,662	305,155	305,155	305,155
505-43-4400-583000 PAYING AGENT FEES	2,200	2,200	2,200	2,200	2,200	2,200
505-43-4400-611001 TRANSFER TO GEN FUND	320,000	5,000	0	650,000	1,071,000	1,071,000
43 UTILITY BILLING	739,186	801,986	662,069	1,693,714	2,167,377	2,167,377

ACCOUNT NUMBER/DESCRIPTION

43 UTILITY BILLING

505-43-1530-521201 LEGAL EXPENSE
Requested Amount: $500
This is to cover legal fees for ordinance changes, utility collection service contracts, and other requirements.

505-43-1565-531108 BUILDING REPAIR & MAINT
Requested Amount: $1,200
The requested amount is for general repairs and maintenance.

505-43-4400-511000 REGULAR PAY
Personnel requirements:

	Current
Customer Service Administrator	1
Customer Service Representative	2
Utility Billing Technician	1
Courier/Meter Reader	1
Revenue Collector	1
	6

505-43-4400-511300 OVERTIME PAY
Requested Amount: $9,000
The requested budget includes normal overtime incurred during peak times such as utility billing due dates and cutoff activities as well as rereads where necessary.

505-43-4400-512100 GROUP MEDICAL INSURANCE
The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

505-43-4400-512101 OPT OUT INSURANCE PLAN
This amount represents $3,000 per employee for expected Opt Out participation.

ACCOUNT NUMBER/DESCRIPTION

505-43-4400-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

505-43-4400-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

505-43-4400-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

505-43-4400-512700 WORKERS' COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

505-43-4400-521302 COLLECTION COSTS
Requested Amount: $3,000
The amount represents our expected outside agency costs. These costs are charged on a contingency basis and run from 16.5% to 19%, depending upon the age of the account. The requested amount is the same as the 2015 budgeted amount.

505-43-4400-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $500
The reqeusted aount is for the normal repair and maintenance of the Courier/Meter Reader's vehicle.

505-43-4400-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $200
This is a small amount for incidental repairs. The requested amount is the same as the 2015 budgeted amount.

ACCOUNT NUMBER/DESCRIPTION

505-43-4400-522206 COMPUTER -REP & MAINT

The requested amount includes the following:

$ 7,000	CSI Software & Hardware
$ 1,000	Maintenance for Doc e Serve
$ 1,600	Maintenance for folder/sealer
$ 500	Maintenance for Handheld Device
$10,000	Flexnet (radio read) maintenance contract
$ 500	Miscellaneous printer repairs
$ 800	Utility Billing Software program changes (1 per year)
$21,400	

505-43-4400-523100 INSURANCE EXPENSE

Requested Amount: $40,978

This is the general liability, property, and Public Official E&O insurance allocated to the Water & Sewer Fund. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

505-43-4400-523200 TELEPHONE

The requested amount includes the following:

$3,000	Enterprise Billing (Mediacom)
$1,920	Bandwith (telephone - 5 lines)
$2,280	Peppermint Way & Grand Ave tower (radio read)
$ 480	Courier cell phone
$7,680	

505-43-4400-523201 POSTAGE

Requested Amount: $57,600

The requested amount is for mailing utility bills, delinquent notices, and any miscellaneous mailing for Utility Billing. The requested amount includes the ytd amount annualized plus 2% for a rate increase.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

505-43-4400-523301 ADVERTISING EXPENSES
Requested Amount: $500
The amount requested is for advertising expenses for Senior Citizens Discount, Budget Billing, and Periodic Ads for payment options. The requested amount is the same as the 2015 budgeted amount.

505-43-4400-523700 TRAINING & MEETING
Requested Amount: $3000.00
The requested amount includes CSI webinars at $75 each and outside training for the Customer Service Representatives and Supervisor. This is also for training for the Sensus software update and for our Revenue Collection

505-43-4400-523900 UNIFORMS
Requested Amount: $1000
This amount is for uniforms for the courier/meter reader.

505-43-4400-523905 MERCHANT FEES
Requested Amount: 25,800.00
This is the merchant fees and CSI fees for the utility billing payment website. These costs are recovered from the customer. The revenue is recorded in the "Web Pay - Convenience Fees" line item. This amount is ytd annaulized.

505-43-4400-523909 SALE FEES
Requested Amount: $1,000
This is the handling cost for the sale of surplus assets for the Water and Sewer fund. The requested amount is the same as the 2015 budgeted amount.

505-43-4400-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $17,000
The amount covers utility bills, delinquent notices, computer paper, binders, etc. The requested amount is the same as the 2015 budgeted amount.

505-43-4400-531270 GASOLINE ALLOCATED
Requested Amount: $1,380.00
The amount requested is ytd annualized

ACCOUNT NUMBER/DESCRIPTION

505-43-4400-531700 OTHER SUPPLIES
Requested Amount: $900

505-43-4400-542900 OTHER CAPITAL EXPENDITURE
Requested Amount: $0

Recommended Amount: $60,000

This amount is for an upgrade to the Sensus FlexNet system to include analytics software. The Sensus Analytics software will interface with billing to supply meter reads back to billing for generation of bills from the FlexNet system. Sensus analytics also provides customer service information to handle incoming calls regarding consumption and it replaces the software used on a daily basis for the Billing Technician.

505-43-4400-551101 DATA CENTER EXPENSE
This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

505-43-4400-571000 CONTINGENCIES
Requested Amount: $15,000
This amount is sufficient to cover any unexpected expenditures in the Water and Sewer fund. Generally this is for sewer backups not covered by insurance. The requested amount is the same as the 2015 budgeted amount.

505-43-4400-573000 PILOT
Requested Amount: $206,400
This is the payment in lieu of taxes from the W&S Fund to the General Fund. This amount is calculated by taking the total value of the Water and Sewer properties inside the city limits and multiplying times the current millage rate for 2015.
(40,000,000 x 50% x .01032 = $206,400)

505-43-4400-574000 BAD DEBT EXPENSE
Requested Amount: $54,000
This is the same as the 2015 estimate.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

505-43-4400-582001 INTEREST EXPENSE

Requested Amount: $305,155

Interest	Principal	Total	
$206,985	$ 902,328	$1,109,313	Revenue Bonds - 2010
$ 98,170	$ 320,000	$ 418,170	Revenue Bonds - 2013
$305,155	$1,222,328	$1,527,483	

The Principal balance due at 12/31/16 will be:

$4,970,140	Revenue Bonds - 2010 (Payout-Sep 1, 2021)(Rate 2.61%)
$4,685,000	Revenue Bonds - 2013 (Payout-Sep 1, 2028)
$9,655,140	

505-43-4400-583000 PAYING AGENT FEES

Requested Amount: $2,200

This is for the 2010 and 2013 Revenue Bonds.

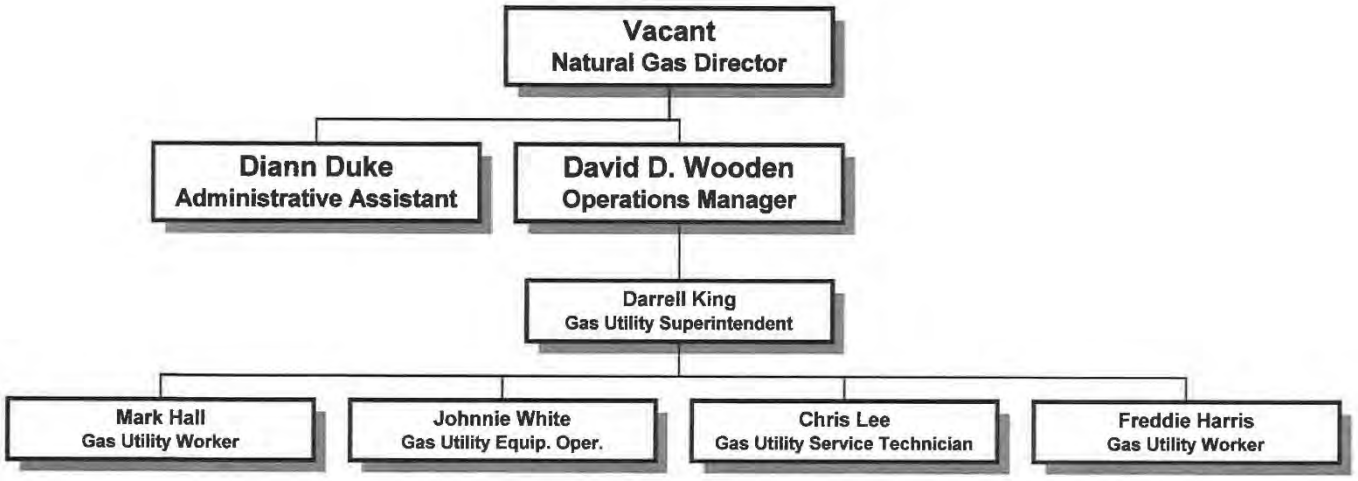
505-43-4400-611001 TRANSFER TO GEN FUND

Requested: $650,000

Recommended: $1,071,000

43 UTILITY BILLING

Gas
Budgeted 2016



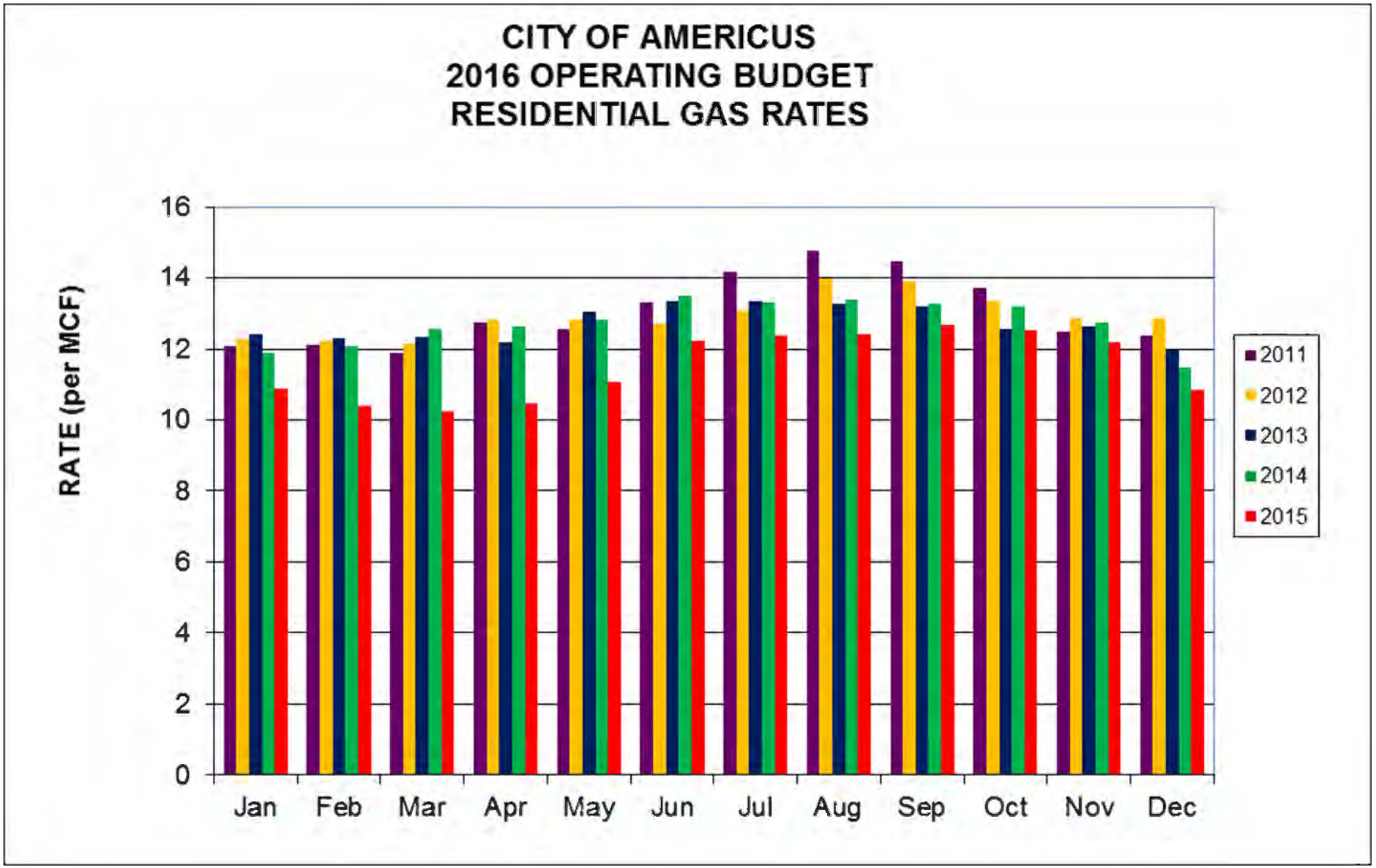
NATURAL GAS SERVICES

MISSION STATEMENT/GENERAL OBJECTIVES

To serve the Natural Gas needs of customers in Americus and Sumter County in the most safe, reliable and economical manner possible while optimizing load growth and customer satisfaction.

GOALS -2016

- Provide Natural Gas to our customer at an affordable price.
- Provide training for our employees that they may serve our customers.
- Continue to grow our gas load with customer incentives to use natural gas.
- We are committed to operate a safe, efficient, and up to date Gas System.
- We are committed to make customer service our top priority.


CITY OF AMERICUS
2016 OPERATING BUDGET
RESIDENTIAL GAS RATES
RATE (per MCF)
16
14
12
10
8
6
4
2
0
Jan
Feb
Mar
Apr
May
Jun
Jul
Aug
Sep
Oct
Nov
Dec
2011
2012
2013
2014
2015

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
515 NATURAL GAS FUND						
515-00-0000-334110 OTHER GRANTS	0	0	0	- 0	- 0	- 0
515-00-0000-341941 SALES TAX COMPENSATION	1,837	1,200	848	1,500	1,500	1,500
515-00-0000-344410 RESIDENTIAL GAS SALES	922,445	955,422	451,350	790,842	790,842	790,842
515-00-0000-344411 SMALL AND LARGE COMM. GAS SALES	1,398,368	940,724	634,687	1,235,278	1,235,278	1,235,278
515-00-0000-344412 INDUSTRIAL GAS SALES	17,037	153,490	22,630	7,245	7,245	7,245
515-00-0000-344413 INTERRUPTIBLE GAS SALES	677,205	658,406	261,301	417,406	417,406	417,406
515-00-0000-349402 GAS RECONNECT SALES	16,600	15,000	9,250	17,000	17,000	17,000
515-00-0000-349405 SERVICE DEPT SALES	244,405	160,000	17,716	100,000	100,000	100,000
515-00-0000-349406 SERVICE LINE SALES	2,500	500	0	500	500	500
515-00-0000-361000 OTHER INTEREST EARNED	138	100	77	100	100	100
515-00-0000-389000 OTHER MISC RECEIPTS	129,163	137,000	118,786	137,000	137,000	137,000
515-00-0000-389004 RECOVERY OF BAD DEBT	0	1,000	0	1,000	1,000	1,000
515-00-0000-389006 CARRYOVER OF RET EARNINGS	0	0	0	- 0	- 0	- 0
515-00-0000-392101 SALE OF CITY PROPERTY	5,460	0	0	- 0	- 0	- 0
515-00-0000-393601 LOAN PROCEEDS	0	0	0	- 0	- 0	- 0
515 NATURAL GAS FUND	3,415,156	3,022,842	1,516,646	2,707,871	2,707,871	2,707,871

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

515 NATURAL GAS FUND

515-00-0000-341941 SALES TAX COMPENSATION

Requested Amount: $1,500
This amount represents the amount of sales tax collected and retained by the City as compensation for collecting, reporting, and remitting to the Department of Revenue on a timely basis. The requested amount is the current year to date amount annualized and rounded up. This is reduced for the impact of the tax exemption on gas for manufacturing purposes.

515-00-0000-344410 RESIDENTIAL GAS SALES

Requested Amount: $790,842
The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344411 SMALL AND LARGE COMM. GAS SALES

Requested Amount: $1,235,278 The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344412 INDUSTRIAL GAS SALES

Requested Amount: $7,245.
The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-344413 INTERRUPTIBLE GAS SALES

Requested Amount: $417,406
The requested amount is based on projections by our MGAG rate analyst.

515-00-0000-349402 GAS RECONNECT SALES

Requested Amount: $17,000
The requested amount includes 340 reconnects at $50 each.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

515-00-0000-349405 SERVICE DEPT SALES

Requested Amount: $100,000
The requested amount is the current YTD amount annualized and is for the sale of gas water heaters. In an effort to increase customer service and possible load, we are promoting the sale and installation of heaters.

515-00-0000-349406 SERVICE LINE SALES

Requested Amount: $500

515-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $100
The amount requested is the current year to date amount annualized and adjusted for expected levels of idle cash. This reflects no improvement in the interest rates.

515-00-0000-389000 OTHER MISC RECEIPTS

Requested Amount: $137,000
The amount requested is from MGAG projection of portfolio refunds.

515-00-0000-389004 RECOVERY OF BAD DEBT

Requested Amount: $1,000
This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Water and Sewer Fund (Department 43). This is the estimate for the Natural Gas portion.

515 NATURAL GAS FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
80 COST OF GAS						
515-80-4700-531500 FIRM GAS	1,431,730	1,015,756	592,626	1,100,236	1,100,236	1,100,236
515-80-4700-531501 INTERRUPTIBLE GAS	444,457	372,016	161,031	299,285	299,285	299,285
515-80-4700-615000 PROPANE COSTS	0	0	0	- 0	- 0	- 0
80 COST OF GAS	1,876,187	1,387,772	753,657	1,399,521	1,399,521	1,399,521

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

80 COST OF GAS

515-80-4700-531500 FIRM GAS
Requested Amount: 1,100,236.00
The requested amount is the projected amount prepared by MGAG.

515-80-4700-531501 INTERRUPTIBLE GAS
Requested Amount: $299,285
The requested amount is the projected amount prepared by MGAG.

80 COST OF GAS

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
81 SERVICE DEPT						
515-81-1530-521201 LEGAL FEES	210	100	0	500	500	500
515-81-4700-511000 REGULAR PAY	279,028	271,233	154,474	310,692	310,692	310,692
515-81-4700-511300 OVERTIME PAY	4,815	3,000	3,912	3,000	3,000	3,000
515-81-4700-512100 GROUP MEDICAL INSURANCE	46,804	51,608	27,168	47,819	39,015	39,015
515-81-4700-512101 OPT OUT INSURANCE PLAN	4,616	4,500	3,058	6,000	6,000	6,000
515-81-4700-512110 GROUP DENTAL INSURANCE	1,481	1,035	888	1,624	1,624	1,624
515-81-4700-512200 SOCIAL SECURITY PAYMENTS	21,356	20,979	13,927	23,997	23,997	23,997
515-81-4700-512400 RETIREMENT SYSTEM	28,206	33,127	33,127	34,726	34,726	34,726
515-81-4700-512700 WORKERS COMPENSATION	7,778	5,265	5,262	6,026	6,026	6,026
515-81-4700-521202 ENGINEERING FEES	9,900	14,000	14,000	13,200	13,200	13,200
515-81-4700-521203 AUDIT FEES	7,591	7,590	6,050	- 0	- 0	- 0
515-81-4700-522000 OTHER OUTSIDE SERVICES	6,785	2,500	2,217	2,800	2,800	2,800
515-81-4700-522009 CONTRACTED MAINTENANCE PROGRA	1,819	10,000	0	10,000	10,000	10,000
515-81-4700-522200 BUILDING REP & MAINT	2,976	1,000	159	2,000	2,000	2,000
515-81-4700-522201 OFFICE EQUIP REP & MAINT	810	800	470	800	800	800
515-81-4700-522202 AUTO & TRUCK-REP & MAINT	10,905	7,000	3,428	7,000	7,000	7,000
515-81-4700-522203 MACH & EQUIP-REP & MAINT	1,580	500	827	2,500	2,500	2,500
515-81-4700-522206 COMPUTER-REP & MAINT	0	100	0	100	100	100
515-81-4700-522207 GAS SYSTEM-REP & MAINT	26,765	50,000	39,457	50,000	50,000	50,000
515-81-4700-523100 INSURANCE EXPENSE	15,846	17,461	15,779	20,896	20,896	20,896
515-81-4700-523200 TELEPHONE	16,108	12,000	9,298	12,000	12,000	12,000
515-81-4700-523202 FREIGHT EXPRESS	186	100	21	200	200	200
515-81-4700-523301 ADVERTISING EXPENSE	22,047	10,000	5,076	6,300	6,300	6,300
515-81-4700-523600 DUES & SUBSCRIPTIONS	2,374	3,000	2,346	5,000	5,000	5,000
515-81-4700-523700 TRAINING & MEETINGS	13,554	12,000	12,447	16,800	16,800	16,800
515-81-4700-523900 UNIFORM EXPENSE	6,848	1,500	778	5,000	5,000	5,000
515-81-4700-523909 SALE FEES	521	200	0	200	200	200
515-81-4700-531100 OFFICE/COMPUTER SUPPLIES	860	600	417	2,600	2,600	2,600
515-81-4700-531101 JANITORIAL SUPPLIES	4,542	500	737	4,000	4,000	4,000

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
515-81-4700-531105 HAND TOOLS	623	1,000	57	5,000	5,000	5,000
515-81-4700-531210 WATER,SEWER,& GARBAGE	891	800	921	1,000	1,000	1,000
515-81-4700-531220 NATURAL GAS	2,601	1,600	2,541	2,000	2,000	2,000
515-81-4700-531225 STORM WATER	772	500	831	800	800	800
515-81-4700-531230 ELECTRICITY	10,739	9,000	10,261	10,000	10,000	10,000
515-81-4700-531270 GASOLINE ALLOCATED	21,999	18,000	18,000	13,000	13,000	13,000
515-81-4700-531601 SERVICE DEPARTMENT PARTS	190,849	130,000	47,661	100,000	100,000	100,000
515-81-4700-531700 OTHER SUPPLIES	230	200	154	300	300	300
515-81-4700-541400 GAS MAINS & VALVES	7,200	0	0	95,000	95,000	95,000
515-81-4700-542200 TRUCKS & AUTOMOBILES	0	0	0	- 0	- 0	- 0
515-81-4700-551000 ALLOCATION OF EXPENSES	420,252	489,444	285,509	- 0	- 0	- 0
515-81-4700-551101 DATA CENTER EXPENSE	1,163	1,408	1,315	1,879	1,879	1,879
515-81-4700-552200 CONTINGENCY	0	5,000	0	5,000	5,000	5,000
515-81-4700-561000 DEPRECIATION EXPENSE	100,988	98,925	57,706	100,988	100,988	100,988
515-81-4700-574000 BAD DEBT EXPENSE	5,000	25,000	14,583	12,500	12,500	12,500
515-81-4700-582001 INTEREST EXPENSE	0	0	0	- 0	- 0	- 0
515-81-4700-611001 TRANSFER TO GENERAL FUND	300,000	300,000	300,000	280,000	289,000	289,000
515-81-4700-611007 TRANSFER TO W&S FUND	0	0	0	- 0	- 0	- 0
81 SERVICE DEPT	1,609,620	1,622,575	1,094,863	1,223,247	1,223,443	1,223,443

ACCOUNT NUMBER/DESCRIPTION

81 SERVICE DEPT

515-81-1530-521201 LEGAL FEES

Requested Amount: $500

This is for fees incurred in the collection of amounts due and for other legal work such as easements.

515-81-4700-511000 REGULAR PAY

Personnel Requirements:

	Current
Natural Gas Director	1
Gas Utility Superintendent	1
Administrative Assistant	1
Gas Utility Technician	1
Gas Utility Equip. Oper.	1
Gas Utility Worker	2
Gas Operations Manager	1
	8

This amount also includes $3,120 for on-call pay.

515-81-4700-511300 OVERTIME PAY

Requested Amount: $3,000

The requested amount includes customer service after hours, holidays, weekends.

515-81-4700-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-512101 OPT OUT INSURANCE PLAN
This amount represents $3,000 per employee for expected Opt Out participation.

515-81-4700-512110 GROUP DENTAL INSURANCE
This amount represents $203 per employee.

515-81-4700-512200 SOCIAL SECURITY PAYMENTS
This amount is 7.65% of the total salary of the department.

515-81-4700-512400 RETIREMENT SYSTEM
This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

515-81-4700-512700 WORKERS COMPENSATION
This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

515-81-4700-521202 ENGINEERING FEES
Requested Amount: $13,200
The amount requested is for annual retainer fee for the gas consultant. The cost is $1,100 per month x 12 months.

515-81-4700-522000 OTHER OUTSIDE SERVICES
Requested Amount: $2,800
The requested amount includes pest control, GIS charges, & other external assistance.

Recommended Amount:

515-81-4700-522009 CONTRACTED MAINTENANCE PROGRAMS
Requested Amount: $10,000
This covers costs related to DIMP compliance. The increase is due to mandated changes by GA PSC. We will replace 120 galvanized service lines per year. We currently have 160 galvanized service lines that need to be replaced.

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-522200 BUILDING REP & MAINT
Requested Amount: $2,000
The amount requested is for general repairs and painting the warehouse.

515-81-4700-522201 OFFICE EQUIP REP & MAINT
Requested Amount: $800
The requested amount is for the incidental repairs of office equipment and for the maintenance agreement on the copy machine.

Recommended Amount:

515-81-4700-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $7,000
The amount requested is for repairs and maintenance of the vehicles in the gas department.

515-81-4700-522203 MACH & EQUIP-REP & MAINT
Requested Amount: $2,500
The amount requested is for maintenance on the backhoe, ditch witch, air compressors, and other machinery. This amount is needed due to the aging of our current equipment and other machinery.

515-81-4700-522206 COMPUTER-REP & MAINT
Requested Amount: $100
The requested amount is to cover any repairs other than provided by NEOS.

515-81-4700-522207 GAS SYSTEM-REP & MAINT
Requested Amount: $50,000
The amount requested is the anticipated amount needed for repair and maintenance for the entire gas system. The cost of materials and contract labor continues to increase yearly.

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-523100 INSURANCE EXPENSE
Requested Amount: $20,896
This is the general liability, property, and public officials E&O insurance allocated to the Natural Gas Fund.The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

515-81-4700-523200 TELEPHONE
The request is for land lines, long distance, and cell phone service as follows:

$ 9,890	AT&T land lines
$ 2,000	Verizon cell phones (2 additional)
$ 110	Long distance
$12,000	

515-81-4700-523202 FREIGHT EXPRESS
Requested Amount: $200
The amount requested is for shipping costs to send electronic equipment to manufacturer for repair and calibration. The Georgia Public Service Commission has increased its requirements regarding calibration certifications.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-523301 ADVERTISING EXPENSE

Requested Amount $6,300

$ 2,000	APGA - Telephone Survey (Goal Program)
$ 2,300	South GA advertising (Television)
$ 2,000	Radio/Newspaper Ads (local/in consortium with other cities)*
$ 6,300	

The majority of the increase in spending is mandated by the new Federal Public Awareness Policy. Most advertising is required by the Georgia Public Service Commission.

*This amount also includes the marketing of gas appliances.

515-81-4700-523600 DUES & SUBSCRIPTIONS

Requested Amount: $5,000

$1,900	American Public Gas Association
$ 800	GMA Gas Section
$2,300	Utilities Protection Center (One Call Dues)*
$5,000	

These are organizations that help promote and to support natural gas research. They also lobby in Congress for support on gas prices and other legislation.

*Required to be member of one call (Utilities Protection).

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-523700 TRAINING & MEETINGS
Requested Amount: $16,800

$13,000 Regulatory Compliance Qualification Training & 2 employees to attend Leak
City for training
$ 2,000 GMA Gas Section and Annual Pipeline Safety Seminar
$ 400 Southern Natural Customer Meeting (1 employee)
$ 1,000 MGAG Annual Meeting (2 employees)
$ 400 Georgia Underground Utilities Conference (updates) (1 employee

$16,800

515-81-4700-523900 UNIFORM EXPENSE
Requested Amount: $5,000
The requested amount is for uniforms for department employees.

515-81-4700-523909 SALE FEES
Requested Amount: $200
This is the handling charges for the sale of surplus assets.

515-81-4700-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $2,600
The amount requested is for two laptops, one to be used in the locating truck and the other one will be used in the on call truck or supervisors truck. Also for a small portable printer to be used in the locators truck in order to print out maps at the job site.

Also, this amount includes misc materials needed to upkeep the equipment.

515-81-4700-531101 JANITORIAL SUPPLIES
Requested Amount: $4,000
The amount requested is the anticipated amount for 2016.

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-531105 HAND TOOLS
Requested Amount: $5,000.
The requested amount is for both new and replacement tools. We are going to purchase a pipe locator model 800 series and a combustible gas indicator to replace an existing one that is around 20 years old with a newer one that can be calibrated with a digital read out.

515-81-4700-531210 WATER,SEWER,& GARBAGE
Requested Amount: $1,000.00

515-81-4700-531220 NATURAL GAS
Requested Amount: $2,000.00

515-81-4700-531225 STORM WATER
Requested Amount: $800
This is storm water charges for the Natural Gas properties and building.

515-81-4700-531230 ELECTRICITY
Requested Amount: $10,000

515-81-4700-531270 GASOLINE ALLOCATED
Requested Amount: $13,000

515-81-4700-531601 SERVICE DEPARTMENT PARTS
Requested Amount: $100,000
The amount requested is needed for parts and materials. This amount includes the cost of water heaters, gas logs, etc. There is a corresponding revenue account for the sale of these items.

515-81-4700-531700 OTHER SUPPLIES
Requested Amount: $300

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-541400 GAS MAINS & VALVES

Requested 95,000

$ 25,000 Valve Replacement*

$ 70,000 New Mains and Maintenance* 4300' of 4" plastic on Southland Rd.

$ 95,000

515-81-4700-551101 DATA CENTER EXPENSE

This is the amount allocated to this department for internet, other computer connections, repair, & upgrade of computer equipment.

515-81-4700-552200 CONTINGENCY

Requested Amount: $5,000

The requested amount is for emergency situations.

515-81-4700-561000 DEPRECIATION EXPENSE

This is the amount of depreciation on gas system related capital assets. The depreciation is calculated by the straight line method using the GFOA suggested life.

515-81-4700-574000 BAD DEBT EXPENSE

Requested Amount: $12,500

The is the anticipated exposure for 2016.

ACCOUNT NUMBER/DESCRIPTION

515-81-4700-611001 TRANSFER TO GENERAL FUND

Requested Amount: $280,000

Following the closing of Collins and Aikman and the tornado, the allocation from the Natural Gas Fund was terminated in 2007. The Gas fund cash flows have recovered somewhat and the allocation was resumed in 2009. The following is a history of the shared revenue.

2003	$750,000
2004	$750,000
2005	$375,000*
2006	$ 92,500
2007	$230,000
2008	$ 0
2009	$300,000
2010	$300,000
2011	$300,000
2012	$300,000
2013	$300,000
2014	$300,000
2015	$300,000
2016	$280,000
2016	$289,000 recommended

*Collins & Aikman declared bankruptcy.

81 SERVICE DEPT

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
540 SOLID WASTE FUND						
540-00-0000-344110 SANITATION SERVICES	2,866,973	2,997,900	1,562,400	3,027,000	3,027,000	3,027,000
540-00-0000-361000 OTHER INTEREST EARNED	103	100	75	200	200	200
540-00-0000-389002 CASH SHORT & OVER	0	0	0	- 0	- 0	- 0
540-00-0000-389003 CARRYOVER OF RET EARNINGS	0	109,205	0	- 0	- 0	- 0
540-00-0000-389004 RECOVERY OF BAD DEBT	0	2,000	0	2,000	2,000	2,000
540 SOLID WASTE FUND	2,867,076	3,109,205	1,562,475	3,029,200	3,029,200	3,029,200

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

540 SOLID WASTE FUND

540-00-0000-344110 SANITATION SERVICES

Request Amount: $3,027,000
The requested amount reflects the current rates with no anticipated increase for 2015. The rates are as follows:

$24.01	Residential Hobo
$28.11	Commercial Hobo
$ 6.11	Dumpster rate
$10.89	Additional hobo

540-00-0000-361000 OTHER INTEREST EARNED

Requested Amount: $200
This is the amount of interest earned on the monthly balance in the bank account.

540-00-0000-389004 RECOVERY OF BAD DEBT

Requested Amount: $2,000
This is the estimated collections from previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Water and Sewer fund (Department 43). This is the estimate for the Sanitation portion.

540 SOLID WASTE FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
33 SANITATION						
540-33-1530-521201 LEGAL EXPENSE	0	300	0	300	300	300
540-33-4500-521203 AUDIT FEES	6,191	6,190	4,934	- 0	- 0	- 0
540-33-4500-522000 OTHER OUTSIDE SERVICES	2,267,283	2,325,000	2,263,200	2,325,000	2,325,000	2,325,000
540-33-4500-523100 INSURANCE EXPENSE	11,344	12,125	10,674	13,241	13,241	13,241
540-33-4500-551000 ALLOCATION OF EXPENSES	374,745	429,519	250,553	- 0	- 0	- 0
540-33-4500-571000 LANDFILL PAYMENTS	12,758	180,022	182,498	100,000	100,000	100,000
540-33-4500-574000 BAD DEBT EXPENSE	2,000	31,000	18,083	31,000	31,000	31,000
540-33-4500-611000 TRANSFER TO GENERAL FUND	0	0	0	250,000	250,000	250,000
33 SANITATION	2,674,321	2,984,156	2,729,942	2,719,541	2,719,541	2,719,541

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

33 SANITATION

540-33-1530-521201 LEGAL EXPENSE
Requested Amount: $300
This is for legal work on our contract with Advanced Disposal and Crisp County Solid Waste Management.

540-33-4500-522000 OTHER OUTSIDE SERVICES
Requested Amount: $2,325,000
This is the amount charged by our contractor for the pick up and disposal of garbage and trash. The contract includes a rate increase based on the CPI for the South at January 1st of each year; however, the contract was modified in 2015 to include no rate increase. Also included is $20,000 for tipping fees billed by Solid Waste Management.

540-33-4500-523100 INSURANCE EXPENSE
Requested Amount: $13,241
This is a portion of the general liability and public officials E&O insurance allocated to the Solid Waste Fund. TThe request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

ACCOUNT NUMBER/DESCRIPTION

540-33-4500-571000 LANDFILL PAYMENTS

Requested Amount: $100,000

This amount includes a 3% projected increase in costs. The following is a history of the amounts paid to Sumter County or estimated for landfill post closure costs and methane monitoring:

$ 64,795	1997	paid in 1997
$ 42,491	1998	paid in 2001
$ 25,000	1999	paid in 2002
$ 27,000	2000	paid in 2002
$ 27,800	2001	did not pay
$ 30,330	2002	paid in 2004
$ 56,871	2003	paid in 2004
$ 68,156	2004	paid in 2005
$ 0	2005	written off
$189,071	2006-2009	billed in 2010 (pd $100,000 in 2011 and bal in 2012)
$200,000	2010-2015	billed in 2015 2013
$100,000	2016	(TTL estimated at $57,750 plus misc billings from County)

540-33-4500-574000 BAD DEBT EXPENSE

Requested Amount: $31,000

This amount represents the total projected write down of sanitation billings for the year.

540-33-4500-611000 TRANSFER TO GENERAL FUND

Requested Amount: $250,000

33 SANITATION

RYLANDER THEATER
AMERICUS THEATER AND CULTURAL CENTER AUTHORITY

MISSION STATEMENT/GENERAL OBJECTIVES

The mission the Rylander Theater is to provide the community and area visitors a cultural center, including a Theater and meeting hall for dramatic and musical stage performances, motion pictures, and lectures. Its unique architecture, artistic legacy and social history is interpreted through tours and other educational presentations. The Rylander will encourage artistic development in our community and in the individual lives of our citizens, especially our young people. It will add greatly to the quality of life that we have worked so hard to achieve and nurture.

PURPOSES

1. The Rylander Theater will be a destination attraction and economic development tool for downtown revitalization.
2. It will be a meeting space featuring the latest tools in presentation technologies to support area conferences and businesses.
3. It will be multi-disciplinary educational resource for students from pre-K through university level from surrounding public and private schools.
4. It will enrich the quality of life for both area residents and tourists through diverse entertainment and cultural programs.
5. It will be a gathering place for the entire community to focus on social issues, entertainment and meetings.
6. It will stand as a successful example of historic preservation adaptive use to encourage continued conservation of the historic fabric of the City of Americus.

GOALS – 2016

Fundraising: The Friends of the Rylander are having a planning retreat to further their Strategic Plan and Membership Development.

Strategic Plan: The Americus Theatre and Cultural Authority will update its Strategic Plan to reflect current concerns and goals for 2016 and the future. This will once again be facilitated by the Fox Theatre Institute. The previous Strategic Planning session resulted in successful formation of subcommittees to address the needs of Building Repair, Finance, and Publicity.

Programming: Heather Stanley is intent on bringing in larger acts/shows to the Rylander Theatre in an effort to increase tourism to Americus and to bring the Rylander Theatre to the public's attention at a state level. By block booking with other Georgia Presenters as well as Presenters in the Southeast, better rates are obtained and more programming can be scheduled for the community.

Building Repair and Maintenance: By working with the Fox Theatre Institute and their Director of Restoration it is the intent of the Rylander Theatre to repair significant interior and exterior building deterioration in an effort to preserve the historic theatre and prevent future and more costly repairs on the interior.

Grants: The Rylander Theatre is dedicated to subsidizing programming costs through the application for various grants at the regional and national level (South Arts Presenters Grant, Community Partnership Grant, Fox Theatre Institute Theatre Advancement Grant, etc.). Grant opportunities are also available for operational expenses such as building repair and maintenance. Heather Stanley will apply for appropriate grants as they become available to diversify theatre funding.

Marketing: Making the Rylander Theatre a destination by increased marketing visibility; bringing our programming schedule to the forefront in a regional and statewide capacity.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
555 THEATER FUND						
555-00-0000-334110 GRANTS RECEIVED	70,000	75,000	15,100	75,000	75,000	75,000
555-00-0000-341902 SOUVENIR SALES	142	1,500	52	1,500	1,500	1,500
555-00-0000-341920 ADVERTISING/SPONSORSHIP RECEIPTS	0	0	0	- 0	- 0	- 0
555-00-0000-341921 CONCESSION SALES	2,582	3,500	1,150	3,500	3,500	3,500
555-00-0000-341941 SALES TAX COMPENSATION	65	50	20	50	50	50
555-00-0000-347300 THEATER RECEIPTS	5,372	16,000	36,416	65,000	65,000	65,000
555-00-0000-347901 RESTORATION FEES	4,592	5,000	2,239	5,000	5,000	5,000
555-00-0000-361000 INTEREST EARNED	10	0	19	- 0	- 0	- 0
555-00-0000-371000 DONATIONS	99	5,000	263	2,000	2,000	2,000
555-00-0000-371002 PROGRAM SPONSORSHIPS	0	0	0	- 0	- 0	- 0
555-00-0000-371004 YIPPIE SPONSORSHIPS/REVENUE	0	0	0	- 0	- 0	- 0
555-00-0000-382000 RENTAL INCOME	27,146	23,500	9,567	23,500	23,500	23,500
555-00-0000-389001 INSURANCE PROCEEDS	0	0	0	- 0	- 0	- 0
555-00-0000-389002 CASH SHORT/OVER	2	0	0	- 0	- 0	- 0
555-00-0000-389004 CREDIT CARD FEES	246	0	2,823	6,000	6,000	6,000
555-00-0000-390000 CONTRIBUTIONS	0	0	0	- 0	- 0	- 0
555-00-0000-391102 TRANSF FROM CITY GEN FUND	95,000	85,000	49,583	90,000	90,000	90,000
555-00-0000-391107 HOTEL/MOTEL TAX TRANSFER	95,000	95,000	55,417	100,000	100,000	100,000
555-00-0000-393601 LOAN PROCEEDS	0	0	0	- 0	- 0	- 0
555 THEATER FUND	300,257	309,550	172,649	371,550	371,550	371,550

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

555 THEATER FUND

555-00-0000-334110 GRANTS RECEIVED

Requested Amount: $75,000
The grant agreements specify spending as follows:

Charles L MIX Grant
$35,000 Performances

$35,000

GSWU Grant
$ 4,000 Theater Use (5 days at $800)
$ 8,000 Shared Productions (Fall Show and Spring Shakespeare)
$16,000 GSWU Intern Program
$ 2,000 Program with GSW Music Dept.

$30,000

Due to the state of the economy both of these have been at a reduced level the last couple years and budgeted accordingly.

Mattie Marshal Grant
$10,000 This grant is earmarked for general building repair and maintenance projects.

555-00-0000-341902 SOUVENIR SALES

Requested Amount: $1,500
Rylander souvenirs are also being sold at the Welcome center.

555-00-0000-341921 CONCESSION SALES

Requested Amount: $3,500
Concessions are offered at various performances. Rylander volunteers serve these out of George's Soda Fountain located within the Rylander Building.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

555-00-0000-341941 SALES TAX COMPENSATION

Requested Amount: $50

555-00-0000-347300 THEATER RECEIPTS

Requested Amount: 65,000
This is the revenue generated through ticket sales for the theatre events NOT sponsored by the Friends of the Rylander. All monies taken in through this line item for the ticket sales of rental programs is then given back to the renter through the Live Performances expenditure line item.

555-00-0000-347901 RESTORATION FEES

Requested Amount: $5,000
The restoration fee is a $1 ticket add-on for the upkeep of the Rylander Building and performance area. This does not apply to Friends of the Rylander performances.

555-00-0000-371000 DONATIONS

Requested Amount: $2,000
The donations are from the weekly tours of the Rylander and other amounts contributed that are not specific to particular performances.

555-00-0000-382000 RENTAL INCOME

Requested Amount: $23,500
These are fees paid by others to use the theatre. This is based on the fee schedule established in 2014. The amount includes Sumter Players contractual fees for the 2015-2016 season. A mix of rentals and sponsored events is planned for 2016.

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

555-00-0000-389004 CREDIT CARD FEES

Requested Amount: $6,000

These are the fees associated with running credit cards for ticket purchases as asssigned by Vendini (ticketing company) and associated merchant accounts.

555-00-0000-391102 TRANSF FROM CITY GEN FUND

The request includes the following:
$90,000 Allocation for 2016

This is $30,000 less than was allocated 5 years ago in 2010. A restoration of funding is requested.

555-00-0000-391107 HOTEL/MOTEL TAX TRANSFER

Requested Amount: $100,000
Two percent of the seven percent Hotel/Motel tax is transferred to the Cultural Authority from the General Fund. This amount of money is to be used for general operations of the Theater.

555 THEATER FUND

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
50 LIVE PERFORMANCES						
555-50-6160-521204 LIVE PERFORMANCES	10,084	5,000	28,924	58,000	58,000	58,000
555-50-6160-521210 RYL / GSW SHARED PROD	7,498	8,000	6,109	8,000	8,000	8,000
555-50-6160-521218 YIPPIE PRODUCTIONS	0	0	0	- 0	- 0	- 0
555-50-6160-523301 MARKETING EXPENSES	4,703	7,000	4,927	6,000	6,000	6,000
555-50-6160-531113 CONCESSION EXPENSE	3,424	2,000	502	1,000	1,000	1,000
555-50-6160-531500 SOUVENIR EXPENSE	0	1,500	0	750	750	750
50 LIVE PERFORMANCES	25,709	23,500	40,462	73,750	73,750	73,750

CITY OF AMERICUS
2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

50 LIVE PERFORMANCES

555-50-6160-521204 LIVE PERFORMANCES
Requested Amount: $58,000
This is the cost of performances that are not part of the Friends of the Rylander series. This includes payment of the House Organist for concerts.

This is the line item in which the ticket sales due back to renters is paid out. The revenue component is the Theatre Receipts line item.

555-50-6160-521210 RYL / GSW SHARED PROD
Requested Amount: $8,000
This is the amount allocated to GSW for 2 co-produced performances a year (a Fall performance, Shakespeare in the Spring) per the grant agreement.This is a non-negotiable amount as determined in the Letter of Agreement between the granting agency, GSW, and the Rylander.

555-50-6160-523301 MARKETING EXPENSES
Requested Amount: $6,000
This is for advertising locally, playbills, and other promotional items. This also includes monies for Southwest Georgia Living amd Americus Times Recorder, as well as multimedia ads (TV, radio, web, and print).

555-50-6160-531113 CONCESSION EXPENSE
Requested Amount: $1,000
The concession items are purchased by the Rylander and served at performances by volunteers.

555-50-6160-531500 SOUVENIR EXPENSE
Requested Amount: $750
This is for the purchase of novelty items sold at performances, the Welcome Center, and tours.

50 LIVE PERFORMANCES

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
51 THEATER OPERATION						
555-51-1530-521201 LEGAL EXPENSE	0	0	0	- 0	- 0	- 0
555-51-6160-511000 REGULAR PAY	108,017	121,250	67,139	123,600	123,600	123,600
555-51-6160-511300 OVERTIME PAY	1,671	3,000	758	1,700	1,700	1,700
555-51-6160-512100 GROUP MEDICAL INSURANCE	20,178	25,804	13,465	23,910	19,507	19,507
555-51-6160-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
555-51-6160-512110 GROUP DENTAL INSURANCE	540	414	355	609	609	609
555-51-6160-512200 SOCIAL SECURITY	7,756	9,505	5,237	9,585	9,585	9,585
555-51-6160-512400 RETIREMENT SYSTEM	13,434	15,009	15,009	13,871	13,871	13,871
555-51-6160-512700 WORKERS COMPENSATION	2,376	2,395	2,394	2,424	2,424	2,424
555-51-6160-521203 AUDIT FEES	2,450	2,450	1,953	- 0	- 0	- 0
555-51-6160-522000 OTHER OUTSIDE SERVICES	5,404	8,800	7,826	6,600	6,600	6,600
555-51-6160-522201 EQUIPMENT REP & MAINT	2,775	4,000	1,045	4,000	4,000	4,000
555-51-6160-522206 COMPUTER - REP & MAINT	708	2,000	649	1,000	1,000	1,000
555-51-6160-523100 INSURANCE EXPENSE	11,783	12,803	10,558	13,329	13,329	13,329
555-51-6160-523200 TELEPHONE	5,874	5,400	4,825	5,600	5,600	5,600
555-51-6160-523201 POSTAGE	235	250	17	100	100	100
555-51-6160-523600 DUES AND SUBSCRIPTIONS	1,311	1,400	981	1,000	1,000	1,000
555-51-6160-523700 TRAINING & MEETINGS	1,824	4,000	4,136	3,000	3,000	3,000
555-51-6160-523900 UNIFORMS	0	0	0	- 0	- 0	- 0
555-51-6160-523905 TICKET/MERCHANT FEES	6,327	9,000	6,450	9,000	9,000	9,000
555-51-6160-531100 OFFICE/COMPUTER SUPPLIES	2,537	2,700	858	2,000	2,000	2,000
555-51-6160-531101 JANITORIAL SUPPLIES	1,303	2,000	674	1,000	1,000	1,000
555-51-6160-531108 BUILDING REP& MAINT	11,547	0	1,396	10,000	10,000	10,000
555-51-6160-531115 PRODUCTION SUPPLIES	1,056	1,500	39	1,000	1,000	1,000
555-51-6160-531210 WATER,SEWER,GARBAGE	2,152	3,500	3,500	3,500	3,500	3,500
555-51-6160-531220 NATURAL GAS	512	2,500	2,500	2,500	2,500	2,500
555-51-6160-531225 STORM WATER	202	322	322	322	322	322
555-51-6160-531230 ELECTRICITY	46,162	37,000	37,000	37,000	37,000	37,000
555-51-6160-531700 OTHER SUPPLIES	40	600	97	600	600	600

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
555-51-6160-542101 OFFICE FURNITURE & EQUIP	0	4,000	0	4,000	4,000	4,000
555-51-6160-542400 COMPUTER EQUIPMENT	0	0	0	- 0	- 0	- 0
555-51-6160-542900 OTHER CAPITAL EXPENDITURE	0	0	0	- 0	- 0	- 0
555-51-6160-561000 DEPRECIATION EXPENSE	141,323	141,323	82,438	141,323	141,323	141,323
555-51-6160-573002 PRODUCTION SUPPORT	1,031	3,000	661	2,000	2,000	2,000
555-51-6160-573100 INTERN PROGRAM	17,073	16,000	10,796	16,000	16,000	16,000
555-51-6160-582300 INTEREST EXPENSE	-182	0	0	- 0	- 0	- 0
51 THEATER OPERATION	417,421	441,925	283,077	440,573	436,170	436,170

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

51 THEATER OPERATION

555-51-6160-511000 REGULAR PAY

Personnel Requirements:

Managing Director	1
Administrative Assistant	1
Theater Technician	1
Box Office (part-time)	1
Custodian (part-time)	1
	5

555-51-6160-511300 OVERTIME PAY

Requested Amount: $1,700

This is overtime worked by the Theater Technician, Administrative Assistant,and Box Office Assistant during peak performance periods.

555-51-6160-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

555-51-6160-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

555-51-6160-512200 SOCIAL SECURITY

The requested amount is 7.65% of the total salary in the department.

555-51-6160-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

555-51-6160-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

ACCOUNT NUMBER/DESCRIPTION

555-51-6160-522000 OTHER OUTSIDE SERVICES

Requested Amount: $6,600

This includes support for theater operations, internet service, consulting services for theater operations, and physical plant concerns. Specific amounts are as follows:

$1,950	Elevator Inspection (Thyssenrupp & GA DOL)
$1,000	NFPA Testing (Johnson Electronic)
$ 900	Pest Control
$ 300	Fire Sprinkler System Inspection
$2,000	Web-site Maintenance (anticipated fee increase)
$ 300	Gutter cleaning
$ 150	Bat Inspection/Maintenance
$6,600	

555-51-6160-522201 EQUIPMENT REP & MAINT

Requested Amount: $4,000

This includes expenses for the physical plant machinery such as rigging, stage floor, stage electrics, etc. Outdated lighting and sound systems need increased servicing and/or replacement. Many of our current systems are no longer supported and upgrades are required.

555-51-6I60-522206 COMPUTER - REP & MAINT

Requested Amount: $1,000

This includes incidental repairs and upgrades for the 4 computers at the Theater.

555-51-6160-523100 INSURANCE EXPENSE

Requested Amount: $13,329

This is the portion of the general liability, property insurance, and public officials E&O allocated to the Theater and to the Owers Building. The request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

ACCOUNT NUMBER/DESCRIPTION

555-51-6160-523200 TELEPHONE
Requested Amount: $5,600
This includes the monthly service fee for the land lines.

555-51-6160-523201 POSTAGE
Requested Amount: $100
This is for mailing contracts and other correspondence.

555-51-6160-523600 DUES AND SUBSCRIPTIONS
Requested Amount: $1,000
Dues for the Managing Director are as follows:

$ 365	League of Historic American Theaters
$ 100	Georgia Arts Network
$ 150	Presidential Pathways
$ 135	Americus/Sumter County Chamber of Commerce
$ 250	Fox Theater Institute/Georgia Presenters
$1,000	

555-51-6160-523700 TRAINING & MEETINGS
Requested Amount: $3,000
This expense is primarily for the Managing Director and relates to serving on several boards, increased grant training, and overall networking required to properly promote the Rylander.

555-51-6160-523905 TICKET/MERCHANT FEES
Requested Amount: $9,000
This is the amount for Vendini charges for the sale of tickets.

555-51-6160-531100 OFFICE/COMPUTER SUPPLIES
Requested Amount: $2,000
This is for paper, ink cartridges, office supplies and stationary items.

555-51-6160-531101 JANITORIAL SUPPLIES
Requested Amount: $1,000
This includes the purchase of such items as cleaning solutions, deodorizers, tissue paper, etc.

ACCOUNT NUMBER/DESCRIPTION

555-51-6160-531108 BUILDING REP& MAINT
Requested Amount: 10,000
This includes expenses for the routine/quarterly maintenance of the physical plant, HVAC, and plaster and paint restoration.

555-51-6160-531115 PRODUCTION SUPPLIES
Requested Amount: $1,000
This includes minor purchases for batteries, seating rope, paint, tape or tie-line for drops, tablecloths for receptions, prop adjustments, and set modifications.

555-51-6160-531210 WATER,SEWER,GARBAGE
Requested Amount: $3,500

555-51-6160-531220 NATURAL GAS
Requested Amount: $2,500
This is the amount of gas necessary to operate the heating system in the Theater.

555-51-6160-531225 STORM WATER
Requested Amount: $322
The request is for the fees for the Rylander and Owers buildings.

555-51-6160-531230 ELECTRICITY
Requested Amount: $37,000
This is the projected total of the electric bill for the operation of the Theater.

555-51-6160-531700 OTHER SUPPLIES
Requested Amount: $600
This includes all supplies that are not included in other line items, such as expenses to participate in Downtown Trick or Treat and Holiday Open House.

ACCOUNT NUMBER/DESCRIPTION

555-51-6160-542101 OFFICE FURNITURE & EQUIP
Requested Amount: $4,000

Request is for the purchase of new equipment to include sound, lighting, etc. and to replace existing euipment that is beyond repair.

555-51-6160-561000 DEPRECIATION EXPENSE
Requested Amount: $141,323
This includes depreciation expense on all capital items including the building, props, lighting, sound equipment, etc.

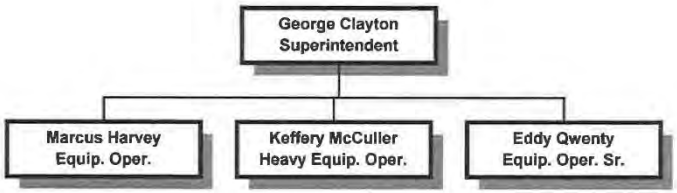
The Depreciation Expense is unfunded.

555-51-6160-573002 PRODUCTION SUPPORT
Requested Amount: $2,000
This is for casual labor for support of production activity. Portions of this line item are offset by volunteers and crew expense billed to users through rental agreements.

555-51-6160-573100 INTERN PROGRAM
Requested Amount: $16,000
This the contractual amount for GSWU drama students as provided by the grant agreement plus additional use of the interns as needed throughout the year. This amount is non-negotiable as it is explicitly written out in the Letter of Agreement between the granting agency, GSW, and the Rylander.

51 THEATER OPERATION

Storm Water Department
Budgeted 2016



STORM WATER DEPARTMENT

MISSION STATEMENT/GENERAL OBJECTIVES (see Public Works)

GOALS – 2016

* Continue to develop preventive maintenance program	On-going
* Continue to implement identified replacement projects	On-going

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMMENDED 2016	APPROVED 2016
580 STORM WATER MANAGEMENT						
580-00-0000-344260 STORM WATER BILLINGS	970,634	988,600	522,495	971,800	971,800	971,800
580-00-0000-344265 STORM WATER CREDITS	-124,152	-124,000	-70,327	- 100,000	- 100,000	- 100,000
580-00-0000-389004 RECOVERY OF BAD DEBT	0	5,000	0	5,000	5,000	5,000
580-00-0000-389006 CARRYOVER OF RETAINED EARNINGS	0	0	0	- 0	85,000	85,000
580-00-0000-390000 CONTRIBUTIONS	0	0	0	- 0	- 0	- 0
580-00-0000-393400 PREMIUMS ON BONDS SOLD	17,220	13,600	0	18,000	18,000	18,000
580 STORM WATER MANAGEMENT	863,702	883,200	452,168	894,800	979,800	979,800

CITY OF AMERICUS

2016 OPERATING BUDGET- REVENUES

ACCOUNT NUMBER/DESCRIPTION

580 STORM WATER MANAGEMENT

580-00-0000-344260 STORM WATER BILLINGS

Requested Amount: $971,800
The rate is $4.00 per month or $48.00 per year per residential unit. The commercial units are based on actual square footage of impervious surface.

580-00-0000-344265 STORM WATER CREDITS

Recommended Amount: ($100,000)
This is for the credit system that is part of the rate structure. The credits are incentives for mitigating storm water runoff.

580-00-0000-389004 RECOVERY OF BAD DEBT

Requested Amount: $5,000
This is the estimated collections on previously written off utility bills. Some of this revenue is offset by related collection cost expense in the Water and Sewer Fund (Department 43). This is the estimate for the Storm Water portion.

580-00-0000-389006 CARRYOVER OF RETAINED EARNINGS

Requested Amount: $85,000
$85,000 4 Wheel Drive Backhoe (58) 2014 carryover

580-00-0000-393400 PREMIUMS ON BONDS SOLD

Requested Amount: $18,000
This is the bond premium amortized over the life of the revenue bonds.

580 STORM WATER MANAGEMENT

CITY OF AMERICUS

2016 OPERATING BUDGET - EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION	ACTUAL 2014	AMENDED BUDGET 2015	ACTUAL 07/31/2015	REQUESTED 2016	RECOMM 2016	APPROVED 2016
58 STORM WATER MGT						
580-58-1530-521201 LEGAL EXPENSES	0	0	0	- 0	- 0	- 0
580-58-4320-511000 REGULAR PAY	73,706	77,426	43,563	77,418	77,418	77,418
580-58-4320-511300 OVERTIME PAY	1,711	1,300	372	1,300	1,300	1,300
580-58-4320-512100 GROUP MEDICAL INSURANCE	27,718	25,804	18,520	23,910	19,507	19,507
580-58-4320-512101 OPT OUT INSURANCE PLAN	0	0	0	- 0	- 0	- 0
580-58-4320-512110 GROUP DENTAL INSURANCE	690	414	473	609	609	609
580-58-4320-512200 SOCIAL SECURITY PAYMENTS	5,542	6,023	3,639	6,022	6,022	6,022
580-58-4320-512400 RETIREMENT SYSTEM	8,846	9,510	9,510	8,714	8,714	8,714
580-58-4320-512700 WORKERS COMPENSATION	2,778	7,993	7,988	7,992	7,992	7,992
580-58-4320-521203 AUDIT FEES	6,191	6,190	4,934	- 0	- 0	- 0
580-58-4320-521302 COLLECTION COSTS	0	0	0	- 0	- 0	- 0
580-58-4320-522000 OTHER OUTSIDE SERVICES	3,435	5,000	690	5,000	5,000	5,000
580-58-4320-522202 AUTO & TRUCK-REP & MAINT	17,076	26,256	2,067	26,256	26,256	26,256
580-58-4320-523100 INSURANCE EXPENSE	11,923	12,751	10,837	13,994	13,994	13,994
580-58-4320-523700 TRAINING AND MEETINGS	0	0	0	- 0	- 0	- 0
580-58-4320-523900 UNIFORMS	3,157	2,466	1,719	2,466	2,466	2,466
580-58-4320-531116 MATERIALS	1,369	6,000	4,198	6,000	6,000	6,000
580-58-4320-531270 GASOLINE ALLOCATED	4,518	5,000	5,000	5,000	5,000	5,000
580-58-4320-531700 OTHER SUPPLIES	1,767	8,000	1,443	8,000	8,000	8,000
580-58-4320-542100 MACHINERY & EQUIPMENT	0	0	0	85,000	85,000	85,000
580-58-4320-542900 OTHER CAPITAL EXPENDITURE	0	0	0	53,450	53,450	53,450
580-58-4320-551000 ALLOCATION OF EXPENSES	148,720	140,247	81,811	- 0	- 0	- 0
580-58-4320-561000 DEPRECIATION EXPENSE	47,484	47,484	27,699	47,484	47,484	47,484
580-58-4320-561001 AMORTIZATION EXPENSE	0	0	0	- 0	- 0	- 0
580-58-4320-574000 BAD DEBT EXPENSE	4,000	10,000	5,833	10,000	10,000	10,000
580-58-4320-582001 INTEREST EXPENSE	88,802	84,715	70,596	75,165	75,165	75,165
580-58-4320-611001 TRANSFER TO GEN FUND	0	0	0	200,000	205,000	205,000
58 STORM WATER MGT	459,433	482,579	300,893	663,780	664,377	664,377

CITY OF AMERICUS

2016 OPERATING BUDGET-EXPENDITURES

ACCOUNT NUMBER/DESCRIPTION

58 STORM WATER MGT

580-58-4320-511000 REGULAR PAY

Personnel Requirements

	Current
Heavy Equipment Operator	1
Equipment Operator Senior	1
Equipment Operator	1
	3

580-58-4320-511300 OVERTIME PAY

Requested Amount: $1,300

580-58-4320-512100 GROUP MEDICAL INSURANCE

The requested amount represents $7,970 per employee. This is the cost after reducing the premium for employee withholding and expected Opt Out participation. The request assumes that the employee's portion will remain at $25 every pay period

580-58-4320-512110 GROUP DENTAL INSURANCE

This amount represents $203 per employee.

580-58-4320-512200 SOCIAL SECURITY PAYMENTS

This amount is 7.65% of the total salary of the department.

580-58-4320-512400 RETIREMENT SYSTEM

This amount is 11.07% of the total salary of the department. Per GMA, contribution rates have declined slightly.

580-58-4320-512700 WORKERS COMPENSATION

This amount represents a percentage of the total salaries for the department based on labor classes and 2015 rates.

ACCOUNT NUMBER/DESCRIPTION

580-58-4320-522000 OTHER OUTSIDE SERVICES
Requested Amount: $5,000
This is to cover engineering fees and other services not related to a capital project.

580-58-4320-522202 AUTO & TRUCK-REP & MAINT
Requested Amount: $26,256
This is for the two street sweepers and a portion of the preventive maintenance for the Sewer Vacuum truck.

580-58-4320-523100 INSURANCE EXPENSE
Requested Amount: $13,994
This is the portion of the general liability, property insurance, and public officials E&O allocated to the the Storm Water Fund. TThe request includes a projected increase of approximately 3.5%. The projected rates will be effective May 1, 2016 resulting in an effective rate for 2016 of 2.67%.

580-58-4320-523900 UNIFORMS
Requested Amount: $2,466
The requested amount is for uniforms for 3 department employees.

580-58-4320-531116 MATERIALS
Requested Amount: $6,000
This is for various materials and supplies needed for small non-capitalized projects that are done in-house.

580-58-4320-531270 GASOLINE ALLOCATED
Requested Amount: $5,000
This is the fuel for the dump truck, vac-con truck and excavator.

580-58-4320-531700 OTHER SUPPLIES
Requested Amount: $8,000
This is for small equipment that does not qualify for capitalization.

580-58-4320-542100 MACHINERY & EQUIPMENT
Requested Amount: $85000
$85,000 4 Wheel Drive Backhoe (2014 carryover)*

ACCOUNT NUMBER/DESCRIPTION

580-58-4320-542900 OTHER CAPITAL EXPENDITURE
Recommended Amount: $53,450
$53,450 Easter Morning Subdivision (2010 revenue bonds)*

580-58-4320-561000 DEPRECIATION EXPENSE
This is the amount of depreciation on storm water related capital assets. The depreciation is calculated by the straight line method using the GFOA suggested life.

580-58-4320-574000 BAD DEBT EXPENSE
Recommended Amount: $10,000
This is the estimated amount for utility billing write down for the storm water utility.

580-58-4320-582001 INTEREST EXPENSE
Requested Amount: $75,165

Interest	Principal	Total	
$75,165	$327,672	$402,837	Revenue Bonds (2010 Issuance)

The principal balance at 12/31/16 will be:
$1,804,860 Revenue Bond (payout date 9/1/2018) (Interest rate 2.61%)

580-58-4320-611001 TRANSFER TO GEN FUND
Requested Amount: $200,000

Recommended Amount: $205,000

58 STORM WATER MGT