

City of Forest Park

Operating Budget

2012-2013

July 1, 2012 to June 30, 2013
City of Forest Park, Georgia

Budget Ordinance	1
Organization Chart	3
Mayor and City Council	4
City Manager / Departments Schedules	5
Forest Park History / Form of Government	7
How to use this Operating Budget	8
Financial Policies	11
Schedule of Revenues – Last Ten Years	13
Schedule of Insurance Cost – Last Ten Years	16
Job Classification List	18
Miscellaneous Statistics	20
Projected Revenues and Expenditures	21
Revenues Budget	22
Definitions and Discussion of Revenues	26
Administration Offices	30
Support Services	47
Police Services	50
Recreation and Leisure	56
Planning Building and Zoning / Animal Control	63
Fire Services	72
Public Works	83
Glossary	97
Budget Worksheets	

ORDINANCE NO. 12-18

AN ORDINANCE BY THE GOVERNING BODY OF THE CITY OF FOREST PARK, GEORGIA ESTABLISHING THE BUDGET FOR THE FISCAL YEAR 2012-2013.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF FOREST PARK, GEORGIA, that the following is the estimated revenue for the fiscal year 2012-2013, as itemized in a document herein referred to as the Budget Document.

A. General Fund	$20,984,450
B. Transfer from Sanitation Operations	$ 1,143,892
	$22,128,342

BE IT FURTHER ORDAINED that the following is the proposed Appropriation for the Fiscal Year 2012-2013 of $22,128,342, as itemized in a document herein referred to as the Budget Document.

BE IT FURTHER ORDAINED by the Governing Body of the City of Forest Park that the estimated operating revenue of the Sanitation Fund for the fiscal year 2012-2013 is $3,025,389, as itemized in a document herein referred to as the Budget Document.

BE IT FURTHER ORDAINED by the Governing Body of the City of Forest Park that the estimated operating expenses and transfers of the Sanitation Fund for the fiscal year 2012-2013 is $3,025,389, as itemized in a document herein referred to as the Budget Document.

BE IT FURTHER ORDAINED by the Governing Body of the City of Forest Park, Georgia, that to finance the proposed expenses of the City an ad valorem tax will be set at 14.743 mils.

BE IT FURTHER ORDAINED that the document herein referred to as the Budget Document be and the same is made by reference a part of this Ordinance. A copy of same shall remain on file in the Office of the City Manager, be a public record available for inspection and marked "2012 – 2013 Operating Budget of the City of Forest Park, Georgia.".

PASSED AND ADOPTED THIS THE 4th DAY OF JUNE, 2012.

Corine C. Deyton

Corine C. Deyton, Mayor

Sparkle Adams, Mayor Pro-Tempore
Ward One

Councilmember, Ward Two
Vacant

Maudie McCord

Maudie McCord, Councilmember
Ward Three

Latresa Akins

Latresa Akins, Councilmember
Ward Four

Linda Lord

Linda Lord, Councilmember
Ward Five

ATTEST:

City Clerk

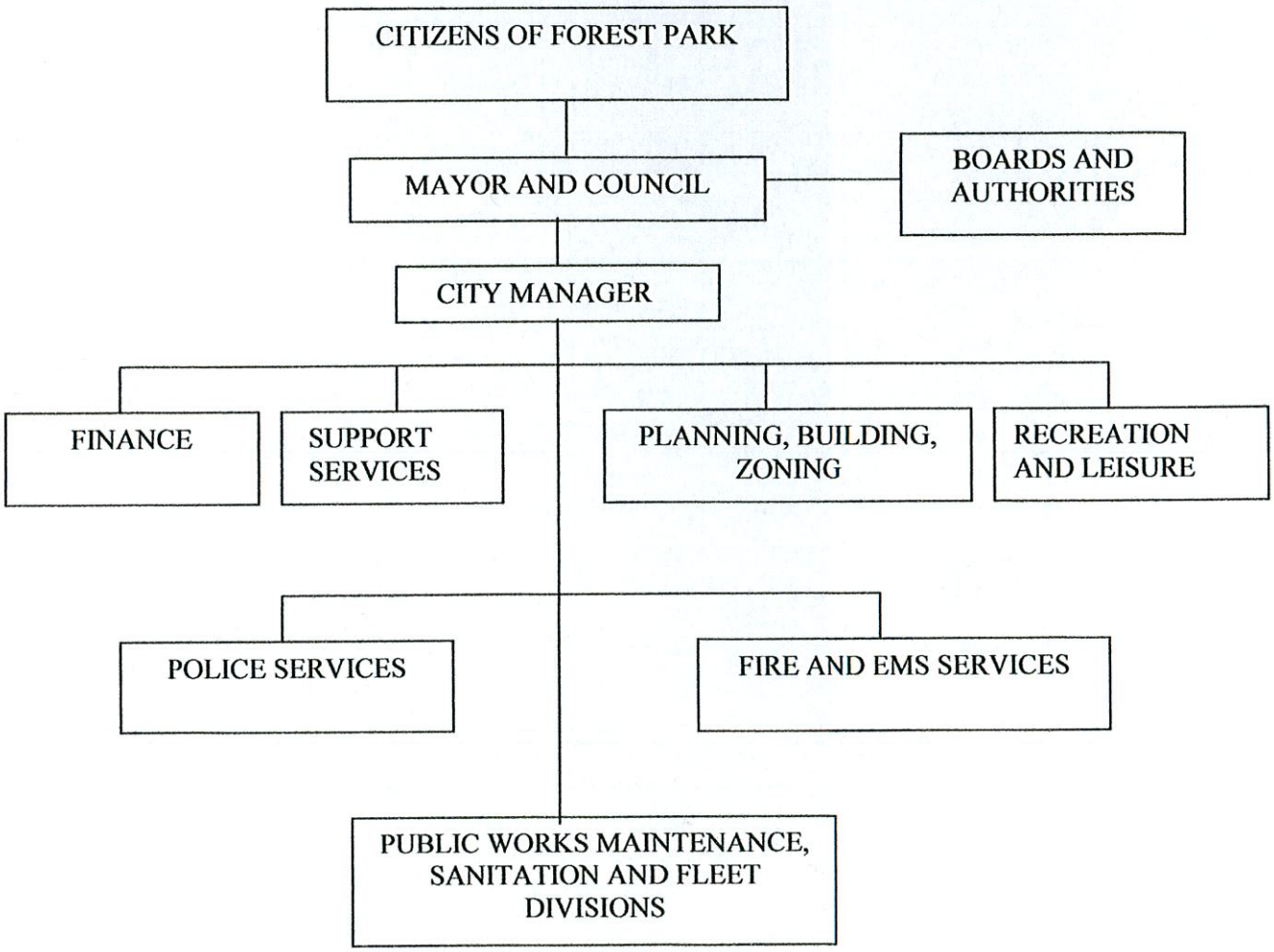
Approved as to form:

Robert Mack

City Attorney

CITY OF FOREST PARK

ORGANIZATION CHART





CITY OF FOREST PARK

MAYOR AND COUNCIL

Mayor	Corine Deyton
Council Member – Ward 1	Sparkle Adams
Council Member – Ward 2	Vacant
Council Member – Ward 3	Maudie McCord
Council Member – Ward 4	Latresa Akins
Council Member – Ward 5	Linda Lord



City Manager & Department Directors

City Manager — John Parker

Department Directors / Senior Management Team

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

Citizens of Forest Park

Mayor & City Council

City Manager

Department of Finance Director: Mike Blandenburg	Department of Support Services Director: Christine Terrell	Department of Police Services Chief of Police: Dwayne Hobbs	Recreation & Leisure Services Director: Elaine Corley	Department of Public Works Director: Mike Gippert	Department of Fleet Director: Mike Gippert	Planning, Build. & Zoning Director: Al Wiggins	Department of Fire & EMS Director: Eddie Buckholts
·Accounts Payable ·Accounts Receivable ·Cash Management ·Budget Preparation ·Payroll ·Sanitation Payments ·Customer Service	·Personnel Services ·Physicals ·Want Ads ·Purchasing ·Staffing ·Training ·Worker's Comp. ·Archives ·Employee Assistance	·Crime Prevention ·Criminal Investigations ·D. A. R. E. ·Drug Enforcement ·Patrol ·Municipal Court ·Citizen's Police Academy	·Event Bookings ·Facility Rental ·Adult Athletics ·Youth Athletics ·Instructional Activities ·Aquatics ·Day Camp ·Special Events ·Senior Programs	·Street Maintenance ·Park Maintenance ·Building Maintenance ·Sanitation ·Recycling Center ·Litter Control ·Renovations ·Debris Removal	·Vehicle Maintenance ·Insurance Reimbursement ·Small Engine Repair ·Mechanic Training ·Generator Repairs ·Warranties ·Fuel	·Permits ·Code Enforcement ·Zoning ·Review Board ·Construction Inspections ·Inspections ·Environmental Court ·Animal Control	·Homeland Defense ·Hazardous Materials ·Fire Fighting ·EMS Services ·Emergency Management ·Disaster Training ·Community Emergency Response Team

FOREST PARK HISTORY

The City of Forest Park is located in the Metro Atlanta area in Clayton County. Forest Park is the largest city in Clayton County with a diverse population of about 21,477 per the 2000 census.

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

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

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

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

FORM OF GOVERNMENT

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

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

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

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

HOW TO USE THIS OPERATING BUDGET

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

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

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

QUESTIONS & ANSWERS

Q: What is the purpose of the City Budget?

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

Q: How and when is the budget prepared?

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

Q: What is a fiscal year?

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

Q: From where does the City obtain revenues?

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

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

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

Q: What is a millage rate?

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

Q: What is a mill of tax?

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

Q: What is a fund?

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

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

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

Q: What is an operating budget?

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

Q: What is an enterprise fund?

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

Q: What is a budget appropriation?

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

Q: What is a budget amendment?

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

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

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

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

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

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

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

FINANCIAL POLICIES

Budget

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

Balanced Budget

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

Financing Current Expenditures

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

Level of Budget Adoption

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

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

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

Budgeting and Accounting Controls

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

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

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

The Budget Process

The budget process begins in early March with a meeting of the Directors of each department and the City Manager to discuss needs and goals. The City Manager presents his ideas and direction on what he would like to accomplish the coming year.

The directors and the City Manager work as a team to establish a balanced budget. Meetings are held with the Directors of each department and the City Manager to review the absolute must have items, needed items and nice-to-have additions for capital budget. As a management team we then work toward a balanced budget. This process usually takes several months.

Before adoption, work sessions are set up with the Mayor and Council to review the budget documents and to make changes or additions as needed.

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

SCHEDULE OF REVENUES LAST 10 YEARS

PROPERTY TAXES				FRANCHISE TAXES				INSURANCE PREMIUM TAXES			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
01/02	$ 1,406,347	$ 10,591	1%	01/02	$ 1,147,828	$ 30,884	3%	01/02	$ 805,880	$ 48,216	6%
02/03	$ 2,330,073	$ 923,726	40%	02/03	$ 1,144,015	$ (3,813)	0%	02/03	$ 880,850	$ 74,970	9%
03/04	$ 2,372,117	$ 42,044	2%	03/04	$ 1,012,371	$ (131,644)	-13%	03/04	$ 945,611	$ 64,761	7%
04/05	$ 2,402,046	$ 29,929	1%	04/05	$ 1,119,578	$ 107,207	10%	04/05	$ 1,026,168	$ 80,557	8%
05/06	$ 2,960,537	$ 558,491	19%	05/06	$ 1,182,127	$ 62,549	5%	05/06	$ 1,103,828	$ 77,660	7%
06/07	$ 3,341,799	$ 381,262	11%	06/07	$ 1,248,488	$ 66,361	5%	06/07	$ 1,150,973.00	$ 47,145	4%
07/08	$ 5,907,884	$ 2,566,085	43%	07/08	$ 1,345,197	$ 96,709	7%	07/08	$ 1,172,269	$ 21,296	2%
08/09	$ 5,906,573	$ (1,311)	0%	08/09	$ 1,417,693	$ 72,496	5%	08/09	$ 1,200,350	$ 28,081	2%
09/10	$ 7,036,820	$ 1,130,247	16%	09/10	$ 1,278,493	$ (139,200)	-11%	09/10	$ 1,189,089	$ (11,261)	-1%
10/11	7,126,718	$ 89,898	1%	10/11	1,303,626	$ 25,133	2%	10/11	1,157,906	$ (31,183)	-3%
ALCOHOL BEV. TAXES				**OTHER TAXES**				**LOCAL OPTION SALES TAX**			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
01/02	$ 506,360	$ (1,612)	0%	01/02	$ 70,154	$ (24,265)	-35%	01/02	$ 4,310,929	$ (225,421)	-5%
02/03	$ 478,200	$ (28,160)	-6%	02/03	$ 96,334	$ 26,180	27%	02/03	$ 4,236,940	$ (73,989)	-2%
03/04	$ 479,160	$ 960	0%	03/04	$ 111,672	$ 15,338	14%	03/04	$ 4,574,159	$ 337,219	7%
04/05	$ 486,511	$ 7,351	2%	04/05	$ 121,166	$ 9,494	8%	04/05	$ 4,731,416	$ 157,257	3%
05/06	$ 470,600	$ (15,911)	-3%	05/06	$ 126,862	$ 5,696	4%	05/06	$ 5,330,317	$ 598,901	11%
06/07	$ 461,762	$ (8,838)	-2%	06/07	$ 120,519	$ (6,343)	-5%	06/07	$ 5,262,427	$ (67,890)	-1%
07/08	$ 461,655	$ (107)	0%	07/08	$ 100,058	$ (20,461)	-20%	07/08	$ 5,268,900	$ 6,473	0%
08/09	$ 445,697	$ (15,958)	-4%	08/09	$ 79,426	$ (20,632)	-26%	08/09	$ 5,350,300	$ 81,400	2%
09/10	$ 422,215	$ (23,482)	-6%	09/10	$ 83,645	$ 4,219	5%	09/10	$ 4,864,063	$ (486,237)	-10%
10/11	382,636	$ (39,579)	-10%	10/11	12,852	$ (70,793)	-551%	10/11	$ 4,627,030	$ (237,033)	-5%
CHARGES FOR SERVICE				**INTERGOVERNMENTAL REVENUE**				**INTEREST REVENUE**			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
01/02	$ 717,472	$ (1,618,396)	-226%	01/02	$ 1,939,907	$ 1,505,892	78%	01/02	$ 88,091	$ (260,221)	-295%
02/03	$ 688,226	$ (29,246)	-4%	02/03	$ 1,026,074	$ (913,833)	-89%	02/03	$ 58,870	$ (29,221)	-50%
03/04	$ 748,959	$ 60,733	8%	03/04	$ 662,283	$ (363,791)	-55%	03/04	$ 22,283	$ (36,587)	-164%
04/05	$ 983,885	$ 234,926	24%	04/05	$ 792,874	$ 130,591	16%	04/05	$ 23,386	$ 1,103	5%
05/06	$ 607,688	$ (376,197)	-62%	05/06	$ 932,601	$ 139,727	15%	05/06	$ 95,935	$ 72,549	76%
06/07	$ 561,920	$ (45,768)	-8%	06/07	$ 623,510	$ (309,091)	-50%	06/07	$ 128,718	$ 32,783	25%
07/08	$ 605,410	$ 43,490	7%	07/08	$ 585,120	$ (38,390)	-7%	07/08	$ 115,465	$ (13,253)	-11%
08/09	$ 598,344	$ (7,066)	-1%	08/09	$ 965,305	$ 380,185	39%	08/09	$ 93,732	$ (21,733)	-23%
09/10	$ 646,511	$ 48,167	7%	09/10	$ 209,945	$ (755,360)	-360%	09/10	$ 119,210	$ 25,478	21%
10/11	$ 747,553	$ 101,042	14%	10/11	$ 64,365	$ (145,580)	-226%	10/11	$ 10,523	$ (108,687)	-1033%

	FINES AND FORFEITURES				PERMITS AND LICENSES				OTHER REVENUE			
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
01/02	$ 1,940,034	$ 409,478	21%	01/02	$ 744,415	$ 26,443	4%	01/02	$ 96,498	$ (342,287)	-355%
02/03	$ 2,235,850	$ 295,816	13%	02/03	$ 807,581	$ 63,166	8%	02/03	$ 65,433	$ (31,065)	-47%
03/04	$ 2,544,385	$ 308,535	12%	03/04	$ 787,739	$ (19,842)	-3%	03/04	$ 92,134	$ 26,701	29%
04/05	$ 2,109,542	$ (434,843)	-21%	04/05	$ 1,053,917	$ 266,178	25%	04/05	$ 75,397	$ (16,737)	-22%
05/06	$ 2,158,784	$ 49,242	2%	05/06	$ 904,124	$ (149,793)	-17%	05/06	$ 48,549	$ (26,848)	-55%
06/07	$ 2,200,211	$ 41,427	2%	06/07	$ 1,034,505	$ 130,381	13%	06/07	$ 100,314	$ 51,765	52%
07/08	$ 2,408,718	$ 208,507	9%	07/08	$ 1,063,690	$ 29,185	3%	07/08	$ 68,313	$ (32,001)	-47%
08/09	$ 2,226,009	$ (182,709)	-8%	08/09	$ 1,268,658	$ 204,968	16%	08/09	$ 69,393	$ 1,080	2%
09/10	$ 2,993,521	$ 767,512	26%	09/10	$ 883,517	$ (385,141)	-44%	09/10	$ 13,552	$ (55,841)	-412%
10/11	$ 3,551,834	$ 558,313	16%	10/11	1,093,097	$ 209,580	19%	10/11	$ 306,390	$ 292,838	96%

	OTHER FINANCING SOURCES				REFUSE COLLECTION		
YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE	YEAR	AMOUNT COLLECTED	CHANGE PER YEAR	% OF CHANGE
01/02	$ -	$ (385,000)	0%	01/02	$ 2,063,238	$ 216,050	10%
02/03	$ -	$ -	0%	02/03	$ 2,084,022	$ 20,784	1%
03/04	$ -	$ -	0%	03/04	$ 2,011,021	$ (73,001)	-4%
04/05	$ -	$ -	0%	04/05	$ 2,132,446	$ 121,425	6%
05/06	$ -	$ -	0%	05/06	$ 2,248,752	$ 116,306	5%
06/07	$ -	$ -	0%	06/07	$ 2,326,625	$ 77,873	3%
07/08	$ -	$ -	0%	07/08	$ 2,483,958	$ 157,333	6%
08/09	$ -	$ -	0%	08/09	$ 2,507,568	$ 23,610	1%
09/10	$ -	$ -	0%	09/10	$ 2,450,277	$ (57,291)	-2%
10/11				10/11	$ 2,522,748	$ 72,471	3%

SCHEDULE OF REVENUES LAST 10 YEARS

The following revenues contain more than one revenue source:

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

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

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

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

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

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

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

Intergovernmental Revenue: Includes local school programs.

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

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

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

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

Other Financing Sources was the Jail lease payment. The City no longer leases the Jail.

SUMMARY OF INSURANCE COST LAST TEN YEARS

	2010-2011 ACTUAL	2011-2012 BUDGET	% CHANGE	2012-2013 BUDGET	INCREASE (DECREASE)	% CHANGE
LIFE AND HEALTH INSURANCE	$ 2,760,384	$ 3,213,637	16.42%	$ 3,435,133	$ 221,496	6.45%
					$ -	
WORKER'S COMPENSATION	$ 154,362	$ 46,596	-69.81%	$ 46,596	$ -	0.00%
PROPERTY AND LIABILITY	$ 171,081	$ 142,786	-16.54%	$ 146,767	$ 3,981	2.71%
					$ -	
VEHICLE INSURANCE	$ 306,107	$ 310,367	1.39%	$ 311,967	$ 1,600	0.51%
					$ -	
PUBLIC OFFICIALS INSURANCE	$ 42,484	$ 42,500	0.04%	$ 42,500	$ -	0.00%
					$ -	
LAW ENFORCEMENT	$ 70,839	$ 70,839	0.00%	$ 70,839	$ -	0.00%
					$ -	
TOTALS	$ 3,505,257	$ 3,826,725	9.17%	$ 4,053,802	$ 227,077	5.60%

SCHEDULE OF INSURANCE COSTS LAST THREE YEARS

Life and Health Insurance				
	Actual	Budget	Budget	Increase
Department	2010-2011	2011-2012	2012-2013	(Decrease)
Legislative Office	$ 38,488	$ 44,000	$ 44,000	$ -
Chief Executive Office	$ 23,055	$ 25,300	$ 25,300	$ -
Finance Office	$ 117,019	$ 133,650	$ 133,650	$ -
Support Services	$ 57,857	$ 71,170	$ 71,170	$ -
Police Services	$ 966,014	$ 1,089,793	$ 1,089,793	$ -
E911	$ 97,766	$ 143,800	$ 143,800	$ -
Recreation and Leisure	$ 73,307	$ 105,600	$ 105,600	$ -
Streets	$ 336,268	$ 466,430	$ 466,430	$ -
Planning Building Zoning	$ 102,790	$ 125,400	$ 125,400	$ -
Animal Control	$ 12,716	$ 22,275	$ 22,275	$ -
Fire EMS	$ 237,602	$ 236,478	$ 236,478	$ -
Fire Fighters	$ 542,352	$ 562,606	$ 562,606	$ -
EMA	$ 11,350	$ 16,137	$ 16,137	$ -
Sanitation Operations	$ 58,762	$ 64,638	$ 64,638	$ -
Fleet Services	$ 85,038	$ 106,360	$ 106,360	$ -
Total	**$ 2,760,384**	**$ 3,213,637**	**$ 3,213,637**	**$ -**

Property and Liability Insurance				
	Actual	Budget	Budget	Increase
Department	2010-2011	2011-2012	2012-2013	(Decrease)
Legislative Office		$ -		$ -
Chief Executive		$ -		$ -
Finance Office	$ 27,174	$ 25,632	$ 25,632	$ -
Support Services		$ -		$ -
Police Services	$ 33,311	$ 31,424	$ 31,424	$ -
E911		$ -		$ -
Recreation and Leisure	$ 7,013	$ 7,444	$ 5,000	$ (2,444)
Streets	$ 19,285	$ 18,203	$ 19,428	$ 1,225
Planning Building Zoning	$ 10,519	$ 5,700	$ 5,700	$ -
Animal Control		$ -		$ -
Fire EMS		$ -		$ -
Fire Fighters	$ 22,499	$ 13,869	$ 13,869	$ -
EMA		$ -		$ -
Sanitation Operations	$ 27,174	$ 25,632	$ 30,832	$ 5,200
Fleet Services	$ 24,106	$ 14,882	$ 14,882	$ -
Total	**$ 171,081**	**$ 142,786**	**$ 146,767**	**$ 3,981**

Worker's Compensation				
	Actual	Budget	Budget	Increase
Department	2010-2011	2011-2012	2012-2013	(Decrease)
Legislative Office		$ -		$ -
Chief Executive Office		$ -		$ -
Finance Office	$ (2,084)	$ 1,849	$ 1,849	$ -
Support Services		$ -		$ -
Police Services	$ 111,099	$ 15,000	$ 15,000	$ -
E911		$ -		$ -
Recreation and Leisure	$ 2,324	$ 1,755	$ 1,755	$ -
Streets	$ 12,203	$ 9,649	$ 9,649	$ -
Planning Building Zoning	$ 581	$ 414	$ 414	$ -
Animal Control		$ -		$ -
Fire EMS	$ 3,487	$ 2,959	$ 2,959	$ -
Fire Fighters	$ 24,137	$ 12,207	$ 12,207	$ -
EMA		$ -		$ -
Sanitation Operations	$ 1,743	$ 1,743	$ 1,743	$ -
Fleet Service	$ 872	$ 1,020	$ 1,020	$ -
Total	**$ 154,362**	**$ 46,596**	**$ 46,596**	**$ -**

Vehicle Insurance				
	Actual	Budget	Budget	Increase
Department	2010-2011	2011-2012	2012-2013	(Decrease)
Legislative Office		$ -		$ -
Chief Executive Office	$ 3,029	$ 2,991	$ 2,991	$ -
Finance Office		$ -		$ -
Support Services		$ -		$ -
Police Services	$ 137,810	$ 146,465	$ 146,465	$ -
E911		$ -		$ -
Recreation and Leisure	$ 6,058	$ 5,698	$ 5,698	$ -
Streets	$ 66,634	$ 70,831	$ 70,831	$ -
Planning Building Zoning	$ 15,144	$ 14,500	$ 14,500	$ -
Animal Control	$ 1,514	$ 1,456	$ 1,456	$ -
Fire EMS	$ 18,173	$ 16,026	$ 16,026	$ -
Fire Fighters	$ 35,362	$ 32,051	$ 32,051	$ -
EMA		$ -		$ -
Sanitation Operations	$ 9,086	$ 9,665	$ 11,265	$ 1,600
Fleet Service	$ 13,297	$ 10,684	$ 10,684	$ -
Total	**$ 306,107**	**$ 310,367**	**$ 311,967**	**$ 1,600**

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

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

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

JOB CODE AND TITLE	FLSA	GRADE	MINIMUM	MID-POINT	MAXIMUM
101 OFFICE ASSISTANT	N	6	23,197.00	30,736.00	38,970.00
105 OFFICE ASSISTANT, SR	N	7	24,516.00	32,484.00	41,186.00
234 PARTS MANAGER	N	13	32,435.00	42,978.00	54,490.00
509 POLICE CAPTAIN	E	26	51,568.00	65,715.00	86,635.00
535 POLICE COLONEL	E	31	64,765.00	86,785.00	108,805.00
531 POLICE DETECTIVE	N	16	36,394.00	48,225.00	61,141.00
508 POLICE LIEUTENANT	N	22	44,311.00	58,719.00	74,443.00
510 POLICE MAJOR	E	27	54,208.00	67,464.00	91,068.00
502 POLICE OFFICER	N	14	33,754.00	44,727.00	56,705.00
POLICE OFFICER (NON-CERTIFIED)	N		32,146.00		
507 POLICE SERGEANT	N	21	42,991.00	56,970.00	72,226.00
533 POLICE SERGEANT DETECTIVE	N	21	42,991.00	56,970.00	72,226.00
311 PROGRAM COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
301 RECREATION SUPERVISOR	N	10	28,474.00	37,731.00	47,838.00
124 RECORDS SUPERVISOR		12	31,114.00	41,229.00	52,273.00
216 SANITATION ADMINISTRATOR	E	16	36,394.00	48,225.00	61,141.00
312 SENIOR COORDINATOR	N	15	35,074.00	46,476.00	58,925.00
102 STAFF ASSISTANT	N	9	27,156.00	35,982.00	45,622.00
243 SUPERVISOR, BUILDING MAINT	E	18	39,033.00	51,723.00	65,574.00
235 SUPERVISOR, FLEET MAINT	E	18	39,033.00	51,723.00	65,574.00
242 SUPERVISOR, PARKS	E	18	39,033.00	51,723.00	65,574.00
215 SUPERVISOR, STREET	E	18	39,033.00	51,723.00	65,574.00
241 TRADES SPECIALIST	N	12	31,114.00	41,229.00	52,273.00
501 TRAFFIC SIGN TECHNICIAN	N	10	28,474.00	37,731.00	47,838.00
581 TRAINING OFFICER, EMS	E	27	54,208.00	67,464.00	91,068.00
582 TRAINING OFFICER, FIRE	E	27	54,208.00	67,464.00	91,068.00

DIRECTOR I PAY GRADE 34 (72,683.00 - 122,108.00)
ADMINISTRATIVE SERVICES
RECREATION & LEISURE
PLANNING & ZONING

DIRECTOR II PAY GRADE 36 (77,963.00-130,976.00)
FINANCE/ADMINISTRATION
PUBLIC WORKS
FIRE
POLICE

(12/9/2010)

CITY OF FOREST PARK, GEORGIA

MISCELLANEOUS STATISTICS

June 30, 2011

Date of Incorporation	August 14, 1908
Form of Government	Council/Manager
Area	9.3 Square Miles
Miles of Street	80
Population (2010 Census)	18,468
Fire Protection:	
Number of Stations	2
Number personnel - total	52
Police Protection:	
Number of Stations	1
Number of Police Personnel	95
Schools in Forest Park:	
Ash Street Center-Special Education	Babb Middle School
Edmonds Elementary School	Forest Park Middle School
Fountain Elementary School	Unidos (Hendrix) Elementary School
Huie Elementary School	Forest Park High School
School Enrollment	5,321
Recreation and Culture:	
Number of Parks	6 (with 67 ½ acres)
Number of Libraries	1
Employees:	
Classified Service	250
Exempt	33
Unemployment Rate (Clayton County)	12.9%
Per Capita Income (2010 Census)	$13,778

PROJECTED REVENUES VS. REQUESTED BUDGETS
FY 2012-13

GENERAL FUND

PROJECTED REVENUES	PAGE #			TOTALS
REVENUES FY 2012-13 GENERAL FUND	24			$ 20,984,450
TRANSFER FROM SANITATION FUND	29			$ 1,143,892
TOTAL ANTICIPATED REVENUE				**$ 22,128,342**

GENERAL FUND DEPARTMENTS	PAGE #	DEPARTMENT REQUESTS	FLEET ALLOCATION	TOTAL EXPENDITURES
LEGISLATIVE OFFICE	32	$ 441,489		$ 441,489
CITY MANAGER OFFICE	37	$ 353,171		$ 353,171
FINANCE OFFICE	42	$ 1,531,886		$ 1,531,886
JUDGES AND SOLICITORS	45	$ 132,927		$ 132,927
SUPPORT SERVICES	48	$ 380,449		$ 380,449
POLICE SERVICES	53	$ 8,692,740		$ 8,692,740
E911 COMMUNICATIONS	55	$ 594,531		$ 594,531
RECREATION AND LEISURE	59	$ 1,239,311		$ 1,239,311
PLANNING, BUILDING, ZONING	66	$ 903,965		$ 903,965
ANIMAL CONTROL	70	$ 111,544		$ 111,544
EMS SERVICES	74	$ 1,235,373		$ 1,235,373
FIRE SERVICES	77	$ 3,347,913		$ 3,347,913
EMERGENCY MGT.	81	$ 167,894		$ 167,894
FLEET SERVICES (included in Department Totals)	85	$ 1,258,533	$ (1,258,533)	$ -
PUBLIC WORKS MAINTENANCE	87	$ 2,886,749		$ 2,886,749
PUBLIC WORKS PARKS MAINTENANCE	91	$ 108,400		$ 108,400
TOTAL GENERAL FUND BUDGET REQUESTS		**$ 23,386,875**	**$ (1,258,533)**	**$ 22,128,342**

GENERAL FUND REVENUES OVER EXPENDITURES	**0**

SANITATION FUND

PROJECTED OPERATING REVENUES	PAGE #			
REFUSE COLLECTION		$ 2,233,789		$ 2,233,789
FEES AND OTHER REVENUE		$ 791,600		$ 791,600
TOTAL OPERATING REVENUES	0	**$ 3,025,389**		**$ 3,025,389**

PROJECTED OPERATING EXPENSES	PAGE #			
SOLID WASTE COLLECTION FEES		$ 1,537,043		$ 1,537,043
OTHER OPERATING EXPENSES		$ 1,000,728	$ -	$ 1,000,728
TOTAL OPERATING EXPENSES	95	**$ 2,537,771**	$ -	**$ 2,537,771**

OPERATING INCOME	**$ 487,618**

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

100-GENERAL FUND

EVENUES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
TAXES					
100-00-0000-31-1100	REAL PROPERTY CURRENT YEAR	3,950,000	3,950,000	0	0.00
100-00-0000-31-1101	PROPERTY TAXES- UTILITY	680,000	850,000	170,000	25.00
100-00-0000-31-1190	LIQUOR TAXES	100,000	75,000	(25,000)	25.00-
100-00-0000-31-1191	BEER TAXES	300,000	275,000	(25,000)	8.33-
100-00-0000-31-1192	WINE TAXES	20,000	15,000	(5,000)	25.00-
100-00-0000-31-1200	REAL PROPERTY - PRIOR YEAR	300,000	150,000	(150,000)	50.00-
100-00-0000-31-1300	PROPERTY - PERSONAL CURRENT	2,064,875	2,075,000	10,125	0.49
100-00-0000-31-1310	PROPERTY TAX - MOTOR VEHICLE	450,000	475,000	25,000	5.56
100-00-0000-31-1320	PROPERTY TAX - PERSONAL MOBIL	0	0	0	0.00
100-00-0000-31-1340	INTANGIBLE TAXES	10,000	10,000	0	0.00
100-00-0000-31-1350	PROPERTY TAXES - PERSONAL RAI	0	0	0	0.00
100-00-0000-31-1360	HEAVY DUTY EQUIPMENT TAX	0	0	0	0.00
100-00-0000-31-1600	REAL ESTATE TRANSFER TAXES-IN	5,000	10,000	5,000	100.00
100-00-0000-31-1710	FRANCHISE GA POWER	1,150,000	1,175,000	25,000	2.17
100-00-0000-31-1730	FRANCHISE - ATLANTA GAS	95,000	95,000	0	0.00
100-00-0000-31-1750	FRANCHISE - COMCAST	90,000	100,000	10,000	11.11
100-00-0000-31-1760	FRANCHISE FEES AT&T	125,000	100,000	(25,000)	20.00-
100-00-0000-31-1780	FRANCHISE - OTHER	0	0	0	0.00
100-00-0000-31-3100	LOCAL OPTION SALES TAX	5,000,000	5,000,000	0	0.00
100-00-0000-31-3200	SPLOST REVENUE	0	0	0	0.00
100-00-0000-31-4100	HOTEL MOTEL / TAXES	0	0	0	0.00
100-00-0000-31-6100	BUSINESS AND OCCUPATION TAXES	850,000	850,000	0	0.00
100-00-0000-31-6101	BUS LIC & OCC TAX PENALTY	0	3,000	3,000	0.00
100-00-0000-31-6200	INSURANCE PREMIUM TAXES	1,175,000	950,000	(225,000)	19.15-
100-00-0000-31-9000	PENALTIES AND INTEREST ON DEL	50,000	50,000	0	0.00
100-00-0000-31-9001	PUBLIC WORKS LIENS	30,000	30,000	0	0.00
TOTAL TAXES		16,444,875	16,238,000	(206,875)	1.26-
LICENSES & PERMITS					
100-00-0000-32-1110	BUSINESS LIC - BEER	80,000	80,000	0	0.00
100-00-0000-32-1120	BUSINESS LIC - WINE	30,000	30,000	0	0.00
100-00-0000-32-1130	BUSINESS LIC-LIQUOR	30,000	25,000	(5,000)	16.67-
100-00-0000-32-2210	ZONING AND LAND USE FEES	5,000	5,000	0	0.00
100-00-0000-32-3000	REG FEES - ADULT ENTERT	50,000	0	(50,000)	100.00-
100-00-0000-32-3001	REG FEES - INVEST	20,000	0	(20,000)	100.00-
100-00-0000-32-3100	BUILDING STRUCTURES & EQUIPME	50,000	50,000	0	0.00
100-00-0000-32-4400	PENALTIES & INTEREST ON BUSIN	10,000	10,000	0	0.00
TOTAL LICENSES & PERMITS		275,000	200,000	(75,000)	27.27-
INTERGOVERNMENTAL REV.					
100-00-0000-33-1100	OEA REIMBURSEMENT - LRA	0	0	0	0.00
100-00-0000-33-1101	GRANT REVENUE PUBLIC SAFETY	0	0	0	0.00
100-00-0000-33-6000	LOCAL GOVT.UNIT GRANT -SCHOOL	140,000	0	(140,000)	100.00-
TOTAL INTERGOVERNMENTAL REV.		140,000	0	(140,000)	100.00-
CHARGES FOR SERVICES					
100-00-0000-34-1390	OTHER - SOIL / HYDRO STUDY	0	0	0	0.00
100-00-0000-34-1800	TRANSFER PRIOR YEAR TO WORKER	0	0	0	0.00

EVENUES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-00-0000-34-1910	ELECTION QUALIFYING FEES	5,000	1,000	(4,000)	80.00-
100-00-0000-34-2110	PUBLIC SAFETY -ID CARDS / OTH	2,500	2,500	0	0.00
100-00-0000-34-2120	PUBLIC SAFETY - ACC REPORTS	7,000	7,000	0	0.00
100-00-0000-34-2130	PUBLIC SAFETY-FALSE ALARMS	30,000	35,000	5,000	16.67
100-00-0000-34-2500	PUBLIC SAFETY -E911	0	0	0	0.00
100-00-0000-34-2600	PUBLIC SAFETY-AMBULANCE FEES	500,000	600,000	100,000	20.00
100-00-0000-34-2900	PUBLIC SAFETY-OTHER AMBULANCE	2,000	2,000	0	0.00
100-00-0000-34-2901	PUBLIC SAFETY -BASIC EMT INST	0	0	0	0.00
100-00-0000-34-2902	PUBLIC SAFETY - DRUG TASK FOR	0	0	0	0.00
100-00-0000-34-2903	PUBLIC SAFETY - THIRD DUI IN	0	0	0	0.00
100-00-0000-34-2904	PUBLIC SAFETY - DRUG POSSESSI	0	0	0	0.00
100-00-0000-34-2905	FBI REIMBURSEMENT	0	5,000	5,000	0.00
100-00-0000-34-2906	BULLET PROOF VEST PROGRAM	0	0	0	0.00
100-00-0000-34-2907	EMPLOYEE REMUNERATION	0	0	0	0.00
100-00-0000-34-3000	LARP REVENUES	0	0	0	0.00
100-00-0000-34-4110	SANITATION -REFUSE COLLECTION	0	0	0	0.00
100-00-0000-34-4130	OTHER REVENUE /SALE OF SCRAP	0	0	0	0.00
100-00-0000-34-7200	R/L - USE OF RECREATION BLDG	15,000	15,000	0	0.00
100-00-0000-34-7201	R/L - INSTRUCTIONAL CLASSES	20,000	16,180	(3,820)	19.10-
100-00-0000-34-7202	R/L - FIELD RENTAL	4,100	4,100	0	0.00
100-00-0000-34-7203	R/L - IDENTIFICATION FEES	10,000	10,000	0	0.00
100-00-0000-34-7204	R/L - OUTDOOR POOL	9,200	9,200	0	0.00
100-00-0000-34-7205	R/L - INDOOR POOL	1,000	1,000	0	0.00
100-00-0000-34-7206	R/L - MINIATURE GOLF	0	0	0	0.00
100-00-0000-34-7300	R/L - SPECIAL EVENTS	13,000	13,000	0	0.00
100-00-0000-34-7500	R/L - SWIM CLASSES	8,500	9,000	500	5.88
100-00-0000-34-7501	R/L - YOUTH BASKETBALL	26,000	26,000	0	0.00
100-00-0000-34-7502	R/L - T-BALL	7,500	7,500	0	0.00
100-00-0000-34-7503	R/L - DAY CAMP	35,000	35,000	0	0.00
100-00-0000-34-7504	R/L - SOCCER	23,500	23,500	0	0.00
100-00-0000-34-7505	R/L - ADULT RECREATION LEAGUE	18,000	14,000	(4,000)	22.22-
100-00-0000-34-7506	R/L - SENIOR PROGRAMS	6,420	6,420	0	0.00
100-00-0000-34-7507	R/L - GIRL'S FAST PITCH	6,250	6,250	0	0.00
100-00-0000-34-7508	R/L - YOUTH BASEBALL	0	0	0	0.00
00-00-0000-34-7900	R/L - CONCESSIONS	12,000	14,000	2,000	16.67
TOTAL CHARGES FOR SERVICES		761,970	862,650	100,680	13.21
FINES & FORFEITURES					
100-00-0000-35-1170	FINES - COURT	2,750,000	2,750,000	0	0.00
100-00-0000-35-1171	FINES - PROBATION COLLECTED	800,000	800,000	0	0.00
100-00-0000-35-1172	FINES - ENVIROMENTAL COURT	60,000	60,000	0	0.00
100-00-0000-35-1173	FINES - PROBATION/ENVIRONMENT	0	0	0	0.00
100-00-0000-35-1175	FINES - POAB	0	0	0	0.00
100-00-0000-35-1176	FINES - STATE	0	0	0	0.00
100-00-0000-35-1177	FINES - COUNTY	0	0	0	0.00
100-00-0000-35-1301	FEDERAL DEA	0	0	0	0.00
100-00-0000-35-1320	LOCAL DRUG TASK	0	0	0	0.00
100-00-0000-35-1916	CLERK OF THE COURT	0	0	0	0.00

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

100-GENERAL FUND

EVENUES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
TOTAL FINES & FORFEITURES	3,610,000	3,610,000	0	0.00
INVESTMENT INCOME				
100-00-0000-36-1000 INVESTMENT INCOME -INTEREST	20,000	20,000	0	0.00
100-00-0000-36-1001 ACCRUED INTEREST-ADJUST TO FA	0	0	0	0.00
100-00-0000-36-1002 INTEREST INCOME - NOTES RECEI	25,000	25,000	0	0.00
TOTAL INVESTMENT INCOME	45,000	45,000	0	0.00
CONTRIB & DONATIONS-PRIV				
100-00-0000-37-1000 CONTRIBUTIONS & DONATIONS -PL	500	500	0	0.00
100-00-0000-37-1001 CLOROX COMPANY/COMMUNITY PREV	0	0	0	0.00
100-00-0000-37-1002 WALMART PREVENTION GRANT	0	0	0	0.00
100-00-0000-37-1003 CENTENNIAL CELEBRATION	300	300	0	0.00
100-00-0000-37-1004 CONTRIBUTIONS & DONATIONS - C	0	0	0	0.00
TOTAL CONTRIB & DONATIONS-PRIV	800	800	0	0.00
MISCELLANEOUS REVENUE				
100-00-0000-38-2000 TELEPHONE COMMISSION REC-LEIS	0	0	0	0.00
100-00-0000-38-9001 MISCELLANEOUS REVENUE - OTHER	13,097	25,000	11,903	90.88
100-00-0000-38-9002 MISCELLANEOUS REVENUE - CASH	500	500	0	0.00
100-00-0000-38-9003 MISC. REVENUE- EMPLOYEE CONTR	0	0	0	0.00
100-00-0000-38-9004 MAIN STREET BRICK PROGRAM	0	2,500	2,500	0.00
TOTAL MISCELLANEOUS REVENUE	13,597	28,000	14,403	105.93
TOTAL REVENUES	21,291,242	20,984,450	(306,792)	1.44-

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

540-SANITATION FUND

;VENUES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
CHARGES FOR SERVICES				
540-00-0000-34-4110 REFUSE COLLECTION CHARGES	2,233,789	2,233,789	0	0.00
540-00-0000-34-4130 OTHER REVENUE/SALE OF SCRAP I	3,500	25,000	21,500	614.29
540-00-0000-34-4190 OTHER CHARGES SANITATION PENA	20,000	20,000	0	0.00
540-00-0000-34-4191 FEES FOR COMPACTORS	0	0	0	0.00
540-00-0000-34-4192 ROLL-OFF FEES	500,000	650,000	150,000	30.00
540-00-0000-34-4193 PERMIT FEES	0	600	600	0.00
540-00-0000-34-4194 HOST FEE	90,000	96,000	6,000	6.67
TOTAL CHARGES FOR SERVICES	2,847,289	3,025,389	178,100	6.26
INVESTMENT INCOME				
540-00-0000-36-1000 INTEREST EARNED	0	0	0	0.00
TOTAL INVESTMENT INCOME	0	0	0	0.00
MISCELLANEOUS REVENUE				
540-00-0000-38-9001 MISCELLANEOUS REVENUE - OTHER	0	0	0	0.00
TOTAL MISCELLANEOUS REVENUE	0	0	0	0.00
TOTAL REVENUES	2,847,289	3,025,389	178,100	6.26

DEFINITIONS AND DISCUSSION OF REVENUES

GENERAL FUND

REAL AND PERSONAL AD VALOREM TAXES

Each year the Mayor and Council set a millage rate based on the current needs of the City. The proposed millage rate for FY 2012-2013 is 14.743 mills, which is the same rate as the prior year. Estimated revenue of $7,025,000 to be collected in real and personal property tax represents an increase of $30,125 from the prior year. The estimated increase in revenue is due primarily to projected collections of prior years taxes. Property reassessments are a function of the Clayton County Tax Assessor's office.

VEHICLE AD VALOREM TAXES

An Ad Valorem tax is levied on all automobiles in Clayton County. On January 1, 1998 the State of Georgia changed the collection method for automobile ad valorem taxes which had been due by April 30th each year. The Ad Valorem Tax now becomes due on the vehicle owner's birthday. This tax is based on the age of the vehicle. Clayton County collects this revenue and distributes it to the respective cities. Estimated revenue for FY 2012-2013 is $475,000 from this tax.

LIQUOR, BEER AND WINE TAXES

By law the City is allowed to levy a tax against all sales of alcoholic beverages sold in Forest Park. Anticipated revenues for FY 2012-2013 are $365,000.

FRANCHISE TAXES

Estimated revenues for FY 2012-2013 are $1,470,000 which is a slight increase from the prior year. These taxes are for right of way usage by utility companies. These funds are collected from Georgia Power, BellSouth, Atlanta Gas Light Company, Comcast and cellular telephone companies. Utility companies are assessed a charge for the use of right of ways and user charges in the City.

EMERGENCY TRANSPORT FEES

Estimated revenue for FY 2012-2013 is $600,000, which is an increase over the current year. The City provides emergency medical transport service to Forest Park citizens. A fee is charged for transport to the hospital. The proposed base rate for fiscal year 2011-12 is $500, compared to $375 for the previous year. The local hospital where transports are taken charges for the supplies used for treatment of patients during transport. The City passes this cost on to the patient. Most insurance companies pay for this service. The City has contracted with a collection agency for collection of outstanding charges. Revenue collection rates are approximately 54%, which is higher than the national collection rate of approximately 48%.

PROBATION FUNDS COLLECTED

Estimated revenue for FY 2012-2013 is $800,000, which is unchanged from the current year. When someone is found guilty of an ordinance violation and must pay a fine, but cannot afford to pay the entire amount at that time, they are allowed to make payments to the probation service, until the fine is paid. They may also be under court supervision and have to report to the probation service. There is a fee charged for this service. The City has contracted with Professional Probation Services to collect the probation costs and related services. The probation service charges a fee for administering this service.

FINES AND FORFEITURES

The City operates a municipal court, and collects fines and forfeitures for violation of City Ordinances. Estimated revenues for FY 2012-2013 are $2,750,000, which is unchanged from the current year estimate.

RECREATION AND LEISURE FEES

The estimated revenue from Recreation and Leisure activities for 2012-2013 is estimated to be $210,150 which is an decrease of $6,120 from the current year estimate. The City maintains an excellent Recreation and Leisure Department. A variety of classes, athletic programs, soccer, basketball, and indoor and outdoor pool facilities are offered. The City also sponsors special events like "Autumn in the Park". The City also operates and maintains four parks with a total of 67 ½ acres of land. We are in the process of developing some smaller neighborhood parks.

INSURANCE PREMIUM TAXES

Estimated revenues for FY 2012-2013 are $950,000, which represents a decrease of $225,000 from estimated revenues for FY 2011-2012. The actual amount received for current year is $866,227. This was less than budgeted, due to the state of the economy. The budget amount for FY 2012-2013 is based on the actual for FY 2011-2012. There had been a steady increase in this revenue for the past several years as the Georgia Department of Revenue has continued to improve their method of collection. Rise in health insurance can also be attributed to prior increases. The State of Georgia collects a tax based on insurance premiums sold and collected.

LOCAL OPTION SALES TAX

Estimated revenue for FY 2012-2013 is $5,000,000, which represents the same amount as the estimate for FY 2011-12. This is based on the continued nationwide recession. Clayton County and the cities in Clayton County renegotiated the distribution of the sales tax in January 2003. Forest Park currently receives 9.8% of the total. One of the criteria for allocating this tax is population. Forest Park is the largest city in Clayton County with a population of 18,468. The citizens approved a local option sales tax in 1994 at a rate of 1%. The State of Georgia collects this tax and distributes the tax collected on a monthly basis. Clayton County receives 75.35 % of the tax collected in the county and the six cities receive the remaining 24.65%. The amount received each year must roll back property tax on a dollar for dollar basis. This benefits the citizens and businesses because it lowers property tax.

BUSINESS OCCUPATION TAX

The estimated revenue for FY 2012-2013 is $990,000, which represents the same amount as the FY 2011-2012 estimate. The City charges an occupation tax to businesses that operate in the City. This tax is based on gross revenue plus a per employee fee. A $70 administration fee is added to the cost of the 2011 license. The maximum amount of a license is $15,000. We have based our ordinance on what the county charges to businesses. Currently, we have about 1,500 businesses in the City. Businesses consist of small individual stores and home occupations to light industrial and distribution warehouses.

BUILDING PERMIT FEES

Estimated revenues for FY 2012-2013 are $50,000. The amount represents no change from the FY 2011-12 estimate, due to the state of the economy. The City issues building permits on all new or remodeling construction in the City. This is a fee charged for inspection of new construction and additions or upgrades to property. The City has contracted with the firm of Municipal Building Services for inspection of Construction, Electrical, HVAC, and Plumbing. Municipal Building Services receive one half of the building permit fee.

ENVIRONMENTAL COURT FINES

Estimated revenue for 2012-2013 is $60,000 which includes probation funds collected. There are very few housing courts operated in the State of Georgia. The City implemented this court to address building code violations, animal control, and property code violations. This court also helped reduce the workload in the municipal court. The purpose of this court is not to generate significant revenue but to improve the overall appearance of the City.

TRANSFER FROM SANITATION FUND

The estimated transfer amount from the Sanitation Fund to the General Fund for 2012-2013 is $1,143,892. The transfer would be from operations and from prior net assets (equity). The transfer is primarily to cover increases in personnel salaries and benefits for Police, Fire, Public Works and Code Enforcement. Additional services will be needed with the City's development of the Ft. Gillem property.

ALL OTHER GENERAL FUND REVENUE

All other revenue for 2012-2013 is estimated to be $239,300. This revenue includes sale of obsolete equipment, penalties and interest, regulatory fees, miscellaneous taxes, school resource officers and other miscellaneous revenue.

SANITATION FUND

REFUSE COLLECTION FEES

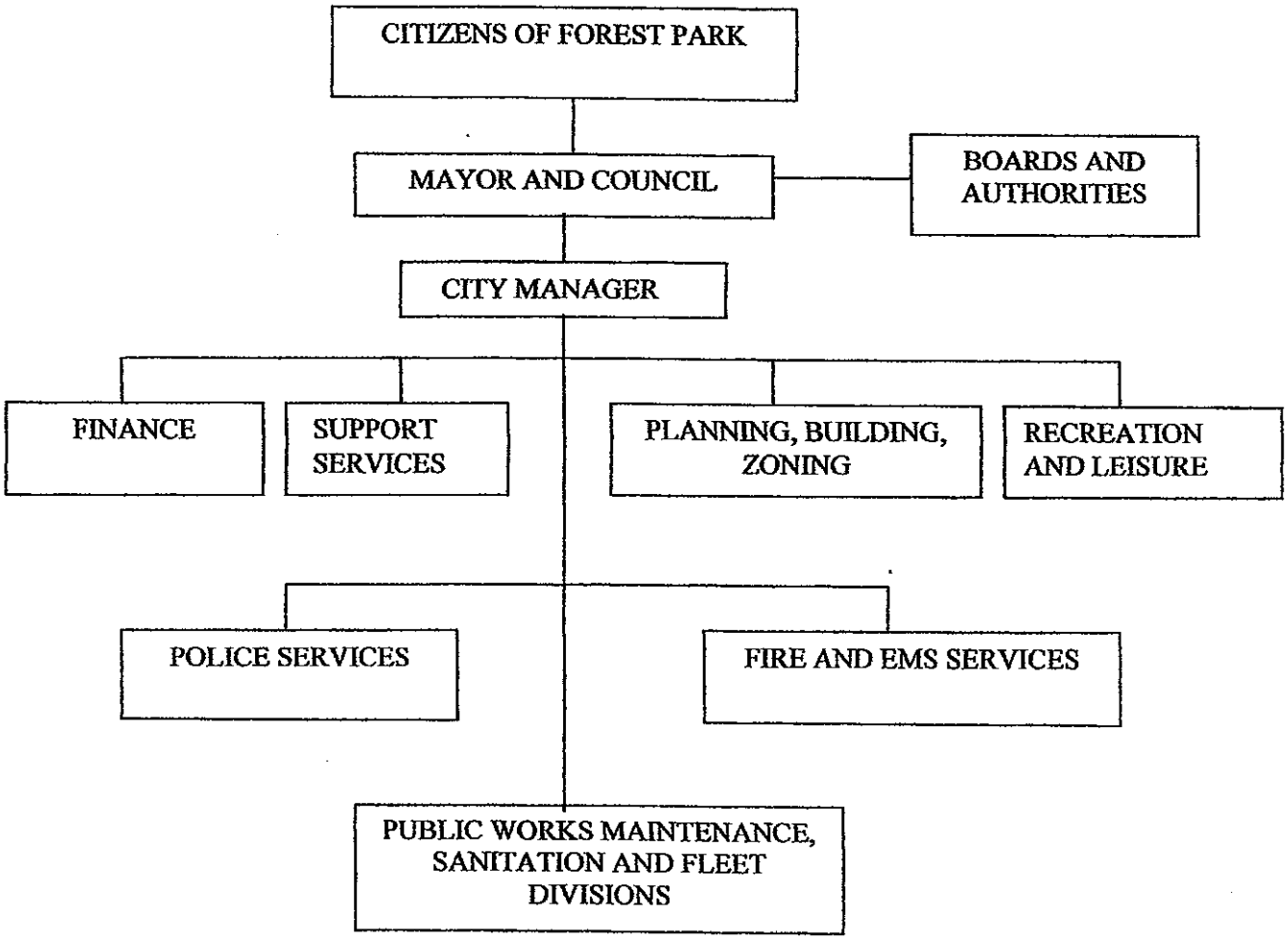
Estimated revenues for FY 2012-2013 are $3,025,389. This revenue includes both residential and commercial collections. This is billed separately from the regular pick up fees. The City contracts refuse collection services for both residential and commercial customers. The cost for residential service is $206 per year for 2011, and is billed on the property tax bill in October for the following year. Commercial charges are based on volume and container size. This fee is less than the rate charged by private companies. The City provides curbside service and provides cans to residential customers. The contractor also picks up yard waste and leaves at no additional charge. Disabled citizens receive backdoor pickup at no extra charge with proof of disability. In FY 2001-2002 the mandated Chart of Accounts instituted by the State of Georgia resulted in the Sanitation Collection becoming an Enterprise Fund.

E911 REVENUE

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

MAYOR AND CITY COUNCIL

ORGANIZATION CHART



EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
LEGISLATIVE OFFICE				
PERSONAL SERV. & EE BENE				
100-20-1110-51-1101 MAYOR AND COUNCIL SALARY	95,040	95,040	0	0.00
100-20-1110-51-1113 MAYOR AND COUNCIL MONTHLY EXP	38,400	38,400	0	0.00
100-20-1110-51-2101 LIFE AND HEALTH INSURANCE	44,000	50,400	6,400	14.55
100-20-1110-51-2201 FICA	8,273	8,273	0	0.00
100-20-1110-51-2301 MEDICARE	1,935	1,935	0	0.00
100-20-1110-51-2401 RETIREMENT CONTRIBUTIONS	3,200	4,500	1,300	40.63
100-20-1110-51-2903 EMPLOYEE DEATH BENEFIT	0	15,000	15,000	0.00
100-20-1120-51-2201 FICA	248	248	0	0.00
100-20-1120-51-2301 MEDICARE	58	58	0	0.00
TOTAL PERSONAL SERV. & EE BENE	191,154	213,854	22,700	11.88
PURCHASED/CONTRACT SERV.				
100-20-1110-52-1101 RETIREMENT BOARD	0	0	0	0.00
100-20-1110-52-1104 CONTRIBUTIONS NON-PROFIT GROU	2,500	2,500	0	0.00
100-20-1110-52-1105 REWARD REPORTING SYSTEM	0	0	0	0.00
100-20-1110-52-1106 ELECTION EXPENSE	14,000	4,000	(10,000)	71.43-
100-20-1110-52-1107 SCHOOL CROSSING GUARDS	0	0	0	0.00
100-20-1110-52-1108 KEEP FOREST PARK BEAUTIFUL	84,496	97,185	12,689	15.02
100-20-1110-52-3104 PUBLIC OFFICIALS INSURANCE	42,500	52,950	10,450	24.59
100-20-1110-52-3402 PRINTING CITY CODE AMENDMENTS	5,000	5,000	0	0.00
100-20-1110-52-3601 DUES AND SUBSCRIPTIONS	12,000	12,000	0	0.00
100-20-1110-52-3602 CLAYTON COUNTY MUNICIPAL ASSO	1,000	1,000	0	0.00
100-20-1110-52-3702 MAYOR MTGS/CONVENTIONS	4,000	4,000	0	0.00
100-20-1110-52-3703 WARD 1 MTGS/CONVENTIONS S ADA	4,000	4,000	0	0.00
100-20-1110-52-3704 WARD 2 MTGS/CONVENTIONS	4,000	4,000	0	0.00
100-20-1110-52-3705 WARD 3 MTGS/CONV M MCCORD	4,000	4,000	0	0.00
100-20-1110-52-3706 WARD 4 MTGS/CONV L AKINS	4,000	4,000	0	0.00
100-20-1110-52-3707 WARD 5 MTGS/CONV L LORD	4,000	4,000	0	0.00
100-20-1110-52-3905 MAYOR'S PROJECTS	4,000	0	(4,000)	100.00-
100-20-1110-52-3907 WARD 1 PROJECTS- S ADAMS	4,000	0	(4,000)	100.00-
00-20-1110-52-3908 WARD 2 PROJECTS- VACANT	4,000	0	(4,000)	100.00-
00-20-1110-52-3910 WARD 3 PROJECTS-M MCCORD	4,000	0	(4,000)	100.00-
100-20-1110-52-3911 WARD 4 PROJECTS - L AKINS	4,000	0	(4,000)	100.00-
100-20-1110-52-3912 WARD 5 PROJECTS- L LORD	4,000	0	(4,000)	100.00-
100-20-1110-52-3913 PUBLIC RELATIONS	25,000	25,000	0	0.00
100-20-1110-52-3914 CENTENNIAL CELEBRATION	0	0	0	0.00
100-20-1110-52-3915 GOLF TOURNAMENT SPONSORSHIP	0	0	0	0.00
100-20-1110-52-3916 TRIAD SPONSORSHIP PASS THRU	0	0	0	0.00
100-20-1120-52-1101 RETIREMENT BOARD	1,000	0	(1,000)	100.00-
100-20-1120-52-1102 FUTURE FOREST PARK BOARD	0	0	0	0.00
100-20-1120-52-1103 A D R BOARD	0	0	0	0.00
100-20-1120-52-1104 PLANNING AND ZONING BOARD	3,000	1,000	(2,000)	66.67-
100-20-1120-52-1105 ETHICS BOARD	1,000	1,000	0	0.00
100-20-1120-52-1106 LRA BOARD	0	0	0	0.00
100-20-1320-52-3701	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	239,496	225,635	(13,861)	5.79-

100-GENERAL FUND

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
CAPITAL OUTLAYS				
100-20-1110-54-2502 CAPITAL OUTLAY	12,000	2,000	(10,000)	83.33-
TOTAL CAPITAL OUTLAYS	12,000	2,000	(10,000)	83.33-
OTHER COSTS				
100-20-1120-57-2000 FTS. MCPHERSON/GILLEM COMMUNI	0	0	0	0.00
TOTAL OTHER COSTS	0	0	0	0.00
TOTAL LEGISLATIVE OFFICE	442,650	441,489	(1,161)	0.26-

Legislative Office
Line Item Explanation Schedules
FY 2012-13

		Budget Variance
100-20-1110-51-2101	**Life and Health Insurance**	**6,400**

The line item change is based on the actual amount for fiscal year 2011, and covers an expected 9.5 percent increase in health insurance premiums.

100-20-1110-51-2401	**Retirement Contributions**	**1,300**

The line item increase is based on the actual amount for fiscal year 2011-12.

100-20-1110-51-2903	**Employee Death Benefit**	**15,000**

The line item increase is to establish a benefit budget amount for fiscal year 2011-12.

100-20-1110-52-1106	**Election Expense**	**(10,000)**

The line item decrease allows an amount to be retained for special election expense expected during fiscal year 2012-2013 to fill a vacant Council seat. The line item amount of $14,000 for fiscal year 2011-2012 covered regular elections for three Council seats.

100-20-1110-52-1108	**Keep Forest Park Beautiful**	**12,689**

The change in the line item is due to increased expenses in the organization's budget for fiscal year 2012. The City funds the budget for the organization.

100-20-1110-52-3104	**Public Officials Insurance**	**10,450**

The line item increase is based on the actual amount for fiscal year 2011-12.

100-20-1110-52-3905	**Mayor's Projects**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

100-20-1110-52-3907	**Ward 1 Projects – S. Adams**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

100-20-1110-52-3908	**Ward 2 Projects – Vacant**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

100-20-1110-52-3910	**Ward 3 Projects – M. McCord**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

Legislative Office
Line Item Explanation Schedules (Continued)
FY 2012-13

		Budget Variance
100-20-1110-52-3911	**Ward 4 Projects – L. Akins**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

100-20-1110-52-3912	**Ward 5 Projects – L. Lord**	**(4,000)**

The line item decrease is due to elimination of the line item for fiscal year 2012.

100-20-1120-52-1101	**Retirement Board**	**(1,000)**

The line item increase is based on the actual amount for fiscal year 2011-12.

100-20-1120-52-1104	**Planning and Zoning Board**	**(2,000)**

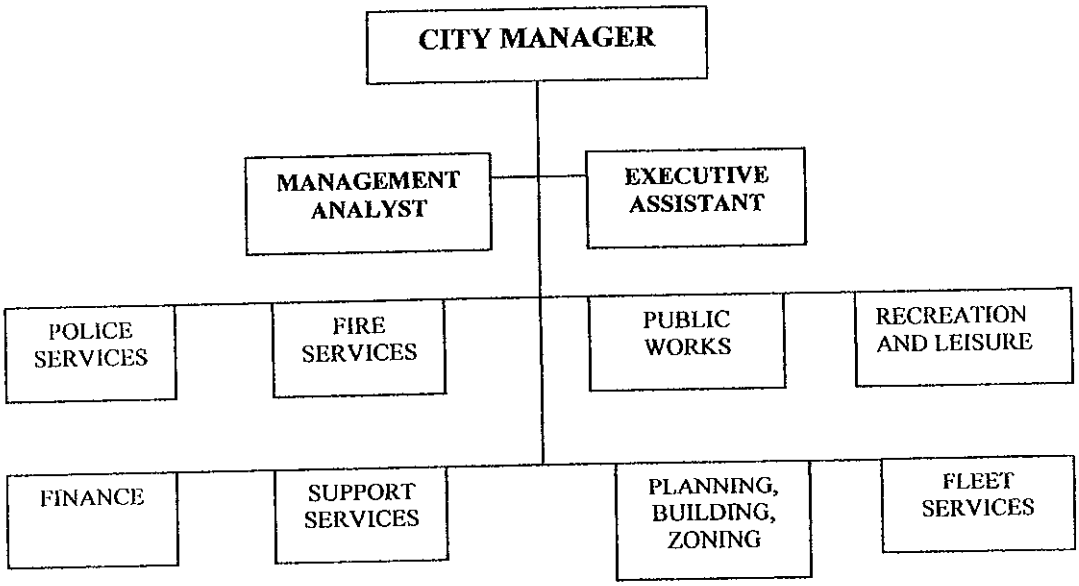
The line item increase is based on the actual amount for fiscal year 2011-12.

100-20-1110-54-2502	**Capital Outlay**	**(10,000)**

The line item decrease allows funds to remain for purchase of chairs for the Council Room conference table. The budget amount for fiscal year 2011 included a provision for purchase of election equipment.

ORGANIZATION CHART

CITY MANAGER OFFICE



AUTHORIZED POSITIONS

CITY MANAGER OFFICE

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

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

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
CHIEF EXECUTIVE OFFICE				
PERSONAL SERV. & EE BENE				
100-21-1320-51-1101 SALARIES	257,500	262,500	5,000	1.94
100-21-1320-51-1301 OVERTIME	0	0	0	0.00
100-21-1320-51-2101 LIFE AND HEALTH INSURANCE	25,300	28,100	2,800	11.07
100-21-1320-51-2201 FICA	12,360	12,360	0	0.00
100-21-1320-51-2301 MEDICARE	3,735	3,735	0	0.00
100-21-1320-51-2401 RETIREMENT CONTRIBUTIONS	15,000	13,520	(1,480)	9.87-
100-21-1320-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	314,895	321,215	6,320	2.01
PURCHASED/CONTRACT SERV.				
100-21-1320-52-1002 CONSULTING SERVICES	0	0	0	0.00
100-21-1320-52-1003 COMPREHENSIVE PLAN UPDATE 200	0	0	0	0.00
100-21-1320-52-1110 COMMUNITY DEVELOPMENT	1,500	0	(1,500)	100.00-
100-21-1320-52-1111 EXEC. SECRETARY MEETINGS RECO	0	0	0	0.00
100-21-1320-52-1200 STAFF PERSON/RE-DEVELOPMENT W	0	0	0	0.00
100-21-1320-52-2202 COMPUTER EQUIPMENT MAINTENANC	750	750	0	0.00
100-21-1320-52-3101 VEHICLE INSURANCE	2,991	2,991	0	0.00
100-21-1320-52-3201 POSTAGE	200	200	0	0.00
100-21-1320-52-3210 INTERNET WEBSITE MAINTENANCE	3,000	3,000	0	0.00
100-21-1320-52-3301 LEGAL ADVERTISEMENTS	2,500	3,000	500	20.00
100-21-1320-52-3401 PRINTING	1,000	500	(500)	50.00-
100-21-1320-52-3501 CAR ALLOWANCE	5,000	0	(5,000)	100.00-
100-21-1320-52-3601 DUES AND SUBSCRIPTIONS	2,500	2,000	(500)	20.00-
100-21-1320-52-3701 SCHOOL, SEMINARS, TRAVEL	5,500	5,500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	24,941	17,941	(7,000)	28.07-
SUPPLIES				
100-21-1320-53-1102 OFFICE SUPPLIES	1,000	1,000	0	0.00
100-21-1320-53-1105 GENERAL DEPARTMENT EXPENSE	1,000	1,000	0	0.00
100-21-1320-53-1133 CITY MANAGER EXPENSE ALLOWANC	3,000	4,500	1,500	50.00
00-21-1320-53-1270 FLEET GAS CHARGE	2,500	2,500	0	0.00
00-21-1320-53-1713 FLEET LABOR CHARGE	2,116	2,116	0	0.00
100-21-1320-53-1714 FLEET EQUIPMENT MAINTENANCE	2,405	2,405	0	0.00
100-21-1320-53-1715 FLEET OVERHEAD CHARGE	494	494	0	0.00
TOTAL SUPPLIES	12,515	14,015	1,500	11.99
CAPITAL OUTLAYS				
100-21-1320-54-2502 CAPITAL OUTLAY	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
TOTAL CHIEF EXECUTIVE OFFICE	352,351	353,171	820	0.23

City Manager Office
Line Item Explanation Schedules
FY 2012-13

		Budget Variance
100-21-1320-51-1101	**Salaries**	**5,000**

This line item change is due to the elimination of the car allowance line item.

100-21-1320-51-2101	**Life and Health Insurance**	**2,800**

The line item change is based on the actual amount for fiscal year 2011-12 and for an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.

100-21-1320-51-2401	**Retirement Contributions**	**(1,480)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-21-1320-52-1110	**Community Development**	**(1,500)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-21-1320-52-3301	**Legal Advertisements**	**500**

The line item increase is based on review of actual costs for fiscal year 2011.

100-21-1320-52-3401	**Printing**	**(500)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-21-1320-52-3501	**Car Allowance**	**(5,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

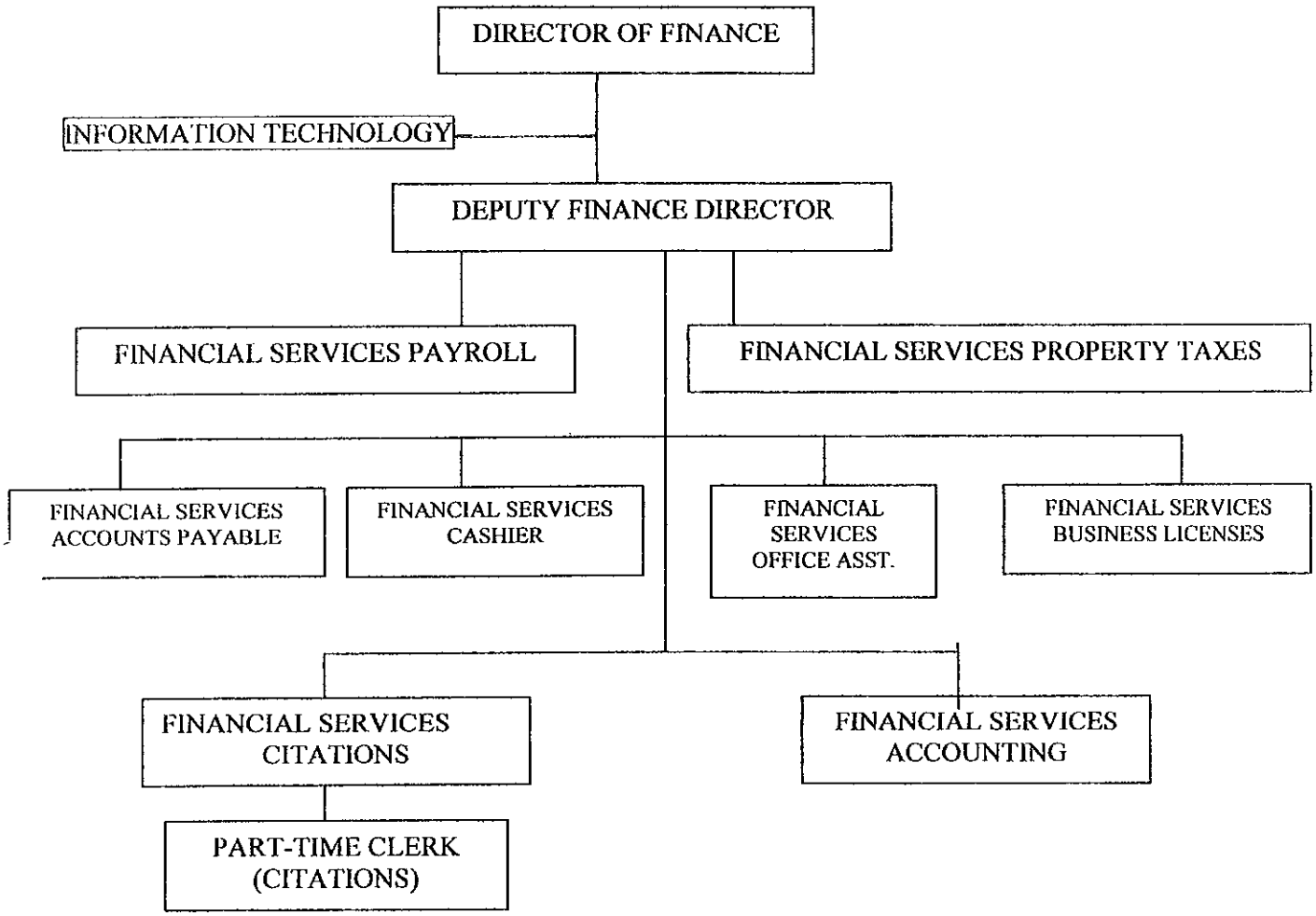
100-21-1320-52-3601	**Dues and Subscriptions**	**(500)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-21-1320-53-1133	**City Manager Expense Allowance**	**1,500**

The line item increase is based on expected costs for fiscal year 2012.

ORGANIZATION CHART
FINANCE DEPARTMENT



AUTHORIZED POSITIONS
FINANCE DEPARTMENT

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

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

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
FINANCE OFFICE				
PERSONAL SERV. & EE BENE				
100-22-1510-51-1101 SALARIES	497,490	502,490	5,000	1.01
100-22-1510-51-1301 OVERTIME	2,500	2,500	0	0.00
100-22-1510-51-2101 LIFE AND HEALTH INSURANCE	133,650	153,740	20,090	15.03
100-22-1510-51-2201 FICA	30,844	30,844	0	0.00
100-22-1510-51-2301 MEDICARE	7,214	7,214	0	0.00
100-22-1510-51-2401 RETIREMENT CONTRIBUTIONS	12,000	14,800	2,800	23.33
100-22-1510-51-2402 RETIREMENT ADMINISTRATION FEE	150,000	150,000	0	0.00
100-22-1510-51-2403 RETIREE MEDICAL PLAN (OPEB)	63,459	34,417	(29,042)	45.76-
100-22-1510-51-2601 UNEMPLOYMENT TAX	7,500	6,500	(1,000)	13.33-
100-22-1510-51-2701 WORKERS' COMP ADMINISTRATION	1,849	1,849	0	0.00
100-22-1510-51-2702 WORKERS' COM - FLEET SERVICES	0	0	0	0.00
100-22-1510-51-2703 WORKERS COMP CHARGES POLICE	0	0	0	0.00
100-22-1510-51-2704 WC CHARGES - FIRE FIGHTERS	0	0	0	0.00
100-22-1510-51-2705 WORKERS' COMP - RECREATION	0	0	0	0.00
100-22-1510-51-2706 WORKERS' COMP - SANITATION	0	0	0	0.00
100-22-1510-51-2708 WORKERS' COMP - BLDG. MAINT.	0	0	0	0.00
100-22-1510-51-2709 WORKERS' COMP - PARKS	0	0	0	0.00
100-22-1510-51-2710 WORKERS' COMP - PBZ	0	0	0	0.00
100-22-1510-51-2711 W.C. CHARGES - FIRE/EMS	0	0	0	0.00
100-22-1510-51-2712 WORKERS' COMP - PUBLIC WORKS	0	0	0	0.00
100-22-1510-51-2713 WORKERS' COMP - ADMINISTRATOR	0	0	0	0.00
100-22-1510-51-2714 STATE AUDIT FEES	0	0	0	0.00
100-22-1510-51-2715 WC - STOP LOSS PREMIUM	0	0	0	0.00
100-22-1510-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
100-22-1510-51-2904 EMPLOYEE RECOGNITION	400	400	0	0.00
TOTAL PERSONAL SERV. & EE BENE	907,906	905,754	(2,152)	0.24-
PURCHASED/CONTRACT SERV.				
100-22-1510-52-1001 ANNUAL AUDIT	54,000	55,000	1,000	1.85
100-22-1510-52-1002 CONSULTING SERVICES	5,000	5,000	0	0.00
00-22-1510-52-1003 SOFTWARE DEVELOPMENT	2,500	1,000	(1,500)	60.00-
00-22-1510-52-1004 CITY ATTORNEY FEES	350,000	250,000	(100,000)	28.57-
100-22-1510-52-1006 PERSONNEL ATTORNEY FEES	20,000	10,000	(10,000)	50.00-
100-22-1510-52-1101 BANK SERVICE CHARGES	20,000	40,000	20,000	100.00
100-22-1510-52-1301 SOFTWARE PROGRAM MAINTENANCE	5,000	5,000	0	0.00
100-22-1510-52-2201 OFFICE EQUIPMENT MAINTENANCE	1,000	2,500	1,500	150.00
100-22-1510-52-2202 COMPUTER EQUIPMENT MAINTENANC	30,000	30,000	0	0.00
100-22-1510-52-2204 HVAC MAINTENANCE ALL DEPARTME	35,000	35,000	0	0.00
100-22-1510-52-2214 FACILITY IMPROVEMENTS	5,000	5,000	0	0.00
100-22-1510-52-2714 WORKERS' COMP - STATE AUDIT F	0	0	0	0.00
100-22-1510-52-3101 VEHICLE INSURANCE	0	0	0	0.00
100-22-1510-52-3102 PROPERTY & LIABILITY INSURANC	25,632	25,632	0	0.00
100-22-1510-52-3103 INSURANCE DEDUCTIBLE FOR LAWS	20,000	20,000	0	0.00
100-22-1510-52-3201 POSTAGE	18,000	18,000	0	0.00
100-22-1510-52-3202 TELEPHONES	24,000	18,000	(6,000)	25.00-
100-22-1510-52-3301 LEGAL ADVERTISEMENTS	0	0	0	0.00

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

100-GENERAL FUND

3PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-22-1510-52-3401 PRINTING	8,000	6,000	(2,000)	25.00-
100-22-1510-52-3501 CAR ALLOWANCE	5,000	0	(5,000)	100.00-
100-22-1510-52-3601 DUES AND SUBSCRIPTIONS	2,500	2,500	0	0.00
100-22-1510-52-3701 SCHOOLS, SEMINARS, TRAVEL	6,400	7,000	600	9.38
100-22-1510-52-3850 FIXED ASSET INVENTORY	0	0	0	0.00
100-22-1510-52-3902 TAX COLLECTION EXPENSE	3,000	3,000	0	0.00
100-22-1510-52-3903 BAD DEBT EXPENSE	500	500	0	0.00
100-22-1510-52-3904 REFUNDS PROPERTY TAX	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	640,532	539,132	(101,400)	15.83-
SUPPLIES				
100-22-1510-53-1102 OFFICE SUPPLIES	12,000	12,000	0	0.00
100-22-1510-53-1103 COPIER EXPENSE	12,000	12,000	0	0.00
100-22-1510-53-1104 FACILITY SUPPLIES	3,000	2,000	(1,000)	33.33-
100-22-1510-53-1105 GENERAL DEPARTMENT EXPENSES	1,200	1,200	0	0.00
100-22-1510-53-1106 FACILITY MAINTENANCE AND REPA	15,000	15,000	0	0.00
100-22-1510-53-1210 UTILITIES - WATER/SEWER	2,800	1,800	(1,000)	35.71-
100-22-1510-53-1231 UTILITIES-ELECTRICITY	30,000	30,000	0	0.00
100-22-1510-53-1270 FLEET GAS CHARGE	0	0	0	0.00
100-22-1510-53-1604 OFFICE EQUIPMENT	1,000	1,000	0	0.00
100-22-1510-53-1713 FLEET LABOR CHARGE	0	0	0	0.00
100-22-1510-53-1714 FLEET EQUIPMENT MAINTENANCE	0	0	0	0.00
100-22-1510-53-1715 FLEET OVERHEAD CHARGE	0	0	0	0.00
TOTAL SUPPLIES	77,000	75,000	(2,000)	2.60-
CAPITAL OUTLAYS				
100-22-1510-54-2502 CAPITAL OUTLAY	12,000	12,000	0	0.00
TOTAL CAPITAL OUTLAYS	12,000	12,000	0	0.00
INTERFUND/INTERDEPT CHRG				
100-22-1510-55-1101 POSITION VACANCY ALLOWANCE	0	0	0	0.00
TOTAL INTERFUND/INTERDEPT CHRG	0	0	0	0.00
OTHER COSTS				
00-22-1510-57-1000 TRANSFER SANITATION FUND	0	0	0	0.00
00-22-1510-57-3000 SETTLEMENT	0	0	0	0.00
100-22-1510-57-9000 TRANSFER TO OTHER FUNDS FROM	0	0	0	0.00
TOTAL OTHER COSTS	0	0	0	0.00
TOTAL FINANCE OFFICE	1,637,438	1,531,886	(105,552)	6.45-

Finance
Line Item Explanation Schedules
FY 2012-13

		Budget Variance
100-22-1510-51-1101	**Salaries**	**5,000**

This line item change is due to the elimination of the car allowance line item.

100-22-1510-51-2101	**Life and Health Insurance**	**20,090**

The line item increase is based on review of actual costs for fiscal year 2011 and to cover an expected 9.5 percent increase in health insurance premiums.

100-22-1510-51-2401	**Retirement Contributions**	**2,800**

The line item increase is based on review of actual costs for fiscal year 2011.

100-22-1510-51-2403	**Retiree Medical Plan (OPEB)**	**(29,042)**

New accounting standards require plan funding based on actuarial calculations. The decrease is based on projections from the actuarial funding schedule.

100-22-1510-51-2601	**Unemployment Tax**	**(1,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-22-1510-52-1001	**Annual Audit**	**1,000**

The line item change reflects an expected increase in the fee for fiscal year 2011-12.

100-22-1510-52-1003	**Software Development**	**(1,500)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-22-1510-52-1004	**City Attorney Fees**	**(100,000)**

The line item decrease reflects an expected decrease in fees related to Ft. Gillem.

100-22-1510-52-1006	**Personnel Attorney Fees**	**(10,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-22-1510-52-1101	**Bank Service Charges**	**20,000**

The line item increase is based on review of actual costs for fiscal year 2011.

100-22-1510-52-2201	**Office Equipment Maintenance**	**1,500**

The line item increase is based to review of actual costs for fiscal year 2011.

100-22-1510-52-3202	**Telephones**	**(6,000)**

The line item decrease is based on expected savings from changing service providers and upgrading to a fiber optics system.

Finance
Line Item Explanation Schedules (Continued)
FY 2012-13

		Budget Variance
100-22-1510-52-3401	**Printing**	**(2,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-22-1510-52-3501	**Car Allowance**	**(5,000)**

The line item decrease is the result of elimination of the line item.

100-22-1510-52-3701	**Schools, Seminars, Travel**	**600**

The line item increase is based on review of actual costs for fiscal year 2011.

100-22-1510-53-1104	**Facility Supplies**	**(1,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-22-1510-53-1210	**Utilities – Water / Sewer**	**(1,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: APRIL 30TH, 2012

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
JUDGE AND SOLICITORS				
PERSONAL SERV. & EE BENE				
100-23-2650-51-1106 JUDGES - MUNICIPAL COURT	56,100	56,100	0	0.00
100-23-2650-51-1107 SOLICITORS-MUNICIPAL COURT	45,000	45,000	0	0.00
100-23-2650-51-1108 JUDGE - ENVIRONMENTAL COURT	12,000	15,600	3,600	30.00
100-23-2650-51-1109 SOLICITORS-ENVIRONMENTAL COUR	3,600	3,600	0	0.00
100-23-2650-51-2201 FICA	7,235	7,235	0	0.00
100-23-2650-51-2301 MEDICARE	1,692	1,692	0	0.00
TOTAL PERSONAL SERV. & EE BENE	125,627	129,227	3,600	2.87
PURCHASED/CONTRACT SERV.				
100-23-2650-52-3601 BAILIFF WITNESS FEES	3,500	2,500	(1,000)	28.57-
100-23-2650-52-3701 JUDGES SEMINARS /SUBSCRIPTION	1,200	1,200	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	4,700	3,700	(1,000)	21.28-
TOTAL JUDGE AND SOLICITORS	130,327	132,927	2,600	1.99

Judges and Solicitors
Line Item Explanation Schedules
FY 2012-13

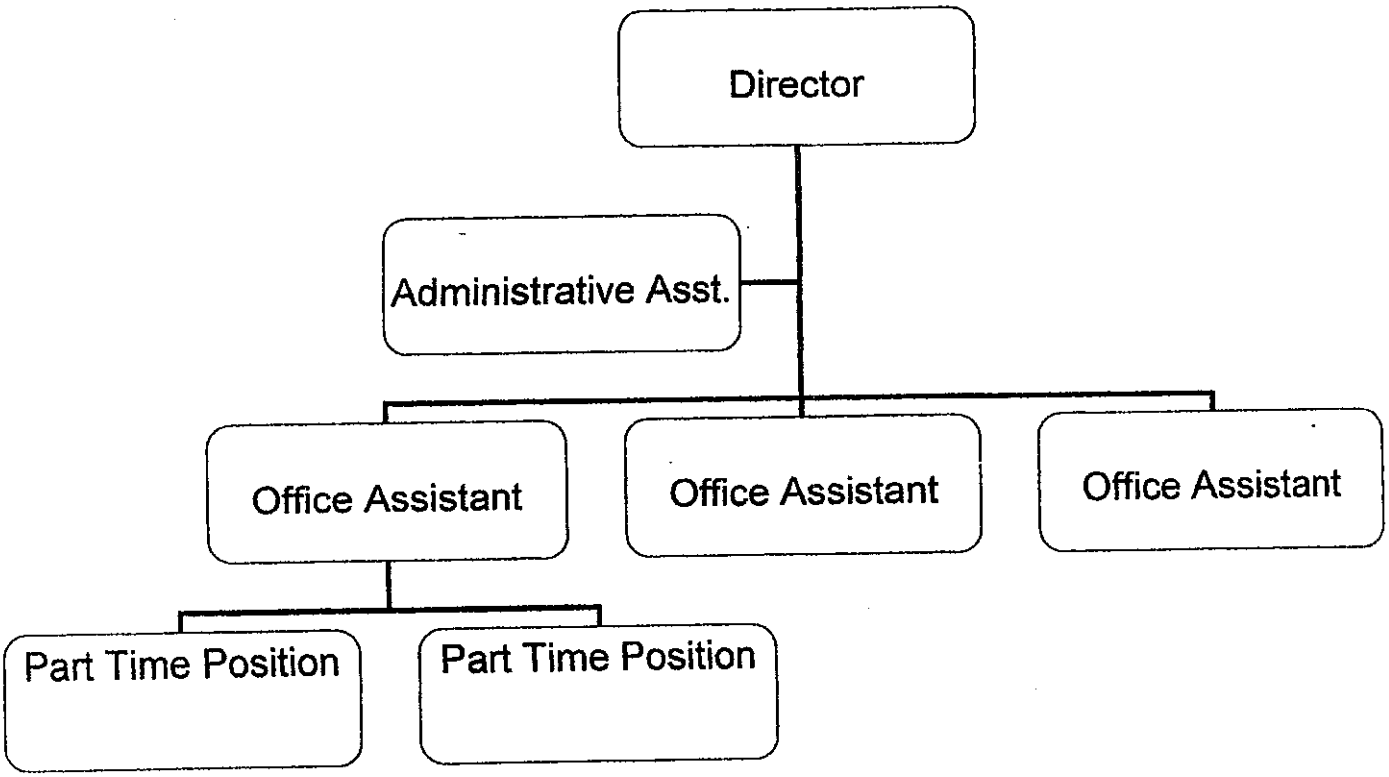
		Budget Variance
100-23-2650-51-1108	**Judge – Environmental Court**	**3,600**

The line item increase is based on review of actual costs for fiscal year 2011.

100-23-2650-52-3601	**Bailiff Witness Fees**	**(1,000)**

The line item decrease is based on review of actual costs for fiscal year 2011.

ORGANIZATION CHART
SUPPORT SERVICES



AUTHORIZED POSITIONS

SUPPORT SERVICES

1. One (1) Director of Support Services
2. One (1) Administrative Assistant
3. Three (3) Office Assistants
4. Two (2) Part-Time Clerks

Total of Five (5) Full-time Positions and Two (2) Part-time positions.

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: APRIL 30TH, 2012

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
SUPPORT SERVICES				
PERSONAL SERV. & EE BENE				
100-25-1540-51-1101 SALARIES	194,363	199,363	5,000	2.57
100-25-1540-51-1301 OVERTIME	2,000	2,000	0	0.00
100-25-1540-51-2101 LIFE AND HEALTH INSURANCE	71,170	71,170	0	0.00
100-25-1540-51-2201 FICA	12,050	12,050	0	0.00
100-25-1540-51-2301 MEDICARE	2,818	2,818	0	0.00
100-25-1540-51-2401 RETIREMENT CONTRIBUTIONS	8,348	8,348	0	0.00
100-25-1540-51-2901 SICK LEAVE SELL BACK	1,000	1,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	291,749	296,749	5,000	1.71
PURCHASED/CONTRACT SERV.				
100-25-1540-52-2201 OFFICE EQUIPMENT MAINTENANCE	150	150	0	0.00
100-25-1540-52-2202 COMPUTER EQUIPMENT MAINTENANC	8,150	8,150	0	0.00
100-25-1540-52-3302 WANT ADS	2,800	2,800	0	0.00
100-25-1540-52-3401 PRINTING	2,000	2,000	0	0.00
100-25-1540-52-3501 CAR ALLOWANCE	5,000	0	(5,000)	100.00-
100-25-1540-52-3601 DUES AND SUBSCRIPTIONS	1,900	1,900	0	0.00
100-25-1540-52-3701 SCHOOLS, SEMINARS, TRAVEL	1,700	1,700	0	0.00
100-25-1540-52-3709 EMPLOYEE SAFETY TRAINING	6,000	6,000	0	0.00
100-25-1540-52-3710 BOOKS FOR LIBRARY	250	250	0	0.00
100-25-1540-52-3711 TRAINING	1,900	1,900	0	0.00
100-25-1540-52-3917 PERSONNEL SERVICES	47,700	20,000	(27,700)	58.07-
TOTAL PURCHASED/CONTRACT SERV.	77,550	44,850	(32,700)	42.17-
SUPPLIES				
100-25-1540-53-1102 OFFICE SUPPLIES	4,000	4,000	0	0.00
100-25-1540-53-1103 COPIER EXPENSE	5,000	5,000	0	0.00
100-25-1540-53-1104 FACILITY SUPPLIES	750	750	0	0.00
100-25-1540-53-1105 GENERAL DEPARTMENT EXPENSES	450	450	0	0.00
100-25-1540-53-1201 EMPLOYEE ASSISTANCE PROGRAM	6,650	5,650	(1,000)	15.04-
100-25-1540-53-1604 OFFICE IMPROVEMENTS	1,000	1,000	0	0.00
00-25-1580-53-1701 ARCHIVES - RECORDS MANAGEMENT	2,000	2,000	0	0.00
TOTAL SUPPLIES	19,850	18,850	(1,000)	5.04-
CAPITAL OUTLAYS				
100-25-1540-54-2502 CAPITAL OUTLAY	20,000	20,000	0	0.00
TOTAL CAPITAL OUTLAYS	20,000	20,000	0	0.00
TOTAL SUPPORT SERVICES	409,149	380,449	(28,700)	7.01-

Support Services
Line Item Explanation Schedules
FY 2012 - 2013

		Budget Variance
100-25-1540-51-1101	**Salaries**	**5,000**

The increase is the result of reclassifying car allowance to Salaries line item.

100-25-1540-52-3501	**Car Allowance**	**(5,000)**

The decrease is the result of reclassifying car allowance to Salaries line item.

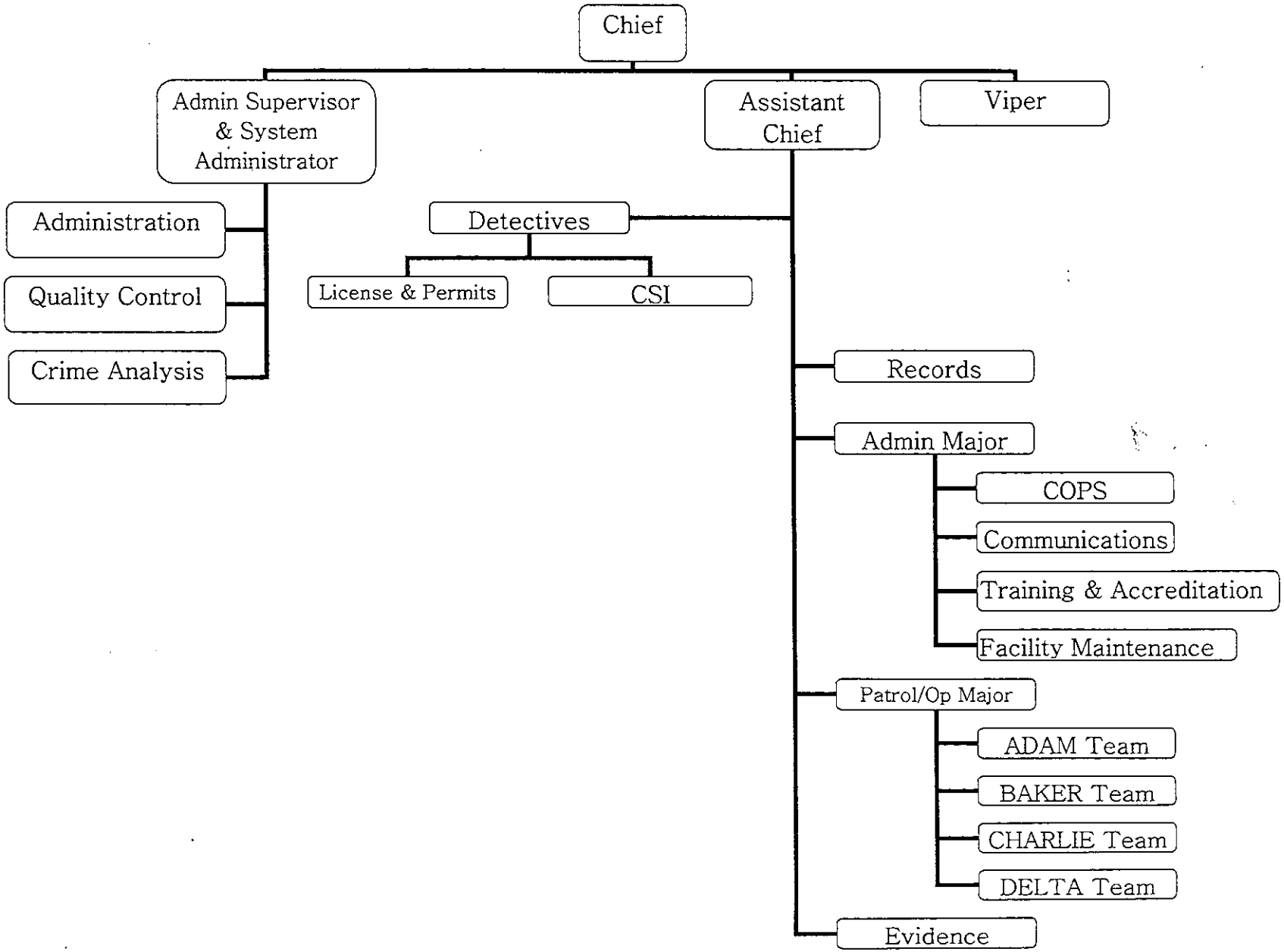
100-25-1540-52-3917	**Personnel Services**	**(27,700)**

This line item decrease is due to the Compensation Study paid in 2011-2012.

100-25-1540-53-1201	**Employee Assistance**	**(1,000)**

This line item decrease is due to the overall budget decrease, requested by the City Manager.

2012 Organization Chart
Department of Police Services



DEPARTMENT OF POLICE SERVICES
AUTHORIZED POSITIONS
JULY 1, 2012

One (1) Director
One (1) Colonel
Two (2) Majors
Six (6) Captains
Seven (7) Lieutenants
Sixteen (16) Sergeants
Twenty (20) Master Police Officers
Twenty-Three (23) Senior Police Officers
Nine (9) Detectives
Four (4) Crime Scene Investigators

TOTAL – Eighty Nine (89) Sworn Positions

One (1) Administrative Supervisor
Two (2) Staff Assistants
Four (4) Sr. Office Assistants
Three (3) Office Assistants
One (1) Records Supervisor
One (1) Facility Maintenance Coordinator

TOTAL - Twelve (12) Administrative Positions

Four (4) Sr. Communications Operators
Eight (8) Communications Operators
Two (2) Part-Time Communications Operators

TOTAL – Fourteen (14) Communications Positions

115 Total Positions
113 Full-Time
2 Part-Time

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
POLICE SERVICES				
PERSONAL SERV. & EE BENE				
100-31-3210-51-1101 SALARIES	4,223,315	4,223,315	0	0.00
100-31-3210-51-1103 HOLIDAY PAY	154,000	154,000	0	0.00
100-31-3210-51-1104 EXTRA DUTY/WITNESS FEE	35,000	35,000	0	0.00
100-31-3210-51-1105 RESERVE SALARY	10,000	10,000	0	0.00
100-31-3210-51-1110 SALARIES TO COPS GRANT	0	0	0	0.00
100-31-3210-51-1301 OVERTIME	100,280	100,280	0	0.00
100-31-3210-51-2101 LIFE AND HEALTH INSURANCE	1,089,793	1,193,323	103,530	9.50
100-31-3210-51-2201 FICA	282,163	282,163	0	0.00
100-31-3210-51-2301 MEDICARE	68,329	68,329	0	0.00
100-31-3210-51-2401 RETIREMENT CONTRIBUTIONS	103,000	103,000	0	0.00
100-31-3210-51-2701 WORKER'S COMPENSATION INSURAN	15,000	15,000	0	0.00
100-31-3210-51-2702 WORKERS' COMP CLAIMS - POLICE	0	0	0	0.00
100-31-3210-51-2901 SICK LEAVE SELL BACK	12,000	12,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE	6,092,880	6,196,410	103,530	1.70
PURCHASED/CONTRACT SERV.				
100-31-3210-52-1003 SOFTWARE DEVELOPMENT	12,000	12,000	0	0.00
100-31-3210-52-1201 ATTORNEY FEES COLLECTED	9,000	9,000	0	0.00
100-31-3210-52-1202 PSYCHOLOGICAL SERVICES	2,000	2,000	0	0.00
100-31-3210-52-1203 JAIL TERTIARY CARE	51,500	51,500	0	0.00
100-31-3210-52-1300 SPECIAL INVESTIGATION	2,000	2,000	0	0.00
100-31-3210-52-1301 SOFTWARE PROGRAM MAINTENANCE	14,500	14,500	0	0.00
100-31-3210-52-2201 OFFICE EQUIPMENT MAINTENANCE	12,000	12,000	0	0.00
100-31-3210-52-2202 COMPUTER EQUIPMENT MAINTENANC	95,000	95,000	0	0.00
100-31-3210-52-2203 AIR CARD EXPENSE / MAINTENANC	36,000	36,000	0	0.00
100-31-3210-52-2209 RADIO EQUIPMENT	10,000	10,000	0	0.00
100-31-3210-52-2211 RADAR EQUIPMENT	10,000	10,000	0	0.00
100-31-3210-52-2214 FACILITY IMPROVEMENTS	3,000	3,000	0	0.00
100-31-3210-52-3101 VEHICLE INSURANCE	146,465	146,465	0	0.00
100-31-3210-52-3102 PROPERTY & LIABILITY INSURANC	31,424	31,424	0	0.00
00-31-3210-52-3105 LAW ENFORCEMENT LIABILITY INS	70,839	70,839	0	0.00
00-31-3210-52-3201 POSTAGE	7,500	7,500	0	0.00
100-31-3210-52-3202 TELEPHONES	60,000	60,000	0	0.00
100-31-3210-52-3203 RADIOS/PAGERS MAINTENANCE	75,000	75,000	0	0.00
100-31-3210-52-3204 WALKIE TALKIE RADIO MAINTENAN	15,000	15,000	0	0.00
100-31-3210-52-3401 PRINTING	12,000	12,000	0	0.00
100-31-3210-52-3601 DUES AND SUBSCRIPTIONS	7,500	7,500	0	0.00
100-31-3210-52-3609 MANDATES	0	0	0	0.00
100-31-3210-52-3610 POAB MANDATES	112,000	112,000	0	0.00
100-31-3210-52-3611 STATE MANDATES	454,000	454,000	0	0.00
100-31-3210-52-3612 COUNTY MANDATES	273,000	273,000	0	0.00
100-31-3210-52-3613 PROFESSIONAL PROBATION SERVIC	0	0	0	0.00
100-31-3210-52-3701 SCHOOLS, SEMINARS, TRAVEL	18,000	18,000	0	0.00
100-31-3210-52-3710 EDUCATION INCENTIVE	9,000	9,000	0	0.00
100-31-3210-52-3711 POST CERTIFICATION	2,800	2,800	0	0.00
100-31-3210-52-3712 TRAINING	15,000	15,000	0	0.00

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-31-3210-52-3901	PERCENTAGE OF FORFEITURES /DA	0	0	0	0.00
100-31-3210-52-3925	PRISONER EXPENSE	10,000	10,000	0	0.00
100-31-3210-52-3926	CADET PROGRAM	0	0	0	0.00
TOTAL PURCHASED/CONTRACT SERV.		1,576,528	1,576,528	0	0.00
SUPPLIES					
100-31-3210-53-1102	OFFICE SUPPLIES	25,000	25,000	0	0.00
100-31-3210-53-1103	COPIER EXPENSE	13,000	13,000	0	0.00
100-31-3210-53-1105	GENERAL DEPARTMENT EXPENSES	3,650	3,650	0	0.00
100-31-3210-53-1210	UTILITIES WATER/SEWER	12,500	12,500	0	0.00
100-31-3210-53-1221	UTILITIES -NATURAL GAS	14,000	14,000	0	0.00
100-31-3210-53-1231	UTILITIES ELECTRICITY	65,000	65,000	0	0.00
100-31-3210-53-1270	FLEET GAS CHARGE	226,000	226,000	0	0.00
100-31-3210-53-1604	OFFICE IMPROVEMENTS	2,600	2,600	0	0.00
100-31-3210-53-1702	UNIFORMS & RAINWEAR	65,000	65,000	0	0.00
100-31-3210-53-1703	FIRST AID /MEDICAL SUPPLIES	3,000	3,000	0	0.00
100-31-3210-53-1704	DETECTIVE SUPPLIES	8,500	8,500	0	0.00
100-31-3210-53-1705	CRIME PRENVENTION AND EXPENSE	5,000	5,000	0	0.00
100-31-3210-53-1707	POLICE EQUIPMENT	40,000	40,000	0	0.00
100-31-3210-53-1709	FILM/PUB. RELATIONS /EVENTS	17,500	17,500	0	0.00
100-31-3210-53-1710	SERVICE WEAPONS AND AMMUNITIO	25,000	25,000	0	0.00
100-31-3210-53-1711	RADIO/SURVEILLANCE EQUIP	5,000	5,000	0	0.00
100-31-3210-53-1713	FLEET LABOR CHARGE	205,434	205,434	0	0.00
100-31-3210-53-1714	FLEET EQUIPMENT MAINTENANCE	134,264	134,264	0	0.00
100-31-3210-53-1715	FLEET OVERHEAD CHARGE	65,884	65,884	0	0.00
100-31-3260-53-1104	FACILITY SUPPLIES	19,000	19,000	0	0.00
100-31-3260-53-1106	FACILITY MAINTENANCE AND REPA	42,000	42,000	0	0.00
TOTAL SUPPLIES		997,332	997,332	0	0.00
CAPITAL OUTLAYS					
100-31-3210-54-2401	COMPUTER HARDWARE /SOFTWARE	25,000	0	(25,000)	100.00-
100-31-3210-54-2502	CAPITAL OUTLAY	243,750	26,000	(217,750)	89.33-
TOTAL CAPITAL OUTLAYS		268,750	26,000	(242,750)	90.33-
TOTAL POLICE SERVICES		8,935,490	8,692,740	(242,750)	2.72-

Police Services
Line Item Explanation Schedules
FY 2012-13

		Budget Variance
100-31-3210-51-2101	**Life and Health Insurance**	**103,530**

The line item change represents an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.

100-31-3210-54-2401	**Computer Hardware / Software**	**(25,000)**

The line item decrease is due to computer upgrades and equipment replacement was budgeted for the prior fiscal year.

100-31-3210-54-2502	**Capital Outlay**	**(217,750)**

The budget request for fiscal year 2012 is for one canine. The line item decrease is because the total for fiscal year 2011 included computer equipment, police equipment and VHF Rebanding for all City departments.

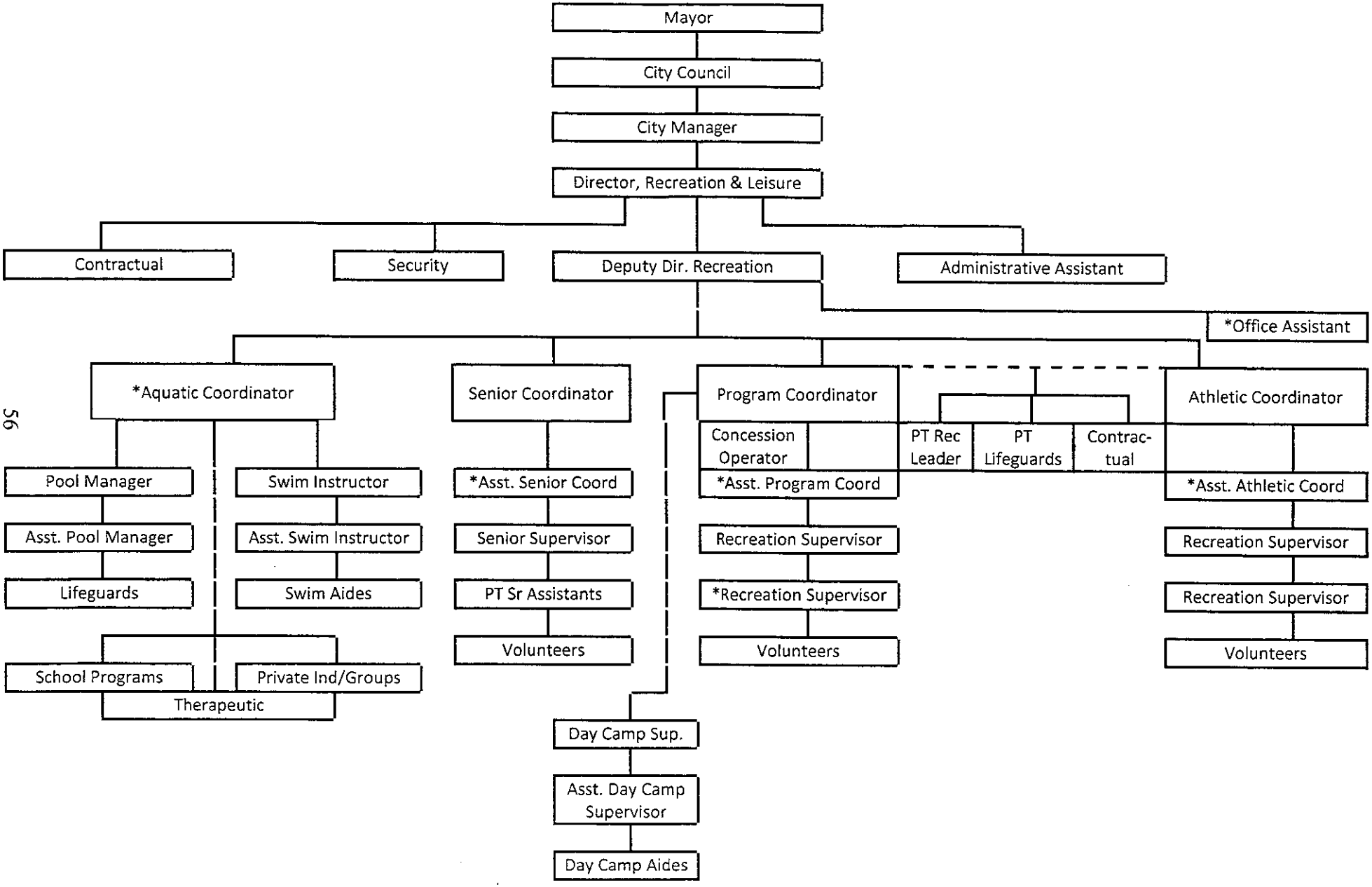
CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: APRIL 30TH, 2012

100-GENERAL FUND

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
E911 COMMUNICATIONS				
PERSONAL SERV. & EE BENE				
100-32-3801-51-1101 SALARIES	360,500	360,500	0	0.00
100-32-3801-51-1103 HOLIDAY PAY	8,573	8,573	0	0.00
100-32-3801-51-1301 OVERTIME	23,956	23,956	0	0.00
100-32-3801-51-2101 LIFE AND HEALTH INSURANCE	143,800	143,800	0	0.00
100-32-3801-51-2201 FICA	23,836	23,836	0	0.00
100-32-3801-51-2301 MEDICARE	5,575	5,575	0	0.00
100-32-3801-51-2401 RETIREMENT CONTRIBUTIONS	13,600	13,600	0	0.00
100-32-3801-51-2901 SICK LEAVE SELL BACK	500	500	0	0.00
TOTAL PERSONAL SERV. & EE BENE	580,340	580,340	0	0.00
PURCHASED/CONTRACT SERV.				
100-32-3801-52-1202 PSYCHOLOGICAL SERVICES	450	450	0	0.00
100-32-3801-52-1301 CPU/SOFTWARE PROGRAM MAINTENA	5,000	5,000	0	0.00
100-32-3801-52-2209 RADIO EQUIPMENT	5,000	5,000	0	0.00
100-32-3801-52-3701 SCHOOLS, SEMINARS, TRAVEL	865	865	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	11,315	11,315	0	0.00
SUPPLIES				
100-32-3801-53-1102 OFFICE SUPPLIES	2,000	2,000	0	0.00
100-32-3801-53-1702 UNIFORMS & RAINWEAR	876	876	0	0.00
TOTAL SUPPLIES	2,876	2,876	0	0.00
TOTAL E911 COMMUNICATIONS	594,531	594,531	0	0.00

RECREATION & LEISURE ORGANIZATION CHART

*DENOTES PROPOSED POSITIONS



AUTHORIZED POSITIONS
RECREATION AND LEISURE SERVICES DEPARTMENT

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

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

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

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

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

EPARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
RECREATION AND LEISURE					
PERSONAL SERV. & EE BENE					
100-41-6110-51-1101	SALARIES	616,408	626,408	10,000	1.62
100-41-6110-51-1301	OVERTIME	4,329	4,329	0	0.00
100-41-6110-51-2101	LIFE AND HEALTH INSURANCE	105,600	105,600	0	0.00
100-41-6110-51-2201	FICA	38,486	38,486	0	0.00
100-41-6110-51-2301	MEDICARE	9,001	9,001	0	0.00
100-41-6110-51-2401	RETIREMENT CONTRIBUTIONS	14,000	14,000	0	0.00
100-41-6110-51-2701	WORKER'S COMPENSATION INSURAN	1,755	2,300	545	31.05
100-41-6110-51-2702	WORKERS' COMP CLAIMS - RECREA	0	0	0	0.00
100-41-6110-51-2901	SICK LEAVE SELL BACK	4,800	3,800	(1,000)	20.83-
100-41-6120-51-2201	FICA	0	0	0	0.00
100-41-6120-51-2301	MEDICARE	0	0	0	0.00
TOTAL PERSONAL SERV. & EE BENE		794,379	803,924	9,545	1.20
PURCHASED/CONTRACT SERV.					
100-41-6110-52-1300	TECHNICAL SERVICES	9,764	8,764	(1,000)	10.24-
100-41-6110-52-1301	COMPUTER MAINTENANCE	2,600	22,600	20,000	769.23
100-41-6110-52-2100	JANITORIAL CONTRACT	17,000	15,000	(2,000)	11.76-
100-41-6110-52-2201	OFFICE EQUIPMENT MAINTENANCE	4,400	3,000	(1,400)	31.82-
100-41-6110-52-2212	MAINTENANCE CONTRACTS	0	0	0	0.00
100-41-6110-52-3101	VEHICLE INSURANCE	5,698	5,698	0	0.00
100-41-6110-52-3102	PROPERTY & LIABILITY INSURANC	7,444	5,000	(2,444)	32.83-
100-41-6110-52-3201	POSTAGE	4,000	4,000	0	0.00
100-41-6110-52-3202	TELEPHONES	13,000	13,000	0	0.00
100-41-6110-52-3203	RADIOS/PAGERS MAINTENANCE	4,967	4,000	(967)	19.47-
100-41-6110-52-3402	PRINTING PROGRAMS	17,600	16,000	(1,600)	9.09-
100-41-6110-52-3501	CAR ALLOWANCE	5,000	0	(5,000)	100.00-
100-41-6110-52-3502	CAR ALLOWANCE	5,000	0	(5,000)	100.00-
100-41-6110-52-3601	DUES AND SUBSCRIPTIONS	1,415	1,415	0	0.00
100-41-6110-52-3701	SCHOOLS, SEMINARS, TRAVEL	3,000	2,000	(1,000)	33.33-
100-41-6610-52-2213	ELECTRICAL MAINTENANCE	3,500	3,500	0	0.00
00-41-7321-52-1008	REDEVELOPMENT PLANNING	10,000	0	(10,000)	100.00-
TOTAL PURCHASED/CONTRACT SERV.		114,388	103,977	(10,411)	9.10-
SUPPLIES					
100-41-6110-53-1102	OFFICE SUPPLIES	4,000	3,500	(500)	12.50-
100-41-6110-53-1103	COPIER EXPENSE	3,386	3,386	0	0.00
100-41-6110-53-1104	FACILITY SUPPLIES	5,000	4,200	(800)	16.00-
100-41-6110-53-1105	GENERAL DEPARTMENT EXPENSES	1,500	1,500	0	0.00
100-41-6110-53-1106	FACILITY MAINTENANCE AND REPA	36,010	34,000	(2,010)	5.58-
100-41-6110-53-1121	CITY BEAUTIFICATION PROJECTS	3,100	0	(3,100)	100.00-
100-41-6110-53-1210	UTILITIES -WATER/SEWER	31,278	21,278	(10,000)	31.97-
100-41-6110-53-1221	UTILITIES -NATURAL GAS	31,100	21,100	(10,000)	32.15-
100-41-6110-53-1231	UTILITIES - ELECTRICITY	59,576	60,000	424	0.71
100-41-6110-53-1270	FLEET GAS CHARGE	4,500	4,500	0	0.00
100-41-6110-53-1601	SMALL EQUIPMENT MAINTENANCE	3,000	1,000	(2,000)	66.67-
100-41-6110-53-1602	SMALL TOOLS AND EQUIPMENT	850	0	(850)	100.00-

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-41-6110-53-1604 OFFICE IMPROVEMENTS	2,000	2,000	0	0.00
100-41-6110-53-1702 UNIFORMS & RAINWEAR	2,500	2,500	0	0.00
100-41-6110-53-1713 FLEET LABOR CHARGE	423	423	0	0.00
100-41-6110-53-1714 FLEET EQUIPMENT MAINTENANCE	700	700	0	0.00
100-41-6110-53-1715 FLEET OVERHEAD CHARGE	800	800	0	0.00
100-41-6110-53-1717 SAFETY EQUIPMENT	2,100	2,100	0	0.00
100-41-6120-53-1107 SOCCER/SELF PAY	16,340	16,340	0	0.00
100-41-6120-53-1108 SENIOR PROGRAMS	11,800	11,800	0	0.00
100-41-6120-53-1109 ADULT RECREATION	17,715	12,000	(5,715)	32.26-
100-41-6120-53-1110 YOUTH BASKETBALL	21,333	21,333	0	0.00
100-41-6120-53-1111 T-BALL	5,200	5,200	0	0.00
100-41-6120-53-1112 ATHLETIC PROGRAM	12,000	10,000	(2,000)	16.67-
100-41-6120-53-1113 DAY CAMP	6,000	4,600	(1,400)	23.33-
100-41-6120-53-1114 CONCESSIONS	6,100	7,000	900	14.75
100-41-6120-53-1115 INSTRUCTIONAL CLASSES	16,051	11,000	(5,051)	31.47-
100-41-6120-53-1116 GIRL'S FAST PITCH SOFTBALL	4,900	4,900	0	0.00
100-41-6120-53-1117 YOUTH BASEBALL	0	0	0	0.00
100-41-6124-53-1117 POOLS	16,000	16,000	0	0.00
100-41-6149-53-1116 COMMUNITY BUILDINGS	4,250	4,250	0	0.00
100-41-6190-53-1118 SPECIAL EVENTS	34,000	34,000	0	0.00
100-41-6190-53-1119 SPECIAL PROJECTS	10,500	10,000	(500)	4.76-
TOTAL SUPPLIES	374,012	331,410	(42,602)	11.39-
CAPITAL OUTLAYS				
100-41-6110-54-2502 CAPITAL OUTLAY	55,500	0	(55,500)	100.00-
TOTAL CAPITAL OUTLAYS	55,500	0	(55,500)	100.00-
TOTAL RECREATION AND LEISURE	1,338,279	1,239,311	(98,968)	7.40-

Recreation and Leisure
Line Item Explanation Schedules
FY 2012-2013

		Dollars Change
100-41-6110-51-1101	**Salaries**	**10,000**

The increase is the result of reclassifying car allowances to Salaries line item.

100-41-6110-51-2701	**Worker's Comp. Ins.**	**545**

This line item change is due to recalculation of amount needed for the account.

100-41-6110-51-2901	**Sick Leave Sellback**	**(1,000)**

The line item change is for overall budget reduction requested by City Manager.

100-41-6110-52-1300	**Technical Services**	**(1,000)**

The line item change is for overall budget decrease requested by City Manager.

100-41-6110-52-1301	**Computer Maintenance**	**20,000**

The line item change is due to upgrade of computer system.

100-41-6110-52-2100	**Janitorial Contract**	**(2,000)**

The line item change is for overall budget reduction requested by City Manager.

100-41-6110-52-2201	**Office Equipment Maintenance**	**(1,400)**

The line item decrease is due to overall budget reduction requested.

100-41-6110-52-3102	**Property & Liability Ins.**	**(2,444)**

The line item decrease is based on review of actual costs for fiscal year 2011.

100-41-6110-52-3203	**Radios/Pagers Maintenance**	**(967)**

The line item change is due to overall budget reduction requested.

100-41-6110-52-3402	**Printing Programs**	**(1,600)**

The line item change is due to overall budget reduction requested.

100-41-6110-52-3501	**Car Allowance**	**(5,000)**

The line item decrease is the result of elimination of the line item.

100-41-6110-52-3502	**Car Allowance**	**(5,000)**

The line item decrease is the result of elimination of the line item.

100-41-6110-52-3701	**Schools, Seminars, Travel**	**(1,000)**

The line item decrease is due to overall budget reduction request by City Manager.

100-41-7321-52-1008	**Redevelopment Planning**	**(10,000)**

The line item decrease is due to overall budget reduction request .

Recreation and Leisure
Line Item Explanation Schedules (Continued)
FY 2012-2013

		Dollars Change
100-41-6110-53-1102	**Office Supplies**	**(500)**
The line item decrease is due to overall budget reduction request.		
100-41-6110-53-1104	**Facility Supplies**	**(800)**
The line item decrease is due to overall budget reduction request by City Manager.		
100-41-6110-53-1106	**Facility Maintenance & Repair**	**(2,010)**
The line item decrease is due to overall budget reduction request.		
100-41-6110-53-1121	**City Beautification**	**(3,100)**
The line item decrease is due to overall budget reduction request.		
100-41-6110-53-1210	**Utilities - Water/Sewer**	**(10,000)**
The line item change is due to overall reduction of the budget.		
100-41-6110-53-1221	**Utilities - Natural Gas**	**(10,000)**
The line item change is due to overall budget reduction request.		
100-41-6110-53-1231	**Utilities - Electricity**	**424**
The line item increase is due to increase in costs of electricity provided.		
100-41-6110-53-1601	**Small Equipment Maintenance**	**(2,000)**
The line item decrease is due to overall budget reduction request.		
100-41-6110-53-1602	**Small Tools & Equipment**	**(850)**
The line item decrease is due to overall budget reduction request.		
100-41-6120-53-1109	**Adult Recreation**	**(5,715)**
The line item decrease is due to overall budget reduction request.		
100-41-6120-53-1112	**Athletic Program**	**(2,000)**
The line item decrease is due to overall budget reduction request.		
100-41-6120-53-1113	**Day Camp**	**(1,400)**
The line item decrease is due to overall budget reduction request.		
100-41-6120-53-1114	**Concessions**	**900**
The line item increase is due to increase of costs.		
100-41-6120-53-1115	**Instructional Classes**	**(5,051)**
The line item decrease is due to overall budget reduction request.		

Recreation and Leisure
Line Item Explanation Schedules (Continued)
FY 2012-2013

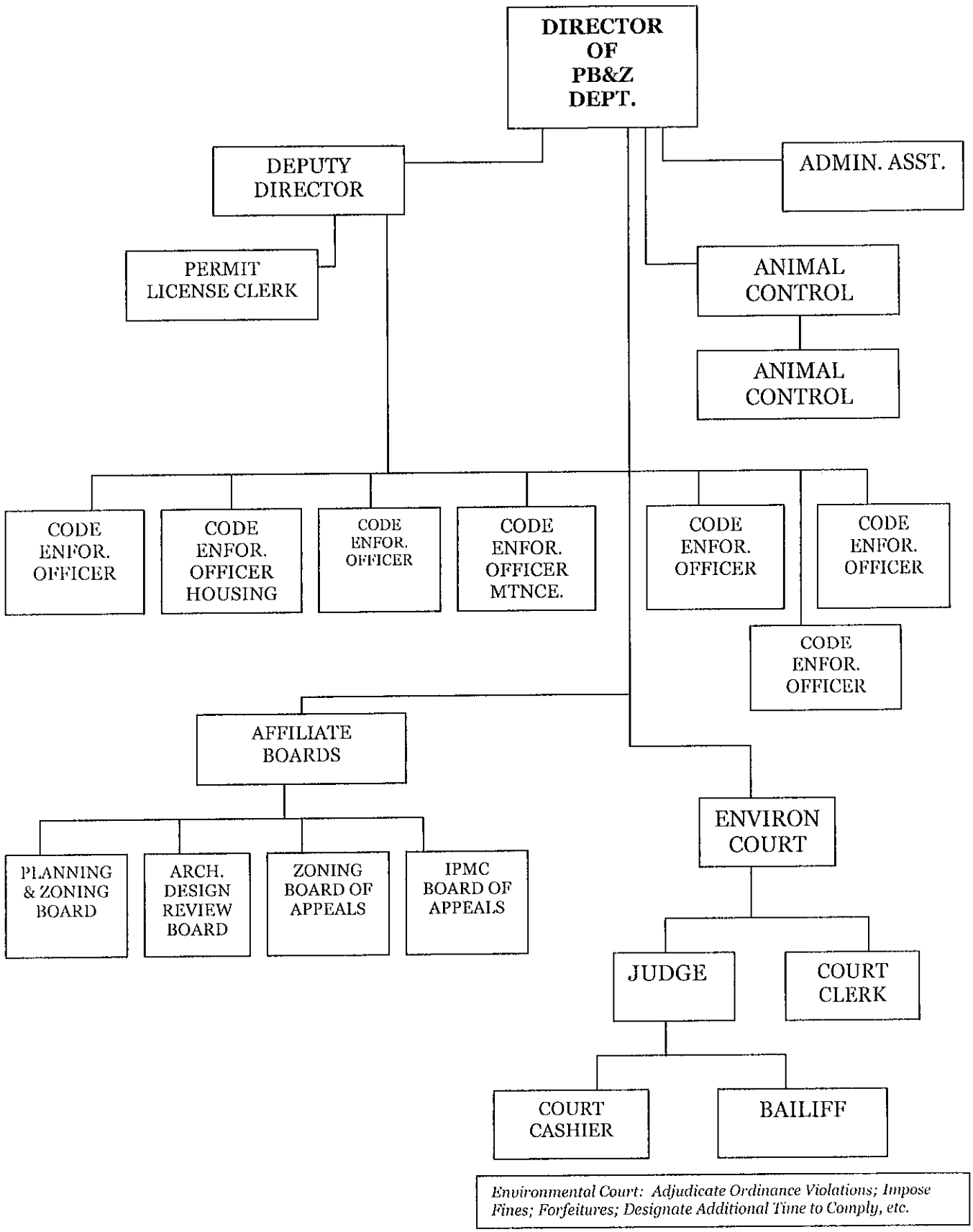
		Dollars Change
100-41-6190-53-1119	**Special Projects**	**(500)**

The line item decrease is due to overall budget reduction request by City Manager.

100-41-6110-54-2502	**Capital Outlay**	**(55,500)**

The line item decrease is due to overall budget reduction request.

ORGANIZATION CHART



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

AUTHORIZED POSITIONS
PLANNING, BUILDING AND ZONING
DEPARTMENT

1. One (1) Director
2. One (1) Deputy Director
3. Seven (7) Code Enforcement Officers
4. Two (2) Animal Control Officers
5. One (1) Senior Office Assistant
6. One (1) Administrative Assistant / Environmental Court Clerk

There are a total of thirteen (13) authorized positions.

EPARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
PB&Z					
PERSONAL SERV. & EE BENE					
100-55-7410-51-1101	SALARIES	447,535	402,680	(44,855)	10.02-
100-55-7410-51-1301	OVERTIME	2,081	2,081	0	0.00
100-55-7410-51-2101	LIFE AND HEALTH INSURANCE	125,400	125,400	0	0.00
100-55-7410-51-2201	FICA	26,016	24,351	(1,665)	6.40-
100-55-7410-51-2301	MEDICARE	6,084	5,996	(88)	1.45-
100-55-7410-51-2401	RETIREMENT CONTRIBUTIONS	12,000	11,880	(120)	1.00-
100-55-7410-51-2701	WORKER'S COMPENSATION INSURAN	414	414	0	0.00
100-55-7410-51-2702	WORKERS' COMP CLAIMS - PB&Z S	0	0	0	0.00
100-55-7410-51-2901	SICK LEAVE SELL BACK	1,250	1,250	0	0.00
TOTAL PERSONAL SERV. & EE BENE		620,780	574,052	(46,728)	7.53-
PURCHASED/CONTRACT SERV.					
100-55-7410-52-1200	MUNICIPAL PLANNING	160,000	150,000	(10,000)	6.25-
100-55-7410-52-2201	OFFICE EQUIPMENT MAINTENANCE	500	2,500	2,000	400.00
100-55-7410-52-2214	FACILITY IMPROVEMENTS	0	0	0	0.00
100-55-7410-52-3101	VEHICLE INSURANCE	16,100	16,100	0	0.00
100-55-7410-52-3102	PROPERTY & LIABILITY INSURANC	9,100	9,100	0	0.00
100-55-7410-52-3201	POSTAGE	2,500	2,000	(500)	20.00-
100-55-7410-52-3202	TELEPHONES	19,000	23,320	4,320	22.74
100-55-7410-52-3203	RADIOS/PAGERS MAINTENANCE	3,000	3,000	0	0.00
100-55-7410-52-3401	PRINTING	7,000	6,000	(1,000)	14.29-
100-55-7410-52-3501	CAR ALLOWANCEE	5,000	0	(5,000)	100.00-
100-55-7410-52-3601	DUES AND SUBSCRIPTIONS	1,000	2,000	1,000	100.00
100-55-7410-52-3701	SCHOOLS, SEMINARS, TRAVEL	4,000	6,500	2,500	62.50
100-55-7410-52-3920	SOIL EROSION /HYDRO STUDY EXP	1,000	750	(250)	25.00-
100-55-7410-52-3921	INSPECTION EXPENSE	30,000	30,000	0	0.00
100-55-7410-52-3922	RE-INSPECTION EXPENSE	200	200	0	0.00
100-55-7410-52-3923	INSPECTION ADJUSTMENTS & APPE	500	500	0	0.00
100-55-7410-52-3924	ENGINEERING CONSULTATION	16,000	14,000	(2,000)	12.50-
100-55-7410-52-3925	GEO. INFORMATION SYSTEM (GIS)	5,000	1,000	(4,000)	80.00-
00-55-7450-52-1302	CODE ENFORCEMENT EXPENSES	10,000	10,000	0	0.00
TOTAL PURCHASED/CONTRACT SERV.		289,900	276,970	(12,930)	4.46-
SUPPLIES					
100-55-7410-53-1102	OFFICE SUPPLIES	4,000	5,000	1,000	25.00
100-55-7410-53-1103	COPIER EXPENSE	4,500	4,000	(500)	11.11-
100-55-7410-53-1104	FACILITY SUPPLIES	1,200	1,200	0	0.00
100-55-7410-53-1105	GENERAL DEPARTMENT EXPENSES	600	600	0	0.00
100-55-7410-53-1106	FACILITY MAINTENENCE AND REPA	9,000	9,000	0	0.00
100-55-7410-53-1132	PHOTOGRAPHY	250	250	0	0.00
100-55-7410-53-1210	UTILITIES -WATER/SEWER	800	800	0	0.00
100-55-7410-53-1221	UTILITIES -NATURAL GAS	6,000	6,000	0	0.00
100-55-7410-53-1231	UTILITIES -ELECTRICITY	8,000	8,000	0	0.00
100-55-7410-53-1270	FLEET GAS CHARGE	6,500	6,500	0	0.00
100-55-7410-53-1604	OFFICE IMPROVEMENTS	1,000	1,000	0	0.00
100-55-7410-53-1702	UNIFORMS & RAINWEAR	500	1,000	500	100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-55-7410-53-1713 FLEET LABOR CHARGE	1,694	1,694	0	0.00
100-55-7410-53-1714 FLEET EQUIPMENT MAINTENANCE	2,500	2,500	0	0.00
100-55-7410-53-1715 FLEET OVERHEAD CHARGE	399	399	0	0.00
TOTAL SUPPLIES	46,943	47,943	1,000	2.13
CAPITAL OUTLAYS				
100-55-7410-54-2502 CAPITAL OUTLAY	24,000	5,000	(19,000)	79.17-
TOTAL CAPITAL OUTLAYS	24,000	5,000	(19,000)	79.17-
TOTAL PB&Z	981,623	903,965	(77,658)	7.91-

Planning, Building and Zoning
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-55-7410-51-1101	**Salaries**	**(44,855)**

This line item reduction is due to a vacant code compliance officer position that will remain frozen until the Ft. Gillem land acquisition is finalized and development activity increases.

100-55-7410-51-2201	**FICA**	**(1,665)**

This line item reduction is due to the change in salaries as explained above.

100-55-7410-51-2301	**Medicare**	**(88)**

This line item reduction is due to the change in salaries as explained above.

100-55-7410-51-2401	**Retirement Contribution**	**(120)**

This line item reduction is due to the change in salaries as explained above.

100-55-7410-52-1200	**Municipal Planning**	**(10,000)**

This line item reduction is due to the implementation of GIS and the ability to provide mapping services/spatial data analysis in-house.

100-55-7410-52-2201	**Office Equipment Maintenance**	**2,000**

This line item increase is due to the purchase of computers and other technology-related equipment during the FY2011-2012 budget cycle; the funds are needed to cover incidental maintenance/technical support.

100-55-7410-52-3201	**Postage**	**(500)**

This line item reduction is due to internal procedures that have been implemented to reduce the volume/issuance of certified letters.

100-55-7410-52-3202	**Telephones**	**4,320**

This line item increase is due to the expected cost of obtaining mobile internet devices provided in conjunction with the departments existing cell phone plan. The mobile internet devices are used for internet connectivity as required for the use of code enforcement/citizen request software.

Planning, Building and Zoning
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-55-7410-52-3401	**Printing**	**(1,000)**

This line item reduction is due to the decreased use of printed documents resulting from the augmented use of electronic correspondence.

100-55-7410-52-3501	**Car Allowance**	**(5000)**

This line item has been removed.

100-55-7410-52-3601	**Dues and Subscriptions**	**1,000**

This line item increase is due to the subscription cost of professional grade, skip tracing/people search software to be used for the purpose of conducting title searches and locating absentee property owners. The increase is also for periodicals and membership/association fees for the GIS, Planning and Code Enforcement Divisions.

100-55-7410-52-3701	**Schools, Seminars, Travel**	**2,500**

This line item increase is to cover the cost of professional certification programs and training courses for the newly installed PB&Z Director and Deputy Director.

100-55-7410-52-3920	**Soil and Erosion Control**	**(250)**

This line item decrease is commensurate with the historical underuse of funds from the S&EC line item during previous budget cycles.

100-55-7410-52-3924	**Engineering Consultation**	**(2,000)**

This line item decrease is due to the waning occurrences that require soil and erosion control consultation services.

100-55-7410-52-3925	**GIS**	**(4,000)**

This line item reduction is due to the implementation of GIS and the ability to provide mapping services/spatial data analysis in-house.

100-55-7410-53-1102	**Office Supplies**	**1,000**

This line item increase is for the purpose of covering the anticipated use of paper, ink cartridges, and storage materials needed for GIS functions.

100-55-7410-53-1103	**Copier Expense**	**(500)**

This line item reduction is due to the decreased use of printed documents resulting from the augmented use of electronic correspondence.

Planning, Building and Zoning
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-55-7410-53-1702	**Uniforms and Rainwear**	**500**

This line item increase is for the purpose of purchasing safety and biohazard equipment needed to inspect substandard housing/structures.

100-55-7410-54-2502	**Capital Outlay**	**(19,000)**

This line item decrease is due to the reduced need for capital assets/ improvements during the FY2012-2013 budget cycle.

100-GENERAL FUND

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
PBZ-ANIMAL CONTROL				
PERSONAL SERV. & EE BENE				
100-56-3910-51-1101 SALARIES	66,946	66,946	0	0.00
100-56-3910-51-1301 OVERTIME	1,500	1,500	0	0.00
100-56-3910-51-2101 LIFE AND HEALTH INSURANCE	22,275	22,275	0	0.00
100-56-3910-51-2201 FICA	4,464	4,464	0	0.00
100-56-3910-51-2301 MEDICARE	1,044	1,044	0	0.00
100-56-3910-51-2401 RETIREMENT CONTRIBUTIONS	4,066	4,066	0	0.00
100-56-3910-51-2901 SICK LEAVE SELL BACK	250	250	0	0.00
TOTAL PERSONAL SERV. & EE BENE	100,545	100,545	0	0.00
PURCHASED/CONTRACT SERV.				
100-56-3910-52-3101 VEHICLE INSURANCE	1,456	1,456	0	0.00
100-56-3910-52-3203 RADIOS / PAGERS MAINTENANCE	250	250	0	0.00
100-56-3910-52-3204 SCHOOLS, SEMINARS, TRAVEL	0	1,000	1,000	0.00
TOTAL PURCHASED/CONTRACT SERV.	1,706	2,706	1,000	58.62
SUPPLIES				
100-56-3910-53-1270 FLEET GAS CHARGE	3,600	3,600	0	0.00
100-56-3910-53-1701 ANIMAL CONTROL EXPENSES	400	400	0	0.00
100-56-3910-53-1702 UNIFORMS & RAINWEAR	700	700	0	0.00
100-56-3910-53-1713 FLEET LABOR CHARGE	1,694	1,694	0	0.00
100-56-3910-53-1714 FLEET EQUIPMENT MAINTENANCE	1,500	1,500	0	0.00
100-56-3910-53-1715 FLEET OVERHEAD CHARGE	399	399	0	0.00
TOTAL SUPPLIES	8,293	8,293	0	0.00
TOTAL PBZ-ANIMAL CONTROL	110,544	111,544	1,000	0.90

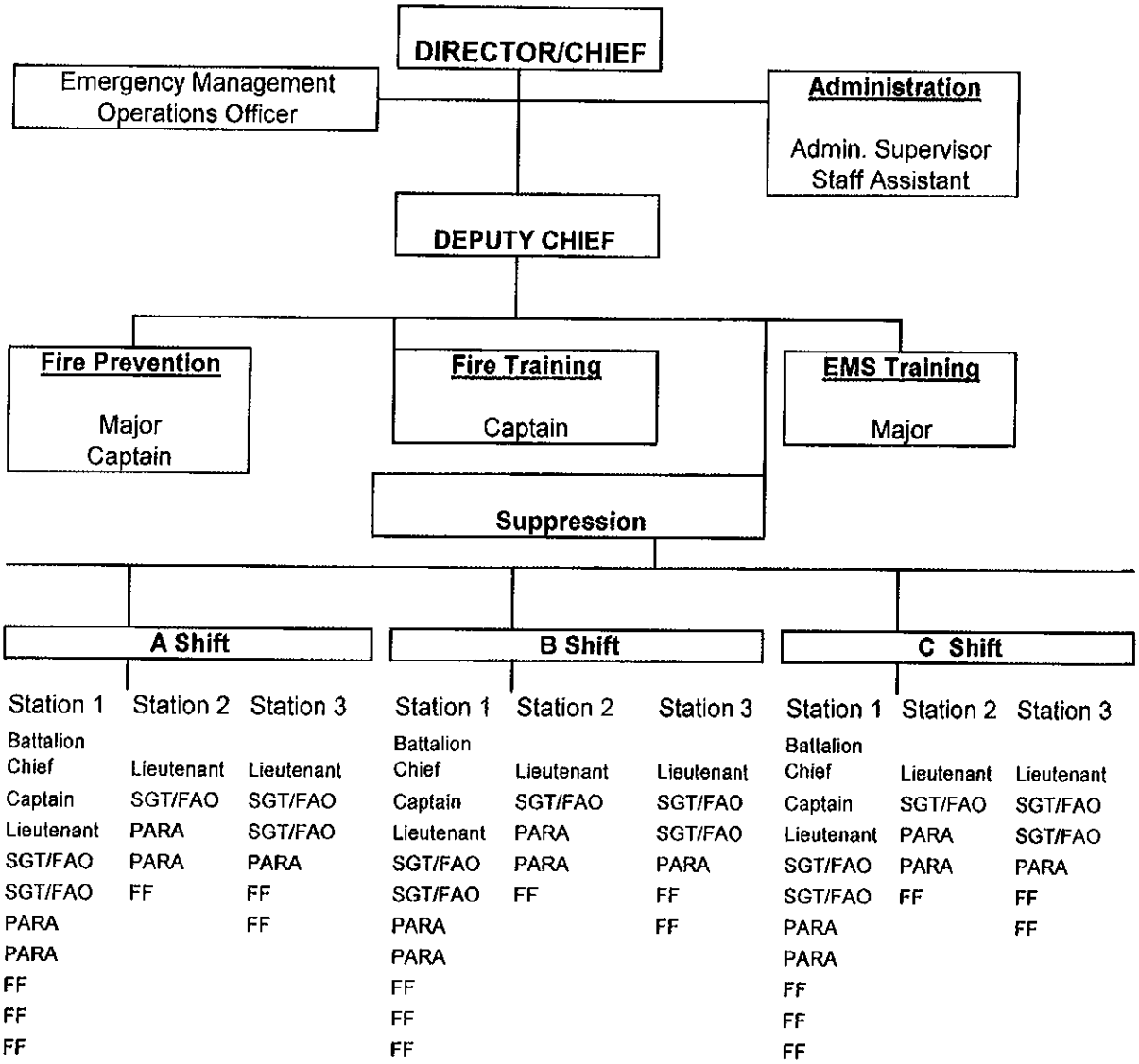
Animal Control
Line Item Explanation Schedules
FY2012-2013

		Budget Variance
100-56-3910-52-3204	**Schools, Seminars, Travel**	**1,000**

The request for the addition of the above stated line item is to cover the cost of training for the newly installed animal control officer.

CITY OF FOREST PARK

DEPARTMENT OF FIRE AND EMERGENCY SERVICES
2012/13 PROPOSED ORGANIZATION CHART



AUTHORIZED POSITIONS

FIRE AND EMERGENCY SERVICES

FISCAL YEAR 2012-2013

One (1) Director

One (1) Deputy Chief

One (1) Fire Marshal (Major)

One (1) Deputy Fire Marshal (Captain)

One (1) EMS Training (Major)

One (1) Fire Training (Captain)

Three (3) Shift Commanders (Battalion Chief)

Three (3) Captains

Nine (9) Lieutenants

Fifteen (15) Firefighter/Paramedics

Fifteen (15) Fire Apparatus Operators/Sergeant

Eighteen (18) Firefighter/EMT

One (1) Emergency Management Operations Officer

One (1) Administrative Supervisor

One (1) Staff Assistant

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

PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
FIRE - EMS SERVICES				
PERSONAL SERV. & EE BENE				
100-60-3610-51-1101 SALARIES	669,168	669,168	0	0.00
100-60-3610-51-1103 HOLIDAY PAY	19,860	19,860	0	0.00
100-60-3610-51-1301 OVERTIME	14,248	13,251	(997)	7.00-
100-60-3610-51-2101 LIFE AND HEALTH INSURANCE	236,478	258,950	22,472	9.50
100-60-3610-51-2201 FICA	43,603	43,603	0	0.00
100-60-3610-51-2301 MEDICARE	10,198	10,198	0	0.00
100-60-3610-51-2401 RETIREMENT CONTRIBUTIONS	17,270	17,270	0	0.00
100-60-3610-51-2701 WORKER'S COMPENSATION INSURAN	2,959	2,959	0	0.00
100-60-3610-51-2702 WORKERS' COMP CLAIMS - EMS SV	0	0	0	0.00
100-60-3610-51-2901 SICK LEAVE SELL BACK	1,727	1,727	0	0.00
TOTAL PERSONAL SERV. & EE BENE	1,015,511	1,036,986	21,475	2.11
PURCHASED/CONTRACT SERV.				
100-60-3610-52-1009 EMS MEDICAL DIRECTOR	8,000	8,000	0	0.00
100-60-3610-52-1202 PSYCHOLOGICAL SERVICES	500	500	0	0.00
100-60-3610-52-1301 SOFTWARE MAINTENANCE	3,000	3,000	0	0.00
100-60-3610-52-2203 E M S EQUIPMENT MAINTENANCE	3,500	3,500	0	0.00
100-60-3610-52-2209 RADIO EQUIPMENT	450	418	(32)	7.11-
100-60-3610-52-3101 VEHICLE INSURANCE	19,326	19,326	0	0.00
100-60-3610-52-3106 EMT LIABILITY INSURANCE	12,096	12,096	0	0.00
100-60-3610-52-3203 RADIOS/PAGERS MAINTENANCE	900	837	(63)	7.00-
100-60-3610-52-3204 WALKIE TALKIE RADIO MAINTENAN	510	510	0	0.00
100-60-3610-52-3701 SCHOOLS, SEMINARS, TRAVEL-EMS	2,000	1,860	(140)	7.00-
100-60-3610-52-3712 TRAINING AIDS	2,000	1,860	(140)	7.00-
100-60-3610-52-3714 PARAMEDIC RE-CERTIFICATION	1,000	500	(500)	50.00-
100-60-3610-52-3900 DIVERSIFIED COLLECTION AGENCY	0	0	0	0.00
100-60-3610-52-3926 AMBULANCE LICENSING FEE	9,500	9,500	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	62,782	61,907	(875)	1.39-
SUPPLIES				
10-60-3610-53-1102 OFFICE SUPPLIES	0	0	0	0.00
00-60-3610-53-1137 RESCUE TRUCK EQUIPMENT	5,500	5,115	(385)	7.00-
100-60-3610-53-1270 FLEET GAS CHARGE	30,000	30,000	0	0.00
100-60-3610-53-1702 UNIFORMS & RAINWEAR	9,250	6,500	(2,750)	29.73-
100-60-3610-53-1703 FIRST AID/MEDICAL SUPPLIES	30,000	24,000	(6,000)	20.00-
100-60-3610-53-1713 FLEET LABOR CHARGE	38,952	38,952	0	0.00
100-60-3610-53-1714 FLEET EQUIPMENT MAINTENANCE	19,000	19,000	0	0.00
100-60-3610-53-1715 FLEET OVERHEAD CHARGE	9,193	9,193	0	0.00
TOTAL SUPPLIES	141,895	132,760	(9,135)	6.44-
CAPITAL OUTLAYS				
100-60-3610-54-2401 E M S COMPUTER EQUIPMENT	4,000	3,720	(280)	7.00-
TOTAL CAPITAL OUTLAYS	4,000	3,720	(280)	7.00-
TOTAL FIRE - EMS SERVICES	1,224,188	1,235,373	11,185	0.91

Department of Fire and Emergency Services
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-60-3610-51-1301	**EMS - Overtime**	**(997)**
Line item change is due to budget reduction requested by City Manager.		
100-60-3610-51-2101	**Life and Health Insurance**	**22,472**
The line item increase represents an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.		
100-60-3610-52-2209	**EMS - Radio Equipment**	**(32)**
Line item change is due to budget reduction request.		
100-60-3610-52-3203	**EMS - Radio/Pager Maintenance**	**(63)**
Line item change is due to budget reduction request.		
100-60-3610-52-3701	**EMS - Schools, Seminars, Travel**	**(140)**
Line item change is due to budget reduction request.		
100-60-3610-52-3712	**EMS - Training Aids**	**(140)**
Line item change is due to budget reduction request.		
100-60-3610-52-3714	**EMS - Paramedic Recertification**	**(500)**
Line item change is due to budget reduction request.		
100-60-3610-53-1137	**EMS - Rescue Truck Equipment**	**(385)**
Line item change is due to budget reduction request.		
100-60-3610-53-1702	**EMS – Uniforms & Rainwear**	**(2,750)**
Line item change is due to budget reduction request.		
100-60-3610-53-1703	**EMS – First Aid/Medical Supplies**	**(6,000)**
Line item change is due to budget reduction request.		
100-60-3610-54-2401	**EMS - Computer Equipment**	**(280)**
Line item change is due to budget reduction request.		

:PARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
FIRE-FIREFIGHTERS &ADMIN					
PERSONAL SERV. & EE BENE					
100-61-3510-51-1101	SALARIES	2,086,659	2,086,659	0	0.00
100-61-3510-51-1103	HOLIDAY PAY	50,290	50,290	0	0.00
100-61-3510-51-1301	OVERTIME	22,351	20,786	(1,565)	7.00-
100-61-3510-51-2101	LIFE AND HEALTH INSURANCE	562,606	616,055	53,449	9.50
100-61-3510-51-2201	FICA	133,896	133,896	0	0.00
100-61-3510-51-2301	MEDICARE	31,315	31,315	0	0.00
100-61-3510-51-2401	RETIREMENT CONTRIBUTIONS	61,645	61,645	0	0.00
100-61-3510-51-2701	WORKER'S COMPENSATION INSURAN	12,207	12,207	0	0.00
100-61-3510-51-2702	WORKERS' COMP CLAIMS - FIRE S	0	0	0	0.00
100-61-3510-51-2901	SICK LEAVE SELL BACK	7,000	7,000	0	0.00
TOTAL PERSONAL SERV. & EE BENE		2,967,969	3,019,853	51,884	1.75
PURCHASED/CONTRACT SERV.					
100-61-3510-52-1003	SOFTWARE DEVELOPMENT	1,000	1,000	0	0.00
100-61-3510-52-1202	PSYCHOLOGICAL SERVICES	800	400	(400)	50.00-
100-61-3510-52-1301	SOFTWARE PROGRAM MAINTENANCE	4,500	4,500	0	0.00
100-61-3510-52-2201	OFFICE EQUIPMENT MAINTENANCE	450	450	0	0.00
100-61-3510-52-2202	COMPUTER EQUIPMENT MAINTENANC	6,500	6,000	(500)	7.69-
100-61-3510-52-2203	FIRE EQUIPMENT MAINTENANCE	4,000	3,720	(280)	7.00-
100-61-3510-52-2209	RADIO EQUIPMENT	1,350	1,350	0	0.00
100-61-3510-52-2214	FACILITY IMPROVEMENTS	3,500	1,700	(1,800)	51.43-
100-61-3510-52-3101	VEHICLE INSURANCE	35,651	35,651	0	0.00
100-61-3510-52-3102	PROPERTY & LIABILITY INSURANC	23,169	23,169	0	0.00
100-61-3510-52-3201	POSTAGE	4,500	4,185	(315)	7.00-
100-61-3510-52-3202	TELEPHONES	35,500	35,500	0	0.00
100-61-3510-52-3203	RADIOS/PAGERS MAINTENANCE	4,836	4,497	(339)	7.01-
100-61-3510-52-3204	WALKIE TALKIE RADIO MAINTENAN	350	350	0	0.00
100-61-3510-52-3401	PRINTING	2,000	1,860	(140)	7.00-
100-61-3510-52-3600	DUES AND SUBSCRIPTIONS	1,250	625	(625)	50.00-
100-61-3510-52-3701	SCHOOLS, SEMINARS, TRAVEL	4,000	3,720	(280)	7.00-
00-61-3510-52-3712	TRAINING AIDS	1,500	1,395	(105)	7.00-
00-61-3510-52-3713	COMPUTER TRAINING	500	500	0	0.00
100-61-3510-52-3900	FIRE INTERNATIONAL ACCREDITAT	3,500	0	(3,500)	100.00-
100-61-3520-52-3718	SUPPRESSION UNIFORM SUPPLY	4,500	4,185	(315)	7.00-
TOTAL PURCHASED/CONTRACT SERV.		143,356	134,757	(8,599)	6.00-
SUPPLIES					
100-61-3510-53-1102	OFFICE SUPPLIES	4,000	3,720	(280)	7.00-
100-61-3510-53-1103	COPIER EXPENSE	4,000	3,720	(280)	7.00-
100-61-3510-53-1104	FACILITY SUPPLIES	8,000	7,440	(560)	7.00-
100-61-3510-53-1105	GENERAL DEPARTMENT EXPENSES	4,000	3,720	(280)	7.00-
100-61-3510-53-1106	FACILITY MAINTENANCE AND REPA	10,000	8,000	(2,000)	20.00-
100-61-3510-53-1210	UTILITIES -WATER/SEWER	3,000	2,790	(210)	7.00-
100-61-3510-53-1221	UTILITIES -NATURAL GAS	9,500	8,835	(665)	7.00-
100-61-3510-53-1231	UTILITIES - ELECTRICITY	24,000	24,000	0	0.00
100-61-3510-53-1270	FLEET GAS CHARGE	39,000	39,000	0	0.00

DEPARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-61-3510-53-1604	OFFICE IMPROVEMENTS	500	465	(35)	7.00-
100-61-3510-53-1702	UNIFORMS & RAINWEAR	13,750	12,787	(963)	7.00-
100-61-3510-53-1709	FILM /PUB. RELATIONS EVENTS	1,500	1,395	(105)	7.00-
100-61-3510-53-1713	FLEET LABOR CHARGE	51,229	51,229	0	0.00
100-61-3510-53-1714	FLEET EQUIPMENT MAINTENANCE	37,140	37,140	0	0.00
100-61-3510-53-1715	FLEET OVERHEAD CHARGE	12,091	12,091	0	0.00
100-61-3520-53-1133	FIRE HOSE	1,000	500	(500)	50.00-
100-61-3520-53-1134	DORMITORY EXPENSE	3,600	1,800	(1,800)	50.00-
100-61-3520-53-1135	BREATHING APPARATUS	2,500	2,500	0	0.00
100-61-3520-53-1136	FIRE FIGHTING EQUIPMENT	5,000	4,000	(1,000)	20.00-
100-61-3520-53-3717	FIRE PREVENTION EDUCATION	3,500	3,255	(245)	7.00-
TOTAL SUPPLIES		237,310	228,387	(8,923)	3.76-
CAPITAL OUTLAYS					
100-61-3510-54-2401	COMPUTER EQUIPMENT OUTLAY	900	900	0	0.00
100-61-3510-54-2502	CAPITAL OUTLAY	34,931	17,465	(17,466)	50.00-
100-61-3530-54-2000	CLOROX COMPANY/COMMUNITY PREV	0	0	0	0.00
100-61-3530-54-2001	WALMART PREVENTION GRANT	0	0	0	0.00
TOTAL CAPITAL OUTLAYS		35,831	18,365	(17,466)	48.75-
TOTAL FIRE-FIREFIGHTERS &ADMIN		3,384,466	3,347,913	(36,553)	1.08-

Department of Fire and Emergency Services
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-61-3510-51-1301	**Fire - Overtime**	**(1,565)**
Line item change is due to budget reduction requested by City Manager.		
100-61-3510-51-2101	**Life and Health Insurance**	**53,449**
The line item change represents an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.		
100-61-3510-52-1202	**Fire - Psychological Services**	**(400)**
Line item change is due to budget reduction request.		
100-61-3510-52-2202	**Fire - Computer Equipment Maintenance**	**(500)**
Line item change is due to budget reduction request.		
100-61-3510-52-2203	**Fire - Equipment Maintenance**	**(280)**
Line item change is due to budget reduction request.		
100-61-3510-52-2214	**Fire - Facility Improvements**	**(1,800)**
Line item change is due to budget reduction request.		
100-61-3510-52-3201	**Fire - Postage**	**(315)**
Line item change is due to budget reduction request.		
100-61-3510-52-3203	**Fire - Radio/Pager Maintenance**	**(339)**
Line item change is due to budget reduction request.		
100-61-3510-52-3401	**Fire - Printing**	**(140)**
Line item change is due to budget reduction request.		
100-61-3510-52-3600	**Fire - Dues and Subscriptions**	**(625)**
Line item change is due to budget reduction request.		
100-61-3510-52-3701	**Fire - Schools/Seminars/Travel**	**(280)**
Line item change is due to budget reduction request.		
100-61-3510-52-3712	**Fire - Training Aids**	**(105)**
Line item change is due to budget reduction request.		

Department of Fire and Emergency Services
Line Item Explanation Schedules (Continued)
FY 2012-2013

		Budget Variance
100-61-3510-52-3900	**Fire - International Accreditation**	**(3,500)**
Line item change is due to budget reduction request.		
100-61-3520-52-3718	**Fire - Suppression Uniforms**	**(315)**
Line item change is due to budget reduction requested by City Manager.		
100-61-3510-53-1102	**Fire - Office Supplies**	**(280)**
Line item change is due to budget reduction request.		
100-61-3510-53-1103	**Fire - Copier Expense**	**(280)**
Line item change is due to budget reduction request.		
100-61-3510-53-1104	**Fire - Facility Supplies**	**(560)**
Line item change is due to budget reduction request.		
100-61-3510-53-1105	**Fire - Gen. Dept. Expense**	**(280)**
Line item change is due to budget reduction request.		
100-61-3510-53-1106	**Fire - Facility Maintenance**	**(2,000)**
Line item change is due to budget reduction request.		
100-61-3510-53-1210	**Fire - Utilities – Water Sewer**	**(210)**
Line item change is due to budget reduction request.		
100-61-3510-53-1221	**Fire - Utilities – Natural Gas**	**(665)**
Line item change is due to budget reduction request.		
100-61-3510-53-1604	**Fire - Office Improvements**	**(35)**
Line item change is due to budget reduction request.		
100-61-3510-53-1702	**Fire - Uniforms**	**(963)**
Line item change is due to budget reduction request.		
100-61-3510-53-1709	**Fire - Film/Public Relations/Events**	**(105)**
Line item change is due to budget reduction request.		

Department of Fire and Emergency Services
Line Item Explanation Schedules (Continued)
FY 2012-2013

		Budget Variance
100-61-3520-53-1133	**Fire - Hose**	**(500)**
Line item change is due to budget reduction request.		
100-61-3520-53-1134	**Fire - Dormitory Expense**	**(1,800)**
Line item change is due to budget reduction request.		
100-61-3520-53-1136	**Fire – Fire Fighting Equip.**	**(1,000)**
Line item change is due to budget reduction requested by City Manager.		
100-61-3520-53-3717	**Fire – Fire Prevention Ed.**	**(245)**
Line item change is due to budget reduction request.		
100-61-3510-54-2502	**Fire – Capital Outlay**	**(17,466)**
Line item change is due to budget reduction request.		

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

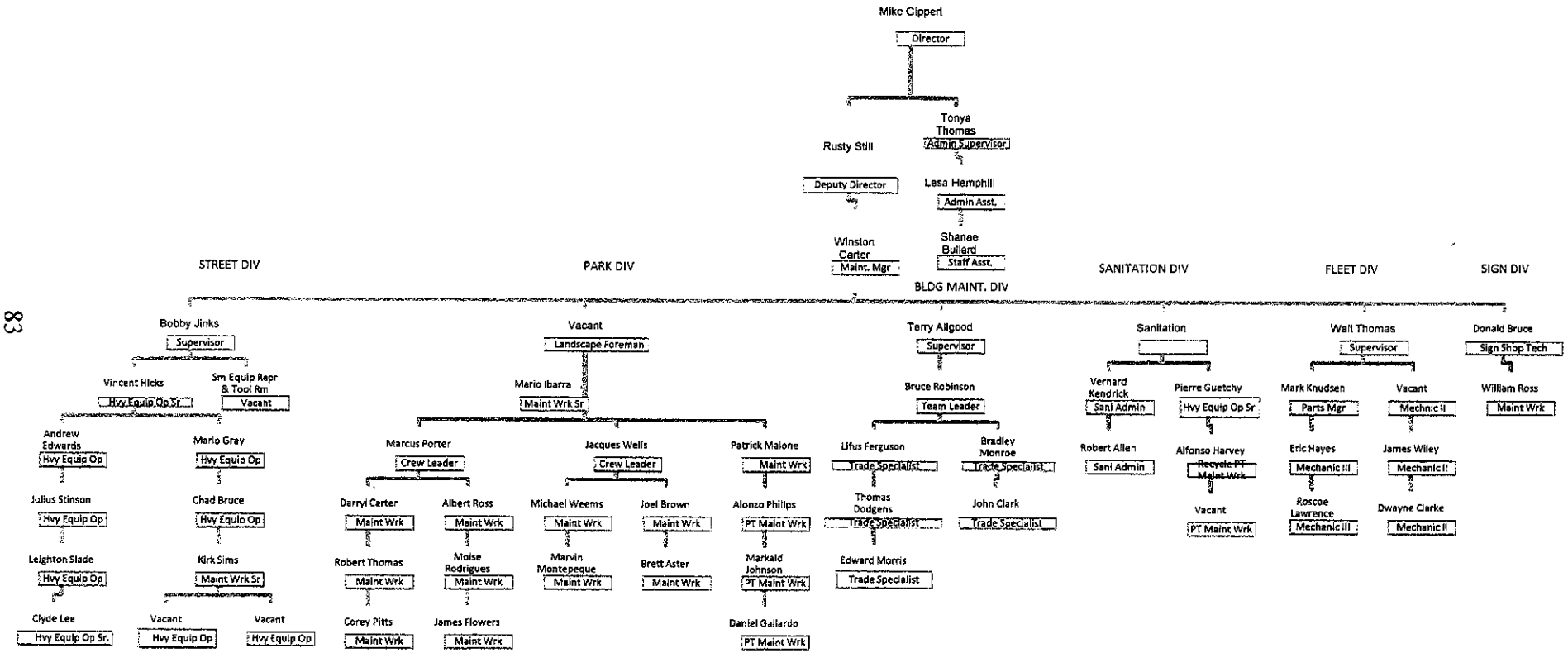
100-GENERAL FUND

PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
EMERGENCY MGMT SERVICES				
PERSONAL SERV. & EE BENE				
100-62-3920-51-1101 SALARIES	85,079	113,057	27,978	32.88
100-62-3920-51-1301 OVERTIME	0	0	0	0.00
100-62-3920-51-2101 LIFE AND HEALTH INSURANCE	27,037	32,750	5,713	21.13
100-62-3920-51-2201 FICA	4,111	6,955	2,844	69.18
100-62-3920-51-2301 MEDICARE	1,215	1,627	412	33.91
100-62-3920-51-2401 RETIREMENT CONTRIBUTIONS	6,343	9,175	2,832	44.65
100-62-3920-51-2901 SICK LEAVE SELL BACK	300	300	0	0.00
TOTAL PERSONAL SERV. & EE BENE	124,085	163,864	39,779	32.06
PURCHASED/CONTRACT SERV.				
100-62-3920-52-3201 POSTAGE	500	250	(250)	50.00-
100-62-3920-52-3202 TELEPHONES	1,000	930	(70)	7.00-
100-62-3920-52-3203 RADIOS/PAGERS MAINTENANCE	200	100	(100)	50.00-
100-62-3920-52-3601 DUES AND SUBSCRIPTIONS	200	100	(100)	50.00-
100-62-3920-52-3701 SCHOOLS, SEMINARS, TRAVEL	1,000	500	(500)	50.00-
TOTAL PURCHASED/CONTRACT SERV.	2,900	1,880	(1,020)	35.17-
SUPPLIES				
100-62-3920-53-1102 OFFICE SUPPLIES	350	350	0	0.00
100-62-3920-53-1105 GENERAL DEPARTMENT EXPENSES	300	300	0	0.00
100-62-3920-53-1138 EQUIPMENT	3,000	1,500	(1,500)	50.00-
TOTAL SUPPLIES	3,650	2,150	(1,500)	41.10-
TOTAL EMERGENCY MGMT SERVICES	130,635	167,894	37,259	28.52

Department of Fire and Emergency Services
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-62-3920-51-1101	**Salaries**	**27,978**
The line item change is to fund an Operations Officer position for a full fiscal year. The position was created during fiscal year 2011.		
100-62-3920-51-2101	**Life and Health Insurance**	**5,713**
The line item change represents an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.		
100-62-3920-51-2201	**FICA**	**2,844**
The line item change is related to the Salaries change, as described above.		
100-62-3920-51-2301	**Medicare**	**412**
The line item change is related to the Salaries change, as described above.		
100-62-3920-51-2401	**Retirement Contributions**	**2,832**
The line item change is related to the Salaries change, as described above.		
100-62-3920-52-3201	**EMA - Postage**	**(250)**
Line item change is due to budget reduction requested by City Manager.		
100-62-3920-52-3202	**EMA – Telephones**	**(70)**
Line item change is due to budget reduction request.		
100-62-3920-52-3203	**EMA – Radio/Pagers Maintenance**	**(100)**
Line item change is due to budget reduction request.		
100-62-3920-52-3601	**EMA – Dues and Subscriptions**	**(100)**
Line item change is due to budget reduction request.		
100-62-3920-52-3701	**EMA - Schools, Seminars, Travel**	**(500)**
Line item change is due to budget reduction request.		
100-62-3920-53-1138	**EMA – Equipment**	**(1500)**
Line item change is due to budget reduction request.		

Public Works Organization Chart



Public Works Department
Authorized Positions

Maintenance Division

1. One (1) Director of Public Works
2. One (1) Maintenance Manager
3. One (1) Street Supervisor
4. One (1) Maintenance Supervisor
5. One (1) Staff Assistant
6. One (1) Team Leader
7. Five (5) Trade Specialists
8. One (1) Landscape Foreman
9. One (1) Sign Shop Tech
10. One (1) Small Equip Repair / Tool Room
11. Two (2) Heavy Equipment Operators, Sr.
12. Seven (7) Heavy Equipment Operators
13. One (2) Maintenance Worker, Sr.
14. Two (2) Crew Leaders
15. Twelve (12) Maintenance Workers
16. Three (3) Part-Time Maintenance Workers

There are thirty-nine (39) approved full-time positions and three (3) part-time positions in the Street Division.

Sanitation Division

1. One (1) Deputy Director
2. One (1) Administrative Assistant
3. Two (2) Sanitation Administrators
4. One (1) Heavy Equipment Operator Sr.
5. Two (2) Part-Time Maintenance Workers

There are five (5) approved full-time positions and two (2) part-time positions in the Sanitation Division.

Fleet Division

6. One (1) Fleet Supervisor
7. One (1) Administrative Supervisor
8. One (1) Parts Manager
9. Two (2) Mechanic III
10. Two (3) Mechanic II

There are eight (8) approved full-time positions in the Fleet Division.

There are a total of fifty-two (52) approved full time positions and five (5) part-time positions in the Department of Public Works.

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
FLEET SERVICES				
PERSONAL SERV. & EE BENE				
100-27-4900-51-1101 SALARIES	347,489	347,489	0	0.00
100-27-4900-51-1301 OVERTIME	8,000	8,000	0	0.00
100-27-4900-51-2101 LIFE AND HEALTH INSURANCE	106,360	106,360	0	0.00
100-27-4900-51-2201 FICA	22,040	22,040	0	0.00
100-27-4900-51-2301 MEDICARE	5,155	5,155	0	0.00
100-27-4900-51-2401 RETIREMENT CONTRIBUTIONS	7,003	7,003	0	0.00
100-27-4900-51-2701 WORKERS' COMP INSURANCE	1,020	1,020	0	0.00
100-27-4900-51-2702 WORKERS' COMP CLAIMS - FLEET	0	0	0	0.00
100-27-4900-51-2901 SICK LEAVE SELLBACK	1,500	1,500	0	0.00
TOTAL PERSONAL SERV. & EE BENE	498,567	498,567	0	0.00
PURCHASED/CONTRACT SERV.				
100-27-4900-52-1102 OFFICE SUPPLIES	2,000	2,000	0	0.00
100-27-4900-52-1301 SOFTWARE MAINTENANCE	4,000	4,000	0	0.00
100-27-4900-52-1712 EQUIPMENT MAINTENANCE/ALL DEP	245,000	245,000	0	0.00
100-27-4900-52-2200 DEPRECIATION EXPENSE	0	0	0	0.00
100-27-4900-52-2201 OFFICE EQUIPMENT MAINTENANCE	300	300	0	0.00
100-27-4900-52-2202 COMPUTER EQUIPMENT MAINTENANC	1,000	1,000	0	0.00
100-27-4900-52-2214 FACILITY IMPROVMENTS	2,000	2,000	0	0.00
100-27-4900-52-3101 VEHICLE INSURANCE	12,884	12,884	0	0.00
100-27-4900-52-3102 PROPERTY AND LIABILITY INSURA	24,812	24,812	0	0.00
100-27-4900-52-3202 TELEPHONES	12,000	12,000	0	0.00
100-27-4900-52-3203 RADIOS/PAGERS MAINTENANCE	300	300	0	0.00
100-27-4900-52-3701 SCHOOLS, SEMINARS, TRAVEL	7,000	7,000	0	0.00
100-27-4900-52-3919 FUEL MASTER MAINTENANCE CONTR	2,000	2,000	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	313,296	313,296	0	0.00
SUPPLIES				
100-27-4900-53-1103 COPIER EXPENSE	7,500	7,500	0	0.00
100-27-4900-53-1104 FACILITY SUPPLIES	4,000	4,000	0	0.00
100-27-4900-53-1105 GENERAL DEPARTMENT EXPENSES	1,000	1,000	0	0.00
100-27-4900-53-1106 FACILITY MAINTENANCE AND REPA	6,000	6,000	0	0.00
100-27-4900-53-1221 UTILITIES NATURAL GAS	6,500	6,500	0	0.00
100-27-4900-53-1231 UTILITIES ELECTRICITY	10,000	10,000	0	0.00
100-27-4900-53-1270 GAS ALL DEPARTMENTS	480,000	480,000	0	0.00
100-27-4900-53-1601 SMALL TOOLS AND EQUIPMENT	2,000	2,000	0	0.00
100-27-4900-53-1604 OFFICE IMPROVEMENTS	1,500	1,500	0	0.00
100-27-4900-53-1701 UNIFORMS/SHOP RAGS	7,500	7,500	0	0.00
TOTAL SUPPLIES	526,000	526,000	0	0.00
CAPITAL OUTLAYS				
100-27-4900-54-2502 CAPITAL OUTLAY	10,000	10,000	0	0.00
100-27-4900-54-2503 TOOL ALLOWANCE	2,800	2,800	0	0.00
TOTAL CAPITAL OUTLAYS	12,800	12,800	0	0.00

100-GENERAL FUND

EPARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
PUBLIC WORKS - STREETS				
PERSONAL SERV. & EE BENE				
100-51-4210-51-1101 SALARIES	1,262,560	1,257,560	(5,000)	0.40-
100-51-4210-51-1301 OVERTIME	88,750	58,750	(30,000)	33.80-
100-51-4210-51-2101 LIFE AND HEALTH INSURANCE	466,430	456,430	(10,000)	2.14-
100-51-4210-51-2201 FICA	85,406	83,406	(2,000)	2.34-
100-51-4210-51-2301 MEDICARE	17,815	17,562	(253)	1.42-
100-51-4210-51-2401 RETIREMENT CONTRIBUTIONS	24,000	24,000	0	0.00
100-51-4210-51-2701 WORKER'S COMPENSATION INSURAN	9,649	13,649	4,000	41.46
100-51-4210-51-2702 WORKERS' COMP CLAIMS - STREET	0	0	0	0.00
100-51-4210-51-2901 SICK LEAVE SELL BACK	3,700	1,700	(2,000)	54.05-
100-51-4210-51-2904 EMPLOYEE RECOGNITION	1,200	1,200	0	0.00
TOTAL PERSONAL SERV. & EE BENE	1,959,510	1,914,257	(45,253)	2.31-
PURCHASED/CONTRACT SERV.				
100-51-4210-52-1301 TOPOGRAPHIC SURVEYS	2,000	2,000	0	0.00
100-51-4210-52-1302 SOFTWARE PROGRAM MAINTENANCE	15,000	15,000	0	0.00
100-51-4210-52-2201 OFFICE EQUIPMENT MAINTENANCE	0	0	0	0.00
100-51-4210-52-2214 FACILITY IMPROVEMENTS	3,500	2,500	(1,000)	28.57-
100-51-4210-52-3101 VEHICLE INSURANCE	70,831	70,831	0	0.00
100-51-4210-52-3102 PROPERTY & LIABILITY INSURANC	18,203	19,428	1,225	6.73
100-51-4210-52-3201 POSTAGE	300	300	0	0.00
100-51-4210-52-3202 TELEPHONES	19,200	19,200	0	0.00
100-51-4210-52-3203 RADIOS/PAGERS MAINTENANCE	12,300	11,300	(1,000)	8.13-
100-51-4210-52-3401 PRINTING	2,000	1,000	(1,000)	50.00-
100-51-4210-52-3601 DUES AND SUBSCRIPTIONS	850	850	0	0.00
100-51-4210-52-3701 SCHOOLS, SEMINARS, TRAVEL	25,000	10,000	(15,000)	60.00-
100-51-4210-52-3901 STATE TRUSTEES	0	0	0	0.00
100-51-4221-52-2200 UTILITY RELOCATIONS	0	0	0	0.00
100-51-4270-52-1232 WARNING REGULATORY	30,000	15,000	(15,000)	50.00-
100-51-4270-52-2210 WARNING REGULATORY	0	0	0	0.00
100-51-7410-52-3924 ENGINEERING CONSULTING	25,000	20,000	(5,000)	20.00-
TOTAL PURCHASED/CONTRACT SERV.	224,184	187,409	(36,775)	16.40-
SUPPLIES				
100-51-4210-53-1102 OFFICE SUPPLIES	2,700	1,700	(1,000)	37.04-
100-51-4210-53-1103 COPIER EXPENSE	1,700	1,700	0	0.00
100-51-4210-53-1104 FACILITY SUPPLIES	2,000	2,000	0	0.00
100-51-4210-53-1105 GENERAL DEPARTMENT EXPENSES	4,700	3,700	(1,000)	21.28-
100-51-4210-53-1106 FACILITY MAINT AND REPAIR	15,000	10,000	(5,000)	33.33-
100-51-4210-53-1122 MOSQUITO CONTROL CHEMICALS	8,000	4,000	(4,000)	50.00-
100-51-4210-53-1210 UTILITIES -WATER/SEWER	4,000	3,000	(1,000)	25.00-
100-51-4210-53-1221 UTILITIES -NATURAL GAS	4,000	3,000	(1,000)	25.00-
100-51-4210-53-1231 UTILITIES - ELECTRICITY	11,600	20,000	8,400	72.41
100-51-4210-53-1270 FLEET GAS CHARGE	81,000	81,000	0	0.00
100-51-4210-53-1602 TRASH EQUIPMENT	1,500	1,500	0	0.00
100-51-4210-53-1604 OFFICE IMPROVEMENTS	4,500	1,000	(3,500)	77.78-
100-51-4210-53-1702 UNIFORMS & RAINWEAR	15,000	14,500	(500)	3.33-

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: APRIL 30TH, 2012

100-GENERAL FUND

EPARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
100-51-4210-53-1713	FLEET LABOR CHARGE	115,584	115,584	0	0.00
100-51-4210-53-1714	FLEET EQUIPMENT MAINTENANCE	66,000	66,000	0	0.00
100-51-4210-53-1715	FLEET OVERHEAD CHARGE	32,199	32,199	0	0.00
100-51-4210-53-1717	SAFETY EQUIPMENT	4,000	3,000	(1,000)	25.00-
100-51-4210-53-3203	RADIOS/PAGERS MAINTENANCE	0	0	0	0.00
100-51-4221-53-1122	RIGHT-OF-WAY ENHANCEMENTS	40,500	20,000	(20,500)	50.62-
100-51-4221-53-1123	STREET MAINTENANCE	35,000	25,000	(10,000)	28.57-
100-51-4221-53-1124	LARP STREET PAVING	0	0	0	0.00
100-51-4250-53-1125	STORM WATER MGT. PLANNING	0	0	0	0.00
100-51-4250-53-1126	LARP ASPHALT DELIVERY	0	0	0	0.00
100-51-4260-53-1233	STREET LIGHTING	351,000	311,000	(40,000)	11.40-
100-51-4270-53-1231	UTILITIES-TRAFFIC ELECTRICITY	12,600	11,600	(1,000)	7.94-
100-51-6210-53-1120	PAINT PRESS BOXES	13,500	3,000	(10,500)	77.78-
TOTAL SUPPLIES		826,083	734,483	(91,600)	11.09-
CAPITAL OUTLAYS					
100-51-4210-54-2502	CAPITAL OUTLAY	24,600	10,600	(14,000)	56.91-
100-51-7324-54-1100	REDEVELOPMENT	70,000	40,000	(30,000)	42.86-
TOTAL CAPITAL OUTLAYS		94,600	50,600	(44,000)	46.51-
TOTAL PUBLIC WORKS - STREETS		3,104,377	2,886,749	(217,628)	7.01-

Public Works - Streets
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-51-4210-51-1101	**Salaries**	**(5,000)**

The salary line item was increased by $30,000 to cover additional regular hour pay for current employees to do asbestos work. The line item was also decreased by $35,000 due to the open position of landscaper foreman, not to be filled at this time.

100-51-4210-51-1301	**Overtime**	**(30,000)**

The overtime line item has been decreased $30,000 to achieve 7% budget reduction requested by the City Manager.

100-51-4210-51-2101	**Life and Health Insurance**	**(10,000)**

The line item is reduced for the unfilled landscape foreman position.

100-51-4210-51-2201	**FICA**	**(2,000)**

The line item is reduced for the unfilled landscape foreman position.

100-51-4210-51-2301	**Medicare**	**(253)**

The line item is reduced for the unfilled landscape foreman position.

100-51-4210-51-2701	**Workers Compensation Insurance**	**4,000**

The line item increase is based on actual expense for FY 2011.

100-51-4210-51-2901	**Sick Leave Sellback**	**(2,000)**

This line item is reduced $2,000 to fit current and past year total.

100-51-4210-52-2214	**Facility Improvement**	**(1,000)**

This line item is reduced to achieve 7% budget reduction requested.

100-51-4210-52-3102	**Property and Liability**	**1,225**

This line item reflects an increase of $1,225 due to adjusted cost.

100-51-4210-52-3203	**Radios/ Pagers Maintenance**	**(1,000)**

This line item is reduced to achieve 7% budget reduction requested.

100-51-4210-52-3401	**Printing**	**(1,000)**

This line item is reduced to achieve 7% budget reduction requested.

Public Works - Streets
Line Item Explanation Schedules (Continued)
FY 2012-2013

		Budget Variance
100-51-4210-52-3701	**Schools, Seminars, and Training**	**(15,000)**
This line item is being reduced by $15,000 to achieve 7% budget reduction requested.		
100-51-4210-52-1232	**Warning Regulatory**	**(15,000)**
This line item is being reduced by $15,000 to achieve 7% budget reduction requested. The line item was recently increased to upgrade safety signage and street signs.		
100-51-7410-52-3924	**Engineering Consulting**	**(5,000)**
This line item is reduced to achieve 7% budget reduction requested and may need to be increased at a later date.		
100-51-4210-53-1102	**Office Supplies**	**(1,000)**
This line item is reduced to achieve 7% budget reduction requested.		
100-51-4210-53-1105	**General Department Expenses**	**(1,000)**
This line item is reduced to achieve 7% budget reduction requested.		
100-51-4210-53-1106	**Facility Maintenance**	**(5,000)**
This line item is reduced by $5,000 to achieve 7% budget reduction requested and covers miscellaneous parts and materials for office and building repairs.		
100-51-4210-53-1122	**Mosquito Control Chemicals**	**(4,000)**
This line item is reduced by $4,000 to achieve 7% budget reduction requested.		
100-51-4210-53-1210	**Utilities Water/ Sewer**	**(1,000)**
This line item is reduced by $1,000 to reflect current pricing.		
100-51-4210-53-1221	**Utilities Natural Gas**	**(1,000)**
This line item is reduced by $1,000 to reflect current pricing.		
100-51-4210-53-1231	**Utilities Electric**	**8,400**
This line item is increased by $8,400 to reflect increases in power rates.		
100-51-4210-53-1604	**Office Improvements**	**(3,500)**
This line item is reduced by $3,500 to achieve 7% budget reduction requested purposes.		

Public Works - Streets
Line Item Explanation Schedules (Continued)
FY 2012-2013

		Budget Variance
100-51-4210-53-1702	**Uniform and Rainwear**	**(500)**
This line item is reduced by $500 to achieve 7% budget reduction requested.		
100-51-4210-53-1717	**Safety Equipment**	**(1,000)**
This line item is reduced by $1,000 to achieve 7% budget reduction requested.		
100-51-4221-53-1122	**Right of Way Enhancements**	**(20,500)**
This line item is reduced by $20,500 to achieve 7% budget reduction requested.		
100-51-4221-53-1123	**Street Maintenance**	**(10,000)**
This line item is reduced by $10,000 to achieve 7% budget reduction requested.		
100-51-4260-53-1233	**Street Lighting**	**(40,000)**
This line item is reduced to achieve 7% budget reduction requested and may need to be increased if power company rate hikes continue.		
100-51-4270-53-1231	**Utilities Traffic Electric**	**(1,000)**
This line item is reduced by $1,000 to achieve 7% budget reduction requested.		
100-51-6210-53-1120	**Paint/ Press Boxes**	**(10,500)**
This line item is reduced by $10,500 to achieve 7% budget reduction requested.		
100-51-4210-54-2502	**Capital Outlay**	**(14,000)**
This line item is reduced by $14,000 to achieve 7% budget reduction requested and covers some replacement and added tools and equipment.		
100-51-7324-54-1100	**Redevelopment**	**(30,000)**
This line item decrease is to achieve 7% budget reduction requested. The line item is utilized for engineering, asbestos surveys and removal, surveying, and appraisals.		

;PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
PUBLIC WORKS - PARKS				
PURCHASED/CONTRACT SERV.				
100-54-7321-52-1008 REDEVELOPMENT PLANNING	1,000	1,000	0	0.00
TOTAL PURCHASED/CONTRACT SERV.	1,000	1,000	0	0.00
SUPPLIES				
100-54-6149-53-1104 STARR PARK IMPROVEMENTS - FAC	0	0	0	0.00
100-54-6210-53-1128 MAINTENANCE CITY LIMIT SIGNS	1,000	1,000	0	0.00
100-54-6210-53-1601 SMALL TOOLS AND EQUIPMENT	20,000	20,000	0	0.00
100-54-6210-53-1602 SMALL EQUIPMENT MAINTENANCE	4,000	4,000	0	0.00
100-54-6210-53-2212 MAINTENANCE CONTRACTS	15,900	15,900	0	0.00
100-54-6220-53-1129 PARKS MAINTENANCE	72,000	64,000	(8,000)	11.11-
100-54-6230-53-1127 LANDSCAPING CITY HALL	2,500	2,500	0	0.00
TOTAL SUPPLIES	115,400	107,400	(8,000)	6.93-
CAPITAL OUTLAYS				
100-54-6149-54-2300 STARR PARK IMPROVEMENTS - CAP	0	0	0	0.00
TOTAL CAPITAL OUTLAYS	0	0	0	0.00
TOTAL PUBLIC WORKS - PARKS	116,400	108,400	(8,000)	6.87-

Public Works - Parks
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
100-54-6220-53-1129	**Parks Maintenance**	**(8,000)**

This line item is decreased by $8,000 to achieve 7% budget reduction requested.

CITY OF FOREST PARK
BUDGET COMPARISON REPORT
AS OF: MAY 31ST, 2012

540-SANITATION FUND

PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
ADMINISTRATION				
PERSONAL SERV. & EE BENE				
540-71-4510-51-1101 SALARIES-SOLID WASTE ADMINIST	0	0	0	0.00
540-71-4510-51-2101 LIFE AND HEALTH INSURANCE	0	0	0	0.00
540-71-4510-51-2201 FICA	0	0	0	0.00
540-71-4510-51-2301 MEDICARE	0	0	0	0.00
540-71-4510-51-2401 RETIREMENT CONTRIBUTIONS	0	0	0	0.00
TOTAL PERSONAL SERV. & EE BENE	0	0	0	0.00
OTHER COSTS				
540-71-4510-57-1000 TRANSFER TO GENERAL FUND	1,175,000	1,143,892	(31,108)	2.65-
TOTAL OTHER COSTS	1,175,000	1,143,892	(31,108)	2.65-
TOTAL ADMINISTRATION	1,175,000	1,143,892	(31,108)	2.65-

PARTMENTAL EXPENDITURES		CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
SOLID WASTE COLLECTION					
PERSONAL SERV. & EE BENE					
540-72-4520-51-1101	SALARIES - SOLID WASTE COLLEC	241,957	241,957	0	0.00
540-72-4520-51-1301	OVERTIME	25,000	20,000	(5,000)	20.00-
540-72-4520-51-2101	LIFE AND HEALTH INSURANCE	64,638	70,780	6,142	9.50
540-72-4520-51-2201	FICA	16,551	16,551	0	0.00
540-72-4520-51-2301	MEDICARE	3,871	3,871	0	0.00
540-72-4520-51-2401	RETIREMENT CONTRIBUTIONS	8,718	8,718	0	0.00
540-72-4520-51-2701	WORKER'S COMPENSATION INSURAN	1,743	1,743	0	0.00
540-72-4520-51-2901	SICK LEAVE SELL BACK	1,600	1,600	0	0.00
540-72-4520-51-2904	EMPLOYEE RECOGNITION	400	400	0	0.00
TOTAL PERSONAL SERV. & EE BENE		364,478	365,620	1,142	0.31
PURCHASED/CONTRACT SERV.					
540-72-4520-52-1200	TOPOGRAPHIC SURVEY	0	0	0	0.00
540-72-4520-52-1301	SOFTWARE PROGRAM MAINTENANCE	4,000	4,000	0	0.00
540-72-4520-52-2200	DEPRECIATION EXPENSE	0	0	0	0.00
540-72-4520-52-2201	OFFICE EQUIPMENT MAINTENANCE	0	0	0	0.00
540-72-4520-52-3000	SOLID WASTE COLLECTION FEES	1,743,043	1,537,043	(206,000)	11.82-
540-72-4520-52-3101	VEHICLE INSURANCE	9,665	11,265	1,600	16.55
540-72-4520-52-3102	PROPERTY & LIABILITY INSURANC	25,632	30,832	5,200	20.29
540-72-4520-52-3201	POSTAGE	800	800	0	0.00
540-72-4520-52-3202	TELEPHONE	2,500	2,500	0	0.00
540-72-4520-52-3203	RADIOS/PAGER MAINTENANCE	4,000	4,000	0	0.00
540-72-4520-52-3401	PRINTING	700	700	0	0.00
540-72-4520-52-3601	DUES AND SUBSCRIPTIONS	600	600	0	0.00
540-72-4520-52-3701	SCHOOLS,SEMINARS, TRAVEL	4,500	4,500	0	0.00
540-72-4520-52-3903	BAD DEBT EXPENSE	0	0	0	0.00
540-72-4530-52-3000	SOLID WASTE DISPOSAL	10,000	10,000	0	0.00
540-72-4530-52-3001	ROLL OFF CONTAINERS	520,500	520,500	0	0.00
540-72-4530-52-3002	RECYCLING	10,000	10,000	0	0.00
540-72-4540-52-3001	CLEAN SWEEP	2,000	2,000	0	0.00
TOTAL PURCHASED/CONTRACT SERV.		2,337,940	2,138,740	(199,200)	8.52-
SUPPLIES					
540-72-4520-53-1102	OFFICE SUPPLIES	900	900	0	0.00
540-72-4520-53-1103	COPIER EXPENSE	1,750	1,750	0	0.00
540-72-4520-53-1104	FACILITY SUPPLIES	1,000	1,000	0	0.00
540-72-4520-53-1105	GENERAL DEPARTMENT EXPENSES	600	600	0	0.00
540-72-4520-53-1106	FACILITY MAINTENANCE AND REPA	2,000	2,000	0	0.00
540-72-4520-53-1141	COMMERCIAL CONTAINER RENOVATI	0	0	0	0.00
540-72-4520-53-1143	FACILITY IMPROVEMENTS	1,200	1,200	0	0.00
540-72-4520-53-1210	UTILITIES -WATER & SEWERAGE	4,000	3,000	(1,000)	25.00-
540-72-4520-53-1221	UTILITIES - NATURAL GAS	2,000	2,000	0	0.00
540-72-4520-53-1231	UTILITIES - ELECTRICITY	5,000	5,000	0	0.00
540-72-4520-53-1270	FLEET GAS CHARGE	7,800	7,800	0	0.00
540-72-4520-53-1600	TRASH EQUIPMENT	2,000	2,000	0	0.00
540-72-4520-53-1604	OFFICE IMPROVEMENTS	0	0	0	0.00

540-SANITATION FUND

:PARTMENTAL EXPENDITURES	CURRENT BUDGET	APPROVED BUDGET	BUDGET VARIANCE	PERCENT VARIANCE
540-72-4520-53-1702 UNIFORMS AND RAINWEAR	1,100	1,100	0	0.00
540-72-4520-53-1713 FLEET LABOR CHARGE	5,504	5,504	0	0.00
540-72-4520-53-1714 FLEET EQUIPMENT MAINTENANCE C	2,900	2,900	0	0.00
540-72-4520-53-1715 FLEET OVERHEAD CHARGE	1,299	1,299	0	0.00
540-72-4520-53-1717 SAFETY EQUIPMENT	0	0	0	0.00
TOTAL SUPPLIES	39,053	38,053	(1,000)	2.56-
CAPITAL OUTLAYS				
540-72-4520-54-2502 CAPITAL OUTLAY	1,500	1,500	0	0.00
TOTAL CAPITAL OUTLAYS	1,500	1,500	0	0.00
TOTAL SOLID WASTE COLLECTION	2,742,971	2,537,771	(205,200)	7.48-

Sanitation Fund
Line Item Explanation Schedules
FY 2012-2013

		Budget Variance
540-72-4520-51-1301	**Overtime**	**(5,000)**
This line item is decreased by $5,000 to reflect past year needs.		
540-72-4520-51-2101	**Life and Health Insurance**	**6,142**
The line item change represents an expected 9.5 percent increase in health insurance premiums for fiscal year 2012.		
540-72-4520-52-3000	**Solid Waste collection**	**(206,000)**
This line item is decreased to reflect difference in cost associated with the upcoming new sanitation contract.		
540-72-4520-52-3101	**Vehicle Insurance**	**1,600**
This line item is increased to reflect additional needed insurance costs.		
540-72-4520-52-3102	**Property and Liability**	**5,200**
This line item is increased to reflect additional needed insurance costs.		
540-72-4520-52-1210	**Utilities Water/ Sewer**	**(1,000)**
This line item is decreased by $1,000 to reflect actual costs.		

GLOSSARY OF BUDGETARY AND FINANCIAL TERMINOLOGY

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

Adopted (Approved) Budget: The funds appropriated by the City Council at the beginning of the year.

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

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

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

Bond: A written promise to pay a specific sum of money (called principal or face value) at a specific future date along with periodic interest paid at a specified percentage of the principal. Bonds are typically used for long-term debt.

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

Budget Amendment: The transfer of funds from one appropriation account to another, requiring approval of either the City Council or City Manager, depending on the nature of the transfer.

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

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

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

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

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

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

Debt Service Fund: The fund used to account for the accumulation of resources for and the payment of, principal and interest on long-term debt, specifically Bond issues.

Department: A major administrative division of the City with indicated overall management responsibility for an operation or group of related operations within a functional area.

Encumbrance: A commitment of funds against appropriations in which the expenditure has not actually been made at the time of recording. It may be in the form of a purchase order, purchasing requisition, or a contract for goods and services.

Enterprise Fund: A fund in which the activities are supported wholly or primarily by charges and fees paid by the users of the services.

Expenditure/ Expense: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. "Expenditure" applies to the Governmental Funds, and "Expense" to Proprietary Funds

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts. These accounts record cash and other assets together with all related liabilities, obligations, reserves, and equities. Funds are segregated so that revenues will be used only for the purpose of carrying out specific activities in accordance with special regulations, restrictions or limitations.

Fund Balance (Undesignated and Unreserved): Refers to the excess of assets over liabilities and is, therefore, generally known as amount available for appropriation.

Fund Balance (Designated or Reserved): Refers to the excess assets over liabilities and is designated or reserved for a particular item, e.g. "Fund Balance Reserved for Encumbrance".

Fund Balance (Carried Forward): Funds on hand at year end resulting from collections of revenue in excess of anticipations and/or unexpected appropriation which are included as a revenue source in the budget of the ensuing year.

General Obligation Bonds: Bonds whose principal and interest are paid from property tax for debt service and are backed by the City's full faith and credit. Approval by referendum vote is required for general obligation bonds to be issued.

Governmental Funds: Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities – except for those accounted for in proprietary funds and fiduciary funds.

Millage Rate: The ad valorem tax rate expressed in the amount-levied per thousand dollars of taxable assessed value of property. One mill is equal to one dollar per thousand.

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

Performance Indicators: Special quantitative and qualitative measure of work performed as an objective of a department.

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

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

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

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

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

Sinking Fund: A reserve fund accumulated over a period of time for retirement of a debt.

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

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

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

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