

City of College Park, Georgia

Annual Financial Budget

for Fiscal Year Ending

June 30th, 2016



Charles E. Phillips, Sr., Esquire Park



City of College Park, Georgia

Mayor and Council



Mayor Jack P. Longino



Councilman Ambrose Clay - Ward I



Councilman Joe Carn - Ward II



Councilman Tracey Wyatt - Ward III



Councilman Roderick Gay - Ward IV

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Annual Budget

Approved for the fiscal year ending June 30, 2016

Terrence Moore, ICMA-CM

City Manager

Derrick Cannon, CPA

Director of Finance and Accounting

Nina Mallard

Accounting Supervisor

Rodrique Taylor

Utility Accountant

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VOTING PRECINCTS

AUDITORIUM
WARD 1, WARD 3 NORTH, WARD 2 NORTH

CAMP TROUTT SENIOR CTR.
WARD 2 MIDDLE, WARD 2 SOUTH
WARD 4 NORTH

Godby Road Community Bldg.
WARD 4 SOUTH, WARD 3 MIDDLE,
WARD 3 SOUTH, WARD 2 CLAYTON CO.



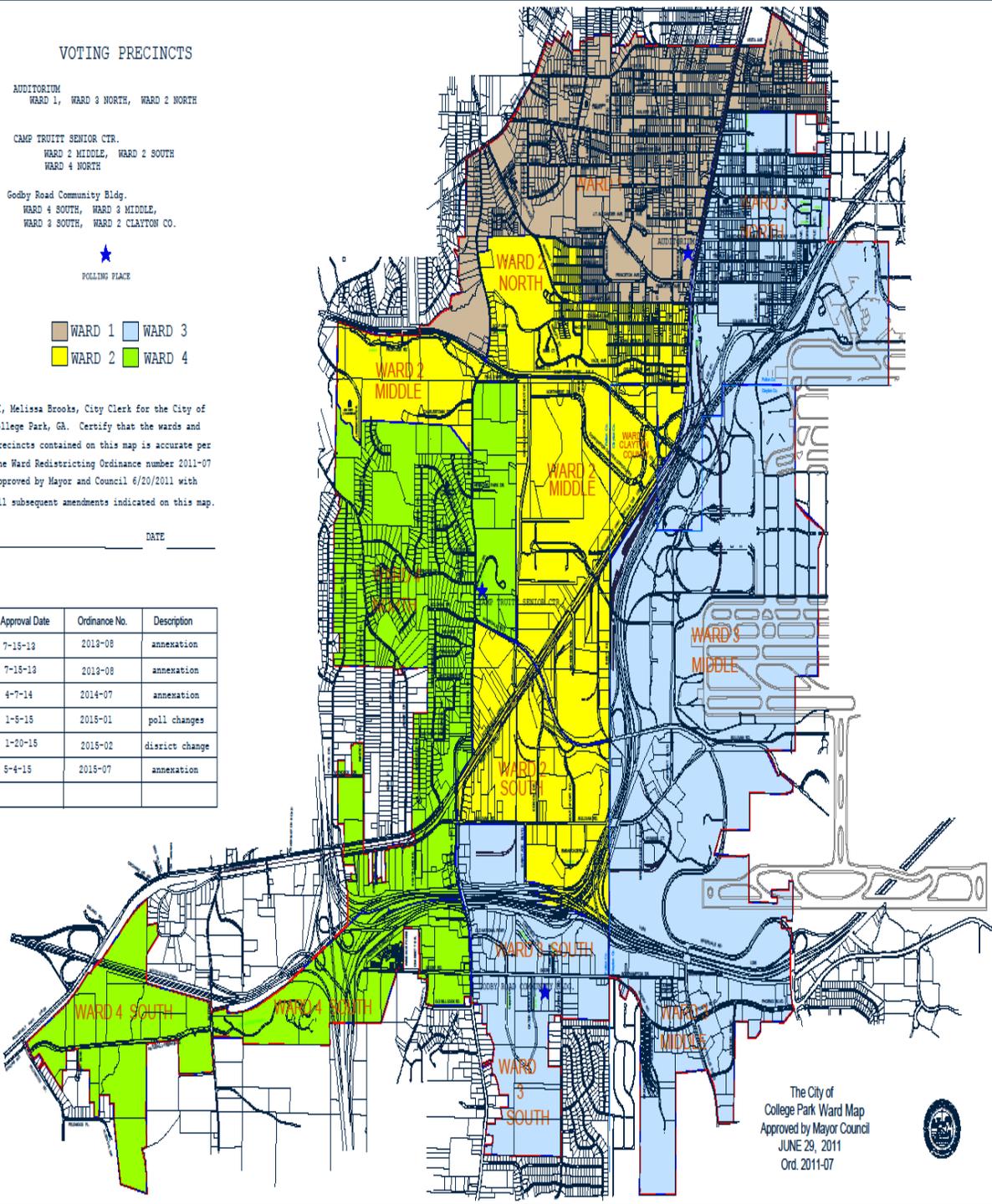
POLLING PLACE

WARD 1 WARD 3
WARD 2 WARD 4

I, Melissa Brooks, City Clerk for the City of College Park, GA. Certify that the wards and precincts contained on this map is accurate per the Ward Redistricting Ordinance number 2011-07 approved by Mayor and Council 6/20/2011 with all subsequent amendments indicated on this map.

DATE _____

Approval Date	Ordinance No.	Description
7-15-13	2013-08	annexation
7-15-13	2013-08	annexation
4-7-14	2014-07	annexation
1-5-15	2015-01	poll changes
1-20-15	2015-02	district change
5-4-15	2015-07	annexation



The City of
College Park Ward Map
Approved by Mayor Council
JUNE 29, 2011
Ord. 2011-07





**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Nina Mallard
Interim Director of Finance and Accounting
City of College Park, Georgia**



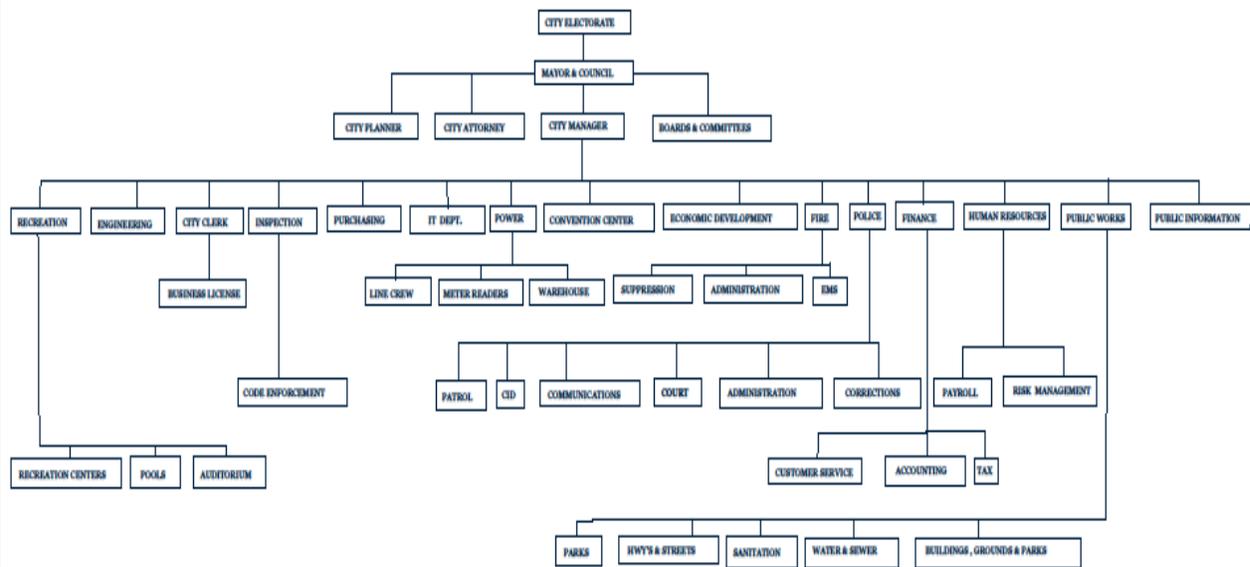
The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards.

Executive Director:

Date:

November 07, 2014

City of College Park Organization Chart



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The Just the Facts To Follow:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Government

- Chartered on December 16, 1895.
- Originally, College Park was known as Manchester and was renamed by Lula Roper who placed the name in a lottery.
- The affairs of College Park, Georgia are conducted by a Mayor and a Council consisting of four members.
- The daily operations of the city are run by the city manager appointed by and responsible to the mayor and council.

More Facts

- The city has 853 properties listed on the National Register of Historic Places by the United States Department of the Interior.
- The College Park Woman’s Club is located in Historic College Park and is one of the oldest in Georgia.
- Also, the east-west streets(avenues) are named for Ivy League institutions and the north-south streets are named for influential College Park residents.

Geographic Characteristics of College Park, Georgia

	Land Area	Climate	Topography
Square Miles	10.51 Sq/Miles		
Average Annual Temperature		64 Degrees	
Average Annual Rainfall		4.18 Inches	
Elevation			1,050 Feet

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Demographics

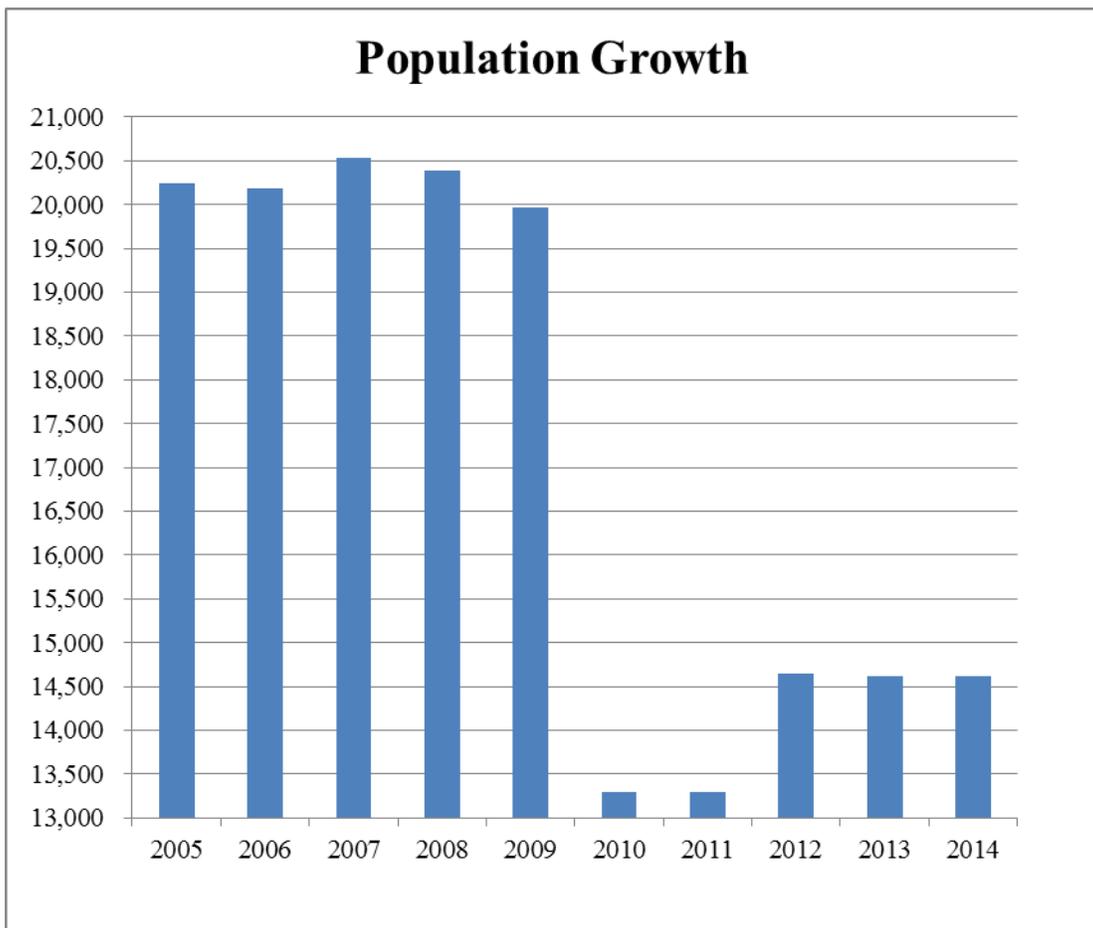
Age, Race & Gender Composition	
Non-Hispanic Black	79%
Non-Hispanic White	12%
Hispanic	7%
Native American	1%
Asian	1%
Male	47%
Female	53%
Age 18 & Under	30.2%
Age 19 - 24	14%
Age 25 - 44	35.7%
Age 45 - 64	14.9%
Age 65 +	4.8%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

The following table depicts information related to the population of College Park, Georgia.

All About College Park, Georgia

Just the Facts



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Economy

The following information reveals the many economic highlights in College Park, Georgia.

Top Ten Employers in College Park, Georgia	
Company	Employees
#1 Atlantic Southeast Airlines Inc.	948
#2 Sysco Corporation	684
#3 Woodward Academy	609
#4 Chick-Fil-A Inc.	600
#5 Atlanta Coca Cola Enterprises	350
#6 Southwest Airlines	314
#7 Marriott Hotel	288
#8 Interstate Atlanta Airport LLC dba Westin Airport	220
#9 Buckhead Beef	148
#10 Sheraton Gateway Atlanta Airport	140

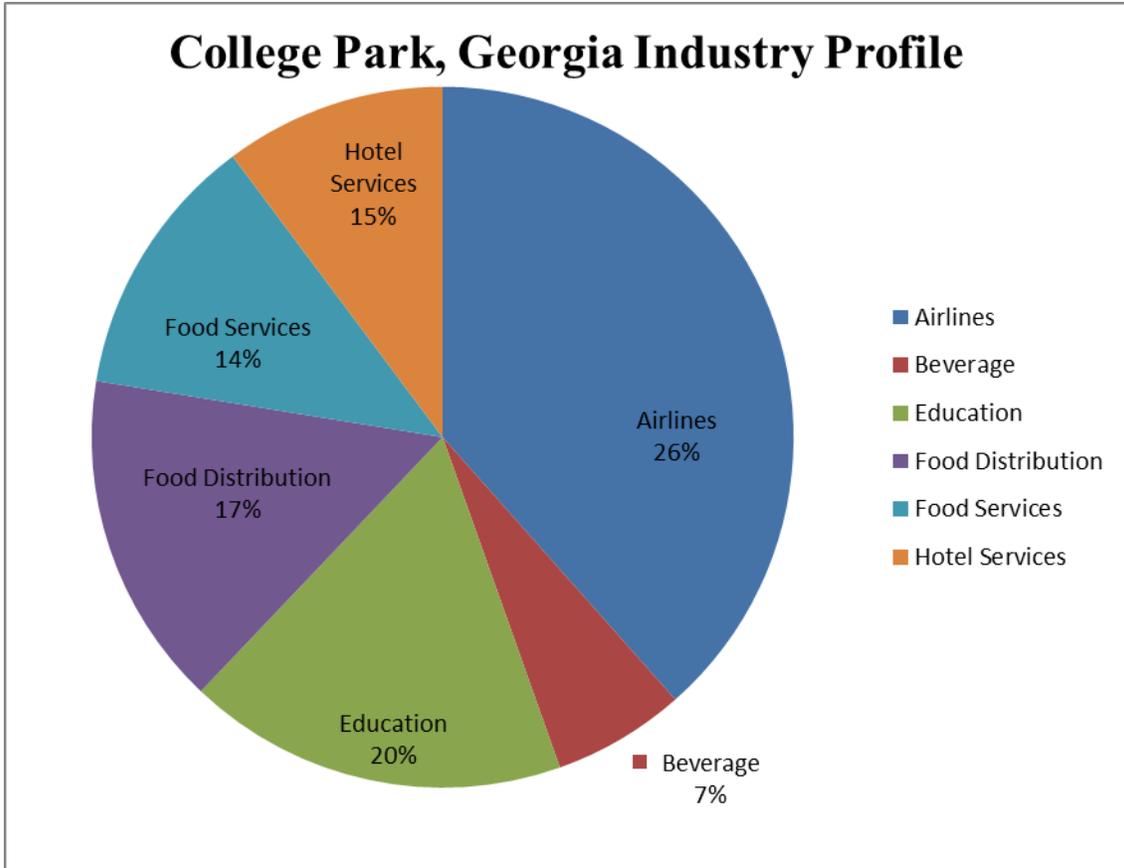
College Park has over 1,340 licensed businesses.

Unemployment within College Park is above the state and national rates.	
2014	
U.S.....	5.6%
Georgia.....	6.6%
CollegePark.....	8.6%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts



Housing Statistics 2014

Number of Housing Units-----	7,159
Single Family Housing Units-----	28%
Multi-Family Housing Units-----	71%
Mobile Housing Units-----	1%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Service Statistics:

The chart below describes several of the services provided in College Park, Georgia.

Public Safety 2014	
Fire Protection	Police Protection
Fire Stations.....2	
Sworn Employees.....70	Sworn Employees...95
Civilian Employees....3	Civilian Employees...34

Highways and Streets	
Miles of Road Maintained.....	75
Traffic Signals.....	37

The City owns and operates a water distribution system.

Water and Sewer 2014 Statistics	
Customer Accounts Served.....	3,330
Miles of Water Lines.....	94
Fire Hydrants.....	1000
Water Storage Capacity (Gallons).....	1.25 million

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

The City owns and operates a retail electric distribution system.

Electric System 2014 Statistics

Electric Customers-----	7,718
Average Consumption-----	814 megawatts per day

Educational System

Elementary Schools-----	2
Middle Schools-----	0
High School-----	0
Alternative School-----	1
Private School-----	1

Woodard Academy is the largest private school in the continental United States, enrolling students from more than 22 metro counties.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Parks, Recreation & Cultural Affairs	
City Park Properties-----	6
City-Owned Golf Course-----	1
Golf Academy-----	1
Recreation Centers-----	3
Gymnastic Center-----	1
Lighted Tennis Courts-----	10
Multi-Purpose Fields-----	6
Football Stadium-----	1
Swimming Pools-----	2
Play Grounds-----	8
Basket Ball/Volley Ball Courts-----	4
Picnic Areas-----	8
City Auditorium-----	1
Georgia International Convention Center-----	1
Library(Fulton County)-----	1
Senior Center-----	1
Health Center-----	1

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

All About College Park, Georgia

Just the Facts

Named one of Atlanta Magazine's "Best Places To Call Home" in April 2003, the City of College Park has become one of the most exciting communities in the greater metropolitan Atlanta area in which to live. A well established community with an individuality all its own, College Park, located near the Hartsfield-Jackson Atlanta International Airport, Interstates I-85 and I-285.

Residents and visitors alike will find that this revitalized City offers the best of Southern hospitality in its city services, local restaurants, lodging accommodations, parks and recreation, and community events.

Historic Sites

College Park Auditorium

College Park Historical Society

College Park's Women's Club

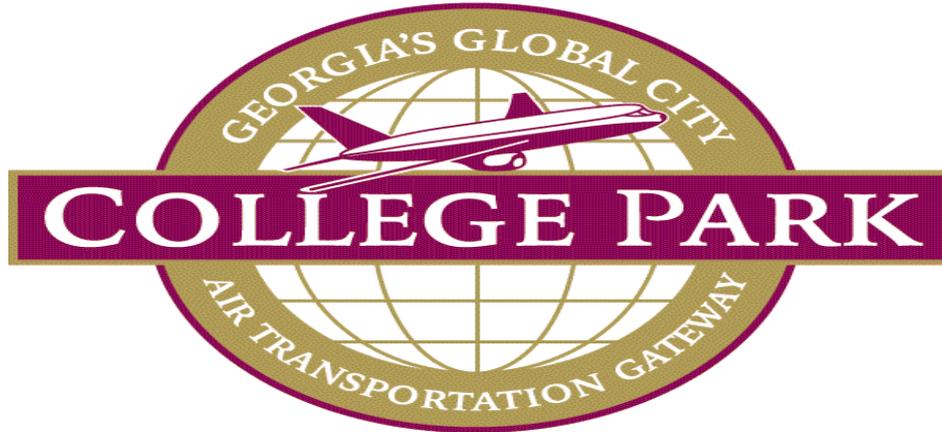
Historic College Park Neighborhood
Association

Georgia International Convention Center

The second largest convention facility in Georgia with a total of 400,000 square feet of space featuring Georgia's largest ballroom at 40,000 square feet, the GICC is "a marvel of form and function," a new standard of convention in aesthetics, amenities and accommodations.

For More Information

If you would like more information about College Park, Georgia, please visit the College Park, Georgia website at www.collegeparkga.com, call City of College Park 404-767-1537.



The Budget Message To Follow:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



July 31, 2015

The Honorable Mayor
Members of the City Council
City of College Park, City Hall
3667 Main Street
City of College Park, Georgia 30337

Dear Mayor and City Council:

I am pleased to submit for your review and consideration, the Adopted Budget for Fiscal Year 2016, in compliance with provisions of the City of College Park Charter and State of Georgia Statutes. In addition to my detailed discussion regarding the budget, I have included an Executive Summary version.

Executive Summary

The City of College Park has taken major steps to address budget shortfall over the past two fiscal years. This was accomplished while maintaining the services provided to the residents of College Park. Major actions taken over the past fiscal years were:

1. Although not as significant a budget shortfall as in prior years, for Fiscal Year 2012-13 the City had to address a \$1.6 million budget shortfall in the General Fund. To close the budget gap, Water and Sewer rates were increased by 17% and there was 7 mils Power Cost Adjustment. In addition, there were reductions in operating and capital expenditures in the Enterprise Fund, with savings used to support and balance the General Fund. It should be noted, the fiscal actions taken for FY 2012 and FY 2013 resulted in a balanced budget for FY 2013 without the use of budget carry forward.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

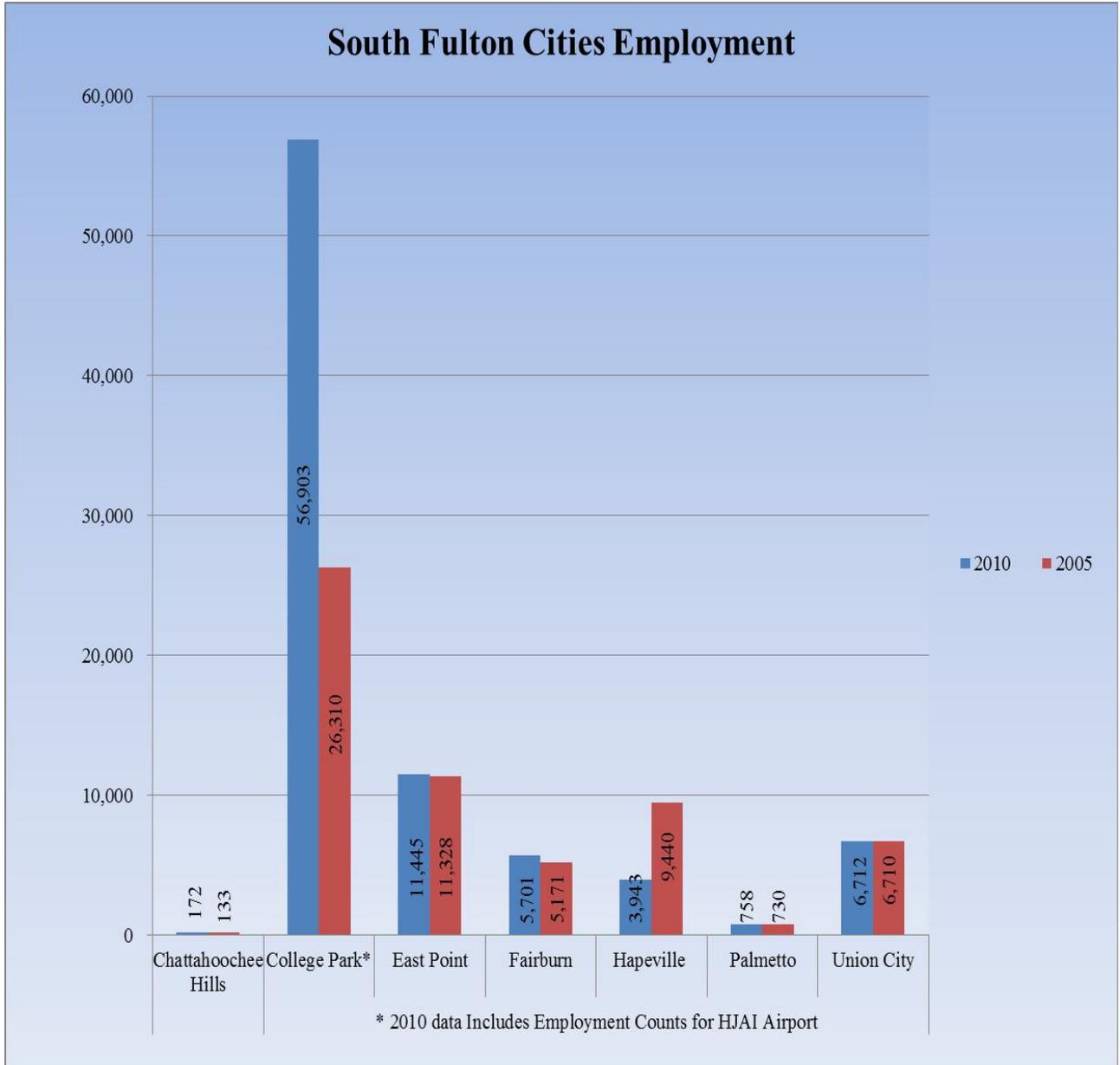
2. As per the Mayor and Council directions for the budget for FY 2014-15 was developed with an effort to reduce overall budget expenditures by \$2.5 million. The Mayor and Council expectations were met by reducing the FY 2014-15 Budget by \$9.9 million. This was accomplished with a 9.2% decrease in health care costs and a slight increase of 0.91% in city pension contributions. Also, the budget was decreased due to a reduction in capital outlay. There is a 3 mil power cost adjustment to the power utility.
3. The Adopted Budget for FY 2015-16 follows the yearly trend of efficient and effective fiscal responsibility by lowering the overall budget by \$6,092,177 from the previous year amended budget. This objective was accomplished by:
 - a. Reducing personnel cost through attrition
 - b. A modest reduction in the city pension contribution
 - c. Debt service savings through bond refinancing
 - d. Reductions in capital outlay expenditures
 - e. Reductions in operating expenses

Economic Climate

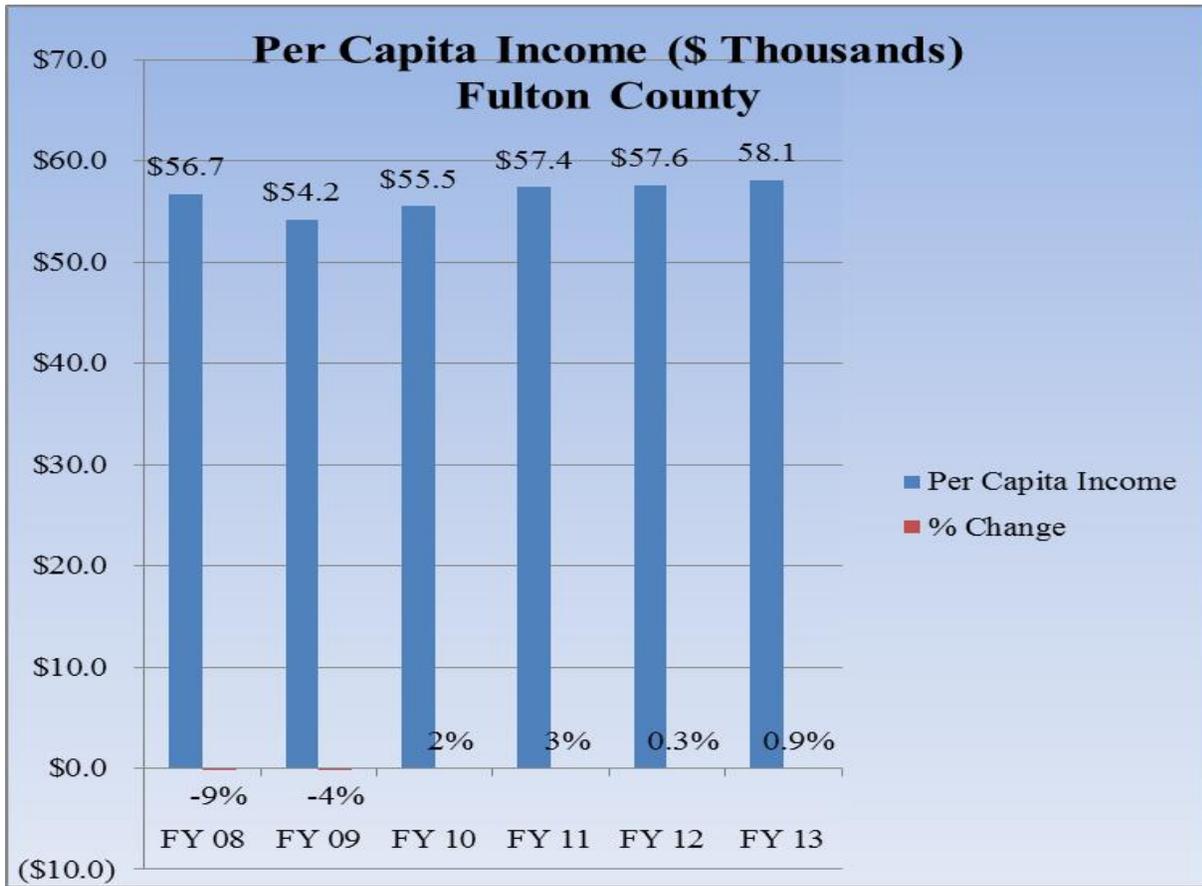
The local economy is expected to continue its modest growth mode as the new fiscal year unfolds. The two primary economic variables are construction investment and personnel income growth. While weak by comparison, to recent years, both variables are expected to continue modest gains, as job growth turns slightly positive. Employment information based on South Fulton County employment statistics.

The Mayor and Council requested an overall budget reduction of expenditures by \$2.5 million. The Mayor and Council expectations were met by reducing the FY 2014-15 Budget by \$9.9 million. This was accomplished with a 9.2% decrease in health care costs and a slight increase of 0.91% in city pension contributions. Also, the budget was decreased due to a reduction in capital outlay. There is a 3 mil power cost adjustment to the power utility. In addition, the budget reflects a two percent salary increase for full-time and part-time employees.

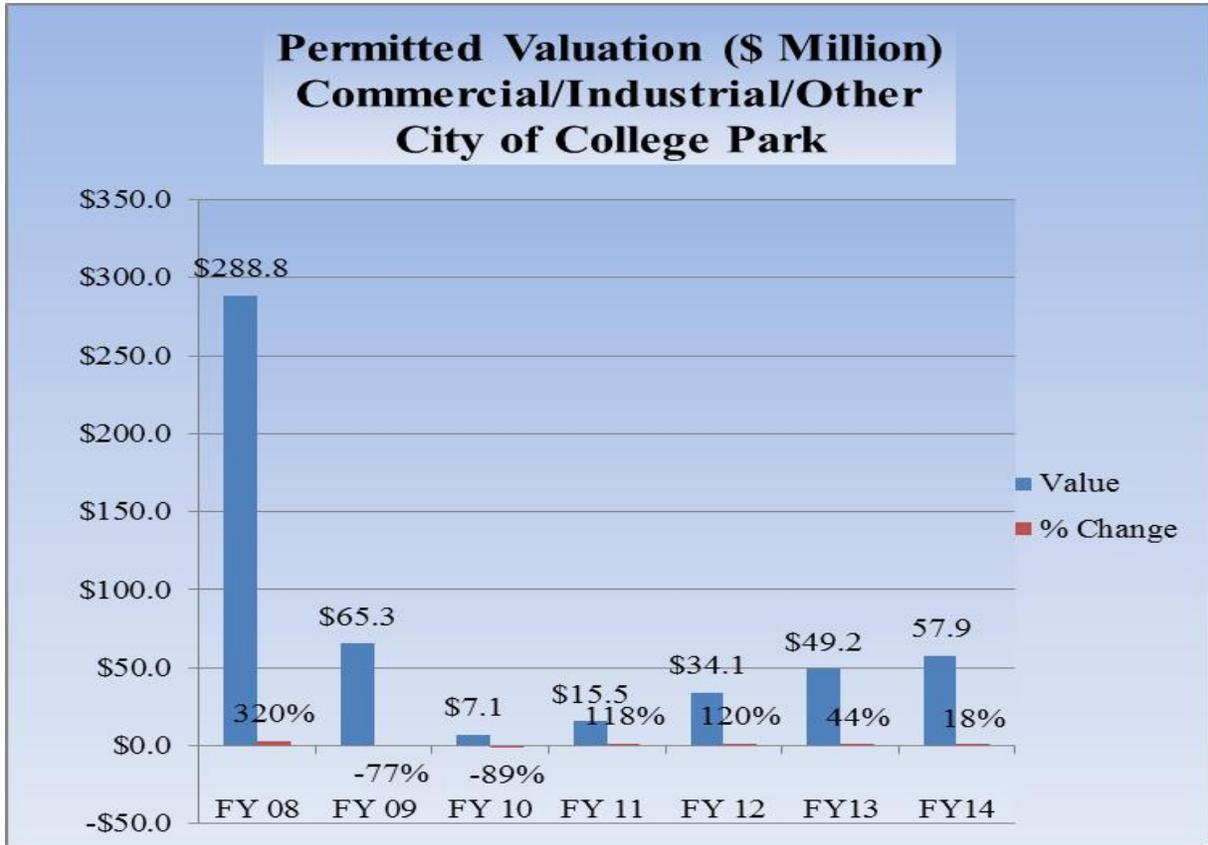
**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Summary of the FY 2015-2016 Budget

The proposed expenditure budget for FY 2015-2016 is \$109,127,915. This represents a 5.3% net decrease and \$6,092,177 less than the amended FY 2014-2015 budget of \$115,220,092. Below is the summary of the total All Funds Budget:

	Amended Budget 2014-2015	Proposed Budget 2015-2016	Increase (Decrease)	%
General	\$28,536,671	\$26,986,911	(\$1,549,760)	-5.4%
Confiscated Drugs	30,000	-	(30,000)	-100.0%
State Drug Fund	-	-	-	0.0%
Emergency 911	899,212	898,212	(1,000)	-0.1%
Power	31,433,530	29,570,026	(1,863,504)	-5.9%
Water & Sewer	9,367,570	8,930,691	(436,879)	-4.7%
Sanitation	2,662,512	2,444,720	(217,792)	-8.2%
Convention Center	16,826,550	15,468,508	(1,358,042)	-8.1%
Hospitality Fund	9,506,970	9,506,970	-	0.0%
GICC Spec District	105,850	105,850	-	0.0%
FAA Facility	3,026,399	2,311,524	(714,875)	-23.6%
BIDA	7,522,989	8,947,226	1,424,237	18.9%
Car Rental Tax	2,665,500	1,573,270	(1,092,230)	-41.0%
Main Street	93,225	91,006	(2,219)	-2.4%
SPLOST	1,600,000	1,600,000	-	0.0%
Storm Water	895,000	693,001	(201,999)	-22.6%
Golf	48,114	-	(48,114)	-100.0%
CDBG	-	-	-	0.0%
Grant Funds	-	-	-	0.0%
Total	\$115,220,092	\$109,127,915	(\$6,092,177)	-5.3%

Budget Format

The College Park budget worksheet format has been structured to address Council's requests from previous years' budget meetings. The FY 2014 Actual Expenses are presented, 2015

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Amended Budget, 2015 Actual Expenses (year to date through March 23, 2015), Percent Used (percentage of 2015 Actual expenses over 2015 Amended Budget), 2016 Department Head Requested, 2016 City Manager Recommended, and Percentage Change (2016 City Manager Recommended to 2015 Amended Budget). Also, included in response to Council's requests is a summary for department directors with budgets comprised of multiple departments. The College Park Adopted Budget is prepared to conform to the modified accrual accounting basis, which is also used in our accounting system and procedures.

The adopted FY 2015-16 General Fund Budget is summarized as follows:

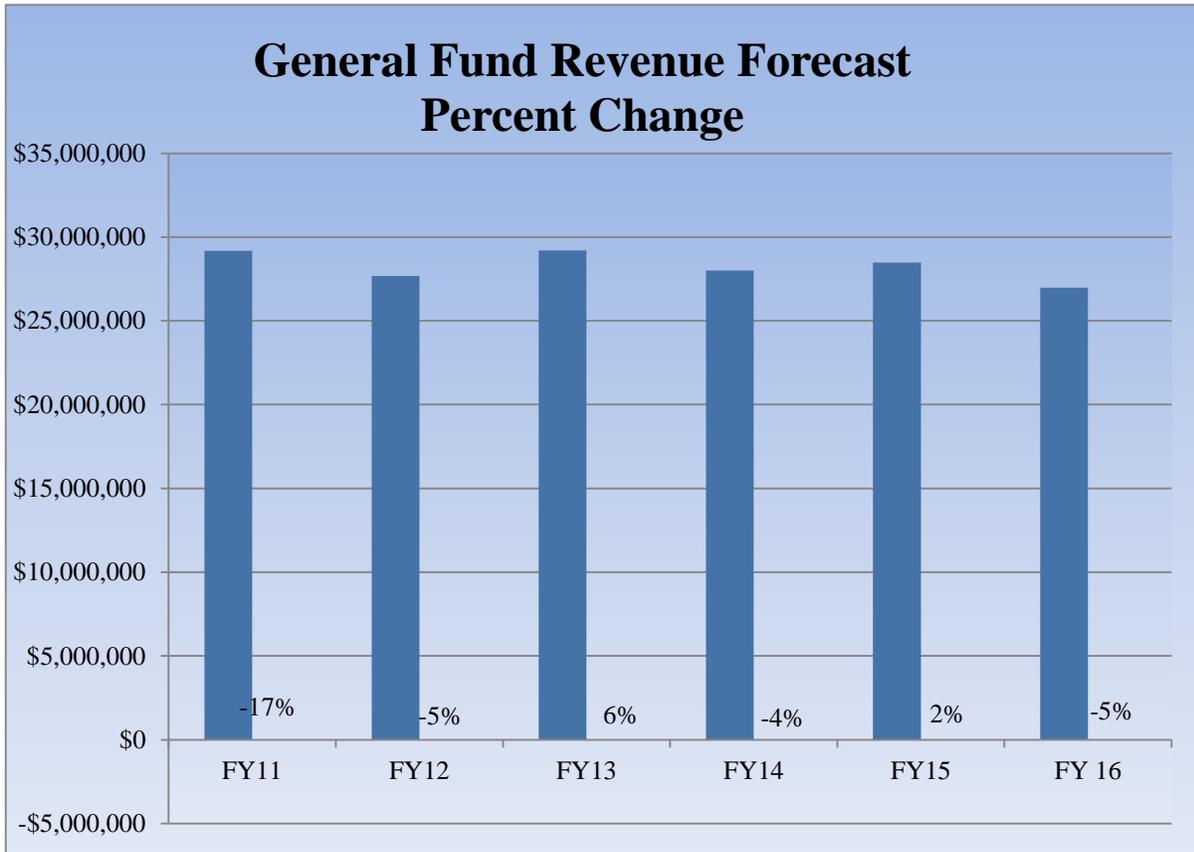
Revenues	CM Recommended
Taxes	\$18,249,544
Fee, Licenses & Permits	4,311,843
Charges for Services	200,400
Leases and Other Rents	56,000
Intergovernmental	0
Other Income	2,569,348
Operating Transfers In	1,599,776
Budget Carryforward	<u>0</u>
 Total Revenue	 <u><u>\$26,986,911</u></u>
 Expenditures	
Personnel Services *	\$18,890,296
Operating Expenses**	5,530,765
Material & Supplies	1,006,349
Capital Outlay	891,404
Cost of Sales	19,000
Non-Operating***	<u>649,097</u>
 Total Appropriations	 <u><u>\$26,986,911</u></u>

*Personnel Services include salaries and employee benefits.

**Operating Expenses include communications/utilities, rentals, repairs and maintenance, training and education, and other services and charges.

***Non-Operating Expenses include transfers from the General Fund to the FAA, Main Street and E911 funds.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



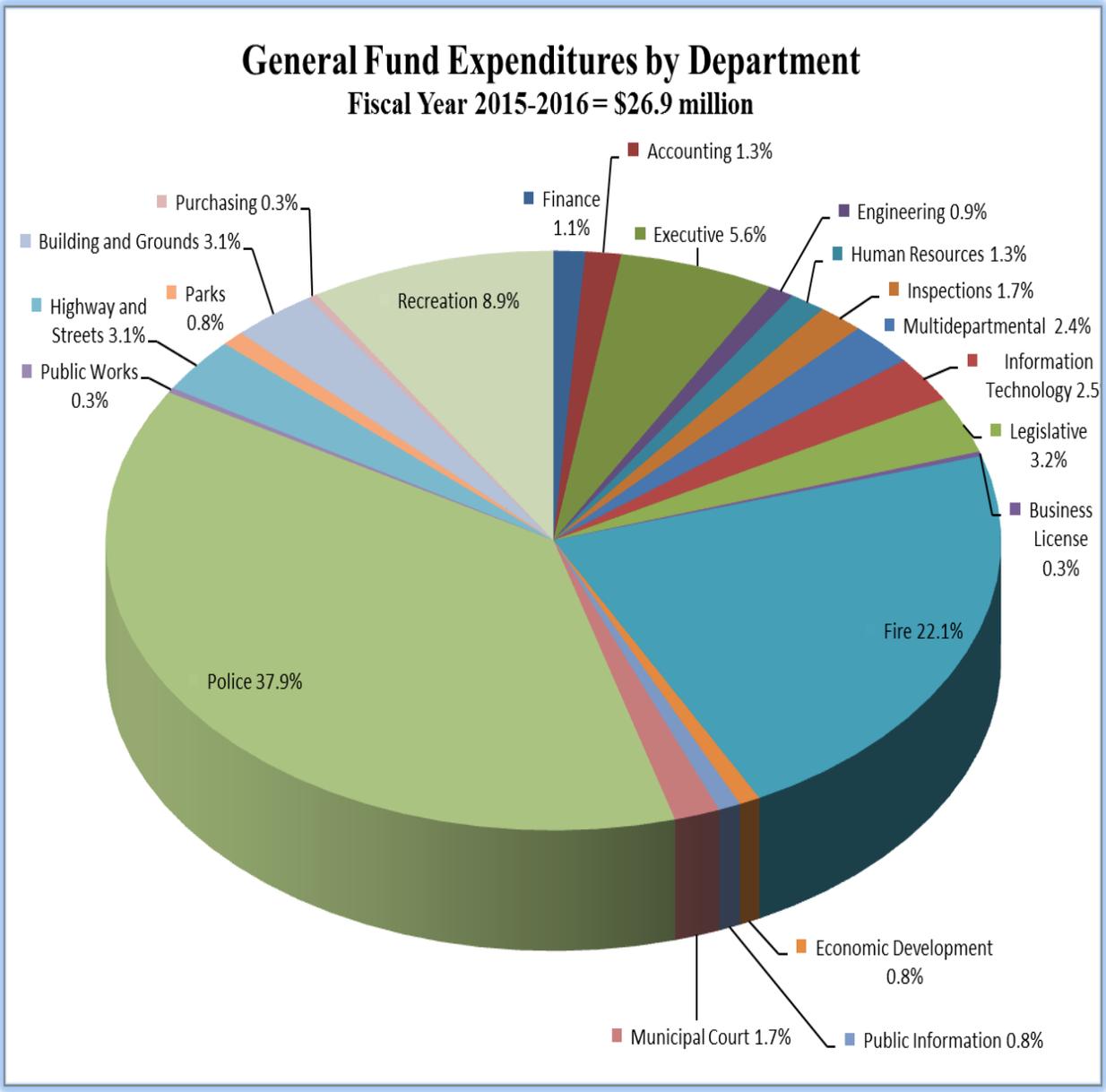
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

FY 2015-16 General Fund Summary
Dollars Millions

	Projected FY 15	Proposed FY 16
Beginning	<u>\$17.0</u>	<u>\$17.0</u>
Revenue	27.0	27.0
Expenditures	<u>27.0</u>	<u>27.0</u>
Ending Balance	<u>\$17.0</u>	<u>\$17.0</u>
*Req. Unassigned Fund Balance 30%-60%	\$5.1	\$5.1
Unassigned Fund Balance	\$3.9	\$3.9

*Transfers-out are omitted from expenditures to arrive at unassigned fund balance.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

BUDGET BY FUNCTION

GENERAL FUND

The General Fund is a service organization involved with providing services to the entire citizenry; and simply stated, it represents the expenditures for governmental operations. The expenditures, largely personnel services, are susceptible to inflationary increase and the revenues for the upcoming fiscal year will remain constant.

The General Fund balance experienced a major increase from \$14.2 million in FY 2011-12 to \$17.8 million in FY 2013-14. The fund balance has been used to fund basic services.

The General Fund is a service organization involved with providing services to the entire citizenry; and simply stated, it represents the expenditures for governmental operations. The expenditures, largely personnel services, are susceptible to inflationary increase and the revenues for the upcoming fiscal year will remain constant.

During FY 2010-11, the Mayor and Council adopted a Governmental Accounting Standards Board (GASB) 54 Fund Balance Policy. The City will strive to maintain an unassigned fund balance in the General Fund between 30%-60% based upon annual expenditures. As of June 30, 2014, the City's unassigned fund balance is 27% of total General Fund expenditures.

The General Fund has the following transfers: (1) Main Street of \$91,006 for salaries and operating expenditures ((3) E911 of \$558,091 for salaries and operating expenditures.

Included in General Fund Revenues is Operating Transfers In–Hospitality Fund in the amount of \$1,200,000. This amount is dedicated to economic development efforts in the City (the costs of the Business Development and Main Street Departments) as well as an appropriation to further the general purposes of the City government. The funds are included in the General Fund Revenues for the following reasons:

- The combination of the Hotel/Motel Tax and the Special District Tax when added to operating revenues from the Georgia International Convention Center (GICC), are more than sufficient to cover all of the debt service on the existing and adopted bonds as well as all other costs.
- The expenditures necessary to continue with the new developments are a valid use of the Hotel/Motel Taxes.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Also included in revenues are operating transfers from Enterprise Funds that represents funds allocated costs for shared computer services, administrative costs, operating expenses and payment in lieu of taxes:

- FAA Fund-\$399,766

REVENUES

Ad Valorem (Property Tax)

The FY 2015-16 General Fund (Operating Budget) proposes a flat millage rate of 12.619 mills, as adopted during FY 2013-14.

	<u>2013-14</u>	<u>2014-15</u>	% Change <u>+ / (-)</u>
General Fund (mills) (General Operating)	12.619	12.619	0%

The tax rate levied against the City’s new assessed valuation (taking into consideration the application of homestead exemption and the assessment ratio of 40% of taxable value for all properties) is expected to yield a slight increase for FY 2015-2016 over the amended budget for FY 2014-2015. This anticipated neutrality of the tax digest is predominantly due to an estimation of the revaluations of existing properties throughout the City.

The City’s total assessed valuation of properties of all types, residential and commercial throughout the City has decreased from \$991,614,737 in 2013 to \$941,942,712 in 2014, primarily due to a decrease in business personal property tax digest values. The CONRAC facility was added to the 2011 tax digest as requested of Fulton County.

The Flight Equipment Tax, computed on the value of the airplanes and related equipment parked on the airport concourses within College Park’s jurisdiction as of January 1st, is projected to reduce slightly from \$1,650,000 to \$1,406,000 in the FY 2015-16 Budget. The collections are based on actual billings for the calendar year 2014. Valuations are self-reported by the airlines to the Department of Revenue and are listed in Utility Digest. Additional factors that affect the valuation include aging fleets, depreciated values and a decline in the number of airlines with fleets based at the Atlanta airport when not in operation.

The Special District Tax is presently a 14.5 mills tax rate applied to hotels operating in the defined special district. This tax was imposed to recover amounts from the economic benefits enjoyed by the hotels provided by the Convention Center. All of the tax collections are used to

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

supplement facility-generated revenues and to provide for debt service. This revenue is projected to be the same as last year's budgeted amount of \$105,850.

Ad Valorem (Vehicles)

The assessed valuation of vehicles has increased from \$175 million in 2013 to \$133 million in 2014. The car rental companies remit taxes on their inventory based on an alphabet/ month schedule, i.e. Alamo would submit taxes in January (A-B), Enterprise in March (E-H), Hertz in May and so on.

Other Revenues

The economy is continuing to experience a gradual recovery. Consequently, new business and construction activity is increasing incrementally. Several revenue sources such as business license inspection fees, permits, planning and zoning fees are anticipated to remain constant.

During FY 2013-14, College Park finalized negotiations with Clayton County for their share of local option sales tax (LOST). Clayton County LOST distributions to College Park will remain constant for FY 2014-15. College Park has not finalized negotiations for LOST distributions with Fulton County. The proportionate share of College Park LOST allocation from Fulton County is much smaller due to the number of cities in Fulton County. College Park is anticipating a decrease in LOST distribution from Fulton County when negotiations are finalized. Fulton County LOST distributions budgeted amount was reduced by \$1 million for FY 2014-15 and will remain flat for FY 2015-16. Municipalities receive LOST distributions from the County based on eight criteria. The agreement for LOST distributions is for 10 years.

Other projected revenues are expected to remain constant in the FY 2015-16 budget year as compared to the FY 2014-15 amended budget.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

EXPENDITURES

The budgeted general fund expenditures for FY 2015-16 will be \$1.5 million less than the amended FY 2014-15 Budget, representing a decrease of 5.4%. In general, Operating Expenses decreased 0.005%, Personnel Costs remained flat, Materials/Supplies decreased 2.7%, and Cost of Sales decreased by 2.6%. Capital Outlay decreased 26% and Operating Transfers decreased by 47%.

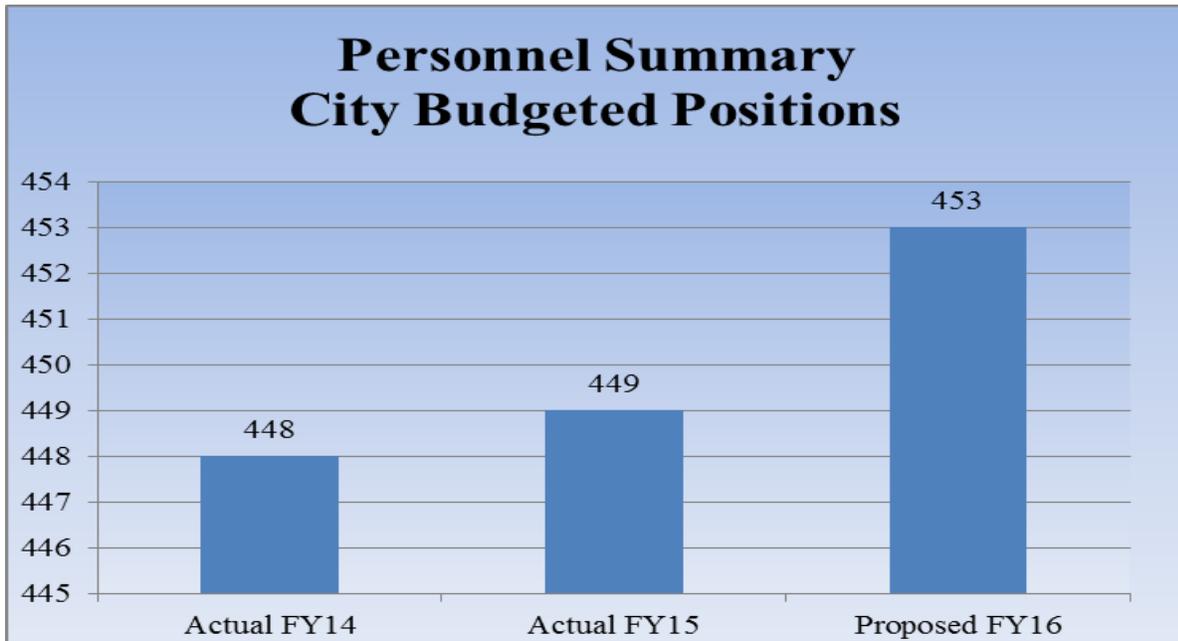
Personnel Costs

The Personnel Costs (salaries, wages and employee benefits) in the adopted 2015-16 Budget Year will equal approximately 70% of the General Fund (Operating Budget) net of Operating Transfers. This budget will sustain the current level of municipal services to the City of College Park.

The total personnel count for the overall budget program (All Funds) for the adopted FY 2015-16 is 453 positions; 4 positions more than the Amended FY 2014-2015 budget. For the General Fund Budget, the total personnel count is 321 positions and reflects no change in positions from FY 2014-15. For the Other Funds Budget, the total personnel count is 132 positions: a change of 4 positions from FY 2014-15.

The city's recommended pension contribution will decrease from 22.54% to 20.93% based on the results of the most recent Georgia Municipal Association actuarial computation. For FY 2015-16, the City will continue its Healthy City Initiative Program for City employees.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Operating Expenditures

The total cost of operating expenditures reflects an increase in the FY 2015-2016 Proposed General Fund budget of \$9,487 compared to the FY 2014-2015 amended budget.

The decrease is comprised of the following object accounts:

Communications and Utilities	(\$1,243)
Rentals	0
Repairs and Maintenance	0
Building Maintenance	(6,300)
Training and Education	17,030
Other Services and Charges	<u>0</u>
 Total Net Change in Expenditures	 <u>\$9,487</u>

Materials and Supplies

The total cost of Materials and Supplies reflects a decrease in the proposed FY 2015-16 General Fund budget of \$27,861 over that of the FY 2014-15 amended budget.

Capital Outlay

Overall, the cost of Capital Outlay decreased from \$1,310,940 in the Amended FY 2014-15 General Fund budget to \$891,404 in the proposed FY 2015-2016 Budget, a decrease of \$419,536.

A comprehensive listing and explanation of these Capital Improvement items appropriated under All Funds FY 2015-16 are provided in the Capital Improvement listing.

It is advisable, as well as extremely important, for a City to undertake and maintain an on-going viable annual capital improvement program yearly because these costs in total are usually the heaviest faced in any budget. Proper scheduling of capital improvement projects, as well as a level appropriation (i.e., an equal dollar allocation each fiscal year), prevents excessive costs in any one budget year.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

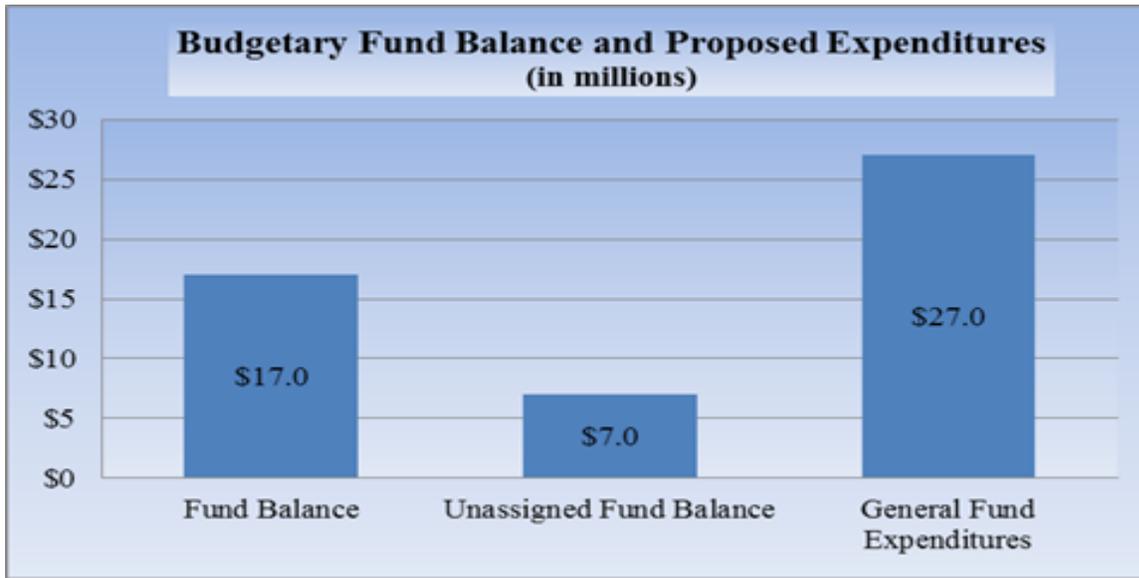
Capital Outlay Summary by Fund

	FY 2014-15	FY 2015-16	
	<u>Amended Budget</u>	<u>Proposed Budget</u>	<u>Percent Change</u>
General Fund	\$ 1,310,940	\$ 891,404	-32.0%
SPLOST Fund	1,575,000	1,575,000	0.0%
Water and Sewer Fund	1,488,504	522,200	-64.9%
Sanitation Fund	218,500	61,921	-71.7%
Storm Water Utility Fund	45,000	150,000	233.3%
Electric Fund	3,530,332	1,348,000	-61.8%
Convention Center Fund	1,085,000	912,000	-15.9%
Car Rental	-	173,000	173000%
FAA	-	13,146	13146%
BIDA Fund	80,000	100,000	25.0%
Total	<u>\$ 9,333,276</u>	<u>\$ 5,746,671</u>	<u>-38.4%</u>

Fund Balance

The graph below illustrates the Unassigned General Fund Balance and Total General Fund Balance as a percentage of General Fund Expenditures projected for June 30, 2015. The City's GASB 54 Fund Balance Policy requires the City to maintain an Unassigned General Fund Balance between 30%-60% based upon annual budgeted expenditures. The Unassigned General Fund Balance is at 26%.

CITY OF COLLEGE PARK, GEORGIA
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Debt Service

There is currently no debt service obligation in the General Fund budget.

Summary

To summarize the General Fund, the budget basically maintains the current level of municipal services and programs. There is no increase to the millage rate. The FY 2015-2016 Adopted Budget proposes a staff increase of 4 positions in the Convention Center Fund in direct correlation to increased revenue projections. The city's recommend pension contribution has decreased by 1.6%. There is a 3 mil power cost adjustment for power utility.

BUDGET BY FUNCTION

POWER ENTERPRISE FUND

Until approximately 1998, College Park was legally limited in the ability to sell or trade this excess generating capacity. However, beginning in 1998, federal and state laws governing such sales changed so that energy could now be traded as a commodity, allowing College Park to more effectively address the excess capacity cost obligation. By selling it to other Municipal Electric Authority of Georgia (MEAG) cities (i.e., Inter-participant Transfers or IPT's) and into the open market, as well as seeking other opportunities to this asset such as competing for "off-system" competitive loads. This effort continues as evidenced by the agreement in FY 2008

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

between College Park and two of its sister electric cities for the long-term sale of 21MW of excess capacity.

In order to continue the City's efforts to maximize the opportunities available as a result of excess power supply position, the Power Department has completed or is contemplating the following measures:

- College Park Power in conjunction with MEAG has established the above-mentioned "Municipal Competitive Trust Fund" which is administered by MEAG for the benefit of each MEAG participant. The purpose of this fund is to offset future wholesale power cost increases, which allow each MEAG participant to stabilize rates and become increasingly competitive with surrounding public and private utilities.
- A comprehensive cost of service study was completed based on data collected for Fiscal Year End June 30, 2009 and showed that overall rates are continuing to adequately recover all operating costs plus a reasonable margin. It also showed that College Park Power has some of the lowest rates in the State of Georgia. Georgia's 94 electrical companies participated in a 2014 rate analysis, performed by the Georgia Public Service Commission, which disclosed that College Park Power's winter rates were the 13th lowest and their summer rates were the 35th lowest in the State.
- During FY 2015-16 the Power Department is proposing to transition all electric meters and water meters to the advanced stage of remote reading, connections, and disconnections. The process will take approximately 12 months including a pilot project, full deployment of meters, and a parallel read period. Once completed, the Power Department and Customer Service Department will have remote access to all meters for real time data and re-reads to expedite customer service needs.
- All City departments contribute to the revenue stream by paying for their actual costs of electricity. The estimated revenue from Other City Sales will remain constant at \$300,000 for FY 2015-16.
- The Georgia International Convention Center (GICC) power will remain constant at \$1.2 million for FY 2015-16.

The Power Fund has a 3 mil Power Cost Adjustment (PCA) for FY 2015-16. The increase is due an anticipated increase in power cost to be passed on to the City by MEAG in 2018. The increase in PCA is necessary for the Power Fund to continue to generate sufficient revenues necessary to contribute to cash reserves.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Power Fund operating transfers for FY 2015-16 are as follows:

- Operating Transfers to the General Fund is \$1,535,414 for FY 2015-16, which represents an decrease of \$2,525,104 over the prior year budgeted transfer amount of \$4,060,518.
- Operating transfers to the BIDA Fund is \$1,000,000 which represents a decrease of \$3,100,000 over the prior year budgeted transfer amount of \$4,100,000.

WATER AND SEWER FUND ENTERPRISE FUND

The Water and Sewer Fund accounts for all operating and capital cost required to provide efficient water/wastewater services to the public. Revenues are provided from user charges for services and interest on investments.

The City of College Park owns and operates a Water Distribution System and a Sanitary Sewer Conveyance System. The City of East Point provides approximately 3 million gallons of potable water to College Park per day. FY 2012-13 budget reflected a \$0.50 increase in the water rate, which became effective April 2012. The City of Atlanta and Fulton County provides treatment of the City's wastewater. During FY 2009-10, the City of College Park began to purchase an estimated .5 to 1.5 million gallons of potable water per day from the Clayton County Water Authority as a secondary source of water supply.

During FY 2012-13, the City began construction to develop groundwater wells to supplement their existing water supply. Well No. 1 was completed and has a pumping capacity of 70 gallons per minute or 100,000 gallons per day. To treat more than one well with the filters, flows can be blended with finished water. Also, chemical feed capacity can be increased easily to treat up to 300,000 gallons per day at facility. During FY 2014-15, the City will perform exploration for additional water wells.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

STORM WATER UTILITY FUND ENTERPRISE FUND

The Storm Water Fund accounts for the repair and maintenance of the city's storm sewer collection system.

On July 1, 2007, Mayor and Council approved the City of College Park's Storm Water Utility Program. This program allows the City to collect a monthly fee from residential and commercial utility customers for the amount of impervious surface that allows storm water run-off from their property into the City's storm water sewer system. Fees are based on single family units (SFU) and each customer is charged a fixed rate per unit depending upon category. Revenues from this fee are allocated to improve the City's overall storm sewer infrastructure and enhance the existing (CPM) comprehensive preventive maintenance program, construction and general maintenance.

This is the sixth year of the program and we are addressing infrastructure needs; cost effective design and construction of the necessary improvements; providing leadership through implementation of best management practices (BPMs) that will enhance water quality throughout the City improving the overall quality of life for our citizens. During FY 2014-2015 the Storm Water Utility fund will continue making debt service payments on the \$2,000,000 of stimulus funds received from Georgia Environmental Finance Authority. The outstanding loan balance at June 30, 2014 was \$1,784,097. There is no increase in the storm water fee for FY 2014-15.

SANITATION ENTERPRISE FUND

The Sanitation Fund is for residential and commercial trash-pick-up, the city's recycling program, animal control and yard waste curbside pick-up.

The current cost for solid waste collection is \$16.50 per household or unit. College Park also provides commercial collection within the corporate limits. Revenues collected for providing these services fund operations and capital expenditures within this division. In 2006, Mayor and City Council authorized a \$1.00 increase to establish a Capital Improvement Plan for Sanitation. This amount is \$36,000 per year.

There is no increase in the solid waste management fee for FY 2014-15. Capital Expenses recommended budget of \$130,000 for vehicle and equipment purchases should insure continued effective and efficient collection services for the citizens of College Park.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

CONVENTION CENTER ENTERPRISE FUND

The Georgia International Convention Center (GICC) opened at its new location in April 2003. The GICC is a premier facility in the Southeast United States, covering 400,000 square feet; which includes a 40,000 square foot ballroom (the largest in the State of Georgia) and a 150,000 square foot exhibition hall.

The total revenue budget for the GICC reflects a decrease in the FY 2015-16 Adopted Budget of \$1,358,042 below the amended budget for FY 2014-15. The decrease is primarily due to the decrease in budget carry forward and Transfers – GICC and an increase in Administrative/Hospitality for FY 2015-16. Total revenue reflects the transfer of Hotel Special District Tax and GICC Special District Fund taxes to the GICC for bonded indebtedness for the Convention Center and infrastructure.

Sales Food and Beverage	\$245,531
Security	0
Parking	50,000
Meeting Rooms	0
Telecommunications	60,000
Audio Visuals	45,000
Administrative/Hospitality	118,058
Transfers - GICC	(1,127,463)
Budget Carryforward	<u>(749,168)</u>
Total Net Change in Revenues	<u>(\$1,358,042)</u>

Budget expenditures for FY 2014-15 indicate an overall decrease net of capital expenditures, operating transfers out and debt service of \$366,143 or -5.42%. This decrease is comprised of the following object accounts:

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Convention Center - Change in Expenses	Increase (Decrease)
Personnel Services	(\$13,990)
Employee Benefits	(11,172)
Cost of Sales	(205,750)
General Operating Expenses	(211,218)
Capital Outlay	(736,250)
Operating Transfers Out	820,839
Debt Service	(8,602)
 Total Net Change in Expenses	 (\$366,143)

FEDERAL AVIATION ADMINISTRATION ENTERPRISE FUND

The Federal Aviation Administration (FAA) Fund is used to account for the lease of office buildings to the General Services Administration of the federal government regional headquarters. This fund also accounts for the operating activities of these buildings as well. Its revenue sources are derived from projected Facility Rental Income of \$2,451,291 and Operating Transfer In from the General Fund of \$574,508.

The 2011 FAA Taxable Refunding Revenue Bonds retired in FY 2013-2014 which substantially reduce the expenditures budget for FY 2014-15. In addition, as per the agreement with the General Services Administration the rental rate for the Phase I Building was renegotiated during FY 2013-2014. In the original agreement the rental rate was \$17.97 per square foot and was agreed to be reduced to \$7.78 on October 1, 2013, however, the final rental rate was negotiated to \$11.28 per square foot over a ten year period. The 1993 Revenue Bonds will retire in FY 2014-15. In addition, as per the agreement the rental rate for the Phase II Building will be renegotiated in FY 2014-15.

BUSINESS INDUSTRIAL AND DEVELOPMENT AUTHORITY

The Business Industrial and Development Authority (BIDA) work to encourage business relocation and expansion by offering access to BIDA owned property and BIDA funding initiatives. The purpose of BIDA, according to Georgia Senate Resolution No. 348, is to attain development and promote for the public good, general welfare, trade commerce, industry and employment opportunities. BIDA revenue sources are derived from sales of land, rental income and property tax income.

**CITY OF COLLEGE PARK, GEORGIA
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BIDA's budget decreased from \$10,999,706 in the Amended FY 2013-14 to \$7,522,989 in the Adopted FY 2015-16. The adopted budget decrease is primarily due to the exclusion of prior year's budget item of \$4.1 million to purchase non-master land property for future economic development.

GOLF COURSE ENTERPRISE FUND

The Golf Course Fund is used to report the revenues and expenses generated or incurred through golf course activities. Its revenue sources are derived from fees and equipment rental. The Golf Course operating budget for FY 2015-2065 is \$0.

SPECIAL REVENUE FUNDS

HOSPITALITY FUND

The total revenue budget for the Hospitality Fund reflects an increase in the FY 2015-16 budget of \$800,000 over the amended budget for FY 2014-15.

With the passing of the 2% increase in the Hotel/Motel excise tax in FY 2011-12, the City of College Park created a College Park Destination Management Organization (CP-DMO), a non-profit, non-sectarian corporation. The general purpose of the CP-DMO is to operate exclusively for the purpose of promoting tourism, attracting groups, conventions and trade shows to the City of College Park's convention venue, local hotels and restaurants.

Mayor and Council ratified the 2% Hotel/Motel tax increase that became effective on July 1, 2011. 1.5 % of the Hotel/Motel tax increase will be used for the CP-DMO and .5% may be used for tourist/convention product development (CP-TPD). A Destination Marketing Organization line item was established in the Hospitality Fund for FY 2012-2013 budget.

The distribution of these tax collections is as follows:

- General Fund – \$1,200,000

This transfer covers the costs of the Main Street and Business Development departments, as well as the portion of collections not necessary for bond debt or other purposes from funds other than the General Fund.

- GICC – \$6,257,000

**CITY OF COLLEGE PARK, GEORGIA
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This amount is transferred to pay principal and interest on bond debt as well as to cover operational costs associated with the GICC facility. \$20,000 is budgeted for legal fees related to the Hospitality Fund as well.

- CP-DMO – \$1,500,000

This amount is distributed to the CP-DMO to promote tourism, conventions, and trade shows by the CP-DMO.

- CP-TPD – \$500,000

This amount is allocated for tourism/convention product development.

GICC SPECIAL DISTRICT FUND

This fund is set up to pay the bond interest and principal expenses for the Gateway Development (including the GICC) and the Global Gateway Connector infrastructure through a transfer to the GICC fund. A special district tax was established in late 2001 for the entire project in anticipation that the tax revenues generated from new development within the redevelopment area (7.5 mills) would pay the annual debt service. Due to a lack of development, an infusion of funds from the Hospitality Fund will need to occur to make up the balance due on the annual payment. The Automated People Mover (APM) and hotel development opened in this tax district in December 2009. We anticipate that sufficient revenues would be collected to pay the annual debt service. The primary revenue source for the GICC Special District Fund in FY 2014-15 is fund income of Special District Taxes estimated at \$105,850.

COMMUNICATIONS (E911) FUND

The E-911 Fund accounts for monthly user charges on telephone service for operation and maintenance of the E-911 System, as well as for capital equipment purchases. This fund contains the Police Dispatchers as well as E911 Operators and the costs of providing those services to the community. Its revenue sources are derived as an Operating Transfer In from the General Fund of \$559,091, as well as the projected E911 collections and interest of \$340,121.

CAR RENTAL FUND

Car rental funds are used to account for revenue and expenditure of taxes collected from the excise tax levied on rental cars in the City.

Car Rental Tax collections for the FY 2015-16 have been budgeted upon the settlement of the funding formula litigation. This fund is projected to receive \$2,665,000 in FY 2015-16. Collections for prior years are as follows:

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

<u>Fiscal Year</u>	<u>Amount</u>	<u>Fiscal Year</u>	<u>Amount</u>
2005	\$2,548,311	2010	\$2,454,827
2006	\$2,703,314	2011	\$2,467,323
2007	\$2,748,648	2012	\$2,668,779
2008	\$2,681,445	2013	\$2,602,801
2009	\$2,622,351	2014	\$2,712,754

The annual allocations are added to the existing fund balance, less expenses for projects. The Car Rental Tax may only be expended for public safety projects, parks and recreation projects, and convention center/tourism uses.

Projected disbursements from this fund for FY 2015-16 are for costs associated with bonded indebtedness and operating expenditures.

GRANT FUNDS

This fund accounts for activities carried out by the City under the terms of various intergovernmental grants. Numerous federal and state grants comprise the Grants Funds. Most grants require either local match funds or soft (in-kind) contributions. There are no amounts budgeted for FY 2015-16.

Community Development Block Grant (CDBG) Fund \$0 – This Fund reports the grant revenue from the CDBG and the expenditure of those funds.

Confiscated Drug Funds \$30,000 - This Fund records the proceeds from confiscated drug funds and the expenditures of those funds on Police-related operations, supplies and/or capital items.

State Drug Fund \$0 – This Fund reports the City share of State Drug monies that are confiscated by the City.

CAPITAL PROJECT FUNDS

Main Street Fund \$91,006 – This fund accounts for the purpose of redevelopment of College Park Main Street. Mayor and Council have appropriated funds for the purchase of properties and the renovation of those structures for ultimate resale to new businesses. Proceeds from sales are then reinvested in additional properties.

Special Local Option Sales Tax Fund (SPLOST) Fund \$1,600,000 – This fund accounts for proceeds of a sales tax levied in Clayton County, which will be used by the City for the exclusive purpose of capital outlay projects.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

AGENCY FUND

Municipal Court Fund \$0 – This fund accounts for the receipt and disbursement of bonds (posted to secure release of individuals charged with various crimes) and court-ordered fines and fees made on behalf of third parties. There are no funds budgeted for the Municipal Court for FY 2015-16.

DEBT

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs. Also, to account for lease purchases from commercial paper loans for shorter-term financing.

All of the long-term debt owed by the City is in the form of Revenue Bonds. Revenue Bonds are repaid with proceeds of revenues paid by users of that service, as opposed to General Obligation Bonds, which are tax supported. By using this form of debt, pressures on the General Fund are minimized.

Convention Center - \$20,375,000. These revenue bonds, Series 2001, were issued for constructing the new Georgia International Convention Center. The outstanding balance of these revenue bonds at June 30, 2014 is \$0.

On July 11, 2013 the City of College Park Business and Industrial Development Authority (BIDA) issued \$17,090,000, 2.010% Civic Center Project Revenue Refunding Bonds, Series 2013. These revenue bonds were issued for the purpose of refunding of the City of College Park BIDA, 5.00% Revenue Bonds, Georgia International Convention Center, Series 2001. The outstanding balance of these revenue bonds at June 30, 2014 is \$16,795,000.

Convention Center - \$53,475,000. These revenue bonds, Series 2005, were issued for the purpose of refunding a portion of the City's Civic Center Project Revenue Bonds, series 2000, in order to refinance a portion of the costs of the convention center facility leased by BIDA to the City of College Park. The outstanding balance of these revenue bonds at June 30, 2014 is \$46,300,000.

BIDA - \$11,250,000. These revenue bonds, Series 2004, relates to the construction of the Public Safety Complex completed in November 2005. The outstanding balance of these revenue bonds at June 30, 2014 is \$530,000.

On July 11, 2013 the City of College Park Business and Industrial Development Authority (BIDA) issued \$7,960,000, 1.910% Public Safety Revenue Refunding Bonds, Series 2013.

**CITY OF COLLEGE PARK, GEORGIA
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These revenue bonds were issued for the purpose of refunding of the City of College Park BIDA, 5.25% Revenue Bonds, Public Safety Complex, Series 2004. The outstanding balance of these revenue bonds at June 30, 2014 is \$7,830,000.

BIDA - \$25,875,000. These revenue bonds, Series 2006, were issued for the purpose of financing the costs of acquiring land to be used as a site for a new hotel, retail, and office complex near the convention center facility, which land will be leased by BIDA to the City of College Park. The outstanding balance of these revenue bonds at June 30, 2014 is \$23,350,000.

BIDA - \$34,060,000. These revenue bonds, Series 2008, were issued for the purpose of financing the costs of acquiring, construction, and opening of a 402-key first class headquarters hotel and a 148-key select service hotel, on a site owned by the Authority which is adjacent to Georgia International Convention Center. The outstanding balance of these revenue bonds at June 30, 2014 is \$32,545,000.

BIDA - \$7,445,000. These revenue bonds, Series 2008A, were issued for the purpose of financing the costs of acquiring and construction of a 138,000 gross square foot, four story office building and related parking, on a site owned by the Authority which is adjacent to Georgia International Convention Center. The outstanding balance of these revenue bonds at June 30, 2014 is \$6,730,000.

BIDA - \$37,158,156. These revenue bonds, Series 2014, were issued for the purpose of refunding Series 2008 Economic Development taxable revenue bonds (Gateway Project). The original bonds were issued for the purpose of financing a portion of the cost of acquiring, constructing, and installing approximately 400-key first class headquarters hotel and approximately 147-key select service hotel and parking components on a site owned by the authority which is adjacent to the GICC. The outstanding balance of these revenue bonds at June 30, 2015 will be \$37,158,156.

BIDA - \$8,720,000. These revenue bonds, Series 2015, were issued for the purpose of financing the cost of the City of College Park's equity in the City of Atlanta Water and Sewer System. The outstanding balance of these revenue bonds at June 30, 2015 will be \$8,720,000.

FAA Projects I and II - The amounts borrowed in two separate issues (Series 1993 and 1999) were used to construct and equip the Regional Offices of the Federal Aviation Administration (FAA) and secured by a non-cancelable lease from the General Services Administration (GSA). Under the lease with the City, the City is obligated to make up the difference of rental payments received by the FAA to ensure amounts are sufficient to

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

make principal and interest payments on the bonds. A management company runs the facilities and disbursements are authorized at that level.

On July 20, 2011 the City of College Park Business and Industrial Development Authority (BIDA) issued \$8,960,000, 2.010% Taxable Refunding Revenue Bond, FAA Project, Series 2011. These taxable revenue bonds were issued for the purpose of refunding of the City of College Park BIDA, 6.5% Taxable Revenue Bond, FAA Project, Series 1999.

FAA – \$8,500,000. These revenue bonds Series 1993 outstanding balance at June 30, 2014 is \$1,125,000.

FAA – \$8,960,000. These revenue bonds Series 2011 outstanding balance at June 30, 2014 is \$0.

SUMMARY

There are many indicators, projections, charts and graphs in the Fiscal Year 2014-15 Budget document. This is rightfully so, since this budget also reflects College Park’s vision and focus on improving the quality of life for our residents, businesses and visitors, respectively. This budget reflects community values, goals, objectives and ideas, all of which are indicative and consistent with the expectations articulated by Mayor and City Council.

The Fiscal Year 2015-16 Budget represents the character of a city whose unique identity distinguishes itself from other geographical areas of Southwest Fulton County and the overall Atlanta Metropolitan Area. City administration began finalizing its recommendations for next year’s budget with 58% of the current fiscal year completed, 68% of the approved budget expended, and 77% of anticipated revenues collected. Staff is likewise working to promote and establish an unassigned fund balance that remains healthy.

Total General Fund expenditures are down 5.4%, and personnel services are down 0.5%. There is a decrease in city pension contribution. Fiscal Year 2015-16 will also mark the fourth consecutive year of administering a performance budget, enabling our ability to again secure recognition from the Government Finance Officers Association of the United States and Canada for best budget format. However, make no mistake that this effort represents a continuous process, as more work is required to truly solidify our belief that we are moving in the right direction.

Total local property tax millage for City operations will result in neutral revenues. Total appropriation for all funds is recommended to be \$109,127,515. As such, the overall Fiscal Year 2015-16 Budget is financially sound and delivers services our residents have come to expect.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	Amended Budget 2014-2015	Proposed Budget 2015-2016	Increase (Decrease)	%
General	\$28,536,671	\$26,986,911	(\$1,549,760)	-5.4%
Confiscated Drugs	30,000	-	(30,000)	-100.0%
State Drug Fund	-	-	-	0.0%
Emergency 911	899,212	898,212	(1,000)	-0.1%
Power	31,433,530	29,570,026	(1,863,504)	-5.9%
Water & Sewer	9,367,570	8,930,691	(436,879)	-4.7%
Sanitation	2,662,512	2,444,720	(217,792)	-8.2%
Convention Center	16,826,550	15,468,508	(1,358,042)	-8.1%
Hospitality Fund	9,506,970	9,506,970	-	0.0%
GICC Spec District	105,850	105,850	-	0.0%
FAA Facility	3,026,399	2,311,524	(714,875)	-23.6%
BIDA	7,522,989	8,947,226	1,424,237	18.9%
Car Rental Tax	2,665,500	1,573,270	(1,092,230)	-41.0%
Main Street	93,225	91,006	(2,219)	-2.4%
SPLOST	1,600,000	1,600,000	-	0.0%
Storm Water	895,000	693,001	(201,999)	-22.6%
Golf	48,114	-	(48,114)	-100.0%
CDBG	-	-	-	0.0%
Grant Funds	-	-	-	0.0%
Total	\$115,220,092	\$109,127,915	(\$6,092,177)	-5.3%

The College Park Executive Team therefore looks forward to working with Mayor and City Council during the upcoming budget workshops and public hearings, as well as welcomes the opportunity to address questions and concerns accordingly. In summary, the Fiscal Year 2014-15 Budget outlines and supports the City's good financial position, continues attention to engage various scale infrastructure improvements, encourages well-managed growth management policies and principles, and is supportive of expanding private/public collaborations and economic development.

I wish to offer a special and a very personal thanks to all department directors who assisted the Office of the City Manager in preparing this year's budget submission. Director of Finance and Accounting Derrick Canon-CPA, Accounting Supervisor Nina Mallard, Utility Accountant Rodrique Taylor, Accounting Assistant Cleshette Davis, Accounting Clerk Sandra Heard, Accounting Clerk Yolanda Thomas, Accounting Clerk Aline Malone-Farrar, and Tax Clerk Philip Latona, as well as all department managers, supervisors and section administrators who contributed invaluable in preparing the budget document. This year's submittal of an enhanced performance-oriented budget will enable us to continue exercises factually to ascertain how the

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

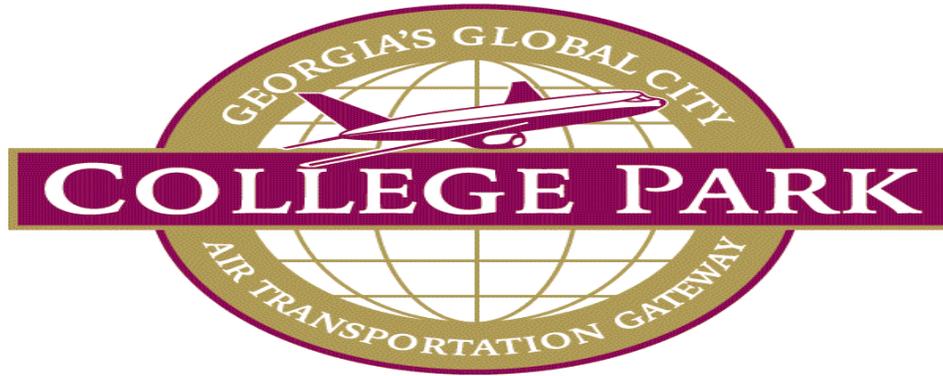
organization is doing in terms of productivity and how well we are responding to meet goals and objectives. We all must therefore operate on the premise that if you cannot measure output, you cannot improve it. Our efforts to more thoroughly benchmark municipal services, as well as highlight both performance indicators and accomplishments, will direct continuous improvement accordingly. We also hope the City and general public will avail themselves of the many facts and figures contained in this budget document so that we can better meet the challenges and expectations of our residents and other stakeholders. The City's administration and organization are up to the challenge and we look forward to a very productive year for our community.

Sincerely,

A handwritten signature in black ink, appearing to read "Terrence R. Moore". The signature is fluid and cursive, with a large initial "T" and "M".

Terrence R. Moore, ICMA-CM
City Manager

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



The Budget Process To Follow:

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

BUDGET PROCESS

Budget Definition

The Budget process consists of activities that encompass the development, implementation, and evaluation of a plan for the provision of services and capital assets.

A good budget process is characterized by several essential features:

- Incorporates a long term perspective
- Establishes linkages to broad goals
- Focuses budget decisions on results and outcomes
- Involves and promotes effective communication with stakeholders

These key characteristics of good budgeting make clear that the budgeting process is not simply an exercise in balancing the budget one year at a time, but strategic in nature, encompassing a financial and operation plan that allocates resources on the basis of identifiable goals. A good budget process moves beyond the traditional concept of line-item expenditure control, providing incentives and flexibility to managers that can lead to improved program efficiency and effectiveness.

Mission of the Budget Process

The mission of the budget process is to help decision-makers make informed choices about the provision of services and capital assets and to promote stakeholder participation in the process. Communication and involvement with citizens and other stakeholders is stressed. The broad nature of the budget mission allows issues to be addressed that have limited the success of budgeting in the past. The term stakeholder refers to anyone affected by or who has a stake in government. This term stakeholder includes, but is not limited to: citizens, customers, elected officials, management, employees and their representatives (whether unions or other agents), businesses, vendors, other governments, and the media.

It is vital that the budget processes include diverse stakeholders. The budget process should accomplish the following:

- Involve stakeholders
- Identify stakeholder issues and concerns

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

- Obtain stakeholder support for the overall budgeting process
- Achieve stakeholder acceptance of decisions related to goals, services, and resource utilization
- Report to stakeholders on services and resource utilization, and serve generally to enhance the stakeholders' view of government

The importance of this aspect of the budget process cannot be overstated. Regular and frequent reporting is necessary to provide accountability, educate and inform stakeholders, and improve their confidence in the government. Communication and involvement are essential components of every aspect of the budget process.

Principles and Elements of the Budget Process

The budget process consists of four broad principles that stem from the definition and mission previously described. These principles encompass many functions that spread across a governmental organization. They reflect the fact that development of a balanced budget is a political and managerial process that also has financial and technical dimensions. Each of the principles of the budget process incorporates components or elements that represent achievable results. These elements help translate the guiding principles into action components. Individual budgetary practices are derived from these elements and are a way to accomplish the elements. The principles and elements provide a structure to categorize budgetary practices.

- 1) Establish Broad Goals to Guide Government Decision-Making - A government should have broad goals that provide overall direction for the government and serve as a basis for decision making.
 - a) Assess community needs, priorities, challenges and opportunities
 - b) Identify opportunities and challenges for government services, capital assets, and management
 - c) Develop and disseminate broad goals
- 2) Develop Approaches to Achieve Goals – A government should have specific policies, plans, programs, and management strategies to define how it will achieve its long-term goals.
 - a) Adopt financial policies
 - b) Develop programmatic, operating, and capital policies and plans
 - c) Develop programs and services that are consistent with policies and plans
 - d) Develop management strategies
- 3) Develop a Budget Consistent with Approaches to Achieve Goals - A financial plan and budget that moves toward achievement of goals, within the constraints of available resources, should be prepared and adopted.
 - a) Develop a process for preparing and adopting a budget

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- b) Develop and evaluate financial options
 - c) Make choices necessary to adopt a budget
- 4) Evaluate Performance and Make Adjustments - Program and financial performance should be continually evaluated, and adjustments made, to encourage progress toward achieving goals.
- a) Monitor, measure, and evaluate performance
 - b) Make adjustments, as needed

Budget Roles and Responsibilities

Traditionally, every City of College Park employee plays a role in the City's budget — whether in its formulation, preparation, implementation, administration, or evaluation.

The City divisions have **Budget Liaisons** that coordinate the day-to-day budget management within their respective divisions along with the Finance Department. The Budget Liaisons serve as the vital communication link between their City division and the Finance Department on matters related to their specific operating and capital budget. Budget Liaisons are responsible for revenue and expenditure forecasts, monthly expenditure and revenue variance analysis, calculating user and indirect cost rates, monitoring the budget, support to the Finance Department in the Comprehensive Annual Financial Report preparation, and preparing budget review materials for the Director of Finance and Accounting, Department Directors, City Manager, Mayor and City Council, media and citizen.

The **Department Directors** are responsible for reviewing historical performance, anticipating future problems and opportunities, considering alternative solutions, and modifying and assembling their program data into a cohesive budget information package.

Traditionally, each Department Director is responsible for evaluating, reviewing, justifying and prioritizing all operating and capital budget requests for their division. Only those requests, that a Department Director believes support the City Manager's work plan, administrative direction, and program objectives are to be submitted to the Finance Department.

The **Finance Department staff** is responsible for preparing the multi-fund short-range and long-range revenue and expenditure forecasts, coordinating with Budget Liaisons in calculating user and indirect cost rates, developing the process and related forms for preparing and monitoring the budget, coordinating the compilation of budget data, analyzing operating and capital budget requests, supporting Finance Department in the Comprehensive Annual Financial Report preparation, asset monitoring, evaluating and summarizing budget requests from divisions and preparing budget review materials for the Director of Finance and Accounting, Department Directors, City Manager, Mayor and City Council, media and citizens.

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The **Director of Finance and Accounting and Department Directors** collaborate in developing programmatic, operating, and capital policies and financial plans that help define how the City of College Park will achieve its long-term goals. They are traditionally responsible for reviewing the program operating budget and capital budget requests and working with program managers to develop service recommendations that are consistent with management strategies, and the City's Adopted Financial Policies

The **City Manager** is responsible for reviewing and submitting a balanced Citywide proposed budget to the Mayor and City Council. Traditionally, from January through March, the City Manager holds weekly meetings with the various Departments, Director of Finance and Accounting and Department Directors to ensure the staff is preparing a proposed budget that address Council's priorities and to provide guidance on key policy issues related to the budget development.

The **Mayor and City Council** set the policy direction for staff related to the forthcoming budget by establishing broad goals for the organization, which serve as a basis for decision-making. The Council reviews key aspects of the City Manager's proposed budget including an examination of the revenue forecast and related assumptions, employee compensation including healthcare and retirement costs, changes to rates and fees, comprehensive financial policies, debt schedules, property tax rate and the capital budget. The budget process culminates in late spring with the Mayor and City Council holding two public budget hearings. The Mayor and City Council are ultimately responsible for the review of the City Manager's proposed budget, tentative budget adoption and final adoption of the budget. All Council budget hearings are open to the public for comment.

City of College Park's Traditional Budget Process

City of College Park's budget process is a key aspect of its strategic visioning and planning efforts - allowing the Mayor and City Council and staff the opportunity to reassess goals and objectives and the means for accomplishing them. The Mayor and City Council typically review the City's proposed budget in detail from April through the June adoption; they also traditionally provide input to the City Manager and staff throughout the year in regular Council meetings. In these meetings, the Mayor and City Council members collaborate to establish a mission and broad goals for the community articulate their priorities, discuss relevant issues such as methods of expanding and enhancing public input, and the most recent Economic/Revenue Forecast, and emerging budget, legislative and policy issues.

Policy/Strategy Development and Prioritization Process Phase

In the fall and spring, City Council typically reviews citizen input, Citizen Board feedback, Financial Policies, Economic Trends Analysis, citizen survey results and the most current Financial Forecast. They discuss broad organizational goals, priorities, and constituents' suggestions and expectations for College Park. From this, the Council establishes broad goals and strategic directives, which are the cornerstone for

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the development of the budget. These broad goals provide the overall direction for College Park and serve as a basis for decision-making. The executive and senior management staff updates City financial policies, plans, programs, and management strategies to define how the City will achieve the broad goals. It is within this framework that the City staff formulates the proposed Program Operating and Capital Budgets.

Budget Development and Prioritization Process Phase

Traditionally, in the early fall, the Capital Improvement Plan (CIP) development begins.

Capital project requests and changes to existing capital projects are reviewed by cross-divisional teams for accurate costing, congruence with City objectives and prioritized using a set of pre-determined criteria. Financing sources are then sought for the highest-ranking projects. The City Manager and Department Directors are involved in this process. The CIP is also developed along with mid-level managers from various City divisions. The staff, when developing their Program Operating Budget plans, closely considers the ongoing operating impacts of current and proposed capital projects. Staff also considers Mayors and City Council's goals and strategic directives as they develop program objectives and work plans for the budget period. The staff also prepares their proposed Program Operating Budgets, which requires that the budget be prepared solely at the existing service operating levels – no modifications are permitted at this stage of the budget development process. The divisional staff is also asked to evaluate their programs and/or positions for possible trade-offs, reductions or eliminations, or service level changes to offset inflation, contractual, compensation, and benefit cost increases. Traditionally any proposed changes in service levels, new programs, population/service growth, additional staff, and program trade-offs resulting in service level reductions/increases must be submitted to the Finance and Accounting Department in the preliminary budget.

City Management Review and Modification Phase

Traditionally, in the early winter, the divisions submit their proposed Program Operating Budget and Capital Project Budget requests to the Finance and Accounting Department. The initial multi-faceted review focuses on ascertaining the divisions complied with the Budget Department's budget instructions, reviewing the mathematical accuracy and logic of the divisional base budget, new employee requests and capital project requests. The review also includes a broader assessment of whether the divisional budget proposals address City Council's goals, strategic directives, and program service needs while maintaining a City-wide perspective ensuring the fiscal integrity of the City (not exceeding our forecasted resources/limits).

Mayor and City Council Budget Review and Adoption Phase

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In the early spring, the City Manager, Director of Finance and Accounting presents the proposed operating and capital budgets to the Mayor and Council citizens for consideration and further public input. The proposed budget is also communicated to the general public via the City's webpage. The City Manager, Mayor and Council along with the Director of Finance and Accounting and Department Directors holds public work sessions to review each division's proposed budget. This review focuses on how the division's program operating and capital budgets address citizens' priorities and City Council's goals. Additionally, there is a detail review of rates and fees, financial policies and compensation, including benefits. After the Mayor and Council complete their review of the City Manager's Proposed Budget, they recommend their changes to the budget. Next, two required public budget hearings are held and the Mayor and Council adopt the budget consistent with the City Ordinance and State law.

Implementing, Monitoring, and Amending the Budget Phase

In July, the City staff begins the process of implementing the newly adopted budget and is accountable for budgetary control throughout the fiscal year. Revenue and expenditure patterns are examined, compared to budget plans, and corrective action, if necessary, is taken during the fiscal year. Members of the Finance and Accounting Department and divisional Budget Liaisons meet every month to review current demographic, economic and financial trends, which may impact the City, and to plan strategy to ensure the City's fiscal integrity. City management are also provided monthly Financial Reports disclosing actual revenue, expenditure, and fund balance performance as compared to the budget plan. These Reports also include updates on the uses of the current year contingency and the budget planning/development for the coming fiscal year. The Mayor and City Council are providing a midyear budget, which highlights the variance of budgeted to actual expenditures for all funds.

College Park's programs and activities are periodically reviewed to determine if they are achieving City Council's goals, accomplishing strategic objectives and making efficient use of limited resources. The City Manager, Finance and Accounting Department and Department Directors provide assistance to staff in their review of programs. The staff of every City service or program is expected to conduct self-assessments and develop cost and quality measures of efficiency and effectiveness. Internal performance measurements are developed and reviewed on a periodic basis by management.

Ongoing monitoring of the City's financial performance is required of all Directors and Managers on a monthly basis. College Park's Program Operating and Capital Budget are adopted at a division level. The City uses the following as guidance throughout the fiscal year for adjustments to the budgeted amounts (Budget Amendment) and actual amounts (Adjusting Journal Entries). All proposed Budget Transfers and capital projects must be approved by the Department Director, Director of Finance and Accounting, and the City Manager before being submitted to the Mayor and City Council for consideration in a public meeting. If approved by City Council, the transfer is processed in the budget system by the Finance Department.

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All Adjusting Journal Entry requests to actual expenditures require a written justification and an explanation of the fiscal impact, which is reviewed and approved by the Finance Department staff before being processed. All amendments to the budget require Mayor and City Council's prior approval at a public meeting before the adjustment can be made by staff. If approved, the transfer is processed in the budget system by the Finance Department staff.

CAPITAL IMPROVEMENT PROGRAMMING

INTRODUCTION

Capital Improvement Programming is a guide toward the efficient and effective provision of public facilities. Programming capital facilities over time can promote better use of the City's limited financial resources and assist in the coordination of public and private development. In addition, the programming process is valuable as a means of coordinating and taking advantage of joint planning and development of facilities where possible. By looking beyond year-to-year budgeting and projecting what, where, when and how capital investments should be made, capital programming enables public organizations to maintain an effective level of service for both the present and future population.

The Capital Improvement Program (CIP)

The result of this continuing programming process is the Capital Improvement Program - the CIP – which is the City's five-year roadmap for creating, maintaining and funding present and future infrastructure requirements. The Capital Improvement Program addresses the City's needs relating to the acquisition, expansion and rehabilitation of long-lived facilities and systems. The CIP serves as a planning instrument to identify needed capital projects and coordinate the financing and timing of improvements in a way that maximizes the return to the public. It provides a planned and programmed approach to utilizing the City's financial resources in the most responsive and efficient manner to meet its service and facility needs. It serves as a "blueprint" for the future of the community and is a dynamic tool, not a static document.

The underlying strategy of the CIP is to plan for land acquisition, construction and maintenance of public facilities necessary for the safe and efficient provision of public services in accordance with broad policies and objectives adopted in the County's Comprehensive Plan. A critical element of a balanced CIP is the provision of funds to both preserve or enhance existing facilities and provide new assets to respond to changing service needs and community growth. While the program serves as a long range plan, it is reviewed and revised annually based on current circumstances and opportunities. Priorities may be changed due to funding opportunities or circumstances that cause a more rapid deterioration of an asset. Projects may be revised for significant costing variances.

The CIP is primarily a planning document. As such, it is subject to change each year as the needs of the community become more defined and projects move closer to final implementation. The adoption of the Capital Improvement Program is neither a commitment to a particular project nor a limitation to a particular cost. As a basic tool for scheduling anticipated capital projects and capital financing, the CIP is

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a key element in planning and controlling future debt service requirements. For this reason, the CIP includes some projects where needs have been defined, but specific solutions or funding amounts have not been identified. When adopted, the CIP provides the framework for the City Manager, Mayor and Council with respect to managing bond sales, investment planning and project planning.

What is Capital Improvement Plan (CIP)?

A Capital Improvement Plan is a comprehensive plan that projects the capital needs of the community. Generally, it is a cyclical process that projects the needs for a set number of years. Capital improvement plans are essential to sound infrastructure and long-term financial planning. The annual capital budget is derived from the long-term CIP.

The Capital budget authorizes and provides the basis for control of expenditures for the acquisition of significant City assets and construction of all capital facilities. A five-year CIP is developed and updated annually, including anticipated funding sources. This is done to ensure that the CIP continues to address the City's highest priorities. Capital budget appropriations lapse at the end of the fiscal year, however, they may be re-budgeted by the City Council until the project is complete and capitalized in the accounting fixed asset records.

Three key elements constitute a CIP:

- Relatively high monetary value (at least \$5,000)
- Long life (five years or more)
- Results in creation of a fixed asset, or the revitalization of a fixed asset

A capital project includes one or more of the following items:

- Construction of new facilities
- Remodeling or expansion of existing facilities
- Purchase, improvement and development of land
- Operating equipment and machinery for new or expanded facilities
- Planning and engineering costs related to specific capital improvements
- Street construction, reconstruction, resurfacing or renovation

In general, automotive and other rolling stock, personal computers, and other equipment not attached to or parts of new facilities are not to be included as a CIP project. The exception to this is when the total dollar amount of all the items are of a considerable value that they are grouped together and considered as a single capital project.

CIP Linkages

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College Park comprehensive capital project planning process has two essential components:

- The Capital Improvement Program (Mid-term Element, 5-10 years)
- The Capital Budget (Short-term Element, 1 year)

The Annual Capital Budget serves to appropriate funds for specific facilities, equipment and improvements. For projects supported by the General Fund (Paydown Projects), the first year included in the CIP reflects the approved annual capital budget funding level. Funding for subsequent years in the program are included for planning purposes only and do not receive ultimate expenditure authority until they are eventually incorporated into the annual Capital Budget. In general, General Obligation Bond funded projects and projects supported by other financing, are reflected in the 5-year program as approved for funding and the cash flow required for spending is reflected in each year. The CIP is a “rolling” process and subsequent year items in the CIP are evaluated annually and advanced each fiscal year.

The CIP Process

The capital program and budget is the result of an ongoing infrastructure planning process. Infrastructure planning decisions must be made with regard to both existing and new facilities and equipment. For existing facilities, the planning process addresses appropriate capital renewal strategies and repair versus replacement of facilities. New service demands are also considered since they often affect capital facility requirements. The CIP is developed annually using the following Principles of Capital Improvement Planning.

Principles of Sound Capital Improvement Planning

The Mayor and Council adopted Comprehensive Master Land Plan. The Capital Improvement Program (CIP) shall execute the goals and objectives of the adopted Comprehensive Plan for College Park, Georgia.

The Capital Improvement Program (CIP) shall execute the goals and objectives of the Mayor and Council adopted Comprehensive Master Plan for College Park.

1. Criteria consistent with the Comprehensive Plan, and with the principles stated herein, shall be established to guide the selection and prioritization of CIP projects.
2. The development of the CIP shall be guided by the principles of life cycle planning to ensure that long-term maintenance, renewal and replacement requirements are adequately addressed to protect the County’s investment and maximize the useful life of facilities. The County shall allocate an appropriate amount of its general operating, special revenue, enterprise and other funds to finance ongoing infrastructure maintenance, renewal and replacement of facilities. Facilities are defined to include all fixed installations constructed and/or maintained with public funds, including buildings and structures, utilities and related improvements.

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3. The CIP shall include the fiscal impact of each project and identify unfunded capital requirements to adequately anticipate resource requirements and capacity to provide services beyond the planning period.

4. The CIP shall support the City's efforts to promote economic vitality and high quality of life. The CIP should recognize the revenue generating and/or cost avoiding value of making public infrastructure improvements to spur private reinvestment and revitalization in support of City's land use policy. The CIP shall support the City's efforts to encourage the development of affordable and effective multi-use public facilities as feasible.

5. The CIP shall be developed to provide facilities that are cost effective, consistent with appropriate best practice standards, community standards and expectations of useful life.

6. The City will endeavor to execute the projects as approved and scheduled in the CIP. Value Engineering principles will continue to be applied to appropriate capital projects. Changes in project scope cost and scheduling will be subject to close scrutiny.

The CIP Review

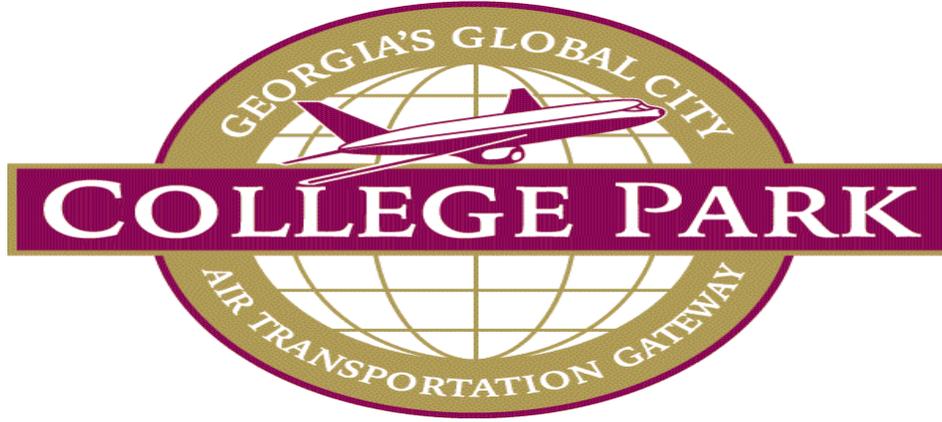
A CIP is reviewed by the City Manager, Director of Finance and Accounting, Department Directors and other staff members. Throughout the fiscal year an in depth analysis of the impact of the Capital Program on cash flow and bonding requirements is conducted, as well as the City's ability to finance, process, design and ultimately maintain projects.

The overall goal of the CIP Review to develop CIP recommendations that:

- ✓ Preserve the past, by investing in the continued upgrade of City's assets and infrastructure;
- ✓ Protect the present with improvements to City's facilities; and
- ✓ Plan for the future.

Projects most often are forwarded to the team by a sponsoring department, which is responsible for their implementation. Being aware that there are always more project proposals submitted than can be funded in the 5 year CIP period, the team conducts an internal project ranking process. The criteria used in this internal ranking include, but are not limited to, public health and safety, federal or state mandates, preservation of the City's existing capital investment, alleviation of overcrowding, demand for services. While project ratings are important in determining recommended priorities, the realities of the City's financial situation are critical to all decisions.

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Capital Outlay To Follow:

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DEPARTMENTS	DESCRIPTION	NUMBER OF UNITS	COST PER UNIT	DEPARTMENT HEAD	COUNCIL APPROVED
Engineering	Capital Improvement Fund	1	215,998	215,998	-
Subtotal - Engineering				215,998	-
MIS-Info Technology	Other Equipment/New	1	100,289	100,289	84,015
Subtotal - MIS-Info Tecnology				100,289	84,015
Police Investigations	Vehicles Replace	1	27,584	27,584	23,484
Subtotal - Police Investigations				27,584	23,484
Police Patrol	Vehicles Replace	1	440,520	440,520	256,970
	Police Technology	1	124,200	124,200	124,200
Subtotal - Police Patrol				564,720	381,170
Fire Suppression	Buildings	1	332,000	332,000	-
	Vehicles Replace	1	40,000	40,000	40,000
Subtotal - Fire Suppression				372,000	40,000
Emergency Medical Service	Other Equipment	1	5,800	5,800	5,800
Subtotal - Emergency Medical Service				5,800	5,800
Highway and Street	Street Resurfacing	1	125,000	125,000	125,000
Subtotal - Highway and Street				125,000	125,000
Building and Grounds	Other Equipment	1	36,174	36,174	-
Subtotal - Building and Grounds				36,174	-
Recreation Facilities	Buildings	1	25,000	25,000	25,000
	Other Equipment-New	1	170,000	170,000	170,000
	Other Equipment-Replace	1	18,000	18,000	18,000
Subtotal - Recreation Facilities				213,000	213,000

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DEPARTMENTS	DESCRIPTION	NUMBER OF UNITS	COST PER UNIT	COUNCIL APPROVED
Inspections	Vehicles New	1	18,935	18,935
Subtotal -Inspections			18,935	18,935
Grand Total - General Fund			1,679,500	891,404
Car Rental Fund	Other Equipment New	1	173,000	-
Subtotal - Car Rental Fund			-	173,000
S.P.L.O.S.T.	Buildings	1	1,575,000	1,575,000
Subtotal - S.P.L.O.S.T.			1,575,000	1,575,000
Water and Sewer Fund	Vehicle Replace	1	65,000	65,000
	Other Equipment Replace	1	100,000	100,000
	Other System Improvements	1	382,200	382,200
Subtotal - Water and Sewer Fund			547,200	522,200
Electric/Power Fund				
Electric/Line	Vehicle Replacement	1	50,000	50,000
	Other Equipment Replacement	1	1,500	1,500
	Communications	1	5,000	5,000
	Capital Improvement Fund	1	150,000	150,000
	Electric Improvements	1	860,000	860,000
	Other System Improvements	1	100,000	100,000
	Street Lighting	1	402,000	402,000
Subtotal - Electric/Line			1,568,500	1,246,000

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DEPARTMENTS	DESCRIPTION	NUMBER OF UNITS	COST PER UNIT	COUNCIL APPROVED
Electric/Meter	Other System Improvements	1	45,000	45,000
Subtotal - Electric/Meter			45,000	45,000
Electric/Customer Service	Other Equipment New	1	41,500	20,000
			41,500	20,000
Total - Electric/Power Fund			1,655,000	1,311,000
Golf Course Fund	Infrastructure	1	24,057	-
Subtotal - Golf Course				24,057
Sanitation	Vehicle Replacement	1	61,921	61,921
Subtotal - Sanitation			61,921	61,921
Convention Center	Furniture Fixtures/Replace	1	355,000	355,000
	Office Equipment/New	1	9,000	9,000
	Other Equipment/Replace	1	616,000	548,000
Subtotal - Convention Center			980,000	912,000
Federal Aviation Administration (FAA)	Other Equipment	1	13,146	-
Subtotal - FAA			-	13,146

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DEPARTMENTS	DESCRIPTION	NUMBER OF UNITS	COST PER UNIT	COUNCIL APPROVED
Business Industrial Development (BIDA)	Land Purchase Cost	1	100,000	100,000
Subtotal - BIDA			100,000	100,000
Stormwater Utility	Improvements Stormwater	1	200,000	150,000
Subtotal- Stormwater Utility Fund			200,000	150,000
Grand Total - Other Funds			5,119,121	4,842,324
Grand Total of General and Other Funds			6,798,621	5,733,728

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Department/Division:

Information Technology

Project Name or Title:

Barracuda Load Balance 540 ADC

Project Description:

The Barracuda Load Balancer ADC is ideal for optimizing application performance. It offloads compute-intensive SSL transactions from the server, preserving resources for applications. In addition, optimization features such as caching, compression, and TCP pooling enable faster application delivery and ensure scalability.

Application Security provides superior protection against data loss, DDos, and all known application-layer attack modalities. Automatic updates ensure comprehensive security for existing and merging Layer 7 threats such as Cross-site Scripting (XSS), SQL Injections (SLQI), and Cross-site Request Forgery (CSRF)

Project Justification and Impact:

The city continues to accumulate more network data that must navigate through our local and wide area network and requires a load balancing solution that will allow traffic to be distributed efficiently while ensuring high application availability.

The Barracuda Load Balancer ADC Vx has full traffic control and can route requests to servers based on region, device, browser, or a number of other factors. This will enable the city of College Park to deliver customized application responses to users throughout the city.

Project Costs: \$15,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$15,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

**CITY OF COLLEGE PARK, GEORGIA
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Department/Division:

Information Technology

Project Name or Title:

(2) DELL EqualLogic PS6100E SAN Upgrade/Replacement

Project Description:

The SAN storage expansion will allow more citywide data to be backed up locally. As a result of the increased storage requirements throughout the city of College Park, the limited space available and legacy state of the current systems that we are currently using an updated onsite storage system is necessary.

The Dell EqualLogic PS6100E is a high-capacity storage solution with a virtualized scale-out architecture that delivers enhanced storage performance that is easy to manage. The PS6100 Series family features: dual controllers for built-in redundancy, four GbE ports for controller, 24 hot-swappable drives, 7.2 NL-SAS, Cache-to-flash memory de-staging, Vertical Port Failover, designed to enable you to maintain full bandwidth if a networking port fails, and Enhanced security with self-encrypting drives (SED).

Project Justification and Impact:

The city continues to accumulate more data that must be stored, secured and remain accessible to users including video surveillance, enterprise data and an ever expanding array of applications. The above recommended units will provide more storage than is currently possible on the three current older N4000 and N5000 units that we are currently utilizing.

Project Costs: \$40,715

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$ 40,715	\$ -	\$ -	\$ -	\$ -	\$40,715

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

Department/Division:

**CITY OF COLLEGE PARK, GEORGIA
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Department/Division:

Information Technology

Project Name or Title:

Cisco Meraki Cloud-Managed Wireless LAN

Project Description:

The cloud-managed wireless LAN will allow network management data to be separated from user data through the use of Cisco Meraki’s out of band control plane. Because of the out of band architecture, most end users will not be affected if Cisco Meraki wireless APs or security cannot communicate with Cisco Meraki cloud services (e.g., because of a temporary WAN failure): users can access the internet; wireless users can roam between access points; established VPN tunnels continue to operate; and, local configuration tools are available. Cisco Meraki offers a number of tools for administrators to maximize the security of their network deployments such as two-factor authentication, role-based administration and SSL based encryption.

Project Justification and Impact:

By allowing Laying 7 fingerprinting to be captured at the WAP level, the Cisco Meraki solution will allow the City of College Park to have full control over the applications and programs being utilized on the WLAN. Such control includes blocking applications, setting bandwidth controls and/or setting priority (QOS). Comcast Business Services will provide internet bandwidth rates of 150Mbps download and 20Mbps upstream, which will satisfy the demand the network usage requirements.

Project Costs: \$28,300

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$ 28,300	\$ 5,200	\$ 5,200	\$ 5,200	\$5,200	\$49,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

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Department/Division:

Police/Investigations

Project Name or Title:

Capital Improvement: Replace Unmarked Police Vehicle

Project Description:

This project is to replace investigator vehicles as needed

.

Project Justification and Impact:

Vehicle has high engine mileage and engine hours. Continued reliability and potential for major repairs a greater possibility.

Project Costs: \$23,484

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$26,791	\$ 23,484	\$27,584	\$27,584	\$27,584	\$ -	\$133,027

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

**CITY OF COLLEGE PARK, GEORGIA
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Department/Division:

Police-Patrol

Project Name or Title:

Capital Improvement: Fund/Purchase Replacement Patrol Vehicles

Project Description:

This capital improvement item is to provide resources to purchase replacement patrol vehicles.

Project Justification and Impact:

Patrol vehicles are called upon to operate in all manner of driving and in all conditions providing services to our citizens around the clock, necessitating the need for patrol vehicles to be in safe and reliable condition. The Patrol Division currently has one vehicle that was involved in a traffic accident and damaged beyond repair, nine operational vehicles are in excess of 100,000 miles and the remaining two vehicles have been in service since 1996. The high mileage and additional engine run time create concerns for increased reliability and major repair cost.

Project Costs: \$256,970

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$146,530	\$256,970	\$223,260	\$223,260	\$223,260	\$223,260	\$1,296,567

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Police-Patrol

Project Name or Title:

Capital Improvement: PTZ Surveillance Camera

Project Description:

Obtain funding to procure PTZ Surveillance Camera to be installed in strategic locations.

Project Justification and Impact:

Add PTZ camera to existing surveillance system..

Project Costs: \$15,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$13,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$88,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Police-Patrol

Project Name or Title:

Capital Improvement: Replace Obsolete Mobile Video Systems in Patrol Cars

Project Description:

Procure funding to replace obsolete, end of life Mobile Video Systems in patrol cars.

Project Justification and Impact:

The current mobile radios are being phased out by the manufacturer over the next five years. Replacement parts will no longer be available for current units at that time adversely affecting Public Safety communications.

Project Costs: \$23,200

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$5,801	\$23,200	\$23,200	\$23,200	\$23,200	\$23,200	\$121,801

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Police-Patrol

Project Name or Title:

Capital Improvement: Stationary License Plate Reader (LPR)

Project Description:

Procure funding to replace obsolete, end of life Mobile Video Systems in patrol cars.

Project Justification and Impact:

The current mobile radios are being phased out by the manufacturer over the next five years. Replacement parts will no longer be available for current units at that time adversely affecting Public Safety communications.

Project Costs: \$36,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$180,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Fire Suppression

Project Name or Title:

Purchase of Command Vehicle

Project Description:

This project is to provide a suitable vehicle for use in Fire and Emergency Incident Command. Command personnel currently are using another department vehicle not prepared for these purposes.

Project Justification and Impact:

This project is to provide a suitable safe vehicle for use in Fire and Emergency Incident Command. The vehicle will be designed to provide operational support to the incident commander in communications, accountability and command presence. The unit will also feature 4 wheel drive to support the department's need in cases of inclement weather and off road accessibility issues.

The current fleet command vehicle is a 1999 Ford Crown Victoria (Unit # 37) placed out of service due to electrical and mechanical issues. Unit # 37 has 83,000 first responder miles.

The Battalion Chief currently responds in a vehicle assigned to training division. This vehicle does not feature the assets needed for incident command and has some safety issues when used in an incident command role. The current used vehicle will be returned to the training division to be used for the purpose it was intended.

Project Costs: \$40,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$40,000	\$ -	\$ -	\$ -	\$ -	\$40,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Emergency Medical Services

Project Name or Title:

Transport Stretcher

Project Description:

This capital improvement item is to provide Rescue 3 with a patient transport stretcher.

Project Justification and Impact:

This equipment will provide Rescue 3 with a patient transport stretcher. This unit currently does not have a stretcher and this will enable all three rescue units to be fully equipped.

Project Costs: \$5,800

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$5,800	\$ -	\$ -	\$ -	\$ -	\$5,800

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works / Buildings and Grounds

Project Name or Title:

5085 E Utility Tractor

Project Description:

Utility tractor used for cutting right of ways, lots, and other designated areas in the city

Project Justification and Impact:

Replace 5200 John Deere tractor that is 21 years old and has 9,611 hours. This model no longer exists, therefore many of the parts are obsolete, refurbished or rebuilt, which is very expensive.

Project Costs: \$36,174

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$36,174	\$ -	\$ -	\$ -	\$ -	\$36,174

Useful Life: 5+ years.

Estimated Cost Beyond

Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Recreation/Facilities

Project Name or Title:

Capital Improvement – Godby Center Community House Re-roof

Project Description:

This capital improvement item is to replace the current shingle roof with a snap lock metal roof.

Project Justification and Impact:

The current roof is old, has several different colors of shingles from patching.

Project Costs: \$25,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$25,000	\$ -	\$ -	\$ -	\$ -	\$25,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Recreation/Facilities

Project Name or Title:

Badgett Stadium Playground Renovation

Project Description:

This capital improvement item is to provide resources to renovate and update the playground at Badgett Stadium.

Project Justification and Impact:

The current playground was built in November, 1996 and because of its location and usage it needs to be renovated.

Project Costs: \$20,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$20,000	\$ -	\$ -	\$ -	\$ -	\$20,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Recreation/Facilities

Project Name or Title:

Godby Center Playground

Project Description:

This capital improvement item is to provide resources for the installation of a new playground.

Project Justification and Impact:

Godby Center with its many programs, including Summer Day Camp, after school program, spring break program and basketball, would give a great alternative for teaching exploration outdoors, it would encourage cooperative play and most of all it's fun.

Project Costs: \$150,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$150,000	\$ -	\$ -	\$ -	\$ -	\$150,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Recreation/Facilities

Project Name or Title:

Brady Center-Replacement of 2 HVAC Units

Project Description:

This capital improvement item is to provide resources for the purchase of 2 HVAC Units/ Fan Coil

Project Justification and Impact:

The current A/C system is old and many of the components are obsolete. Currently one does not work.

Project Costs: \$18,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$18,000	\$ -	\$ -	\$ -	\$ -	\$18,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Inspections

Project Name or Title:

Capital Improvement: Replace Vehicle

Project Description:

This project is to replace Code Enforcement Officer vehicles as needed

Project Justification and Impact:

Vehicle has high engine mileage and engine hours. Continued reliability and potential for major repairs a greater possibility.

Project Costs: \$18,935

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$ 18,935	\$ -	\$ -	\$ -	\$ -	\$18,935

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: General Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Police and Fire

Project Name or Title:

Capital Improvement: Replace Obsolete Mobile 800MHz Radios

Project Description:

Obtain funding to replace obsolete mobile 800MHz radios in Police Department Vehicles.

Project Justification and Impact:

The current mobile radios are being phased out by the manufacturer over the next five years. Replacement parts will no longer be available for current units at that time adversely affecting Public Safety communications.

Project Costs: \$173,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$173,000	\$ -	\$ -	\$ -	\$ -	\$173,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Car Rental Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Fire/SPLOST

Project Name or Title:

Capital Improvements-Buildings: Construction of Fire Station #3

Project Description:

This project is to provide resources for the construction of Fire Station #3.

Project Justification and Impact:

Station #3 is needed to provide Fire and EMS services to the Southeast portion of the City. The City was able to obtain funding via Clayton County SPLOST fund to be utilized for the construction of Fire Station.

Project Costs: \$1,575,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$1,575,000	\$ -	\$ -	\$ -	\$ -	\$1,575,00

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: SPLOST Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works /Water and Sewer

Project Name or Title:

Replacement of Unit #351(Ford F-800 Dump Truck)

Project Description:

Damaged Replacement

Project Justification and Impact:

Replacement due to fire damage of unit #351.

Project Costs: \$40,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$40,000

Useful Life: 15 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Water and Sewer Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works /Water and Sewer

Project Name or Title:

Replacement of Jet System Unit (Ford F-700 Sewer Jet Truck)

Project Description:

Damaged Replacement

Project Justification and Impact:

Unit #336 Jet Truck house a high pressure jet system. The jet system has lost power and pressure which enable us to unblock sewer mains from blockages.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 15 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Water and Sewer Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works /Water and Sewer

Project Name or Title:

Groundwater Production Wells

Project Description:

Design and construction for the installation of a production well system.

Project Justification and Impact:

To add an additional supply of water to the City's Water Distribution System. This is also for the design and construction for the installation of a production well system that will help supply the City of College Park..

Project Costs: \$382,200

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$382,200	\$ -	\$ -	\$ -	\$ -	\$382,200

Useful Life: 15 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Water and Sewer Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Large Customer Line Extension

Project Description:

Install new power system for development of potential large customer(s) that may present opportunities during this fiscal period.

Project Justification and Impact:

This project will only be activated if a new large customer presents itself to be served by the City of College Park..

Project Costs: \$150,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$150,000	\$ -	\$ -	\$ -	\$ -	\$150,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Godby Rd. Line Upgrade

Project Description:

Replace end of service life and out of specification wooden poles, cross-arms and framing as needed on Godby Rd between Old National Hwy and W. Fayetteville rd. This section of feeder is a tie point between two substations and is a very important reliability factor in supplying power to our customers relying on this circuit and tie point.

Project Justification and Impact:

This project will replace out of spec code violations with obsolete wooden poles, cross-arms and framing on Godby Rd between Old National Hwy and W. Fayetteville Rd. Improving system reliability and service to our customers. This line feeds all apartments, businesses and hotels on Godby Rd and Old National Pkwy..

Project Costs: \$165,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$165,000	\$ -	\$ -	\$ -	\$ -	\$165,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Hwy 29 CSX Crossing

Project Description:

To strengthen our electrical distribution system and reduce power outages by creating a feeder tie point between Lakemont and Edison substations.

Project Justification and Impact:

This the last component of a system reliability project that began in 2010 to strengthen the cross town tie options between Lakemont and Edison substations. This tie point adds additional switching options during emergency and scheduled power outages, and increases reliability by utilizing native distribution grid.

Project Costs: \$80,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$80,000	\$ -	\$ -	\$ -	\$ -	\$80,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Godby Rd. Road Widening

Project Description:

Godby Rd. widening from Southampton Rd. to W. Fayetteville Rd. – Clayton County road widening and relocation project.

Project Justification and Impact:

The distribution system in the Godby Rd./ Yorktown Dr. area is in conflict with the Clayton County road widening project. Many poles need replacing and the equipment is obsolete. Completing this project will improve system reliability and reduce power outages and eliminate conflicts with the new road. This project starts on Goby Rd. at Southampton Rd. and continues east on Godby Rd. to W. Fayetteville Rd.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Phoenix Blvd Cable Replacement

Project Description:

Replace power cable on the North side of Phoenix Blvd and Phoenix Parkway. The existing underground cable capacity (4/0) is marginal to carry hot summer load. This cable also has some serious age on it and is deteriorating quickly. We have already experienced several outages and loop feed situations that are now radial feed due to wire has failed in many sections under roads and needs to be replaced to at least repair our loop feed to these businesses. This will be the second section of a 5 year project. Sections 3 thru 5 will be completed on a yearly basis until project is fully complete and operating at full potential.

Project Justification and Impact:

This project will replace 4/0 wire with 1000MCM wire. It will also replace depleted 1/0 primary. Increase wire size for more load capacity will improve reliability and load carrying capacity when interconnecting substation circuits.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Transformers - New and Replacement

Project Description:

Transformers used for replacement of in service units due to increased loading, damage, etc.: new units for new customers & expanded service, and spare units to meet in service requirements. This includes pole type and pad mounted units. Pole type units range in size from 10 KVA to 500 KVA. Pad mount units range in size from 25 KVA single phase to 2500 KVA 3-Phase.

Project Justification and Impact:

Stock replacement of failed equipment and inventory for new customer projects.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Wally Park Development Line Relocation

Project Description:

This project will consist of the removal of two overhead feeders to be placed underground during the construction phase of the new Wally Park Development located at Paul D. West Dr.

Project Justification and Impact:

Overhead line is in direct path of new construction of the Wally Park Complex and will have to be relocated in order to serve new customers properly.

Project Costs: \$150,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$150,000	\$ -	\$ -	\$ -	\$ -	\$150,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power/Line

Project Name or Title:

Apartment URD Cable Upgrades

Project Description:

Replace deteriorated underground primary cable to apartment complexes..

Project Justification and Impact:

Several apartment services, especially those at Embarcadero and Alexander Landing, have old and deteriorated underground primary conductor. These installations were made 15 or more years ago and have an exposed neutral that is corroding and has had several repairs made over the years. In order to provide the best reliable service to these apartments, the underground conductor needs replacing.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

Capital Improvement: Surveillance Camera

Project Description:

Obtain funding to procure Surveillance Camera to be installed in strategic locations.

Project Justification and Impact:

Add camera to existing surveillance system..

Project Costs: \$5,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$5,000	\$ -	\$ -	\$ -	\$ -	\$5,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

Decorative Lighting

Project Description:

Stock decorative lighting for replacement of damaged existing lighting and new installations.

Project Justification and Impact:

Required as stock replacements for damaged existing lighting and seed stock for developers.

Project Costs: \$15,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$90,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

LED Lighting Upgrades

Project Description:

Upgrades of existing high pressure sodium and metal halide street lighting to LED design.

Project Justification and Impact:

LED lighting is a more economical light and requires less maintenance. The price of LED is dropping and now can be phased in for replacement of the older type of lights. LED is also a whiter light and provides a better spread of coverage.

Project Costs: \$50,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$15,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$265,000

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

Main Street Streetscape Lighting

Project Description:

Install 15 additional decorative light assemblies and 20 bollard lights with associated wiring and conduit system for Streetscape.

Project Justification and Impact:

This is materials and labor required to install the College Park Power standard decorative lighting system.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

Old National Highway Streetscape TE-209 Project – Decorative Lighting [P.I. 6912]

Project Description:

Install 53 decorative light assemblies with associated wiring and conduit system for Streetscape.

Project Justification and Impact:

This is materials and labor required to install the College Park Power standard decorative lighting system for the approved Streetscape Project listed above.

Project Costs: \$106,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$106,000	\$ -	\$ -	\$ -	\$ -	\$106,000

Useful Life: 30 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

Outdoor Lighting

Project Description:

Customer requested lighting to provide safety and security.

Project Justification and Impact:

Leasing of outdoor security lighting provides safety and security to customers and increases off-peak power sales.

Project Costs: \$25,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$150,000

Useful Life: 10+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Line

Project Name or Title:

AMI Server

Project Description:

Conversion of the meter reading system to an advanced system with 2 way communication and remote reading and disconnects.

Project Justification and Impact:

AMI system will enhance the meter reading and billing and provide savings to the City.

Project Costs: \$45,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$45,000	\$ -	\$ -	\$ -	\$ -	\$45,000

Useful Life: 15+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Power-Customer Service

Project Name or Title:

Payment Kiosk

Project Description:

Capital Improvement is designed to offer payment options at the Kiosk.

Project Justification and Impact:

Kiosk system will enhance the payment and billing and provide savings to the City.

Project Costs: \$20,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$20,000	\$ -	\$ -	\$ -	\$ -	\$20,000

Useful Life: 10+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Recreation/Facilities

Project Name or Title:

Golf Course-Infrastructure

Project Description:

This capital improvement item is to provide resources for the purchase of capital items.

Project Justification and Impact:

Some components are obsolete.

Project Costs: \$24,057

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$24,057	\$ -	\$ -	\$ -	\$ -	\$24,057

Useful Life: 5+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Electric Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works/Sanitation

Project Name or Title:

Commercial Garbage Collection Vehicle Replacement (447)

Project Description:

To replace old and worn out Commercial Garbage Collection (Front-End Load) vehicle

Project Justification and Impact:

The current vehicle is a 2005 Mack - MR688 with 215,000 miles. It has become costly to maintain this vehicle as the high demand of service for the Commercial and Recycling program expands. The new unit will help us keep up with demanding service throughout the City.

Project Costs: \$61,921

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$61,921	\$ -	\$ -	\$ -	\$ -	\$61,921

Useful Life: 10 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Sanitation Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – CCTV Upgrade

Project Description:

This capital improvement item is to provide resources for the purchase/replacement of our current CCTV cameras and control equipment.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The existing CCTV system is outdated and cameras are not functioning properly. Cameras are needed in new locations to expand the areas under surveillance. This upgrade is needed to continue the safety and security of our clients. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$125,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$125,000	\$ -	\$ -	\$ -	\$ -	\$125,000

Useful Life: 5 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – Leather Ottoman Refurbishment

Project Description:

This capital improvement item is to provide resources for the refurbishment of 54 GICC leather ottomans.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The leather ottomans (lobby furnishings) are 10+ years old and are showing significant wear and tear. They are in need of overall refurbishment. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$130,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$130,000	\$ -	\$ -	\$ -	\$ -	\$130,000

Useful Life: 7 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – Suites/Ballroom Wallpaper

Project Description:

This capital improvement item is to provide resources for the refurbishment of wallpaper in the Suites and Ballrooms.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The leather ottomans (lobby furnishings) are 10+ years old and are showing significant wear and tear. They are in need of overall refurbishment. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$100,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 7 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – Electric Pallet Jack

Project Description:

This capital improvement item is to provide resources for the Electric Pallet Jack.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The leather ottomans (lobby furnishings) are 10+ years old and are showing significant wear and tear. They are in need of overall refurbishment. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$9,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$9,000	\$ -	\$ -	\$ -	\$ -	\$9,000

Useful Life: 7 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – Daktronics Digital Screens

Project Description:

This capital improvement item is to provide resources for the Daktronics Digital Screens.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The leather ottomans (lobby furnishings) are 10+ years old and are showing significant wear and tear. They are in need of overall refurbishment. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$500,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$500,000	\$ -	\$ -	\$ -	\$ -	\$500,000

Useful Life: 7 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Convention Center

Project Name or Title:

Capital Improvement – Parking Gate Arm Upgrade

Project Description:

This capital improvement item is to provide resources for the Parking Gate Arm Upgrade.

Project Justification and Impact:

The Georgia International Convention Center (GICC) has been operating at its new location since April 2003. The leather ottomans (lobby furnishings) are 10+ years old and are showing significant wear and tear. They are in need of overall refurbishment. This project is in conformity with the Master Plan in maintaining an efficient and safe operating facility for the City of College Park.

Project Costs: \$48,000

<u>Prior Year</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$48,000	\$ -	\$ -	\$ -	\$ -	\$48,000

Useful Life: 7 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Bond Refinance

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Federal Aviation Authority

Project Name or Title:

FAA-Replacement of 2 Variable Speed Drives-Blow Motor

Project Description:

This capital improvement item is to provide resources for the purchase of 2 Variable Speed Drives-Blow Motor

Project Justification and Impact:

The current A/C system is old and many of the components are obsolete. Currently one does not work.

Project Costs: \$13,146

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$13,146	\$ -	\$ -	\$ -	\$ -	\$13,146

Useful Life: 10+ years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: FAA Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Business Industrial Development Authority

Project Name or Title:

Land Purchase

Project Description:

This capital improvement is purchase land.

Project Justification and Impact:

The City of College Park purchases land for sale and redevelopment.

Project Costs: \$100,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$100,000	\$ -	\$ -	\$ -	\$ -	\$100,000

Useful Life: 20 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: BIDA Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department/Division:

Public Works/Storm Water

Project Name or Title:

Mercer-Jackson and Walker Avenue Extension

Project Description:

Extension of storm sewers on Mercer Avenue, Jackson Street and Walker Avenue..

Project Justification and Impact:

There are no sewer boxes from Walker Avenue across from Woodward Academy at Jackson Street down to Mercer Avenue. The extension will prevent street and property flooding

Project Costs: \$150,000

<u>PriorYear</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>Total</u>
\$ -	\$150,000	\$ -	\$ -	\$ -	\$ -	\$150,000

Useful Life: 100 years.

Estimated Cost Beyond Five Year Program: N/A

Funding Source: Stormwater Fund

Relationship to Other Primary Projects: None

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



The Adopted Budget To Follow:

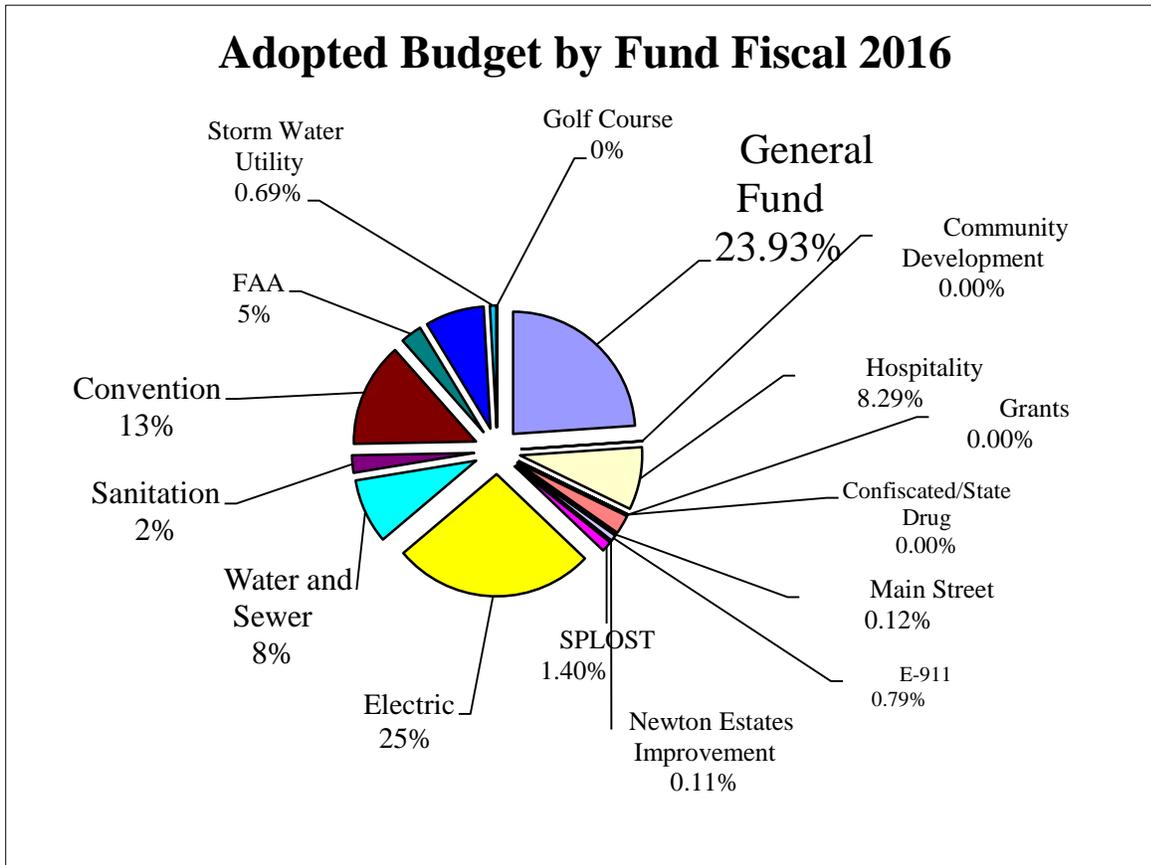
**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**TABLE 1
CITY WIDE ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Change 2015 to 2016	Percent Change 2015 to 2016
REVENUES						
General Fund	30,242,743	32,175,471	28,536,672	27,438,582	(1,098,090)	-3.8%
Special Revenue Funds:						
Community Development	100,200	110,590	-	-	-	0.0%
Hospitality	10,054,584	9,941,863	9,506,970	9,506,970	-	0.0%
Grants	226,264	462	-	-	-	0.0%
Confiscated Drug	78	-	30,000	-	(30,000)	-100.0%
State Drug Fund	39,396	-	-	-	-	0.0%
Car Rental	7,643,063	7,748,735	2,665,500	2,875,500	210,000	7.9%
Main Street	130,403	99,073	93,225	141,006	47,781	51.3%
E-911	899,402	909,615	899,212	908,312	9,100	1.0%
Newton Estates Improvement	100,098	92,455	105,850	105,850	-	0.0%
SPLOST Fund	475,789	425,514	1,600,000	1,600,000	-	0.0%
Enterprise Funds:						
Electric	29,454,453	30,291,506	31,433,530	30,616,866	(816,664)	-2.6%
Water and Sewer	9,807,561	9,938,993	9,367,570	9,842,000	474,430	5.1%
Sanitation	2,869,719	2,728,649	2,662,512	2,637,000	(25,512)	-1.0%
Convention	15,109,421	14,256,327	16,826,550	15,795,906	(1,030,644)	-6.1%
FAA	781,734	508,243	3,026,399	3,259,132	232,733	7.7%
BIDA Redevelopment	11,538,016	10,674,326	7,522,989	8,947,227	1,424,238	18.9%
Storm Water Utility	953,118	973,041	895,000	962,500	67,500	7.5%
Golf Course	34,440	54,661	48,114	48,114	-	0.0%
TOTAL REVENUES	120,460,482	120,929,524	115,220,093	114,684,965	(535,128)	-0.5%
EXPENDITURES						
General Fund	31,777,995	29,947,279	28,536,672	27,438,582	(1,098,090)	-3.8%
Special Revenue Funds:						
Community Development	100,200	110,590	-	-	-	0.0%
Hospitality	8,616,667	9,139,753	9,506,970	9,506,970	-	0.0%
Grants	152,004	7,008	-	-	-	0.0%
Confiscated Drug	59,842	30,644	30,000	-	(30,000)	-100.0%
State Drug Fund	7,552	5,487	-	-	-	0.0%
E-911	906,411	866,584	899,212	908,312	9,100	1.0%
Newton Estates Improvement	132,672	-	105,850	105,850	-	0.0%
Car Rental	4,219,257	3,060,500	2,665,500	2,875,500	210,000	7.9%
Main Street	110,454	114,142	93,225	141,006	47,781	51.3%
SPLOST Fund	20	76,734	1,600,000	1,600,000	-	0.0%
Enterprise Funds:						
Electric	32,223,969	27,868,865	31,433,530	30,616,866	(816,664)	-2.6%
Water and Sewer	10,278,819	8,580,813	9,367,570	9,842,000	474,430	5.1%
Sanitation	3,146,221	2,605,843	2,662,512	2,637,000	(25,512)	-1.0%
Convention	16,360,431	14,277,570	16,826,550	15,795,906	(1,030,644)	-6.1%
FAA	6,242,816	6,117,269	3,026,399	3,259,132	232,733	7.7%
BIDA Redevelopment	6,128,817	7,248,899	7,522,989	8,947,227	1,424,238	18.9%
Storm Water Utility	724,411	829,136	895,000	962,500	67,500	7.5%
Golf Course	77,360	-	48,114	48,114	-	0.0%
TOTAL EXPENSES	121,265,918	110,887,116	115,220,093	114,684,965	(535,128)	-0.5%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

GRAPH 1



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**TABLE 2
GENERAL FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Taxes	19,112,272	20,196,579	\$ 17,794,032	\$ 18,294,542	\$ 500,510	3%
Licenses and Permits	2,901,060	3,315,789	2,952,753	4,418,198	1,465,445	50%
Intergovernmental Revenue	135,662	690,485	195,998	-	(195,998)	-100%
Fines and Forfeitures	2,654,432	2,030,161	2,342,824	2,242,824	(100,000)	-4%
Charges for Services	221,793	164,674	200,400	200,400	-	0%
Interest	496	174	-	124	124	0%
Other	381,721	495,379	237,700	417,850	180,150	76%
Total Revenues	25,407,436	26,893,241	23,723,707	25,573,938	1,850,231	8%
EXPENDITURES						
Legislative	832,193	867,281	830,223	910,013	79,790	10%
Executive	1,510,451	1,936,522	1,460,908	1,487,432	26,524	2%
Financial Administration	211,286	285,804	341,661	310,994	(30,667)	-9%
Accounting	344,932	325,811	349,469	354,183	4,714	1%
Business License	70,411	74,847	73,781	68,758	(5,023)	-7%
Purchasing	78,001	79,545	96,260	90,789	(5,471)	-6%
Information Technology	686,224	490,742	554,549	697,393	142,844	26%
Human Resources	260,304	349,230	368,132	355,843	(12,289)	-3%
Public Information	226,121	192,555	230,750	210,769	(19,981)	-9%
Engineering	543,361	1,354,593	574,794	255,124	(319,670)	-56%
Municipal Court	526,090	467,202	453,276	452,265	(1,011)	0%
Police Administration	1,609,311	1,680,200	1,716,264	1,727,269	11,005	1%
Police Investigations	978,533	756,756	989,092	1,002,390	13,298	1%
Police Patrol	6,606,345	6,603,299	7,081,396	7,016,902	(64,494)	-1%
Corrections	484,351	456,315	591,886	588,106	(3,780)	-1%
Fire Administration	646,917	623,188	574,267	569,157	(5,110)	-1%
Fire Suppression	4,852,291	5,025,395	5,704,225	5,240,250	(463,975)	-8%
Emergency Medical Services	282,296	245,218	222,351	271,129	48,778	22%
Public Works Administration	57,595	142,189	87,607	74,102	(13,505)	-15%
Highways and Streets	1,006,733	927,742	829,768	832,700	2,932	0%
Housing and Development	-	-	-	-	-	0%
Buildings and Grounds	766,666	741,725	824,391	845,750	21,359	3%
Recreation Administration	212,205	214,514	215,665	214,187	(1,478)	-1%
Recreation Programs	1,386,201	1,323,095	1,365,746	1,358,878	(6,868)	-1%
Recreation Facilities	768,302	710,174	913,821	834,632	(79,189)	-9%
Parks	278,244	182,975	201,317	221,991	20,674	10%
Inspections	405,925	447,787	448,472	490,896	42,424	9%
Economic Development	218,961	154,441	209,777	247,483	37,706	18%
Debt Service						
Principal	352,236	-	-	-	-	0%
Interest	8,393	-	-	-	-	0%
Total Expenditures	26,210,879	26,659,145	27,309,848	26,729,385	(580,463)	-2%
OTHER FINANCING SOURCES						
Operating transfers in	4,835,307	5,282,230	4,812,965	1,864,644	(2,948,321)	-61%
Operating transfers out	(5,567,116)	(3,288,134)	(1,226,824)	(709,197)	517,627	-42%
Proceeds from sale of capital assets	-	-	-	-	-	0%
TOTAL OTHER	(731,809)	1,994,096	3,586,141	1,155,447	(2,430,694)	-68%
Net change in fund balance	(1,535,252)	2,228,192	-	-	-	0%
Fund balance (deficit), beginning	14,237,974	12,702,770	14,930,962	14,930,962	14,930,962	0%
Fun balance (deficit), end of year	\$ 12,702,722	\$ 14,930,962	\$ 14,930,962	\$ 14,930,962	\$ 14,930,962	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

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**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**TABLE 3
COMMUNITY DEVELOPMENT ADOPTED BUDGET**

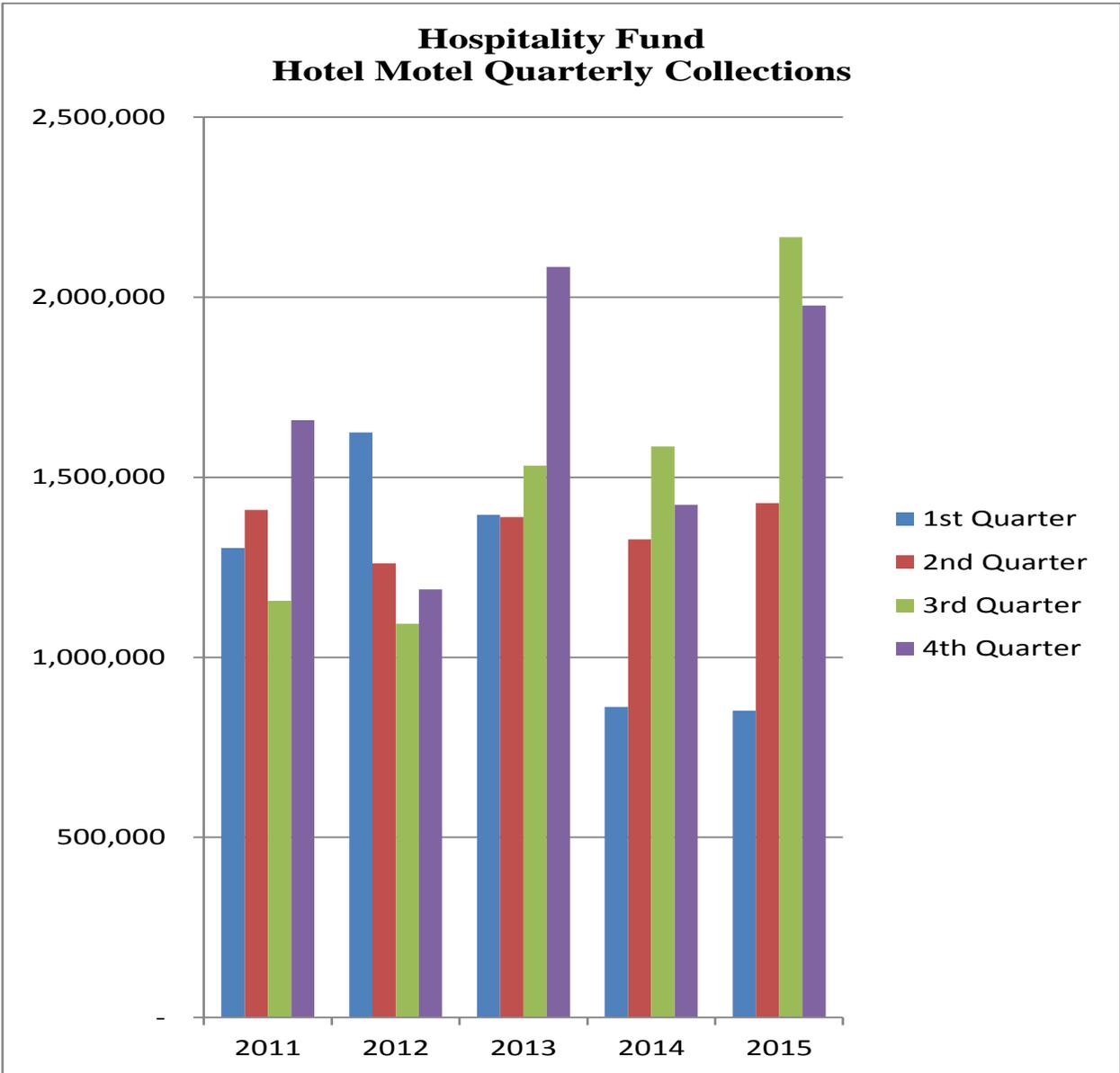
	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Intergovernmental Revenue	<u>100,200</u>	<u>110,590</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-100%</u>
Total Revenue	<u>100,200</u>	<u>110,590</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-100%</u>
EXPENSES						
Recreation	<u>100,200</u>	<u>110,590</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-100%</u>
Change in fund balance	-	-	-	-	-	0%
Fund balance, beginning of year	<u>89,594</u>	<u>89,594</u>	<u>89,594</u>	<u>89,594</u>	<u>-</u>	<u>0%</u>
Fund balance, end of year	<u><u>89,594</u></u>	<u><u>89,594</u></u>	<u><u>89,594</u></u>	<u><u>89,594</u></u>	<u>-</u>	<u>0%</u>

**TABLE 4
HOSPITALITY FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Taxes	10,028,623	9,875,370	9,505,770	9,505,770	-	0%
Budget Carryforward	-	-	-	-	-	0%
Misc Income	24,379	64,480	-	-	-	-
Interest	<u>1,582</u>	<u>2,013</u>	<u>1,200</u>	<u>1,200</u>	<u>-</u>	<u>0%</u>
	<u>10,054,584</u>	<u>9,941,863</u>	<u>9,506,970</u>	<u>9,506,970</u>	<u>-</u>	<u>0%</u>
EXPENDITURES						
Other Services and Charges	<u>1,673,696</u>	<u>1,791,783</u>	<u>2,049,970</u>	<u>1,931,912</u>	<u>(118,058)</u>	<u>-6%</u>
Total Expenditures	<u>1,673,696</u>	<u>1,791,783</u>	<u>2,049,970</u>	<u>1,931,912</u>	<u>(118,058)</u>	<u>-6%</u>
Transfer In	77,480	-	-	-	-	0%
Transfers Out	<u>(6,942,971)</u>	<u>(7,347,970)</u>	<u>(7,457,000)</u>	<u>(7,575,058)</u>	<u>(118,058)</u>	<u>2%</u>
Net change in fund balance	1,437,917	802,110	-	-	-	
Fund balance (deficit), beginning	<u>1,683,259</u>	<u>3,121,176</u>	<u>3,923,286</u>	<u>3,923,286</u>	<u>-</u>	<u>0%</u>
Fund balance (deficit), ending	<u><u>3,121,176</u></u>	<u><u>3,923,286</u></u>	<u><u>3,923,286</u></u>	<u><u>3,923,286</u></u>	<u>-</u>	<u>0%</u>

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

GRAPH 3



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

TABLE 5

CAR RENTAL FUND ADOPTED BUDGET

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Taxes	2,602,801	2,712,754	2,665,000	2,875,000	210,000	8%
Interest	470	-	500	500	-	100%
Other	3,997	186	-	-		
Total Revenue	<u>2,607,268</u>	<u>2,712,940</u>	<u>2,665,500</u>	<u>2,875,500</u>	<u>210,000</u>	<u>8%</u>
EXPENDITURES						
Police	-	-	-	-	-	0%
Other Expenditures	490,000	510,000	686,792	1,396,641	709,849	103%
Total Expenditures	<u>490,000</u>	<u>510,000</u>	<u>686,792</u>	<u>1,396,641</u>	<u>709,849</u>	<u>103%</u>
Transfer In	5,035,795	5,035,795	-	-	-	
Transfer Out	(3,729,257)	(2,550,500)	(1,978,708)	(1,478,859)	499,849	-25%
Net change in fund balances	3,423,806	4,688,235	-	-	-	1%
Fund balance (deficit), beginning	<u>(3,012,698)</u>	<u>411,108</u>	<u>5,099,343</u>	<u>5,099,343</u>	<u>-</u>	<u>0%</u>
Fund balance (deficit), ending	<u><u>411,108</u></u>	<u><u>5,099,343</u></u>	<u><u>5,099,343</u></u>	<u><u>5,099,343</u></u>	<u><u>-</u></u>	<u><u>0%</u></u>

TABLE 6

E-911 FUND ADOPTED BUDGET

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Charges for Service	293,913	314,945	340,000	340,000	-	0%
Interest	156	-	121	121	-	100%
Total Revenues	<u>294,069</u>	<u>314,945</u>	<u>340,121</u>	<u>340,121</u>	<u>-</u>	<u>0%</u>
EXPENDITURES						
Current	906,411	866,584	899,212	908,312	9,100	1%
Transfer In	605,333	594,670	559,091	568,191	9,100	2%
Net change in fund balance	(7,009)	43,031	-	-	-	0%
Fund balance (deficit), beginning	<u>287,329</u>	<u>280,320</u>	<u>323,351</u>	<u>323,351</u>	<u>-</u>	<u>0%</u>
Fund balance (deficit), ending	<u><u>280,320</u></u>	<u><u>323,351</u></u>	<u><u>323,351</u></u>	<u><u>323,351</u></u>	<u><u>-</u></u>	<u><u>0%</u></u>

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**TABLE 7
ELECTRIC FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Charges for Services	28,028,936	28,426,885	28,005,000	28,805,000	800,000	3%
Interest	10,804	12,064	-	-	-	0%
Other Income	<u>1,225,840</u>	<u>1,852,557</u>	<u>3,428,530</u>	<u>1,547,000</u>	<u>(1,881,530)</u>	<u>-55%</u>
Total Revenues	<u>29,265,580</u>	<u>30,291,506</u>	<u>31,433,530</u>	<u>30,352,000</u>	<u>(1,081,530)</u>	<u>-3%</u>
EXPENSES						
Electric	<u>24,128,558</u>	<u>23,168,865</u>	<u>28,898,116</u>	<u>28,516,361</u>	<u>(381,755)</u>	<u>-1%</u>
Total Expenses	<u>24,128,558</u>	<u>23,168,865</u>	<u>28,898,116</u>	<u>28,516,361</u>	<u>(381,755)</u>	<u>-1%</u>
Transfers:						
Transfer In	188,873	-	-	264,866	264,866	0%
Transfer Out	<u>(8,095,411)</u>	<u>(4,700,000)</u>	<u>(2,535,414)</u>	<u>(2,100,505)</u>	<u>434,909</u>	<u>-17%</u>
Change in net assets	(2,769,516)	2,422,641	-	-	-	0%
Total net assets, beginning	<u>39,855,311</u>	<u>37,085,795</u>	<u>39,508,436</u>	<u>39,508,436</u>	-	0%
Total net assets, ending	<u>37,085,795</u>	<u>39,508,436</u>	<u>39,508,436</u>	<u>39,508,436</u>	<u>-</u>	<u>0%</u>

**TABLE 8
WATER FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Charges for Services	9,685,945	9,855,545	9,360,570	9,837,000	476,430	5%
Interest	2,648	2,502	5,000	3,000	(2,000)	-40%
Other Income	<u>771</u>	<u>80,946</u>	<u>2,000</u>	<u>2,000</u>	-	0%
Total Revenues	<u>9,689,364</u>	<u>9,938,993</u>	<u>9,367,570</u>	<u>9,842,000</u>	<u>474,430</u>	<u>5%</u>
EXPENSES						
Water Dept	7,738,263	6,655,195	7,413,264	7,279,902	(133,362)	-2%
Other	<u>1,995,084</u>	<u>1,250,549</u>	<u>1,691,000</u>	<u>2,000,000</u>	<u>309,000</u>	<u>18%</u>
Total Expenses	<u>9,733,347</u>	<u>7,905,744</u>	<u>9,104,264</u>	<u>9,279,902</u>	<u>175,638</u>	<u>2%</u>
Transfers:						
Transfer In	118,197	-	-	-	-	0%
Transfer Out	<u>545,472</u>	<u>675,069</u>	<u>263,306</u>	<u>562,098</u>	<u>298,792</u>	<u>113%</u>
Change in net assets	(471,258)	1,358,180	-	-	-	0%
Total net assets, beginning	<u>13,881,953</u>	<u>13,410,695</u>	<u>14,768,875</u>	<u>14,768,875</u>	<u>15,292,031</u>	<u>0%</u>
Total net assets (deficit), ending	<u>13,410,695</u>	<u>14,768,875</u>	<u>14,768,875</u>	<u>14,768,875</u>	<u>15,292,031</u>	<u>0%</u>

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**TABLE 9
SANITATION FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Charges for Services	2,688,895	2,715,212	2,622,512	2,622,000	(512)	0%
Interest	121	-	-	-	-	0%
Other Income	28,805	13,437	40,000	15,000	(25,000)	-63%
Total Revenue	2,717,821	2,728,649	2,662,512	2,637,000	(25,512)	-1%
EXPENSES						
Sanitation	3,146,221	2,605,843	2,662,512	2,637,000	(25,512)	-1%
Transfers In	151,898	-	-	-	-	0%
Change in net assets	(276,502)	122,806	-	-	-	0%
Total net assets (deficit), beginning	1,162,222	883,687	1,004,460	1,004,460	-	0%
Total net assets (deficit), ending	883,687	1,004,460	1,004,460	1,004,460	-	0%

**TABLE 10
CONVENTION CENTER FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Dollar Increase (Decrease)	Percent Increase (Decrease)
REVENUES						
Sales	3,689,778	3,191,602	3,754,469	4,036,253	281,784	8%
Commissions	3,349,037	3,575,603	3,935,000	4,090,000	155,000	4%
Interest	1,350	-	2,600	2,600	-	0%
Other Income	101,961	104,335	1,644,168	1,186,145	(458,023)	-28%
Total Revenue	7,142,126	6,871,540	9,336,237	9,314,998	(21,239)	0%
EXPENSES						
Convention	13,927,231	13,927,231	15,655,372	15,504,761	(150,611)	-1%
Transfers In	7,967,295	7,384,787	7,490,313	6,480,908	(1,009,405)	-13%
Transfer Out	(2,433,200)	(350,339)	(1,171,178)	(291,145)	880,033	-75%
Change in net assets	(1,251,010)	(21,243)	-	-	-	0%
Change in net assets (deficit), beginning	15,640,367	14,389,357	14,368,114	14,368,114	-	0%
Change in net assets (deficit), ending	14,389,357	14,368,114	14,368,114	14,368,114	-	0%

**TABLE 11
FAA FUND ADOPTED BUDGET**

	Actual Fiscal 2013	Actual Fiscal 2014	Amended Fiscal 2015	Adopted Fiscal 2016	Increase (Decrease)	Increase (Decrease)
REVENUES						
FAA Facility	-	-	2,451,291	2,451,291	-	0%
Other	-	-	-	-	-	-
Interest	385,559	55,609	600	807,841	807,241	100%
Total Revenue	385,559	55,609	2,451,891	3,259,132	807,241	33%
EXPENSES						
FAA	6,242,816	6,117,269	3,026,399	3,259,132	232,733	8%
Transfers In	396,175	452,634	574,508	-	-	-100%
Change in net assets	(5,461,082)	(5,609,026)	-	-	-	0%
Change net assets (deficit), beginning	4,202,217	(1,258,865)	(6,867,891)	(6,867,891)	-	0%
Change net assets (deficit), ending	(1,258,865)	(6,867,891)	(6,867,891)	(6,867,891)	-	0%

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

PERSONNEL SUMMARY

Fund	Department	FY 2014-2015	Vacant	FY 2015-2016
		Adopted Positions	Positions	Council Adopted
General	Legislative	10		10
	Executive	5.5		5
	Financial Admin.	4		4
	Accounting	5		5
	Public Information	2		2
	Business License	1		1
	Purchasing	1		1
	Information Technology	5		5
	Human Resources	3		3
	Buildings/Grounds	17		17
	Engineering	3		3
	Municipal Court	10		10
	Police Admin.	15		15
	Police Patrol	82		82
	Police Investigations	12		12
	Corrections (Jail)	6		6
	Fire Admin.	5		5
	Fire Suppression	67		67
	EMS	1		1
	Public Works Admin.	0.75		3
	Highways/Streets	10		10
	Recreation Admin.	2		2
	Recreation Programs	16		15
	Recreation Facilities	6		7
	Parks	8		8
	Inspection	5		5
Business Development	1.5		3	
Total General Fund		303.75	-	307
Power	Line Section	9		9
	Warehouse	1		1
	Meter Reading	4		4
	Account Maintenance (Customer Service)	12		12
Main Street	-		-	
Water and Sewer	18		18	
Sanitation	28		28	
Convention Center	54		54	
Communications (E911)	17		17	
Storm Water Utility	3		3	
Total Other Funds		146	-	146
TOTAL ALL FUNDS		449.75	-	453

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

NEW POSITIONS REQUESTED

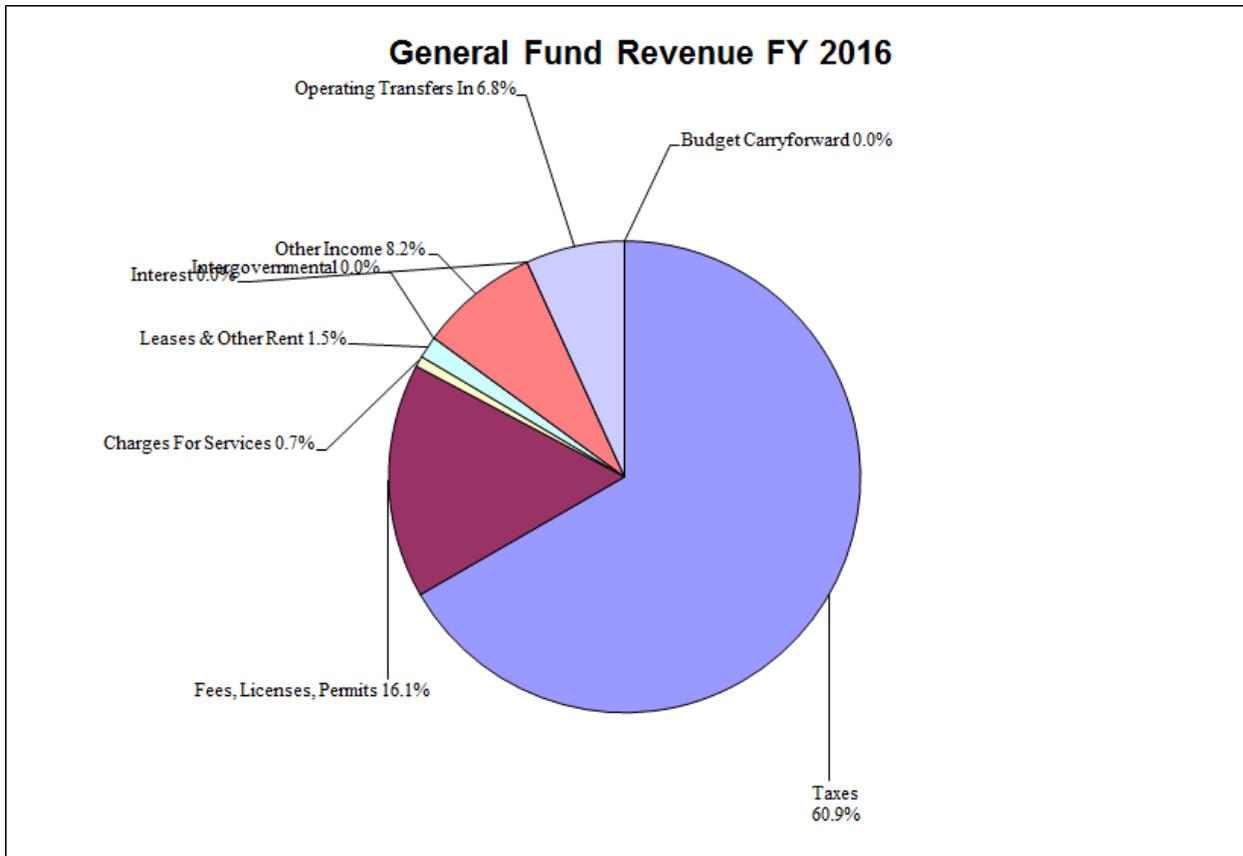
Department	Request	Number Requested	Council Approved
N/A	N/A	0	0
Total New Positions General Fund		0	0

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

EXPENDITURES BY CATEGORY								
	Personnel	Other Operating Expenditures	Materials and Supplies	Capital	Cost of Sales	Debt Service	Operating Transfers	Total
Legislative	\$ 328,544	\$ 538,898	\$ 40,571	-	\$ 2,000	-	-	910,013
Executive	394,997	1,062,235	23,200	-	7,000	-	-	1,487,432
Financial	186,710	114,234	10,050	-	-	-	-	310,994
Public Information	111,154	92,223	7,392	-	-	-	-	210,769
Accounting	197,249	145,684	11,250	-	-	-	-	354,183
Engineering	165,837	79,587	9,700	-	-	-	-	255,124
Human Resources	198,897	122,596	34,350	-	-	-	-	355,843
Purchasing	60,268	28,071	2,450	-	-	-	-	90,789
Business License	37,231	25,277	6,250	-	-	-	-	68,758
Business Development	133,350	108,433	5,700	-	-	-	-	247,483
Inspections	262,330	196,281	13,350	18,935	-	-	-	490,896
Non Departmental	-	-	-	-	-	-	709,197	709,197
Police								
Administration	765,780	910,969	50,520	-	-	-	-	1,727,269
Patrol	4,281,719	2,096,353	257,660	381,170	-	-	-	7,016,902
Investigations	657,145	302,646	19,115	23,484	-	-	-	1,002,390
Fire								
Administration	280,185	271,772	15,700	-	1,500	-	-	569,157
Suppression	3,611,681	1,435,119	151,950	40,000	1,500	-	-	5,240,250
EMS	69,569	155,260	40,500	5,800	-	-	-	271,129
Corrections	192,658	372,248	18,200	-	5,000	-	-	588,106
Municipal Court	291,464	143,841	16,960	-	-	-	-	452,265
Recreation								
Administration	151,850	60,837	1,500	-	-	-	-	214,187
Programs	794,979	469,389	92,510	-	2,000	-	-	1,358,878
Facilities	204,297	347,335	70,000	213,000	-	-	-	834,632
Parks	149,612	66,951	5,428	-	-	-	-	221,991
Public Works Admin	46,976	25,940	1,186	-	-	-	-	74,102
Buildings and Grounds	504,083	298,842	42,825	-	-	-	-	845,750
Highways and Streets	358,933	422,035	51,732	-	-	-	-	832,700
Information Technology	299,500	307,578	6,300	84,015	-	-	-	697,393
Subtotal General Funds	14,736,998	10,200,634	1,006,349	766,404	19,000	-	709,197	27,438,582
Electric								
Line Section	620,032	4,020,081	143,270	1,246,000	21,300,000	-	2,100,505	29,429,888
Warehouse	43,491	48,030	1,150	-	-	-	-	92,671
Meter Reading	119,212	88,706	22,580	45,000	-	-	-	275,498
Customer Service	399,166	280,673	86,970	20,000	-	32,000	-	818,809
CNG	-	-	-	-	-	-	-	-
Water and Sewer	875,239	2,605,769	52,800	522,200	5,000,000	223,894	562,098	9,842,000
Sanitation	1,034,747	882,582	132,750	61,921	525,000	-	-	2,637,000
Convention Center	1,974,080	3,417,277	192,346	912,000	2,634,000	6,375,058	291,145	15,795,906
Confiscated Drugs	-	-	-	-	-	-	-	-
State Drug Fund	-	-	-	-	-	-	-	-
E911	564,533	340,404	3,375	-	-	-	-	908,312
Hospitality	-	1,931,912	-	-	-	-	7,575,058	9,506,970
GICC Special District	-	-	-	-	-	-	105,850	105,850
FAA Building	-	2,277,304	-	13,146	568,906	-	399,776	3,259,132
BIDA	-	766,651	15,100	-	100,000	8,065,476	-	8,947,227
Car Rental Tax	-	1,063,641	-	173,000	-	160,000	1,478,859	2,875,500
Main Street	-	138,556	2,450	-	-	-	-	141,006
Golf Course	-	24,057	-	24,057	-	-	-	48,114
CDBG	-	-	-	-	-	-	-	-
SPLOST	-	25,000	-	1,575,000	-	-	-	1,600,000
Grants	-	-	-	-	-	-	-	-
Storm Water Utility	145,225	456,311	12,413	150,000	-	198,551	-	962,500
Subtotal Other Funds	5,775,725	18,366,954	665,204	4,742,324	30,127,906	15,054,979	12,513,291	87,246,383
Grand Total	\$ 20,512,723	\$ 28,567,588	\$ 1,671,553	\$ 5,508,728	\$ 30,146,906	\$ 15,054,979	\$ 13,222,488	\$ 114,684,965

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

GENERAL FUND	2013 Actual	2014 Actual	2015 Amended Budget	2016 Adopted Budget	% of Total General fund Revenues
Revenue					
Taxes	\$19,112,272	\$20,196,579	\$17,794,032	\$18,294,542	66.7%
Fees, Licenses, Permits	2,901,060	3,315,789	2,952,753	4,418,198	16.1%
Charges For Services	221,793	164,674	200,400	200,400	0.7%
Leases & Other Rent	381,721	495,379	237,700	417,850	1.5%
Intergovernmental	135,662	690,485	195,998	-	0.0%
Other Income	2,654,432	2,030,161	1,964,421	2,242,824	8.2%
Interest	496	174	-	124	0.0%
Operating Transfers In	4,835,307	5,282,230	4,812,965	1,864,644	6.8%
Budget Carryforward	-	-	378,403	-	0.0%
Total GENERAL FUND	\$30,242,743	\$32,175,471	\$28,536,672	\$27,438,582	

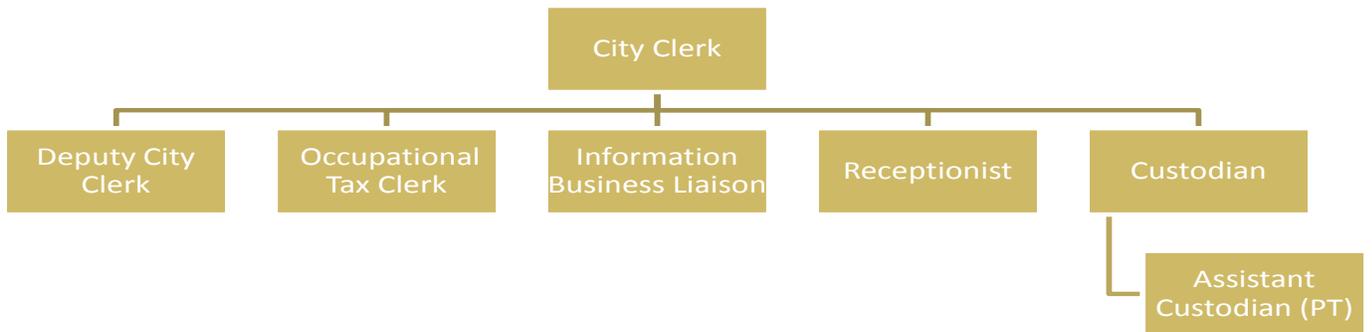


CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



General Fund To Follow:

Legislative Office Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
LEGISLATIVE					
Expenditures					
Personnel Services	\$ 297,495	311,569	\$ 324,632	\$ 328,544	1%
Employee Benefits	87,714	97,138	\$ 95,818	92,079	-4%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	40,780	19,518	\$ 34,202	34,822	2%
Repair & Maintenance	10,926	4,319	\$ 6,938	3,826	-45%
Building Maintenance	46,802	80,328	\$ 47,201.00	100,000	0%
Training & Education	60,156	49,874	\$ 47,340	48,040	1%
Other Services & Charges	244,485	219,544	\$ 219,518	260,131	19%
Materials & Supplies	43,545	42,878	\$ 52,574	40,571	-23%
Cost of Sales	242	2,648	\$ 2,000	2,000	0%
Capital Outlay	-	39,465	\$ -	-	0%
Purchasing Total	\$ 832,146	\$ 867,281	\$ 830,223	\$ 910,013	10%

Purchasing Personnel

Full Time Positions:	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
City Clerk	1	1	1	1
Assistant to City Clerk	1	1	-	-
Deputy City Clerk	-	-	1	1
Receptionist	1	1	1	1
Information Business Liaison	0	1	1	1
Janitor	1	1	1	1
Tax Clerk	-	-	1	1
Part Time Positions:				
Janitor	1	1	1	1
LaserfichClerk	1	-	-	-
Positions:				
Total Personnel	6	6	7	7

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Legislative Department | City Clerk

Program Description:

The City Clerk serves as the Custodian of Records, Election Superintendent, provides support to municipal administration, oversees the issuance of occupation tax certificates, official filer of legal notices and public notices. The City Clerk's office serves as the official source for Municipal Information.

Trends:

City-wide election scheduled for FY 15/16.
New airport businesses.
Implementation of hotel/motel tax recovery program.
Implement Organizational Processes
Create Standard Operating Procedures within the City Clerk's Office.

Program Broad Goals:

Maintain Open and Responsive Government by encouraging participation in the democratic process, preserving the integrity of elections, and remaining in compliance with the Open Meeting and Information laws. The City of College Park is expecting to receive approximately 150 new businesses from Hartsfield-Jackson Atlanta International Airport. Our goal is to provide a high level of professional customer care to incoming businesses.

Program 14/15 Objectives:

Ensure all City of College Park municipal elections are conducted fairly and impartially and without challenge.

Implementation of Election Workshops for citizens to learn more about the election process.

Implementation of "**Rule 3**" Provide responses to Open Record Requests efficiently within 3 days, respond to telephone calls in 3 rings, respond to citizens, business owners and customers with a smile within 3 seconds (spoken or non-verbal).

Overhaul records management practices amongst the various departments within the City of College Park and ensure compliance.

Circulation of departmental newsletter quarterly.

Relocate the Occupation Tax Office to a larger space that will offer more privacy to customers.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual 14/15
# of College Park registered voters (Ward IV)	3,016
# of Open Record Requests	321

Estimated 15/16

# of College Park registered voters (City Wide)	9,030
# of Open Record Requests	300

Program / Service Outcomes: (based on program objectives)

	Actual 14/15
% of ballots cast	13%
% of timely responses to open record request	99%

Estimated 15/16

% of ballots cast (not an election year)	0%
% of timely responses to open record request	98%

Prior Year Highlights

1. Implementation of Contract Transmittal Form
2. Successful property tax sale.
3. Responded to 321 open record requests in a timely manner generating \$2,600 in revenue.
4. Implemented hotel/motel tax recovery, which allows on-line payments.
5. Utilized voting machines for early voting.
6. Utilized the Council Chambers as an election tabulation center.
7. Employed election workers for 3 weeks of early voting.

Executive Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Executive					
Expenditures					
Personnel Services	\$ 334,654	\$ 352,369	\$ 398,322	\$ 394,997	-1%
Employee Benefits	79,613	97,505	97,903	103,860	6%
Communications & Util.	47,993	12,565	14,054	16,672	19%
Rentals	15,256	16,502	16,400	19,240	17%
Repair & Maintenance	10,008	11,210	10,236	11,489	12%
Building Maintenance	-	-	-	-	0%
Training & Education	27,984	26,671	26,710	47,889	79%
Other Services & Charges	980,289	1,395,609	866,583	863,085	0%
Materials & Supplies	13,141	17,590	24,200	23,200	-4%
Cost Of Sales	1,512	6,500	6,500	7,000	8%
Capital Outlay	-	-	-	-	0%
Executive Total	\$ 1,510,419	\$ 1,936,521	\$ 1,460,908	\$ 1,487,432	2%

Executive Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Mayor	1	1	1	1
City Manager	1	1	1	1
Airport Affairs Director	1	1	1	1
Executive Assistant to Mayor&Council	1	1	1	1
Special Projects Administrator	0	0	0	1
Executive Assistant	1	1	1	1
Total Personnel	5	5	5	6

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

City Manager | Executive

Executive Division – City Manager’s Office

Program Description:

The City of College Park City Manager’s Office provides the organizational leadership necessary to ensure the efficient and effective delivery of City services and implements the policy direction of the Mayor and City Council.

Trends:

One of the biggest challenges facing local governments in the current economic climate is attracting businesses and providing jobs. With fewer people working, many restaurants, movie theaters and downtown retail spaces now have “for lease” signs displayed. This trend in economic development is expected to continue into the foreseeable future.

Program Broad Goals:

Provide organizational leadership to successfully implement and administer programs and services to serve the citizens of the City of College Park.

Program 14/15 Objectives:

Continue an ongoing review of operating processes with City departments to monitor revenues and expenses to ensure more efficient delivery of services; look for ways to improve our revenue resources; and maintain staffing levels by completing the hiring of the Director of Aviation Affairs.

Performance Measures

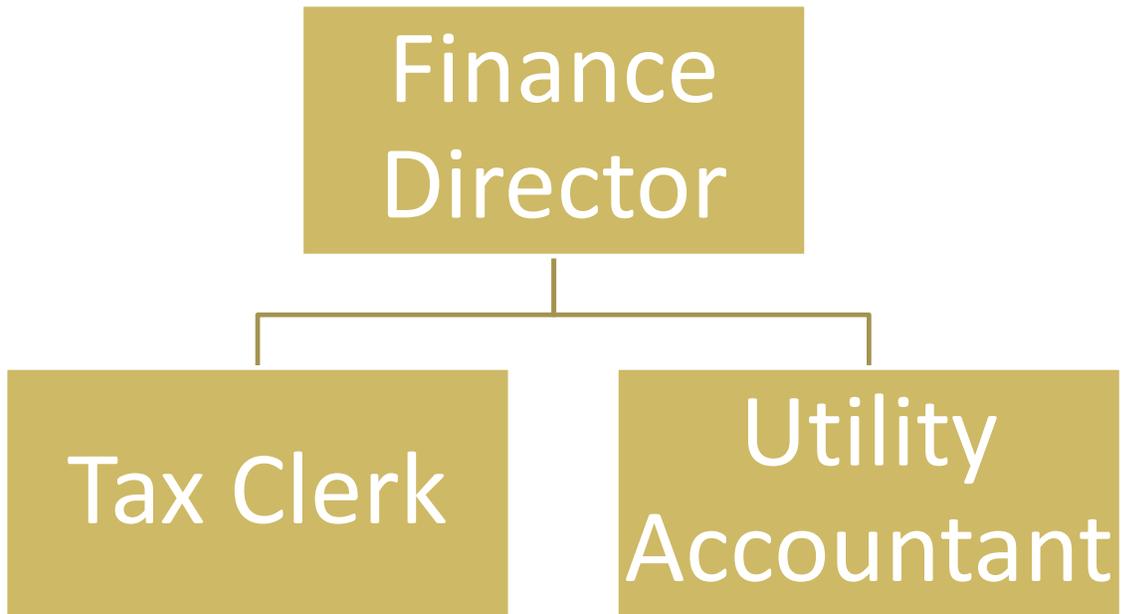
Program / Service Outputs: (goods, services, units produced)

	Actual 14/15
AA bond rating maintained	Yes

Prior Year Highlights

1. Hosted two forums with City of College Park Employees during first quarter of fiscal year to provide information on city accomplishments, update on fiscal year 2013-2014 budget, goals for fiscal year 2014-2015, projects in progress and facilitated a question and answer session with employees (i.e., ask the City Manager).
2. Held three day City Council Advance with the Mayor and City Council members during first quarter of fiscal year at Lake Lanier Islands Resort facilitated by Gordon Maner, Program Manager, Local Government Programs Governmental Training, Education, and Development Division of the Carl Vinson Institute of Government - University of Georgia.
3. Held Department Head Retreat and Strategic Planning Sessions with Department Heads during second quarter of fiscal year.

Finance Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Finance					
Expenditures					
Personnel Services	\$ 73,612	\$ 166,140	\$ 204,976	\$ 186,710	-9%
Employee Benefits	18,194	41,765	62,980	50,200	-20%
Communications & Util.	5,374	6,661	6,717	6,932	3%
Repair & Maintenance	9,997	16,340	16,316	15,710	-4%
Training & Education	1,901	2,496	4,700	4,700	0%
Other Services & Charges	96,567	46,041	36,422	36,692	1%
Materials & Supplies	5,642	6,361	9,550	10,050	5%
Cost Of Sales	-	-	-	-	0%
Financial Administration Total	\$ 211,266	\$ 285,804	\$ 341,661	\$ 310,994	-9%

Financial Administration

Full Time Positions:	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Director of Finance	1	1	1	1
Tax Clerk	1	1	1	1
Administrative Assistant	0	0	1	1
Utility Accountant*	1	1	1	1
Total Personnel	3	3	4	4

*25% Public Works Administration, 25% Sanitation, 50% Water/Sewer

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department | Financial Administration

Program Description:

The Financial Administration program facilitates Citywide financial planning, manages the City's short-term and long-term debt, coordinates the financing of City projects, and provides City management with current information concerning economic conditions and the potential fiscal impact to College Park. Also, the Finance Department is responsible for the preparation and adoption of the City's annual budget. It coordinates the Citywide development and ongoing monitoring of the operating and capital budgets on behalf of the City Manager. Embodied within this process are assisting City Council with the City's budget public input efforts and assisting other stakeholders with their requests regarding the budget.

Trends:

Due to the slowing national and local economy, cash flow needs continue to be evaluated to ensure essential city services are provided and adjustments to the budget are being analyzed. With relatively low market rates and investor's recent flight to quality, the market for new bond issuances to fund the City's capital plan continues to be favorable.

Due to the weak overall economic conditions within the nation, state and region are expected to limit the City's economic growth. Looking forward, there are ongoing concerns regarding the stability of the economy. The national and Georgia economies have been feeling the effects of a recovery during FY2015. Over the next year the recovery will be slow, with unemployment static and economic growth anemic at best.

Program Broad Goals:

Prepare strategic forecasts and assist others in developing long-term financial models to prudently manage assets and identify the City's capacity to fund future service and capital needs. Seek optimum financing structure to mitigate debt service costs, while reinforcing our solid standing with credit rating agencies and maintain or improve College Park's excellent bond ratings.

Prepare a balanced operating and capital budget. Prepare accurate financial information and distribute it in a timely manner to City Council, citizens, media, financial institutions and internal customers in response to their specific financial needs. Promote increased business acumen and fiscal accountability within the organization.

Program 15/16 Objectives:

Improve the efficiency and effectiveness of city wide business processes to ensure management of the City's resources. Provide decision-makers and citizens with the necessary information to make informed budget and policy decisions. Effectively manage the City's planned resources to ensure organizational priorities are met.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Budget meets or exceeds all requirements and GFOA reporting excellence benchmarks	Actual 14/15 Yes
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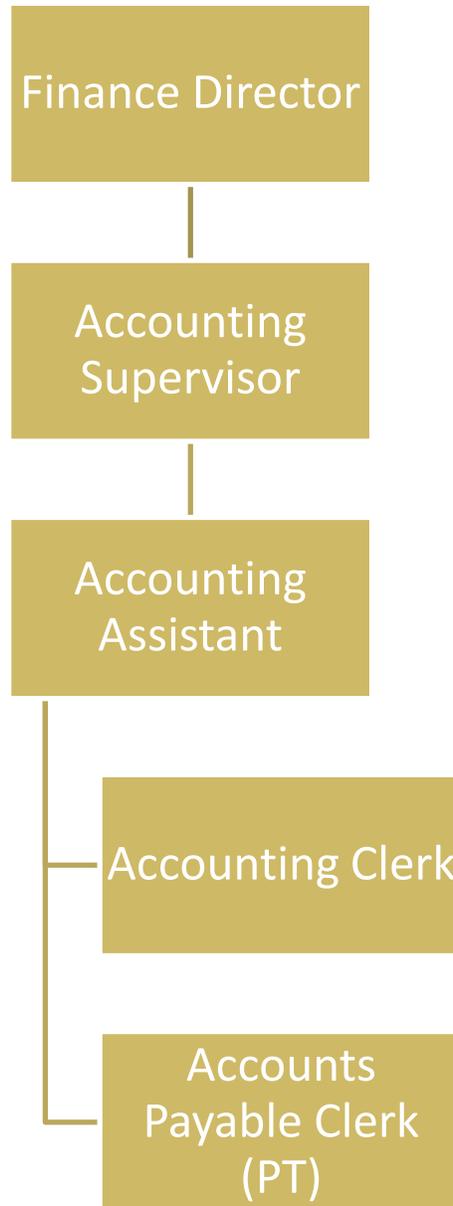
Program/Service Outcomes: (based on program objectives)

Maintain or improve General Obligation Bond rating which contributes to lower cost of debt	Estimated 15/16 Moody's Aaa S&P AAA
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Prior Year Highlights:

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the City's FY2014/15 Budget
- Bond rating upgrade received due to Financial Policies and 5 Year Capital Improvement Plan

Accounting Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Accounting					
Expenditures					
Personnel Services	\$ 185,499	\$ 173,943	\$ 191,017	\$ 197,249	3%
Employee Benefits	47,725	47,218	54,347	51,203	-6%
Communications & Util.	6,756	6,338	6,057	6,276	4%
Rentals	3,540	3,858	3,540	3,540	0%
Repair & Maintenance	4,504	652	4,476	4,883	9%
Building Maintenance	-	-	600	600	0%
Training & Education	1,667	1,079	3,100	4,000	29%
Other Services & Charges	84,087	80,590	75,182	75,182	0%
Materials & Supplies	11,153	12,132	11,150	11,250	1%
Capital Outlay	-	-	-	-	0%
Accounting Total	\$ 344,909	\$ 325,810	\$ 349,469	\$ 354,183	1%

Accounting Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Accounting Supervisor	1	1	1	1
Accounting Assistant	1	1	1	1
Accounting Clerk	1	1	1	1
Part Time Positions:				
Accounts Payable Clerk	1	1	1	1
Accounting Clerk	1	1	1	0
Total Personnel	5	5	5	4

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department | Accounting

Program Description:

The Accounting program maintains the City’s financial systems and fiscal controls over Cash and Investments, Accounts Receivables, Fixed Assets, Grants, and Accounts Payable. In addition, the program provides in-house training, guidance and support to City staff related to financial controls and procedures, systems, laws and policies. The program is also responsible for the coordination of the financial statement audit and preparation of the City’s annual financial statements, operating budget, capital improvements budgets.

Trends:

Accounting is seeking alternative ways of doing business. As a result, the accounts payable section has begun scanning invoices and supporting documentation for record storage and retrieval. Also, the accounts payable section will begin examining the invoice automation solutions approach. The solution provides full transparency and internal controls throughout the accounts payable process. In addition, the accounting department is placing greater emphasis on applying technology for the analysis, compilation and reporting of data. The Accounting staff in collaboration with the Information Technology staff will explore the various reporting features that the New World Financial Systems has to offer.

Program Broad Goals:

Ongoing efforts are in place to develop and maintain integrated financial systems. Staff develop and administer the various financial, operating, and internal control systems to ensure data integrity and ease of financial information tracking and retrieval. They maintain the City’s accounting and financial reporting systems in conformance with all state and federal laws, Generally Accepted Accounting Principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and standards of the Government Finance Officers Association (GFOA). The main objective for the department is to be a Financial and Administrative Consultant to Departments – Provide training, advice, tools and support to departmental customers and external customers.

Program 15/16 Objectives:

Maintain financial systems internal controls to monitor expenditures and program performance on an ongoing basis. Continue to review and collaborate with technical staff to analyze and develop process enhancements by applying current available technology and provide city-wide education to assist with compliance. Implement a cash pooling methodology that will improve cash flow and improve operating efficiencies.

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Actual 14/15
% of monthly closes within 20 working days of month-end	100%
# of journal entries processed annually	3,926

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Business License					
Expenditures					
Personnel Services	\$ 43,640	\$ 45,617	\$ 40,329	\$ 37,231	-8%
Employee Benefits	15,768	16,835	16,436	14,970	-9%
Communications & Util.	5,136	5,397	5,103	5,318	4%
Repair & Maintenance	-	-	2,598	3,177	0%
Training & Education	615	990	455	455	0%
Other Services & Charges	1,120	915	1,660	1,357	-18%
Materials & Supplies	4,125	5,093	7,200	6,250	-13%
Business License Total	\$ 70,404	\$ 74,847	\$ 73,781	\$ 68,758	-7%

Business License Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Tax Clerk	1	1	1	1
Total Personnel	1	1	1	1

* Refer to Organization Chart on Page 111

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Occupation Tax

Program Description:

The Occupation Tax program maintains business license records and processes occupation tax returns for payment. The program oversees the collection of occupation tax, room occupancy tax, excise tax (mixed drink and wholesale), car rental tax and alcohol license fees.

Trends:

The State of Georgia strengthened the requirement to verify a customer's legal right to work in the United States. The resident status of all non-citizens applying for an occupation tax certificate must be verified through the Systematic Alien Verification Entitlements (SAVE) program.

Private employer affidavits indicating number of employees (providing Federal Work Authorization User Identification Number if required) must be completed when applying for an occupation tax certificate.

The Georgia Department of Revenue has requested that the City notify the State of all businesses operating within its jurisdiction.

Program Broad Goals:

Educate the City of College Park by providing accurate information on obtaining an occupation tax certificate bringing all businesses into compliance with the city code. The successful implementation of this goal should also increase revenue.

Program Objectives:

Improve processes by reviewing, refining, and updating City ordinances.

Continue the ongoing evaluation from 2014/2015 regarding possible occupation tax revenue for businesses located at the airport.

Training in report writing to enable the department to track and cut down on the number of delinquencies and increase revenue.

Performance Measures

Program/Service Output: (goods, services, units produced)

Actual 14/15

Number of active licenses during the fiscal year	1238 (includes 293 insurance licenses; companies selling insurance and collecting premiums)
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Amount of "face to face" contact	40%
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CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program/Service Output: (based on program objectives)

Estimated 15/16

Prior Year Highlights:

- SR Revenue Services (fka Rivertree Systems Inc.) has been very successful in their audit process. The City has recovered a substantial amount of unreported revenue.
- The 2% Room Occupancy Tax increase effective July 1, 2011 for the Destination Marketing Organization (DMO – 1.5%) and Tourism Product Development (TPD - .5%) has been and will continue through the next fiscal year being accurately reported on the monthly report.
- Tax Revenues were up from the same time last year.
 - Hotel/Motel Tax – up \$230,000.00
 - Car Rental Tax - up \$113,400.00
 - Wholesale Liquor Tax – up \$17,500.00

Purchasing Department Organizational Chart

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graph TD; A[Director of Finance] --- B[Purchasing Administrator];
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Director of
Finance

Purchasing
Administrator

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Purchasing					
Expenditures					
Personnel Services	\$ 52,638	53,155	\$ 63,552	\$ 60,268	-5%
Employee Benefits	16,483	16,751	20,295	19,767	-3%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	3,849	3,951	3,586	3,802	6%
Repair & Maintenance	1,920	2,099	2,669	1,794	-33%
Building Maintenance	-	-	-	-	0%
Training & Education	161	-	1,405	1,405	0%
Other Services & Charges	1,751	1,484	1,303	1,303	0%
Materials & Supplies	1,192	2,106	3,450	2,450	-29%
Purchasing Total	\$ 77,995	\$ 79,545	\$ 96,260	\$ 90,789	-6%

Purchasing Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Purchasing Manager	-	-	-	-
Purchasing Coordinator	1	1	1	1
Total Personnel	1	1	1	1

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Purchasing Department

Program Description:

The Purchasing program is responsible for the timely and best value acquisition and/or facilitation of all materials, services, and construction required by the City and provides assistance to the various Contract Administrators throughout the City Staff. It analyzes goods and services from many aspects to insure that best value is provided to the City and promotes an open and public procurement process, including seeking environmentally friendly products and opportunities for various small businesses including Minority, Women Owned and Disadvantaged.

Trends:

Public procurement is attempting to use more efficient means of technology where it makes sense to perform the traditional jobs of buying. We have concentrated on increasing our web site presence and making our solicitation process more user friendly. Actual on line bidding presently does not offer the returns to us that would make it a viable solution. We continue to make use of other government agency contracting when appropriate, but understand that is not optimal for all situations.

Program Broad Goals:

Education in terms of outreach to our City staff and end users is a key strategic goal of Purchasing. Combining increased meaningful training along with Best Practices will provide a stronger foundation throughout the City for procurement activity. Establishing a strong and consistent commitment to Best Value procurements is another strategic goal for Purchasing. By providing the functional expertise to the City to be able to properly solicit and procure more requirements using a Best Value (RFP – Request for Proposal) methodology versus just a low price (IFB – Invitation for Bids) will yield a better long term result for the City.

The last of the strategic goals for Purchasing is to continue to promote and develop flexible processes and staff that will be capable of improving our processes over time as the City, economy and supply base changes. The ability to not only maintain but lead in such a dynamic is crucial for the City to succeed in meeting its goods and services requirements.

Program Objectives: 15/16

Continue to improve the throughput processing time for requisitions so that the goods and services needed by the City staff are available in a timely manner. Improve the solicitation process so that it represents the City's needs for Best Value procurements in acquiring the multitude of various goods and services the City needs to operate. Improve the Document Management (DM) retention / approval process that will continue to lead us to an on line set of data that will be more accessible to City staff. Continue to provide education to City staff through various means.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Purchasing Department

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual 14/15
# of Purchase Orders processed	325
\$ value of Purchase Orders	\$3,828,225.95
# of long term contracts in place	32

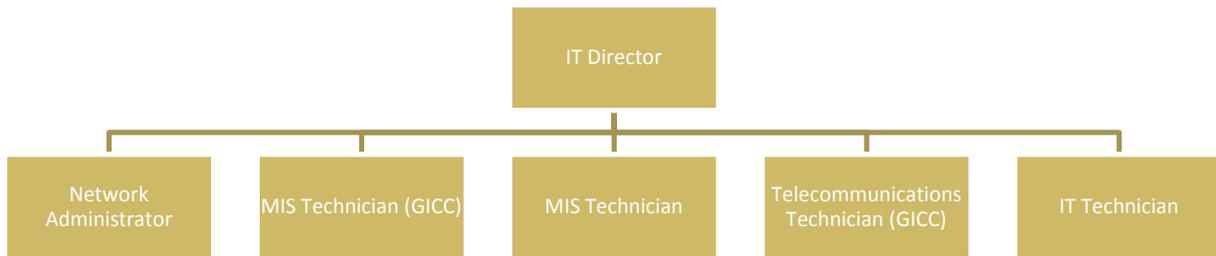
Program / Service Outputs: (goods, services, units produced)

	Estimated 15/16
# of Purchase Orders processed	400
\$ value of Purchase Orders	\$2,100,000
# of long term contracts in place	25

Prior Year Highlights:

- Provided training opportunities to several departments during the year for requisitions.
- Vendor applications, bid information and RFPs are provided online.
- Provided training to vendors on how to do business with the City of College Park, Georgia.
- Established a relationship with Vendor Registry to increase the number of bidders that correspond to RFP's.

Information Technology Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Information Technology					
Expenditures					
Personnel Services	\$ 274,058	\$ 263,965	\$ 289,491	\$ 299,500	3%
Employee Benefits	79,944	81,561	83,094	76,510	-8%
Communications & Util.	16,268	15,328	15,050	11,389	-24%
Repair & Maintenance	128,722	90,655	99,785	193,001	93%
Training & Education	2,204	3,324	9,650	14,000	45%
Other Services & Charges	139,014	3,946	5,329	12,678	138%
Materials & Supplies	7,904	3,492	2,150	6,300	193%
Capital Outlay	38,112	28,471	50,000	84,015	68%
Information Technology Total	\$ 686,224	\$ 490,742	\$ 554,549	\$ 697,393	26%

Information Technology Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
IT Director	1	1	1	1
System Admin	1	1	1	1
IT Technician	1	1	1	1
Network Admin	1	1	1	1
MIS Technician	1	1	1	1
IT Support Technician	0	0	0	0
Total Personnel	5	5	5	5

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Information Technology and Telecommunications Department

Program Description:

The mission of the Information Technology and Telecommunication (IT) Department is to provide innovative and quality solutions that enhance the functions of the city, citizenship and community as a whole.

The IT Department is responsible for:

- Network Infrastructure
- Application Support
- Desktop and User Support
- Telecommunications Planning and Support
- Citywide Helpdesk

Trends:

Plans for the upcoming Fiscal year include completion of the migration of the MS Exchange server mailboxes to the new server, the expansion of the Datto data storage environment and the upgrade of all remaining MS Windows XP Operating Systems to MS Windows 7/8 or better.

The upgraded Exchange server will allow MAC users to directly interface using MS Outlook for MAC and allow GICC users to possibly be added to the city's email infrastructure.

Program Broad Goals:

The IT Department strives to continually examine the technology needs of the Mayor and Council, staff and citizens of the City of College Park and to meet those needs in the most cost effective and efficient manner possible. The IT Department will maintain an above average depth and breadth of knowledge of industry standards and innovations through training and collaborative efforts. The IT Department will function as a unified team through cross-training, regular meetings and cooperation. In order to meet this need a new training initiative will be introduced in FY2015 focused on internal staff development and retention.

Program 15/16 Objectives:

The IT Department objectives include meeting the technology and telecommunication needs of the city's Mayor and Council, staff and citizens. Such support includes, helpdesk service, hardware/software purchasing, contract review, wireless support and acting as a vendor liaison.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

1. # of computers and networked devices maintained in performance of City business	Approximately 500
2. # of software solutions supported	Approximately 40-50
3. # of public “e-Gov” (Internet) services provides	Three (3) through 3 rd party vendors
4. # of remote access users supported (includes mobile laptops and telework)	70+
# of city wireless devices supported	375

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Program/Service Outcomes: (based on program objectives)

Estimated 15/16

- | | |
|--|-----|
| 1. Target % of 95% of Cell phones and telephone bills paid on time | 99% |
|--|-----|

Program/Service Outputs: (goods, services, units produced)

Actual 14/15

- | | |
|--|---|
| 1. # of computers and networked devices maintained in performance of City business | Approximately 500 |
| 2. # of software solutions supported | Approximately 30-40 |
| 3. # of public “e-Gov” (Internet) services provides | Three (3) through 3 rd party vendors |
| 4. # of remote access users supported (includes mobile laptops and telework) | 70+ |
| 5. # of city wireless devices supported | 350 |

Program/Service Outcomes: (based on program objectives)

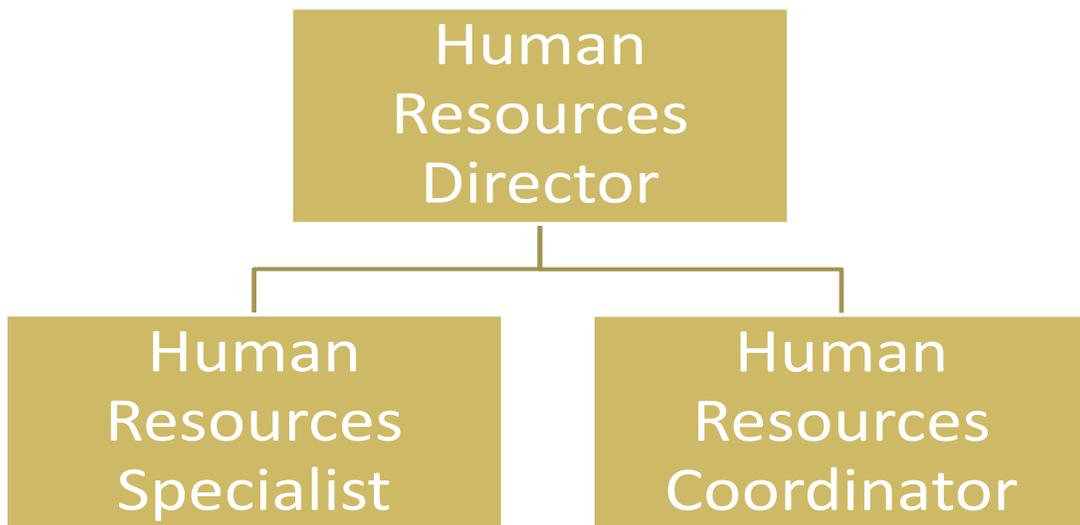
Actual 14/15

- | | |
|--|-----|
| 1. Target % of 95% of Cell phones and telephone bills paid on time | 95% |
|--|-----|

Prior Year Highlights:

- Supported Public Safety mobile deployments and video surveillance projects
- Completed data storage implementation
- Several (7-8) new server implementations
- Firehouse upgrade

Human Resources Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Human Resources					
Expenditures					
Personnel Services	\$ 100,185	\$ 174,462	\$ 200,156	\$ 198,897	-1%
Employee Benefits	28,607	50,273	56,451	54,029	-4%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	10,259	10,958	10,791	10,702	-1%
Repair & Maintenance	4,145	7,663	4,618	3,972	-14%
Training & Education	6,363	7,335	12,700	10,700	-16%
Other Services & Charges	89,450	80,207	64,591	43,193	-33%
Materials & Supplies	21,273	18,333	18,825	34,350	82%
Capital Outlay	-	-	-	-	0%
Human Resources Total	\$ 260,282	\$ 349,230	\$ 368,132	\$ 355,843	-3%

Human Resources Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Human Resources Director	1	1	1	1
Administrative Assistant	1	1	1	1
Human Resources Specialist	1	1	1	1
Part-Time Positions:				
Administrative Coordinator/Records Clerk	-	-	-	-
Total Personnel	3	3	3	3

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Human Resources Department

Program Description: The Human Resources office provides guidance and support to all Human Resource (HR) programs, with special emphasis on communicating City Council and organizational goals, planning and managing resources to ensure the accomplishments of such goals, coordinating key projects and management information reports and addressing critical human resources issues and concerns.

Trends: A growing customer base relative to retirees, increases in service demands (e.g., public records requests, benefits enrollments), changing employee demographics, evolving and complex employment laws and regulations, civil litigation cases and benefits regulations continue to challenge staff's capacity to address ongoing HR service delivery needs and workplace compliance requirements.

Program Broad Goals: Develop and manage a departmental budget and work plans to address City Council, organizational and succession planning goals, as well as other critical operational needs to ensure the delivery of quality and cost effective HR services and policy compliance.

Program 15/16 Objectives: Design and execute a citywide succession and workforce development plan for all operating divisions. This will include maintaining a competitive position in the southern region market in terms of compensation and benefits

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

# of approved Full Time and Part Time Equivalents	457
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HR Operating Cost as a Percentage of City payroll	1%
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CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Human Resources Department

Program Description: Human Resources Operations and Employee Programs provide guidance and support to all Human Resources (HR) related programs, with emphasis on pre-employment/volunteer services and employee engagement activities. Staff conduct fingerprinting/background checks, process public records, and maintain all personnel and medical employee files. This program also assists in the design and coordination of the employee's wellness programs, and citywide employee recognition efforts including the Years of Service Program.

Trends: City budgetary and workforce reductions require employees to stretch resources and maximize productivity, making it more important than ever to recognize outstanding professional performance in formal and informal ways.

Program Broad Goals: Continue to recognize and reward employee contributions in accordance with the City Council goals and employee values in a cost effective manner. Develop, implement and coordinate a document management process to establish an electronic records management system.

Program 14/15 Objectives: Continue to refine employee recognition programs and develop methods to recognize employees in meaningful ways within fiscal constraints. Continue to maintain compliance in our records retention schedule while transitioning to an electronic records management system.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

Annual Employee Programs expenditures	\$20,000
Annual Employee Programs cost per employee	\$35

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Human Resources Department

Program Description: Staffing Services/Employee Relations provides human resource coordination to management and employees at all levels of the organization. This includes the hiring of critical staff, managing employee relations, the implementation of total compensation, and ensuring compliance with employment laws, practices and policies to promote a healthy and productive work environment.

Trends: There are increases in workload due to the current budget deficit, implementation of a citywide retirement incentive package, separations, applications, employee reductions and the overall number of employees and retirees served. Employee relations issues and public records requests continue to be complex and time consuming with greater public scrutiny.

Program Broad Goals: Ensure compliance with federal, state and City of College Park employment laws and policies, and manage employee relations issues to promote a healthy and productive work environment. Strategically strengthen the quality and diversity of the workforce (“right people in the right jobs”). Provide competitive total compensation for employees, including quality and cost effective health insurance. Manage employee reductions and provide guidance and assistance to the workforce in adjusting to reduced personnel.

Program 15/16 Objectives: Fill mission critical positions with the most qualified individuals, retain and develop qualified individuals, develop/refine recruitment and marketing strategies to meet the challenge of a competitive labor market, particularly in areas of leadership, public safety, technology and skilled labor. Implement competitive total compensation practices and programs. Manage executive recruitments on behalf of the City or City Council. Proactively address employee relations, through departments-specific training, to consistent with the City’s values, policies and legal requirements.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Estimated 15/16
Percent of favorable findings by the Equal Employment Opportunity Commission (EEOC) in response to formal complaints filed by employees	100%
Citywide turnover (total)	1%
Citywide turnover (without retirements)	1%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Human Resources Department

Program Description: The payroll program develop, implements and maintains time recording and compensation payment processes in compliance with all Federal, State and City regulations.

Trends: The primary trend in payroll management is to provide management and employee documentation through paperless automated systems. The payroll department utilizes direct deposit for payroll checks, which resulted in an increase from 85% to 87% of all employees receiving their bi-weekly pay electronically into their personal bank accounts. In keeping up with this trend, the Payroll department utilizes automated Reporting Service to provide historical payroll.

Program Broad Goals: Develop and maintain integrated Personnel and Financial Systems – Develop and administer the various financial operating and internal control systems to ensure data integrity and ease of personal services financial information recording. Provide personal services financial information to stakeholders, i.e. citizens, media, financial institutions, and city staff on which they can make informed decisions and judgments about City operations and finances. Develop and implement efficient and effective time recording and payment processes – Ensure employee labor and leave usage is recorded and payroll transactions are processed in a timely, efficient and accurate manner.

Program 15/16 Objectives: Continue to maintain all systems for time keeping payroll transactions and record retention in conformance with all State and Federal laws, and City administrative regulations. Complete all payroll processes within the required timeline. Continue to review and collaborate inter-departmentally and with technical staff to analyze and develop process enhancements by applying current available technology. Continue to provide citywide education to assist with compliance.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Estimated 15/16
Number of Payroll checks and direct deposits processed	22,000
Percentage of time Payroll processed bi-weekly payroll by 12 p.m. on pay week Wednesday	100%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Human Resources Department

Program Description: The Benefits Management department is responsible for administration of City employee benefits programs in accordance with existing provider's contracts, plan document provision and city code. Major benefit programs included in this effort are medical and dental, flexible spending, retirement, basic and optional life insurance, deferred compensation, disability and Employee Assistance Program. This department is also responsible for communication of employee benefits matters within the organization and working individually with employees to help them use their benefit program effectively.

Trends: Primary universal trend in Benefits Management is the continual increase in the cost of health care services. Such cost increases challenge us to provide benefits as efficiently as possible and to provide benefit plans and programs that emphasize wellness and accountability for health issues. Over the next several years, a large percentage of city employees will become eligible to retire. This will require an increased level of service from Benefits Management to prepare these individual to retire as well as process all necessary pension and medical plan paperwork.

Program Broad Goals: Contribute toward employee retention efforts by developing benefit programs that consistently meets the needs of the city and its employees. Manage employee benefit program in accordance with existing contract and plan provisions to the largest extent possible, within budget. Ensure compliance with federal laws and policies related to employee benefit matters included but not limited to HIPAA, COBRA and FLMA. Effectively communicate benefit program provisions and procedures to employees and retirees of the City. Explore and develop cost effective benefit plan improvements and processes.

Program 15/16 Objectives: Develop and promote programs that will increase employee wellness, reduce medical claim costs, decrease workplace injuries, and increase productivity through Employee Healthy City Initiative. Develop and implement cost-effective health education and programs that emphasize wellness and individual accountability for health issues. Work with vendors to maximize value we receive from our contractual relationships (e.g. availability of additional programs, process improvements etc.)

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

Number of employees/retirees provided health benefits	455
Annual medical/dental cost per employee/retiree	\$5,219.04

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Human Resources Department

Program Description: The Risk Management program coordinates the City’s safety and risk management function, including the procurement of insurance; investigates and adjusts claims in areas of property loss, liability, workers compensation; and unemployment compensation exposures; and assists in the preparation of fiscal impact statements and negotiations in the areas of employee health benefits. This budget is offset by internal service “user rates” charged to City operating departments.

Trends: The City has experienced a leveling off in property-casualty insurance premiums for the past three years. The international reinsurance market hardened dramatically a few years ago because of the uncommonly severe 2004-2005 storm seasons. The city has faced a continuing restricted market capacity that has resulted in a reduction of property coverage for flood zones areas the past three years.

Program Broad Goals: Reduce and contain the financial impact of liability and employee accident claims against the City to reduce cost to Taxpayers. Provide employee safety in the workplace through highly visible efforts and programs.

Program 15/16 Objectives: Achieve the most cost effective excess insurance program for the premium funding available. Maintain financial health of the Loss Trust Fund. Keep total risk expenditures to less than 2% of overall City operating budget.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Estimated 15/16
Premiums for excess insurance programs	\$540,012
Maintain Risk Management budget to within 2% Of the City’s operating budget	2%

Public Information Office Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Public Information					
Expenditures					
Personnel Services	\$ 110,219	\$ 95,038	\$ 107,589	\$ 111,154	3%
Employee Benefits	39,042	34,706	42,218	33,213	-21%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	5,482	5,860	5,035	5,450	8%
Rentals	-	-	-	-	0%
Repair & Maintenance	1,494	1,660	3,322	2,894	0%
Building Maintenance	-	-	-	-	0%
Training & Education	1,350	2,998	4,780	5,384	13%
Other Services & Charges	65,426	46,390	61,664	45,282	-27%
Materials & Supplies	3,097	5,904	6,142	7,392	20%
Capital Outlay	-	-	-	-	0%
Public Information Total	\$ 226,110	\$ 192,555	\$ 230,750	\$ 210,769	-9%

Public Information Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Dir. Of Communications	1	1	1	1
Administrative Production Assistant	0	0	0	0
Media Editor	1	1	1	1
Total Personnel	2	2	2	2

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Public Information Department

Program Description:

The Communications department serves as the initial line of external communications to general public and media contacts via email, the collegeparkga.com website, social media (Facebook, Twitter, Flickr, Vimeo), telephony, in-person briefings, media contacts, etc.

Additionally, the department has been charged with creating the (business development) marketing platform for the city, including conceptualizing the media, managing the production, and tracking the negotiating of ad buys, frequency, budgeting, communicating City Council and organizational goals, planning and managing resources to ensure the accomplishments of such goals, event planning for key projects and addressing critical issues and concerns.

Trends:

Media conduits, specifically social media outlets have become the norm for successful marketing of ideas or products. Within the Communications office, *information* is treated similarly, due to the belief that disseminated messages are analogous to a packaged product. Our ultimate goal is to reach the target audience. High tech media, including flash pdf newsletters (including video) have proven to be reliable sources for marketing measures. Email, web, Facebook, twitter is other business-related social media outlets.

Program Broad Goals:

The goal of the Communications Office is to create an atmosphere for the honest, open flow of information to the general public, citizens, media and business interests in the city. Additional goals include marketing the city to enhance business or quality of life interests, thus giving College Park a positive image for consideration by groups interested in visiting or setting up businesses here. It is imperative to utilize every resource possible, and to convincingly build the public expectation that the city of College Park is on the cutting edge of technology – social media, video, email and other external means of communication.

Program Objectives:

The Communications Office is responsible for keeping the community informed and involved in our city. As a result, the Communications Officer:

Serves as a point of contact for citizens and the community when they are seeking information or wanting to share a suggestion or concern.

Works with city departments to promote the positive accomplishments of employees.
Maintains the city's website.

Produces publications and marketing materials (ad campaigns).
Serves as the media's liaison to the city.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Marketing Organization, various city-supported ribbon cuttings, and professional workshops or out of town Development/Airport Director conferences.

Prior Year Highlights: High quality production of marketing videos, new ad campaigns and continued exploration in Youtube.com marketing and PR have highlighted the 2011-12 fiscal year. College Park enjoyed a reduction in cost for video-on-demand by eliminating the proprietary Leightronix service (\$2800 annual contract) for a free version @ www.Youtube.com/CollegeParkTV23. Expanded reach of video chronicles, with concentration on merging ideas with the Development unit. The city’s venture into electronic billboards was a great success. Media coverage included many areas around the I-285 corridor (market-wide) and the Camp Creek/Tuskegee Airman highway.

Performance Measures (additional)

Program/Service Outputs: (goods, services, unit produced)	Estimated 15/16
Video story creation	50
Press Releases	55
Facebook/Twitter Followers	2500
Newsletters	2

Program/Service Outcomes: (based on program objectives) **Estimated 15/16**
Continue to build fans of the city’s web page by populating or tweeting new messages across a broad range of issues of great interest to citizens, staff and businesses in College Park. Measurement rated by number of new fans, hits, or responses to request tracker page on collegeparkga.com.

Engineering Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Engineering					
Expenditures					
Personnel Services	\$ 227,852	\$ 230,023	\$ 239,583	\$ 165,837	-31%
Employee Benefits	53,182	55,049	61,579	40,791	-34%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	9,335	10,115	10,177	9,694	-5%
Repair & Maintenance	5,159.07	6,157.67	6,606	4,991	-24%
Training & Education	3,332	3,510	7,300	4,910	-33%
Other Services & Charges	136,875	204,467	20,201	19,201	-5%
Materials & Supplies	9,651	10,042	13,350	9,700	-27%
Capital Outlay	97,955	835,229	215,998	-	-100%
Engineering Total	\$ 543,342	\$ 1,354,593	\$ 574,794	\$ 255,124	-56%

Engineering Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Engineering Director	1	1	1	1
City Engineer	1	1	1	0
Assistant City Engineer	-	-	-	-
GIS/CAD Technician	1	1	1	1
Administrative Assistant	-	-	-	-
Part Time Positions:				
Administrative Coordinator	-	-	-	-
Total Personnel	3	3	3	2

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Engineering Department

Program Description:

The Engineering Department provides technical services to the Citizens, Mayor, Council, Department Heads, Staff and other Governmental Agencies on the Federal, State, County, and Municipal levels. These technical services include but are not limited to Plan Review, Storm Water Review, Geographic Information system (GIS), Records, and Construction Administration to insure compliance with all Federal, State, County, and City rules and regulations.

Trends:

Preserve Historic College Park (Fourth largest Historic Urban District in Georgia behind Savannah, Macon, and Atlanta (all former or current State Capitols) while building a futuristic City to sustain the demands of the World's Busiest Airport in the World at Hartsfield Jackson Atlanta International Airport with 38 hotels and 6,000 rooms. Anticipate our customers' desires before they request them while providing the best possible customer service through a quick turnaround in reviewing Site Plans for Engineering and Storm Water Issues.

Program Broad Goals:

Provide timely review for all Site Plans concerning all Engineering issues. Provide quality and timely inspections. Ensure that the City complies with all mandates of Storm Water Management including National Flood Insurance Program (NFIP), National Pollution discharge Elimination System (NPDES), and Community Rating System (CRS).

Program 15/16 Objectives:

Complete Plan Review within two weeks. Maintain or improve the Improve CRS rating from 6 to 5 for affected citizens to get an additional 5% insurance reduction.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Number plans to be submitted.

Estimated 15/16
50

Program/Service Outcomes: (based on program objectives)

**CITY OF COLLEGE PARK, GEORGIA
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Review site plans within 14 days	Estimated 15/16 96%
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Performance Measures

Program/Service Outputs: (goods, services, units produced)

Number of plan reviewed	Actual 14/15 40
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Program/Service Outcomes: (based on program objectives)

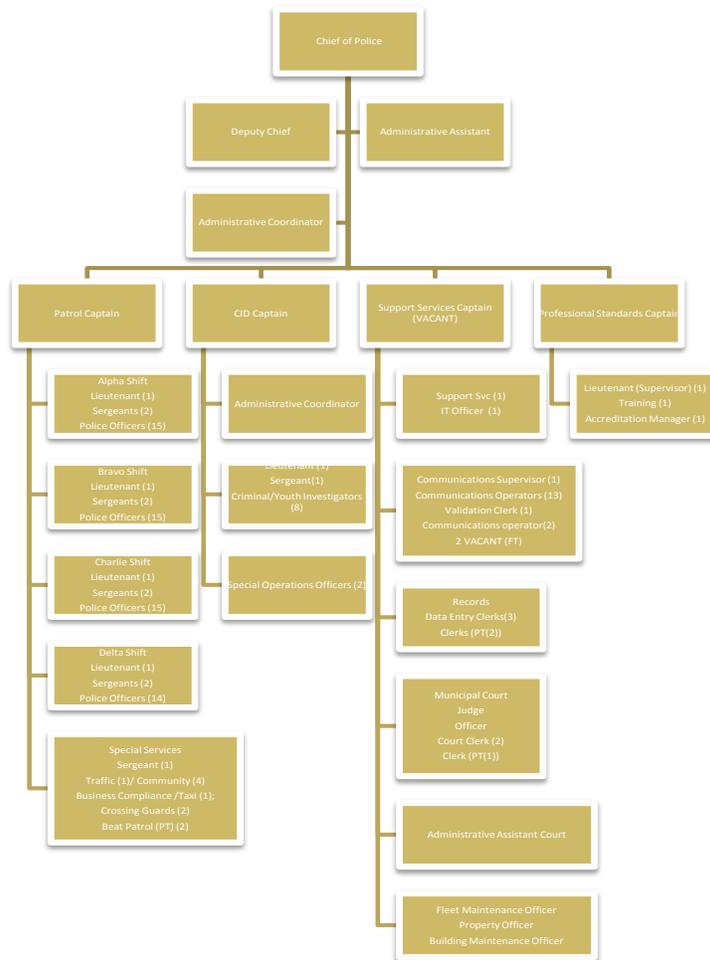
Review site plan within 14 days	Actual 14/15 90%
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Prior Year Highlights:

- Completed Godby Road/ Old National Parkway but was not called for any of the three audits that were required of Stimulus projects.
- Started and completed Phoenix Trail for pedestrian and bicycle which is a portion of Georgia's "March to the Sea" bicycle path. Ribbon cutting and grand opening will be in the near future.
- Completed Columbia Avenue and Downtown parking lots.
- Started construction of CSX Quiet Crossings with follow-up expected to be finished at the beginning of next financial year.
- Completed Bill Badgett Field parking lot for use by football and soccer.
- Completed South Fulton Comprehensive Transportation Plan in collaboration with six South Fulton municipalities and Fulton County which will have an impact on transportation funding and construction for the next twenty years.
- Completion of the Old National Highway Automated Transportation Management Systems (ATMS) should be operational after College Park Power provides 4 service connections and Georgia Power Company provides 8 service connections.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Police Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Municipal Court					
Expenditures					
Personnel Services	\$ 281,848.96	\$ 288,386.01	\$ 286,143.00	\$ 291,464.00	2%
Employee Benefits	32,589	33,164	25,941.00	22,989.00	2%
Repair & Maintenance	-	217	300	300	0%
Training & Education	1,751	2,017	5,780.00	2,780.00	15%
Other Services & Charges	194,432	129,513	116,272.00	117,772.00	-33%
Materials & Supplies	15,469	13,905	18,840.00	16,960.00	-10%
Debt Service	(7)	-	-	-	0%
Municipal Court Expenditure Total	\$ 526,082	\$ 467,202	\$ 453,276	\$ 452,265	0%

Municipal Court Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Administrative Assistant	1	1	1	1
Administrative Coordinator	1	-	-	-
Judge	1	1	1	1
EDP Technian	-	-	-	-
Account Clerk	1	1	1	1
Solicitor	1	1	1	1
Part Time Positions:				
Clerk	2	3	3	3
Judge	2	2	2	2
Solicitor	-	1	1	1
Total Personnel	9	10	10	10

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

MUNICIPAL COURT

Program Description:

The court division provides equal access to a fair and effective system of justice for all without excess cost, inconvenience, or delay, with sensitivity to all members of society.

Trends:

We continue our commitment to discover and utilize alternatives to incarceration while holding offenders accountable. The Court continues to identify our core services and focus our resources on these services in innovative ways to accomplish our mission.

Program Broad Goals:

The Court Division provides an efficient program for the representation of indigent criminal defendants to those who are charged with a crime and cannot afford an attorney. Provide quality service that continuously improves, that meets or exceeds public expectations, and that ensures that all are treated with courtesy, dignity, and respect. Maintain a high quality of customer service and provide annual customer service training to all personnel. Increase efficiency and effectiveness of the court system.

Program 15/16 Objectives:

Acknowledge and enhance the potential of every employee in our organization to contribute to the administration of justice through participation, training, and technology.

Utilize technology to disseminate essential information.

The Court Division provided and improved customer service by developing informational pamphlets and brochures for individuals to resolve vehicle and licensing registration issues that are handled by entities outside the court (DMV, State, DPS, etc.).

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Actual 14/15
Court cases handled and citations entered for previous year.	
Court Cases	17,320
Citations	19,651

Program/Service Outcomes: (based on program objectives)	Estimate 15/16
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*Provide training for court software for new employees.

*Provide cross training in the court software to the new court staff for a more efficient court system.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

COURT SERVICES (Continued)

Prior Year Highlights:

- The Court Division provided equal access to a fair and effective system of justice for all without excess cost, inconvenience, or delay, with sensitivity to all members of society
- The Court Division implemented a court technology fee to help offset the costs of technology.
- The Court Division transitioned to an electronic court system with new court software, Syscon.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Police Administration					
Expenditures					
Personnel Services	\$ 699,273	\$ 759,281	\$ 772,787	\$ 765,780	-1%
Employee Benefits	240,179	256,911	249,720	242,837	-3%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	180,844	208,339	171,088	171,088	0%
Rentals	-	-	-	-	0%
Repair & Maintenance	19,427	25,231	31,863	39,356	24%
Building Maintenance	91,522	65,040	76,000	72,000	-5%
Training & Education	1,997	3,026	3,600	3,600	0%
Other Services & Charges	328,031	318,048	327,347	382,088	17%
Materials & Supplies	48,037	44,325	56,275	50,520	-10%
Capital Outlay	-	-	27,584	-	0%
Debt Service	(85)	-	-	-	0%
Police Administration Total	\$ 1,609,225	\$ 1,680,200	\$ 1,716,264	\$ 1,727,269	1%

Police Administration Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions				
Chief	1	1	1	1
Deputy Chief	1	1	1	1
Lieutenant	1	1	1	1
Sergeant	1	1	1	1
Police Officer	3	3	3	3
EDP Tech	1	1	1	1
Validation Clerk	-	-	-	-
Administrative Assistant	2	2	2	2
Administrative Coordinator	2	2	2	2
Custodian (Building Maint Specialist)	1	1	1	1
Building Maint Specialist	1	1	1	1
Part Time Positions:				
Clerk	1	1	1	1
Total Personnel	15	15	15	15

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

POLICE ADMINISTRATION

Program Description:

The Office of the Chief provides the leadership, management, strategic planning and administrative support necessary to ensure the most effective delivery of public safety services and awareness to the community. These include special community functions such as the Citizen Police Academy, National Night Out, citizen and media requests for information, and the reporting of newsworthy items of community interest. This office is also responsible for coordination and administration of fiscal control, record keeping, accountability functions, and overall oversight of the Department.

Trends:

Retaining the open lines of communication with the community remains vital to our public safety mission. Thus, this outreach effort is established as a key objective of the Office of the Police Chief. Attending Community meetings/events and hosting community events are a significant part of CPPD's outreach efforts. Identify and implement strategies, initiatives, and staffing needs assessments to ensure the department continues to meet service demands during economic challenges.

Program Broad Goals:

Implement the new structure for the Police Department for effective and timely services to the community. Create positive community partnerships and enhance quality communication with our citizens. In order to continue providing quality law enforcement services to the City of College Park in order to enhance our service and to mitigate concerns of liability claims an Action Plan was implemented and is ongoing. Elements of the Action Plan include, training specifically focusing on Stop, Arrest, and Search of Persons, search and seizure, criminal procedure, constitutional law, legal updates, and scenario training. Additional elements include enhances supervision, improved documentation, more use of force alternatives, and broader deployment of technical equipment.

Program 15/16 Objectives:

Identify and implement efficient and effective improvements in the Police Department. Continue community outreach efforts, through the Citizen Academy, National Night Out and other community events, through the Public Information Officer's role in informing our citizens, and through the Department's daily contact with residents, business owners, and visitors at the officer level.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual:	14/15
# of Citizen Academy conducted		1

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

of community meetings attended 36

Program / Service Outcomes: (based on program objectives)

Actual: 14/15

Conduct Community Neighborhood Watch meetings,
Crime Prevention, and Awareness Events. 400

Estimate: 15/16

Ensure College Park Uniform Crime Report, Part I crimes are
well below (56%) East Point’s average over 8 months of available data. East Point
3,016

College Park
1,329

POLICE ADMINISTRATION (Continued)

Prior Year Highlights

- As we have hired some of the best and brightest our community has to offer, we had a number of officers to leave this agency for another career path this year. The creation of new cities had an impact on retention as these new entities tend to recruit experienced management and line level personnel. This trend is not isolated to our agency however, in speaking with neighboring police departments; we find they are experiencing it as well. These comparisons reflect a trend in the area where new cities are being established. The trend does provide the opportunity to recruit, employ, and train new officers and better mold them into accomplishing our mission of providing a more highly effective College Park Police Department.
- During our in-service training period we ensured that all personnel received the training mandated. With us having several instructors within the department, several assisted in the training as well as utilizing online courses hosted by the Georgia Public Safety Training Center. As a result, personnel were exposed to a wide range of knowledge and experiences. The firearms staff instituted a process whereby officers have the opportunity to sign up and attend “Open Range” days once a month. In addition, when an officer feels confident in his/her skill level, they are allowed to qualify. The result has been more officers taking an interest in their firearm skills and bettering those skills. It has also decreased the number of officers receiving remedial training and the associated costs. The Department also implemented a monthly training program focusing on nutrition, weight training, aerobic training and defensive tactics, to improve the mental and physical readiness of all employees.
- As we continue to strive to hold ourselves accountable for our actions and instill an atmosphere of fair and equitable discipline, the department entertains all citizen complaints and investigations are conducted when necessary. In doing so, we ensure that the concerned citizens and the involved agency personnel receive fair and impartial treatment.

CITY OF COLLEGE PARK, GEORGIA
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- The Department obtained State Accreditation in July of 2010 and are consistently updating and making policy changes to maintain compliance with Accreditation requirements. The College Park Police Department (CPPD) underwent an Accreditation Review during 2014 and as a result retained Georgia Accreditation.
- The Department had a 1% decrease in burglaries in 2013 and a 4% decrease in overall crime. CPPD officers continue to work diligently to reduce crime.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Police Patrol					
Expenditures					
Personnel Services	\$ 4,010,044	\$ 4,014,685	\$ 4,334,855	\$ 4,281,719	-1%
Employee Benefits	1,345,462	1,399,071	1,476,225	1,370,271	-7%
New Personnel Costs	-	-	-	-	0%
New Personnel Costs	-	-	-	-	
Communications & Util.	46,592	36,391	69,402	63,742	-8%
Rentals	-	-	-	-	0%
Repair & Maintenance	263,204	268,802	267,048	272,608	2%
Building Maintenance	-	-	-	-	0%
Training & Education	1,105	996	2,000	2,000	0%
Other Services & Charges	476,282	517,633	393,932	387,732	-2%
Materials & Supplies	286,414	269,424	260,160	257,660	-1%
Capital Outlay	177,242	96,297	277,774	381,170	37%
Debt Services	(468)	-	-	-	0%
Police Patrol Total	\$ 6,605,876	\$ 6,603,299	\$ 7,081,396	\$ 7,016,902	-1%

Police Patrol Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Major	-	-	1	1
Captain	1	1	1	1
Lieutenant	5	5	5	5
Sergeant	9	9	9	9
Police Officer	70	70	62	62
Part Time Positions:				
School Crossing Guards	2	2	2	2
Police Officers (Foot Patrol)	2	2	2	2
Total Personnel	89	89	82	82

**CITY OF COLLEGE PARK, GEORGIA
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Police Patrol

Program Description:

The Patrol Services program provides general law enforcement and first responder responsibilities, completes initial criminal and traffic investigations, performs traffic control and enforcement duties, implements community policing strategies and utilizes other department resources to solve community or crime related problems.

Trends:

Increased demand for patrol resources due to the growth and development within the city and the number of transients/commuters passing through on all methods of transportation (interstates, mass transit, surface streets, etc.).

Program Broad Goals:

Prevent crime and disorder by taking appropriate and proactive measures designed to reduce criminal activity and by maintaining the quality and effectiveness of policing services. Respond promptly to calls for service. Develop safer neighborhoods through community partnerships and participation. Enhance traffic safety through enforcement and education. Maintain a high level of visibility. Allocate more resources to address spikes in crime.

Program 15/16 Objectives:

Proactively target repeat offenders, identify and predict problem areas and crime patterns in the community utilizing crime data analysis, community input and police observation. Increase neighborhood watch participation and strengthen partnerships with home owners, businesses and community associations.

Performance Measures

Program / Service Outputs: (goods, services, units produced) Actual: 14/15

Incidents: 9,489
Events: 33,312
Citations: 7,964
Arrests: 2,083

Program / Service Outcomes: (based on program objectives) Actual: 14/15

Return to a standard response time of 5 minutes or less for response to emergency calls for service. The current response time average of 8.9 minutes was computed on 4 February 2014,

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

based on the current fiscal year-to-date. This response time includes the travel time to other metro jurisdictions for picking up wanted persons as well as all non-emergency calls for service.

PATROL SERVICES Continued

Program / Service Outputs: (goods, services, units produced)

	Estimated 15/16
# Proactive (self-initiated and directed patrol) calls	22,000
# of all calls for service	42,000

Program / Service Outcomes: (based on program objectives)

	Estimated 15/16
Achieve a standard of 5 minutes or less for response to Emergency calls for service	

Prior Year Highlights

1. The Special Operations Unit of the Patrol Division continued to target specific problem areas in the city. They utilize a combination of marked and unmarked units to conduct operations to include surveillance, roadblocks, vice (prostitution stings, drug and alcohol investigations) and the execution of search warrants. The unit works closely with the Patrol shifts and has helped make a positive impact in crime reduction (-4%).
2. The Community Oriented Police (COPS) unit hosted and participated in a record number of community outreach events to demonstrate our commitment to develop positive relationships with the citizens and businesses of College Park as well as patrolling “hot spots” to augment normal patrol shifts. They perform weekly road safety checks as well as scooter and foot patrols. Additionally, there has been an overall participation in community events by officers who are assigned to regular patrol shifts.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

POLICE INVESTIGATIONS

Program Description:

The Criminal Investigation Division is responsible for the investigation of all manner of crimes; both felony and misdemeanor which occurs within the jurisdiction of the City of College Park.

Trends:

Property crimes are in a declining trend. The Criminal Investigations Division in conjunction with the Special Operations Division continues target enforcement operations to reduce the number of quality of life issues (prostitution, loitering, etc.) throughout the city.

Program Broad Goals:

Conduct thorough and complete investigations in a timely manner with an emphasis of targeting repeat offenders in order to exceed Uniform Crime Report clearance rates. Utilize a multi-disciplinary approach to burglary and property crime investigation through intelligence, crime analysis, investigation and crime prevention, in an effort to increase the burglary and property crime clearance rates and obtain a reduction in these same crimes. Continue to work with multi-jurisdictions in the area to reduce property crimes by apprehending multi-jurisdictional offenders, targeting burglars and car thieves.

Program 15/16 Objectives:

Exceed the Uniform Crime Report clearance rate for homicide, aggravated assault and robbery. Identify violent crime and property crime trends and concentrate investigative efforts on dangerous repeat offenders and distribute information in a timely manner. Increase the clearance rate in burglary and theft cases by proactively and aggressively investigating crimes, crime trends and repeat offenders with a goal of burglary and theft reduction.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual:	14/15
# of property crimes	1677	
# of violent crimes	279	
Case clearance rate	19%	

Program / Service Outcomes: (based on program objectives)

	Estimate:	15/16
Achieve a 26% clearance rate for property crimes and violent crimes combined. This goal is consistent with the national average.	26%	

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Police Investigations					
Expenditures					
Personnel Services	\$ 661,752	\$ 428,550	\$ 631,889	\$ 657,145	4%
Employee Benefits	200,880	171,043	227,589	219,716	-3%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	29,157	24,279	35,613	35,653	0%
Rentals	-	-	-	-	0%
New Personnel Costs	-	-	-	-	-
Repair & Maintenance	16,341	20,928	20,428	20,428	0%
Training & Education	1,110	2,390	3,095	2,780	-10%
Other Services & Charges	49,217	92,167	23,169	24,069	4%
Materials & Supplies	20,076	17,398	21,725	19,115	-12%
Capital Outlay	-	-	25,584	23,484	0%
Debt Service	(89)	-	-	-	0%
Police Investigations Total	\$ 978,444	\$ 756,756	\$ 989,092	\$ 1,002,390	1%

Police Investigations Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Major	-	-	-	1
Captain	1	1	1	0
Lieutenant	1	1	1	1
Sergeant	1	1	1	1
Police Investigators	8	8	8	8
Administrative Assistant	-	-	-	-
Administrative Coordinator	1	1	1	1
Total Personnel	12	12	12	12

CITY OF COLLEGE PARK, GEORGIA
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POLICE CRIMINAL INVESTIGATION DIVISION (Continued)

Prior Year Highlights

- The number of residential burglaries was reduced from 398 the previous year to 395 (a >1% decrease) throughout the city, due to both aggressive patrol efforts and aggressive investigations.
- Aggressive investigations and intelligence information sharing between ourselves and other jurisdictions in our area has resulted in the identification and arrests of several multi-jurisdictional offenders for property crimes, most specifically burglary and motor vehicle theft.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Corrections					
Expenditures					
Personnel Services	\$ 179,571	\$ 153,364	\$ 185,224	\$ 192,658	4%
Employee Benefits	50,051	59,779	60,424	56,060	-7%
New Personnel Costs	-	-	-	-	0%
Communications & Util.	-	-	-	-	0%
Repair & Maintenance	1,447	2,357	3,266	31,816	874%
Building Maintenance	-	-	-	-	0%
Training & Education	39	-	600	600	0%
Other Services & Charges	236,363	225,711	321,272	283,772	-12%
Materials & Supplies	12,757	10,095	15,100	18,200	21%
Cost Of Sales	4,123	5,009	6,000	5,000	-17%
Capital Outlay	-	-	-	-	0%
Other Debt	(30)	-	-	-	0%
Corrections Total	\$ 484,322	\$ 456,315	\$ 591,886	\$ 588,106	-1%

Corrections Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions				
Jailer	4	4	4	4
Part Time Positions:				
Jailer	2	2	2	2
Total Personnel	6	6	6	6

CITY OF COLLEGE PARK, GEORGIA
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CORRECTIONS

Program Description:

The Corrections Program provides short-term holding for persons arrested by College Park police officers, prisoner transportation coordination between our jail, the county jails (both Fulton and Clayton) and City Court, and fingerprinting services for City Court and the public.

Trends:

Detention continues to experience growth in the number of bookings, which drives workload activities. The unit is also experiencing more hearings in which our prisoners housed at the East Point city jail have to be brought back to City Court. The costs for inmate housing increased due to Union City closing their jail and East Point reopening. Rate increased from \$50 a day to \$65 a day per inmate.

Program Broad Goals:

Provide quality care, custody and control of detainees in a safe environment. We will continue to provide prisoner transportation between East Point city jail, County jails, and City Court, with current law enforcement personnel. Part time jailers will provide prisoner transportation for Special Operations and The Patrol Division conducting investigations where large numbers of arrests will be anticipated. We will also be able to handle the increased court cases by utilizing part time jailers to assist with the managing of the inmates.

Program 15/16 Objectives:

Respond to increased number of prisoner bookings and ensure proper identification and compliance with training on the new fingerprinting system (Live Scan) for all detention officers. Keep Patrol officers on the streets by using part time detention personnel to assist with the processing of inmates during court days and night time special operations. Inmate property will be maintained and released back to them or their designee within 30 days of release from incarceration. Items that inmates fail to reclaim after the 30 days will be either disposed of by destruction or donated to charitable organizations for use, such as clothing and electronic items, particularly cell phones and their accessories.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual:	14/15
# of bookings performed fiscal year to date		2,083
# of prisoner transports completed fiscal year to date		759

Program / Service Outcomes: (based on program objectives)

	Estimated:	15/16
Reduce prisoner processing time with the assistance of part time jailers.		50%

CITY OF COLLEGE PARK, GEORGIA
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Prior Year Highlights

The Corrections Division completed the required guidelines for the State Certification.

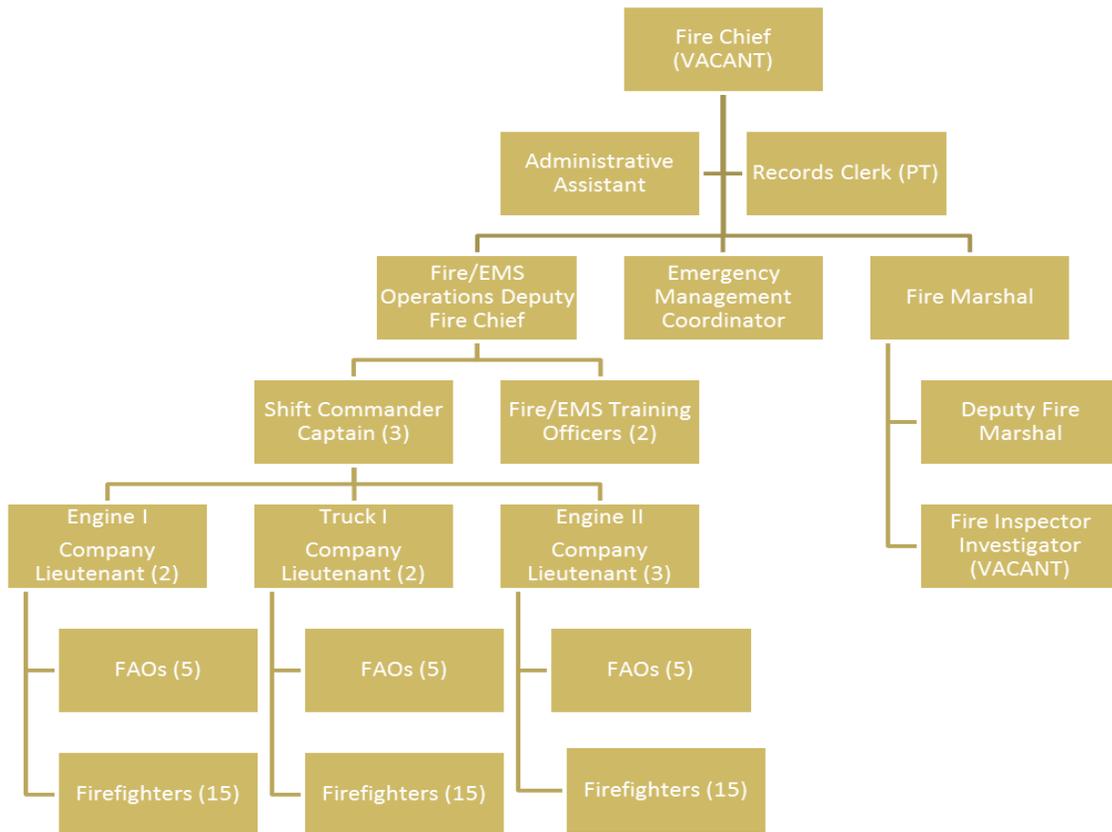
- a.) The jailers received bonding training from the Fulton County Sheriff's Department.
- b.) They also received Fire Safety training for the facility.
- c.) They received OC training.

Improved data collection and booking guidelines for inmates.

Each jailer was issued a puncture resistant safety vest for improved officer protection.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Fire Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Fire Administration					
Expenditures					
Personnel Services	\$ 312,682	\$ 314,036	\$ 275,083	\$ 280,185	0%
Employee Benefits	91,341	88,941	72,736	70,284	-3%
Communications & Util.	93,537	90,152	74,490	74,490	-4%
Repair & Maintenance	26,288	33,384	34,586	34,586	27%
Building Maintenance	43,144	37,999	50,000	47,000	-12%
Training & Education	13,704	14,165	17,429	17,429	3%
Other Services & Charges	42,599	26,483	32,243	27,983	-38%
Materials & Supplies	22,126	16,570	16,200	15,700	-25%
Cost of Sales	1,494	1,459	1,500	1,500	-2%
Fire Administration Total	\$ 646,917	\$ 623,188	\$ 574,267	\$ 569,157	-1%

Fire Administration Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Fire Chief	1	1	1	1
Deputy Fire Chief	1	-	-	-
Administrative Assistant	1	1	1	1
Fire Marshal	1	1	1	1
Fire Training Instructor	1	1	-	-
Part Time Positions:				
Records Clerk	1	1	1	1
Custodian	1	1	1	1
Total Personnel	7	6	5	5

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Fire Administration

Program Description:

The purpose of the Fire Department is to reduce the incidence and severity of emergencies and provide the highest level of fire and emergency service protection possible. Our department consists of three (3) primary service areas: Fire Administration, Fire Operations and Emergency Medical Services.

Trends

The overall mission of the fire service is to protect life, property, and natural resources from fire and other emergencies. With increasing demands, the fire service must utilize the best tools, techniques, and training methods to meet the expectations of its residents, businesses and visitors. Risk assessment, preparedness, and mitigation are primary issues challenging today's fire and emergency services departments. Timely and effective emergency response cannot be continually achieved without adequate planning and preparedness. One of the tools that greatly assists the fire service in providing an efficient level of service delivery is geographic information system (GIS) technology. GIS supports planning, preparedness, mitigation, response, and incident management.

Program Broad Goals

Office of the Fire Chief/Administration

Goals:

1. Improve Emergency Response and Fire Operations to provide an effective, timely, and efficient emergency response capability to all areas in the City of College Park.
2. Improve Disaster preparedness and response capability by revising the College Park Emergency Operations plans and guidelines and practicing the plan.
3. Improve Professional Standards, Communications and Member Inter-personal Relationships-Continue to promote a high degree of professional behavior and communications for all members of the department.
4. Improve Dispatch processing time and radio communications-Provide clear and concise emergency communications to our internal and external customers through a professional enhanced-911 center.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Objectives:

1. Accurately identify and validate the Standards of Response and ensure it is publicized to our members and the community.
2. Participate in the annual Disaster Exercise and participate in County LEPC and Regional UASI and stay abreast with information throughout the year.
3. Continue collaborating with Dispatch personnel and work towards improving dispatch process time.
4. Offer a promotional process to place members of our department in permanent positions.

Performance Measures

1. Update our Standards of Response to form the basis for fiscal planning, resource management, training requirements, and our pre-incident planning process.
2. Conduct and evaluate a minimum of one (1) College Park Disaster Preparedness Exercise.
3. Establish a shift change process that includes all company officers to capture all previous day activities and discuss future events; conduct and document regular staff and department meetings and briefings. Maintain accurate data that captures the time of call and time of dispatch for every incident 80% of the time

Fire Marshal/Risk Assessment

Goal:

Aggressively educate our community on the dangers of fire and provide prevention information to help prevent fires and limit life risk.

Objectives:

1. Strengthen Fire Prevention support capability to ensure critical life safety and fire safety components are included in all levels of work.
2. Limit fire losses in the community.
3. Perform accurate and timely enforcement functions to ensure a minimum level of compliance with established safety standards.

**CITY OF COLLEGE PARK, GEORGIA
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Performance Measures:

1. Work with appropriate College Park departments Building Department and conduct accurate plans review of all designs prior to established deadlines.
2. Provide at least 1 fire safety event per quarter at each schools with age-specific programs appropriate with the audience.
3. Conduct comprehensive fire inspections on all fire department facilities annually to include all department stations, administrative offices and the training facility.
4. Increase fire inspections to ensure all businesses are inspected annually.
5. Work with appropriate College Park departments, Code Enforcement and Building inspections Department to conduct accurate plans review of all designs prior to established deadlines.

Prior Year Highlights

Fire Administration

- Reduced overtime
- Reduced Staffing

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Fire Suppression					
Expenditures					
Personnel Services	\$ 3,354,261	\$ 3,355,150	\$ 3,729,444	\$ 3,611,681	0%
Employee Benefits	1,110,248	1,202,043	1,242,870	1,149,819	8%
Communications & Util.	24,531	12,026	9,994	9,994	-51%
Repair & Maintenance	109,097	94,250	136,992	135,492	-14%
Building Maintenance	-	-	-	-	
Training & Education	6,151	11,965	14,450	14,907	95%
Other Services & Charges	119,057	203,827	146,078	124,907	71%
Materials & Supplies	127,122	144,663	162,668	151,950	14%
Cost of Sales	1,824	1,471	1,500	1,500	-19%
Capital Outlay	-	-	260,229	40,000	
Fire Suppression Total	\$ 4,852,291	\$ 5,025,395	\$ 5,704,225	\$ 5,240,250	-8%

Fire Suppression Personnel

Full Time Positions:	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Captain	3	3	3	3
Lieutenant	9	9	9	1
Driver Engineer (FAO)	21	21	12	9
Firefighter	37	37	42	12
Fire Training Instructor	0	0	1	42
Total Personnel	70	70	67	67

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Fire Suppression

Program Description:

The purpose of the Fire Department is to reduce the incidence and severity of emergencies and provide the highest level of fire and emergency service protection possible. Our department consists of three (3) primary service areas: Fire Administration, Fire Operations and Emergency Medical Services.

Trends

The overall mission of the fire service is to protect life, property, and natural resources from fire and other emergencies. With increasing demands, the fire service must utilize the best tools, techniques, and training methods to meet the expectations of its residents, businesses and visitors. Risk assessment, preparedness, and mitigation are primary issues challenging today's fire and emergency services departments. Timely and effective emergency response cannot be continually achieved without adequate planning and preparedness. One of the tools that greatly assists the fire service in providing an efficient level of service delivery is geographic information system (GIS) technology. GIS supports planning, preparedness, mitigation, response, and incident management.

Program Broad Goals

Office of the Fire Chief/Administration

Goals:

1. Improve Emergency Response and Fire Operations to provide an effective, timely, and efficient emergency response capability to all areas in the City of College Park.
2. Improve Disaster preparedness and response capability by revising the College Park Emergency Operations plans and guidelines and practicing the plan.
3. Improve Professional Standards, Communications and Member Inter-personal Relationships-Continue to promote a high degree of professional behavior and communications for all members of the department.
4. Improve Dispatch processing time and radio communications-Provide clear and concise emergency communications to our internal and external customers through a professional enhanced-911 center.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Objectives:

1. Accurately identify and validate the Standards of Response and ensure it is publicized to our members and the community.
2. Participate in the annual Disaster Exercise and participate in County LEPC and Regional UASI and stay abreast with information throughout the year.
3. Continue collaborating with Dispatch personnel and work towards improving dispatch process time.
4. Offer a promotional process to place members of our department in permanent positions.

Performance Measures

1. Update our Standards of Response to form the basis for fiscal planning, resource management, training requirements, and our pre-incident planning process.
2. Conduct and evaluate a minimum of one (1) College Park Disaster Preparedness Exercise.
3. Establish a shift change process that includes all company officers to capture all previous day activities and discuss future events; conduct and document regular staff and department meetings and briefings. Maintain accurate data that captures the time of call and time of dispatch for every incident 80% of the time

Fire Suppression

Goals

1. Consider whether there are areas where fees should be assessed to recover costs
2. Build a third fire station where the minimum number of firefighters will be assigned to initiate the critical tasks that are outlined in the City of College Parks Standards of Response
3. Continue to maintain the minimum number of personnel assigned daily to initiate the critical tasks that are outlined in the City of College Parks Standards of Response.

Objectives

1. Comply with the NFPA Standards of Response, by having full staffing per shift to respond on structure fires with an initial first alarm.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Emergency Medical Services					
Expenditures					
Personnel Services	\$ 68,258	\$ 72,575	\$ 68,284	\$ 69,569	6%
Employee Benefits	22,516	24,587	25,243	24,116	9%
Communications & Util.	239	1,666	2,200	1,800	597%
Repair & Maintenance	20,576	27,847	20,132	19,239	35%
Training & Education	13,923	30,627	29,385	29,385	120%
Other Services & Charges	98,942	28,729	34,607	80,720	-71%
Materials & Supplies	57,843	59,186	42,500	40,500	2%
Capital Outlay	-	-	-	5,800	100%
Emergency Medical Services Total	\$ 282,297	\$ 245,218	\$ 222,351	\$ 271,129	22%

Emergency Medical Services Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
EMS Training Instructor	1	1	1	1
Total Personnel	1	1	1	1

**CITY OF COLLEGE PARK, GEORGIA
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Emergency Medical Services

Program Description:

The purpose of the Fire Department is to reduce the incidence and severity of emergencies and provide the highest level of fire and emergency service protection possible. Our department consists of three (3) primary service areas: Fire Administration, Fire Operations and Emergency Medical Services.

Trends

The overall mission of the fire service is to protect life, property, and natural resources from fire and other emergencies. With increasing demands, the fire service must utilize the best tools, techniques, and training methods to meet the expectations of its residents, businesses and visitors. Risk assessment, preparedness, and mitigation are primary issues challenging today's fire and emergency services departments. Timely and effective emergency response cannot be continually achieved without adequate planning and preparedness. One of the tools that greatly assists the fire service in providing an efficient level of service delivery is geographic information system (GIS) technology. GIS supports planning, preparedness, mitigation, response, and incident management.

Program Broad Goals

Office of the Fire Chief/Administration

Goals:

1. Improve Emergency Response and Fire Operations to provide an effective, timely, and efficient emergency response capability to all areas in the City of College Park.
2. Improve Disaster preparedness and response capability by revising the College Park Emergency Operations plans and guidelines and practicing the plan.
3. Improve Professional Standards, Communications and Member Inter-personal Relationships-Continue to promote a high degree of professional behavior and communications for all members of the department.
4. Improve Dispatch processing time and radio communications-Provide clear and concise emergency communications to our internal and external customers through a professional enhanced-911 center.

**CITY OF COLLEGE PARK, GEORGIA
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Objectives:

1. Accurately identify and validate the Standards of Response and ensure it is publicized to our members and the community.
2. Participate in the annual Disaster Exercise and participate in County LEPC and Regional UASI and stay abreast with information throughout the year.
3. Continue collaborating with Dispatch personnel and work towards improving dispatch process time.
4. Offer a promotional process to place members of our department in permanent positions.

Performance Measures

1. Update our Standards of Response to form the basis for fiscal planning, resource management, training requirements, and our pre-incident planning process.
2. Conduct and evaluate a minimum of one (1) College Park Disaster Preparedness Exercise.
3. Establish a shift change process that includes all company officers to capture all previous day activities and discuss future events; conduct and document regular staff and department meetings and briefings. Maintain accurate data that captures the time of call and time of dispatch for every incident 80% of the time

Emergency Medical Services (EMS)

Goal

Improve our emergency medical services in our community by minimizing the death and suffering for patients experiencing illness, accidents, or injury.

Performance Measures

1. Provide emergency medical service, including automatic external defibrillator capability at a minimum, for all calls requiring emergency medical assistance as dictated by the Standards of Response Coverage.
2. Continue to offer CPR training to all citizens and businesses in the City of College Park
3. Provide timely emergency medical and rescue services.
4. Provide emergency medical service, including automatic external defibrillator capability at a minimum, for all calls requiring emergency medical assistance in accordance College Park Fire Rescue Standard Operating Guidelines.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

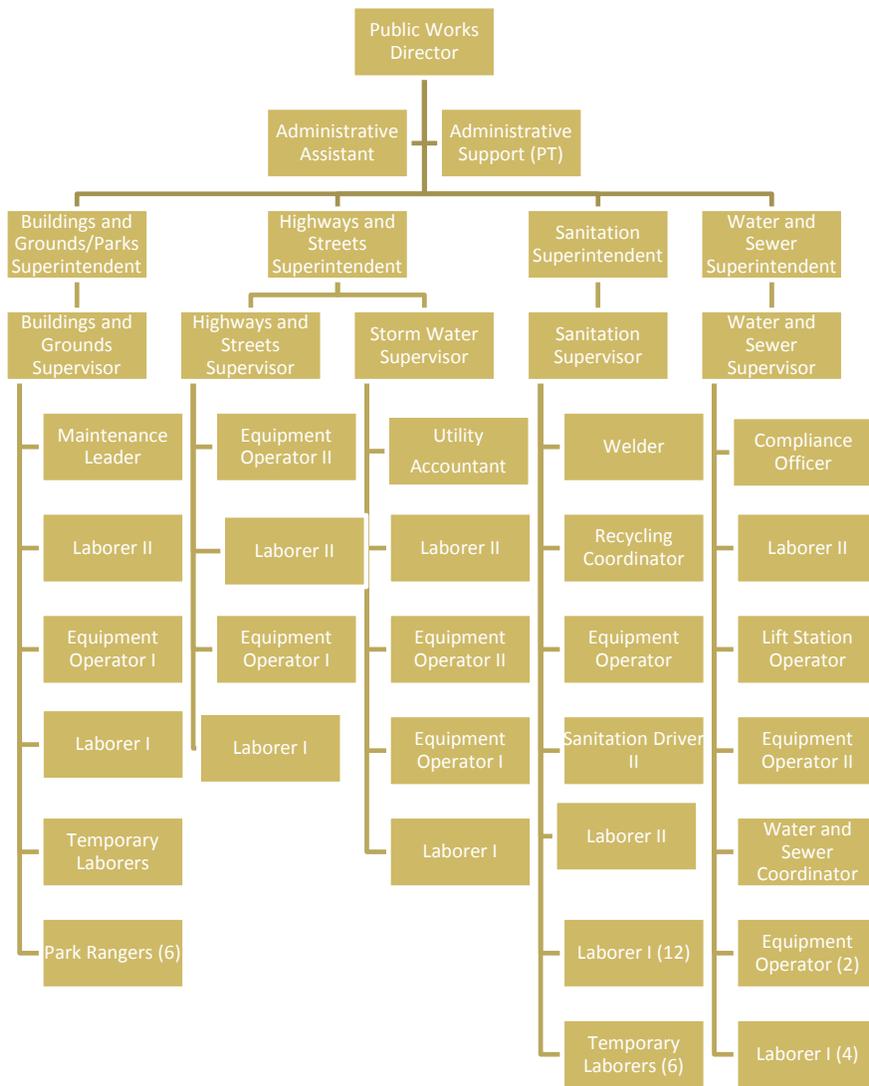
Prior Year Highlights

Emergency Medical Services

- Completed Departmental First responders License Recertification
- All members in Fire Operations division completed an Emergency Vehicle Operations Course
- 3 Firefighters completed training and obtained Paramedic certifications
- 5 members are enrolled in EMT training and received their certification
- Emergency Medical Dispatch program/training (in progress)
- Bike Medic program up and running
- Completed Departmental First Responders License Recertification

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Public Works Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Public Works Administration					
Expenditures					
Personnel Services	\$ 43,360	\$ 44,296	\$ 46,102	\$ 46,976	2%
Employee Benefits	11,121	12,257	12,233	12,233	0%
Capital Outlay	-	73,120	20,000	-	-100%
Communications & Utility	-	110.00	727	727	0%
Repair & Maintenance	-	6,561	4,299	9,920	131%
Training & Education	2,142	1,320	1,950	1,950	0%
Other Services & Charges	-	3,777	1,110	1,110	0%
Materials & Supplies	972	748	1,186	1,186	0%
Public Works Administration Total	\$ 57,595	\$ 142,189	\$ 87,607	\$ 74,102	-15%

Public Works Administration Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Public Works Director	1	1	1	1
Administrative Assistant*	1	1	1	1
Total Personnel	2	2	2	2

*Position is included in Sanitation Department position count due to funding from Sanitation and Water&Sewer

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Highway and Streets					
Expenditures					
Personnel Services	\$ 365,281	\$ 321,495	\$ 330,560	\$ 358,933	9%
Employee Benefits	139,757	131,406	131,658	129,829	-1%
Communications & Util.	3,497	3,637	2,500	3,200	28%
Rentals	176	65	-	-	0%
Repair & Maintenance	387,162	387,680	280,939	253,627	-10%
Building Maintenance	1,229	-	1,000	700	-30%
Training & Education	1,404	770	1,850	1,650	-11%
Other Services & Charges	29,785	22,032	29,529	33,029	12%
Materials & Supplies	64,151	60,657	51,732	51,732	0%
Capital Outlay	14,290	-	-	-	0%
Highway and Streets Total	\$ 1,006,675	\$ 927,742	\$ 829,768	\$ 832,700	0%

Highway and Streets Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Superintendent	1	1	1	1
Supervisor	1	-	-	-
Equipment Operator II	3	3	3	3
Equipment Operator I	3	3	2	2
Laborer II	3	3	3	3
Laborer I	2	2	1	1
Total Personnel	13	12	10	10

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Highways and Streets Asphalt Operations

Program Description:

The Highways & Streets Asphalt (street maintenance and repair) program is responsible for responding to the Public, the Public Works Director, City Council, the Mayor, and all Internal and External customers in regards to complaints or concerns about problems or deficiencies in relative to the prospective program. The Street Asphalt program protects and maintains the expected service life of an asphalt street by providing asphalt and concrete street maintenance and repair, street resurfacing, street patching of potholes, asphalt street overlaying for deficiencies on all City streets and road ways, and repairing utility cuts as reported by the Water/ Sewer Resource. A significant portion of this work is accomplished in support of the Water/ Sewer Resource activities that impact the street pavement and concrete. The program daily targets street deficiencies such as potholes, cave-ins, and depressions that are caused by street failure. The program also performs pre and post inspections for the LMIG (Local Maintenance and Improvement Grant Program) and Execute the 2015 -2016 LMIG schedule in accordance with the State Contract.

Trends:

The General workload is increasing due to the increase number of asphalt road deficiencies within the City. Citizen's service request is also increasing due to the number of road deficiencies. As a result of an increase in service, more money will be spent on materials for repairs.

Program Broad Goals:

Implement and maintain a preventive maintenance program that adequately protects the pavement asset through an aggressive pro-active approach for repair and maintenance on all existing and new road surfaces.

Performance Measures

Program/Service Outputs: (goods, services, unit produced)

Actual 14/15
95%

Respond to 95% of request or complaints for pothole repairs, cave-ins and depressions after they are reported within 24 hours.

Respond to 95% of utility cut repairs after they are reported from an internal or external source within one (1) week of the report.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Estimated 15/16
95%

Respond to 95% of request or complaints for pothole repairs, cave-ins and depressions after they are reported within 24 hours.
Respond to 95% of utility cut repairs after they are reported from an internal or external source within one (1) week of the report.

Program/Service Outcomes: (based on program objectives)

Actual 14/15
95%

Restore 95% of potholes, cave-ins and depressions after they are responded to within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Resurface a minimum of (1) street a year under the LMIG (Local Maintenance and Improvement Grant) program as approved by the State.

Estimated 15/16
95%

Restore 95% of potholes, cave-ins and depressions after they are responded to within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Restore 95% of all utility cuts within seven (7) working days of the initial response.
Resurface a minimum of (1) street a year under the LMIG (Local Maintenance and Improvement Grant) program as approved by the State.

Prior Year Highlights:

- Patched an average of 375 potholes a year
- Restored or Repaired an average of 98 utility cuts a year
- Repaired an average of 75 street depressions or cave ins caused by tree roots or other deficiencies
- Resurfaced Virginia Avenue from Madison to Howard Slade

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Highways and Streets Concrete Operations

Program Description:

The Highways & Streets Concrete (sidewalks, curbing and driveway apron maintenance, installation and repair) program is responsible for responding to the Public, the Public Works Director, City Council, the Mayor, and all Internal and External customers in regards to complaints or concerns about problems or deficiencies in relative to the prospective program. The Street Concrete program protects and maintains the expected service life of all concrete structures by providing concrete sidewalk installation, repair and replacement; curbing installation, repair and replacement; driveway apron repair and replacement; ADA ramps installation, repair and replacement; and the construction, maintenance or repair of any and all brick or concrete structures as assigned. A significant portion of this work is accomplished in support of the Water/ Sewer Resource activities that impact the concrete sidewalks, curbing and driveway aprons. The concrete program targets sidewalks and curbing deficiencies such as trip hazards, broken sidewalks, broken curbing and missing curbing on a daily basis.

Trends:

The General workload is increasing due to the preventive maintenance program for sidewalks, curbing and driveway aprons. Citizen's service request is also increasing due to the City's online website for reporting an issue. As a result in an increase in service, more money will be spent on material.

Program Broad Goals:

Implement and maintain a preventive maintenance program that adequately protects the concrete assets through an aggressive pro-active approach for repair, maintenance and installation on all existing and new concrete sidewalks, curbing, driveway aprons and all brick or concrete structures as assigned.

Performance Measures

Program/Service Output: (goods, services, unit produced)

Actual 14/15
95%

Respond to 95% of request or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Respond to 95% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (1) week of the report.

**Estimated 15/16
95%**

Respond to 95% of request or complaints for sidewalks, curbing and driveway apron deficiencies after they are reported within 24 hours.
Respond to 95% of all complaints regarding brick or concrete structures as they relate to Highways & Streets within the City of College Park after they are reported from an internal or external source within one (1) week of the report.

Program/Service Outcomes: (based on program objectives)

**Actual 14/15
95%**

Restore 95% of sidewalks, curbing and driveway apron deficiencies after they are responded to within seven (10) working days of the initial response.
Restore 95% of all brick or concrete structures as they relate to Highways & Streets within seven (7) working days of the initial response.
Replace or Repair a Minimum of 35 sidewalks, curbing or driveway apron sections a year

**Estimated 15/16
95%**

Restore 95% of sidewalks, curbing and driveway apron deficiencies after they are responded to within seven (10) working days of the initial response.
Restore 95% of all brick or concrete structures as they relate to Highways & Streets within seven (7) working days of the initial response.
Replace or Repair a Minimum of 35 sidewalks, curbing or driveway apron sections a year

Prior Year Highlights:

- Installed and repaired curbing and sidewalks at various locations throughout the City.
- Installed new ADA ramps and repaired existing ADA ramps at various locations throughout the City.
- Repaired or replaced existing driveway aprons at various locations throughout the City.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Respond to all deficiencies related to street signs and road markings within 24 hours of the report.

Maintain traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually.

Estimated 15/16

95%

Remark all roadway striping, crosswalks, and messages at least once per year.

Complete a comprehensive inventory of signs in the City, noting locations, type, and condition of each signs at least once per year

Restore 95% of all signage, roadway striping and crosswalk markings after they are responded to within seven (8) working days of the initial response.

Respond to all deficiencies related to street signs and road markings within 24 hours of the report.

Maintain traffic signs to a minimum level of retro reflectivity which is required to maintain compliance with federal regulations annually.

Prior Year Highlights:

- Re-established stop bars and crosswalks pertaining to streets receiving overlays
- Updated established roadway signs and surface markings as necessary during the summer months
- Fulfilled resolutions as directed by Mayor and Council
- Complied with ordinance changes adopted by Mayor and Council
- Replaced all out dated or faded roadway and/or informational signs through the City
- Updated traffic signs for retro reflectivity

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Department of Public Works | Highways and Streets Street Cleaning Operations

Program Description:

The Street Cleaning program cleans public street, paved alleys, parking lots and multi-use paths through schedule periodic sweeping. The regenerative air sweeper is fulfilling our expectations of reduced noise and air pollutants. Sweeping is conducted on a daily basis consistently sweeping the entire city takes approximately 45 days.

Trends:

An increased in service to remove sediment from roadways and curb lines due to weather related events has yielded a more aggressive sweeping program.

Program Goals

- Comply with the National Pollutant Discharge Elimination System (NPDES) by maintaining the Phase 1 Municipal Storm Water (MS4) permit through Street and grate sweeping.
- Completing sweeping cycle in 30 day or less.
- Remove storm water sediment from grates within five day of major rain event.
- Sweep all city owned parking lots and alleys by- weekly.

Performance Measures

Program/Service Outputs: (goods, services, units produced) Estimated 15/16

Sweeping / Cleaning	100%
Roads	100%
Grates	100%
Parking Lots (city)	100%
Debris Removal	67,200 pounds

Prior Years Highlights:

- Sweeping a total of 3,657 miles of street, grates parking lots and paved alleys during the 2012-2013 Fiscal Year.
- Downtown streets were swept every two weeks
- Remove 67,200 pounds of sediment from city streets.
- Dust controlling surfaces were maintained on 100% of regulated surfaces.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Building and Grounds					
Expenditures					
Personnel Services	\$ 414,732	\$ 397,930	\$ 487,298	\$ 504,083	3%
Employee Benefits	164,220	170,565	177,245	172,032	-3%
Communications & Util.	2,698	3,625	3,700	4,950	34%
Repair & Maintenance	35,991	45,960	41,179	56,629	38%
Building Maintenance	-	-	-	-	0%
Training & Education	749	375	1,250	900	-28%
Other Services & Charges	80,130	69,088	63,474	64,331	1%
Materials & Supplies	68,145	54,182	50,245	42,825	-15%
Capital Outlay	-	-	-	-	-100%
Building and Grounds Total	\$ 766,591	\$ 741,725	\$ 824,391	\$ 845,750	3%

Building and Grounds

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Superintendent	1	1	1	1
Supervisor	1	1	1	1
Laborer II	2	2	2	2
Equipment Operator I	4	4	4	4
Laborer I	4	4	3	3
Temporary Laborer	6	6	3	3
Seasonal Positions: 6 Positions for 6 Months	6	6	3	3
*Transfer to Parks				
Total Personnel	24	24	17	17

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Grounds and Downtown Maintenance

Program Description:

The Downtown Maintenance Program provides an increased level of maintenance service for the downtown area. Services performed include landscaping, litter removal, shrub and tree grooming, seasonal planting and removal as needed. The management staff offers direction, leadership, and support for all Buildings and Grounds employees. We also use a motorized trash dispenser in and around the downtown corridor to police the area.

Trends:

Request for enhanced maintenance services levels throughout the downtown area. Expanding services with the facelift of the downtown area, and new businesses coming to the downtown area.

Programs Broad Goals:

Improve the cleanliness and appearance of downtown through the maintenance services. Keep building relationships with all business owners in the downtown area.

Programs 2015/16 Objectives:

Maintain plants, trim trees and shrubs of City Hall, Public Safety, Historical Society, Auditorium, and the Recreation Department, Ensure new downtown trash cans are maintained and keep planters maintained in the downtown area.

Program / Service Outputs: (goods, services, unit produced)

	Actuals 14/15
Maintained plants, trim trees and shrubs throughout the City	100%
	Estimated 15/16
Maintain plants, trim trees and shrubs throughout the City	100%

Prior Year Highlights:

- Installed new flowers in the planters in the downtown corridors
- Assisted in the repair of the Water Fountain on Main St.
- Removed dead trees and bushes from the downtown corridors

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

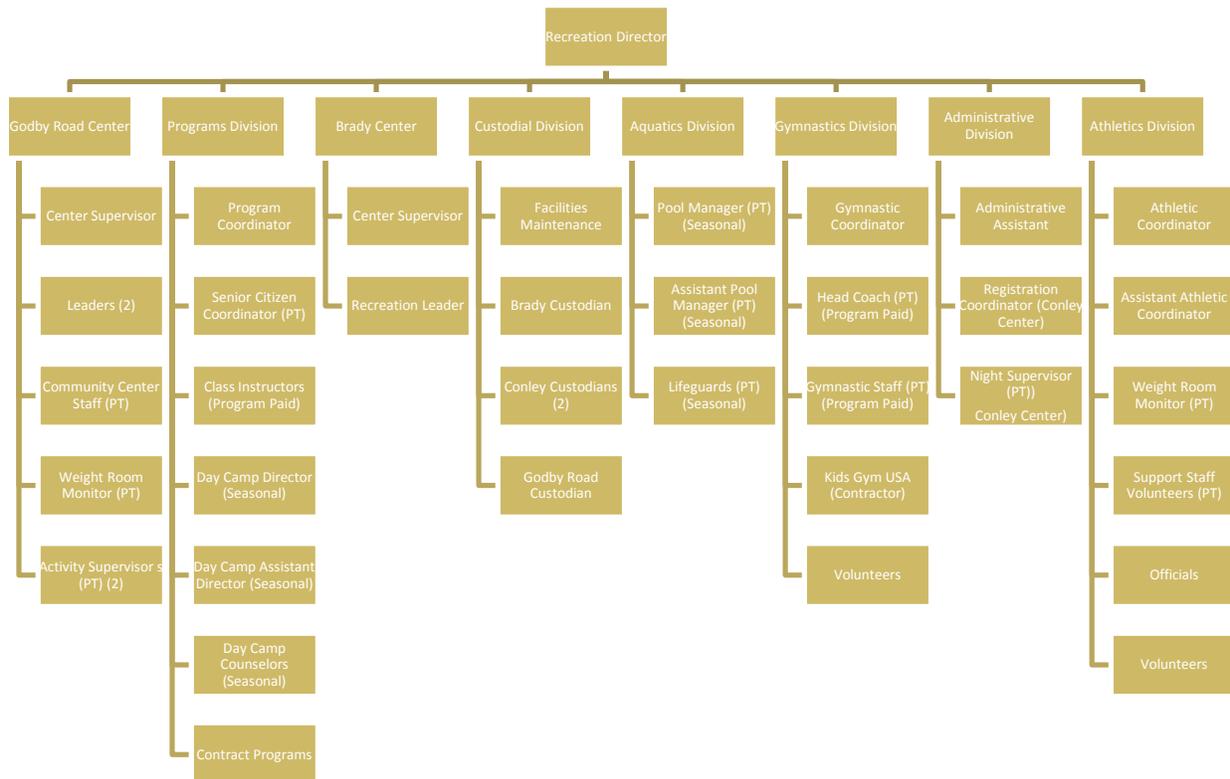
	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Parks					
Expenditures					
Personnel Services	\$ 117,533	\$ 118,982	\$ 127,478	\$ 149,612	17%
Employee Benefits	41,810	45,448	35,823	33,451	-7%
Communications & Util.	2,001	1,684	1,700	1,700	0%
Rentals	280	-	-	-	0%
Repair & Maintenance	9,014	16,813	14,529	13,400	-8%
Training & Education	-	-	500	500	0%
Other Services & Charges	101,606	(5,391)	15,559	17,900	15%
Materials & Supplies	6,000	5,439	5,728	5,428	-5%
Capital Outlay	-	-	-	-	0%
Parks Total	\$ 278,227	\$ 182,975	\$ 201,317	\$ 221,991	10%

Parks Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Maintenance Leader	1	1	1	1
Laborer I	3	1	1	1
Laborer II	-	-	-	-
Part Time Positions:				
Laborer I	2	2	2	2
Park Rangers (Transfer from Bldg & Grd)	-	2	4	4
Total Personnel	6	6	8	8

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Recreation Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Recreation Administration					
Expenditures					
Personnel Services	\$ 142,586	\$ 146,811	\$ 148,873	\$ 151,850	3%
Employee Benefits	41,550	40,999	39,631	37,809	-1%
Communications & Util.	5,481	5,800	5,065	5,281	6%
Repair & Maintenance	9,017	8,119	7,443	7,344	-10%
Training & Education	1,180	1,358	1,400	1,400	15%
Other Services & Charges	7,832	8,285	9,003	9,003	6%
Materials & Supplies	4,557	3,142	4,250	1,500	-31%
Recreation Administration Total	\$ 212,203	\$ 214,514	\$ 215,665	\$ 214,187	-1%

Recreation Administration Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Director	1	1	1	1
Assistant Director	-	-	-	-
Executive Secretary	1	1	1	1
Total Personnel	2	2	2	2

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Recreation Programs					
Expenditures					
Personnel Services	\$ 800,542	\$ 749,644	\$ 787,377	\$ 794,979	-6%
Employee Benefits	153,764	153,409	151,505	133,978	0%
Communications & Util.	-	325	-	-	0%
Rentals	13,923	13,491	15,964	14,000	-3%
Repair & Maintenance	83,878	67,194	68,632	68,632	-20%
Training & Education	1,321	1,186	4,633	3,533	-10%
Other Services & Charges	241,999	248,943	243,125	249,246	3%
Materials & Supplies	87,926	87,426	92,510	92,510	-1%
Cost of Sales	2,847	1,477	2,000	2,000	-48%
Recreation Programs Total	\$ 1,386,200	\$ 1,323,095	\$ 1,365,746	\$ 1,358,878	-1%

Recreation Programs Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Athletic Coordinator	1	1	1	1
Program Coordinator	2	2	-	-
Gymnastics Coordinator	1	1	1	1
Recreation Leader	4	4	4	5
Administrative Coordinator	0	1	1	1
Receptionist	2	1	1	1
Part Time Positions:				
Arts & Crafts Specialist	1	1	1	-
Night Activity Supervisor	2	2	2	2
Weight Room Monitor	2	2	2	2
Assistant Recreation Leader	2	2	2	2
Total Personnel	17	17	15	15

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	2013 Actual Amount	2014 Actual Amount	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Recreation Facilities					
Expenditures					
Personnel Services	\$ 146,379	\$ 182,299	\$ 185,100	\$ 204,297	25%
Employee Benefits	57,348	71,101	69,056	62,033	24%
Communications & Util.	165,826	233,932	149,450	151,197	41%
Repair & Maintenance	-	-	192	-	-100%
Building Maintenance	96,481	83,321	87,500	87,500	-14%
Other Services & Charges	34,429	34,864	32,023	46,605	1%
Materials & Supplies	73,838	80,457	65,500	70,000	9%
Capital Outlay	194,001	24,200	325,000	213,000	-88%
Recreation Facilities Total	\$ 768,302	\$ 710,174	\$ 913,821	\$ 834,632	-9%

Recreation Facilities Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Center Director	2	2	2	2
Building Maintenance Mechanic	-	-	-	-
Custodian	4	3	3	3
Part Time Positions:				
Custodian	-	1	2	2
Total Personnel	6	6	7	7

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Recreation

Program Description:

The College Park Recreation Department is to enhance the livelihood of all ages through leisure activities and recreation. The Recreation Department consists of parks, pavilions, recreational facilities, tennis courts and walking trails for your leisure enjoyment. We also offer pavilions at our parks for activities as well as our Historic College Park Auditorium.

Trends:

The many facilities are offered to City of College Park residents and surrounding communities for their leisure services and community activities.

Program Broad Goals:

Enhance the activity of the City of College Park residents through all of the activities provided within the recreation facilities.

Program 2015/2016 Objectives:

Improve by increasing participation from youth and adults. Increase the communication of all of the programs and awards won from the Recreation Department.

Performance Measures

Program Goals and Objectives:

Continue to offer high quality programs such as karate, dance, zumba and aerobics that will create a diverse group of who benefits from the Recreation Department.

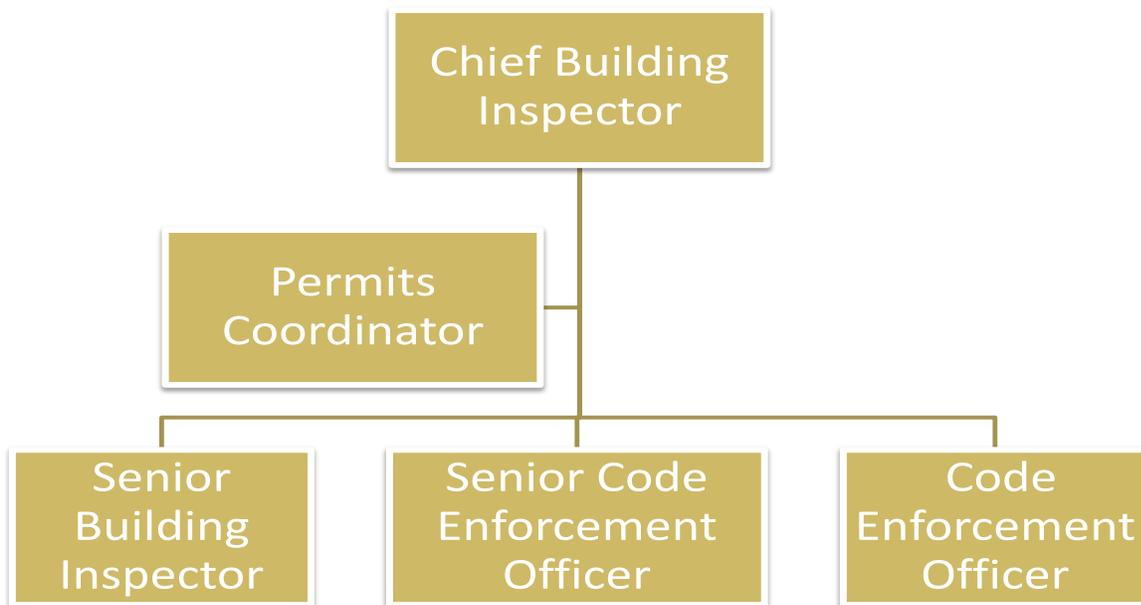
Create more of a community involvement with all of the promotions the bridge the community with the recreation department.

Educate the community, employees and City Officials of all the benefits recreation and leisure services. Grow the youth sporting programs to alternative sports (volleyball) as an outlet.

Create more opportunity for the seniors program to offer more for their recreational services.

Partner more with the schools, businesses and social groups within the community to gain more volunteerism.

Inspections Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Inspections					
Expenditures					
Personnel Services	\$ 246,489	\$ 257,352	\$ 268,679	\$ 262,330	-2%
Employee Benefits	75,791	79,195	85,198	79,087	-7%
Communications & Util.	12,852	13,889	11,347	11,811	4%
Repair & Maintenance	12,738	16,487	16,167	17,500	8%
Building Maintenance	-	-	500	500	0%
Training & Education	7,664	9,168	13,950	14,100	1%
Other Services & Charges	38,699	44,215	37,331	73,283	96%
Materials & Supplies	11,664	10,463	15,300	13,350	-13%
Capital Outlay	-	17,027	-	18,935	0%
Inspections Total	\$ 405,898	\$ 447,797	\$ 448,472	\$ 490,896	9%

Inspections Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Dir. Of Inspections	1	1	1	1
Senior Building Inspector	1	1	1	1
Permit Coordinator	1	1	1	1
Code Enforcement Officer Sr.	1	1	1	1
Code Enforcement Officer	1	1	1	1
Administrative Coordinator	0	0	0	0
Compliance Officer	0	0	0	0
Total Personnel	5	5	5	5

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Inspections Department

Program Description:

The Inspections program increases public awareness on the value of building codes – Inspections. Code Enforcement encourages a safe and healthy environment for the citizens of College Park by enforcing building, zoning, housing, and environmental ordinances.

Trends:

Even with the slow economy inspections have remained steady on electrical, HVAC, plumbing Increases in vacant properties have impacted Code Enforcement approaches specifically extending case resolution times to gain compliance. The number of Code Enforcement cases increased by more than 100% over the past fiscal years.

Program Broad Goals:

To help all citizens and commercial businesses achieve there goals in compliance with the city codes. Inspections Department plan and implement Code Enforcement Week enforce the demolition or renovation of dilapidated or unfinished structures on Mercer Avenue, Karen Road, and Princeton Avenue, as defined by the City Code.

Program 15/16 Objectives:

Maintain a high level of Customer Service and increase training certifications.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual 14/15
Maintain initial case response time of 2 calendar days	95%
Forecast exterior to be reduced by	15%
Forecast interior to increase by	25%

Program / Service Outcomes: (based on program objectives)

	Actual 14/15
Maintain overall case cycle time of 30 days or less	100%
Permits issued	826
Maintain inspector-initiated cases of 35% or greater of total cases received	100%

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Program / Service Outputs: (goods, services, units produced)

Estimated 15/16

Maintain initial case response time of 2 calendar days	95%
Forecast exterior to be reduced by	15%
Forecast interior to increase by	25%

Program / Service Outcomes: (based on program objectives)

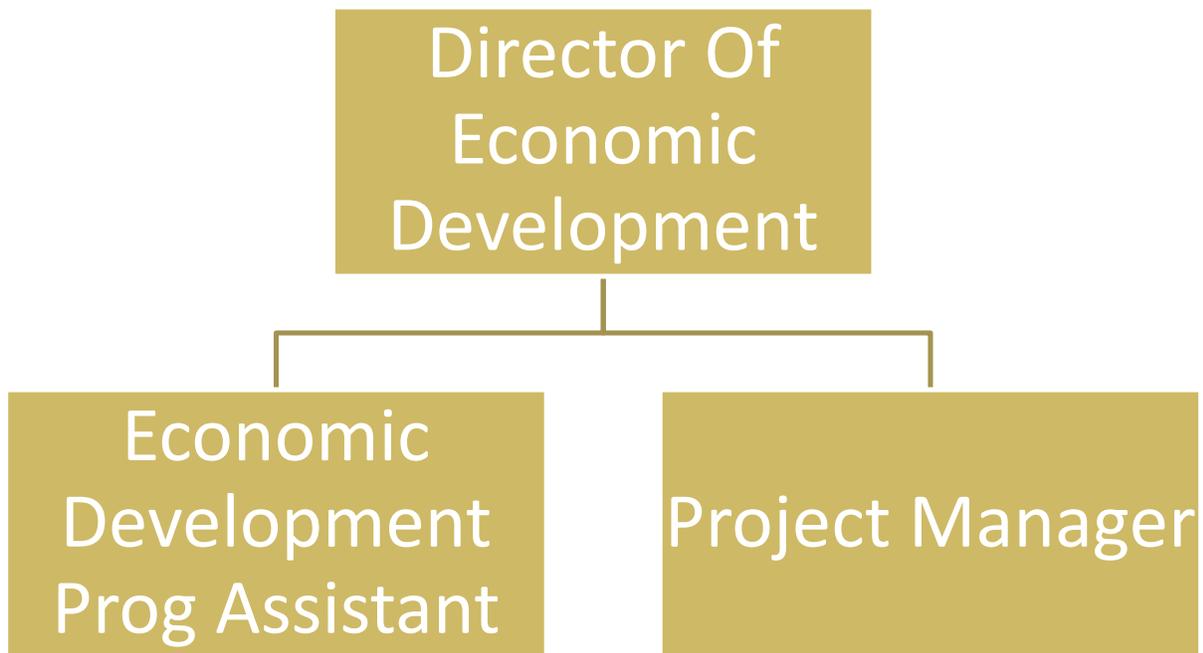
Estimated 15/16

Maintain overall case cycle time of 30 days or less	100%
Permits issued	850
Maintain inspector-initiated cases of 35% or greater of total cases received	100%

Prior Year Highlights:

- Business License Enforcement
- New World System Enhancement

Economic Development Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Economic Development					
Expenditures					
Personnel Services	\$ 131,803	\$ 97,792	\$ 130,754	\$ 133,350	2%
Employee Benefits	31,519	21,217	26,324	25,456	-3%
New Personnel Costs	7,388	-	-	40,000	0%
Communications & Util.	6,946	7,423	10,771	10,886	1%
Repair & Maintenance	1,924	2,163	2,749	2,967	8%
Training & Education	16,801	11,659	18,665	16,710	-10%
Other Services & Charges	19,497	7,266	14,814	12,414	-16%
Materials & Supplies	4,492	6,920	5,700	5,700	0%
Capital Outlay	(1,410)	-	-	-	
Economic Development Total	\$ 218,961	\$ 154,441	\$ 209,777	\$ 247,483	18%

Economic Development Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Director of Development	1	1	1	1
Economic Dev. Proj Manager	1	1	1	1
Economic Dev. Proj Asst.			0	1
Administrative Asst.	1	1	1	0
Total Personnel	3	3	3	3

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Economic Development Department

Program Description:

The Economic Development program is responsible for enhancing the economic well-being and quality of life of the community providing quality, useful information and responsive, effective services to targeted employers and industries, and attracting revenue and employment generators to the City of College Park.

Trends:

The key indicators of performance for Economic Development are the number of jobs created by recruited companies, economic impact of new companies, the ongoing expansion of local industry and helping maintain or increasing the existing tax base.

Program Broad Goals:

Recruit targeted industries to College Park by employing effective and comprehensive marketing strategies and support business retention and small business development in order to provide sustainable employment opportunities throughout the city. Expand and maintain tax revenue generators, such as hotel/motel tax. Provide high quality, accessible market information on the City of College Park to those seeking to develop or locate business in the city.

Economic Development Department Core Program Areas include the following:

- Business Attraction
- Business Retention & Expansion
- Redevelopment
- Small Business Development

Program 15/16 Objectives:

Economic Development will target aviation/aerospace, biotech, medical, advanced business services, retail, hospitality and tourism in our industry recruitment efforts. We will build and maintain relationships with local businesses to leverage the existing business leadership in attraction efforts and to improve communications between government and business leaders to strengthen and support local industry. We will establish and implement redevelopment policies and incentives in order to create economic vitality, improve the city's image, and promote quality architectural design. We will support small businesses and entrepreneurial activity.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	ACTUAL 14/15
Targeted Job Creation	2 companies attracted and/or 50 jobs added
# Business Licenses	100
# Jobs in College Park	9,750

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Economic Development Department

Program/Service Outcomes: (based on program objectives)

	Estimated 15/16
Tax Revenue Enhancement	1%
Hotel/Motel Tax Enhancement	2%
Hotel/Motel Avg Occupancy Rate	60%
# Existing Business Visits	20

Prior Year Highlights:

- Completed the Old National Medians Project involving the construction of landscaping in the medians along Old National Highway.
- Created the Old National Celebrates Photography event that led to the launch of the Bethune schools.
- Re-opened the Main Street Office (MSO) in the downtown Depot.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Multi Departmental Costs Total					
Expenditures					
Other Services & Charges	\$ -	\$ -	\$ -	\$ -	0%
Interest	-	10,000	-	-	0%
Operating Transfers Out	<u>5,567,116</u>	<u>3,288,134</u>	<u>1,226,824</u>	<u>709,197</u>	-42%
Multi Departmental Costs Total	<u>\$ 5,567,116</u>	<u>\$ 3,298,134</u>	<u>\$ 1,226,824</u>	<u>\$ 709,197</u>	-42%

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
General Fund Total					
Revenue Totals	\$ 30,242,743	\$ 32,175,471	\$ 28,536,672	\$ 27,438,582	-4%
Expenditure Totals	<u>31,415,952</u>	<u>29,960,570</u>	<u>28,536,672</u>	<u>27,438,582</u>	-4%
General Fund Net Revenues/ (Expenditures)	<u>\$ (1,173,209)</u>	<u>\$ 2,214,901</u>	<u>\$ -</u>	<u>\$ -</u>	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

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CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

SPECIAL REVENUE FUNDS

Program Description:

Special Revenue Funds are used to account and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt services and capital projects.

Car Rental Fund:

This fund is used to record the revenue and expenditures of taxes collected from the excise tax levied on rental cars in the City. The proceeds of this tax are restricted by State law for construction of convention centers, public safety and recreation facilities.

Community Development Block Grant Fund:

This fund is used to report the revenue and expenditures of funds that are being utilized to construct and maintain certain City recreation facilities. These grant funds are restricted by the grantor agency.

Grants Fund:

This fund accounts for activities carried out by the City under the terms of various intergovernmental grants. Included in this fund is the Criminal Justice Block Grant which provides funds to be used by local government for drug enforcement activities. These funds are restricted by Federal law.

Confiscated Drug Fund:

This fund accounts for the City's portion of cash condemned by Federal law enforcement officials through drug confiscations at Hartsfield-Jackson International Airport and is used to further general police enforcement activities. These funds are restricted by Federal law.

State Drug Fund:

This fund accounts for cash condemned by local law enforcement officials through drug confiscations and is used to further general police enforcement activities. These funds are restricted by State law.

CITY OF COLLEGE PARK, GEORGIA
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E911 Fund:

This fund accounts for the revenues derived from the E911 surcharge levied on all telephones within the City and the payment of expenditures related to that purpose. Police Dispatch is also included in this fund and is financed through an operating transfer in from the General Fund. These funds are restricted by State law.

Newton Estates Improvement Fund:

This fund accounts for the revenues and expenditures related to a Special District Tax in the Convention Center area. These funds are restricted by State law.

CITY OF COLLEGE PARK, GEORGIA
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	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Confiscated Drugs Fund					
Revenues					
Other Income	\$ -	\$ -	\$ -	\$ -	0%
Interest	78	-	-	-	-100%
Budget Carryforward	-	-	30,000	-	-100%
Confiscated Drugs Revenue Total	78	-	30,000	-	-100%
Expenditures					
Communications & Util.	\$ 11,423	\$ 2,994	\$ -	\$ -	0%
Training & Education	1,374	725	5,000	-	-
Other Services & Charges	9,063	11,471	12,000	-	-100%
Materials & Supplies	10,481	15,453	13,000	-	-100%
Operating Transfers Out	21,427	-	-	-	-
Capital Outlay	6,075	-	-	-	-100%
Confiscated Drugs Expenditure Total	59,842	30,644	30,000	-	-100%
Confiscated Drugs Net Revenues/ (Expenditures)	\$ (59,764)	\$ (30,644)	\$ -	\$ -	0%
	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2014 to 2015
State Drugs Fund Revenue					
Revenues					
Other Income	\$ 9,100	-	-	-	0%
Interest	-	-	-	-	0%
Operating Transfers In	30,296	-	-	-	-
Budget Carryforward	-	-	-	-	0%
State Drug Revenue Total	39,396	-	-	-	0%
Expenditures					
Communications & Util.	\$ 4,893	\$ 4,640	-	-	0%
Repair & Maintenance	-	-	-	-	0%
Training & Education	-	-	-	-	0%
Other Services & Charges	6	847	-	-	0%
Materials & Supplies	-	-	-	-	0%
Operating Transfers Out	2,653	-	-	-	-
Capital Outlay	-	-	-	-	-
State Drug Expenditure Total	7,552	5,487	-	-	0%
State Drug Net Revenues/ (Expenditures)	\$ 31,844	\$ (5,487)	\$ -	\$ -	0%

**CITY OF COLLEGE PARK, GEORGIA
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	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
E911 Communications Fund					
Revenue					
Other Income	\$ 293,913	\$ 314,945	\$ 340,000	\$ 340,000	0%
Interest	156	-	121	121	100%
Operating Transfers In	605,333	594,670	559,091	568,191	2%
E911 Communications Revenue Total	899,402	909,615	899,212	908,312	1%
Expenditures					
Personnel Services	533,114	515,141	552,033	564,533	2%
Employee Benefits	199,481	201,930	212,611	212,611	0%
Communications & Util.	82,422	91,948	108,259	104,959	-3%
Repair & Maintenance	1,146	3,982	2,500	2,500	0%
Training & Education	3,126	2,677	5,928	5,728	-3%
Other Services & Charges	13,121	12,899	14,606	14,606	0%
Materials & Supplies	2,615	3,018	3,275	3,375	3%
Operatig Transfers Out	56,359	-	-	-	0%
Capital Outlay	15,028	34,989	-	-	100%
Other Debt	(97)				
E911 Communications Expenditures	906,313	866,584	899,212	908,312	1%
E911 Communications Net Revenues/ (Expenditures)	\$ (6,911)	\$ 43,031	\$ -	\$ -	0%

E911 Personnel

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted
Full Time Positions:				
Communications Supervisor	1	1	1	1
Communications Shift-Supv				
Communications Operator	13	13	13	13
Vaidation Clerk	1	1	1	1
Part Time Positions:				
Commnications Operator	2	2	2	2
Total Personnel	17	17	17	17

**CITY OF COLLEGE PARK, GEORGIA
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	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
CDBG Fund					
Revenues					
Intergovernmental	\$ 107,340	\$ 107,603	\$ 108,355	\$ -	-100%
CDBG Revenue Total	107,340	107,603	108,355	-	-100%
Expenditures					
Other Services & Charges	-	-	-	-	0%
Capital Outlay	107,340	107,603	108,355	-	-100%
CDBG Expenditure Total	107,340	107,603	108,355	-	-100%
CDBG Fund Total	\$ -	\$ -	\$ -	\$ -	0%
	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Grants Fund					
Revenue					
Intergovernmental	\$ 364,146	\$ 109,444	\$ 205,451	\$ -	-100%
Other Income	15,025	21,680	-	-	0%
Interest	367	522	-	-	0%
Operating Transfers In	-	94,618	-	-	-100%
Grant Fund Revenue Totals	379,538	226,264	205,451	-	-100%
Personnel Services	37,121	-	-	-	0%
Training & Education	2,075	3,175	502	-	-100%
Other Services & Charges	71,302	57,214	-	-	0%
Materials & Supplies	11,176	39,642	8,951	-	-100%
Transfers Out	-	42,559	-	-	-
Building Maintenance	148,814	-	-	-	-
Capital Outlay	6,540	9,414	195,998	-	-100%
Grants Expenditure Total	277,028	152,004	205,451	-	-100%
Grants Fund Net Revenues/ (Expenditures)	\$ 102,510	\$ 74,260	\$ -	\$ -	0%

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Special District Tax Fund					
Revenues					
Taxes	\$ 99,440	92,130	\$ 105,750	\$ 105,750	0%
Other Income	625	325	-	-	0%
Interest	33	-	100	100	0%
Budget Carryforward	-	-	-	-	0%
Newton Estates Improvement Revenue Total	100,098	92,455	105,850	105,850	0%
Expenditures					
Other Services & Charges	-	-	-	-	0%
Operating Transfers Out	132,672	-	105,850	105,850	0%
Newton Estates Improvement Expenditure	132,672	-	105,850	105,850	0%
Newton Estates Improvement Fund Total	\$ (32,574)	\$ 92,455	\$ -	\$ -	0%

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Hospitality Fund					
Revenues					
Taxes	\$ 10,028,623	\$ 9,875,370	\$ 9,505,770	\$ 9,505,770	0%
Other Income	24,379	64,480	-	-	0%
Interest	1,582	2,013	1,200	1,200	0%
Operating Transfers In	77,480	-	-	-	0%
Budget Carryforward	-	-	-	-	0%
Hospitality Revenue Total	10,132,064	9,941,863	9,506,970	9,506,970	0%
Expenditures					
Other Services & Charges	1,673,696	1,791,783	2,049,970	1,931,912	-6%
Operating Transfers Out	6,942,971	7,347,970	7,457,000	7,575,058	2%
Hospitality Expenditure Total	8,616,667	9,139,753	9,506,970	9,506,970	0%
Hospitality Net Revenue/(Expenditures)	\$ 1,515,397	\$ 802,110	\$ -	\$ -	0%

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Car Rental Tax Fund					
Revenues					
Taxes	\$ 2,602,801	\$ 2,712,754	\$ 2,665,000	\$ 2,875,000	8%
Other Income	3,997	186	-	-	0%
Interest	470	-	500	500	0%
Operating Transfers In	5,035,795	-	-	-	0%
Budget Carryforward	-	-	-	-	0%
Car Rental Revenue Total	7,643,063	2,712,940	2,665,500	2,875,500	8%
Expenditures					
Other Services & Charges	-	-	526,792	1,063,641	0%
Operating Transfers Out	3,729,257	2,550,500	1,978,708	1,478,859	-25%
Capital Outlay	-	-	-	173,000	0%
Debt Service	490,000	510,000	160,000	160,000	0%
Car Rental Expenditure Total	4,219,257	3,060,500	2,665,500	2,875,500	8%
Car Rental Net Revenues/(Expenditures)	\$ 3,423,806	\$ (347,560)	\$ -	\$ -	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

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CITY OF COLLEGE PARK, GEORGIA
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CAPITAL PROJECTS FUND

Program Description:

The Capital Projects are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

Main Street Fund:

This funds accounts for the redevelopment of the City's Main Street. The Mayor and Council have appropriated \$300,000 for the purchase of properties and the renovation of those structures for ultimate resale to new businesses. Proceeds from sales are then reinvested in additional properties..

SPLOST Fund:

This fund accounts for proceeds of a sales tax levied in Clayton County, which will be used by the City for the exclusion purpose of capital outlay projects.

CITY OF COLLEGE PARK, GEORGIA
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	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Main Street Development					
Revenues					
Other Income		3,894			
Interest	64	65			
Operating Transfers In	\$ 130,340	\$ 95,113	\$ 93,225	\$ 141,006	51%
Total	130,403	99,073	93,225	141,006	51%
Expenditures					
Personnel Services	51,908	31,166	-	-	0%
Employee Benefits	19,539	11,913	-	-	0%
Util.	5,874	7,902	5,547	5,547	0%
Repair & Maintenance	800	513	-	-	0%
Building Maintenance	2,646	17,336	1,200	1,200	0%
Training & Education	14,482	9,431	10,200	9,000	-12%
Charges	14,760	35,557	73,328	122,809	67%
Materials & Supplies	446	326	2,950	2,450	-17%
Expenditure Total	110,454	114,143	93,225	141,006	51%
Revenues/(Expenditure)	\$ 19,950	\$ (15,071)	\$ -	\$ -	0%

Main Street Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Main Street Manager	1	1	0	0
Total Personnel	1	1	0	0

CITY OF COLLEGE PARK, GEORGIA
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Economic Development Department | Main Street Division

Program Description:

The Main Street program is responsible for enhancing the economic well-being and quality of life of the downtown business district providing quality, useful information and responsive, effective services in order to attract retail and office opportunities, infill development and redevelopment.

Trends:

The key indicators of performance for Main Street are the number of jobs created by recruited businesses, public and private reinvestment dollars spent in the downtown area, number of special events held downtown and tax revenue increases.

Program Broad Goals:

Continue to build downtown as a destination attraction and encourage the continuing revitalization of downtown College Park through a comprehensive approach to business development, promotions, and quality design, encouraging pedestrian amenities and activities that support downtown business needs.

Program 15/16 Objectives:

Main Street will actively recruit retail and office uses to vacant space downtown and guide and direct future infill development projects. Maximize special event opportunities in downtown. Facilitate public private partnerships for the redevelopment of key downtown parcels. Participate in activities to improve the image of downtown including leveraging streetscape improvement project funding opportunities.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Actual 14/15	Estimated 15/16
Targeted Job Creation Downtown	5 businesses/35 jobs	1 business and/or 5 jobs
# Special Events Coordinated	3	4
# Business Seminars Hosted	4	8

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Actual 14/15 Estimated 15/16

Building Façade Grants Awarded 0 (program on hold FY12) 2

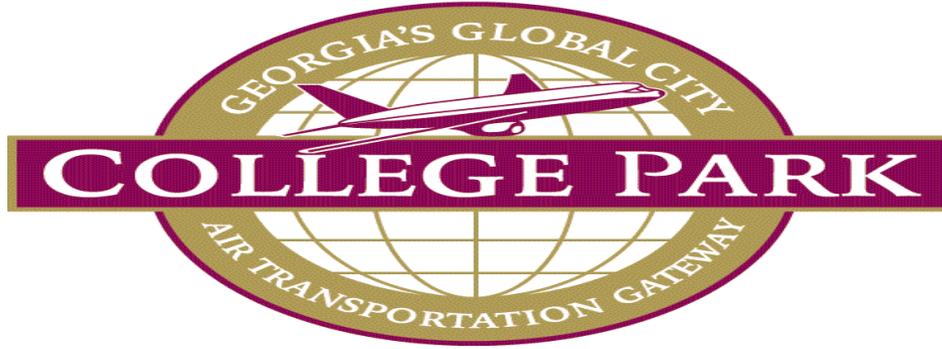
Prior Year Highlights:

We rolled out a citywide shop local campaign to support local merchants' efforts to increase their share of business. We recruited BPM Specialists which took 5,000 sf in downtown College Park and added 20 new jobs with average starting salaries at \$35,000/year. This represents the first new jobs in downtown in many years. New banners were installed throughout the Main & Virginia Business District.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

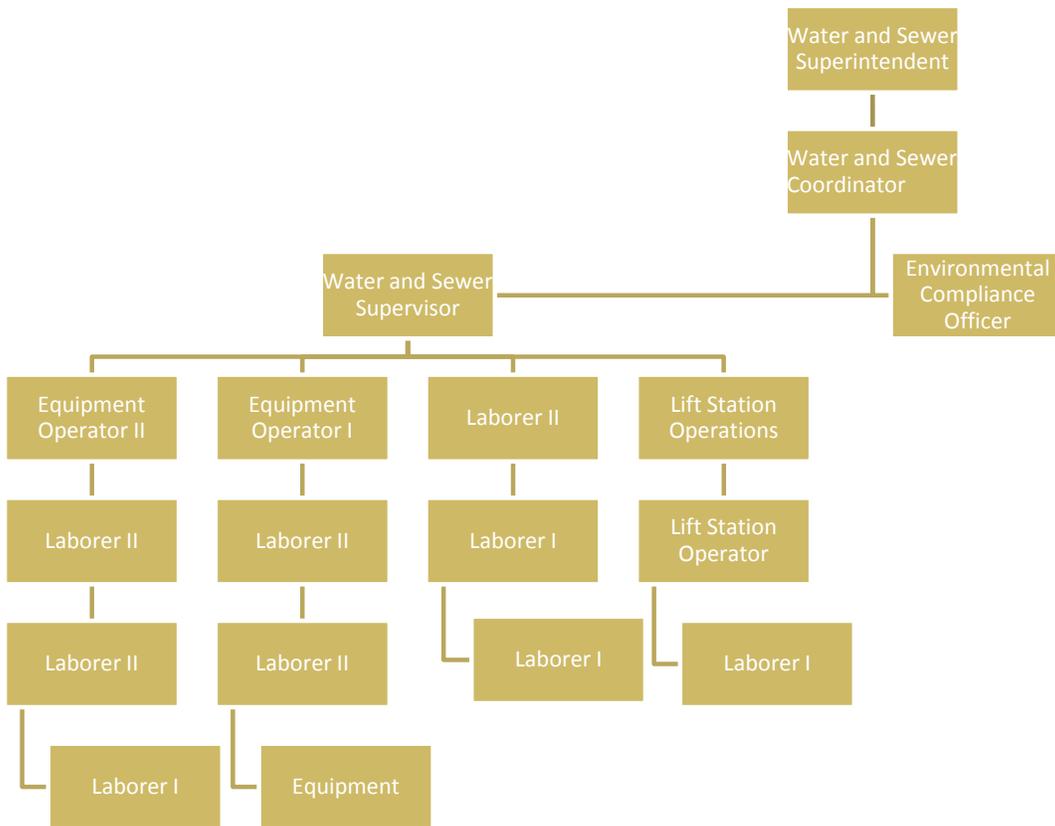
	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
SPLOST Fund					
Revenue					
Taxes	\$ 474,725	\$ 424,252	\$ 435,000	\$ 435,000	0%
Budget Carryforward			\$ 1,164,000	\$ 1,164,000	
Interest	1,064	1,262	1,000	1,000	0%
SPLOST Revenue Total	<u>475,789</u>	<u>425,514</u>	<u>1,600,000</u>	<u>1,600,000</u>	0%
Expenditures					
Other Services & Charges	20	76,734	25,000	25,000	0%
Capital Outlay	-	-	1,575,000	1,575,000	100%
SPLOST Expenditure Total	<u>20</u>	<u>76,734</u>	<u>1,600,000</u>	<u>1,600,000</u>	0%
SPLOST Net Revenues/	<u>\$ 475,768</u>	<u>\$ 348,780</u>	<u>\$ -</u>	<u>\$ -</u>	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



The Enterprise Funds To Follow:

Department of Public Works Water and Sewer



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Water and Sewer					
Revenues					
Charges For Services	\$ 9,685,945	\$ 9,855,545	\$ 9,360,570	\$ 9,837,000	5%
Other Income	771	80,946	2,000	2,000	100%
Interest	2,648	2,502	5,000	3,000	-40%
Operating Transfers In	118,197	-	-	-	0%
Budget Carryforward	-	-	-	-	-100%
Revenue Total	9,807,561	9,938,993	9,367,570	9,842,000	5%
Expenditures					
Personnel Services	809,047	816,766	860,310	875,239	2%
Employee Benefits	285,636	308,340	301,737	285,239	-5%
Communications & Util.	43,058	34,277	31,670	31,670	0%
Rentals	3,732	5,847	9,000	8,000	0%
Repair & Maintenance	298,636	465,111	1,004,768	832,368	-17%
Building Maintenance	4,847	1,412	15,000	5,000	-67%
Training & Education	22,291	19,514	25,300	24,300	-4%
Other Services & Charges	309,624	457,615	772,294	1,419,192	84%
Materials & Supplies	42,966	54,196	54,804	52,800	-4%
Cost Of Sales	5,838,720	4,871,014	4,311,400	5,000,000	16%
Operating Transfers Out	545,472	675,069	263,306	562,098	0%
Accounting Charges	540,158	(265,609)	-	-	0%
Capital Outlay	1,534,633	1,137,260	1,488,504	522,200	-65%
Debt Service	-	-	229,477	223,894	-2%
Water & Sewer Expenditure Total	10,278,712	8,580,812	9,367,570	9,842,000	5%
Water and Sewer Net Revenues (Expenditures)					
	(471,151)	\$ 1,358,181	\$ -	\$ -	0%

Water and Sewer Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Public Works Director*	1	1	1	1
Accountant*	-	-	-	-
Water/Sewer Superintendent	1	1	1	1
Water/Sewer Supervisor	1	1	1	1
Environmental Compliance Coordinator	1	1	1	1
Equipment Operator II	1	1	1	2
Equipment Operator I	1	1	1	1
Lift Station Operator	2	2	2	2
Water/Sewer Coordinator	1	1	1	1
Utility Clerk	-	-	-	-
Laborer II	5	5	5	5
Laborer I	4	4	4	3
Total Personnel	18	18	18	18

*50 % Public Works Director, Accountant, Admin Asst & Clerk position moved to PW Administration

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Water and Sewer-Water Distribution

Program Description:

The Water Distribution System program provides for maintenance, repair, installation and replacement of the City Water Distribution System. This systems includes approximately 94,000 miles of water main’s, approximately 1000 fire hydrants, 3000 water service lines (meter’s) and approximately 5000 main line valves. The program also provides for operations, maintenance, repair and replacement for four (4) Booster Pump Stations, and two (2) elevated tank sites (500,000 gal and 750,00 gal storage capacity).

Trends:

The aggressive replacement of aging water lines through capital improvement will result in a reduction in emergency main and service line repairs. The rapid growth of development in the City has slowed, allowing staff to focus on preventive and predictive maintenance, increasing the efficiency and extending the life of the primary equipment. The City also has an active leak detection program that has proven beneficial to the City. This program has identified many leaks in the City. The City is looking into the possibility of establishing ground water wells for alternative water use.

Program Broad Goals:

Deliver safe and reliable potable water to City water customer’s through the distribution system. Provide proper maintenance for the distribution and production system components to prevent service disruptions. Also a meter replacement program has been established to increase revenues and water loss accountability.

Program 15/16 Objectives:

Minimize service disruptions through preventative maintenance of production equipment and proper underground utility identification and markings. Deliver the highest level of service to customers. Continue with the aggressive meter replacement program to increase revenues and water accountability. Complete budget capital infra-structure improvements.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Actual	14/15
Water main line repairs		18
Service line repairs		86
	Estimated	15/16
Water main line repairs		10
Service line repairs		35

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Water and Sewer-Water Distribution

Program / Service Outcomes: (based on program objectives)

	Actual	14/15
Number of meters changed out to capture water revenues and increase water accountability.		800
Number of leaks detected and repaired to capture water revenues and increase water accountability.		25
	Estimated 15/16	
Number of meters changed out to capture water revenues and increase water accountability.		850
Number of leaks detected and repaired to capture water revenues and increase water accountability.		30

Prior Year Highlights:

- Washington and Hemphill, Temple Water Line Replacement
- Vesta Ave Water Line Replacement
- Water Installation for Godby Road Recreation Center and Clipper Drive for New Development

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Water and Sewer-Water Administration

Program Description:

The Water & Sewer Administration program provide leadership, direction, and support for all the Operations programs including Water Distribution and Production, Wastewater Collection, Wastewater Maintenance in the City of College Park. Some of the duties include, but not limited to: Update standby board at Police Department. – Submit weekly reports to Public Works of daily and weekly activities and projected activities for upcoming week/monthly for weekly reports – Submit bi-weekly payroll, contact City of East Point by 6th of the month to obtain billing – prepare budget – processing invoices – answering all incoming calls – call in locate requested by UPC, etc.....

Trends:

The Water Operations Administration program is responsible for the distribution of an increasing number of work order related to operations and phone calls to the correct customer complaints. They are also responsible for logging in and tracking an increasing number of utilities locates requests. (UPC)

Program Broad Goals:

Provide leadership, direction, and management to the Operations program to ensure the delivery of safe, reliable, and efficient services.

Program 15/16 Objectives:

Manage the City water and wastewater Operations programs to provide safe and reliable services and maintain compliance with all federal and state requirements. Monitor and update the High Performance Work System, which promotes efficient use of the various disciplines within the Operations programs.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

	Actual	14/15
Phone inquires processed, which relate to water and sewer operational issues.		2,000
Process and locate UPC tickets.		3,500
	Estimated	15/16
Phone inquires processed, which relate to water and sewer operational issues.		2,250
Process and locate UPC tickets.		4,000

CITY OF COLLEGE PARK, GEORGIA
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Programs / Service Outcomes: (based on program objectives)

Manage all Operations Division programs to maintain compliance with all federal and state requirements.

Actual 14/15
Yes

Programs / Service Outcomes: (based on program objectives)

Manage all Operations Division programs to maintain compliance with all federal and state requirements.

Estimated 15/16
Yes

CITY OF COLLEGE PARK, GEORGIA
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Department of Public Works | Water and Sewer- Wastewater Maintenance

Program Description:

Water and Sewer Wastewater Maintenance Program is responsible for the maintenance and operations of the Waste Water collection System and Sewer Services connections for residential and commercial customers. The Sewer collection system services approximately ten (10) square miles with a total of 76.28 miles of sewer mains.

Trends:

The Division has established an aggressive Stormwater/Sanitary Sewer Evaluation System (SSES) to provide the City with a comprehensive map of its sanitary sewer system while identifying defects and inefficiencies in the system. The results of the SSES will be used to identify portions of the system requiring repairs and/or maintenance to improve the efficiency of the system while reducing the City's waste treatment cost.

Program Broad Goals:

Operate and maintain sewer lift stations without spills or odor complaints. Meet or surpass all state and federal regulatory requirements. Also provide safe continuous transport of all wastewater within the City of College Park. Ensure correct sewer line operation conditions to avoid odor complaints. Reduce the number of sewer spill in wastewater collection system.

Program 15/16 Objectives:

Operate the sewer lift station in an effective and cost efficient manner without sewer spills or odor complaints. Provide preventive maintenance and quick responses to operational needs. Reduce odor control, chemical costs within the system by evaluating alternative chemicals to control odors.

Performance Measures

Program/ Service Outputs: (goods, services, units produced)

	Actual	14/15
Sewer lift station repairs		4
Hours of overtime needed to make sewer lift station repairs		125 hrs

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Program / Service Outcomes: (based on program objectives)

	Actual	14/15
Sewer discharges that cause a “Notice of Violation” to be issued by the state		0
Sewer manholes located and repaired		20
Annually clean one-third of sewer collection system; continue to clean complete collection system every three years		Yes

	Estimated 15/16
Sewer lift station repairs	3
Hours of overtime needed to make sewer lift station repairs	120hrs

Program / Service Outcomes: (based on program objectives)

	Estimated 15/16
Sewer discharges that cause a “Notice of Violation” to be issued by the state	0
Sewer manholes located and repaired	20
Annually clean one-third of sewer collection system; continue to clean complete collection system every three years.	Yes

Department of Public Works | Water and Sewer- Wastewater Maintenance

Prior Year Highlights:

Complete the following budgeted capital infra-structure projects:

- Best Road Sanitary Sewer Replacement
- English Lane Sanitary Sewer Replacement
- Conley Street Sanitary Sewer Force Main
- City Auditorium Sanitary Sewer Repair
- Completion of Camp Creek Basin I – (SSES)
- Completion of Flint River Basin I – (SSES)
- Completion of Camp Creek Basin II

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Water and Sewer- Water Resources

Program Description:

The Water Resources Department program promotes water conservation to citizen through education and incentives and maintains compliance with the Georgia Environmental Protection Division (EPD) and the Metropolitan North Georgia Water Planning District.

Trends:

The City will continue to promote and encourage water conservation to our customers. The City will also continue to meet all of the conservation measures under the Georgia Environmental Protection Division. The City also participates in an active toilet rebate program under the guidelines of the Metropolitan North Georgia Water Planning District.

Program Broad Goals:

Maintain compliance with the State Conservation program. Promote water conservation to customer, especially in the context of larger sustainability issues.

Program 15/16 Objectives:

Meet or surpass the conservation measures required under the guidelines of the Metropolitan North Georgia Water Planning District and Georgia Environmental Protection Division (EPD). Provide information on water conservation, best management practices to citizen through public outreach education, workshops, the City's website and literature.

Performance Measures

Program / Service Outputs: (goods, services, unit produced)

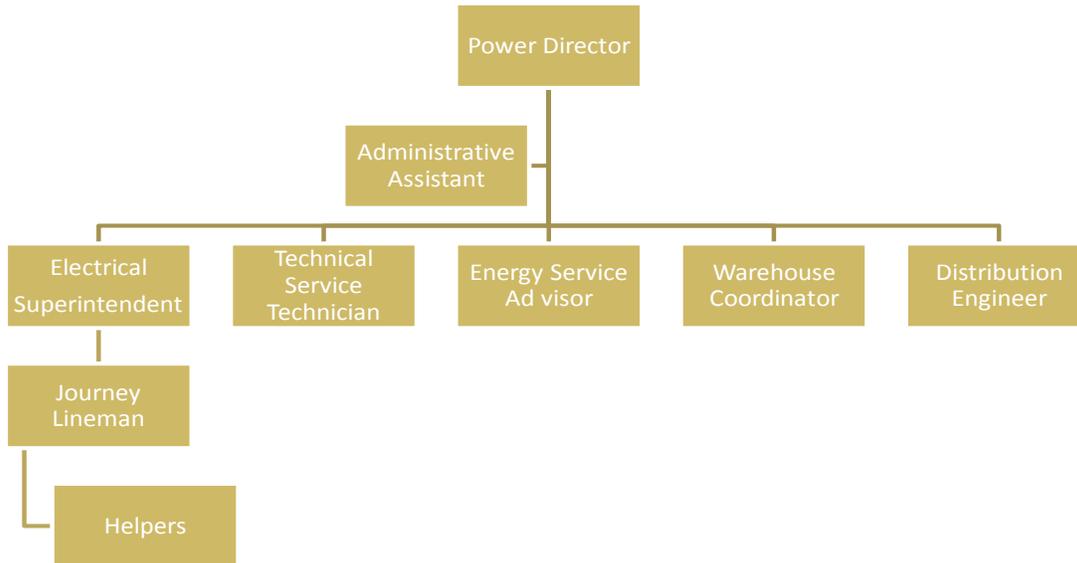
	Actual	14/15
Water conservation educational Workshop provided		10
Number of toilet rebates approved		6
Customer contacts made by the Water Conservation office		150
	Estimated	15/16
Water conservation educational Workshop provided		10
Number of toilet rebates approved		4
Customer contacts made by the Water Conservation office		25

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program / Service Outcomes: (based on program objective)

Maintain compliance with Metropolitan North Georgia Water Planning District and Georgia Environmental Protection Division (EPD).	Actual	14/15 Yes
Maintain compliance with Metropolitan North Georgia Water Planning District and Georgia Environmental Protection Division (EPD).	Estimated	15/16 Yes

Power Department Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Electric Line					
Revenues					
Charges For Services	\$ 23,544,233	\$ 28,028,936	\$ 26,552,424	\$ 28,005,000	5%
Leases & Other Rent	-	139,008	110,000	120,000	9%
Other Income	1,859,898	1,086,832	913,000	1,097,000	20%
Interest	24,483	10,804	-	-	0%
Operating Transfer In	-	188,873.00	-	-	0%
Budget Carryforward	-	-	4,106,412	2,211,530	-100%
Electric Line Revenue Total	<u>25,428,614</u>	<u>29,454,453</u>	<u>31,681,836</u>	<u>31,433,530</u>	-1%
Expenditures					
Personnel Services	784,593	720,538	754,626	609,324	-19%
Employee Benefits	244,239	237,849	247,521	220,086	-11%
Communications & Util.	42,020	97,730	76,626	211,102	175%
Rentals	4,260	2,466	5,500	5,500	0%
Repair & Maintenance	476,131	678,987	712,848	702,796	-1%
Building Maintenance	18,844	15,758	7,400	17,400	135%
Training & Education	49,956	50,810	70,820	64,720	-9%
Other Services & Charges	1,163,712	612,986	451,700	625,782	39%
Materials & Supplies	86,973	85,136	114,850	144,850	26%
Cost Of Sales	19,742,889	19,932,964	18,497,830	21,000,000	14%
Depreciation	708,248	-	-	-	0%
Operating Transfers Out	6,355,243	8,095,411	8,160,518	2,535,414	-69%
Other Debt	-	(98)	-	-	0%
Capital Outlay	547,248	918,364	937,000	1,719,863	84%
Electric Line Expenditure Total	<u>30,224,356</u>	<u>31,448,901</u>	<u>30,037,239</u>	<u>27,856,837</u>	-7%
Electric Line Net Revenues/(Expenditures)	<u>\$ (4,795,742)</u>	<u>\$ (1,994,448)</u>	<u>\$ 1,644,597</u>	<u>\$ 3,576,693</u>	54%

Electric Line Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Power Director	1	1	1	1
Assistant Power Director	1	1	-	-
Power Superintendent	1	1	1	1
Distribution Engineer	1	1	1	1
Energy Service Advisor	1	1	1	1
Lineman/Electrical Worker	4	4	1	1
Electrical Technician	1	1	1	1
Apprentice/Electrical Worker I	2	2	-	-
Apprentice/Electrical Worker II	-	-	-	-
Apprentice/Electrical Worker III	2	2	-	-
Laborer I/Electrical Helper	2	2	2	2
Administrative Assistant	1	1	1	1
Accounts Payable Technician	1	1	-	-
Administrative Coordinator	-	-	-	-
Total Personnel	<u>18</u>	<u>18</u>	<u>9</u>	<u>9</u>

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Power Department – Line Division

Program Description: The line division program includes the overall department administration function and is responsible for operational, budget, purchasing, financial, and staffing activities for all divisions of the Power Department. The management staff provides leadership, direction and support for all divisions. Senior staff participates in and interacts with joint agency, MEAG Power, state electric utility agencies, Electric Cities of Georgia, and other professional and industry organizations to maximize the efficiency of the operation and revenue from the sale of excess power to external customers, local utilities, and regional and national power grids.

The line division is responsible for engineering, design, construction, installation, and maintenance of the City's electric power distribution system and traffic signals. This distribution system includes eight power distribution substations, 27 feeder circuits, and approximately 152 miles of overhead and underground line serving approximately 8,000 electric utility customers. There are 42 traffic signals in the City with 24 owned and operated by the Power Department.

Trends: Economic conditions continue to influence budget priorities and require vigilant and aggressive budget management to ensure maximum benefit from budgeted expenditures. Annual Power Department projects continue to focus on infrastructure improvements for reliability to its customers.

Commercial customer prospects are starting to pick up and should result in more projected revenue in the near future.

Program Broad Goals: Continue to provide clean, reliable power to the citizens and rate payers at economically competitive rates by providing insight and planning necessary to maintain the power distribution system at the highest levels possible while ensuring the citizens and rate payers' dollars are spent wisely and with maximum effect.

Program 15/16 Objectives: Complete budgeted capital infrastructure improvements within the fiscal year that include:

- Phase 2 of the feeder improvement at Phoenix Boulevard.
- Install new and replacement line capacitors to improve power factor
- Complete installation of AMI equipment for 2-way meter communication for remote reading & disconnect.
- Upgrade the feeder circuit on Godby Road for better reliability
- Install 53 decorative lights on the Old National Streetscape project
- Place feeders underground at the Wally Park development project
- Replace underground primary conductor at Embarcardero & Alexander Landing apartments.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program Name: Power Department – Line Division

- Install new conductor at Coca Cola bottling plant.
- Install additional decorative street lighting on Main Street for safety and appearance.
- Continue to upgrade street lighting to LED for higher output, longer life, and energy savings
- Install a tie line on HWY 29 CSX crossing to tie Lakemont and Edison substations for better reliability
- Install new underground service to the Marriott Renaissance.
- Upgrade traffic signals and wiring at Lee and Main.

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Estimated 15/16
Complete all projects as planned within the budget constraints.	11

Program/Service Outcomes: (based on program objectives)	Estimated 15/16
Maintain projects at or below budget projections.	5%

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Estimated 14/15
Complete projects as budgeted	6

Program/Service Outcomes: (based on program objectives)	Estimated 14/15
Maintain projects at or below budget projections	7%

Performance Measures

Program/Service Outputs: (goods, services, units produced)	Actual 14/15
Goals of project completion continue finishing 2 more.	6

Program/Service Outcomes: (based on program objectives)	Actual 14/15
Maintain projects at or below budget projections ²³⁷	8%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program Name: Power Department – Line Division

Prior Year Highlights:

- Installed decorative lighting on Virginia Avenue for improved safety and appearance.
- Completed new service installation to RaceTrac, one of the newer high usage commercial customers.
- Installed all new holiday decorative lights throughout the City.
- Completed all necessary work required for Woodward Academy's expansions and improvements.
- Completed new installations for service to College Park Elementary.
- Continued installing LED street lights for comparison to existing HPS lights in the future.
- Installed Oil Spill Prevention as required by the EPA at the Georgia International Convention Center and at the Power Department transformer storage area.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Electric Meter					
Expenditures					
Personnel Services	\$ 161,274	\$ 155,594	\$ 149,458	\$ 149,306	0%
Employee Benefits	63,563	65,363	60,107	66,785	11%
Communications & Util.	4,948	6,305	7,193	3,628	-50%
Repair & Maintenance	10,399	14,161	25,378	27,887	10%
Building Maintenance	1,919	398	-	-	0%
Training & Education	1,180	2,000	2,200	2,200	0%
Other Services & Charges	12,946	12,907	13,490	11,344	-16%
Materials & Supplies	24,431	22,609	34,980	67,530	93%
Debt	-	-	-	579,392	100%
Capital Outlay	-	-	509,300	1,574,840	209%
Electric Meter Expenditure Total	<u>\$ 280,660</u>	<u>\$ 279,337</u>	<u>\$ 802,106</u>	<u>\$ 2,482,912</u>	210%

Electric Meter Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Meter Reader Supervisor	1	1	-	-
Energy Service Advisor	1	1	-	-
Meter Investigator	1	1	1	1
Meter Serviceman	1	1	1	1
Meter Reader	3	3	2	2
Total Personnel	<u>7</u>	<u>7</u>	<u>4</u>	<u>4</u>

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department – Meter Division

Program Description: The Finance Department meter division is responsible for accurately reading all electric and water meters in the City and for those customers outside the City but who are receiving power from the system. Other primary activities include daily connects and disconnects, completion of miscellaneous work and service orders, cut-offs and cut-ons, re-reads, meter installation & replacements, and theft of service investigation.

Trends: Due to the weak economy, business downsizing, reduced customer base, and other economic pressures, there has been very little change in the total number of electric and power meters being read each month. The installation and upgrade of water meters to AMR standards by the Water Department is improving the efficiency of the meter reading process and the ongoing AMR electric meter installation program has more than 4,500 meters installed.

Program Broad Goals: Ensure the accurate and timely reading of all water and electric meters; complete all work and service orders in a timely manner; work with other departments to quickly identify and correct water meter mechanical and AMR problems and reading errors and reduce the number of water meter re-reads caused by such issues.

Program 14/15 Objectives: Maintain a high rate of accuracy at 98% or better; complete all service cut-ons within 24 hours of issue; complete reading routes and schedules on time; complete re-reads and can't read list for current billing. AMI installation will proceed and eventually lead to total remote reading and disconnect of all electric meters.

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

Convert electric meters to AMI.

20%

Program/Service Outcomes: (based on program objectives)

Estimated 15/16

Complete all projects within budget constraints or less.

2

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program Name: Finance Department – Meter Division

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Read all meters and completed service orders on a timely basis.

Estimated 15/16
95%

Program/Service Outcomes: (based on program objectives)

Completed projects within budget constraints.

Estimated 15/16
2

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Read all meters and completed service orders on a timely basis.

Actual 15/19
98%

Program/Service Outcomes: (based on program objectives)

Completed projects within budget constraints.

Actual 15/16
2

Prior Year Highlights: Worked to complete the transition of the Northstar billing system with relation to timely readings and re-reads to get billing back into proper order. Identified and investigated more theft of services.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Electric Warehouse					
Expenditures					
Personnel Services	\$ 42,683	\$ 42,352	\$ 42,944	\$ 43,759	2%
Employee Benefits	16,872	18,185	19,268	19,469	1%
Communications & Util.	2,613	7,238	3,505	3,528	1%
Rentals	-	-	1,000	1,000	0%
Repair & Maintenance	5,508	2,720	12,462	12,597	1%
Building Maintenance	658	4,495	2,700	2,700	0%
Training & Education	-	-	400	400	0%
Other Services & Charges	13,253	12,226	11,221	12,345	10%
Materials & Supplies	1,832	684	1,150	1,150	0%
Warehouse Expenditure Total	\$ 83,418	\$ 87,900	\$ 94,650	\$ 96,948	2%

Electric Warehouse Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Warehouse Coordinator	1	1	1	1
Total Personnel	1	1	1	1

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Power Department – Warehouse Division

Program Description:

The Power Department Warehouse Division program is responsible for bidding ordering, receiving and stocking all items for the Power Department and, to a lesser degree, certain items used by other non-power department users. Power Department catalog items include office supplies, meters, pole and underground hardware, aerial and underground cable, and other material, hardware and equipment used in the construction and maintenance of the power distribution system. Non-power related catalog items include building cleaning supplies, light bulbs, trash bags, batteries, etc. The warehouse maintains two storage locations, one at the Power Department headquarters location and the other, a remote location at 1060 Forest Parkway. The warehouse program provides monthly use and requisition reports, semi-annual inventories, as well as all shipping and receiving documents to match with purchase orders and invoices.

Trends:

With the advent of internet suppliers and ordering, and both local and national vendors improved delivery systems, the warehouse has moved to reduce the number of office supply items and preprinted paper forms carried in the catalog by shifting the items to the user department through the use of “just in time” ordering via the internet. This trend will continue where efficiency and economy can be improved.

Program Broad Goals:

Ensure all bids and RFPs issued by the warehouse comply with current purchasing policies and are closely reviewed for best quality at lowest price; Maintain minimum stock levels on high use items by closely monitoring re-order quantities; Produce accurate and timely monthly reports for accounting and department use; Ensure highest possible level of security and loss prevention.

Program Objectives:

Reduce the central stores shrinkage loss to below 2.5% of total central stores valuation as reported in the annual fiscal year end inventory.

Performance Measures

Program / Service Outputs: (goods, services, units produced)

of Budgeted Capital Projects/Programs

Estimated 15/16
0

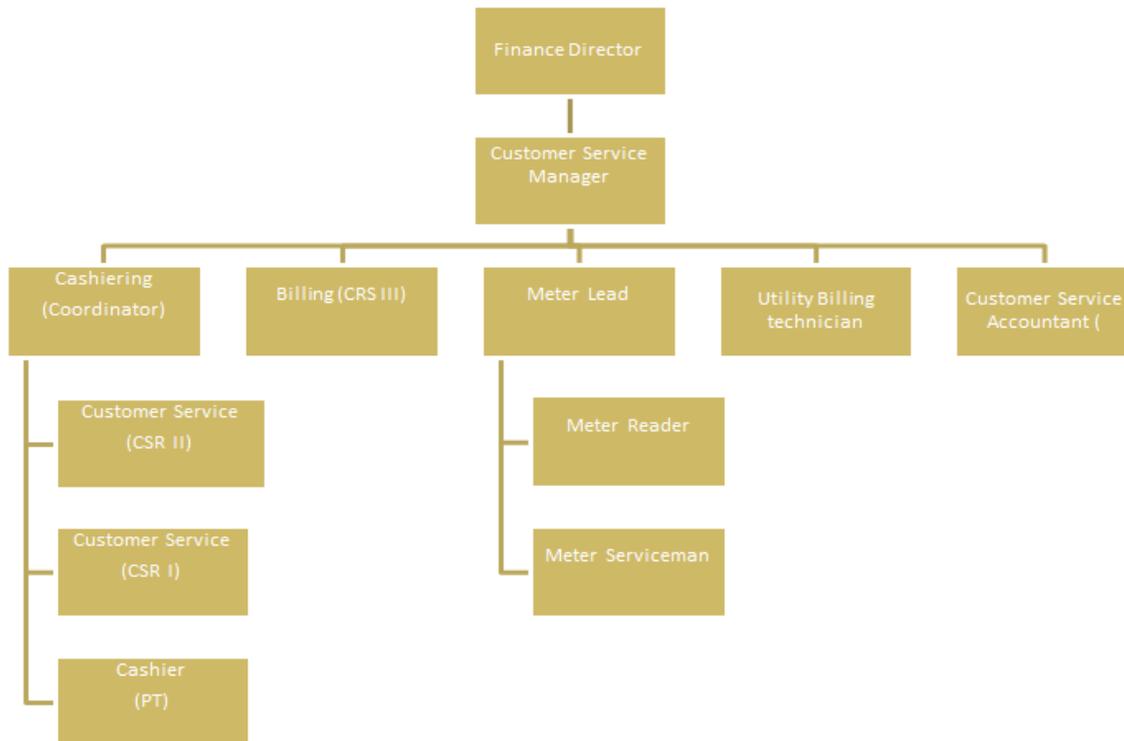
Prior Year Highlights:

- Prepared monthly reports in a timely manner.
- Performed and prepared and the annual inventory report.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Electric CNG					
Expenditures					
Repair & Maintenance	\$ 48,919	\$ -	\$ -	\$ -	0%
Other Services & Charges	195,139	-	-	-	0%
Materials & Supplies	11,536	-	-	-	0%
Electric CNG Expenditure Total	<u><u>\$ 255,594</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	0%

Customer Service Organizational Chart



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Electric Customer Service					
Personnel Services	\$ 324,114	\$ 331,819	\$ 333,662	\$ 338,756	2%
Employee Benefits	95,369	98,185	98,853	108,358	10%
Expenditures	-	-	-	-	0%
Communications & Util.	11,376	13,491	8,080	9,525	18%
Repair & Maintenance	14	-	6,423	39,236	511%
Training & Education	2,596	2,016	4,030	3,905	-3%
Other Services & Charges	26,047	26,969	19,156	30,494	59%
Materials & Supplies	83,080	111,143	101,020	93,370	-8%
Accounting Charges	11,443	6,791	11,000	11,000	0%
Capital Outlay	-	240,034	168,756	10,000	-94%
Debt Service	30,962	32,501	32,000	32,000	0%
Customer Service Expenditure Total	\$ 585,001	\$ 862,949	\$ 782,980	\$ 676,644	-14%

Customer Service Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Customer Service Manager	1	1	1	1
Utility Cashier Coordinator	3	1	1	1
Customer Service Representative I	2	3	3	3
Customer Service Representative II	2	2	2	2
Utility Billing Technician	-	2	2	2
Billing Accountant	-	-	1	1
Part Time Positions:				
Utility Clerk/Cashier	2	2	2	2
Total Personnel	10	11	12	12

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department – Customer Service

Program Description: The Customer Service Program provides for the accurate and timely billing of the City’s electric, water, sewer, storm water, and sanitation services. In accordance with Section 10 of the City’s ordinances, the program assists customers with establishing and disconnecting utility services while responding to billing inquiries and processing payments. Revenue recovery is also a function of this program.

Trends: The City’s utility customer base had decreased over the past several years due to airport expansion, but has leveled over the past 5 years. At the same time, the remaining and new customers are demanding more information and accuracy.

Program Broad Goals: Bill electric, water, meter, sanitation, storm water services and associated taxes/fees in a more timely and accurate manner; answer all customer calls and inquiries in timely and more accurate manner; increase in-house professionalism by providing employees with the tools and training necessary to meet customer needs; stronger customer service performance that could strengthen the relationship the City shares with employees and customers.

Program 15/16 Objectives:

To improve on the use of the new CIS/Utility billing system implemented to improve process and to begin billing and data collection using new AMI technology.

Program/Service Outputs: (goods, services, units produced)

Estimated 15/16

Bill all existing and new accounts	\$99,000
Total dollars billed	\$57,600,000

Program/Service Outcomes: (based on program objectives)

Estimated 15/16

Utility bills mailed accurately	90%
Utility bills mailed timely	80%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Program Name: Finance Department – Customer Service

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Estimated 15/16
Utility bills mailed accurately	100%
Utility bills mailed timely	100%
Customer call answered timely	90%
Customer signed up for on-line payment/account access.	\$2,000

Program/Service Outcomes: (based on program objectives)

Prior Year Highlights:

- Better handling of incoming phone calls despite the increase calls for inquiries and bill extension.
- Improve drive-through customer drawer.
- Improve collections of Commercial accounts.
- Increased payment arrangements.
- Implemented the lockbox program.
- Implemented payment program.
- Improved new service from Apartments to Renter.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Finance Department – Customer Service

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Estimated 14/15

Bill all existing and new accounts	98,000
Total dollars billed	\$54,000,000.00

Program/Service Outcomes: (based on program objectives)

Estimated 14/15

Utility bills mailed accurately	95%
Utility bills mailed timely	85%
Customer call answered timely	80%
Customers signed up for on-line payment/account access.	2,000

Performance Measures

Program/Service Outputs: (goods, services, units produced)

Actual 13/14

Bill all existing and new accounts	49,000
Total dollars billed	\$27,000,000.00

Program/Service Outcomes: (based on program objectives)

Actual 13/14

Utility bills mailed accurately	95%
Utility bills mailed timely	85%
Customer calls answered timely	80%
Customers signed up for on-line payment/account access.	1,150

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Prior Year Highlights:

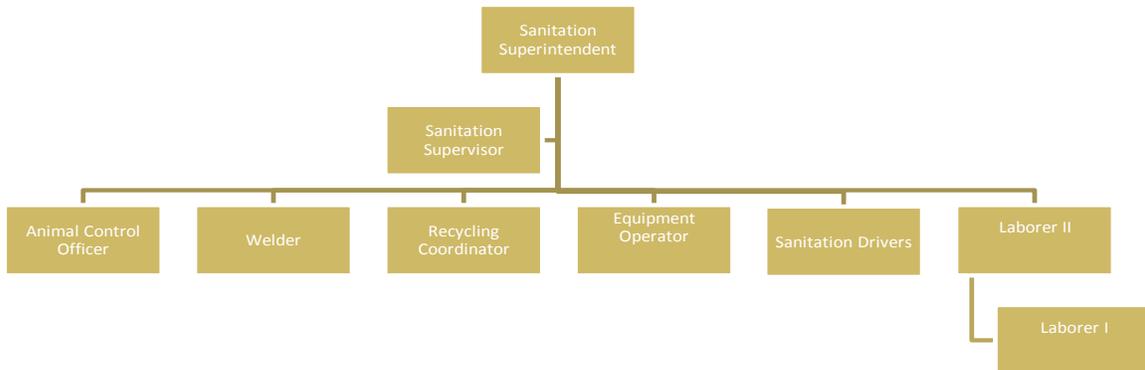
- Better handling of incoming phone calls despite the increase calls for inquiries and bill extension.
- Improve drive-through customer drawer.
- Improve collections of Commercial accounts.
- Increased payment arrangements.
- Implemented the lockbox program.
- Implemented payment program.
- Improved new service from Apartments to Renter.
- Implemented a new Lockbox Payment System.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Golf Course Fund				
Revenues				
Fees, Licenses, Permits	\$ -	\$ -	\$ -	\$ -
Leases & Other Rent	34,413	54,661	48,114	48,114
Other Income	-	-	-	-
Operating Transfers In	-	-	-	-
Golf Course Fund Revenue Total	34,413	54,661	48,114	48,114
Expenditures				
Other Services & Charges	-	-	-	-
Operating Transfers Out	42,482	-	48,114	48,114
Capital Outlay	-	-	-	-
Golf Course Fund Expenditure Total	42,482	-	48,114	48,114
Golf Course Net Revenues/ (Expenditures)	\$ (8,069)	\$ 54,661	\$ -	\$ -

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Public Works Department Sanitation Fund



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Sanitation Fund					
Revenues					
Charges for Services	\$ 2,688,895	\$ 2,715,212	\$ 2,622,512	\$ 2,622,000	0%
Other Income	28,805	13,437	40,000	15,000	-63%
Interest	121	-	-	-	-100%
Operataing Transfer In	151,898	-	-	-	0%
Budget Carryforward	-	-	-	-	-100%
Sanitation Fund Revenue Total	2,869,719	2,728,649	2,662,512	2,637,000	-1%
Expenditures					
Personnel Services	917,864	847,284	1,036,376	1,034,747	0%
Employee Benefits	337,328	345,561	375,605	347,698	-7%
Communications & Util.	22,479	22,278	22,536	19,046	-15%
Repair & Maintenance	290,513	225,836	248,851	237,360	-5%
Building Maintenance	15,019	15,052	10,000	10,000	0%
Training & Education	2,415	2,632	5,300	3,470	-35%
Other Services & Charges	60,351	83,897	90,094	265,008	194%
Materials & Supplies	158,336	159,979	146,250	132,750	-9%
Cost of Sales	485,859	518,843	509,000	525,000	3%
Transfers Out	521,814	228,411	-	-	0%
Accounting Charges	260,133	92,730	-	-	0%
Capital Outlay	74,300	63,340	218,500	61,921	-74%
Debt Service	(190)	-	-	-	-100%
Sanitation Fund Expenditure Total	3,146,221	2,605,843	2,662,512	2,637,000	-3%
Sanitation Net Revenues/ (Expenditures)	\$ (276,502)	122,806	\$ -	\$ -	

Sanitation Personnel

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Full Time Positions:				
Superintendent	1	1	1	1
Supervisor	1	1	-	-
Administrative Assistant	1	1	1	1
Recycle Coordinator	1	1	1	1
Sanitation Collector II	2	2	1	1
Sanitation Driver II	10	10	10	10
Welder	1	1	1	1
Animal Control Officer	1	1	1	1
Sanitation Collector I	12	11	11	11
Laborer I				
Utility Accountant	1	1	1	1
Total Personnel	31	30	28	28

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Animal Control

Program Description:

The Sanitation Division provides animal control services to the entire City of College Park. Animal Control Officer maintains and enforces all animal control codes and regulations.

Trends:

There are many growing number of pet owners in the City.

Program Goals:

1. Provide immediate response to calls from CPPD, citizens, and other departments
2. Remove all dead animals from City ROW
3. Maintain law and order dealing with vicious animals
4. Educate citizens on city codes dealing with owning animals

Performance Measures:

Residential Routes	(Maintained)
Citations Issued	32
Live animal pickups	144
Dead animal removal	724

Prior Year Highlights:

- Responded to over 100 calls after hours or weekends regarding issues with animal control
- Active participant in animal rights
- Found and returned over 21 lost or missing pets to owners

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Commercial Collection

Program Description:

The Sanitation Division serves as the only collection service for all commercial and apartment trash in College Park.

Trends:

There are many growing businesses throughout the City. With the addition of the new hotels, car rental facilities, and new office buildings in the City, Sanitation has seen growth in our daily routes.

Program Goals:

1. To provide prompt and efficient collection service
2. Reduce the number of missed garbage call by 99% yearly
3. Maintain weekly schedule on all commercial routes
4. Collect all apartments twice a week
5. Maintain, repair, and replace all commercial dumpsters

Performance Measures:

Commercial Routes	(Maintained)
Commercial Businesses	100%
Commercial Hand Pickups	100%
City Public Parks	100%
Apartments	100%

Prior Year Highlights:

- Provided new containers to all new commercial accounts
- Removed over 1,300 tons of trash
- Provided new and old customers with new plastic containers

Prior Year Highlights:

- Started collecting 14 new commercial businesses including new hotels and several new businesses along Old National and Sullivan Rd.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Recycling Collection

Program Description:

The Sanitation Division provides recycling services to all business that choose to participate in our recycling program. Sanitation provides 2 recycling drop-off centers throughout the City for the citizens of College Park. We accept cardboard, glass, paper, magazines, newspaper, and plastic at these site. For our commercial customers, we offer free cardboard and paper collection weekly and any other recycling service that our Division can provide.

Trends:

There are many growing businesses throughout the City. With the addition of the new hotels, car rental facilities, and new office buildings in the City, Sanitation has seen a growth in our commercial businesses wanting to recycle.

Program Goals:

1. To provide prompt and efficient collection service
2. Offer recycling service to all businesses
3. Maintain weekly schedule on all recycling routes
4. Educate all commercial customers on the advantages of recycling
5. Maintain, repair, and replace all cardboard dumpsters

Performance Measures:

Residential Routes	(Maintained)
Commercial Businesses	100%
Recycling Hand Pickups	100%
City Recycling Site	100%

Prior Year Highlights:

- Removed over 75,000 tons of recycling material
- Held Recycling Day events at local Daycares and Elementary Schools
- Held annual Household Hazardous Waste Day
- Education program with Chick – Fil- A on recycling

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Department of Public Works | Residential Collection

Program Description:

The Sanitation Division provides backyard collection of residential trash to all of College Park.

Trends:

With the housing market turning around the City has experienced some growth bring in a higher demand for services.

Program Goals:

1. To provide prompt and efficient collection service
2. Reduce the number of missed garbage call by 97% yearly
3. Maintain weekly schedule on all residential routes
4. Collect all apartment furniture sit-outs

Performance Measures:

Residential Routes	(Maintained)
Homes	100%
Commercial Hand Pickups	100%
Illegal Dump Sites	100%

Prior Year Highlights:

- Removed over 2,500 tons of trash
- April Cleanup Month
- Assisted in numerous cleanups throughout the City year round
- Collected over 5 illegal dump sites in the City
- Restructured our collection service
- Collected over 75,000 cubic yards of leaves throughout the year and during Leaf Season
- Collected over 7,800 tons of sticks and brush throughout the City
- Collect furniture evictions from apartments

Prior Year Highlights:

- Purchased the last CNG Garbage Truck – Rear Loader
- Conducted our annual “April Clean Month”, which allows citizens to conduct their own household cleanup that Sanitation will collect at no charge
- Conducted our annual “Old National Clean Up Blitz”, which Sanitation invites the citizens of College Park to help in keep the Old National ROW clean.

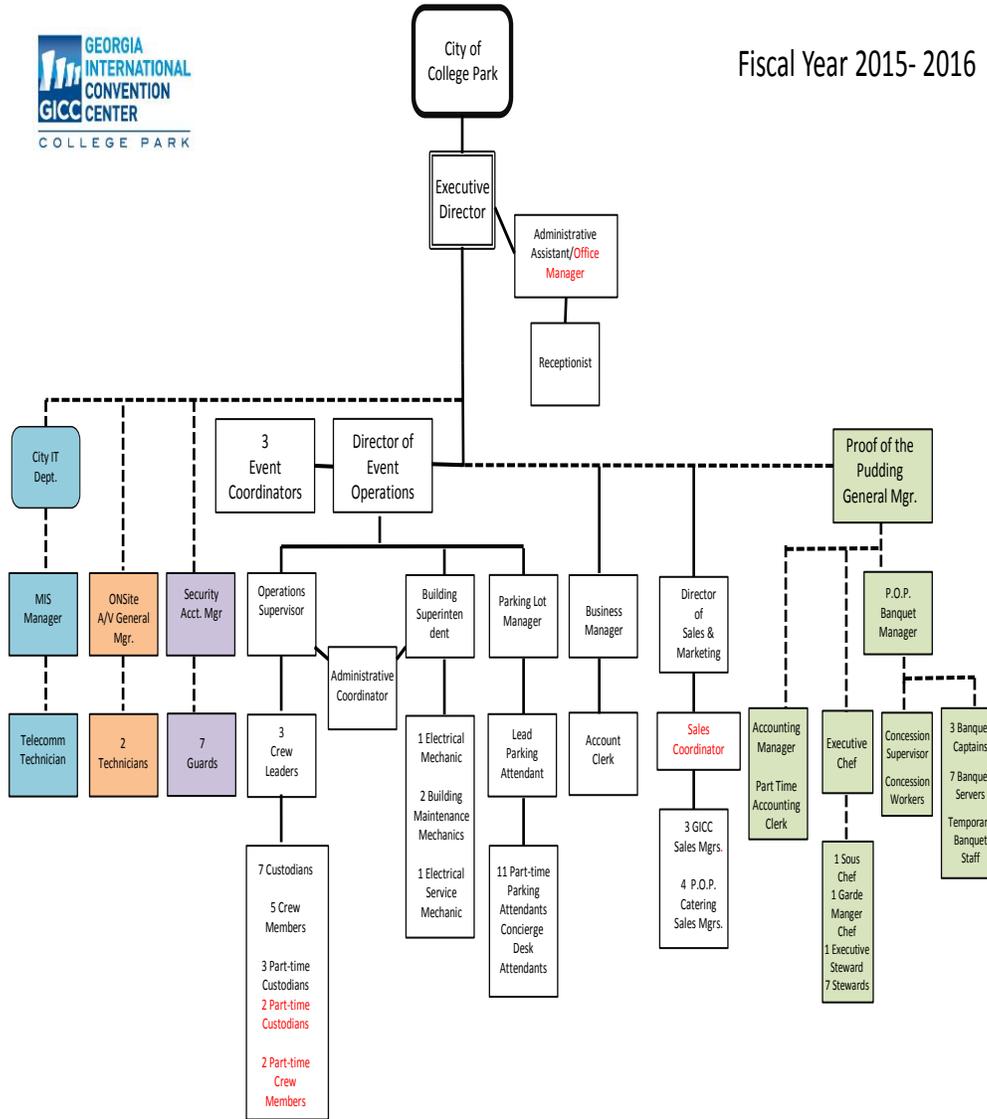
CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

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CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET



Fiscal Year 2015- 2016



CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Convention Center Fund					
Revenues					
Charges for Services	\$ 6,952,609	\$ 6,639,219	\$ 7,584,469	\$ 7,976,253	5%
Rentals and Commissions	86,206	127,986	105,000	150,000	43%
Other Income	5,650,931	5,791,305	6,357,000	6,475,058	2%
Interest	1,350	0	2,600	2,600	0%
Operating Transfers In	2,418,325	1,697,817	1,233,313	105,850	-91%
Budget Carryforward	-	-	1,544,168	1,086,145	-30%
Convention Center Revenue Total	15,109,421	14,256,327	16,826,550	15,795,906	-6%
Expenditures					
Personnel Services	\$ 1,827,122	\$ 1,800,477	\$ 1,944,137	\$ 1,974,080	2%
Employee Benefits	541,488	611,683	626,884	589,149	-6%
New Personnel Cost	-	-	3,730	108,063	
Communicat - Communications & Util.	1,433,561	1,622,704	1,583,200	1,626,182	3%
Rentals - Rentals	21,145	18,586	25,000	25,000	0%
Repair & Maintenance	221,127	193,051	199,699	217,247	9%
Building Maintenance	244,114	237,228	240,500	250,000	4%
Training & Education	44,099	22,958	28,109	36,758	31%
Other Services & Charges	913,216	638,845	528,009	564,878	7%
Materials & Supplies	166,076	146,882	164,169	192,346	17%
Cost Of Sales	2,135,656	2,044,808	2,485,769	2,634,000	6%
Operating Transfers Out	2,433,200	350,339	1,171,178	291,145	-100%
Depreciation & Amortization	-	-	-	-	
Interest Expense & Fiscal Charges	-	-	-	-	
Amortization	-	-	-	-	
Accounting Charges	-	-	-	-	
Capital Outlay	9,800	286,165	1,454,168	912,000	-37%
Debt Service	6,369,827	6,794,660	6,371,998	6,375,058	0%
Convention Center Expenditure Total	16,360,431	14,768,386	16,826,550	15,795,906	-6%
Convention Center Net Revenues/ (Expenditures)	\$ (1,251,010)	\$ (512,059)	\$ -	\$ -	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Convention Center Personnel

	2013	2014	2015	2016
	Actual	Actual	Amended	Council
	Budget		Budget	Adopted
Full Time Positions:				
Director	1	1	1	1
Assistant Director	0	0	0	0
Director of Event Operations	1	1	1	1
Director of Marketing and Public Relations	1	0	0	0
Director of Sales Marketing	0	1	1	1
Director of Sales	1	0	0	0
Building Superintendent	1	1	1	1
Operations Supervisor	1	1	1	1
Event Services Manager	0	0	0	0
Parking Lot Manager	1	1	1	1
Business Manager	0	0	1	1
Accountant	1	1	1	0
Sales Manager	2	3	3	3
Sales Administrative Coordinator	0	0	0	1
Market Research Analyst	0	0	-	-
Event Coordinator	3	3	3	3
Administrative Assistant	1	1	1	0
Office Manager	0	0	0	1
MIS Technician	1	0	0	0
MIS Manager	0	1	1	1
Executive Secretary	0	0	0	0
Administrative Coordinator	1	1	1	1
Account Clerk	1	1	1	1
Lead Parking Attendent	1	1	1	1
Parking Attendent	0	0	0	0
Receptionist	1	1	1	1
Building Maintenance Mechanic	2	2	2	2
Electrical Services Mechanic	1	1	1	1
Telecommunications Technician	1	1	1	1
Electric Mechanic	1	1	1	1
Crew Worker	5	5	5	5
Crew Leader	3	3	3	3
Custodian	7	7	7	7
Part Time Positions:				
Custodian	3	3	3	5
Crew Worker	0	0	0	2
Parking Attendant	11	11	11	11
Total Personnel	53	53	54	58

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Georgia International Convention Center

Program Description:

Georgia's newest and second largest convention center, the GICC is uniquely positioned to offer its guests and clients unprecedented convenience. The world's only convention center directly connected to a major airport, our modern facility embodies the grace and efficiency of flight itself.

The GICC may be the nation's most accessible convention center

The ATL SkyTrain connects the GICC to a major airport; it is just as convenient by car — at the juncture of two major U.S. interstates. The heart of Atlanta is 10 minutes away by rental car or **MARTA train**. And the airport's **Rental Car Center** links to the GICC by the **ATL SkyTrain** automated people mover.

Program History:

In 1983 the city of College Park established the Business and Industrial Development Authority (BIDA) to solicit major hotels and start work on a public assembly facility owned and operated by College Park through BIDA. In 1983, the first Georgia International Convention & Trade Center (GICTC) opens with 136,000 total square feet. In 1993 GICTC opens Phase 2 expansion and changes name to the Georgia International Convention Center (GICC) with 329,000 square feet, including 5 exhibit halls totaling 120,000 square feet, 35 meeting rooms and 2 ballrooms, and an in-house food and beverage provider Proof of the Pudding.

In 2003, the GICC relocated to a new facility with 400,000 square foot facility with a 40,000 square foot ballroom, Georgia's largest. The facility included 150,000 square feet of exhibition space, 15,000 square feet of flexible meeting space, three executive boardrooms, a VIP Green Room, and a Culinary Arts Center. The new facility is located on Camp Creek Parkway, about ¼ mile from the airport.

Trends:

In 2009 Hartsfield-Jackson Atlanta International Airport's ATL SkyTrain, began operation, transporting visitors from the airport to the GICC and to the Rental Car Center, a two-minute trip that, at the time, marks the GICC as America's only convention center directly connected to a major airport avoiding the inconveniences associated with ground transportation and rental agency shuttle buses.

2009 also marks the opening of the 147-room LEED-certified SpringHill Suites hotel and in 2010 The Atlanta Airport Marriott Gateway opened on the GICC campus. The 403-room convention center hotel features a ballroom and meeting space to supplement the GICC's offerings.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Program Broad Goals:

The goal of the GICC is to create successful client events to generate economic impact all to increase revenues to the city. The revenue includes hospitality tax revenues, local business sales tax and property tax.

Program 15/16 Objectives:

Georgia International Convention Center strives to make all of our guests welcome by meeting or exceeding all client requirements. The GICC also works closely with show managers and meeting planners to facilitate a successful event and produce revenue for the city of College Park.

The GICC play many different roles in the community. By hosting regional and national conventions we generate taxes, individual spending, job creation and major economic impact to our local city, state and region. We also play a pivotal role in the local and state meeting and hospitality market by providing first class space for conventions, meetings, corporate events, fund raisers, banquets, consumer shows and entertainment concerts. The convention center staff strives to maximize the revenue potential of the facility while delivering first-rate customer service.

We have created a partnership between the GICC, CP DMO and the Hotel community. This partnership will increase revenue to the GICC, the hotels and tax dollars to the City of College Park.

Performance Measures

	Actual 12/13	Actual 13/14	Actual 14/15	Estimated 15/16
Number of Events	4,715	4,813	4,900	5,000
Total Attendance	353,711	368,436	380,000	390,000
Ex Hall/Mtg Room Revenue	\$1,686,853	\$1,760,454	\$2,000,000	\$2,100,000
Food & Beverage Revenue	\$3,689,778	\$3,191,602	\$4,700,000	\$4,000,000
Parking Revenue	\$664,971	\$705,047	\$700,000	\$700,000

Prior Year Highlights:

Rwanda Day! On September 20th, President Kagame addressed a gathering of more than 2,000 Kwandans and friends of Rwanda during the sixth edition of Rwanda Day.

We hosted the Georgia PTA 100th Annual Leadership Meeting, the guest speaker for their gala was Governor Deal.

Georgia Bio Innovation Summit 2014: for more than 13 years, Georgia Bio has presented as Georgia's premier bioscience and medtech conference with over 600 CEO's, senior executives, scientists and public policy from across the nation.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

We hosted the 1st annual 2015 Smart Airport Conference. This event was sponsored by Aviation Media and the Atlanta Aerotropolis Alliance is hosted as a show to serve airports worldwide.

We hosted the 8th annual Cityfest Event, with over 4,000 attendees. The attendees enjoyed a superb night of fun with health and dry good vendors.

DMO

In 2012 College Park City Council created a Destination Marketing Organization. The mission of the CP-DMO is to generate and stimulate economic impact for the City of College Park by effectively marketing facilities of the community as a preferred tourism, convention and business destination. The DMO's use of funding to promote the GICC and services of the hotels and the attractions within the area.

The DMO Board put together a team of talented hospitality professionals serving the marketing and sales support of 33 hotel properties, over 50 unique dining experiences and the second largest convention center in the state, the Georgia International Convention Center (GICC). Mercedes Miller, Executive Director of the GICC has been nominated as the Chairman of the Board for the CP DMO.

The DMO has increased their Sales Leads by 60% increased room nights in the area by 39% and increased Economic Impact by 68%.

Key Groups Booked

World Crowns	1,088 rooms/\$1.36m Economic Impact
Volkswagen	1,578 rooms/\$5.16m Economic Impact
Jaina Conference	1,570 rooms/\$2.06m Economic Impact
Southern Volleyball	3,530 rooms/2.93m Economic Impact
Powder Coatings	1,440 rooms/\$1.59m Economic Impact

Sponsorship

The GICC continues their agreement with Coca-Cola Refreshments for "Pouring Rights". The Coca-Cola company will pay the GICC \$125,000 over a 5 year period with over \$500 per year complimentary products and \$28,000 marketing funds to create a recycling program.

We are continuing to work with Superlative Group to secure Naming Rights agreement.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

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CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

	2013 Actual	2014 Actual	2015 Amended Budget	2016 Council Adopted	% Change 2015 to 2016
Federal Aviation Administration					
Revenues					
Leases & Other Rent	\$ 0	\$ -	\$ 2,451,291	\$ 2,451,291	0%
Interest	385,559	55,609	600	807,841	134540%
Operating Transfers In	396,175	452,634	574,508	-	-100%
Budget Carryforward	-	-	-	-	
Federal Aviation Administration Revenue Total	781,735	508,243	3,026,399	3,259,132	8%
Expenditures					
Communications & Util.	668,892	753,463	632,351	671,434	6%
Repair & Maintenance	142,648	128,053	147,925	148,249	0%
Building Maintenance	86,723	56,189	58,980	61,405	4%
Other Services & Charges	450,412	696,789	435,058	1,396,216	221%
Cost Of Sales	571,004	569,653	560,886	568,906	1%
Operating Transfers Out	254,445	6,954	-	399,776	0%
Accounting Charges	327,362	242,328	-	-	0%
Depreciation	-	-	-	-	0%
Interest	-	-	-	-	0%
Capital Outlay	14,962	-	-	13,146	0%
Debt Service	237,066	116,074	1,191,199	-	-100%
Federal Aviation Administration Expenditure Total	2,753,513	2,569,503	3,026,399	3,259,132	8%
Federal Aviation Administration Net Revenues/(Expenditures)	\$ (1,971,778)	\$ (2,061,260)	\$ -	\$ -	0%
Business Ind Develop Authority					
Revenues					
Taxes	\$ 1,574,376	\$ 1,668,736	\$ 1,625,207	\$ 1,625,207	0%
Charges For Services	-	2,527,000	3,227,643	2,600,253	-19%
Leases & Other Rent	818,427	818,427	818,427	818,427	0%
Intergovernmental	-	-	-	-	
Other Income	2,591,865	2,661,514	1,000,000	2,100,505	0%
Interest	404	249	467	467	100
Operating Transfers In	6,552,944	2,998,400	851,245	1,802,368	112%
Budget Carryforward	-	-	-	-	0%
Business Ind Develop Authority Revenue Total	11,538,016	10,674,326	7,522,989	8,947,227	19%
Expenditures					
Repair & Maintenance	89,276	382,894	275,788	520,000	89%
Training & Education	49,407	37,284	48,150	44,650	-7%
Other Services & Charges	195,768	184,818	199,000	202,001	2%
Materials & Supplies	85	38	15,100	15,100	0%
Cost of Sales	138,787	-	474,212	100,000	-79%
Operating Transfers Out	18,451	-	-	-	0%
Capital Outlay	(139,687)	-	-	-	0%
Debt Service	5,637,944	6,503,712	6,510,739	8,065,476	24%
Business Ind Develop Authority Expenditure Total	5,990,030	7,108,747	7,522,989	8,947,227	19%
Business Ind Develop Authority Net Revenues/(Expenditures)	\$ 5,547,986	\$ 3,565,579	\$ -	\$ -	0%

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Public Works Department
Storm Water Fund



**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>	<u>% Change 2015 to 2016</u>
Storm Water Utility Fund					
Charges for Services	\$ 921,461	\$ 973,041	\$ 850,000	\$ 962,500	13%
Other Income	31,657	-	-	-	-100%
Interest	-	-	-	-	0%
Budget Carryforward	-	-	45,000	-	0%
Storm Water Utility Fund Revenue Total	953,118	973,041	895,000	962,500	8%
Expenditures					
Personnel Services	181,361	170,934	150,705	145,225	-4%
Employee Benefits	67,685	64,638	63,521	59,864	-6%
Communications & Util.	727	899	744	1,000	34%
Rental	-	3,587	3,500	1,500	-57%
Repair & Maintenance	24,580	52,071	63,384	53,122	-16%
Training & Education	2,255	965	2,100	2,100	0%
Other Services & Charges	36,059	17,480	155,069	338,725	118%
Materials & Supplies	15,611	15,294	14,313	12,413	-13%
Operating Transfer Out	199,375	228,411	264,664	-	-100%
Accounting Charges	34,500	(58,246)	-	-	0%
Capital Outlay	-	200,000	45,000	150,000	233%
Debt Service	132,888	133,103	132,000	132,000	0%
Storm Water Utility Fund Expenditure Total	695,041	829,136	895,000	895,949	0%
Storm Water Utility Fund Net Revenues/(Expenditures)	\$ 258,077	\$ 143,905	\$ -	\$ 66,551	

Storm Water Utility Personnel

Full Time Positions:	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Amended Budget</u>	<u>2016 Council Adopted</u>
Supervisor	1	1	-	-
Compliance Officer	1	1	-	-
Equipment Operator II	1	1	1	1
Equipment Operator I	1	1	1	1
Laborer II	1	1	1	1
Laborer I	1	1	-	-
Total Personnel	6	6	3	3

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Program Name: Department of Public Works | Storm Water Utility Division

Program Description: The Storm Water Utility Division provides a comprehensive maintenance program of scheduled and unscheduled, inspections, cleaning, repairing and replacing of storm water structures such as catch basins, headwalls and drop inlets, corroded pipe segments, and herbicide spraying in the gutter line and right of ways to manage weed control. The program allows the city to stay in compliance with federal and state water quality regulations and city codes. Another essential activity performed in the division is creek, channel, and detention pond inspection and maintenance.

Trends: An increase in inspection and maintenance of the storm sewer system has proven an affected best management practice. As a result of this more aggressive program we have exceeded this year’s state mandated reporting requirements.

Program Broad Goals:

- Comply with the National Pollutant Discharge Elimination System (NPDES) by maintaining the Phase 1 Municipal Storm Water (MS4) permit through drainage structure inspection and maintenance.
- Locate drainage way (floodplain areas) to convey required floodwater through periodic inspection and maintenance.
- Continue a storm sewer box rehabilitation program up-dating old lid with new manhole lid covers. (with City of College Park on each lid)

**Program 15/16 Objectives:
Performance Measures**

Program/Service Outputs: (goods, services, units produced)

	Estimated 15/16
Debris Removal	85 Tons
Herbicide Spraying	300 Gals.

Program/Service Outcomes: (based on program objectives)

	(Inspected)	Estimated 15/16 (Maintained)
Catch Basins / Grates	95%	95%
Ditches	100%	100%
Detention Ponds	9	9
Storm Drain Lines	1000 LF	1000 LF

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Performance Measures

Program/Service Outputs: (goods, services, units produced)

	Actual 14/15
Debris Removal	93.0 Tons
Herbicide Spraying	234 Gals.

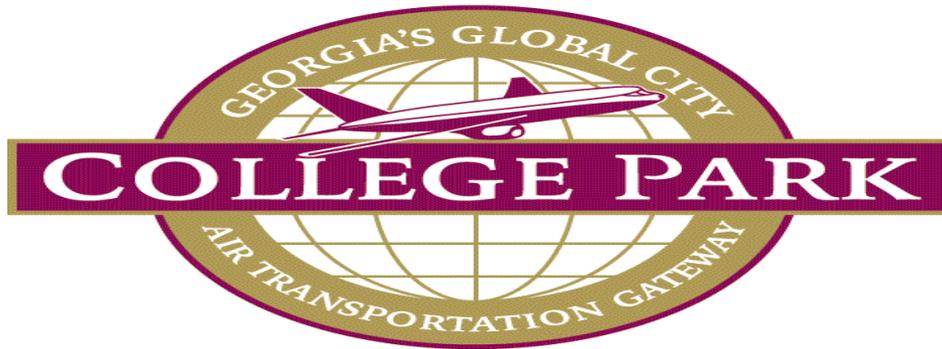
Program/Service Outcomes: (based on program objectives)

	Inspected)	(Maintained)
		Actual 14/15
Catch Basins / Grates	100%	100%
Ditches	100%	100%
Detention Ponds	9	9
Storm Drain Lines	927.2 LF	2563.0 LF

Prior Year Highlights:

1. Maintain the Phase I MS4 permit issued by Georgia EPD.
2. Cleaned all assigned storm grates within (2) two day following rain event.
3. Clean and inspect 100% of catch basins and inlet grates city wide.
4. Installed (527.07) linear feet of storm sewer pipe.
5. The rehabilitation of (120) linear feet of storm sewer on Walker Avenue, Virginia Avenue, Williamsburg Drive.
6. Repair / replace (15) damage catch basins city wide.
7. Inspected (5) private detention ponds.
8. Installed (120) linear feet of storm sewer pipe at Godby Road Recreation.
9. Spillway repair (25) liner feet. English Land Lyle Terrace.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



Supplemental Schedules To Follow:

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**SCHEDULE 1
Operating Indicators by Function
Last Ten Calendar Years**

Function	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Police:										
Physical arrests	2,971	3,368	3,572	3,264	3,559	2,850	4,645	4,694	3,850	4,000
Traffic violations	19,177	19,237	23,757	14,465	12,608	11,008	23,006	29,032	19,681	17,988
Fire:										
Number of fire calls answered	564	713	778	706	923	897	1,101	2,012	105	141
Number of rescue calls answered	3,794	3,553	3,570	2,903	3,062	4,016	3,959	2,012	4,799	5,135
Inspections	1,261	936	931	1,307	955	678	876	2,012	790	843
Highways and streets										
Streets resurfacing (miles)	1.1	0.9	0.9	2.4	1.0	0.1	1.5	0.9	1.4	1.4
Sanitation										
Refuse collected (tons/yr)	16,032	14,787	13,694	16,476	18,009	17,176	11,978	16,895	13,042	13,284
Recyclables collected (tons/yr)	4,154	8,564	7,958	6,953	7,264	6,928	6,110	1,438	591.31	595.00
Water										
New connections	8	112	63	52	13	8	7	5	7	3
Water main breaks	5	7	10	3	15	15	25	25	9	1
Daily average consumption in gallons	3.6	3.3	3.3	1.5	3.3	3.5	3	3	3.3	2.8
Sewer										
Sanitary sewers (miles)	88.8	77	77	72.6	73	74	74	74	74	74
Number of service connections	2,635	2,533	2,533	2,500	2,800	2,750	2,800	3,143	2,589	2,589
Electric										
Miles of power lines	128	130	135	135	135	135	150	152	152	152
Number of substations	8	8	8	8	8	8	8	8	8	8
Number of service connections	8,507	8,617	8,300	8,130	8,060	8,000	7,699	7,639	7,613	7,718
Daily average consumption in MWH	878.3	769.5	782.1	759.8	738	825	825	764	764.2	814.8
Convention Center										
Number of meeting rooms	36	35	35	35	35	35	35	36	36	36
Occupancy	40%	38%	30%	32%	31%	42%	37%	34%	34%	37%
Meeting Rooms Square footage	56,000	56,000	56,000	56,000	40,000	54,600	54,600	75,000	53,602	56,000
Total Square footage	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000

Source: Various College Park City Departments

Note: Indicators not available for recreation, inspections, building and grounds, parks, redevelopment, golf course, and FAA functions.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

SCHEDULE 2 CITY OF COLLEGE PARK, GEORGIA Capital Asset Statistics by Function Last Ten Fiscal Years

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Function										
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	47	47	42	47	46	65	65	48	54	54
Fire stations	1	1	2	2	2	2	2	2	2	2
Sanitation										
Collection Trucks	24	24	23	25	21	23	23	23	23	23
Highways and streets										
Streets (miles)	66	66	67	70.0	75	75.0	75.0	75.0	75.0	75.0
Streetlights	2,031	2,059	2,924	2,924	2,924	2,924	2,924	2,924	2,924	2,924
Traffic signals	29	29	33	32	37	37	37	37	37	37
Culture and recreation										
Parks acreage	279	375	279	279	279	279	279	279	279	279
Parks	6	6	7	7	7	9	9	9	5	5
Swimming pools	2	4	2	4	2	4	4	4	2	2
Tennis courts	10	10	10	10	10	10	10	10	10	10
Community centers	3	3	3	3	3	3	3	3	3	3
Water										
Water mains (miles)	82	83	74	77	94	94	94	94	94	94
Fire hydrants	794	803	750	950	900	950	950	1,000	956	956
Number of service connections	2,791	2,835	3,227	3,227	2,969	2,800	2,800	3,340	3,353	3,353
Daily average consumption in gallons (MGD)	3.6	3.7	3.3	3.5	3.2	3.3	3.3	3.0	3.0	3.0
Sewer										
Sanitary sewers (miles)	88.8	89.7	77.0	79.0	72.6	72.6	74.0	74.0	74.0	74.0
Number of service connections	2,635	2,672	2,533	2,596	2,500	2,800	2,800	3,143	3,143	3,143
Electric										
Miles of power lines	128	128	130	130	135	135	150	152	152	152
Number of substations	8	8	8	8	8	8	8	8	8	8
Number of service connections	8,606	8,507	8,617	8,526	8,130	8,060	7,699	7,639	7,613	7,613
Daily average consumption in (MWH)	850.1	878.3	769.5	830.2	759.8	738.0	825.0	764.0	764.0	764.0
Convention Center										
Number of meeting rooms	36	36	35	35	35	24	24	36	36	36
Exhibit Hall square footage	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Occupancy	40%	39%	36%	34%	32%	31%	28%	25%	25%	28%
Total Square footage	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000

Source: Various College Park City Departments

Note: Indicators not available for inspections, building and grounds, parks, redevelopment, golf course, and FAA functions.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**SCHEDULE 3
CITY OF COLLEGE PARK, GEORGIA
Demographic and Economic Statistics Information
Last Ten Fiscal Years**

Fiscal Year	Population(1)	Personal Income	Per Capita	Median Age (1)	Education Level in % completed	School Enrollment (1)	Unemployment Rate (2)
		(amounts in thousands)	Personal Income (1)		High School (1)		
2005	20,242	290,898	14,371	27.4	77.1	6,591	6.30%
2006	20,181	290,021	14,371	27.4	77.1	6,591	5.30%
2007	20,533	295,080	14,371	27.4	77.1	6,591	5.00%
2008	20,382	295,080	14,371	27.4	77.1	7,292	6.90%
2009	19,969	334,161	16,734	31.5	78.7	8,939	9.40%
2010	13,292	345,106	16,907	30.4	77.1	5,835	10.50%
2011	19,299	353,751	18,330	31.1	81.2	3,695	15.80%
2012	14,649	297,292	19,708	30.7	85.4	4,124	9.60%
2013	14,649	281,656	19,227	31.7	77.1	3,749	9.40%
2014	14,649	281,656	19,227	31.7	77.1	3,749	8.60%

(1) Source: U.S.Census (available every tenth year)

(2) Source: Georgia Department of Labor

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**SCHEDULE 4
Principal Employers
Current Year and Ten Years Ago**

<u>Employer</u>	<u>2014</u>			<u>2005</u>			
	<u>Employees</u>	<u>Rank</u>	<u>Percentage</u>	<u>Employer</u>	<u>Employees</u>	<u>Rank</u>	<u>Percentage</u>
			<u>Employment</u>				<u>Employment</u>
Atlantic Southeast Airlines Inc.	948	1	22%	Sysco Corporation	740	1	26%
Sysco Corporation	684	2	16%	AirTran Airlines	319	2	11%
Woodward Academy	609	3	14%	Marriott Hotel	300	3	11%
Chick-Fil-A Inc.	600	4	14%	Interstate Atlanta Airport LLC dba/Westin Atlanta /	300	4	11%
Atlanta Coca-Cola Enterprise	350	5	8%	Western Host dba/Sheraton Gateway Atl Airport	300	5	11%
Southwest Airlines Co. (Clipper Drive)	314	6	7%	John Weiland Homes	200	6	7%
Marriott Hotel	288	7	7%	Atlanta Southeast Airline	180	7	6%
Interstate Atlanta Airport LLC dba/Westin Atlanta Airport	220	8	5%	Atlanta Coca-Cola Enterprise	160	8	6%
Buckhead Beef Company	148	9	3%	Sears Product Service	153	9	5%
Western Host dba/Sheraton Gateway Atl Airport	140	10	3%	Holiday Inn Airport North	152	10	5%
Total	<u>4,301</u>		<u>100.00%</u>		<u>2,804</u>		<u>100.00%</u>

Sources: College Park Business License Department

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

**SCHEDULE 5
CITY OF COLLEGE PARK, GEORGIA
Legal Debt Margin Information
Last Ten Fiscal Years
(amounts expressed in thousands)**

	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Debt limit	\$74,477	\$86,322	\$100,456	\$105,213	\$120,845	\$129,298	\$158,381	\$151,466	\$133,715	\$151,996
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	<u>\$74,477</u>	<u>\$86,322</u>	<u>\$100,456</u>	<u>\$105,213</u>	<u>\$120,845</u>	<u>\$129,298</u>	<u>\$158,381</u>	<u>\$151,466</u>	<u>\$133,715</u>	<u>\$151,996</u>
Total net debt applicable to the limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Legal Debt

Assessed value	\$ 1,130,671
Add back: exempt real property	389,290
Total assessed value	<u>1,519,961</u>
Debt limit (10% of total assessed value)	151,996
Debt applicable to limit	
General obligation bonds	<u>-</u>
Legal debt margin	<u>\$ 151,996</u>

Note: The Constitution of the State of Georgia provides that the City may not incur long-term obligations payable out of general property taxes in excess of ten (10) percent of the assessed value of all taxable property within the City.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



Financial Policies To Follow:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

FINANCIAL PLANNING POLICIES

Balanced Budget

The City of College Park will finance all current on-going expenditures with current recurring revenues. One-time revenue can be used to increase the unassigned fund balance or be used for one-time expenses without impacting service levels. The City of College Park makes every effort to avoid budgetary procedures that balance current expenditures through the obligation of future resources. Any year-end surplus should be directed to the unassigned fund balance and not be used to finance recurring expenses in the following fiscal year. All unencumbered operating budget appropriations lapse at year-end. Encumbered balances are carried over to the following fiscal period and paid from the reserve for encumbrances account. Should it be determined that actual revenues may be less than the adopted budget, the elected body will be notified immediately, procedures put in place to reduce expenditures and a plan implemented to cover the potential loss in revenues. The elected body will also be notified if a deviation from a balanced operating budget is planned.

All Operating Funds are adopted during the annual budget process. Total anticipated revenues and other funding sources available must equal total estimated expenditures for each fund. The legal level of budgetary control is the department level, with the Council being the only body authorized to make amendments to the budget. Revisions that alter the total expenditures of any department or fund must be approved by the Mayor and City Council. Budgets for the governmental funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual appropriated budgets are legally adopted for the General Fund, each Special Revenue Fund and each Enterprise Fund. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Budget Policies

Expenditures may not exceed the total budget for any department within a fund. Department heads and management personnel are directed to operate within budget limitations. Transfers between departments or funds or an increase in departmental appropriations or authorized positions shall require the approval of the elected body.

Enterprise Fund budgets will be self supporting. Rates charged within such Enterprise budgets will be examined annually to determine their self sufficiency. Every effort will be made to plan for long term price adjustments by suppliers of goods and services to the Enterprise funds.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

The City of College Park will maintain a budgetary control system and will prepare on a monthly basis a summary report comparing actual revenues, expenditures and encumbrances with budgeted amounts.

The City of College Park will comply with all state laws applicable to budget hearings, public notices, public inspections, and budget adoption.

LONG-RANGE PLANNING

Capital Improvements

The operating budget will provide for adequate maintenance of capital equipment and facilities. Capital improvements should be financed from current revenues, but may be financed by debt instruments that provide for a pay back period that does not exceed the life of the improvement. Once the City has borrowed for such improvements, debt service becomes a current expense to be covered by recurring revenue.

A five year Capital Improvement Plan for Capital Outlay expenditures greater than \$5,000 will be submitted by each department during the budget process. A five year Capital Improvement Program that determines the cash needs for Capital Projects will be submitted to the Planning Commission and the elected body for approval to determine cash future cash needs. Once the five year Capital Improvement Program is adopted by the elected body, every effort will be made to budget for capital expenditures within the outlined program. Modifications to the Capital Improvement Program will be submitted to the elected body on an annual basis.

The City will seek public and private grants, and other sources of revenue to fund projects included in the Capital Improvement Program.

Cash Management Policy

Funds for day to day operations, payroll, accounts payable and other immediate cash needs are maintained in Depository accounts. Holding accounts are maintained for investments not needed on an immediate basis. Maturity scheduling is timed according to anticipated needs. Maturity limitations depend on whether the funds being invested are considered short or long term funds.

Cash and Cash Equivalents

Cash equivalents are short-term, highly liquid investments that are both readily convertible to known amounts of cash and so near their maturity that they present insignificant risk of changes in value because of changes in interest rates. The City of College Park considers all highly liquid investments (including restricted assets) with a maturity of three months or less when purchased to be cash equivalents.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

Deposits and Investments

State statutes authorize the City to invest in obligations of the U.S. Government and agencies of corporations of the U.S. Government; obligations of any state; obligations of any political subdivision of any state; certificates of deposit or time deposits of any national state bank or savings and loan which have deposits insured by the FDIC or FSLIC; prime bankers acceptances; repurchase agreements; and the Local Government Investment Pool of the State of Georgia ("Georgia Fund 1"). Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair values.

Short-Term Interfund Receivables/Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds". Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources. More information on City Financial Policies is in Investment and Portfolio Policies Section II.

ASSET INVENTORY

On an annual basis all major capital assets are inventoried and the condition of the asset is assessed. Inventory is valued at cost, using the first-in, first-out method. The cost of governmental fund type inventory is recorded as an expenditure when consumed rather than when purchased. Prepaid items are accounted for using the consumption method. A prepaid item is recognized when cash expenditure is made for goods or services that were purchased for consumption, but not consumed as of June 30. Capital Asset schedules are prepared for the Comprehensive Annual Financial Report with the disposition of acquired or disposed of assets noted along with depreciation schedules for major capital items. The City of College Park undertakes and maintains an on-going viable Capital Outlay Program yearly because these costs in total are usually the heaviest in any budget document and the ongoing financial commitment is required to maximize the public's benefit. Proper scheduling of Capital Outlay, as well as levelized appropriation (i.e., an equal dollar allocation each fiscal year), prevents excessive costs in any one budget year. Capital Outlay appropriations help to maintain the current level of service, updates equipment/service standards and needs, and increases productivity in the work assignment areas.

CITY OF COLLEGE PARK, GEORGIA

FISCAL YEAR 2016 BUDGET

service, updates equipment/service standards and needs, and increases productivity in the work assignment areas.

REVENUE POLICIES

Revenue Diversification

The City of College Park has a wide variety of revenue streams that fund City General and other operations. The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Property taxes currently comprise approximately one third of General fund revenues. Other Taxes, Grants and contributions make up about half of General Fund Revenues. Charges for services are roughly fifteen per cent of General Fund Revenues and Interest Income accounts for another one to two percent of General Fund Revenues. Other City tax revenues include Car Rental, Hotel-Motel, Sales, Franchise, Insurance Premiums, Alcohol, Mixed Drink, and Real Estate Transfer. The diversity of revenue streams enables the City of College Park to not be overly financially dependent on any one source of revenue. If a downturn is experienced in one area, contingency plans will be implemented to reduce revenues and increase transfers from permissible funding sources until funding levels have stabilized.

The City of College Park has two major governmental funds other than the General: Hospitality and the Car Rental Fund. The Hospitality Fund is a special revenue fund that receives income from the levy of a special district tax as well as a percentage of gross rentals of all hotels operating within the City. Funds are used to pay the debt service on the convention center owned and operated by the City, as well as a portion being dedicated to general governmental administration and services.

The Car Rental Fund is a special revenue fund that is used to record the revenue and expenditure of taxes collected from the excise tax levied on rental cars in the City. The proceeds of this tax are restricted for construction of convention centers, public safety and recreation facilities.

The City of College Park has five major enterprise funds: the Electric, Water and Sewer, Convention Center, FAA Project, and the Redevelopment Authority Fund. The Water and Sewer Fund is established for the furnishing of environmentally sound water and sewer services to the City residents and businesses. The Convention Center Fund is for the operations of the Georgia International Convention Center (GICC). The FAA Project Fund accounts for the lease of office buildings to the General Services Administration of the federal government and used for the FAA regional headquarters. This fund also accounts for the operating activities of these buildings as well. The Redevelopment Authority Fund accounts for the administrative activities of the College Park Business and Industrial Development Authority as well as property acquisitions and sales for the purpose of redeveloping land within the City.

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

Two non-major governmental funds exist for the City of College Park: special revenue and capital projects funds. The special revenue funds account for revenue sources that are legally restricted to expenditure for specific purposes. The capital projects funds account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fees and Charges

Inspection, Recreation, Police Fees and Charges are implemented to help offset the burden to the General Fund for services provided. Building Inspection Fees and Permits have been gradually increased in recent years in order to bring the City more up-to-date with neighboring jurisdictions fees and permit charges. Recreation fees are collected to help offset staff and operating expenses. Other fees are charged as permissible by state statute to cover copy and employee expenses. Enterprise Fund Fees and Charges are designed such that each fund is to be wholly self sufficient and require no transfers from the General fund for normal operations. The principal operating revenues of the enterprise funds are charges to customers for sales and services provided. The City also recognizes as revenues the portion of tap fees intended to recover the cost of connecting new customers to the system.

Use of One-time and Unpredictable Revenues

Revenues that are unique to a particular year and considered one-time are not used for ongoing expenditures. Rather, the income is restored to the General and other Enterprise Fund balances to cover any potential future revenue shortfalls. Only major revenue sources that are steady in nature and non-fluctuating are used for budgetary purposes.

EXPENDITURE POLICIES

Debt Capacity, Issuance, and Management

Currently in the General Fund Budget there are no General Obligation Bonds outstanding, however, there are debt service payment on capital lease purchases.

All of the long-term obligations of the City are in the form of Intergovernmental Contract backed Revenue Bonds issued by BIDA. In general, Revenue Bonds are repaid from the revenues paid by users of the service for which the bonds were issued to finance (such as water and sewer revenue bonds), as opposed to General Obligation Bonds, which are tax supported. The outstanding BIDA Revenue Bonds are backed by Intergovernmental Contracts between BIDA and the City pursuant to which the full, faith, and credit of the City and its property taxing authority are pledged to make the contract payments in amounts sufficient to pay the principal and interest of such bonds. The City has historically utilized various excise taxes and sources other than property taxed to make such contract payments.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Bond issues should, generally, be scheduled to level annual debt service requirements so that cash flow requirements are generally level and borrowing costs are minimized. The City will constantly seek to maintain and improve its municipal bond ratings issued by the appropriate nationally recognized rating agencies in New York City. With each bond offering and annually as required, the City will disclose its financial position and fiscal management policies to such rating agencies and the applicable municipal bond insurance companies.

A summary of the City’s bond ratings for outstanding long-term obligations is as follows:

	<u>BOND RATING</u>	
	Standard &Poor’s	Moody’s
Economic Development Series 2008	AA	Aa3
Economic Development Series 2008A	AA	Aa3
Economic Development Series 2014	AA-	Aa3
FAA Series 1993	BBB	Baa2
FAA Series 2011	AAA	AAA
Public Safety Series 2013	AA-	Aa3
GICC Series 2013	AA-	Aa3
GICC Series 2005 (refunded 2000:2011-2026 maturities)	AA-	Aa3
GICC Series 2006 (Hotel Project)	AA	Aa3

AAA-Extremely strong capacity to meet financial commitments. AA-/Aa3-Best ability to repay short-term debt. BBB-Adequate capacity to meet its financial commitments. Baa2-High ability or acceptable ability to repay short-term debt.

Fund Balance Policy

The Mayor and Council recognize that the maintenance of a fund balance is essential to the preservation of the financial integrity of the City of College Park (the City) and is fiscally advantageous for both the City and the taxpayer. This policy establishes guidance concerning the desired level of fiscal year end fund balance to be maintained by the City and the management of fund balance levels and is applicable only to the General Fund of the City. Fund balance is a measurement of available financial resources defined as the difference between total assets and total liabilities in each fund.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

GASB STATEMENT NO. 54 FUND BALANCE POLICY

Purpose

The Mayor and Council recognize that the maintenance of a fund balance is essential to the preservation of the financial integrity of the City of College Park (the City) and is fiscally advantageous for both the City and the taxpayer. This policy establishes guidance concerning the desired level of fiscal year end fund balance to be maintained by the City and the management of fund balance levels and is applicable only to the General Fund of the City.

Fund balance is a measurement of available financial resources defined as the difference between total assets and total liabilities in each fund.

The Governmental Accounting Standards (GASB) Statement 54 distinguishes fund balance classified based on the relative strength of the constraints that control the purposes for which specific amounts can be spent. Beginning with the most binding constraints, fund balance amounts will be reported in the following classifications:

1. Non spendable Fund Balance – Fund balance reported as “non spendable” represents fund balance associated with inventory, prepaid items, long-term amounts of loans and notes receivable, property held for resale (however, if the use of the proceeds from the collection of receivables or sale of the property is restricted, committed, or assigned, then the receivables or property should be reported in those categories), and corpus of a permanent fund (legally/contractually required to be maintained).
2. Restricted Fund Balance – Fund balance reported as “restricted” represents amounts that can be spent only on the specific purposes stipulated by law or by the external providers of those resources (such as bond resolutions and covenants and SPLOST referendums, E911, and Hotel/Motel Tax Fund).
3. Committed Fund Balance – Fund balance reported as “committed” includes amounts that can be used only for the specific purposes determined by a formal action of the Mayor and Council. The Mayor and Council as the highest level of decision making authority will have the sole authority to commit fund balance. Constraints can be removed or changed only by the Mayor and Council. Actions to constrain resources should occur prior to the end of the City of College Parks fiscal year, though the exact amount may be determined subsequently.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

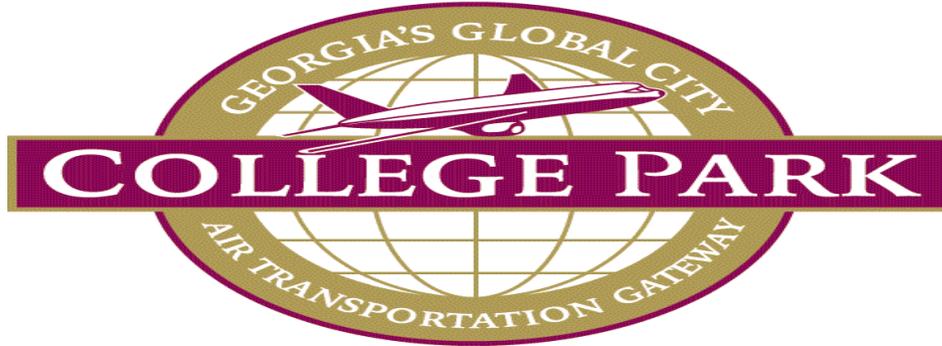
1. Assigned Fund Balance – Fund balance reported as “assigned” represents amounts intended to be used for specific purposes, but not meeting the criteria to be reported as committed or restricted fund balance. The intent is expressed either by the Mayor and Council or a high level body (budget or finance committee) or individual authorized by the Mayor and Council (i.e., City Manager or Finance Director). Assigned fund balance also includes residual fund balance amounts in the special revenue funds, capital projects funds, and debt service funds. If these funds should have a deficit fund balance, those deficits are required to be reported as unassigned fund balance. The Mayor and Council will have the authority under this policy to assign funds for a particular purpose.

2. Unassigned Fund Balance – Fund balance reported as “unassigned” represents the residual classification of fund balance and includes all spendable amounts not contained within the other classifications. The Mayor and Council will strive to maintain an unassigned fund balance in the General Fund of between 30%-60% based upon annual budgeted expenditures. The balance may be drawn down in the event of an unexpected decrease in the property tax digest or a reduction to state funding.

Unassigned fund balance is reported only in the General Fund except in cases of negative fund balances in other governmental funds. If expenditures incurred exceed the amounts that have been restricted, committed, and assigned to a specific purpose and results in a negative residual amount for that specific purpose, amounts assigned to other purposes in that governmental fund are reduced to eliminate the deficit.

When an expenditure is incurred that would qualify as an expenditure of either Restricted or Unrestricted fund balance those expenditures will first be applied to the Restricted Fund Balance category. When expenditures are incurred that would qualify as a use of any of the Unrestricted Fund Balance categories (Committed, Assigned, Unassigned), those expenditures will be applied in the order of Assigned first, then unassigned, and then Committed.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



Budget Meeting/Calendar To Follow:

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Budget Meeting Information

Pursuant to Georgia Code, Section 36-81-5(e), the local government shall publish in a newspaper of general circulation in the local unit a statement advising the residents of the availability of the budget and also give notice of the time and place of the budget meeting (public hearing). The notice may be a displayed advertisement or news article, not displayed in the legal notices section of the paper, and shall be published at least one (1) week before the budget hearing. Said notice and statement appeared in the South Fulton Neighbor on May 1, 2015 properly advising the residents that the College Park Fiscal Year 2015-2016 Budget Public Hearing would be held on Monday, May 18, 2015 at 7:30 p.m. and June 1, 2015 at 7:30 p.m.

Further, in accordance with Section 36-81-5(f) at least one week prior to the adoption of the budget the governing authority (Mayor and City Council) shall conduct a public hearing at which time any persons wishing to be heard on the budget may appear. Again, said public hearing was held Tuesday, May 18, 2015 and another public hearing for final was held Monday, June 1, 2015 at 7:30 p.m. Per Section 36-81-6, on a date after the conclusion of the hearing the governing authority shall adopt a budget at a public meeting making appropriations for the fiscal year. This public meeting was held June 1, 2015. Georgia law requires each municipality to operate under an annual balanced budget; and, a municipality may amend its budget during the fiscal year to adapt to changing governmental needs.

Budget workshop sessions were held on March 31, 2015 and April 1, 8, 14, 15, 22 to review each departmental budget; specifically personnel, capital outlay, and any significant proposed expenditure on a departmental expense or contractual service. The updated Five Year Capital Improvement Plan was distributed to Council along with the Fiscal Year 2015-2016 Budget Worksheet Report for the first Public Hearing held May 1, 2015. Mayor and Council adopted the Fiscal Year 2015-2016 Operating Budget and Capital Improvement Budget at the June 1, 2015 Mayor and Council Meeting. The Five Year Capital Improvement Plan will be adopted by the Mayor and Council at the August 3, 2015 Mayor and Council Meeting.

**CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET**

Budget Calendar

July 1, 2015

Fiscal Year 2015-2016 begins.

June 1, 2015

Mayor and Council adoption of the FY 2015-2016 budget.

January 22, 2015

Distribution of the FY 2013 budget development guide.

June 15, 2015

City Manager's presentation of the Five Year Capital Improvement Plan.

January 20, 2015

Director of Finance and Accounting Mid-Year Review and Presentation to Mayor and Council for Fiscal Year 2014.

June 15, 2015

Adoption of the Five Year Capital Improvement Plan by the Mayor and Council.

February 6, 2015

Departments forward completed budget submissions to the Finance and Accounting Department for review.

July 1, 2015

Distribution of the FY 2015-2016 adopted budget.

February 16, 2015 – March 16, 2015

City Manager and Director of Finance and Accounting meet with Budget Department Heads on budget request for FY 2015-16.

July 1, 2016

Fiscal Year 2016-2017 begins.

March 31, 2015 – April 23, 2015

City Manager's and Department Heads conduct budget workshop sessions with the Mayor and Council on preliminary FY 2015-2016 budget. City obtains feedback from the general public and employees.

May 23, 2015

Public Hearings on FY 2015-2016 propose budget. **288**

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET



Glossary To Follow:

CITY OF COLLEGE PARK, GEORGIA FISCAL YEAR 2016 BUDGET

Defining Terms

Glossary

A

Accrual Basis: The basis of an accounting under which transactions are recognized when they occur, regardless of when related cash is actually received or spent.

Adopted Budget: Appropriation of funds approved by the governing body at the beginning of each fiscal year.

Ad Valorem Tax: Tax levied on the assessed value of real and personal property.

Amended Budget: The original adopted budget plus any amendments passed as of a certain date.

Appraised Value: The anticipated fair market value of property.

Appropriation: A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.

Assessed Value: The value placed on property as a basis for levying taxes. Fulton County assesses real and personal property at forty percent (40%) of the appraised fair market value in accordance with Georgia Law.

B

BIDA: Business Industry Development Authority created to attract development, industry and employment opportunities.

Bond: A Certificate of debt issued by a government to finance a capital expenditure or other liability, in which payment of the original investment plus interest is guaranteed by a specified future date.

Bond Rating: A system of appraising and rating the investment value of individual bond issues.

Budget: A financial plan of operation for a given period consisting of an estimate of proposed expenditures and revenues.

Budget Amendment: The increase, decrease, or transfer of appropriations requiring the approval of the governing body.

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

Budget Message: A general discussion of the proposed budget, presented in writing as part of the budget document. The message explains current budget issues compared to recent financial history and presents recommendations made by the governing body and City Manager.

CITY OF COLLEGE PARK, GEORGIA
FISCAL YEAR 2016 BUDGET

Defining Terms

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Budget Resolution or Ordinance: The official enactment by the Board of Commissioners authorizing the appropriation of revenues for specified purposes, functions, or activities during the fiscal year.

C

CAFR: Comprehensive Annual Financial Report- a report compiled annually which provides detailed information on an organization's financial status.

Capital Assets: See Fixed Assets.

Capital Budget: A financial plan of proposed capital expenditures and the means of financing them.

Capital Expenditures: Expenses or expenditures for non-consumable items or projects that have a useful life of one year or more and a unit cost of \$5,000 or more.

Capital Improvement Program (CIP): A multi-year plan used to identify new and/or additional capital items or projects. The CIP threshold is \$5,000 or more per unit cost.

Capital Outlay: Expenditures for the acquisition of capital assets.

Capital Projects Fund: Accounts for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

Car Rental Fund: A special revenue fund used to record the revenue and expenditure of taxes collected from the excise tax levied on rental cars in College Park, Georgia.

Cash Reserves: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose or not available for appropriation or subsequent spending.

CDBG: Community Development Block Grant

Communications (E911) Fund: This fund contains the Police Dispatchers as well as E911 Operators and the costs of providing those services to the community.

Comprehensive Plan: A long-term plan to control and direct the use and development of property in the city. It is also used to make strategic decisions regarding water and sewage lines, infrastructure, and roads.

Confiscated Drug Funds: This fund records the proceeds from confiscated drug funds and expenditures of those funds on Police-related operations, supplies and/or capital items.

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Defining Term

Glossary

CONRAC: Consolidated Car Rental Facility.

Contingency: Funds set aside to be used on an as needed basis for either a specific purpose or unexpected emergencies.

Convention Center Fund: Accounts for the operations of the Georgia International Convention Center.

D

Debt Limit: The maximum amount of debt that can be legally incurred.

Debt Service: Costs associated with the interest, principal, or other expense payments related to bond issues or capital leases.

Disbursement: Funds paid out for goods or services received which results in a decrease in net financial resources; also referred to as an expenditure or expense.

E

Encumbrance: Funds that have been committed for disbursement for a specific purpose.

Enterprise Funds: Proprietary Funds used to account for operations that are financed/operated in a manner similar to private business enterprises where the intent of the governing body is to finance/recover the costs of providing certain goods or services to the general public primarily through user charges.

Expenditures: Decreases in net financial resources. Expenditures include current operating expenses requiring use of the net current assets, debt service, or capital outlays.

Expenses: Outflows or obligations of assets from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

F

FAA: Federal Aviation Administration-an agency charged with regulating air commerce to foster aviation safety, promoting civil aviation and a national system of airports, achieving uses of navigable airspace, and developing and operating a common system of air traffic control and air navigation for both civilian and military aircrafts.

Fines & Forfeitures: Revenue received from bond forfeitures and authorized fines such as library and parking violation fines.

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Fiscal Year: The twelve month period for which an organization plans the use of its funds. College Park's fiscal year begins July 1st and ends June 30th.

Fixed Asset: Capital items of a long-term character which are intended to be held or used, such as land, buildings, improvements, machinery and equipment.

Flight Equipment Tax: A tax based upon the value of the airplanes and related equipment parked on the airport concourses with College Park's jurisdiction as of January 1st.

Franchise Tax: A tax based upon a legal agreement between College Park and another entity (often a private company) to provide a service or product in the community.

Fund: A fiscal and accounting entity with self-balancing set of accounts recording all financial resources and liabilities which are segregated for a specific purpose, activity or objective.

Fund Balance: The difference between total revenues and total expenditures since the fund was created. Fund balance can be designated (reserved for a specific purpose) and/or undesignated (available to be used with proper authorization).

G

GAAP: Generally Accepted Accounting Principles-guidelines to financial accounting and reporting which set uniform minimum standards for accepted accounting practices.

GASB: Governmental Accounting Standard's Board.

General Fund: A fund used to account for financial resources and liabilities except those which are required to be accounted for in another fund.

General Property Tax: A category of county revenue from taxes levied on property located in or owned by the residents and business of Fulton County. This includes taxes on real and personal property, motor vehicles, mobile homes, intangibles, timber sales, and railroad equipment.

GICC: Georgia International Convention Center.

GICC Special District Fund: This fund is set up to pay the bond interest and principal expenses for the Gateway Development and the Global Gateway Connector infrastructure through a transfer to the GICC Fund.

Goal: A statement that describes the purpose toward which an endeavor is directed, such as a target or target area.

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Governmental Fund: A fund category used to account for a government's governmental-type activities. This category includes four fund types: general fund, special revenue fund, debt service fund, and capital projects fund.

Grant: A contribution of assets from one organization to another to support a particular function or purpose.

H

Homestead Exemption: A tax relief whereby state law permits local governments to exempt a fixed dollar amount of the appraised value of the qualifying residential.

Hospitality Fund: This fund is setup to collect Hotel/Motel and Special District Taxes.

I

Infrastructure: The basic facilities, equipment, and installations needed for the functioning of a system or organization (e.g., roads, bridges, water/sewer lines, public buildings).

Interest Income: Revenue generated from city investments.

J

L

Licenses & Permits: Fees collected for the issuance of licenses and permits such as business licenses and sign permits.

M

MEAG: Municipal Electrical Authority of Georgia

Millage Rate: The property tax rate which is set by the governing body.

Miscellaneous Revenue: All revenue received, not otherwise classified into another line item, such as interest, concessions, and rental of property/equipment.

Modified Accrual Basis: The basis of accounting under which transactions are recognized when they become both measurable and available.

N

O

Objective: A defined method to accomplish an established goal.

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Occupation Tax: Taxes levied on occupations, businesses, trades, and professions.

Operating Budget: Plans of current expenditures and the proposed means to finance them. The operating budget contains appropriations for such expenditures as salaries, fringe benefits, supplies, training, utilities, fuel, various services, repair and maintenance, rentals and leases, and capital outlay.

Operating Expenses: Costs associated with the non-capitalized materials and services required in the daily operation of service delivery such as office supplies, maintenance supplies, professional services, and rental fees.

P

Penalties & Interest: Fees collected for violations or delinquent payments.

Personal Services: Costs associated with wages, salaries, retirement and other fringe benefits for City of College Park employees.

Power Fund: The City owns and operates an electrical distribution system serving its corporate limits.

Proprietary Fund: A fund category used to account for the business type activities within a government. This category includes two fund types: enterprise fund and internal service fund.

R

Real Property: Immobile property such as land, natural resources (above and below the ground) and fixed improvements to land.

Reserves: Monies set aside and restricted for a specific purpose. Any unspent reserves revert back to the appropriate Fund Balance at year end.

Revenue: Income which represents an increase in governmental fund type net current assets.

Revenue Bond: A certificate of debt issued by a government in which the payment of the original investment plus interest is guaranteed by specific revenues generated by the project financed.

S

Sanitation Fund: Established for providing solid waste collection services for the citizens of College Park.

SSES: Sanitary Sewer Evaluation System.

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SOP: Standard Operating Procedures.

Special District Tax: Tax collections from hotels operating in the legally defined Special District.

Special Revenue: A governmental fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for a specific purpose.

SPLOST: Special Purpose Local Option Sales Tax-a sales tax imposed in the county for a predetermined period to be used for a specific purpose.

State Drug Fund: This fund reports the Grant Income from the Department of Justice Grant for Tri-City Narcotics and the expenditure of those funds.

Storm Water Utility Fund: This program allows the City to collect a monthly fee from residential and commercial utility customers for the amount impervious surface that allows storm water run-off from their property to convey into the City's storm sewer system.

T

Tax Digest: A listing of all property owners within the city, their property's assessed value, and amount of taxes due.

Tax Rate Limit: The maximum legal rate at which a locality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

U

V

W

Y

Z