

City of Waycross

Budget FY2016

July 1, 2015 – June 30, 2016

Waycross
Opportunity in every direction.



Adopted June 16, 2015

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INTRODUCTION

Budget Objective



Fiscal Year 2016 Budget

This Budget not only establishes the financial plan and intent of the City but also is used to control public policy. By adopting the budget the City authorizes what services will be provided during the next year and provides the basis to control financial operations of these services.

This Budget consists of several sections, which are listed below.

The **Introduction** includes the Budget Message which is a narrative description of the major revenue sources for each fund and summaries of the approved expenditures. It addresses the major changes occurring in our community and the modification necessary in the budget to address these changes.

The **City in Brief** provides information about the history of Waycross, Georgia; local attractions and pertinent statistical information.

The **Financial Policies** provides summary information that the City follows in managing its financial and budgetary procedures. Other information includes strategic planning session and Mayor and Commission retreat.

The **Funds, Debt Summary, & Financial Trends** provides information of how the accounts of the City are organized on the basis of funds and account groups. An explanation of the City's debt and financial trends is included.

The **Personnel Summary** provides a listing of all available positions within each department.

The **Departmental Summary** provides information consisting of each division's budget summary, goals and department flow charts.

The **Budget Detail** provides a detailed list by department of anticipated revenues and expenses for the previous four years and current budget year. Subtotals for Personnel Services, Operating Expenses and Capital Outlay Expenditures are provided. Also included in this section, are each department's responsibilities and duties, performance measures, and goals.

The **Performance Measures** are used as a tool for improving service delivery. Each department will have a list of activities that are performed on a daily basis.

The **Capital Improvement Plan** provides a listing of projecting and planning the cities needs for improvements such as equipment and infrastructure needs. This would also include major projects to be funded by a Special Purpose Local Option Sales Tax referendum.

This Budget is designed to be user friendly with summary information in text, charts, tables and graphs. A glossary of financial budget terms is included as a reference. Should the reader have any questions about the City of Waycross's Approved FY 2016 Budget, please contact the City Manager at (912) 287-2912.

Distinguished Budget Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Waycross, Georgia for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Resolution (Copy)

RESOLUTION NO. 15-22

A RESOLUTION TO APPROVE THE FISCAL YEAR 2016 (JULY 1, 2015, THROUGH JUNE 30, 2016) BUDGETS FOR THE CITY OF WAYCROSS; AND FOR OTHER PURPOSES

WHEREAS, on June 9, 2015, the Commission of the City of Waycross held budget hearings and examined the proposed balanced budget for fiscal year 2016; and

WHEREAS, the budgets are being considered by the Commission; and

WHEREAS, said budgets indicate anticipated revenues as follows:

General Fund	\$13,818,816.00
Water & Sewer Fund	\$ 6,141,500.00
Waste Management Fund	\$ 2,282,541.00
City Auditorium Fund	\$ 37,242.00
Cemetery Fund	\$ 205,037.00
WPD Information Technology Fund	\$ 30,000.00
Hotel/Motel Tax Fund	\$ 299,353.00
SPLOST 2008-2013 Fund	\$ 3,030,000.00
SPLOST 2014	\$ 1,797,000.00

for the fiscal year beginning July 1, 2015, and ending June 30, 2016; and

WHEREAS, the City Manager of the City of Waycross has prepared and submitted to the Commission of the City of Waycross budgets for expenditures as follows:

General Fund	\$13,818,816.00
Water & Sewer Fund	\$ 6,141,500.00
Waste Management Fund	\$ 2,282,541.00
Cemetery Fund	\$ 205,037.00
City Auditorium Fund	\$ 37,242.00
WPD Information Technology Fund	\$ 30,000.00
Hotel/Motel Tax Fund	\$ 299,353.00
SPLOST 2008-2013 Fund	\$ 3,030,000.00
SPLOST 2014	\$ 1,797,000.00

for the fiscal year beginning July 1, 2015, and ending June 30, 2016; and

WHEREAS, said budgets are balanced budgets and have been prepared in accordance with accepted budgeting practice; and

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Resolution 15-22
FY16 Budget

WHEREAS, said budgets are line item budgets in compliance with the provisions of Sections 4-1/2 of the Code of the City of Waycross; and

WHEREAS, the Commission of the City of Waycross has studied the proposed budgets and considers it in the best interest of the City to adopt said budgets; and

WHEREAS, pursuant to O.C.G.A. § 36-81-5 and related sections, on June 9, 2015, the Commission of the City of Waycross held a public hearing on said proposed budgets at which time persons wishing to be heard on the budgets were allowed to appear, notice of said hearing having been given pursuant to O.C.G.A. § 36-81-5.

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Waycross that the budgets, attached hereto and made a part hereof for the fiscal year 2016 beginning July 1, 2015, and ending June 30, 2016, for the City of Waycross, are approved.

BE IT FURTHER RESOLVED by the Commission of the City of Waycross that amendments to the budget so as to adapt to changing governmental needs during the fiscal year may be made in accordance with the provision of O.C.G.A. § 36-81-3.

SO RESOLVED, this 16th day of June, 2015.

CITY OF WAYCROSS, GEORGIA



ALVIN D. NELSON
Mayor Pro Tem

ATTEST:



CITY CLERK
JULIE C. DINKINS

Mission Statement

To provide superior municipal services delivered by professional and dedicated people committed to exceeding the needs of our community.



Fiscal Year 2016 Budget
The City of Waycross, Georgia

Mayor

Clarence E. Billups

District 1

Norman E. Davis, Sr.

District 2

Larry Ethridge

District 3

Marian Solomon-Gaines

District 4

Diane L. Hopkins

District 5

Alvin D. Nelson, Mayor Pro-Tem

City Manager

Raphel Maddox

Our Guiding Principles

We Value:

- **Our Employees and All People**

We support the professional development of our employees and we value the diversity in our employees and all people.

- **Fiscal Accountability**

We value the trust our citizens have placed in our hands to be stewards of the financial resources entrusted in us.

- **Integrity and Honesty**

We will hold ourselves and each other as public servants to the highest standards of integrity and honest conduct.

- **Innovation and Creative Solutions**

We will strive to find innovative and creative solutions to the challenges facing our city and the more productive operation of our departments.

- **Responsive Customer Service**

We value our customers and the relationships we have with the citizens of Waycross and we will hold customer service to the foundation of every interaction.

- **Responsible and Ethical Behavior**

We will strive in every aspect of city business to be responsible decision makers and conduct ourselves in accordance with the highest standard of ethical behavior.

- **Transparency**

Our every action will pass the scrutiny of transparency and open government and our operations will be open and fair to all.

- **Individual and Team Effort**

We value the individual and a solid work ethic, and more importantly, we value the synergy of teamwork within departments, between departments and within the City Commission.

- **Leadership Effectiveness**

We value progressive effective leadership and expect performance accountability at every level – our employees and citizens deserve the best.

Budget Message from the City Manager

May 15, 2015

The Honorable Mayor, Members of the City Commission, and Fellow Citizens of the City of Waycross

I am pleased to present the Annual Operating and Capital Budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016. In accordance with Laws of the State of Georgia and the Charter of the City of Waycross, Section 37, and the budget was approved by the City Commission on June 16, 2015.

As this extended time of volatility and economic uncertainty continues, the City has continued to provide services at substantially the same level as prior to the economic downturn. This has been done by limiting capital expenditures, proposing no salary increases other than longevity increases and utilizing the general fund balance. Even though tax revenues have declined, the General Fund's fund balance had been slowly increasing. In fiscal year 2013, the fund balance was \$345,028 and as of FY 2014, the fund balance was \$398,090. We anticipate the ending fund balance will be increased by \$100,000 FY 2015. As for FY 2016 the city will continue to improve the fund balance.

Although, the local economy has indicated some improvement, a conservative approach was used to develop the FY 2016 budget. Certain significant issues were addressed with the limited increase in revenues.

- A 2.5% longevity increase was budgeted for 30 employees who qualify this year.
- This budget does contain a cost of living increase of 3% for all employees.
- Pension contributions is budgeted with a 1.26% decrease, but health care funding and liability funding are increased by 2.21%.
- Capital expenditures for FY 2016 will consist of nine public safety vehicles which will be purchased with the SPLOST 2014 Funds. In the Waste Management Fund the City has budgeted \$78,000 for replacing the household garbage cans, the capital plan is to replace 1,300 can for the next five years.

The city’s budget preparation this fiscal year has been a challenge in that the city must maintain expenditures while also understanding that each department has their list of needs. Factoring in the health insurance and other benefit funds increases the overall budget. Another bump in the road was the Local Option Sales Tax revenue decrease by 18% from FY 2013 to FY 2015. Previous budget year the local option sales tax were decrease by 3.5%, due to LOST negotiations with the county. Thankfully no major budget cuts or furloughs were required in FY 2015. In FY 2016 the city will continue to be conservative in an effort to increase the fund balance for the future.

The above steps should allow us to continue to provide superior municipal services by professional and dedicated employees and elected officials committed to exceeding the needs of our community.

BUDGET OVERVIEW

The City of Waycross’s budget consists of nine separate funds. The 2016 Budget totals \$27,476,057 consisting of the following funds:

Fund Summary

All Funds	2015 Budget	2016 Budget	Difference	%
General Fund	\$ 13,397,773	\$ 13,848,840	\$ 451,067	3.4%
Water and Sewer Fund	\$ 6,164,175	\$ 6,141,500	\$ (22,675)	-0.4%
Waste Management Fund	\$ 2,184,095	\$ 2,312,565	\$ 128,470	5.9%
Cemetery Fund	\$ 211,865	\$ 205,037	\$ (6,828)	-3.2%
WPD Information Technology Fd	\$ 15,000	\$ 30,000	\$ 15,000	100.0%
Hotel/Motel Tax Fund	\$ 271,500	\$ 299,353	\$ 27,853	10.3%
SPLOST 2008 Fund	\$ 4,250,000	\$ 3,030,000	\$ (1,220,000)	-28.7%
SPLOST 2014 Fund	\$ -	\$ 1,572,000	\$ 1,572,000	100.0%
City Auditorium Fund	\$ 27,701	\$ 36,762	\$ 9,061	32.7%
Total	\$ 26,522,109	\$ 27,476,057	\$ 953,948	3.6%

GENERAL FUND – The general fund budget is proposed to increase \$451,067 or 3.4% from \$13,397,773 to \$13,848,840. Gradual reimbursement increases along with other city taxes have allowed the budget to be increased. Increased revenues are being used to support operating costs, as well as pay for utilities for three buildings inherited last year and fund delayed expenditures.

WATER AND SEWER FUND – The water and sewer fund budget is proposed to decrease by \$(22,675) or -.4% from \$6,164,175 to \$6,164,175. This is the result of a decrease in the daily consumption from our customers

WASTE MANAGEMENT FUND – The waste management fund budget is proposed to increase \$128,470 or 5.9% from \$2,184,095 to \$2,312,565. During FY 2016, the city has increased the household garbage fees by a \$1.00. The city will be replacing all garbage cans within the next 5 years, at 1,300 can per year replacement. The current garbage cans are over 18 years old and need to be replaced soon.

CEMETERY FUND – The cemetery fund is proposed to decrease by \$6,828 or -3.2% from \$211,865 to \$205,037. This decrease is due to no capital equipment will be funded during this budget year. A reimbursement from the General Fund of \$44,037 is budgeted for FY 2016. Since the downward turn of the economy cemetery sales continue to decrease slightly.

OTHER FUNDS – Revenues for the other funds are restricted to these funds and are derived from special taxes or fees. Expenditures for these funds are set based upon the estimated revenues and are restricted to those allowed by statute authorizing the collection of the revenue.

THE PRESENT

The restaurant and retail clientele is expanding. Many new restaurants have opened in the city such as Olive Garden. The construction of a Goodwill Industry store and Bealls Outlet has recently been completed. Currently we have five more retail stores under construction, to mention a few includes a new Wal-Mart neighborhood market with a gas station, and a Ross's store. This year a Hobby Lobby store has been a tremendous asset to our city. The local hospital has merged with the Mayo Clinic, creating a positive increase for our doctor clientele. Old buildings are being renovated in an effort to create more convenient locations for doctors within our community. This economic growth has created job opportunities and a positive revenue stream for the City of Waycross.

The renovation of the 1937 City Auditorium into a multiuse facility is completed, featuring a 350 seat theater space and a walking trail connecting this facility to the downtown. The auditorium project was funded by the 2008 Special Purpose Local Option Sales Tax Fund. This renovation has been a positive impact while the walking trail is a Georgia Department of Transportation (TE) Transportation Enhancement Project for a Trails to Trails project. Currently the auditorium is being rented for weddings, meetings, conventions, and concerts. During the FY 2015 budget year this fund supported itself financially.

Going into FY 2016 budget year there are some remaining funds from the 2008 Special Purpose Local Option Sales Tax \$3,030,000. These funds will be used to complete paving projects, Water and Sewer Rehab projects and expansion, begin the architect phase for the new Public Works Facility on Satilla Lane, and make repairs to the City Hall building. During the FY 2015 budget year, the City Hall roof had to be replaced due to severe leaks, no patching would be sufficed anymore. Now this budget year the carpet, drywall and ceilings will need to be replaced in some areas, and the elevator needs some major repairs.

Our citizens approved the 2014 Special Purpose Local Option Sales Tax referendum in 2014. Theses fund will be used for the following over the next six years: A 4th Fire station will be built during FY 2016 this will be constructed on the south side of town and a new public works facility

building will be constructed on Satilla Lane to consolidate the City's Garage, Public Buildings Department, Highway & Streets Department, and a storage facility for the city's heavy equipment machinery and vehicles. Other future projects include roads, streets and storm drainage improvements, heavy equipment purchases, water and sewer rehabilitation, public facility improvements and demolition/acquisition, public safety and special purpose vehicle fleet, city parks improvements, development authority improvements. The result of the SPLOST referendum will play a major role in our financial plans for the future.

The city has formed an investment committee consisting of three administrative personnel and two City Commissioners. This committee was created to find ways for the city to improve the return on short and long term investments with the available appropriated funds. New investment policies have been created and adopted by the Mayor and Commissioners.

The City's Attorney and City Clerk is working with Municode on the Recodification and Legal Review of the City's Ordinances. This process includes comparing City of Waycross's Ordinance's with the Georgia State Law to ensure compliance. This endeavor is a huge project and will take time to complete.

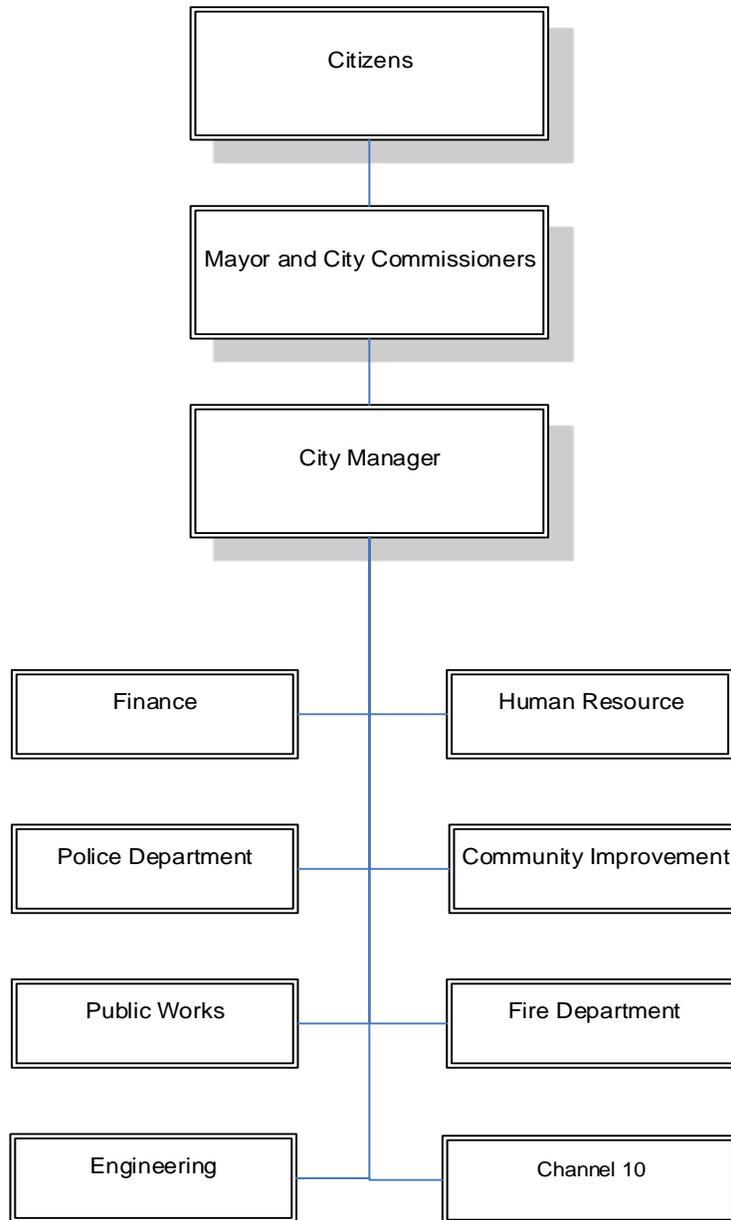
FUTURE PROSPECTS

The city is continuously acquiring and searching for prospective industries to our city. The economic prospects for our community are positive. The city has many services to offer a developer or industry such as, an abundance of water supply and sewer services. The Waste/Water Treatment Plant was upgraded in 2000. This upgrade increased the capacity at the plant from a maximum of 6,700,000 gallons per day to 12,000,000 gallons per day. The physical location of our city allows us to attract different types of industries. For now and in the future, City of Waycross will continue to develop and grow to offer future generations a great place for job opportunities and a great place to call "home".

Waycross continues to be "Opportunity in Every Direction".

Raphel Maddox
City Manager

City of Waycross Organizational Chart





Division Heads

Raphel Maddox

City Manager (912) 287-2912/rmaddox@waycrossga.com

Danny Lamonte

Finance Director (912) 287-2964/dlamonte@waycrossga.com

Trinija Molina-Martin

Human Resource Director (912) 287-2914/tmolina-martin@waycrossga.com

Chief Tony Tanner

Police Chief (912) 287-2927/ttanner@waycrossga.com

Chief David Eddins

Fire Chief (912) 287-2937/deddins@waycrossga.com

Wilton Deloach

Public Works Director (912) 287-2955/wdeloach@waycrossga.com

Sloan Fountain

Community Improvement Director (912) 287-2944/sfountain@waycrossga.com

Jessica Deal

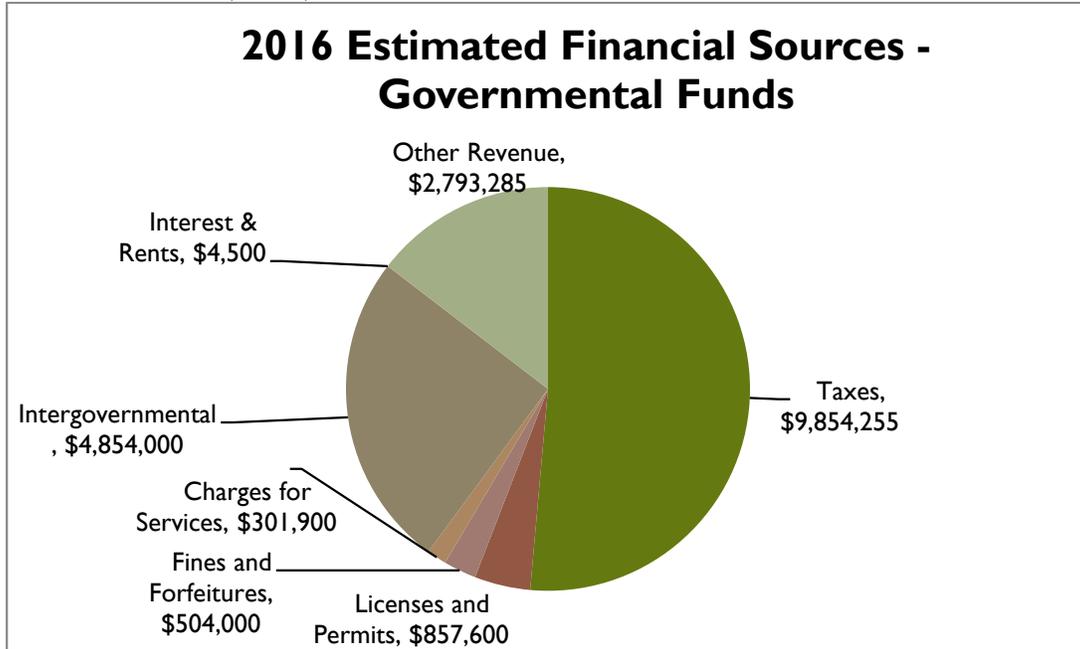
Engineering Director (912) 287-2945/gthomas@waycrossga.com

Website address <http://www.waycrossga.com>

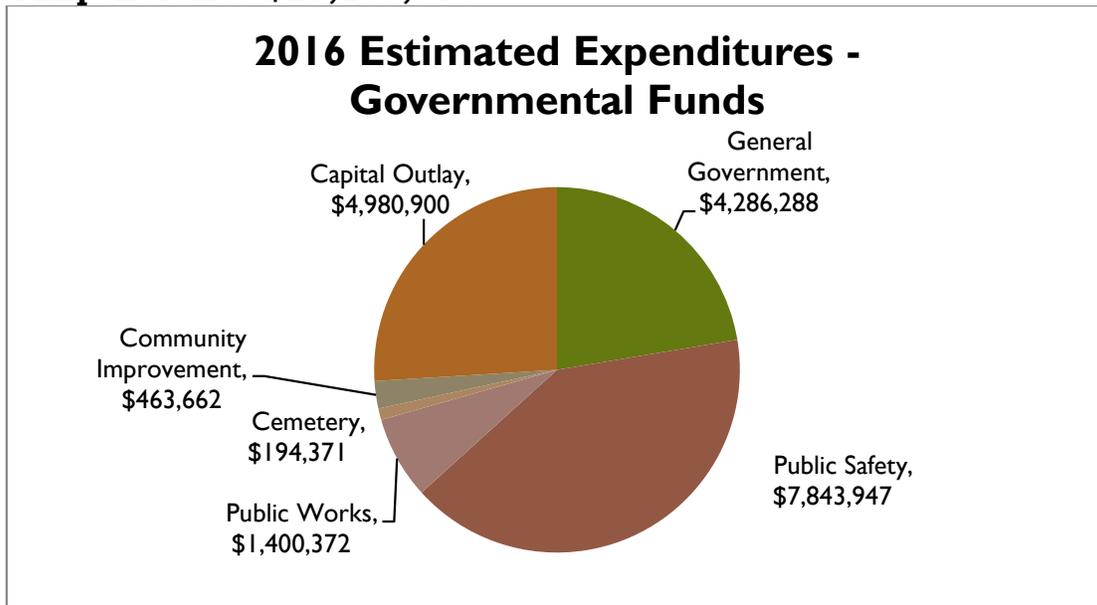
Budget Summary

Total Governmental Funds Summary of Estimated Financial Sources and Uses

Total Sources \$19,169,540



Total Expenditures \$19,169,540



Governmental Funds

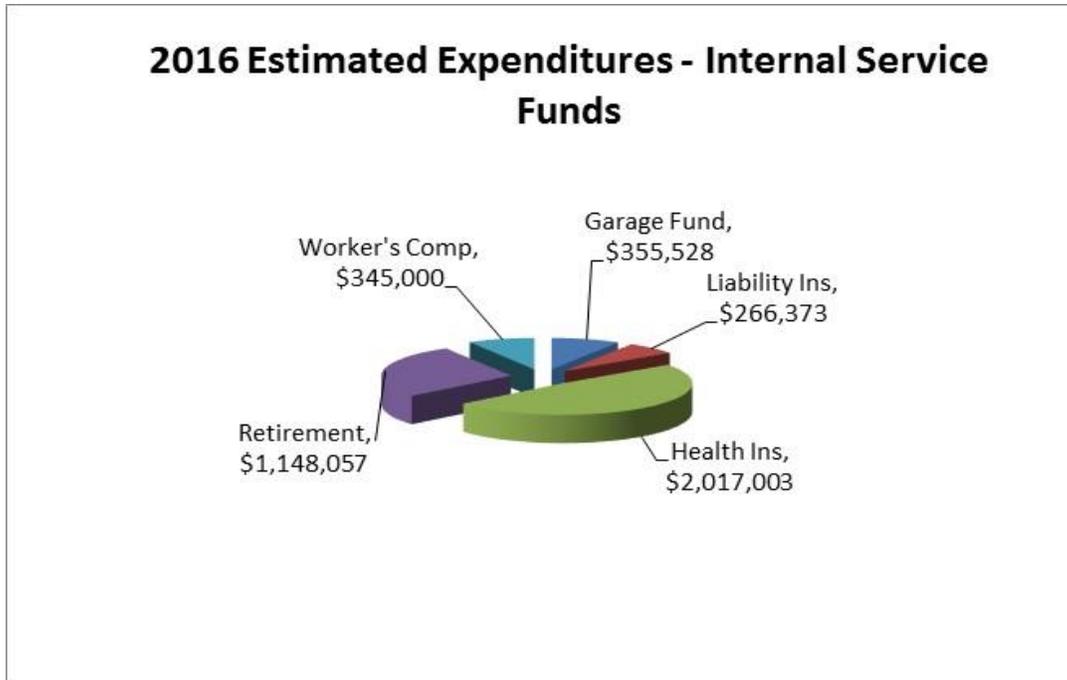
2014-2016 Summary of Estimated Financial Sources and Uses

	General Fund			Special Revenue Funds and SPLOST		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Financial Sources:						
Taxes	\$8,900,997	\$9,151,112	\$9,554,902	\$293,192	\$327,452	\$299,353
Licenses and Permits	\$906,685	\$859,359	\$857,600			
Fines and Forfeitures	\$372,867	\$407,467	\$504,000	\$0	\$0	\$0
Charges for Services	\$26,326	\$171,540	\$180,900	\$43,605	\$109,852	\$121,000
Intergovernmental	\$131,691	\$24,304	\$27,000	\$2,518,374	\$1,695,862	\$4,827,000
Interest & Rents	\$931	\$794	\$4,500	\$2,751	\$0	\$0
Other Revenue	\$237,721	\$161,152	\$2,689,914	\$224,608	\$8,316	\$103,371
<hr/>						
Total Estimated Financial Sources:	\$10,577,218	\$10,775,728	\$13,818,816	\$3,082,530	\$2,141,482	\$5,350,724
<hr/>						
Expenditures:						
Current:						
General Government	\$405,427	\$3,430,832	\$3,986,935	\$5,038	\$0	\$299,353
Public Safety	\$7,796,200	\$7,602,612	\$7,813,947	\$42,105	\$20,075	\$30,000
Public Works	\$2,117,111	\$1,332,273	\$1,400,372	\$0	\$0	\$0
Cemetery				\$0	\$191,252	\$194,371
Community Improvement	\$635,020	\$414,993	\$463,662	\$348,112	\$305,366	
Debit Service:						
Principal retirement	\$292,797					
Interest and other charges	\$33,403					
Capital Outlay	\$0	\$112,046	\$153,900	\$2,764,709	\$1,609,788	\$4,827,000
<hr/>						
Total Uses of Resources:	\$11,279,958	\$12,892,756	\$13,818,816	\$3,159,964	\$2,126,481	\$5,350,724
<hr/>						
Net Increase (Decrease) in Fund Balance	<u>(\$702,740)</u>	<u>(\$2,117,028)</u>	<u>\$0</u>	<u>(\$77,434)</u>	<u>\$15,001</u>	<u>\$0</u>
Transfers In	\$638,465	\$2,594,889		\$45,309	\$45,212	
Transfers Out	\$0	(\$267,240)		(\$220,962)	(\$10,553)	
Proceeds from capital leases	\$117,337	\$0	\$0	\$0	\$0	\$0
Total Other Financing Sources (Uses)	<u>\$755,802</u>	<u>\$2,327,649</u>	<u>\$0</u>	<u>(\$175,653)</u>	<u>\$34,659</u>	<u>\$0</u>
<hr/>						
Net Change in Fund Balance	\$53,062	\$210,621	\$0	(\$253,087)	\$49,660	\$0
<hr/>						
Fund Balances (Deficit) - Beginning of Year	\$345,028	\$418,072	\$628,693	\$6,105,618	\$5,852,531	\$5,902,191
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Fund Balance (Deficit) Ending of Year	\$398,090	\$628,693	\$628,693	\$5,852,531	\$5,902,191	\$5,902,191

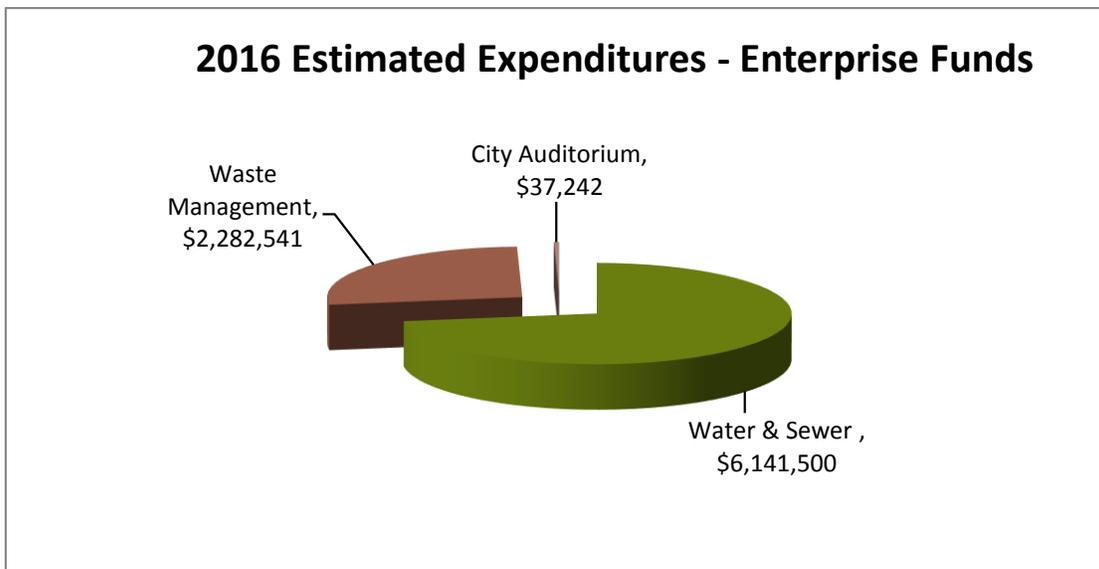
Governmental Funds (CONT'D)
2014-2016 Summary of Estimated Financial Sources and Uses

	Total Governmental Funds		
	2014 Actual	2015 Estimated	2016 Budget
Financial Sources:			
Taxes	\$9,194,189	\$9,478,564	\$9,854,255
Licenses and Permits	\$906,685	\$859,359	\$857,600
Fines and Forfeitures	\$372,867	\$407,467	\$504,000
Charges for Services	\$69,931	\$281,392	\$301,900
Intergovernmental	\$2,650,065	\$1,720,166	\$4,854,000
Interest & Rents	\$3,682	\$794	\$4,500
Other Revenue	\$462,329	\$169,468	\$2,793,285
Total Estimated Financial Sources:	\$13,659,748	\$12,917,210	\$19,169,540
Expenditures:			
Current:			
General Government	\$410,465	\$3,430,832	\$4,286,288
Public Safety	\$7,838,305	\$7,622,687	\$7,843,947
Public Works	\$2,117,111	\$1,332,273	\$1,400,372
Cemetery	\$0	\$191,252	\$194,371
Community Improvement	\$983,132	\$720,359	\$463,662
Debit Service:			
Principal retirement	\$292,797		
Interest and other charges	\$33,403		
Capital Outlay	\$2,764,709	\$1,721,834	\$4,980,900
Total Uses of Resources:	\$14,439,922	\$15,019,237	\$19,169,540
Net Increase (Decrease) in Fund Balance	(<u>\$780,174</u>)	(<u>\$2,102,027</u>)	<u>\$0</u>
Transfers In	\$683,774	\$2,640,101	\$0
Transfers Out	(\$220,962)	(\$277,793)	\$0
Proceeds from capital leases	\$117,337	\$0	\$0
Total Other Financing Sources (Uses)	\$580,149	\$2,362,308	\$0
Net Change in Fund Balance	(\$200,025)	\$260,281	\$0
Fund Balances (Deficit) - Beginning of Year	\$6,450,646	\$6,250,621	\$6,510,902
Fund Balance (Deficit) Ending of Year	\$6,250,621	\$6,510,902	\$6,510,902

Total Operating Expenditures
\$4,131,961



Total Operating Expenditures
\$8,461,283



Internal Service Funds

2014-2016 Statement of Revenues, Expenses and Changes in Fund Net Position

	Garage Fund			Liability Insurance Fund		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Revenues						
Charges for Services						
Operating grants and Contributions	\$348,880	\$351,751	\$355,528	\$211,086	\$237,000	\$266,373
Total Operating Revenues	\$348,880	\$351,751	\$355,528	\$211,086	\$237,000	\$266,373
Operating Expenses						
Personal Services	\$297,959	\$294,328	\$306,952			
Contractual Services	\$19,414	\$22,011	\$23,077			
Repairs and maintenance	\$31,090	\$28,027	\$25,499			
Insurance Claims and expenses	\$0	\$0	\$0	\$233,742	\$221,297	\$266,373
Retirement Payments	\$0	\$0	\$0			
Depreciation	\$4,867	\$0	\$0			
Total Operating Expenses	\$353,330	\$344,366	\$355,528	\$233,742	\$221,297	\$266,373
Operating Income (Loss)	(\$4,450)	\$7,385	(\$0)	(\$22,656)	\$15,703	\$0
Nonoperating Revenues (Expenses)						
Interest and Investment Revenue				\$0	\$0	\$0
Miscellaneous Revenue				\$3,100		
Total Non-Operating Revenues (Expenses)	\$0	\$0	\$0	\$3,100	\$0	\$0
Income (loss) before contributions and transfers	(\$4,450)	\$7,385	(\$0)	(\$19,556)	\$15,703	\$0
Transfers Out						
Change in net position	(\$4,450)	\$7,385	(\$0)	(\$19,556)	\$15,703	\$0
Total Net Position - Beginning	\$27,025	\$22,575	\$29,960	\$678,318	\$658,762	\$674,465
Total Net Position - Ending	\$22,575	\$29,960	\$29,960	\$658,762	\$674,465	\$674,465

Internal Service Funds (CONT'D)
2014-2016 Statement of Revenues, Expenses and Changes in Fund Net Position

	Health Insurance Fund			Retirement Fund		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Revenues						
Charges for Services	\$460,549	\$493,614	\$464,503			
Operating grants and Contributions	\$1,333,596	\$1,364,142	\$1,552,500	\$1,356,890	\$1,314,861	\$1,148,057
Total Operating Revenues	\$1,794,145	\$1,857,756	\$2,017,003	\$1,356,890	\$1,314,861	\$1,148,057
Operating Expenses						
Personal Services						
Contractual Services						
Repairs and maintenance						
Insurance Claims and expenses	\$2,110,071	\$2,427,682	\$2,017,003			
Retirement Payments				\$1,351,517	\$1,314,801	\$1,148,057
Depreciation						
Total Operating Expenses	\$2,110,071	\$2,427,682	\$2,017,003	\$1,351,517	\$1,314,801	\$1,148,057
Operating Income (Loss)	(\$315,926)	(\$569,926)	\$0	\$5,373	\$60	\$0
Nonoperating Revenues (Expenses)						
Interest and Investment Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$45,355					
Total Non-Operating Revenues (Expenses)	\$45,355	\$0	\$0	\$0	\$0	\$0
Income (loss) before contributions and transfers	(\$270,571)	(\$569,926)	\$0	\$5,373	\$60	\$0
Transfers Out						
Change in net position	(\$270,571)	(\$569,926)	\$0	\$5,373	\$60	\$0
Total Net Position - Beginning	(\$1,182,541)	(\$1,453,112)	(\$2,023,038)	\$332,639	\$338,012	\$338,072
Total Net Position - Ending	(\$1,453,112)	(\$2,023,038)	(\$2,023,038)	\$338,012	\$338,072	\$338,072

Internal Service Funds (CONT'D)
2014-2016 Statement of Revenues, Expenses and Changes in Fund Net Position

	Workers Compensation Fund			Total Internal Service Funds		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Revenues						
Charges for Services				\$1,418,666	\$958,117	\$464,503
Operating grants and Contributions	\$319,494	\$320,000	\$345,000	\$3,569,946	\$3,587,754	\$3,667,458
Total Operating Revenues	\$319,494	\$320,000	\$345,000	\$4,988,612	\$4,545,871	\$4,131,961
Operating Expenses						
Personal Services				\$297,959	\$294,328	\$306,952
Contractual Services				\$19,414	\$22,011	\$23,077
Repairs and maintenance				\$31,090	\$28,027	\$25,499
Insurance Claims and expenses	\$367,628	\$418,723	\$345,000	\$2,711,441	\$3,067,702	\$2,628,376
Retirement Payments				\$1,351,517	\$1,314,801	\$1,148,057
Depreciation				\$4,867	\$0	\$0
Total Operating Expenses	\$367,628	\$418,723	\$345,000	\$4,416,288	\$4,726,869	\$4,131,961
Operating Income (Loss)	(\$48,134)	(\$98,723)	\$0	(\$385,793)	(\$645,501)	(\$0)
Nonoperating Revenues (Expenses)						
Interest and Investment Revenue	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue				\$48,455	\$0	\$0
Total Non-Operating Revenues (Expenses)	\$0	\$0	\$0	\$48,455	\$0	\$0
Income (loss) before contributions and transfers	(\$48,134)	(\$98,723)	\$0	(\$337,338)	(\$645,501)	(\$0)
Transfers Out						
Change in net position	(\$48,134)	(\$98,723)	\$0	(\$337,338)	(\$645,501)	(\$0)
Total Net Position - Beginning	\$924,400	\$876,266	\$777,543	\$779,841	\$442,503	(\$202,998)
Total Net Position - Ending	\$876,266	\$777,543	\$777,543	\$442,503	(\$202,998)	(\$202,998)

Enterprise Funds
2014-2016 Combining Statement of Revenues, Expenses and Changes in Fund Net Assets

	Water & Sewer Fund			Waste Management Fund		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Operating Revenues						
Charges for Services	\$4,359,249	\$6,190,209	\$6,141,500	\$1,883,768	\$2,184,973	\$2,282,541
Other Revenue						
Total Operating Revenues	\$4,359,249	\$6,190,209	\$6,141,500	\$1,883,768	\$2,184,973	\$2,282,541
Operating Expenses						
Personal Services				\$486,499	\$588,331	\$599,340
Contractual Services	\$2,491,896	\$2,499,000	\$2,499,300	\$1,218,562	\$1,337,464	\$1,335,827
Utilities						
Repairs and Maintenance	\$157,437	\$119,424	\$517,612	\$192,195	\$184,307	\$254,216
Other Supplies and Expenses	\$459,793	\$308,074	\$308,282	\$1,478	\$52,884	\$56,000
Retirement Payments						
Insurance Claims and Expenses				\$8,211	\$9,065	\$10,477
Depreciation and Amortization	\$991,171	\$2,524,318	\$2,816,306	\$31,228		\$26,681
Total Operating Expenditures	\$4,100,297	\$5,450,816	\$6,141,500	\$1,938,173	\$2,172,051	\$2,282,541
Operating Income (Loss)	\$258,952	\$739,393	\$0	(\$54,405)	\$12,922	\$0
Non-operating Revenues (Expenses)						
Interest and Investment Revenue	\$684	\$919	\$0	\$0	\$0	\$0
Interest Expense	(\$194,965)	(\$261,655)	(\$258,613)	(\$1,535)	\$0	\$0
Total Nonoperating Revenues (Expenses)	(\$194,281)	(\$260,736)	(\$258,613)	(\$1,535)	\$0	\$0
Income (loss) before contributions & transfers	\$64,671	\$478,657	(\$258,613)	(\$55,940)	\$12,922	\$0
Capital Grants and Contributions	\$22,695	\$0	\$0	\$0	\$0	\$0
Total Other Financing Sources	\$22,695	\$0	\$0	\$0	\$0	\$0
Change in Net Assets	\$87,366	\$478,657	(\$258,613)	(\$55,940)	\$12,922	\$0
Total Net Assets - Beginning	\$24,998,503	\$25,085,869	\$25,564,526	\$402,896	\$346,956	\$359,878
Total Net Assets - Ending	\$25,085,869	\$25,564,526	\$25,305,913	\$346,956	\$359,878	\$359,878

Enterprise Funds (CONT'D)
2014-2016 Combining Statement of Revenues, Expenses and Changes in Fund Net Assets

	City Auditorium Fund			Total Enterprise Funds		
	2014 Actual	2015 Estimated	2016 Budget	2014 Actual	2015 Estimated	2016 Budget
Operating Revenues						
Charges for Services	\$13,919	\$30,141	\$37,242	\$6,256,936	\$8,405,323	\$8,454,182
Other Revenue						
Total Operating Revenues	\$13,919	\$30,141	\$37,242	\$6,256,936	\$8,405,323	\$8,454,182
Operating Expenses						
Personal Services	\$1,478	\$8,101	\$10,748	\$487,977	\$596,432	\$610,088
Contractual Services	\$531	\$637	\$734	\$3,710,989	\$3,837,101	\$3,835,861
Utilities	\$3,991	\$21,296	\$18,200			
Repairs and Maintenance	\$1,006	\$0	\$500	\$350,638	\$303,731	\$772,328
Other Supplies and Expenses	\$3,086	\$5,310	\$7,060	\$464,357	\$366,268	\$371,342
Retirement Payments					\$0	\$0
Insurance Claims and Expenses	\$0	\$0	\$0	\$8,211	\$9,065	\$10,477
Depreciation and Amortization	\$52,018	\$0	\$0	\$1,074,417	\$2,524,318	\$2,842,987
Total Operating Expenditures	\$62,110	\$35,344	\$37,242	\$6,038,470	\$7,622,867	\$8,424,041
Operating Income (Loss)	(\$48,191)	(\$5,203)	\$0	\$204,547	\$752,315	\$0
Non-operating Revenues (Expenses)						
Interest and Investment Revenue	\$0	\$0	\$0	\$684	\$919	\$0
Interest Expense	\$0	\$0	\$0	(\$196,500)	(\$261,655)	(\$258,613)
Total Nonoperating Revenues (Expenses)	\$0	\$0	\$0	(\$195,816)	(\$260,736)	(\$258,613)
Income (loss) before contributions & transfers	(\$48,191)	(\$5,203)	\$0	(\$39,460)	\$486,376	(\$258,613)
Capital Grants and Contributions	\$1,872,657	\$0	\$0	\$1,895,352	\$0	\$0
Total Other Financing Sources	\$1,872,657	\$0	\$0	\$1,895,352	\$0	\$0
Change in Net Assets	\$1,824,466	(\$5,203)	\$0	\$1,855,892	\$486,376	(\$258,613)
Total Net Assets - Beginning	\$0	\$1,824,466	\$1,819,263	\$25,401,399	\$27,257,291	\$27,743,667
Total Net Assets - Ending	\$1,824,466	\$1,819,263	\$1,819,263	\$27,257,291	\$27,743,667	\$27,485,054

Fund Summary 2013-2016

**CITY OF WAYCROSS
FISCAL YEAR 2016
JULY 1, 2015 - JUNE 30, 2016**

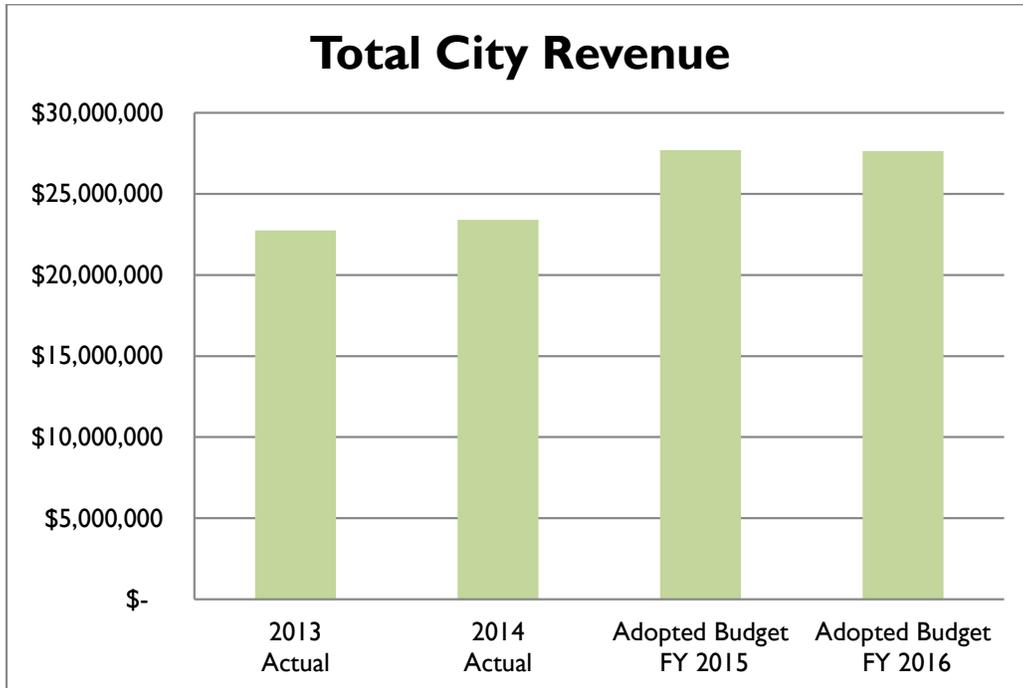
<u>Description</u>	<u>Actual FY 2013</u>	<u>Actual FY 2014</u>	<u>Actual FY 2015</u>	<u>Adopted Budget FY 2016</u>
REVENUE				
General Fund & Special Funds				
General Fund	\$ 12,796,706	\$ 12,951,403	\$ 12,995,616	\$ 13,818,816
Cemetery Fund	\$ 174,578	\$ 196,164	\$ 155,064	\$ 205,037
WPD Information Technology Fund	\$ 17,820	\$ 16,688	\$ 8,316	\$ 30,000
Hotel/Motel Fund	\$ 280,759	\$ 293,192	\$ 327,452	\$ 299,353
SPLOST 2008-2013	\$ 1,862,524	\$ 1,768,086	\$ 204,322	\$ 3,030,000
SPLOST 2014	\$ -	\$ -	\$ 1,491,540	\$ 1,797,000
Enterprise Funds				
Water & Sewer Fund	\$ 6,152,964	\$ 5,978,667	\$ 6,191,128	\$ 6,141,500
Waste Management Fund	\$ 1,474,976	\$ 2,182,935	\$ 2,184,973	\$ 2,282,541
City Auditorium Fund	\$ -	\$ 13,919	\$ 24,440	\$ 37,242
TOTAL REVENUE	\$ 22,760,327	\$ 23,401,054	\$ 23,582,851	\$ 27,641,489

EXPENDITURE				
General Fund & Special Funds				
General Fund	\$ 13,111,348	\$ 13,307,023	\$ 13,159,996	\$ 13,818,816
Cemetery Fund	\$ 192,334	\$ 194,604	\$ 201,805	\$ 205,037
WPD Information Technology Fund	\$ 10,629	\$ 17,217	\$ 20,075	\$ 30,000
Hotel/Motel Fund	\$ 256,000	\$ 292,051	\$ 305,366	\$ 299,353
SPLOST 2008-2013	\$ 200,465	\$ 2,602,133	\$ 1,609,788	\$ 3,030,000
SPLOST 2014	\$ -	\$ -	\$ -	\$ 1,797,000
Enterprise Funds				
Water & Sewer Fund	\$ 5,596,866	\$ 5,651,390	\$ 5,855,631	\$ 6,141,500
Waste Management Fund	\$ 1,379,188	\$ 2,268,170	\$ 2,172,051	\$ 2,282,541
City Auditorium Fund	\$ -	\$ 10,092	\$ 35,343	\$ 37,242
TOTAL EXPENDITURE	\$ 20,746,830	\$ 24,342,680	\$ 23,360,055	\$ 27,641,489

FY 2016 – Total Budgeted Resources

The following table and graph provides a summary of the total operating revenue for the whole City of Waycross for fiscal years 2013 through 2016. The total budgeted revenue for the FY 2016 of \$27,641,489 for the City of Waycross represents a decrease of \$60,745 or -.22%. The revenue chart below represents the whole City. However, as indicated from the chart below, the majority of the City’s revenues come from Taxes and Charges for Services.

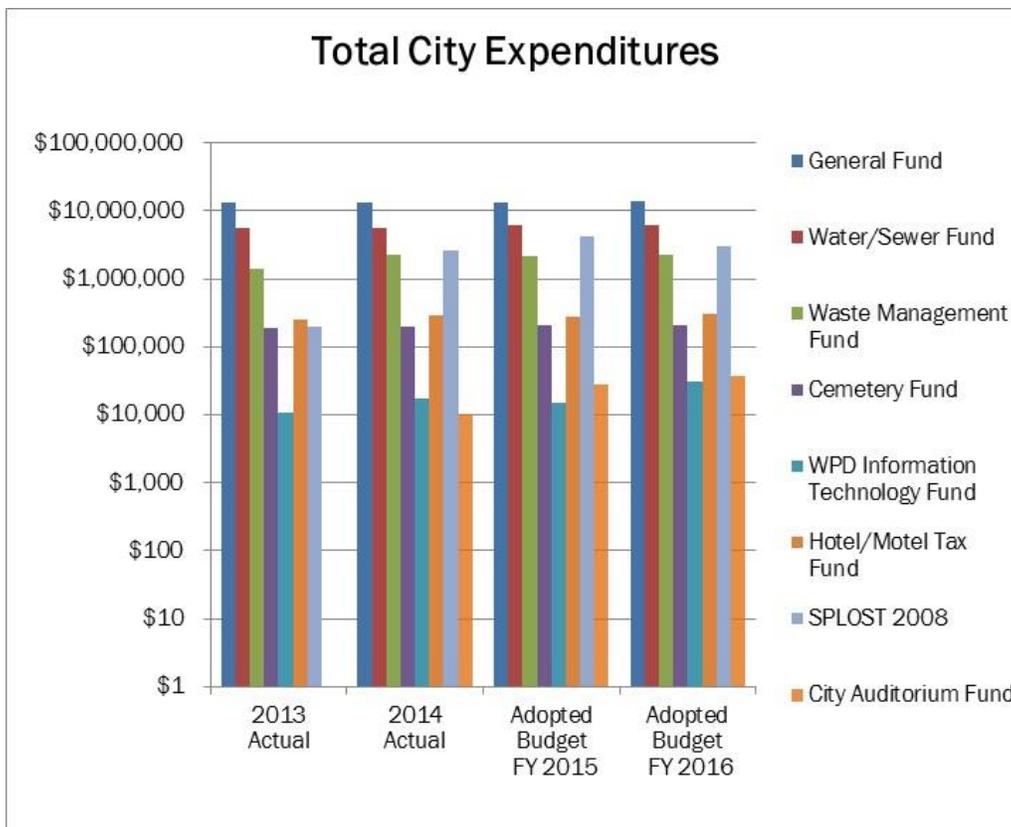
REVENUE CATEGORY	2013 Actual	2014 Actual	Adopted Budget FY 2015	Adopted Budget FY 2016
Taxes	\$ 11,543,056	\$ 10,910,070	\$ 11,119,209	\$ 11,651,255
Licenses & Permits	\$ 755,674	\$ 906,686	\$ 857,600	\$ 857,600
Fines & Forfeitures	\$ 460,891	\$ 389,767	\$ 519,000	\$ 519,000
Charges for Services	\$ 7,976,101	\$ 8,489,268	\$ 8,645,970	\$ 8,725,941
Intergovernmental	\$ 25,685	\$ 27,068	\$ 27,000	\$ 27,000
Interest & Rents	\$ 1,152	\$ 14,850	\$ 26,500	\$ 32,500
Other Financing Resources	\$ 1,996,818	\$ 2,663,346	\$ 6,506,955	\$ 5,828,193
Total Revenues	\$ 22,759,377	\$ 23,401,055	\$ 27,702,234	\$ 27,641,489



FY 2016 – Operating Expenditures and Budget Highlights

The following table and graph provides a summary of the total operating expenditures for the whole City for fiscal years 2013 through 2016.

Operating Expenditures	2013 Actual	2014 Actual	Adopted Budget FY 2015	Adopted Budget FY 2016
General Fund	\$ 13,111,348	\$ 13,307,023	\$ 13,397,773	\$ 13,818,816
Water/Sewer Fund	\$ 5,596,866	\$ 5,651,390	\$ 6,164,175	\$ 6,141,500
Waste Management Fund	\$ 1,379,189	\$ 2,268,170	\$ 2,184,095	\$ 2,282,540
City Auditorium Fund	\$ -	\$ 10,092	\$ 27,701	\$ 37,242
Cemetery Fund	\$ 192,334	\$ 194,604	\$ 211,865	\$ 205,037
WPD Information Technology Fund	\$ 10,629	\$ 17,217	\$ 15,000	\$ 30,000
Hotel/Motel Tax Fund	\$ 256,000	\$ 292,051	\$ 271,500	\$ 299,353
SPLOST 2014	\$ -	\$ -	\$ 1,180,125	\$ 1,797,000
SPLOST 2008	\$ 200,465	\$ 2,602,133	\$ 4,250,000	\$ 3,030,000
Total Expenditures	\$ 20,746,831	\$ 24,342,680	\$ 27,702,234	\$ 27,641,489



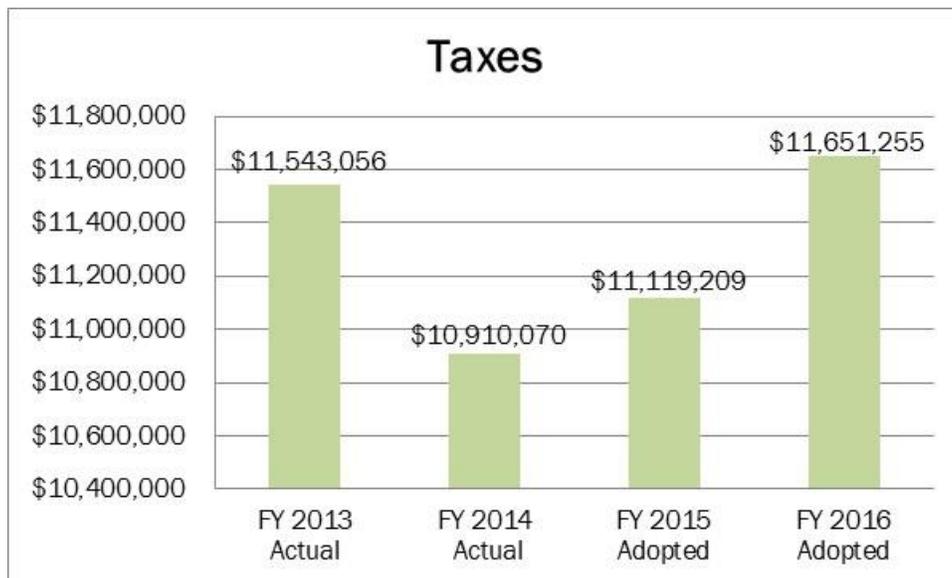
Property Tax Digest

The property digests for the City from 2010 through 2015 is shown below in the table. State law requires that all property assessments be a standardized 40% of the current market value. The last millage rate increase was in 2009. In 2008 the millage rate was 9.998. The tax digest and millage rate was adopted by the City Commission on July 27, 2015.

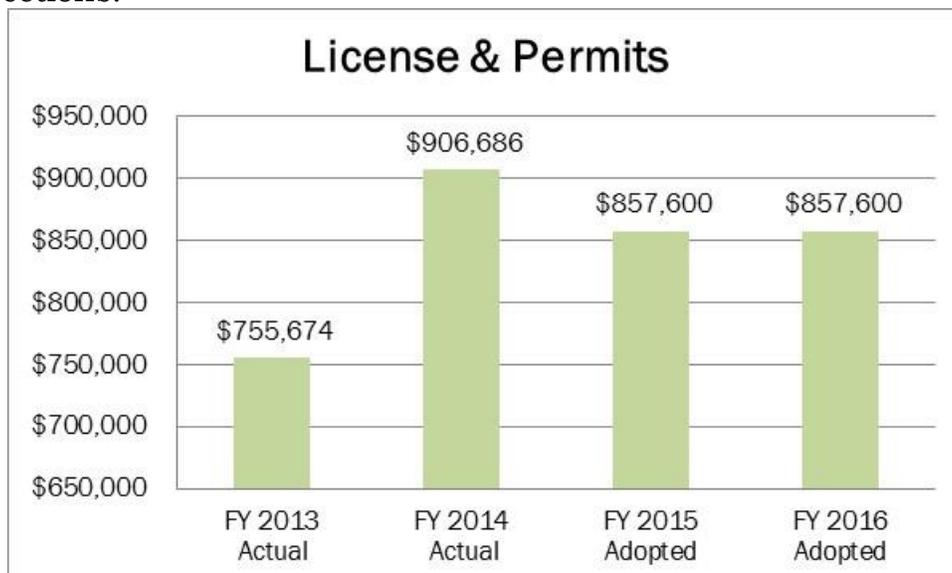
CITY WIDE	2010	2011	2012	2013	2014	2015
Real & Personal	269,430,586	280,345,912	276,985,169	274,123,484	274,596,081	288,027,732
Motor Vehicles	21,026,070	20,133,720	21,365,230	21,365,230	18,355,270	12,604,590
Mobile Homes	1,182,293	1,020,165	1,069,291	1,048,003	973,543	969,619
Timber - 100%						11,305
Heavy Duty Equipment					2,287	0
Gross Digest	291,638,949	301,499,797	299,419,690	296,536,717	293,927,181	301,613,246
Less M& O Exemptions	14,890,049	15,481,946	14,288,537	14,789,985	15,282,834	15,998,757
Net M & O Digest	276,748,900	286,017,851	285,131,153	281,746,732	278,644,347	285,614,489
State Forest Land Assistance Grant Value						
Adjusted Net M&O Digest	276,748,900	286,017,851	285,131,153	281,746,732	278,644,347	285,614,489
Gross M&O Millage	21.777	22.071	21.988	22.007	21.848	20.922
Less Rollbacks	10.779	11.073	10.990	11.009	10.850	9.924
Net M&O Millage	10.998	10.998	10.998	10.998	10.998	10.998
Total City Taxes Levied	\$3,043,684	\$3,145,624	\$3,135,872	\$3,098,651	\$3,064,531	\$3,141,188
Net Taxes \$ Increase		\$101,940	-\$9,752	-\$37,222	-\$34,120	\$76,658
Net Taxes % Increase		3.35%	-0.31%	-1.19%	-1.10%	2.50%

FY 2016 Revenue and Expense Summary

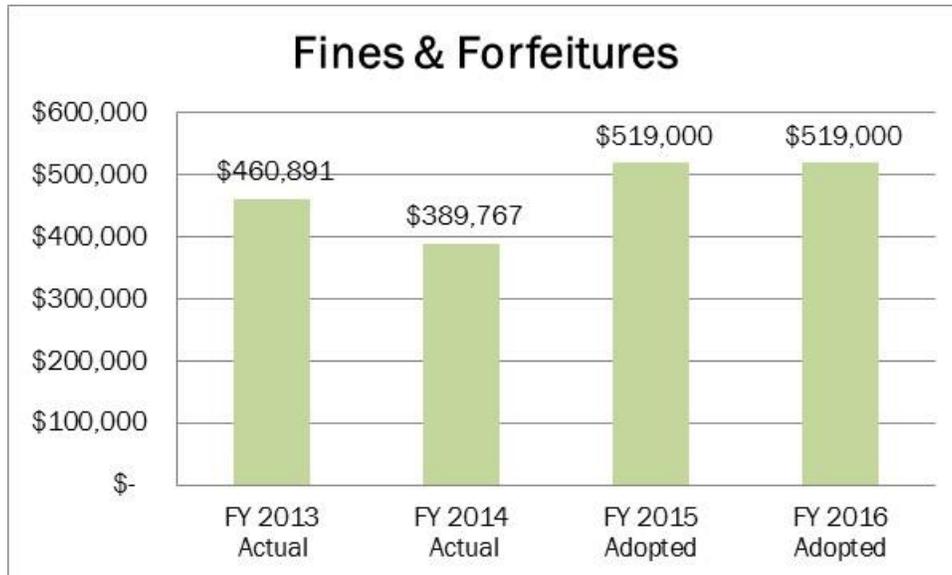
Tax Revenues include property (ad valorem) taxes, local option sales tax, sales and use taxes, business taxes, gross receipts, and franchise fees. The FY 2016 projection of \$11,651,255 in tax revenue includes both current and delinquent assessments of ad valorem taxes and franchise fees. The current millage rate is 10.998.



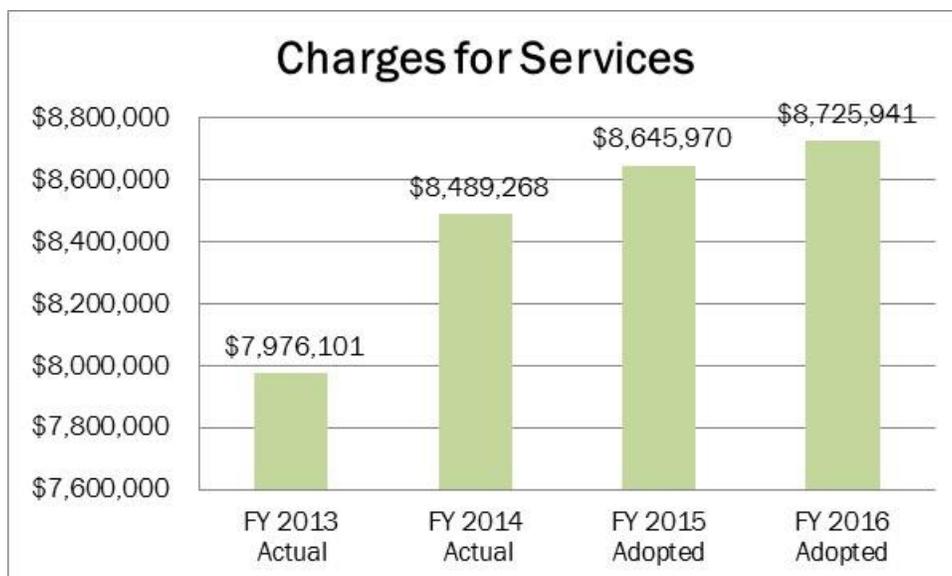
Licenses and Permits. Revenue from this source comes from licenses to conduct business in the City of Waycross. It includes beer and wine licenses, business permits and, application fees. Also included are any fees for permits and inspections.



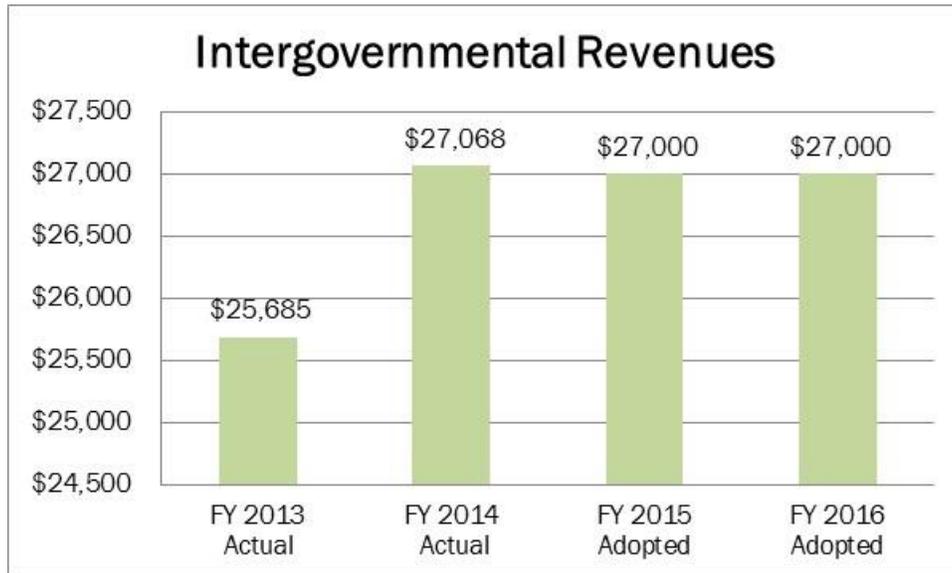
Fines and Forfeitures include municipal court fines and court fees.



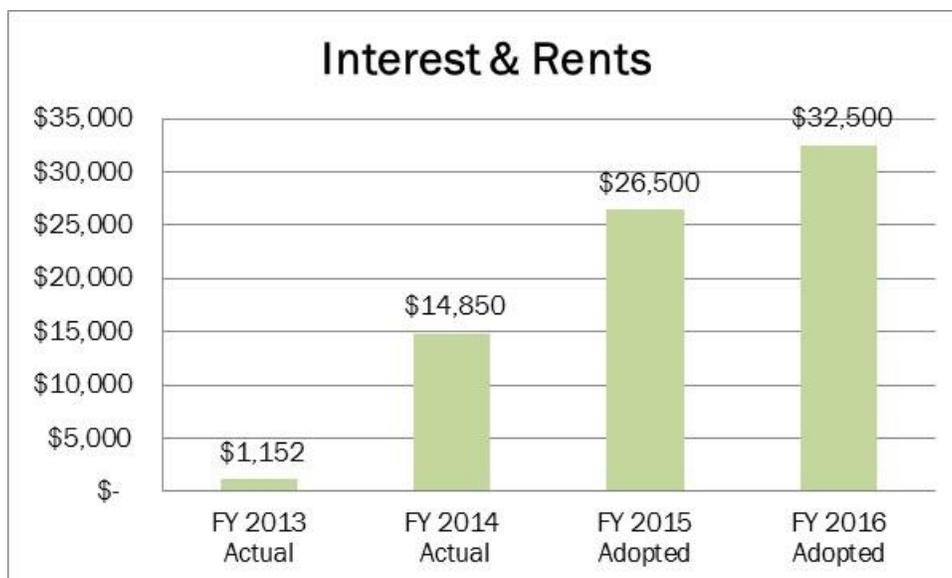
Charges for Services include joint services between the City of Waycross, Ware County Board of Education, and Waycross Housing Authority. It also includes cemetery lot charges, water and sewer charges, and waste management charges.



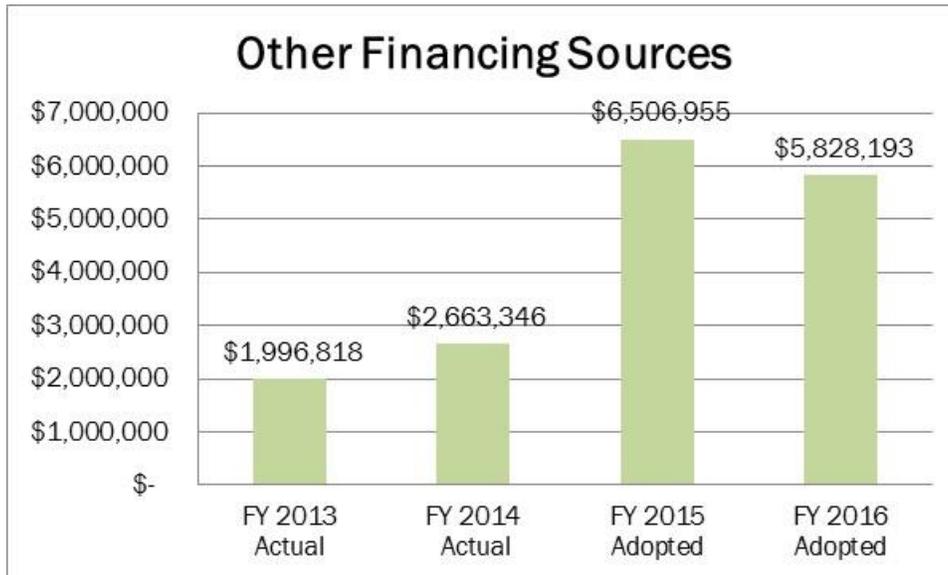
Intergovernmental revenues include federal and state monies received by the City.



Interest and Rents include earnings on various investments held by the City and earnings on the various checking accounts. It also includes rent income from renting spaces within City owned buildings.

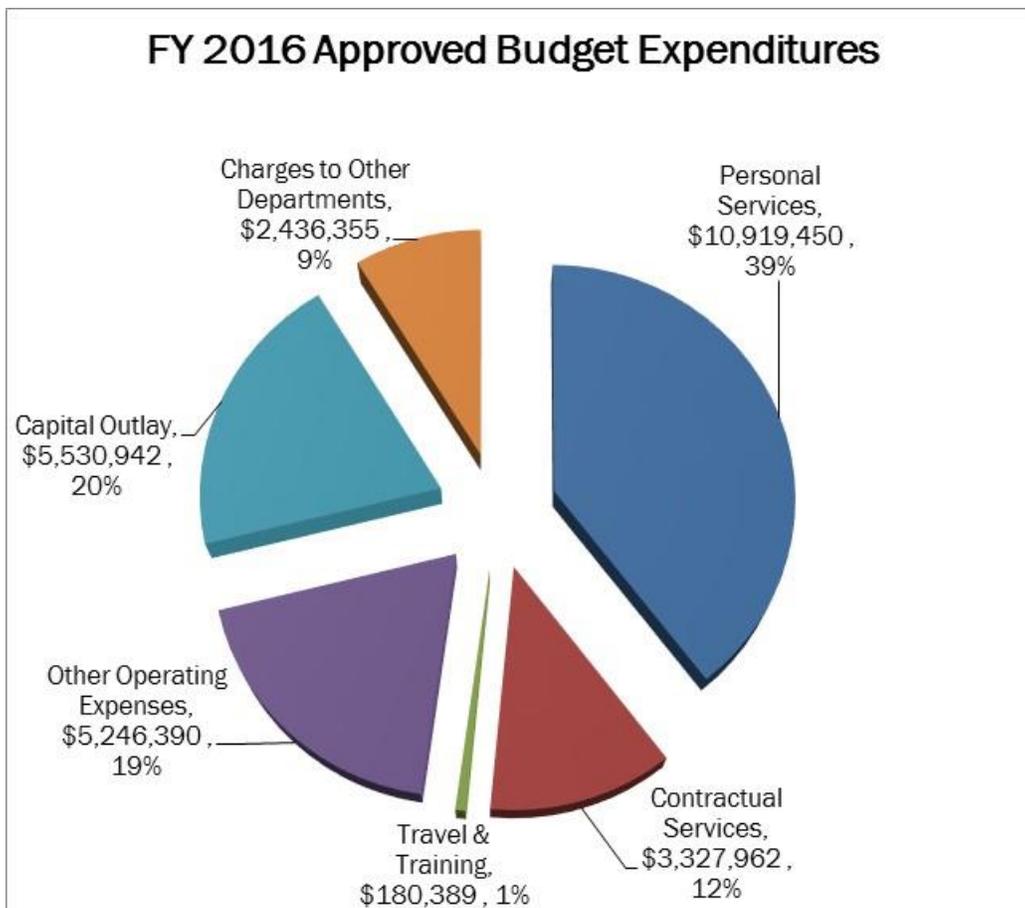


Other Financing Sources includes the operating transfers made between the various funds of the City.



The table and graph below provides a summary total of expenditures by categories.

All Funds by Expenditures	2013 Actual	2014 Actual	Adopted Budget FY 2015	Adopted Budget FY 2016
Personal Services	\$ 10,433,554	\$ 10,671,440	\$ 10,623,242	\$ 10,919,450
Contractual Services	\$ 3,252,551	\$ 3,362,601	\$ 3,293,273	\$ 3,327,962
Travel & Training	\$ 124,631	\$ 122,773	\$ 148,436	\$ 180,389
Other Operating Expenses	\$ 4,164,130	\$ 5,122,274	\$ 5,183,592	\$ 5,246,390
Capital Outlay	\$ 549,658	\$ 2,908,304	\$ 6,158,894	\$ 5,530,942
Charges to Other Departments	\$ 2,222,307	\$ 2,155,288	\$ 2,294,797	\$ 2,436,355
	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 20,746,831	\$ 24,342,680	\$ 27,702,234	\$ 27,641,489



Budget Total \$27,641,489

CITY IN BRIEF



How It Began. . . .

Waycross, gateway to the world famous Okefenokee Swamp, is the focal point of the highways and railroad lines traversing southern Georgia, its name signifies its strategic position of where “Ways Cross”. In colonial days, it was the hub of stagecoach roads and pioneer trails. Later the old Plant System and the Brunswick and Western Railroad lines crossed here, giving birth to a modern railroad network. Indian trails, coach roads and military trails transformed into modern highways, with some following the routes laid out by the pioneers. Waycross was founded in 1872, chartered in March 3, 1874, and incorporated on November 1, 1889.

Transportation continues to play a dramatic part of Waycross. Located in the City limits is the CSX Rice Yard, one of the largest rail car switching and classification facilities in the United States. This facility occupies 850 acres and contains more than 150 miles of rail track handling over 1 million rail cars a year.

Waycross thrives on widely diversified manufactured, processed forest and tobacco products. Transportation facilities, modern health specialties and educational opportunities are above average, and careful attention to recreational amusements, entertainment, cultural and civic activities are given. The area is a communication, financial, medical, industrial and religious center, serving an eight county region with a population of 138,033. Inside the City Limits according to the 2010 Census, Waycross has a population of 14,649. During working hours the population of the City grows to over 45,000. These temporary residents come to work at and/or use the modern health care facilities, educational institutions, financial centers, industrial concerns and large and small retail/commercial businesses located in Waycross.

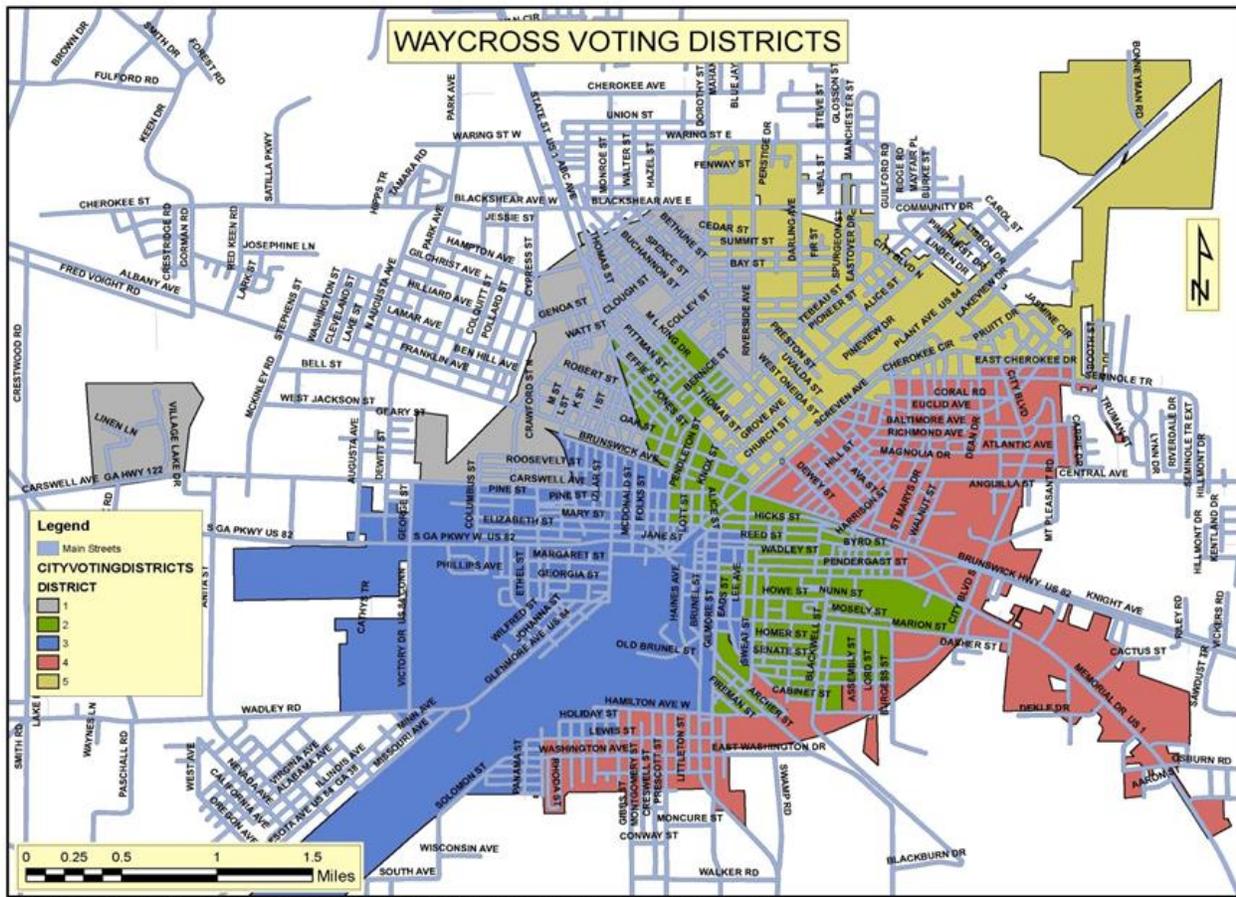
Waycross is blessed with an abundance of water and climate conducive to year round production without stoppage due to weather. The average minimum and maximum temperature range from 38.8 and 68.9 degrees for January, and 69.9 and 92.3 degrees in July.

Geographic



- ★ Waycross (County Seat)
- Laura Walker State Park & State Golf Course
- ◆ Okefenokee Swamp Park

Below is a map that shows the outline of the Waycross city limits and each voting district.



Waycross, located on the southeastern flank of the state, at the crossroads of US1 (to Jacksonville) and US84 (to Savannah) is approximately 240 miles southeast of Atlanta, and 70 miles north of Jacksonville, Florida. It is a strategically located for service to the booming Florida markets of the southeastern United States. Waycross is 50 miles from the deep water ports of Brunswick, 104 miles from Savannah, and as mentioned above, 70 miles from Jacksonville. We have four lane access to both I-75 (70 miles west) and I-95 (45 miles east) by way of the South Georgia Parkway. The Waycross-Ware County Airport, with three runways more than 5,000 feet and, full instrumentation, can accommodate all types of corporate and private aircraft. The Jacksonville International Airport offers domestic and international flights and is served by major US airlines.

Demographics

Below are some demographic tables about Waycross, Georgia.

Table 1: Population History Overview

Year	Total Population for Waycross, Georgia
2010 Census	14,649
2007 Estimated	14,765
2006 Estimated	14,786
2005 Estimated	14,563
2004 Estimated	14,827
2003 Estimated	14,957
2002 Estimated	14,998
2001 Estimated	15,101
2000 Census	15,333
1990 Census	16,410

Source: U.S. Census Bureau

Table 2: General Demographic Characteristics – Year 2010

Sex and Age	Population	Percent
Under 5 years	1,219	8.3
5 to 9 years	1,039	7.1
10 to 14 years	966	6.6
15 to 19 years	994	6.8
20 to 24 years	986	6.7
25 to 29 years	898	6.1
30 to 34 years	827	5.6
35 to 39 years	744	5.1
40 to 44 years	846	5.8
45 to 49 years	932	6.4
50 to 54 years	955	6.5
55 to 59 years	867	5.9
60 to 64 years	819	5.6
65 to 69 years	601	4.1
70 to 74 years	526	3.6
75 to 84 years	906	6.2
85 years and over	524	3.6
Total	14,649	

Source: U.S. Census Bureau

Table 3: Housing - 2010 Census compared to the State of Georgia

	Waycross	Georgia
Housing units, 2010	7,519	4,088,801
Homeownership rate, 2006-2010	51.6%	67.2%
Housing units in multi-unit structures, percent, 2006-2010	24.6%	20.5%
Median value of owner-occupied housing units, 2006-2010	\$66,600	\$161,400
Households, 2006-2010	5,978	3,468,704
Persons per household, 2006-2010	2.41	2.66
Per capita money income in past 12 months (2010 dollars) 2006-2010	\$15,282	\$25,134
Median household income 2006-2010	\$25,845	\$49,347
Persons below poverty level, percent, 2006-2010	27.3%	15.7%

Source: U.S. Census Bureau

Table 4: Education – 2010 Census compared to the State of Georgia

	Waycross	Georgia
Language other than English spoken at home, pct age 5+, 2006-2010	4.4%	12.7%
High school graduates, percent of persons age 25+, 2006-2010	78.4%	83.5%
Bachelor's degree or higher, pct of persons age 25+, 2006-2010	12.1%	27.2%
Mean travel time to work (minutes), workers age 16+, 2006-2010	21.8	27

Source: U.S. Census Bureau

Table 5: Race – Census 2010

	Waycross	Percent
Total Population	14,649	100%
White	5,959	40%
Black or African American	8,072	55%
American Indian and Alaska Native	47	0.30%
Asian	117	0.80%
Native Hawaiian & Other Pacific Islander	3	0%
Some Other Race	193	1.30%
Two or More Races	258	1.80%

Source: U.S. Census Bureau

Table 6: Households by Type – Census 2010

Households By Type	Number	Percent
Total households	5,870	
Family households (families)	3,563	60.7
With own children under 18	1,510	25.7
Husband-wife family	1,811	30.9
With own children under 18	623	10.6
Male householder, no wife present	321	5.5
With own children under 18	121	2.1
Female householder, no husband present	1,431	24.4
With own children under 18	766	13.0
Nonfamily households	2,307	39.3
Households living alone	2,031	34.6
Male	783	13.3
65 years and over	212	3.6
Female	1,248	21.3
65 years and over	659	11.2
Households with individuals under 18	1,915	32.6
Households with individuals 65 +	1,778	30.3
Average household size	2.42	
Average family size	3.13	

Source: U.S. Census Bureau

Table 7: Income – 2010

Household Income	Number	Percent
Total households	5,978	
Less than \$10,000	1,084	18.1
\$10,000 to \$14,999	674	11.3
\$15,000 to \$24,999	1,159	19.4
\$25,000 to \$34,999	888	14.9
\$35,000 to \$49,999	937	15.7
\$50,000 to \$74,999	601	10.1
\$75,000 to \$99,999	360	6.0
\$100,000 to \$149,999	211	3.5
\$150,000 to \$199,999	54	.9
\$200,000 or more	10	.2
Median household income	\$25,845	
Mean household income	\$34,698	

Source: U.S. Census Bureau

Table 8: Industry – Census 2010 – Civilian employed population 16+ years

Industry	Number	Percent
Civilian employed population 16 years and over	5128	
Agriculture, forestry, fishing and hunting	23	.4%
Construction	205	4%
Manufacturing	975	19.0%
Wholesale trade	23	.4%
Retail trade	823	16.0%
Transportation and warehousing, and utilities	425	8.3%
Information	86	1.7%
Finance, insurance, real estate, and rental	211	4.1%
Professional, scientific, management, administrative, waste management services	146	2.8%
Educational, health, social services	1,239	24.2%
Arts, entertainment, recreation, accommodation and food services	380	7.4%
Other services	308	6.0%
Public administration	284	5.5%

Source: U.S. Census Bureau

Table 9: Top Ten Employers in Ware County - 2014

Top Five Employers
Baptist Village Inc.
Carolina Skiff
Concerted Services, Inc
Enhanced Recovery Corp.
GATX Corporation
Georgia Department of Corrections
Surgical Associates of Atlanta

The Simmons Manufacturing
Walmart
Wayne Frier Home Sales, Inc

Source: Georgia Department of Labor Businesses are listed Alphabetically by area, not by number of employees.

Table 10: Ten Largest Employers within surrounding counties - 2014

Employers	County
Bacon County Hospital	Bacon
Bway Corporations, Inc	Clinch
Coffee Correctional Facility	Coffee
Coffee Regional Medical Ctr	Coffee
Cornell Corrections	Charlton
Pcc Airfoils, Inc	Coffee
Pilgrim’s Pride Corporation	Coffee
StaffMate	Coffee
Surgical Associates of Atlanta	Ware
Walmart	Coffee

Source: Georgia Department of Labor

Miscellaneous Statistics

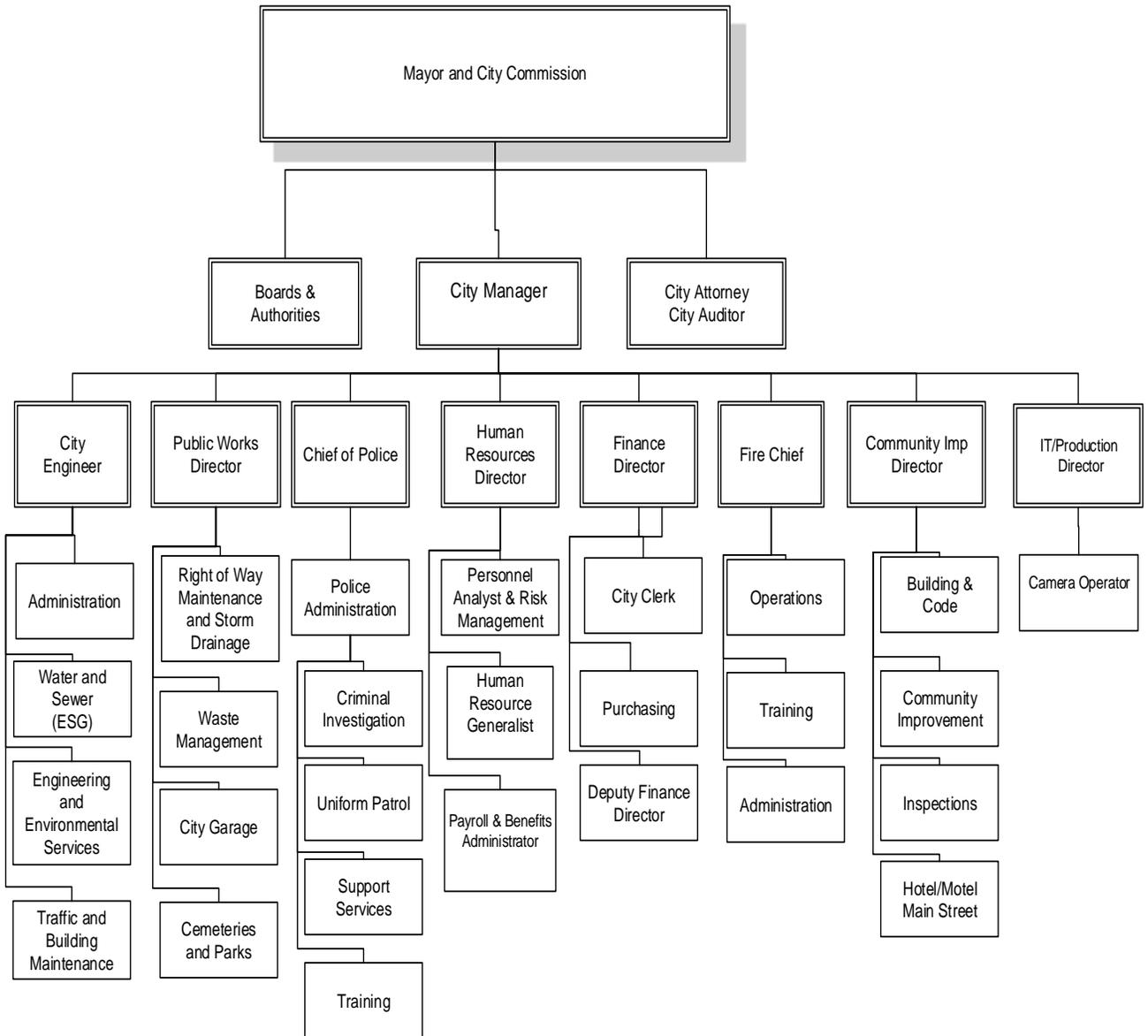
Date of Incorporation	November 1, 1874
Form of Government	Manager
Number of Employees (Excluding Police& Fire)	88
Area in Square Miles	11.69
Population:	
City	14,649
County	36,312
City of Waycross Facilities and Services	
Miles of Street	178
Number of Street Lights	2,053
Number of Traffic Lights	21
Culture and Recreation	
Community Centers	2
Parks	24
Park Acreage	113.34
Cemeteries	3
Cemetery Acreage	140
Fire Protection	
Number of Stations	3
Number of Fire Personnel	54
Number of Calls Answered	1160
Number of Inspections (Business & Beverage Lic & Consultations and Plan Review)	805
Number of Pre Plans Conducted	1305
Police Protection	
Number of Stations	1
Number of Police Personnel and Officers	71
Number of Patrol Units	42
Number of Law Violations:	

Physical Arrests	1,629
Traffic Violations	3,112
Sewerage System	
Miles of Sanitary Sewers	120
Miles of Storm Sewers	60
Number of Treatment Plants	1
Number of Service Connections	6,943
Daily Average Treatment in Gallons	3,000,000
Maximum Daily Capacity - Treatment in Gallons	12,000,000
Water System	
Miles of Water Mains	145
Number of Service Connections	7,624
Number of Fire Hydrants	1,000
Daily Average Consumption in Gallons	2,300,000
Maximum Daily Capacity of Plant in Gallons	3,400,000
Daytime Population	45,000
Facilities and Services Not Included in the Reporting Entity	
Hospitals	1
Number of Beds	231

Local Government

The City operates under a Council/Manager form of government. The City provides the following services: public safety, highways and streets, public improvements, and general and administrative services. In addition, the City operates enterprise funds (water and sewer and waste management) for the incorporated and immediate surrounding areas. Under the Council/Manager form of government, citizens elect their representatives, the Mayor and City Council, who determine policy for the City. The Council selects and appoints the City Manager, who is responsible for administering the Council’s policies, advising the Council, and conducting the day-to-day operations of the City. The City Manager is responsible for hiring the directors who run each department.

Organizational Chart



Component Units of the City of Waycross

Component units are legally created public organizations which function “separate” from the City, yet elected officials of the City of Waycross remain financial accountable. At this time the City of Waycross has no component units; however, the City does have joint venture related organizations.

- Southeast Georgia Regional Development Center
- City of Waycross Housing Authority
- Downtown Development Authority

The development authorities were established to improve, refurbish and renovate established buildings and to preserve the local heritage.

Recreation

The City has twenty-four parks within the city limits. Most of these parks have playground equipment while other parks feature beautiful landscaped settings to escape from the stresses of day-to-day life. The Waycross-Ware County Recreation Department offers different activities throughout the year. These programs include cheerleading, football, basketball, baseball, and softball. The Recreation Department is funded by the Ware County government.

Education

Education for preschool through high school is provided by the Ware County Board of Education. There are ten schools within the county. Higher education is provided by South Georgia State College, a four-year unit of the University System of Georgia, and Coastal Pines Technical College (CPT). CPT provides high quality technical and adult education and training services to meet the needs of citizens and employers.

Health Services

The Mayo Clinic Health System is our primary hospital in Waycross, formally known as Satilla Regional Hospital until March of 2012. The last renovation to the hospital was in 2010, the facility broke ground on a three-story, 25,000 square foot expansion project that added a 16-bed Progressive Cardiac Care Unit, as well as additional space for surgical support.

FINANCIAL POLICIES



The following are financial policies that the City follows in managing its financial and budgetary procedures. These policies enable the City to maintain financial stability.

Revenue Policies

- The City will maintain a diversified and stable revenue system that will equally allocate the burden of supporting all City services and protect the City from short-term fluctuations in any one revenue source.
- The City will project revenues on a conservative basis so that actual revenues will consistently meet or exceed budgeted revenues.
- The City will maintain appropriate collection systems and implement necessary enforcement strategies to collect revenues.
- The City will consider current standards and market rates in establishing fees, taxes, and charges, and review these annually to keep pace with the cost of providing government services.

Debt Policies

- Long – term debt will be used for capital improvements.
- Two to five year debt will be used for equipment replacement purposes, and smaller capital improvement projects.
- The City will use general obligation debt to fund general – purpose public improvements that cannot be funded by current revenues, and will not use general obligation debt for enterprise activities.
- The City will maintain reserves according to the covenants of bond issues and in accordance with good accounting practices.
- The City will attempt to secure the lowest net interest cost for all debts.
- The City will maintain good communications with bond rating companies about its' financial condition, and will make full disclosure on every financial report and bond prospectus.
- The medium – term and long –term debt obligations will be incorporated into the City's capital improvement program.

Banking and Investment Policies

- The City will issue request for proposals from local banks every five years to award a city depository status to the best bidder. The award shall be based on the best package presented for the overall lowest rate on debt and highest yield on deposits.
- The City will manage its monies to allow for a combination of adequate cash flow and maximum investments returns.
- Investments will be FDIC insured accounts, or a pledge of assets (110%) above insured amounts will be secured.
- Proper and adequate security of cash will be a priority and standard procedure.

Audit Policies

- An independent certified public accounting firm will be used to issue an opinion on the annual financial statements along with a management letter detailing areas that need improvement.
- The government will establish and maintain a high standard of accounting practices and they will conform to generally accepted accounting principles promulgated by the Government Accounting Standards Board. Financial systems will be maintained to monitor revenues and expenditures on a monthly basis.
- Every five years, the government will issue a request for proposal to choose an auditor from local firms for a period of three years with annual renewal options.

Purchasing Policies

- The City uses purchasing and distribution practices which promote maximum practicable competition which insures the lowest price policy and the highest possible quality for equipment, supplies and services best suited for the city's operations at the lowest possible cost and ensuring the best possible value for the City of Waycross.
- All purchases over \$5,000 dollars shall be done by formal Request for Bid or Request of Proposal. All other items shall have written quotes. All purchases over \$150 are approved by the City Manager.

Five Year Capital Improvement Program

- Each department is required to develop and annually update a capital improvement plan.
- The Capital Improvement Plan will be a guide to identify long-range capital projects and heavy equipment replacement purchases. The first year CIP (Capital Improvement Plan) is incorporated into the annual budget. The subsequent outlying years are updated and revised each year to reflect the changing needs and priorities of the department heads.

- If needed vehicles and heavy equipment will be either financed through local banks or the Georgia Municipal Association Direct Lease program.

Fixed Assets Policies

- Assets capitalized, not including infrastructure assets, have an original cost of \$5,000, or more and over three years of useful life.
- Useful Lives for infrastructure are estimated based on the City’s historical records of necessary improvements and replacement.
- All reported capital assets are depreciated except for land and construction in progress.
- Depreciation has been calculated on each class of depreciable property using the straight-line method. The estimated useful lives are as follows:

Buildings	25-50 years
Water and Sewer System	30-50 years
Infrastructure	20-35 years
Machinery and Equipment	5-10 years
Improvements	20 years

Basis of Accounting & Budgeting

The basis of accounting and budgeting is the same for the annual audit and the annual budget. Government fund types follow modified basis of accounting, which recognizes revenues in the accounting period in which they become available and expenditures when the obligation is incurred. Propriety fund types will follow full accrual basis, which recognizes transactions when they occur, regardless of time of related cash flow.

Budgeting

The budget process provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided within estimated resources. The budget policy guides this process, with its implementation intended to protect the City’s financial health and stability.

Georgia law (e.g. O.C.G.A. 36-81-2 et seq) establishes the budget requirements for Georgia local governments. The information below provides an outline of the City’s application of those laws. In addition, the City’s Budget shall be adopted and executed in compliance with provisions included in the City’s Code of Ordinances.

The City’s goal will be to adopt operating budgets where current revenues equal expenditures without undue reliance on one-time revenues or reserve funds. By law, budget cannot exceed available resources, defined as revenues generated in the current period added to balances carried forward from prior

years. Temporary cash flow shortages, or operating deficits, may occur during the fiscal year, but total annual expenditures may not exceed a combination of total annual revenues and balances carried forward from prior years.

A balance must be struck between revenues and expenditures, so that the public can realize the benefits of a strong and stable government on a long-term basis. This policy should be applied to budget entities over periods of time which extended beyond current appropriations. The future impacts of budgetary decisions should be considered prior to such changes being approved and the analysis of proposed changes shall be presented in conjunction with consideration of any actions which affect the current or future budget.

All departments supported by the resources of the City must function within the limits of the financial resources identified or available specifically for them. The department director has primary responsibility for proper management of departmental resources. The Finance Department shall monitor budget execution by City departments and work with them to resolve any issues. The Finance Department shall provide the Mayor, City Commission, and City Manager a monthly summary of the budget for each department and fund. Each month a meeting will be held between the City Manager, Finance Director and Budget Officer to discuss any budget issues which have been identified and the status of a resolution.

Budget Cycle



Budget Policies

1. The City of Waycross will prepare and adopt balanced budgets annually for all funds, before the beginning of the fiscal year. A balanced budget is defined as the estimated current expenditures are equal to or less than the estimated current revenues. The City's fiscal year begins on July 1, and ends on June 30.
2. It is the City's policy that the budgets be prepared according to Generally Accepted Accounting Principles. All revenues and expenditures are based on accurate estimates and consider actual history as well as anticipated needs.
3. Equitable replacement and capital improvement budgets are to consider past and future maintenance requirements. Operating budgets will provide sufficient resources for regular maintenance and repair of all assets.
4. The City shall use a decentralized budget process with all departments given an opportunity to participate by their request for personnel, supplies, capital items and services needed to carry on its responsibilities in an exemplary manner.
5. Capital requests are to be included in the annual budget process and a five-year projection of anticipated needs will be included.
6. Enterprise funds shall be self-supporting with current revenues enough to cover current expenditures including debt service and capital improvements.
7. The City will strive to make Special Revenue Funds as self-supporting as possible.
8. Insurance and pension funds shall be maintained with allocations to provide for the level of coverage required and maintain prudent reserves.
9. The City will maintain a budget control system to ensure adherence to the budget and will prepare timely, monthly financial reports, comparing actual revenues, expenditure and encumbrances with budgeted amounts.

Budget Objective by Type of Fund

The following budget objects are established for the different funds the City uses:

- General Fund – The annual budget for the General Fund shall provide for general government operations of the City and maintain working capital necessary for the City's financial health and stability.
- Special Revenue Fund(s) – The City adopts annual budgets for each special revenue fund in existence for the purpose of demonstrating that legally restricted revenue sources are used in compliance with the applicable laws and/or regulations.

- Capital Project Funds(s) – The City adopts project budget for each of its capital projects. These adopted appropriations do not lapse at the end of a fiscal year; rather they remain in effect until project completion or re-appropriation by the City Commission.
- Enterprise Fund(s) – Although generally accepted accounting principles (GAAP) and Georgia statutes do not require the City to adopt budgets for enterprise funds, the City will adopt budgets for its enterprise funds in order to monitor revenues and control expenses. The City will employ a business approach when budgeting enterprise funds. Enterprise funds shall be self-supporting whenever possible and subsidized losses will be minimized when a financial break-even is not possible.

Budget and Expenditure Control

- Each department is responsible for controlling expenditures and expending funds only for items that were budgeted.
- Expenditures shall not exceed the appropriation budget amount.
- No increase in the overall budget for any one department is allowed, unless approval is granted by the City Council.
- Operational control of departmental budgets is maintained by the City's fund management system, which prohibits over spending within a budgetary line item.
- Encumbrances are established on the basis of the issuance of purchase orders.
- Each department has access to the fund management program to monitor and produce reports for their departmental budget line items daily.

Budget Process

Each January each department must submit their yearend projections for the current fiscal year. This information is accumulated to help management forecast the City's financial status for year end. A department head retreat was held with the City manager and the City's department heads. This retreat included a review of goals made for the current fiscal year, programs and projects. They create objectives to be examined by the Mayor and City Commission. The Mayor and City Commission met for an annual retreat. The Mayor and City Commission decided on goals they would like the City employees to accomplish over the next year or two. The department heads' goals, projects and programs were review and discussed. In February, each department can download all budget forms and instructions from the City's Intranet. Once all information has been submitted from each department, the City Manager, Finance Director, and Budget Officer will begin budget review meetings with each division director. After the final budget numbers are calculated, a second meeting is held with the directors to review their edited budgets. Next the Mayor and Commissioners receive a copy of the recommend

budget for review. A budget work session is held with the department head, Mayor and Commissioners to discuss the proposed budget. A public hearing is held a week prior to the adoption of the proposed fiscal year budget. After the budget has been approved, the Budget Officer distributes copies to all departments. The following pages show the Strategic Planning Sessions topics and goals that were discussed.

Strategic Planning Sessions

City Commission Planning Retreat

The Mayor and City Commission met for the 2015 strategic planning session on February 6-7, 2015. The purpose of this retreat was to set the overall objectives for the City and to prioritize the actions to be taken in the upcoming year. This includes reviewing and updating the City's long term financial goals. The City Manager served as the facilitator for the City Commission Retreat and also provided a brief overview to the City Commission of each of the key items discusses and prepared the list of action items developed by the City Commission which will be addressed by the city and department staff.

Since the conclusion of the retreat, several of the action items have been addressed by the city. The remaining action items will be addressed throughout the remainder of Fiscal Year 2015 and also into Fiscal Year 2016. The key topics of discussion along with the list of action items are listed below.

City Parks

- Build shelters for E.E. Moore Park and Bailey Street Park
- Build bathrooms at some of the parks with SPLOST 2014 Funds
- Add more playground equipment to parks with SPLOST 2014 Funds

New Fire Station #4 and a Public Works Facility

- Initiate Architectural Bid Process (City Engineer)

Visitor Center

- SPLOST/CDBG: Raphael Maddox to develop a plan of action for development of a Visitor Center.

National Guard Armory

- Decisions need to be made on this building that was donated to the City of Waycross

Paving/Resurfacing of Roadways

- Complete these projects with the SPLOST 2008 Funds
- Start engineering process for the SPLOST 2014 paving projects

Land Bank

- Create a Land Bank with City and County participation. Community Improvement Director will move forward in seeking to address this action item.

New 2014 SPLOST

- Create 2014 SPLOST Revenue priority listing.

Long Term Financial Goals and Non-Financial Goals

CITY OF WAYCROSS LONG TERM FINANCIAL GOALS	
Anticipated Complete Date	Description of Goals
FY 2016	Perform a Business License Audit of Gross Sales every other year but for only for selected accounts.
FY 2022	Continue to increase the General Fund's fund balance each year by \$50,000 or greater until the General Fund's fund balance reaches \$3.5 million.
FY 2018	Fund a capital reserve account for emergency purchases of vehicles and heavy equipment.
FY 2017	Consolidate all public works housing under the same roof (traffic and building maintenance, garage, highway/streets dept, and garbage department). All these departments are scattered among the city limits. This will save cost on utilities, repairs and maintenance.
FY 2019	Review all unused city properties for the purpose of selling, especially properties on the main thorough ways, and place the revenue into the community development fund for future community improvements.

CITY OF WAYCROSS LONG TERM NON-FINANCIAL GOALS		
Anticipated Complete Date	Description of Goals	Who will be involved
FY 2017	Recodification and Legal Review of the City's Ordinance	City Clerk and City Attorney
FY 2020	Overpass needed on State Funded Highway (Ossie Davis Parkway) for emergency situations between City and County when there are trains coming through town response time will not be interrupted	Local and State Officials, Ware County Gov't, Police Chief and Fire Chief
FY 2017	Improve intergovernmental relationships with state and local governments and include surrounding Cities and Counties. Ultimate goal will be to hear each agency's needs, concerns, and current issues and work together to support and help resolve them	City Manager, Mayor, and Division Directors

Division Head Retreat

February 24, 2015

The division head and managers met for the 2015 staff strategic planning session on February 24, 2015. The purpose of this retreat was to discuss and implement the items the Mayor and Commission developed during the Mayor and Commissioner's strategic planning retreat. These items are listed with in the previous pages. The staff discussed the strengths, challenges, and opportunities that would affect the FY 2016 Budget. Our discussions incorporated a review of those topics, as well as a polling of the participants for any additional items of consideration.

The meeting began at 8:30 AM on Tuesday with a review of the positive actions that had occurred in Waycross over the past year. There were many accomplishments, and there is much to be proud of for the city. We began our discussion of the upcoming challenges the city will be endure during the FY 2016. Again the main concern of the staff is budget restraints and continuing implementing ways to cut cost without cutting services. Below you will find a list of other items of discussion for Fiscal Year 2016 and beyond.

Fire Department

- Upcoming requirements for ISO Rating criteria – relook at 5 year capital plan
- Major roof repairs needed to all three fire stations
- Upcoming fire safety gear replacement for firefighters will be costly – how will this be funded

Police Department

- Upgrading servers and software requirements
- Upgrading and placing video equipment in all patrol vehicles
- Upcoming testing for promotions and funding those promotions
- Replacing of Patrol vehicles - Repairs are costing Maintenance and Repair budget to become larger

Public Works Department

- Maintenance and Repair budget for equipment has been overspent for the last several budget years – When do we begin purchasing new equipment
- Some heavy equipment are parked at the garage cause repairs are too expensive
- Demands for more production, but new equipment is needed to meet these demands

Finance Department

- Performing revenue audits Business License and Hotel/Motel taxes
- Look for an inexpensive document management solutions for retention purposes
- Strategy for increasing the General Fund's Fund Balance

Engineering Department

- Concerns for funding to complete the Federal Highway Administration Retro reflective standards
 - Update and improve the GIS mapping to benefit all departments
 - LMIG Projects for 2015 and 2016
 - Work on bidding and construction for the new Public Works facility and New Fire station #4
-

Budget Calendar

Below is the Budget Calendar for Fiscal Year 2016.

Dates	Description
12/31/14	Mid-Year
01/23/15	FY2015 Projections forms posted on Intranet (COWnet)
01/30/15	Mail request for copy of Audit to various Organizations
02/06-02/07/15	Commission Budget Retreat
02/13/15	FY2015 Projections Due (email to Budget Officer)
02/06/15	Issue 5 Year Capital Plan Forms
02/24/15	Strategic Planning Session with Staff
02/27/15	Deadline to complete 5 Year Capital Plan
03/02/15	Memo to Division head regarding instructions from City Manager and Worksheets displayed on Intranet (COWnet) for FY2016 Budget
DEADLINE <u>03/31/15</u> Return all forms to the Budget Officer	Departmental Expenditures Due Personnel Reclassifications/Additions Overtime Justifications Goals, Long-Term Goals and Significant Prior Year Accomplishments, and Performance Measures
04/21/15	Manager and Division Head Conference Begins
04/23/15	Manager and Division Head Conference Ends
05/15/15	Manager submits Budget Workbooks to Commission
05/15/15	Proposed Budget Summary (Lobby at City Hall)
05/26/15	Commission Budget Work Session @ 4:30 pm
05/28/15	1. First advertisement of Budget Public Hearing to appear in Waycross Journal Herald.
06/02/15	2. Second advertisement to appear in Waycross Journal Herald.
06/09/15	Budget Public Hearing @ 5:00 pm in Commission Chambers
06/16/15	Commission considers and adopts Fiscal Year 2016 Budget

Budget Adoption *(taken from the Charter of the City of Waycross)*

The commission shall administer the affairs of the city through a budget system. At the beginning of each fiscal year, the City Manager shall prepare and submit a balanced budget to the Commission for their approval, a budget of estimated expenses of each department, and the reasons therefore, and of the estimated resources of the city. The City of Waycross annual budget starts on July 1 and ends on June 30 each year. The commission shall make such changes as it deems necessary and proper in said budget, and then adopt same for the guidance of the City Manager and itself in the financial affairs of the city. The City Manager must present good and valid reason to the commission before exceeding the amount allotted to any department, and shall not exceed the allotment of any department without express consent and approval of the commission, with good reason shown therefore.

At least seven days prior to the approval of the budget by the Commission, the City Manager shall conduct a public hearing at City Hall on the proposed budget. Notice of the Public Hearing shall be published in the official organ of Ware County, Georgia, at least ten days prior to the hearing, and at least two separate times.

Budget Amendment Process

The legal level of budgetary control for the City of Waycross is at the departmental level. All division head personnel and supervisors have access to our Fund Management software so they can monitor and print reports as needed to keep a perceptive overview of their budgeted accounts.

Monthly the Accounting Department issues financial reports to the City Commission, City Manager and Finance Director. These reports are used as tools to summarize the financial position of the city. These reports include both expenditures and revenues for all budgets as they relate to the allocations on a month-to-month basis. The goal of 8.33% used each month from the normal operational expenditures is a guide for all departments. Also, a synopsis of the cash on hand for each fund (including all grants and capital improvement funds) are included to show the financial status of the organization. The City Manager, Finance Director and department heads review these reports and take the necessary steps within their power to correct any deficiencies and, if necessary request budget amendments. The procedures for budget changes and amendment follows.

Purpose:

To establish a procedure for transfer of budgeted funds from originally planned accounts to other accounts as need arises during the fiscal year.

General:

Depending on circumstances during the fiscal year, a department or division head may have some budget accounts that have more funds than will be needed. On the other hand, he may also have other accounts that have required more funds than originally planned. This procedure shall provide the avenue by which unused areas of departmental funds can be shifted to needed accounts.

Procedures:

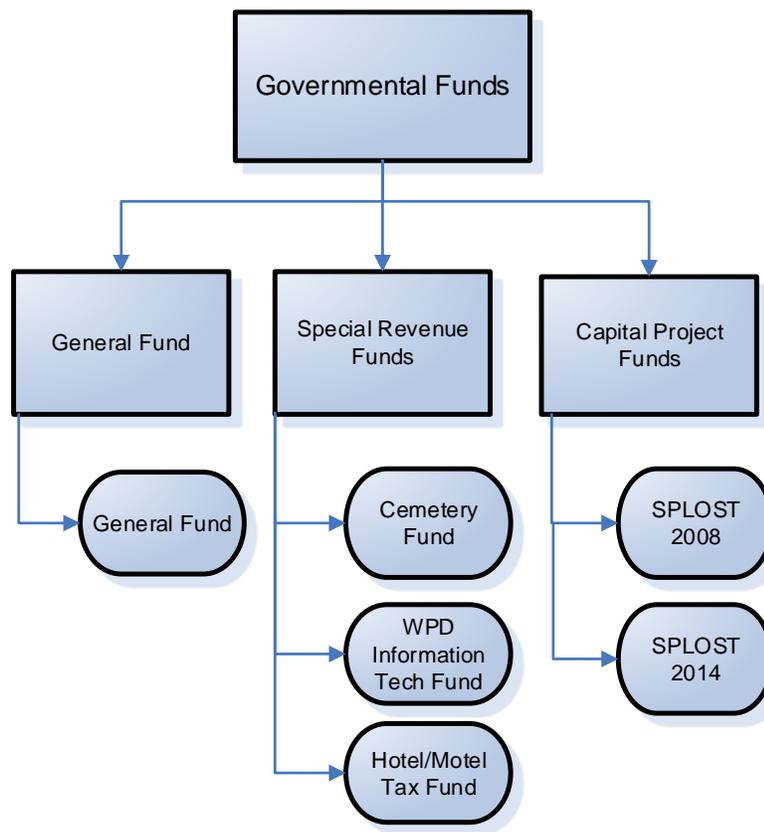
The department head shall fully explain the reason for the transfer and receive written approval from the division head. The City Manager is authorized to transfer budget amounts between line items within any department in conjunction with the department head; however, any revisions that alter the total appropriations of any department or fund must be approved by the City Commission. Therefore, the level of budgetary responsibility is by department-level appropriations.

FUNDS, DEBT SUMMARY, & FINANCIAL TRENDS



The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that consist of assets, liabilities, fund equity, revenues, and expenditures, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. There are two kinds of fund structures: Governmental and Proprietary.

City of Waycross FY 2016 Governmental Fund Structure



The City utilizes three (3) major governmental fund types: General Fund, Special Revenue, and Capital Project. The funds in this budget are grouped into generic fund types and two broad fund categories as follows:

Governmental Funds

General Fund – This fund is the main operating fund of the City. The fund is used to account for all financial resources not accounted for in other funds. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges and capital improvement costs that are not paid through other funds are paid from the General Fund.

Special Revenue Funds – Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The City of Waycross has three special revenue funds: Cemetery Fund, Waycross Police Department (WPD) Information Technology Fund, and Hotel/Motel Tax Fund.

Cemetery Fund – The Cemetery Fund is used to account for the day to day operations of the three cemeteries that the city owns. All revenues are generated through charges that pertain to monument fees, internment fees, and grave location fees.

WPD IT Technology Fund – This fund is used to account for proceeds of a specific revenue source that is collected from fines within the police department.

Hotel/Motel Tax Fund – This fund is used to account for the Hotel/Motel taxes collected as required by general law.

Capital Project Funds – Used to account for the accumulation of resources for and the acquisition or construction of major capital facilities (other than those financed by proprietary funds). A Special Purpose Local Option Sales Tax of 1% was approved by the voters in February 2014. For the SPLOST 2008 we should be completed with those projects this budget year.

Special Purpose Local Option Sales Tax (SPLOST) Fund 2014– This fund will be used to account for capital projects financed from SPLOST fund. This SPLOST revenue is dedicated to the following capital projects:

Pave dirt roads and resurface streets, sidewalk and traffic improvements, expand water/sewer mains, infrastructure improvements, purchase a fire

pumper and build a remote fire station, building renovations, build a new Public Works facility, and upgrade our City Parks.

On the following pages you will find reports for the following:

All Governmental Fund Types:

Combined Statement of Budgeted Revenues and Expenditures

(Note: In reference to the combined statement for governmental funds, the revenues are listed by major source and the expenditures are listed by major function and department. The operating transfers are listed as both “in” and “out”).

General Fund:

General Fund Expenditure Summary

General Fund Revenue Summary

General Fund Summary of Revenues and Expenditures

Cemetery Fund:

Cemetery Fund Summary of Revenues and Expenditures

Hotel/Motel Tax Fund:

Hotel/Motel Tax Fund Summary of Revenues and Expenditures

WPD Information Technology Fund:

WPD Information Technology Fund Summary of Revenues and Expenditures

Special Purpose Local Option Sales Tax Fund 2008:

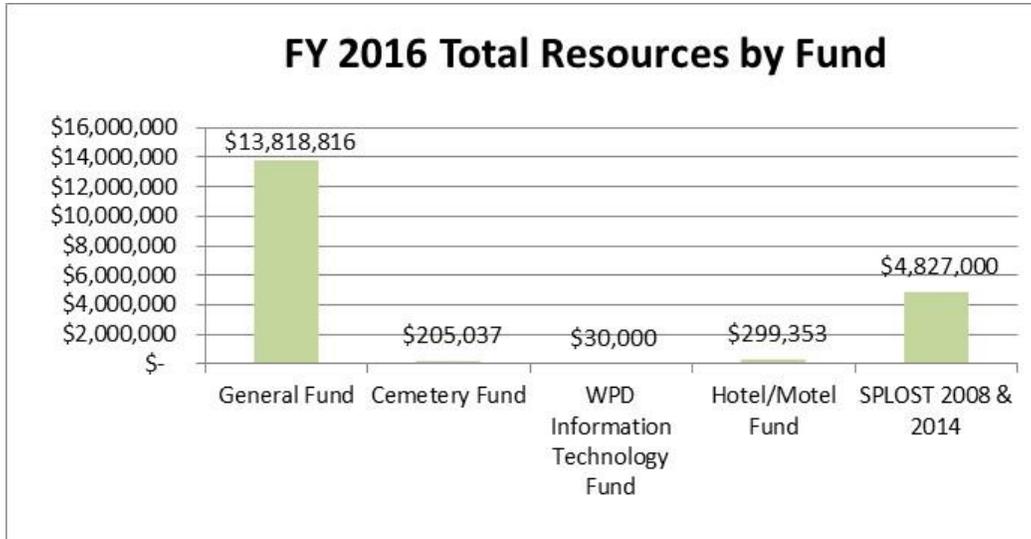
Special Purpose Local Option Sales Tax Fund 2008 Summary of Revenues and Expenditures

All Government Fund Types in FY 2016

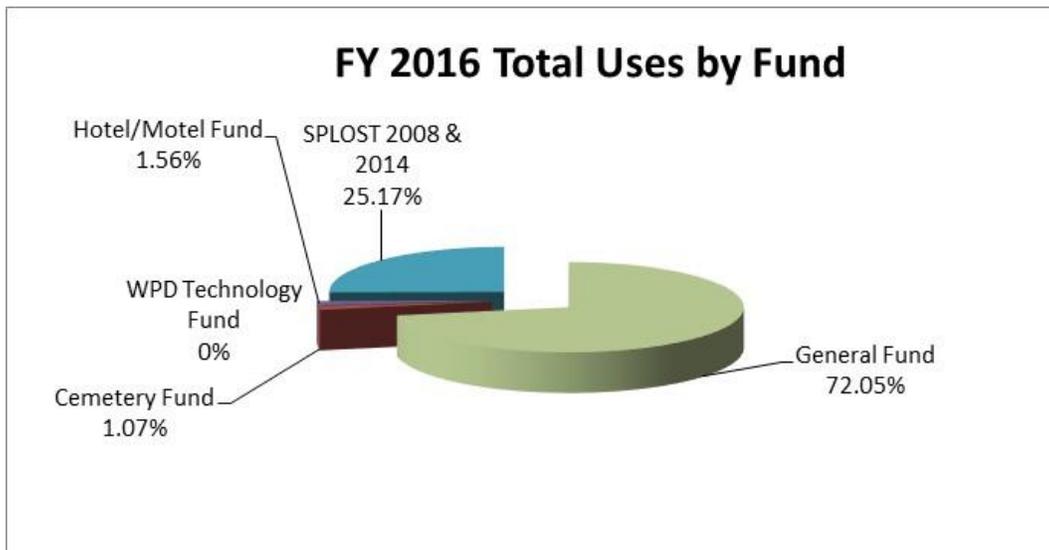
Combined Statement of Budgeted Revenues and Expenditures

	General	Cemetery Fund	WPD IT Fund	Hotel/Motel Tax Fund	SPLOST 2008 & 2014
Resources					
Revenues					
Taxes	\$ 9,554,902	\$ -	\$ -	\$ 299,353	\$ 1,797,000
Licenses and Permits	857,600	-	-	-	-
Fines and Forfeitures	504,000	-	30,000	-	-
Charges for Services	180,900	121,000	-	-	-
Intergovernmental	27,000	-	-	-	-
Interest & Rents	4,500	-	-	-	-
Other	190,500	-	-	-	3,030,000
Total Revenues	\$ 11,319,402	\$ 121,000	\$ 30,000	\$ 299,353	\$ 4,827,000
Operating Transfers In					
General Fund	-	44,037	-	-	-
Water & Sewer Fund	1,735,934	-	-	-	-
Special Purpose Sales Tax	300,000	-	-	-	-
Cemetery Fund	25,845	-	-	-	-
Waste Management Fund	437,635	-	-	-	-
Community Improvement Fd	-	-	-	-	-
Other	-	40,000	-	-	-
Total Transfers In	\$ 2,499,414	\$ 84,037	\$ -	\$ -	\$ -
TOTAL RESOURCES	\$ 13,818,816	\$ 205,037	\$ 30,000	\$ 299,353	\$ 4,827,000
Uses					
Expenditures					
General Government	\$ 2,138,890	\$ -	\$ -	\$ 120,473	\$ -
Public Safety	7,813,947	-	30,000	-	-
Public Works	1,400,372	-	-	-	-
Cemetery	-	168,526	-	-	-
Community Improvement	463,662	-	-	-	-
Engineering	1,576,116	-	-	-	-
Capital Outlay	153,900	-	-	-	4,827,000
Reimbursements	-	-	-	-	-
	\$ 13,546,887	\$ 168,526	\$ 30,000	\$ 120,473	\$ 4,827,000
Operating Transfers Out					
Data Processing	\$ -	\$ -	\$ -	\$ -	\$ -
Public Buildings	-	-	-	-	-
Waste Management	-	-	-	-	-
Cemetery	44,037	-	-	-	-
City Garage	218,650	10,666	-	-	-
City Auditorium	9,242	-	-	-	-
General Fund	-	25,845	-	178,880	-
Total Transfers Out	\$ 271,929	\$ 36,511	\$ -	\$ 178,880	\$ -
TOTAL USES	\$ 13,818,816	\$ 205,037	\$ 30,000	\$ 299,353	\$ 4,827,000
Net Resources	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 398,090	\$ 78,253	\$ 16,020	\$ 26,044	\$ 4,321,670
Ending Fund Balance	\$ 398,090	\$ 78,253	\$ 16,020	\$ 26,044	\$ 4,321,670

The following bar graph illustrates the total FY 2016 budgeted revenues for all Governmental Funds.



The following pie graph illustrates the total FY 2016 budgeted expenditures for all Governmental Funds.



General Fund Expenditure Summary

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
General Government					
Mayor	\$25,012	\$26,666	\$28,176	\$24,796	\$29,305
City Commissioners	89,383	103,385	106,756	103,433	106,992
Elections	124	13,629	100	0	25,000
City Attorney	83,018	103,572	92,023	94,623	94,000
City Auditor	29,500	29,500	29,500	29,500	29,500
Municipal Court Judge	69,311	66,438	73,600	67,504	73,600
City Manager	241,253	246,038	229,155	244,990	256,300
Channel 42	111,924	145,382	163,721	155,186	223,445
Finance	253,151	253,075	255,663	255,024	271,761
Purchasing	261,302	217,175	220,078	218,544	188,806
Accounting	311,204	319,480	322,920	311,456	318,260
Human Resources	194,999	200,627	242,400	231,837	332,538
Non-Operating	206,761	273,595	283,083	277,583	303,683
Transfer to Data Processing	71,310	0	0	0	0
Transfer to Public Buildings	51,234	0	0	0	0
Transfer to Garage Fund	210,420	214,561	216,327	216,327	218,650
Transfer to City Auditorium Fund		0	5,701	5,701	9,242
Transfer to Cemetery Fund	60,572	36,450	45,212	45,212	44,037
Total General Government	\$2,270,478	\$2,249,573	\$2,314,415	\$2,281,716	\$2,525,119
Public Safety					
Police Department	\$4,359,595	\$4,513,054	\$4,490,240	\$4,289,113	\$4,553,045
Fire Department	3,374,509	3,392,604	3,251,895	3,338,275	3,300,402
Total Public Safety	\$7,734,104	\$7,905,658	\$7,742,135	\$7,627,388	\$7,853,447
Public Works					
Administration	\$144,434	\$145,881	\$150,717	\$147,211	\$153,962
Highways & Streets	1,269,707	1,210,975	1,244,844	1,202,963	1,246,510
Total Public Works	\$1,414,141	\$1,356,856	\$1,395,561	\$1,350,174	\$1,400,472
Community Improvement					
Animal Control	\$56,097	\$57,618	\$58,231	\$56,774	\$61,490
Inspections/Code Enforcement	\$224,592	\$213,578	\$230,309	\$217,910	\$242,830
Administration/Grants	151,730	155,281	142,660	142,702	159,342
Total Community Improvement	\$432,419	\$426,477	\$431,200	\$417,386	\$463,662
Engineering					
Engineering	\$433,034	\$458,468	\$477,108	\$449,002	\$475,173
Infrastructure Construction	206,275	205,235	297,938	265,229	308,628
Traffic	203,602	201,344	219,074	214,214	213,910
Public Buildings	98,701	158,740	169,843	173,554	223,405
Street Lights	318,594	344,673	350,000	381,333	355,000
Total Engineering	\$1,260,206	\$1,368,460	\$1,513,963	\$1,483,332	\$1,576,116
Total General Fund	\$13,111,348	\$13,307,023	\$13,397,274	\$13,159,996	\$13,818,816

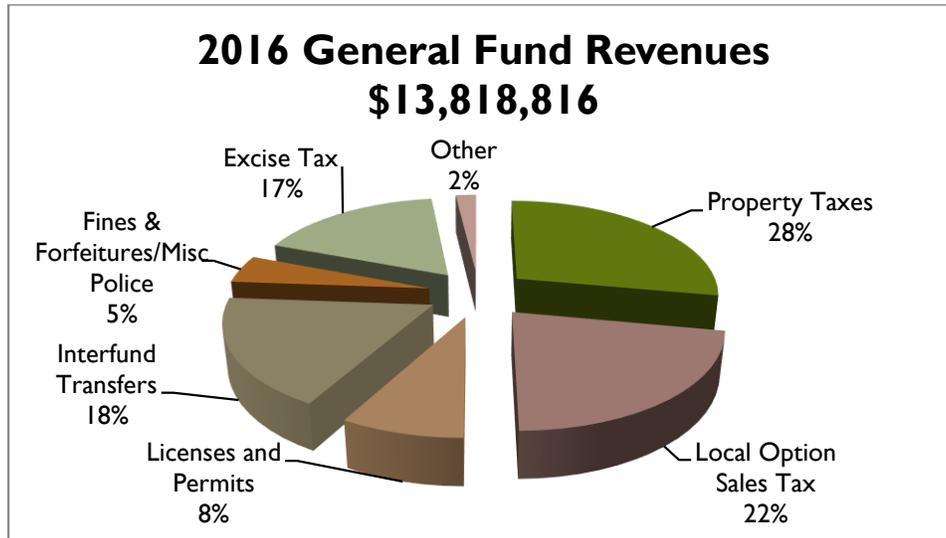
General Fund Revenue Summary

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Property Taxes					
Current Property Tax	\$2,906,629	\$2,672,241	\$3,100,000	\$2,863,363	\$3,100,000
Timber Tax	0	0	0	50	0
Delinquent Tax	106,688	288,217	90,000	208,371	185,000
Motor Vehicle	258,876	275,224	250,000	134,224	145,938
Titlte Ad Valorem Tax - TAVT	72,010	293,418	280,000	301,417	290,000
Railroad Equip Tax	64,508	69,536	68,000	75,394	69,000
Real Estate-Intangible	17,887	14,228	15,000	32,380	30,000
Occupational Sales Tax	705,348	863,322	805,000	794,411	805,000
Interest & Penalties	22,736	29,165	20,000	42,650	38,000
Total Property Taxes	\$4,154,680	\$4,505,351	\$4,628,000	\$4,452,260	\$4,662,938
Sales Tax					
Local Option Sales Tax	\$3,534,581	\$2,834,559	\$3,045,431	\$2,973,823	\$3,045,431
Total Sales Tax	\$3,534,581	\$2,834,559	\$3,045,431	\$2,973,823	\$3,045,431
Excise Tax					
Utility Franchise Tax	\$1,242,729	\$1,154,004	\$1,350,000	\$1,212,752	\$1,350,000
Hotel/Motel Tax	168,244	175,652	162,000	196,471	178,880
Mixed Drink Tax	14,083	18,353	16,000	19,475	19,000
Engery Excise Tax	717	9,268	6,500	36,222	40,000
Insurance Tax	729,815	755,654	756,000	790,198	800,000
Total Excise Tax	\$2,155,588	\$2,112,931	\$2,290,500	\$2,255,118	\$2,387,880
Alcohol Wholesale Tax					
Liquor & Wine Tax	\$51,301	\$46,949	\$48,653	\$45,719	\$48,653
Beer Tax	208,971	212,324	210,000	218,602	215,000
Total Alcohol Wholesale Tax	\$260,272	\$259,273	\$258,653	\$264,321	\$263,653
Permits					
Building Permits	\$34,003	\$26,895	\$30,000	\$44,820	\$30,000
Fire Inspection Permits	92	132	500	68	500
Plumbing Permits	2,833	3,476	3,000	3,648	3,000
Electrical Permits	7,800	7,860	9,000	8,805	9,000
Mechanical Permits	2,408	2,132	6,000	3,038	6,000
Mobile Home Permits	300	904	500	175	500
House Moving Permits	75	225	300	0	300
Signs Permits	2,815	1,740	3,000	4,394	3,000
Miscellaneous Permits	0	0	300	0	300
Total Permits	\$50,326	\$43,364	\$52,600	\$64,948	\$52,600
Intergovernmental Revenue					
Housing Authority Taxes	\$25,685	\$27,068	\$27,000	\$24,304	\$27,000
Total Intergovernmental	\$25,685	\$27,068	\$27,000	\$24,304	\$27,000
Miscellaneous Fees					
Planning & Development	\$0	\$0	\$0	\$0	\$0
Variance Fees	1,212	1,320	1,300	770	1,300
Special Exception Fees	0	0	500	35	500
Rezoning Fees	400	720	500	620	500
Sub-Division Fees	0	0	100	0	100

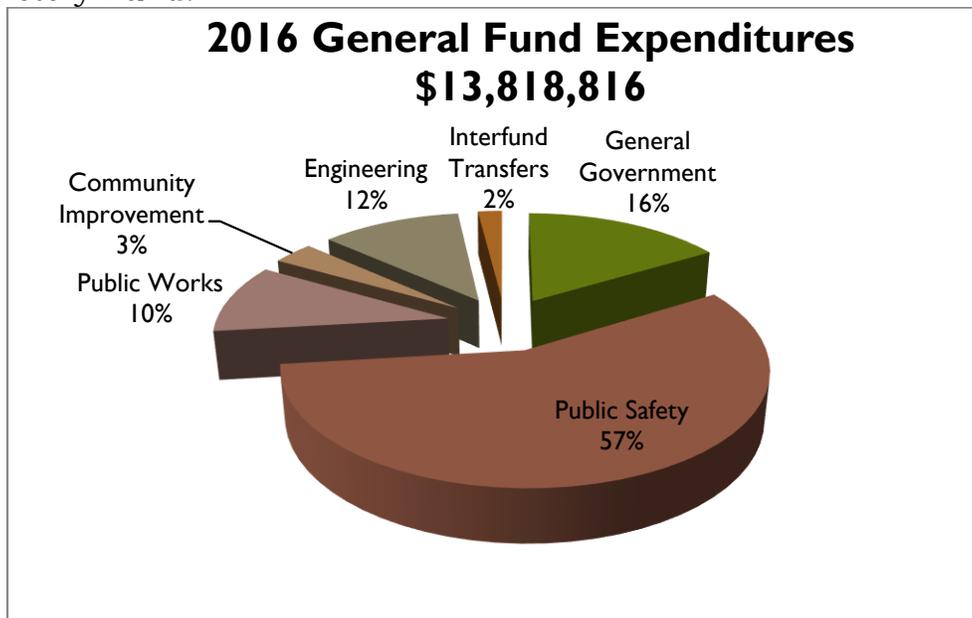
General Fund Revenue Summary (cont'd)

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Miscellaneous Fees	2,032	3,464	5,000	1,751	5,000
Demolition Fees	550	525	1,000	1,125	1,000
Vacancy Inspection Fee	3,440	3,300	3,500	3,020	3,500
Misc Reports/Code/Zoning	92	1,725	500	116	500
Election Qualifying Fee	0	720	1,000	0	1,000
Driveways & Culverts Revenue	104	2,172	1,000	677	1,000
Total Miscellaneous Fees	\$7,830	\$13,946	\$14,400	\$8,114	\$14,400
Miscellaneous Police Fees					
Reimb: Housing Authority	\$0	\$0	\$0	\$0	\$0
Reimb: Board of Ed-SRO	108,963	113,905	110,000	108,082	114,000
Probationary Fees	45	0	0	15	0
Misc Police Fees	26,813	22,914	25,000	25,586	25,000
Total Miscellaneous Police Fees	\$135,821	\$136,819	\$135,000	\$133,683	\$139,000
Channel 42					
Channel 42 City Revenue	\$30,772	\$26,046	\$27,300	\$29,743	\$27,500
Split Fees	110	0	0	0	0
Total Channel 42 Fees	\$30,882	\$26,046	\$27,300	\$29,743	\$27,500
Fines & Forfeiture					
Court Fines & Forfeitures	\$417,275	\$353,292	\$475,000	\$389,635	\$475,000
Court Probationary Fees	9,662	4,617	9,000	472	9,000
Municipal Court Attorney Fees	16,134	15,169	20,000	17,360	20,000
Total Fines & Forfeiture Revenue	\$443,071	\$373,078	\$504,000	\$407,467	\$504,000
Interest Income					
Cash in Bank Interest	\$0	\$0	\$0	\$0	\$0
Bond Deposit Interest	281	208	500	242	500
Public Funds Interest	871	723	4,000	552	4,000
Total Interest & Income	\$1,152	\$931	\$4,500	\$794	\$4,500
Miscellaneous Revenue					
Rental Income	0	0	0	0	0
Humane Society Revenue (County)	93,667	140,500	140,500	140,500	140,500
Miscellaneous Receipts	100,607	1,115	10,000	850	10,000
Surplus Property Sales	14,152	59,181	40,000	19,802	40,000
Total Miscellaneous Revenue	\$208,426	\$200,796	\$190,500	\$161,152	\$190,500
Other Financing Sources					
Water & Sewer Fund	\$1,130,973	\$1,478,339	\$1,600,513	\$1,600,513	\$1,735,934
SPLOST	14,954	0	150,000	150,000	300,000
Cemetery Fund	25,845	25,845	25,845	25,845	25,845
Reimb: WM-Dumpster		152,010	151,911	151,911	146,015
Waste Management	291,620	334,470	291,620	291,620	291,620
Transfer In Internal Service Funds	325,000	426,578	0	0	0
Community Improvement	0	0	0	0	0
Fund Balance	0	0	0	0	0
Total Other Financing Sources	\$1,788,392	\$2,417,242	\$2,219,889	\$2,219,889	\$2,499,414
Total General Fund Revenue	\$12,796,706	\$12,951,404	\$13,397,773	\$12,995,616	\$13,818,816

The graph below illustrates the major categories of the General Fund revenue anticipated by the City for FY 2016. Property taxes and Sales taxes are the largest source of revenue followed by Interfund Transfers. These sources make up 68% of the General Fund. The remaining revenues include Licenses and Permits, Fines & Forfeitures, Excise Tax, and Other.



The graph below illustrates the major categories of General Fund expenditures by function. The Public Safety function, which includes the Police and Fire Departments accounts for the largest appropriation in the General Fund at 57%. Interfund Transfers are allocations for the Internal Service Funds and Cemetery Fund.



Cemetery Fund Summary

This department is under the Public Works Director’s supervision. Responsibilities include maintaining the three cemeteries within the City. The sale of cemetery lots as well as issuing monument and burial permits is handled by this department.

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
RESOURCES					
Revenue					
Cemetery Lots	\$44,450	\$41,450	\$50,000	\$43,300	\$50,000
Interment Fees	\$59,380	\$63,175	\$60,000	\$57,500	\$60,000
Monument & Transfer Fee	\$10,176	\$9,780	\$11,000	\$9,052	\$11,000
Miscellaneous Revenue	0	0	0	0	0
Total Revenues	\$114,006	\$114,405	\$121,000	\$109,852	\$121,000
Operating Transfers In					
General Fund	\$60,572	\$36,450	\$45,322	\$45,212	\$44,037
Cemetery Trust Fund	\$0	\$45,309	\$45,543	\$0	\$40,000
Total Transfers In	\$60,572	\$81,759	\$90,865	\$45,212	\$84,037
Total Resources	\$174,578	\$196,164	\$211,865	\$155,064	\$205,037
Uses					
Expenditures					
Personal Service	\$100,873	\$101,322	\$99,942	\$102,207	\$102,735
Contractual Services	29,115	27,596	35,000	25,128	35,000
Travel & Training	0	0	0	0	0
Other Operating Expenses	51,825	55,220	57,370	55,601	56,636
Capital Outlay	0	0	9,000	8,316	0
Total Expenditures	\$181,813	\$184,138	\$201,312	\$191,252	\$194,371
Operating Transfers Out					
Operating Transfers	\$10,521	\$10,466	\$10,553	\$10,553	\$10,666
Total Transfers Out	\$10,521	\$10,466	\$10,553	\$10,553	\$10,666
Total Uses	\$192,334	\$194,604	\$211,865	\$201,805	\$205,037

WPD Information Technology Fund Summary

This fund created by state law in 2005 is used to account for proceeds of a specific revenue source that is collected from fines within the police department. The police chief must approve the spending of these revenues.

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
RESOURCES					
Revenue					
IT Revenue Fees	\$17,820	\$16,688	\$15,000	\$8,316	\$15,000
Fund Balance					\$15,000
Total Revenues	<u>\$17,820</u>	<u>\$16,688</u>	<u>\$15,000</u>	<u>\$8,316</u>	<u>\$30,000</u>
Operating Transfers In					
Operating Transfers					
Total Transfers In	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Resources	<u>\$17,820</u>	<u>\$16,688</u>	<u>\$15,000</u>	<u>\$8,316</u>	<u>\$30,000</u>
Uses					
Expenditures					
Computers/Equipment	\$10,629	\$17,217	\$15,000	\$20,075	\$30,000
Total Expenditures	<u>\$10,629</u>	<u>\$17,217</u>	<u>\$15,000</u>	<u>\$20,075</u>	<u>\$30,000</u>
Operating Transfers Out					
Operating Transfers	\$0	\$0	\$0	\$0	\$0
Total Transfers Out	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Uses	<u>\$10,629</u>	<u>\$17,217</u>	<u>\$15,000</u>	<u>\$20,075</u>	<u>\$30,000</u>

Hotel/Motel Tax Fund Summary

This fund is for Hotel/Motel taxes collected to support tourism. Forty percent of the taxes collected are used to promote Tourism for the city. The remainder of the collections are available for General Fund use.

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
RESOURCES					
Revenue					
Hotel/Motel Tax Revenue	\$280,759	\$293,192	\$271,500	\$327,452	\$299,353
Interest	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$280,759	\$293,192	\$271,500	\$327,452	\$299,353
Operating Transfers In					
Transfers Ins	\$0	\$0	\$0	\$0	\$0
Total Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$280,759	\$293,192	\$271,500	\$327,452	\$299,353
Uses					
Expenditures					
Personal Services		\$21,350	\$18,101	\$18,735	\$20,969
Travel & Training	\$0	\$1,522	\$1,500	\$1,699	\$2,000
Other Operating Expenses	\$87,756	\$93,527	\$89,899	\$88,461	\$97,504
Total Expenditures	\$87,756	\$116,399	\$109,500	\$108,895	\$120,473
Operating Transfers Out					
Operating Transfers	\$168,244	\$175,652	\$162,000	\$196,471	\$178,880
Total Transfers Out	\$168,244	\$175,652	\$162,000	\$196,471	\$178,880
Total Uses	\$256,000	\$292,051	\$271,500	\$305,366	\$299,353

SPLOST 2014 Fund Summary

In 2014 voters approved a Special Purpose Local Option Sales Tax to fund a list of specifically identified capital projects. This sales tax will begin to be collected in October, 2014 and is split between the County and City based upon an agreed formula.

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
RESOURCES					
Revenue					
SPLOST Revenue			\$1,180,125	\$1,491,540	\$1,797,000
Interest					
Fund Balance					
Total Revenues	\$0	\$0	\$1,180,125	\$1,491,540	\$1,797,000
Operating Transfers In					
Transfers Ins	\$0	\$0	\$0	\$0	\$0
Total Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$0	\$0	\$1,180,125	\$1,491,540	\$1,797,000
Uses					
Expenditures					
Engineering Road and Streets			\$700,000	\$0	\$0
Equipment (Heavy)			0	0	100,000
Public Safety and Special Purpose Vehicles			0	0	247,000
Fire Station #4 Construction			0	0	500,000
Public Facility Imp, Demotlition & Prop Acq			480,125	0	800,000
Water/Sewer Rehab & Expan			0	0	0
Information Technology			0	0	0
DWDA Projects			0	0	0
City Parks Improvements			0	0	150,000
Total Expenditures	\$0	\$0	\$1,180,125	\$0	\$1,797,000
Operating Transfers Out					
Operating Transfers	\$0	\$0	\$0	\$0	\$0
Total Transfers Out	\$0	\$0	\$0	\$0	\$0
Total Uses	\$0	\$0	\$1,180,125	\$0	\$1,797,000

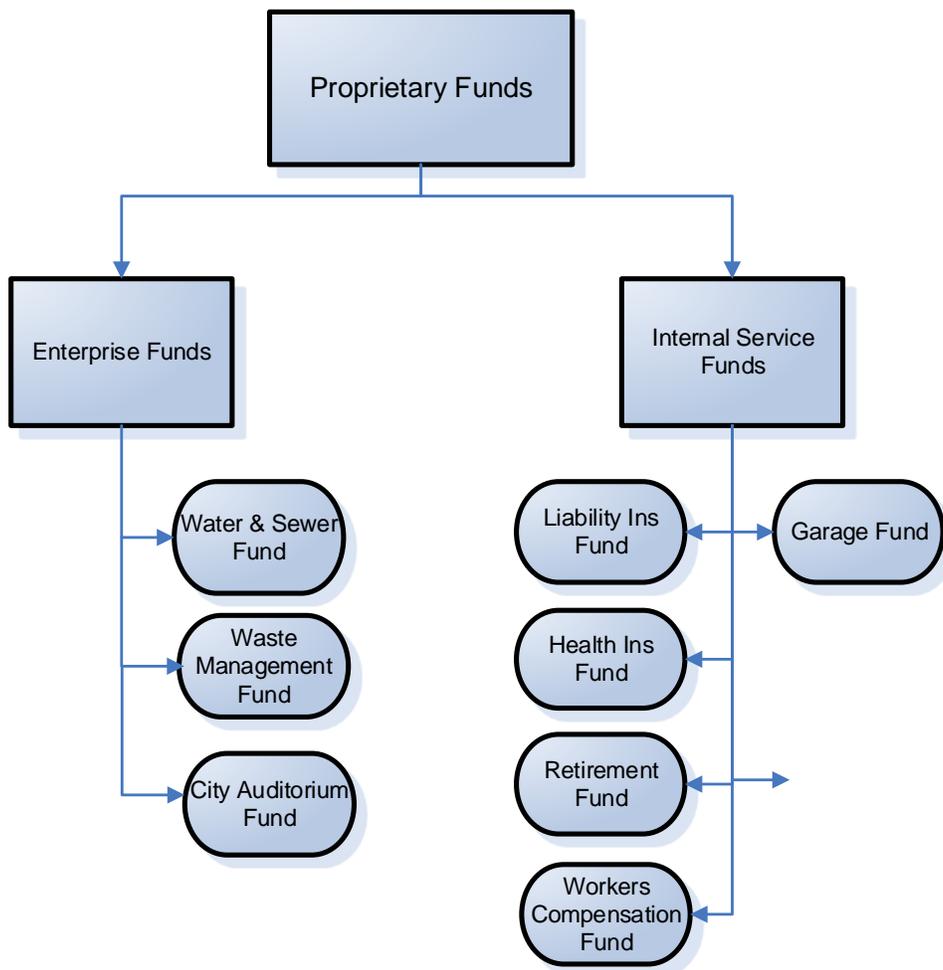
SPLOST 2008 Fund Summary

In 2008 voters approved a Special Purpose Local Option Sales Tax to fund a list of specifically identified capital projects. This sales tax will begin to be collected in October, 2008 and is split between the County and City based upon an agreed formula.

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
RESOURCES					
Revenue					
SPLOST Revenue	\$1,859,028	\$1,765,711	\$250,000	\$204,322	\$0
Interest	\$3,496	\$2,375	\$0	\$0	\$0
Fund Balance		\$0	\$4,000,000	\$0	\$3,030,000
Total Revenues	\$1,862,524	\$1,768,086	\$4,250,000	\$204,322	\$3,030,000
Operating Transfers In					
Transfers Ins	\$0	\$0	\$0	\$0	\$0
Total Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$1,862,524	\$1,768,086	\$4,250,000	\$204,322	\$3,030,000
Uses					
Expenditures					
Engineering Projects	\$44,383	\$146,006	\$2,000,000	\$956,161	\$850,000
Public Buildings	0	0	0	0	0
Police Special Purpose Vehicles		276,170	0	69,310	0
Fire Dept Projects	0	358,640	0	0	0
Property Acq & Demolition	0	43,297	500,000	21,477	300,000
Water/Sewer Rehab & Expar	0	0	300,000	93,893	800,000
Information Technology	0	5,320	0	0	0
DDA Projects	0	263,483	0	123,776	0
Public Works Facility/Armory	0	0	900,000	0	900,000
Public Buildings-City Hall		4,572	400,000	258,016	150,000
Rehab City Auditorium	156,082	1,504,645	150,000	87,155	30,000
Total Expenditures	\$200,465	\$2,602,133	\$4,250,000	\$1,609,788	\$3,030,000
Operating Transfers Out					
Operating Transfers	\$0	\$0	\$0	\$0	\$0
Total Transfers Out	\$0	\$0	\$0	\$0	\$0
Total Uses	\$200,465	\$2,602,133	\$4,250,000	\$1,609,788	\$3,030,000

As stated earlier the accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The Governmental Fund structure was presented. Proprietary funds account for all assets, liabilities, equities, revenues and expenses and transfers relating to the government’s business type activities, where net income and capital maintenance are measured. In addition to the Governmental Funds, the City of Waycross utilizes two (2) proprietary fund types: Enterprise Funds and Internal Service Funds.

City of Waycross
FY 2016 Proprietary Fund Structure



Proprietary Funds

Enterprise Funds - These funds are used to report any activity for which a fee is charged to external users for goods or services. These activities are required to be reported as enterprise funds.

Water and Sewer Fund - This fund is used to account for the provision of water and sewer services to the residents of the City. Activities of the fund include administration, operations and maintenance of the water and sewer system and billing and collection activities. The fund also accounts for the accumulation of resources for, and the payment of, long-term debt principal and interest for water and sewer debt. All costs are financed through charges to utility customers with rates review regularly and adjusted if necessary to insure integrity of the funds.

Waste Management Fund – This fund is used to account for operations of solid waste collection and disposal services. All costs are financed through charges to sanitation customers.

City Auditorium Fund – This fund is used to account for operations of the newly renovated auditorium. The income for this fund consist of Rental Fees and Deposits set by the City Commission. These fees are collected 30 days prior to the event.

Internal Service Funds – The Internal Service Fund is used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost-reimbursement basis.

On the following pages you will find reports for the following:

All Proprietary Fund Types

Combined Statement of Budgeted Revenues and Expenditures

Water and Sewer Fund:

Water and Sewer Fund Summary of Revenue and Expenditures

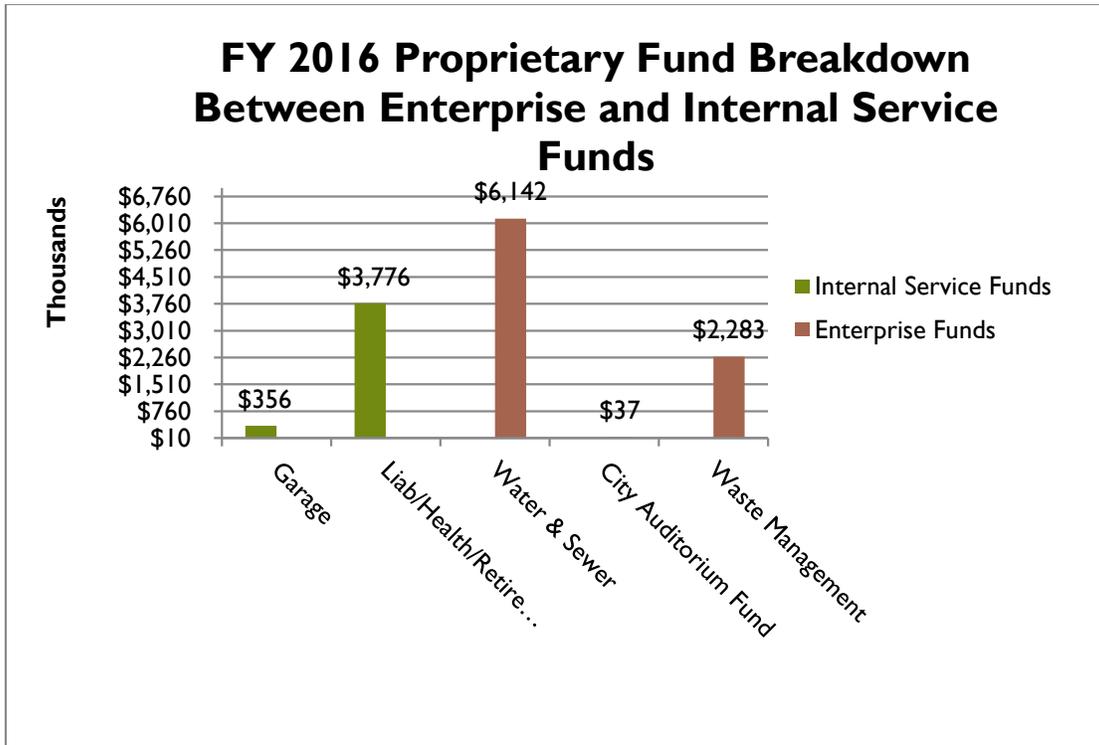
Waste Management Fund:

Waste Management Summary of Revenue and Expenditures

All Proprietary Fund Types in FY 2016
Combined Statement of Budgeted Revenues and Expenditures

	(Internal Service Funds)					Total
	Water & Sewer Fund	Waste Management	City Auditorium	Garage	Liab/Health Retirement Workers Comp	
Operating Revenues:						
Charges for Services	\$5,101,000	\$2,282,541	\$28,000	\$0	\$0	\$7,411,541
Miscellaneous Revenue	1,040,500	0	0	0	0	1,040,500
Total Revenues	\$6,141,500	\$2,282,541	\$28,000	\$0	\$0	\$8,452,041
Transfers In						
Transfers In	\$0	\$0	\$9,242	\$355,528	\$3,776,433	\$4,141,203
Total Transfers In	\$0	\$0	\$9,242	\$355,528	\$3,776,433	\$4,141,203
Total Revenues	\$6,141,500	\$2,282,541	\$37,242	\$355,528	\$3,776,433	\$12,593,244
Operating Expenditures:						
Personal Services	\$0	\$307,720	\$10,748	\$306,951	\$0	\$625,419
Contractual Services	2,499,300	1,188,812		0	0	\$3,688,112
Travel & Training	0	1,000		0	0	\$1,000
Other Operating Exp	436,782	191,158	25,494	48,577	3,776,433	\$4,478,444
Capital Outlay	442,042	78,000	1,000	0	0	\$521,042
Debt Service	979,452	0		0	0	\$979,452
	\$4,357,576	\$1,766,690	\$37,242	\$355,528	\$3,776,433	\$10,293,469
Transfers Out						
Garage Fund	\$47,990	\$78,216	\$0	\$0	\$0	\$126,206
Data Processing	0	0	0	0	0	\$0
Public Buildings	0	0	0	0	0	\$0
General Fund	1,735,934	437,635	0	0	0	\$2,173,569
Total Transfers Out	\$1,783,924	\$515,851	\$0	\$0	\$0	\$2,299,775
Total Expenditures	\$6,141,500	\$2,282,541	\$37,242	\$355,528	\$3,776,433	\$12,593,244

The following graph illustrates a breakdown of the total amount of Proprietary Funds \$12,593,244, between Internal Service and Enterprise Funds.



Enterprise Funds

Water & Sewer Fund Summary

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Operating Revenues					
Utility Service Fees	\$5,128,764	\$5,066,211	\$5,101,000	\$5,066,701	\$5,101,000
Water/Sewer Taps	\$9,475	\$8,343	\$12,000	\$18,183	\$13,500
Loads to Disposal	\$384,399	\$217,259	\$250,000	\$373,198	\$325,000
Miscellaneous Revenue	630,325	686,854	801,175	733,046	702,000
Total Operating Revenues	\$6,152,964	\$5,978,667	\$6,164,175	\$6,191,128	\$6,141,500
Operating Transfers In					
Interfund Transfers	\$0	\$0	\$0	\$0	\$0
Total Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$6,152,964	\$5,978,667	\$6,164,175	\$6,191,128	\$6,141,500
Operating Expenditures					
Water & Sewer Operations	\$3,105,860	\$3,147,627	\$3,536,723	\$3,229,555	\$3,378,124
Water & Sewer Construction	0	0	0	0	0
Laboratory	0	0	0	0	0
Meter Readers	0	0	0	0	0
Wastewater Treatment Plant	0	0	0	0	0
Non-Operating	1,041,530	978,326	979,453	978,077	979,452
Total Operating Expenditures	\$4,147,390	\$4,125,953	\$4,516,176	\$4,207,632	\$4,357,576
Other Financing Uses:					
Interfund Transfers	1,449,476	1,525,437	1,647,999	1,647,999	1,783,924
Total Other Financing Uses:	\$1,449,476	\$1,525,437	\$1,647,999	\$1,647,999	\$1,783,924
Total Expenditures	\$5,596,866	\$5,651,390	\$6,164,175	\$5,855,631	\$6,141,500

Waste Management Fund Summary

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Operating Revenues					
Residential Garbage Fees	\$854,692	\$854,374	\$855,185	\$856,466	\$942,161
Trash Collection Fees	488,866	483,576	489,000	478,581	489,000
Dumpster Fees	61,955	769,010	768,000	780,881	779,520
Reinstatement Fees	36,818	46,228	46,360	420,039	46,360
Miscellaneous Revenue	0	0	50	0	0
Container Deposits	3,250	2,750	2,000	0	2,000
Special Collections	4,076	4,750	2,500	3,858	2,500
Disconnect Fee	24,369	22,247	21,000	23,148	21,000
Misc Trailer Rentals	0	0	0	0	0
Total Operating Revenues	\$1,474,026	\$2,182,935	\$2,184,095	\$2,562,973	\$2,282,541
Operating Transfers In					
Interfund Transfers	\$0	\$0	\$0	\$0	\$0
Total Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$1,474,026	\$2,182,935	\$2,184,095	\$2,562,973	\$2,282,541
Operating Expenditures					
Garbage/Yard Trash Collections	\$970,209	\$1,047,671	\$996,179	\$987,629	\$1,090,690
Brown/White Goods	32,280	52,448	53,000	49,780	51,000
Dumpster Collection	0	780,803	751,911	751,637	757,015
Landfill Closure	7,925	18,875	14,000	14,000	14,000
Total Operating Expenditures	\$1,010,414	\$1,899,796	\$1,815,090	\$1,803,046	\$1,912,705
Other Financing Uses:					
Interfund Transfers	368,774	368,374	369,005	369,005	369,836
Total Other Financing Uses:	\$368,774	\$368,374	\$369,005	\$369,005	\$369,836
Total Expenditures	\$1,379,188	\$2,268,170	\$2,184,095	\$2,172,051	\$2,282,541

Debt Summary

Georgia Environmental Facilities Authority Loans

In 2000 in anticipation of a major industrial concern beginning operations in Waycross, a substantial upgrade of the waste water treatment began. This upgrade increased the capacity at the plant from a maximum of 6,700,000 gallons per day to 12,000,000 gallons per day. Also the treatment process was upgraded to include an improved activated sludge system and filter system. Below is a summary of the Georgia Environmental Facilities Authority future debt service related to this project. The total amount borrowed was \$16,881,615.00. In December 2010, the city entered into a loan with GEFA for the construction of a Bar Screen (Litter Trap) on the Main City canal. The table below is the total amount due to GEFA for the next 14 years.

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$824,572	\$153,380	\$977,952
2017	\$845,480	\$132,472	\$977,952
2018	\$866,970	\$110,982	\$977,952
2019	\$889,061	\$88,891	\$977,952
2020	\$912,324	\$66,183	\$978,507
2021	\$851,996	\$43,307	\$895,303
2022	\$624,852	\$24,819	\$649,671
2023	\$121,560	\$15,945	\$137,505
2024	\$125,248	\$12,257	\$137,505
2025	\$129,048	\$8,457	\$137,505
2026	\$132,960	\$4,542	\$137,502
2027	\$34,119	\$256	\$34,375
	<u>\$6,358,190</u>	<u>\$661,491</u>	<u>\$7,019,681</u>

Below is a narrative of each Georgia Environmental Facility Authority loan and the accumulative balances for the current and upcoming years.

Loan #98-L68WJ

In October 1998, the City entered into a loan agreement (98-L68WJ) with the Georgia Environmental Facilities Authority for certain water and sewer projects for a total amount of \$2,000,000. Repayment is over eighty (80) quarterly payments beginning September 1, 2001 at 4.1 percent interest. The quarterly payments are \$38,616.

<u>Year End</u>			
<u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$125,333	\$29,131	\$154,464
2017	\$130,551	\$23,913	\$154,464
2018	\$135,986	\$18,478	\$154,464
2019	\$141,648	\$12,816	\$154,464
2020	\$147,446	\$6,919	\$154,364
2021	\$76,060	\$1,171	\$77,231
	<u>\$757,024</u>	<u>\$92,429</u>	<u>\$849,452</u>

Loan #2000-L36WJ

In September 2000, the City entered into a loan agreement (2000-L36WJ) with the Georgia Environmental Facilities Authority for sewer improvements for a total amount of \$9,815,000. The repayment is over eighty (80) quarterly payments beginning in October 1, 2002 at 2 percent interest. The quarterly payments are \$154,017.75. This loan is to be repaid from revenues of the Water and Sewer System; however the obligation to repay this loan is a general obligation of the City.

<u>Year End</u>			
<u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$542,191	\$73,880	\$616,071
2017	\$553,116	\$62,955	\$616,071
2018	\$564,262	\$51,809	\$616,071
2019	\$575,632	\$40,439	\$616,071
2020	\$587,231	\$28,840	\$616,071
2021	\$599,064	\$17,007	\$616,071
2022	\$474,983	\$4,935	\$479,918
	<u>\$3,896,478</u>	<u>\$279,864</u>	<u>\$4,176,342</u>

Loan #CW00-001

In August 2000, the City entered into a loan program (SWSRF 00-001) with the Georgia Department of Natural Resources and the Georgia Environmental Facilities Authority for certain sewer improvements for a total amount of \$935,467. Repayment is over seventy-eight (78) quarterly payments at 3 percent beginning September 1, 2002. The quarterly payments are \$16,124. This loan is to be repaid from revenues of the Water and Sewer System; however, the obligation to repay this loan is a general obligation of the City to which it has dedicated its general power of taxation.

<u>Year End</u>			
<u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$53,709	\$10,787	\$64,496
2017	\$55,338	\$9,158	\$64,496
2018	\$57,017	\$7,479	\$64,496
2019	\$58,747	\$5,749	\$64,496
2020	\$60,530	\$3,967	\$64,496
2021	\$62,366	\$2,130	\$64,496
2022	\$31,889	\$359	\$32,248
	<u>\$379,596</u>	<u>\$39,630</u>	<u>\$419,226</u>

Loan #CWSRF-00-020

In June 2003, the City entered into a loan agreements (CWSRF-00-020) with the Georgia Environmental Facilities Authority for certain water and sewer projects. As June 30, 2006 \$2,031,568 had been drawn down. Quarterly installments of \$34,376.25 will be made over eighty (80) payments. The approval for the construction was approved by the EPA. The first installment payments begin on April 1, 2007.

<u>Year End</u>			
<u>June 30</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$98,612	\$38,893	\$137,505
2017	\$101,604	\$35,901	\$137,505
2018	\$104,686	\$32,819	\$137,505
2019	\$107,862	\$29,643	\$137,505
2020	\$111,135	\$26,370	\$137,505
2021	\$114,506	\$22,999	\$137,505
2022	\$117,980	\$19,525	\$137,505
2023	\$121,560	\$15,945	\$137,505
2024	\$125,248	\$12,257	\$137,505
2025	\$129,048	\$8,457	\$137,505
2026	\$132,960	\$4,542	\$137,502
2027	\$34,119	\$256	\$34,375
	<u>\$1,299,321</u>	<u>\$247,607</u>	<u>\$1,546,927</u>

Loan #CW09071

In December 2010, the City entered into a loan agreement (CW09071) with the Georgia Environmental Facilities Authority for construction of a Bar Screen on the Main City canal. This project was associated with the 2009 Clean Water State Revolving Fund and eligible for partial funding under the American

Recovery and Reinvestment Act. The total project cost was \$134,283. This loan being under the ARRA the actual loan amount was \$47,393.01. Monthly payments are \$451.35 and due on the 1st of each month. The interest rate is at 3.0% and is financed for 120 months.

<u>Year End</u> <u>December</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2016	\$4,727	\$689	\$5,416
2017	\$4,871	\$545	\$5,416
2018	\$5,019	\$397	\$5,416
2019	\$5,172	\$244	\$5,416
2020	\$5,982	\$87	\$6,069
	<u>\$25,771</u>	<u>\$1,963</u>	<u>\$27,734</u>

Other Debt

The City has various lease agreements as lessee to finance equipment. These leases qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of the future minimum lease payments as of the date of their inception. The following is a summary of equipment leased under capital lease agreements by the City as of June 30, 2015. The lease agreements range from three to seven years.

<u>FY2016</u> <u>Year</u>	<u>Department</u>	<u>Description</u>	<u>Original Loan</u> <u>Amount</u>	<u>Annual</u> <u>Payments</u>	<u>Loan</u> <u>Balance</u> <u>as of 6/30</u>	<u>Maturity</u> <u>Date</u>
2011	Fire	(1) 2011 Ford F150	\$15,259	\$3,306	\$3,782	Aug-16
2011	Highways/Streets	(1) 2012 Int 7500 Dump Truck	\$82,878	\$17,937	\$20,518	Aug-16
2012	Public Works	(1) Street Sweeper	\$152,105	\$32,798	\$61,434	May-17
2012	Animal Control	(1) 2012 Ford F150	\$21,475	\$4,631	\$8,674	May-17
2013	Patrol	(4) 2012 Chevy Impala's	\$89,824	\$31,218	\$48,322	Jan-16
2014	Highways/Streets	(1) 2014 Side Arm Tractor/Mower	\$117,337	\$25,470	\$97,234	Jul-19
2015	Highways/Streets	(1) 2015 Front End Loader	\$144,600	\$30,772	\$144,600	Jul-20
			<u>\$623,478</u>	<u>\$146,132</u>	<u>\$384,565</u>	

BC Waycross

The City has an agreement with BC Waycross Associates, LLP and Robert A. Sasser as of July 18th, 2006. The City and BC Waycross Associates negotiated to solve a stormwater/wetlands issue along the U.S. 1 frontage; and since it is beneficial to both the City and the Owners for the City to have the Owners design, permit and construct a regional storm water retention pond in order to render the Property suitable for development and facilitate drainage of surrounding off-site property located within the corporate limits of the City.

The purpose of the agreement was to construct necessary City stormwater infrastructure to convey upstream runoff away from the U.S. 1 frontage of the property, and provide adequate runoff retention and provide a means to finance the construction of necessary stormwater infrastructure including the regional retention pond. The cost of this project was \$800,000 and the first payment will be due a month after completion, which was April 2010. Monthly payments of \$2,500 are due monthly. This is a no interest loan. The final payment will be due in December 2036.

Loan Agreement	\$800,000
Paid as of Jun 30, 2015	\$157,500
Loan Due June 30, 2015	\$642,500

Total Debt Summary

TOTAL DEBT SUMMARY

	Governmental Activities			Business-type Activities			Total
	General Fund	WPD Cemetery Fund	Information Technology	Water & Sewer Fund	Waste Management Fund	ISF Funds	
Capital Leases Georgia Environmental Finance Authority	\$ 384,565	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 384,565
BC Waycross & Assc	642,500	-	-	\$ 7,019,681	-	-	\$ 7,019,681
Total	\$ 1,027,065	\$ -	\$ -	\$ 7,019,681	\$ -	\$ -	\$ 8,046,746

Legal Debit Margin

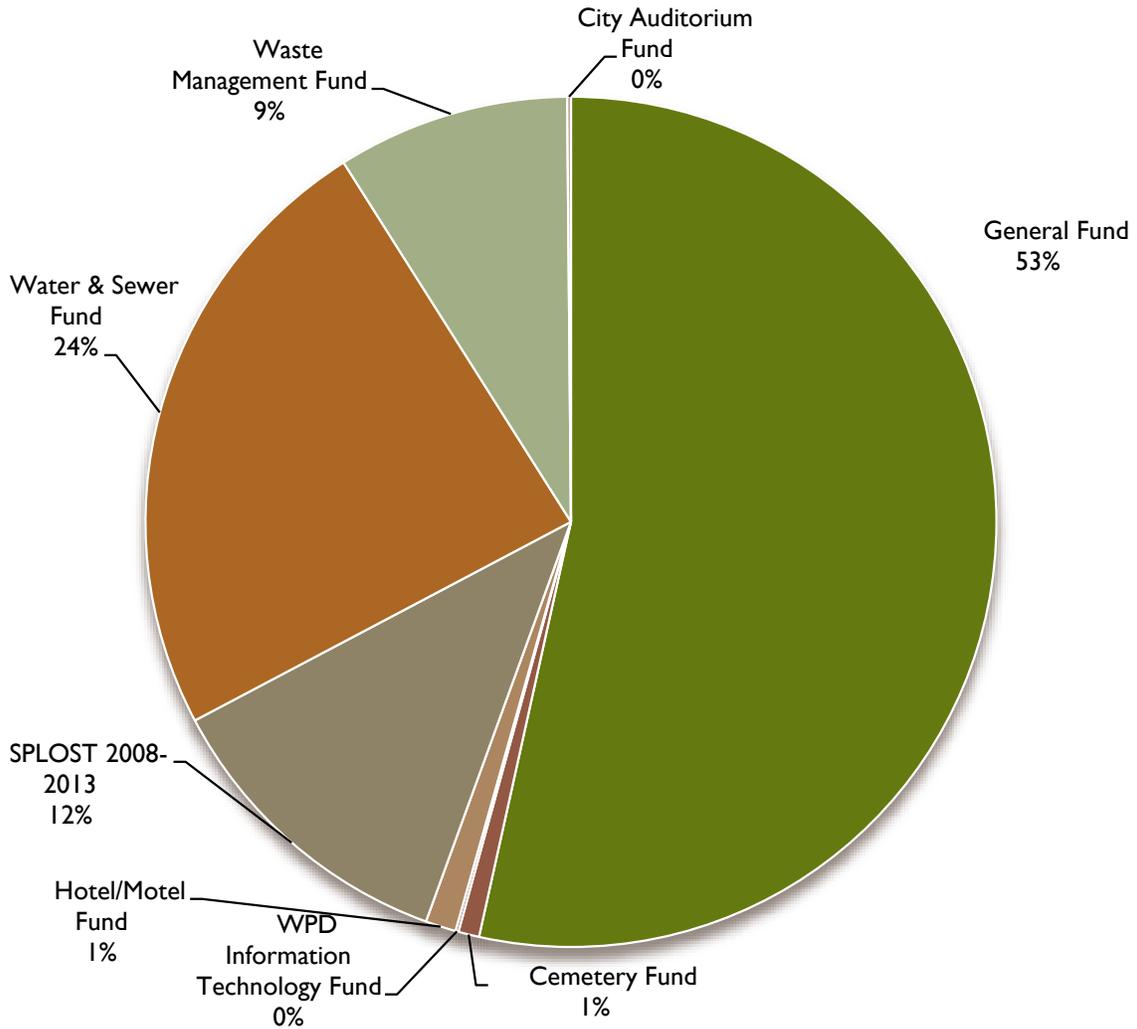
Under state law, the amount of debt is limited to 10% of the assessed value of all taxable property within the City. As of June 30, 2014 the assessed value was \$281,746,732 resulting in a legal debt limit of \$28,174,673. With general obligations indebtedness outstanding of \$8,046,746 the resulting debt margin is \$20,127,927.

Financial Trend

Within the next several pages, a four year history of fund balance and net assets for each of the City's budgeted funds will be shown. The fund balances and net assets are carried forward from the previous fiscal year. For the fiscal year 2014, the fund balance and net assets amounts are unaudited at this time. A positive Fund Balance provides the cushion to withstand unexpected economic downturns.

FY 2016 BUDGET TOTAL AND FINANCIAL CONDITION

FY 2016 Approved Budget

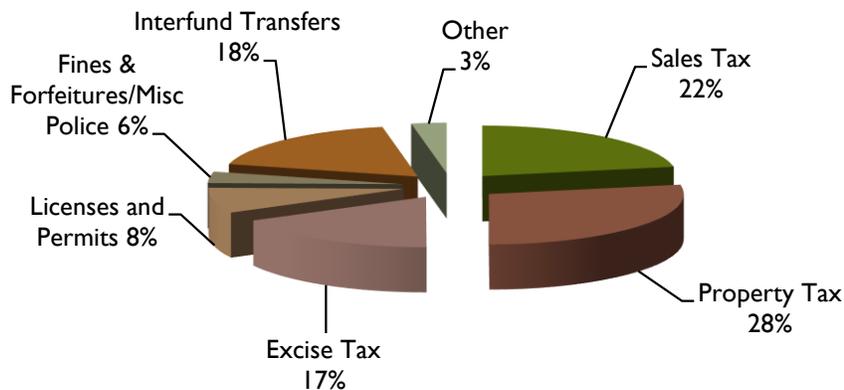


Budget Total \$27,641,489

General Fund Summary

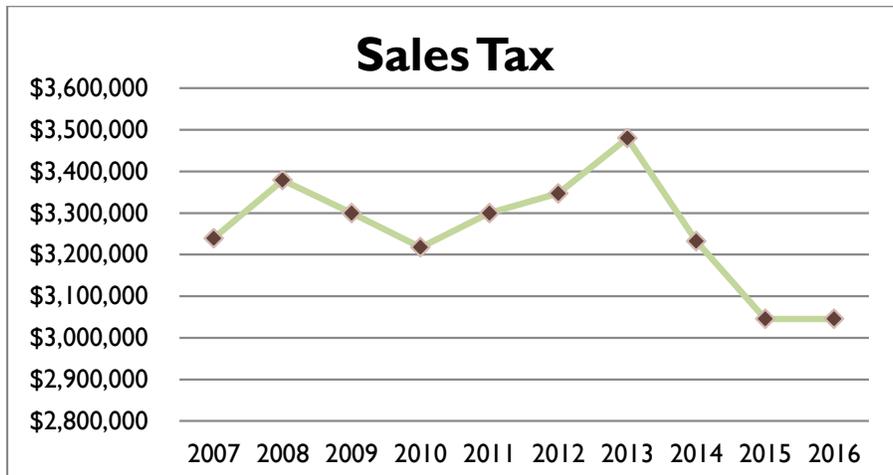
The graph below illustrates the major categories of the General Fund revenue anticipated by the City for FY 2016. Property taxes are the largest source of revenue followed by Sales taxes. These sources make up 50% of the General Fund. The remaining revenues include Licenses and Permits, Fines & Forfeitures, Interfund Transfers, and Other.

2016 GENERAL FUND REVENUES \$13,818,816



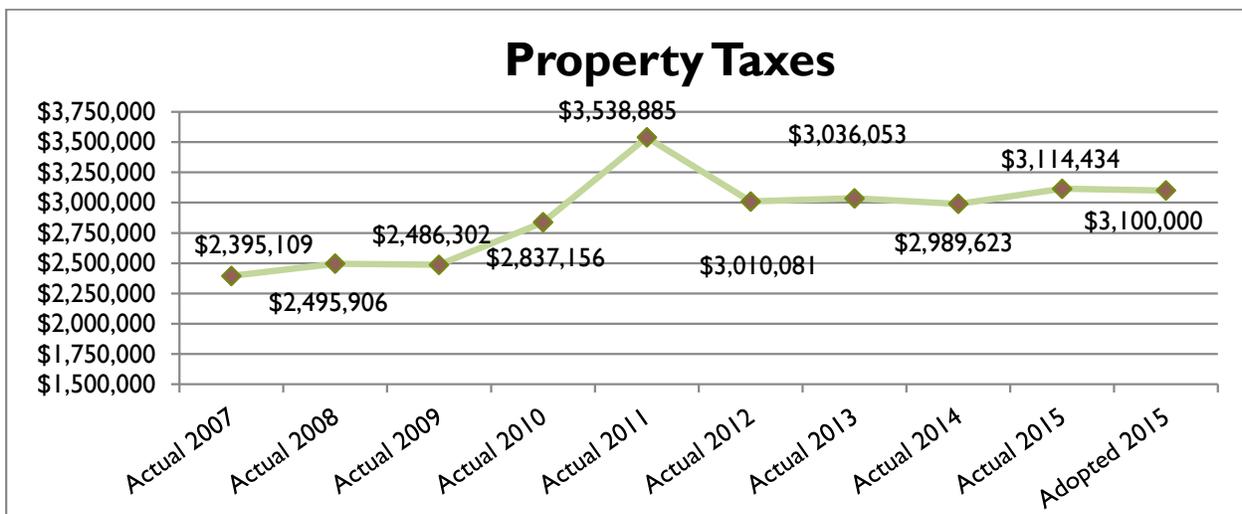
Sales Tax

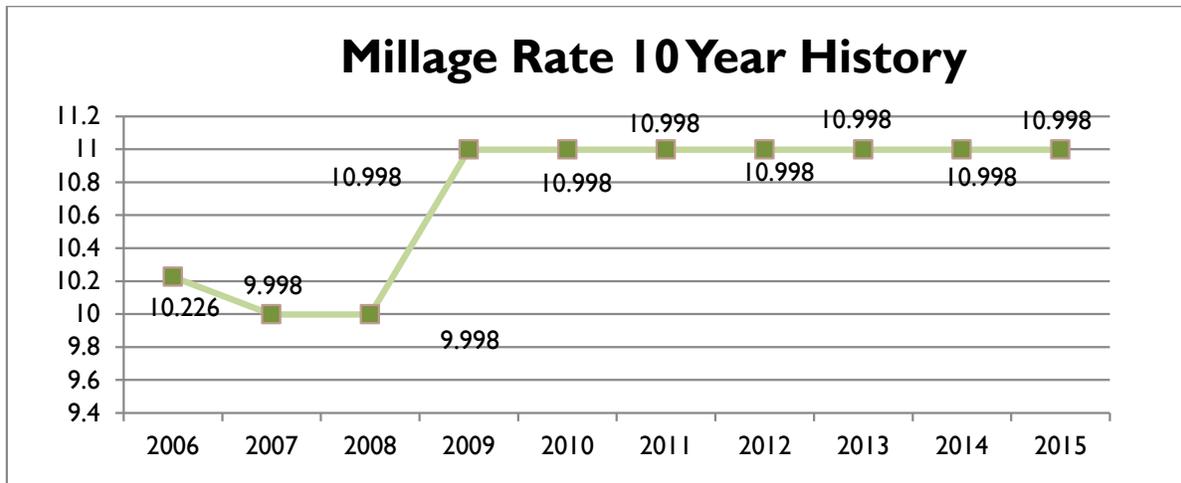
Sales taxes are budgeted to stay the same. The FY 2016 budgeted amount was projected on the current economic trend and the new LOST negotiated rate, the City's rate is 44.5% and the County's rate is 55.5%. This will be a decrease of 3.5% from the previous year. The city was extremely conservative on estimating the Sales Tax budget amount. However, the trend in sales tax revenues has been continuing to decrease since December 2012.



Property Tax

Property taxes are the largest source of revenue for the city’s General Fund. The total amount budgeted for FY 2016 is \$3,100,000 which is 28% for the total General Fund budget. The FY 2011 actual amount was increased due to a result of major utility company’s valuation of appeal. The Mayor and Commissioners have approved the Millage rate for FY 2015 of 10.998, the same rate as last year.



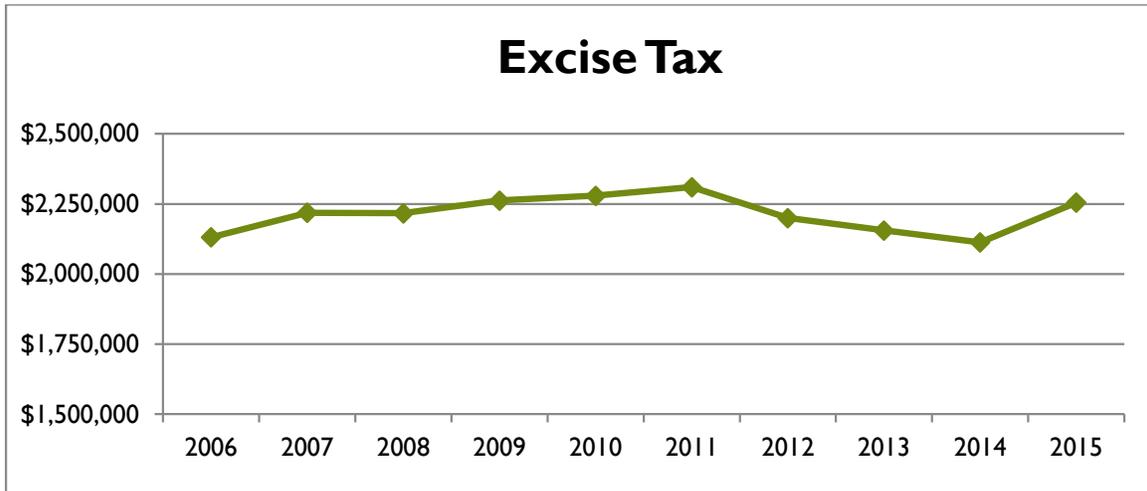


Principle Taxpayers For The Year Ended June 30, 2014

	Assessed Value	Tax Levied
CSX Corporation	29,208,483	321,235
Georgia Power Company	4,710,938	51,811
Kolb & Wheeler & Walters	3,490,174	38,385
Lowe's Home Centers, Inc	3,435,247	37,781
Wal Mart Stores East LP	3,125,054	34,369
Wal Mart Stores, Inc	2,951,744	32,463
Lowe's Home Centers, Inc	1,755,492	19,307
Kemp Ridge Holdings. LLC	1,685,516	18,537
The Kroger Company	1,639,301	18,029
Sears Roebuck & Co.	1,619,758	17,814
Total	53,621,707	589,731

Excise Tax

Excise taxes are budgeted to increase by \$97,380 or 4.3% over FY 2015 budget. These taxes consist of utility franchise, mixed drink, a percentage of the hotel/motel taxes, and the insurance premium taxes.

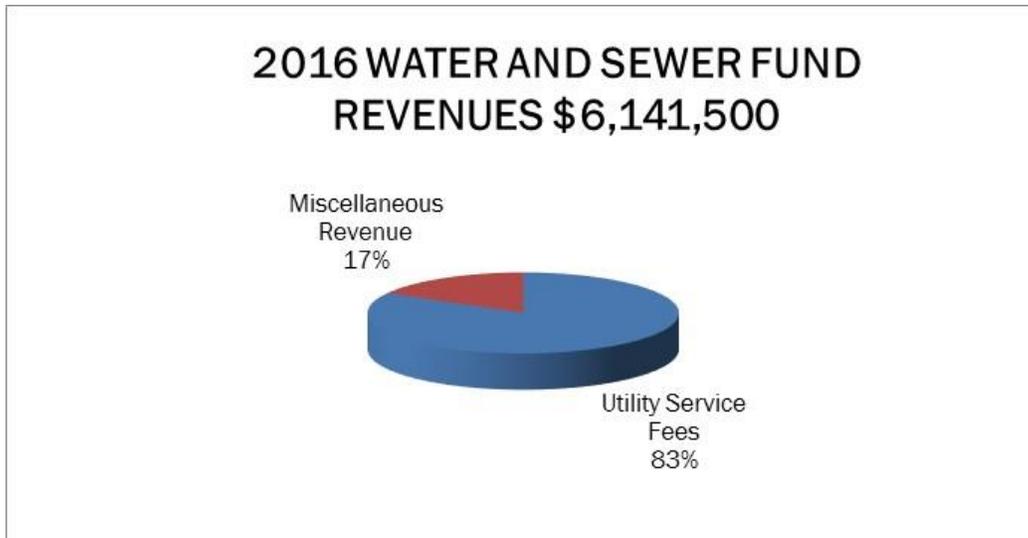


SUMMARY

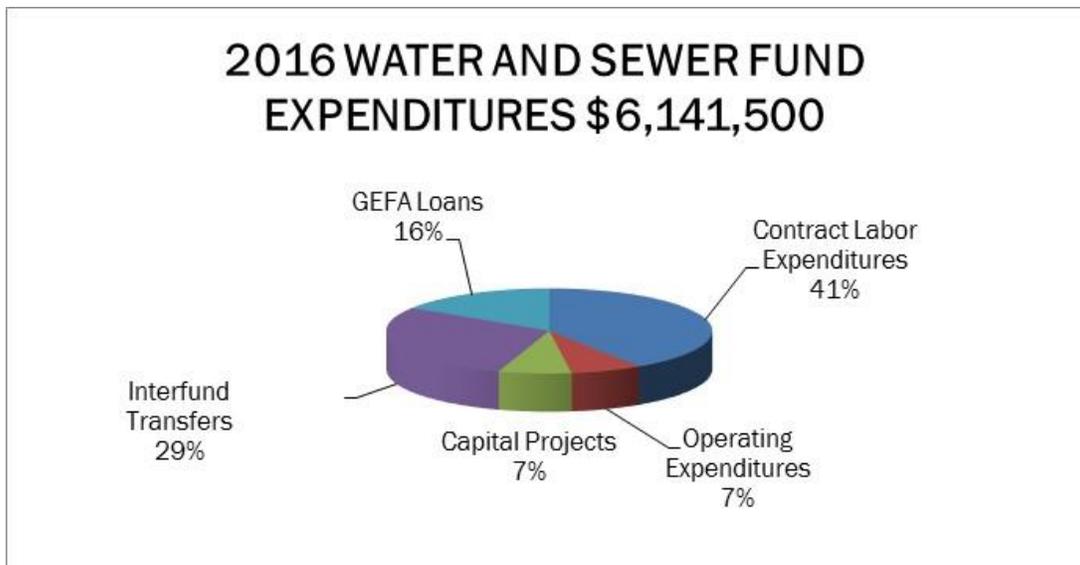
General Fund Expenditures	2015 Budget	2016 Budget	Difference	%
Mayor	\$28,176	\$29,305	\$1,129	4.0%
Commission	\$106,756	\$106,992	\$236	0.2%
City Elections	\$7,100	\$25,000	\$17,900	252.1%
City Attorney	\$92,023	\$94,000	\$1,977	2.1%
City Auditor	\$29,500	\$29,500	\$0	0.0%
Municipal Court Judge	\$73,600	\$73,600	\$0	0.0%
City Manager	\$229,155	\$256,300	\$27,145	11.8%
Channel 42	\$163,721	\$223,445	\$59,724	36.5%
Finance Administration	\$255,663	\$271,761	\$16,098	6.3%
Purchasing /Warehouse/City Hall	\$220,078	\$188,806	-\$31,272	-14.2%
Accounting	\$322,920	\$318,260	-\$4,660	100.0%
Human Resource	\$242,400	\$332,538	\$90,138	37.2%
Police Administrative	\$558,048	\$585,371	\$27,323	4.9%
Criminal Investigation	\$693,676	\$678,588	-\$15,088	-2.2%
Uniform Patrol	\$2,388,024	\$2,399,282	\$11,258	0.5%
Support Service	\$510,415	\$538,529	\$28,114	5.5%
Training/Personnel	\$118,010	\$124,301	\$6,291	5.3%
SWAT	\$42,363	\$36,475	-\$5,888	-13.9%
School Resource Officer	\$179,705	\$190,499	\$10,794	6.0%
Fire	\$3,251,895	\$3,300,402	\$48,507	1.5%
Public Works Office	\$150,717	\$153,962	\$3,246	2.2%
Highway & Streets	\$1,244,844	\$1,246,510	\$1,666	0.1%
Comm Imp - Animal Control	\$59,231	\$61,490	\$2,259	3.8%
Comm Imp - Inspections	\$229,309	\$242,830	\$13,521	5.9%
Comm Imp - Administration	\$142,660	\$159,342	\$16,682	11.7%
Engineering	\$477,108	\$475,173	-\$1,935	-0.4%
Infrastructure Construction	\$297,938	\$308,628	\$10,690	3.6%
Traffic Engineering	\$219,074	\$213,910	-\$5,164	-2.4%
Public Buildings	\$160,343	\$223,405	\$63,062	100.0%
Street Lights	\$350,000	\$355,000	\$5,000	1.4%
Non-Operating Internal Funds	\$267,240	\$271,929	\$4,689	1.8%
Non-Operating Contributions	\$217,900	\$217,900	\$0	0.0%
Non-Operating Other Cost	\$68,183	\$85,783	\$17,601	25.8%
Total	\$ 13,397,773	\$ 13,818,816	\$ 421,042	3.1%

Water and Sewer Fund

The Water and Sewer fund is the second largest budgeted fund of the City of Waycross. This fund is used to account for the daily operations of supplying potable water and treating waste water. The FY 2016 budget is .37% less than the FY 2015 budget that was \$6,164,175. No utility rate increase will be implemented during this fiscal year.



The City of Waycross outsources the daily operation of the Water and Sewer Plant with ESG, Inc. These costs consist of 41% of the budget.



SUMMARY

Water & Sewer Revenues	2015 Budget	2016 Budget	Difference	%
Water Service Fees	\$ 2,416,000	\$ 2,416,000	\$ -	0.0%
Sewer Service Fees	\$ 2,685,000	\$ 2,685,000	\$ -	0.0%
Water/Sewer Taps	\$ 12,000	\$ 13,500	\$ 1,500	12.5%
Reinstatement Charges	\$ 120,000	\$ 120,000	\$ -	0.0%
Loads to Disposal	\$ 250,000	\$ 325,000	\$ 75,000	30.0%
Account Set Up Fee	\$ 18,000	\$ 18,000	\$ -	0.0%
Sewer Fees-Satilla W/S Authority	\$ 497,675	\$ 392,000	\$ (105,675)	-21.2%
Return Check Fees	\$ 5,000	\$ 5,000	\$ -	0.0%
Utility Site Rental Fees	\$ 98,000	\$ 105,000	\$ 7,000	7.1%
Disconnect Fee	\$ 55,000	\$ 55,000	\$ -	0.0%
Miscellaneous Revenues	\$ 7,500	\$ 7,000	\$ (500)	-6.7%
Fund Balance			\$ -	
Total	\$ 6,164,175	\$ 6,141,500	\$ (22,675)	-0.4%

Expenditures

Water & Sewer Expenditures	2015 Budget	2016 Budget	Difference	%
Water Plant	\$ 3,536,723	\$ 3,378,124	\$ (158,599)	-4.5%
Non-Operating	\$ 2,627,452	\$ 2,763,376	\$ 135,924	5.2%
Total	\$ 6,164,175	\$ 6,141,500	\$ (22,675)	-0.4%

Waste Management Fund

The garbage collection and commercial dumpster services are still being outsourced with Southland Waste Company. There will be a \$1 rate increase for the Garbage Fees this budget year. This rate increase will help offset cost of replacing all garbage receptacles. The current garbage cans are 18 years old. The capital improvement plan beginning in FY 2016 to replace 1300 cans for the next 5 years. Estimated cost each year will be \$78,000. Also this department will continue with the weekly Brown & White good pickups (at the minimum of 5 items) at no charge to our citizens.

SUMMARY

Waste Management Revenues	2015 Budget	2016 Budget	Difference	%
Residential Garbage Fees	\$ 855,185	\$ 942,161	\$ 86,976	10.2%
Trash Collections Fees	\$ 489,000	\$ 489,000	\$ -	0.0%
Dumpster Fees	\$ 768,000	\$ 779,520	\$ 11,520	100.0%
Reinstatement Charges	\$ 46,360	\$ 46,360	\$ -	0.0%
Garbage Container Violation	\$ 50	\$ -	\$ (50)	0.0%
Container Deposit	\$ 2,000	\$ 2,000	\$ -	0.0%
Special Collections	\$ 2,500	\$ 2,500	\$ -	0.0%
Disconnect/Connect Fee	\$ 21,000	\$ 21,000	\$ -	100.0%
Total	\$ 2,184,095	\$ 2,282,541	\$ 98,446	4.5%

Expenditures

Waste Management Expenditures	2015 Budget	2016 Budget	Difference	%
Garbage & Yard Trash Collection	\$ 1,287,799	\$ 1,382,310	\$ 94,512	7.3%
Brown/White Goods	\$ 53,000	\$ 51,000	\$ (2,000)	-3.8%
Dumpster Collections	\$ 751,911	\$ 757,015	\$ 5,104	100.0%
Landfill Closure	\$ 14,000	\$ 14,000	\$ -	0.0%
Non-Operating	\$ 77,385	\$ 78,216	\$ 831	1.1%
Total	\$ 2,184,095	\$ 2,282,541	\$ 98,446	4.5%

Cemetery Fund

Due to the economic downturn for the past several years, the Cemetery Fund has had a significant decrease in revenue. During FY 2016 budget year, a contribution from the General Fund and Cemetery Trust Fund will be needed. In FY 2008 the City completed the site work necessary to open the remaining ten acres at Oakland Cemetery. The actual grave sites will continue to provide funding of the cemetery for the many years to come, however currently the sales of cemetery lots have declined due to the economy.

SUMMARY

Cemetery Fund Revenues	2015 Budget	2016 Budget	Difference	%
Sales: Cemetery Lots	\$ 50,000	\$ 50,000	\$ -	0.0%
Interment Fees	\$ 60,000	\$ 60,000	\$ -	0.0%
Monument & Transfer Fee	\$ 11,000	\$ 11,000	\$ -	0.0%
Remib: General Fund	\$ 45,322	\$ 44,037	\$ (1,285)	0.0%
Cash In Bank Interest	\$ -	\$ -	\$ -	0.0%
Reimb: Cemetery Trust	\$ 45,543	\$ 40,000	\$ (5,543)	0.0%
Total	\$ 211,865	\$ 205,037	\$ (6,828)	-3.2%

Cemetery Fund Expenditures	2015 Budget	2016 Budget	Difference	%
Personal Services	\$ 99,941	\$ 102,735	\$ 2,794	2.8%
General Operating	\$ 102,924	\$ 102,302	\$ (622)	-0.6%
Capital Outlay	\$ 9,000	\$ -	\$ (9,000)	0.0%
Total	\$ 211,865	\$ 205,037	\$ (6,828)	-3.2%

WPD Information Technology Fund

This fund's revenue has been decreasing.

WPD Information Technology FD	2015 Budget	2016 Budget	Difference	%
IT Revenue Fee	\$ 15,000	\$ 15,000	\$ -	0.0%
Fund Balance	\$ -	\$ 15,000	\$ 15,000	100.0%
Total	\$ 15,000	\$ 30,000	\$ 15,000	100.0%

Expenditures

WPD Information Technology FD	2015 Budget	2016 Budget	Difference	%
Computer/Equipment	\$ 15,000	\$ 30,000	\$ 15,000	100.0%
Total	\$ 15,000	\$ 30,000	\$ 15,000	100.0%

Hotel/Motel Tax Fund

This fund was established to concur with the Uniform Chart of Accounts.

Hotel/Motel Tax Fund	2015 Budget	2016 Budget	Difference	%
Hotel/Motel Tax Revenue	\$ 271,500	\$ 299,353	\$ 27,853	10.3%
Total	\$ 271,500	\$ 299,353	\$ 27,853	10.3%

Expenditures

Hotel/Motel Tax Fund	2015 Budget	2016 Budget	Difference	%
Personal Services	\$ 18,101	\$ 20,969	\$ 2,868	0.0%
Operating Expenses	\$ 91,399	\$ 99,504	\$ 8,105	100.0%
Reimburse General Fund	\$ 162,000	\$ 178,880	\$ 16,880	10.4%
Total	\$ 271,500	\$ 299,353	\$ 27,853	10.3%

SPLOST Fund 2014

In February 2014 a 1 % Special Purpose Local Option Sales Tax was approved by the voters. The City began receiving revenue during FY 2014. The SPLOST will fund significant capital projects which include major repairs to public buildings, infrastructure improvements to streets, and renovation of the City Parks, and building a fourth Fire Station, and construction of a new Public Works Facility.

SPLOST Fund 2014	2015 Budget	2016 Budget	Difference	%
Special Purpose Sales Tax Revenue	\$ -	\$1,797,000	\$ 1,797,000	100.0%
Interest Earned	\$ -	\$ -		0.0%
Fund Balance	\$ -	\$ -	\$ -	0.0%
Total	\$ -	\$1,797,000	\$ 1,797,000	100.0%

Expenditures

SPLOST Fund 2014	2015 Budget	2016 Budget	Difference	%
Engineering Projects	\$ -	\$ -	\$ -	0.0%
Equipment	\$ -	\$ 100,000	\$ 100,000	100.0%
Public Safety and Special Purpose Ve	\$ -	\$ 247,000	\$ 247,000	100.0%
Fire Dept New Station #4	\$ -	\$ 500,000	\$ 500,000	100.0%
Public Facility Imp,Demo & Prop Ac	\$ -	\$ 800,000	\$ 800,000	100.0%
Water/Sewer Rehab	\$ -	\$ -	\$ -	0.0%
Information Technology	\$ -	\$ -	\$ -	0.0%
DWDA Projects	\$ -	\$ -	\$ -	0.0%
City Parks Improvements	\$ -	\$ 150,000	\$ 150,000	100.0%
Total	\$ -	\$1,797,000	\$ 1,797,000	100.0%

SPLOST Fund 2008

In February 2008 a 1 % Special Purpose Local Option Sales Tax was approved by the voters. The City began receiving revenue during FY 2009. The SPLOST will fund significant capital projects which include major repairs to public buildings, infrastructure improvements to streets, and renovation of the City Auditorium. These projects should be completed by the end of FY 2016.

SUMMARY

SPLOST Fund 2008-2013	2015 Budget	2016 Budget	Difference	%
Special Purpose Sales Tax Revenue	\$ 250,000		\$ (250,000)	-100.0%
Interest Earned	\$ -	\$ -		0.0%
Fund Balance	\$ 4,000,000	\$ 3,030,000	\$ (970,000)	0.0%
Total	\$ 4,250,000	\$ 3,030,000	\$(1,220,000)	-28.7%

Expenditures

SPLOST Fund 2008-2013	2015 Budget	2015 Budget	Difference	%
Engineering Projects	\$ 2,000,000	\$ 850,000	\$(1,150,000)	-57.5%
Police Department Project			\$ -	0.0%
Fire Department Projects	\$ -	\$ -	\$ -	0.0%
Property Acq & Demolition	\$ 500,000	\$ 300,000	\$ (200,000)	-40.0%
Water/Sewer Rehab & Expansion	\$ 300,000	\$ 800,000	\$ -	0.0%
Information Technology			\$ -	0.0%
DWDA Projects	\$ -	\$ -	\$ -	0.0%
Public Works Facility/Armory	\$ 900,000	\$ 900,000	\$ -	0.0%
Public Buildings - City Hall	\$ 400,000	\$ 150,000		
Rehab City Auditorium	\$ 150,000	\$ 30,000	\$ (120,000)	-80.0%
Total	\$ 4,250,000	\$ 3,030,000	\$(1,220,000)	-28.7%

City Auditorium fund

As of February 2014 the City Auditorium was renovated for the purpose of holding events such as special meetings, parties, and weddings. The auditorium is open for rental by the public. The renovation was funded with the proceeds received with the 1% Special Purpose Local Option Sales Tax. This project has been a positive impact on our city. The cost of the renovation was \$1.8 million.

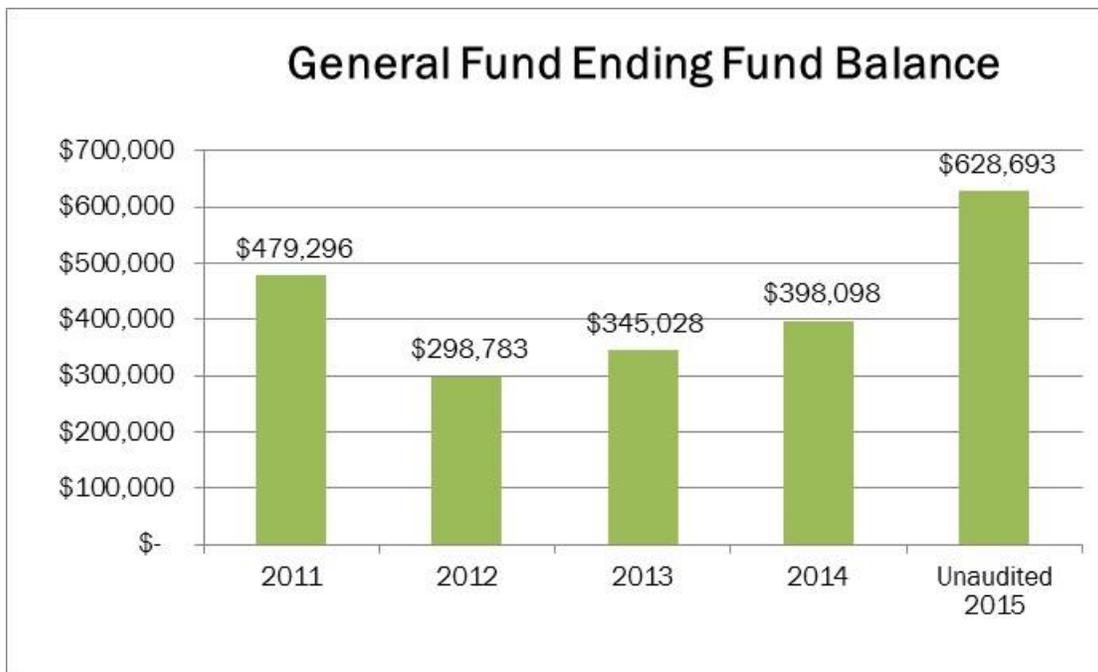
City Auditorium Fund	2015 Budget	2016 Budget	Difference	%
Rental Income	\$ 22,000	\$ 28,000	\$ 6,000	27.3%
Reimb from General Fund	\$ 5,701	\$ 9,242	\$ 3,541	62.1%
Total	\$ 27,701	\$ 37,242	\$ 9,541	34.4%

Expenditures

City Auditorium Fund	2015 Budget	2016 Budget	Difference	%
Personal Services	\$ 5,383	\$ 10,748	\$ 5,365	99.7%
Operating Expenses	\$ 21,318	\$ 25,494	\$ 4,176	19.6%
Capital Outlay	\$ 1,000	\$ 1,000	\$ -	100.0%
Total	\$ 27,701	\$ 37,242	\$ 9,541	34.4%

Fund Balance

The General Fund’s Fund Balance is estimated at \$628,693 for fiscal year ending 2015. The Fund Balance and Equities are the liquid net worth of the City. A positive Fund Balance number ensures an adequate cash flow to fulfill contracts, payroll obligations, and payment of all expenditures.



Individual Fund Status Report

Summary of Revenues and Expenditures

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Beginning Fund Balance (Deficit)	\$298,783	\$345,028	\$398,090	\$398,090	\$628,693
RESOURCES					
Revenues	\$10,526,129	\$10,577,218	\$11,177,884	\$10,775,727	\$11,319,402
Operating Transfers In	\$493,244	\$638,465	\$2,219,889	\$2,219,889	\$2,499,414
Total Resources	<u>\$11,019,373</u>	<u>\$11,215,683</u>	<u>\$13,397,773</u>	<u>\$12,995,616</u>	<u>\$13,818,816</u>
USES					
Total Expenditures	\$10,973,128	\$11,279,958	\$13,130,533	\$12,882,412	\$13,515,133
Other Financing Uses:	\$0	\$638,465	\$267,240	\$277,584	\$303,683
Total Uses	<u>\$10,973,128</u>	<u>\$11,918,423</u>	<u>\$13,397,773</u>	<u>\$13,159,996</u>	<u>\$13,818,816</u>
Excess(deficiency) of revenues and expenditures	\$46,245	(\$702,740)	\$0	(\$164,380)	\$0
Transfer in		\$638,465		\$559,363	
Transfer out		\$0			
Proceeds from capital leases		\$117,337			
Total Other Financing Sources		\$755,802	\$0	\$559,363	\$0
Net	\$0	\$53,062	\$0	\$394,983	\$0
Ending Fund Balance	<u>\$345,028</u>	<u>\$398,090</u>	<u>\$398,090</u>	<u>\$628,693</u>	<u>\$628,693</u>

**SPLOST 2014
Summary of Revenues and Expenditures**

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Beginning Fund Balance (Deficit)			\$0	\$0	\$1,491,540
RESOURCES					
Total Revenues			\$1,180,125	\$1,491,540	\$4,250,000
Operating Transfers In			\$0	\$0	\$0
Total Resources	<u>\$0</u>	<u>\$0</u>	<u>\$1,180,125</u>	<u>\$1,491,540</u>	<u>\$4,250,000</u>
USES					
Total Expenditures			\$1,180,125	\$0	\$4,250,000
Other Financing Uses:			\$0	\$0	\$0
Total Uses	<u>\$0</u>	<u>\$0</u>	<u>\$1,180,125</u>	<u>\$0</u>	<u>\$4,250,000</u>
Excess(deficiency) of revenues and expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,491,540</u>	<u>\$0</u>
Transfer in		\$0		\$0	
Transfer out		\$0			
Proceeds from capital leases		\$0			
Total Other Financing Sources		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Net	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,491,540</u>	<u>\$0</u>
Ending Fund Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,491,540</u>	<u>\$1,491,540</u>

SPLOST 2008 - 2013
Summary of Revenues and Expenditures

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Beginning Fund Balance (Deficit)	\$3,460,598	\$4,988,246	\$4,321,670	\$4,321,670	\$3,389,151
RESOURCES					
Total Revenues	\$1,855,351	\$1,773,110	\$4,250,000	\$203,844	\$3,030,000
Operating Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	<u>\$1,855,351</u>	<u>\$1,773,110</u>	<u>\$4,250,000</u>	<u>\$203,844</u>	<u>\$3,030,000</u>
USES					
Total Expenditures	\$327,703	\$2,439,686	\$4,250,000	\$1,136,363	\$3,030,000
Other Financing Uses:	\$0	\$0	\$0	\$0	\$0
Total Uses	<u>\$327,703</u>	<u>\$2,439,686</u>	<u>\$4,250,000</u>	<u>\$1,136,363</u>	<u>\$3,030,000</u>
Excess(deficiency) of revenues and expenditures	\$1,527,648	(\$666,576)	\$0	(\$932,519)	\$0
Transfer in		\$0		\$0	
Transfer out		\$0			
Proceeds from capital leases		\$0			
Total Other Financing Sources		\$0	\$0	\$0	\$0
Net	\$0	(\$666,576)	\$0	(\$932,519)	\$0
Ending Fund Balance	<u>\$4,988,246</u>	<u>\$4,321,670</u>	<u>\$4,321,670</u>	<u>\$3,389,151</u>	<u>\$3,389,151</u>

Water & Sewer Fund
Summary of Revenues and Expenditures

	<u>2013 Actual</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Beginning Net Assets	\$24,827,917	\$24,998,503	\$25,085,869	\$25,085,869	\$25,421,366
RESOURCES					
Total Revenues	\$4,678,370	\$4,359,249	\$6,164,175	\$6,190,209	\$6,141,500
Operating Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	<u>\$4,678,370</u>	<u>\$4,359,249</u>	<u>\$6,164,175</u>	<u>\$6,190,209</u>	<u>\$6,141,500</u>
USES					
Total Expenditures	<u>\$4,315,788</u>	<u>\$4,100,297</u>	<u>\$6,164,175</u>	<u>\$5,681,837</u>	<u>\$6,141,500</u>
Operating Income (Loss)	\$362,582	\$258,952	\$0	\$508,372	\$0
Interest Revenue	\$0	684		919	
Interest Expense	(\$191,996)	(\$194,965)	\$0	(\$173,794)	\$0
Income (Loss)	<u>(\$191,996)</u>	<u>(\$194,281)</u>	<u>\$0</u>	<u>(\$172,875)</u>	<u>\$0</u>
Operating Income (Loss)	\$170,586	\$64,671	\$0	\$335,497	\$0
Capital Grants and Contributions	\$0	\$22,695			
Transfers out					
Change in Net Position	<u>\$170,586</u>	<u>\$87,366</u>	<u>\$0</u>	<u>\$335,497</u>	<u>\$0</u>
Net Assets	<u>\$24,998,503</u>	<u>\$25,085,869</u>	<u>\$25,085,869</u>	<u>\$25,421,366</u>	<u>\$25,421,366</u>

**Waste Management Fund
Summary of Revenues and Expenditures**

	<u>2013 Actual</u>	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>2016 Budget</u>
Beginning Net Assets	\$397,115	\$402,896	\$346,957	\$346,957	\$359,879
RESOURCES					
Total Revenues	\$1,159,737	\$1,883,769	\$2,184,095	\$2,184,973	\$2,282,541
Operating Transfers In	\$0	\$0	\$0	\$0	\$0
Total Resources	\$1,159,737	\$1,883,769	\$2,184,095	\$2,184,973	\$2,282,541
USES					
Total Expenditures	\$1,152,442	\$1,938,173	\$2,184,095	\$2,172,051	\$2,282,541
Operating Income (Loss)	\$7,295	(\$54,404)	\$0	\$12,922	\$0
Interest Revenue	\$0	0		0	
Interest Expense	\$0	(\$1,535)	\$0	\$0	\$0
Income (Loss)	\$0	(\$1,535)	\$0	\$0	\$0
Operating Income (Loss)	\$7,295	(\$55,939)	\$0	\$12,922	\$0
Capital Grants and Contributions	\$0	\$0	\$0		
Transfers out	(\$1,514)				
Change in Net Position	\$5,781	(\$55,939)	\$0	\$12,922	\$0
Net Assets	\$402,896	\$346,957	\$346,957	\$359,879	\$359,879

PERSONNEL SUMMARY



The City of Waycross is committed to a level of excellence in the quality and delivery of all programs and services. The City has a dedicated work force, which consist of 218 positions. There are 213 full-time positions and 5 part-time positions. Through these dedicated employees, the City provides a wide range of quality services to all citizens in our community.

Personnel Changes

Overall the reports below have the same departments as last budget year. The employees will receive a 3% cost of living increase, and a longevity increase of 2.5% for the employee's that qualify. No additional positions were added this year. A position was moved from Purchasing to Public Buildings department and a position was eliminated in the Fire Division, therefore a position was added to the Human Resources Division during FY 2015 and for the FY 2016. Transferring these positions did not increase the budget. A position in the Finance Department was reclassified to an Accountant position, which requires a bachelor degree in Accounting.

Personnel Authorization Summary

PERSONNEL AUTHORIZATION SUMMARY		
<i>DEPT</i>	<i>DEPARTMENT</i>	<i>POSITIONS</i>
30	MAYOR	1
31	COMMISSION	5
32	CITY MANAGER'S	2
33	CHANNEL 10	2
34	CITY CLERK/FINANCE	4
36	HUMAN RESOURCES	4
38	POLICE ADMINISTRATION	7
39	CRIMINAL INVESTIGATION	10
40	UNIFORM PATROL	40
41	SUPPORT SERVICES	11
42	TRAINING	1
47	SRO	3
48	FIRE DEPT	54
49	PURCHASING/WAREHOUSE	3
51	PUBLIC WORKS	2
52	HIGHWAYS/STREETS	22
53	INFRASTRUCTURE CONSTRUCT	6
54	TRAFFIC ENGINEERING	3
57	COMMUNITY IMPROVEMENT	7
58	ENGINEERING	7
59	HOTEL/MOTEL	1
65	GARBAGE/TRASH COLLECTION	7
66	CEMETERY	2
67	ACCOUNTING	5
68	GARAGE	6
71	PUBLIC BUILDINGS	3
	TOTAL	218

2014 – 2016 Personal Positions by Department

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION & # OF POSITIONS	2014 BUDGETED POSITIONS	2015 BUDGETED POSITIONS	2016 BUDGETED POSITIONS	JOB TITLE
30	MAYOR	1	1	1	MAYOR
		1	1	1	
31	COMMISSION	5	5	5	COMMISSIONER
		5	5	5	
32	CITY MANAGER	1	1	1	ASSISTANT TO THE CITY MANAGER
		1	1	1	CITY MANAGER
		2	2	2	
33	CHANNEL 42	1	1	1	PRODUCTION/TECHNOLOGY COOR
		1	1	1	CAMERA OPERATOR (PART-TIME)
		2	2	2	
34	FINANCE	2	2	2	ACCOUNTING TECHNICIAN
		1	1	1	CITY CLERK
		1	1	1	FINANCE DIRECTOR
		4	4	4	
67	ACCOUNTING	1	1	1	BUDGET OFFICER
		1	1	1	ACCOUNTING TECHNICIAN
		1	1	1	CUSTOMER SERVICE
		1	1	1	ACCOUNTING CLERK
		0	1	1	COMMERCIAL DUMPSTER BILLING CLERK
		4	5	5	
36	HUMAN RESOURCES	1	1	1	BENEFIT PROGRAM SPECIALIST
		0	1	1	PERSONNEL & RISK MANAGEMENT
		1	1	1	HUMAN RESOURCE DIRECTOR
		1	1	1	HR GENERALIST
		3	4	4	
38	POLICE ADMINISTRATION	1	1	1	CAPTAIN/ ADMINIST
		1	1	1	CLERK OF MUNICIPAL COURT
		1	1	1	LIEUTENANT ADMIN
		0	1	1	CAPTAIN/ ADMINIST
		1	1	1	OFFICER
		1	1	1	POLICE CHIEF
		1	1	1	MAJOR
		6	7	7	
39	CRIMINAL INVESTIGATION	1	1	1	ADMINISTRATIVE CLERK
		6	6	6	DETECTIVE
		1	1	1	LIEUTENANT CID
		2	2	2	SERGEANT
		10	10	10	
40	UNIFORM PATROL	1	1	1	LIEUTENANT POLICE
		33	33	33	OFFICER
		6	6	6	SERGEANT
		40	40	40	

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION & # OF POSITIONS	2014 BUDGETED POSITIONS	2015 BUDGETED POSITIONS	2016 BUDGETED POSITIONS	JOB TITLE
41	SUPPORT SERVICES	1	1	1	ADMINISTRATIVE ASSISTANT
		1	1	1	CUSTODIAN - PART TIME
		1	1	1	EVIDENCE CLERK
		1	1	1	POLICE SYSTEMS INFORMATION
		6	6	7	RECORDS TECHNICIAN
		10	10	11	
42	POLICE PERSONNEL TRAINING	1	1	1	LIEUTENANT
		1	1	1	
47	SCHOOL RESOURCE OFFICERS	3	3	3	SRO POLICE OFFICE
		3	3	3	
48	FIRE DEPARTMENT	1	1	1	ADMINISTRATIVE ASSISTANT
		3	3	3	BATTALION CHIEF
		3	3	3	CAPTAIN
		19	19	18	FIRE DRIVER/ENGR
		0	0	1	FIRE CHIEF
		18	18	18	FIREFIGHTER
		1	1	1	FIRE MARSHALL
			1	0	FIRE INSPECTOR
		9	9	9	LIEUTENANT FIRE D
				54	55
49	PURCHASING/ WAREHOUSE	1	1	1	PURCHASING DIRECTOR
		1	1	1	PURCHASING TECHNICIAN
		1	1	0	BUILDING MAINT HELPER
		1	1	1	WAREHOUSE CLERK
		4	4	3	
51	PUBLIC WORKS ADMINISTRATION	1	1	1	ADMINISTRATIVE ASSISTANT
		1	1	1	PUBLIC WORKS DIRECTOR
		2	2	2	
52	HIGHWAYS & STREETS	4	4	4	HEAVY EQUIPMENT OPERATOR
		3	3	3	LIGHT EQUIPMENT OPERATOR
		5	5	5	LABORER 1
		1	1	1	LABORER SUPV 1
		1	1	1	LABOR CREW LEADER
		2	2	2	PART TIME MOSQUITO SPRAYER
		2	2	2	PARKS MAINT WKR
		1	1	1	STREET/DRAIN MAIN
		1	1	1	STREET SUPT
		2	2	2	TRUCK DRIVER
				22	22

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION & # OF POSITIONS	2014 BUDGETED POSITIONS	2015 BUDGETED POSITIONS	2016 BUDGETED POSITIONS	JOB TITLE
53	INFRASTRUCTURE CONSTRUCTION	1	1	1	CONCRETE FINISHER
		1	1	1	HEAVY EQUIPMENT OPERATOR
			2	2	DRAINAGE CREW
		1	1	1	LABORER I
		1	1	1	STREET/MAIN CREW SUPERVISOR
	4	6	6		
54	TRAFFIC ENGINEERING	1	1	1	TRAFFIC ENG SUPERVISOR
		2	2	2	TRAFFIC ENGINEER
		3	3	3	
57	COMMUNITY IMPROVEMENT	1	1	1	ADMINISTRATIVE ASSISTANT
		1	1	1	ANIMAL CONTROL OFFICER
		1	1	1	CODE INSPECTOR
		3	3	3	CODE ENFORCEMENT OFFICER
		1	1	1	MAINSTREET DIRECTOR
		7	7	7	
58	ENGINEERING	1	1	1	ADMIN ASSISTANT ENGINEERING
		1	1	1	PROJECT MANAGER/ENGINEER
		1	1	1	CITY ENGINEER DIRECTOR
		2	2	2	ENGINEERING AIDE
		1	1	1	ENGINEERING SUPT
		1	1	1	INTERN (SUMMER)
		7	7	7	
71	PUBLIC BUILDINGS	1	1	1	MAINT/TRAFFIC SUPERVISOR
				1	BUILDING MAINT HELPER
		1	1	1	BUILDING MAINT HELPER
		2	2	3	
GENERAL FUND TOTAL		196	202	202	
65	GARBAGE & TRASH COLLECTION	1	1	1	LEAF/LIMB COLLECT
		4	4	4	LEAF/LIMB COLLECTOR DRIVER
		0	0	0	SOLID WASTE SUPERVISOR
		1	1	1	LIMB COLLECTOR CREW LEADER
		0	0	0	WASTE MGMT SUPT
		1	1	1	REFUGE DEPT FOREMAN/WELDER
		7	7	7	
WASTE MANAGEMENT FUND TOTAL		7	7	7	
66	CEMETERY	1	1	1	CEMETERY SUPT
		1	1	1	HEAVY EQUIP OPERATOR
		0	0	0	LIGHT EQUIPMENT O
CEMETERY FUND TOTAL		2	2	2	
68	GARAGE	1	1	1	AUTOMOTIVE BODY MECHANIC
		0	0	0	CEMETERY FOREMAN
		1	1	1	GARAGE SUPT

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION & # OF POSITIONS	2014 BUDGETED POSITIONS	2015 BUDGETED POSITIONS	2016 BUDGETED POSITIONS	JOB TITLE
		1	1	1	GARAGE SUPERVISOR
		3	3	3	MECHANIC
	GARAGE FUND TOTAL	6	6	6	
59	TOURISM/VISTOR CTR	0	1	1	FULL-TIME ADMINSTRATIVE ASSIST
	TOURISM/VISTOR CTR	0	1	1	
	GRAND TOTAL OF ALL EMPLOYEES	211	218	218	

DEPARTMENTAL SUMMARY, & GOALS

For the next several pages you will find each type of fund in order by the Division that supervises each of these departments. You will find their budget summaries and goals for each division.

Governmental Fund**General Fund**

Executive Division
Finance Division
Human Resources Division
Police Division
Fire Division
Public Works Division
Community Improvement Division
Engineering Division
General Fund Non-Operating

Enterprise Funds

Water and Sewer Fund
Waste Management Fund
City Auditorium Fund

Special Revenue Funds

Cemetery Fund
WPD Information Technology Fund
Hotel/Motel Fund

Capital Project Fund

Special Purpose Local Option Sales Tax Fund 2008

Internal Service Funds

Garage Fund
Liability Fund
Health Insurance Fund
Retirement Fund
Worker's Compensation Fund

General Fund Summary

General Fund
Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
City Taxes	9,844,850	9,452,841	9,963,931	9,681,202	10,096,249
Alcohol Wholesale Tax	260,272	259,273	258,653	264,321	263,653
Code Enforcement	50,326	43,364	52,600	64,948	52,600
Intragovernmental	25,685	27,068	27,000	24,304	27,000
Miscellaneous Fees	7,830	13,946	14,400	8,113	14,400
Police Miscellaneous	135,821	136,819	135,000	133,684	139,000
Channel 42	30,882	26,046	27,300	29,743	27,500
Fines & Forfeiture	443,071	373,079	504,000	407,467	504,000
Interest Income	1,152	931	4,500	794	4,500
Miscellaneous Revenue	208,426	200,796	190,500	161,152	190,500
Total Revenues	\$11,008,314	\$10,534,163	\$11,177,884	\$10,775,727	\$11,319,402
Reimb from Other Departments	1,788,392	2,417,241	2,219,889	2,219,889	2,499,414
Net Revenues	\$12,796,706	\$12,951,404	\$13,397,773	\$12,995,616	\$13,818,816

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Executive	649,525	734,609	723,031	720,032	838,142
Finance	825,657	789,730	798,661	785,024	778,827
Human Resource	194,999	200,627	242,400	231,837	332,538
Police	4,359,595	4,513,054	4,490,240	4,289,113	4,553,045
Fire	3,374,509	3,392,604	3,251,895	3,338,275	3,300,402
Public Works	1,414,141	1,356,856	1,395,561	1,350,174	1,400,472
Community Improvement	432,419	426,477	431,199	417,386	463,662
Engineer	1,260,207	1,368,461	1,513,962	1,483,331	1,576,116
Non-Operating	206,761	273,595	283,583	277,584	303,683
Total Expenditures	\$12,717,812	\$13,056,012	\$13,130,533	\$12,892,756	\$13,546,887
Charges to Other Departments	393,536	251,011	267,240	267,240	271,929
Net Expenditures	\$13,111,348	\$13,307,023	\$13,397,773	\$13,159,996	\$13,818,816
Positions					
Full Time	185	185	195	197	197
Temporary (Part-time)	5	5	5	5	5
Total Positions	190	190	200	202	202

Executive Division

Executive

Division Summary

The Executive Division includes the Mayor, City Commission, Elections, City Attorney, Auditor, Municipal Court, Judge, Production of Channel 10/Information Technology, and City Manager's expenditures. The City of Waycross maintains a Commission/Manager form of government. The Mayor and City Commission establish local law and policy by approving ordinances and resolutions, and work with citizen groups and individuals through public hearings and public contacts. They strive to establish and maintain good working relationships with Local, State and Federal Government officials and to promote the economic and social development of the City of Waycross. The City Manager provides professional management efforts and techniques, and works with division heads and city employees to establish and maintain a system for obtaining results within the City Commission policy. The City Manager reports to the City Commission and is responsible for appointing all department heads, supervising all departments, preparing an annual budget and advising the Commission of financial condition and needs of the City.

Expenditure Summary:

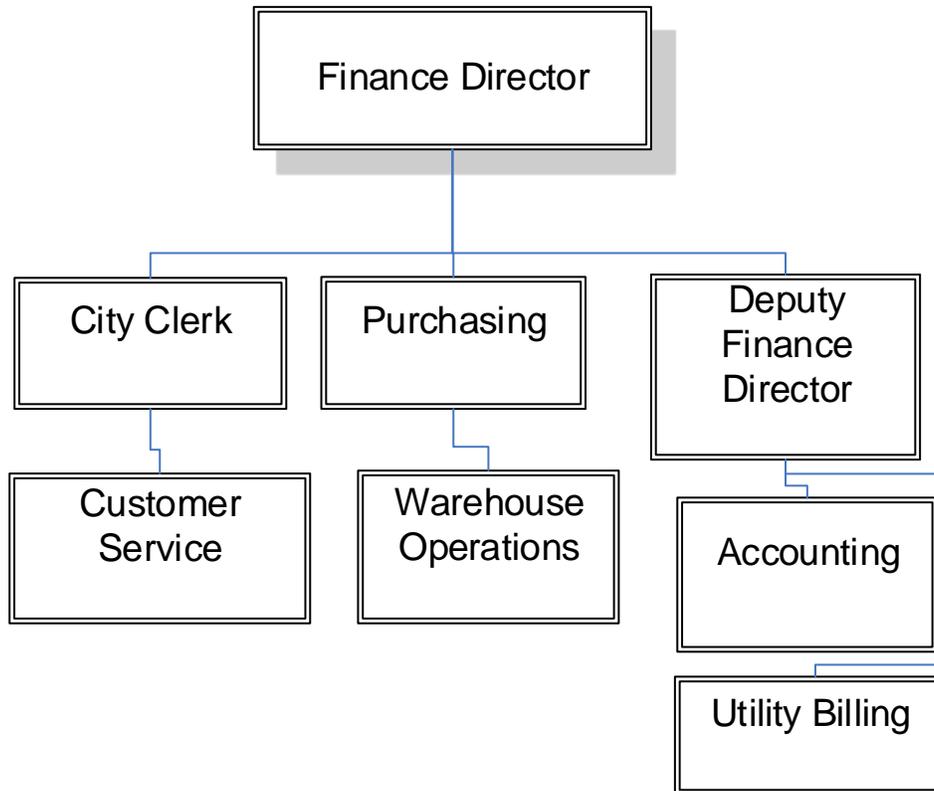
Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	376,652	380,975	348,901	356,332	376,291
Contractual Services	181,953	213,139	195,223	191,627	222,100
Travel & Training	29,805	36,252	39,400	36,202	42,600
Other Operating Expenses	53,192	104,243	128,507	129,450	129,351
Capital Outlay	7,924	0	11,000	6,421	67,800
Total Expenditures	\$649,525	\$734,609	\$723,031	\$720,032	\$838,142
Charges to Other Departments	0	0	0	0	0
Net Expenditures	\$649,525	\$734,609	\$723,031	\$720,032	\$838,142
Positions					
Full Time	9	9	9	9	9
Part-Time	1	1	1	1	1
Total Positions	10	10	10	10	10

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Executive	DEPT/UNIT:	Mayor & Commission
<i>Please list your Goals for your department here:</i>			
1. Upgrading all City Parks with playground equipment, benches, build or upgraded covered shelters and build bathrooms. This goal will be funded with 2014 SPLOST Funds.			
2. Assist staff in finalizing Public Works facility building.			
3. Street Lights - Complete audit to see which lights should be on/off and perform a study of various parking lots to see who are paying for street lights.			
4. Start the developing phase for the New Fire Station #4 in the 09 Gilchrist Park area.			
5. Make City Hall more handicap accessible.			
<i>Please list your Long-Term Goal or Goals here:</i>			
1. Develop a plan for economic development for the entire community. Invite key stakeholders for providing an economic development strategy.			
2. Continue Sports and Family oriented Activities. Seek for grants to help us achieve this goal.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
1. The renovation of the City Auditorium has been completed and is being rented for events by the public.			
2. The Tourism facility was relocated to City Hall on 1st floor. These changes have been a positive feedback from our community.			
3. No budget cuts, each department stayed within their budgets.			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Executive	<i>DEPT/UNIT:</i>	Data Processing (IT)
<i>Please list your Goals for your department here:</i>			
Install SharePoint Server			
Upgrade Memory in Host VM servers for Quest VM servers			
Install new NAS storage system for Quest VM servers			
Install new backup system for data backup			
Upgrade Windows XP systems City wide			
<i>Please list your Long-Term Goal or Goals here:</i>			
Fire and flood proof the City Hall server room			
Install fire, water, humidity and etc, monitoring equipment in City Hall server room			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Upgraded Backup and Antivirus Software			
Upgraded 3/4 of the City's computer systems to Windows 7 or 8.1			

Finance

FINANCE



Finance

Division Summary

The Finance Division is responsible for cash receipts, city clerk functions, accounting, purchasing and budgeting. This division strives to provide accurate financial reporting and excellent customer service for all internal and external customers, while developing innovative and cost-effective ways of financing city services and facilities.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	618,363	683,303	686,797	680,707	676,342
Contractual Services	0	0	0	0	0
Travel & Training	20,247	10,076	13,800	11,458	13,800
Other Operating Expenses	182,503	95,885	96,064	91,224	88,185
Capital Outlay	4,543	466	2,000	1,635	500
Total Expenditures	\$825,657	\$789,730	\$798,661	\$785,024	\$778,827
Charges to Other Departments					
Net Expenditures	\$825,657	\$789,730	\$798,661	\$785,024	\$778,827
Positions					
Full Time	8	8	13	13	12
Part-Time	0	0	0	0	0
Total Positions	8	8	13	13	12

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Finance	DEPT/UNIT:	Purchasing
<i>Please list your Goals for your department here:</i>			
Implement online requisition for warehouse.			
Scan all documents and files.			
Update all vendor information - ongoing.			
Continue to research innovative ways to make Purchasing more cost effective.			
Continue to evaluate all procurement opportunities to obtain best value for the City.			
Complete CFO Level 1 for Warehouse Tech.			
Incorporate online requisitions into Purchasing Manual.			
<i>Please list your Long-Term Goal or Goals here:</i>			
BarCode Warehouse.			
Go paperless in Purchasing and Warehouse.			
Barcode could also be used to flag all fixed assets and department inventories.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Implemented Online Requisition			
Trained New Purchasing Tech			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Finance	DEPT/UNIT:	Accounting
<i>Please list your Goals for your department here:</i>			
1. Focus on Cross-Training employees with the department.			
2. Continue to train all departments on the new web software with ADG.			
3. Implement scanning reports and data instead of printing reports.			
4. Update Policy and Procedures for the Utility Billing Department.			
<i>Please list your Long-Term Goal or Goals here:</i>			
1. Streamline duties between Accounting and Utility Billing Department.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
1. Received the GFOA Budget Distinguished Budget Award for Budget Year 2015.			
2. Implemented the On-Line Requisition System.			

Human Resources

HUMAN RESOURCES



Human Resources

Division Summary

The H.R. Division is responsible for all H.R. functions for all City Departments, including but not limited to: Recruitment, Selection, Placement, Orientations and Training of Employees, Benefit Administration (Health, Wellness, Insurance Coverage), Compensation/Payroll Development of Personnel Policies and Procedures, Risk Management, Safety Training, Worker's Compensation and Liability, City Wide Public Relations, and Employee Relations and Incentives.

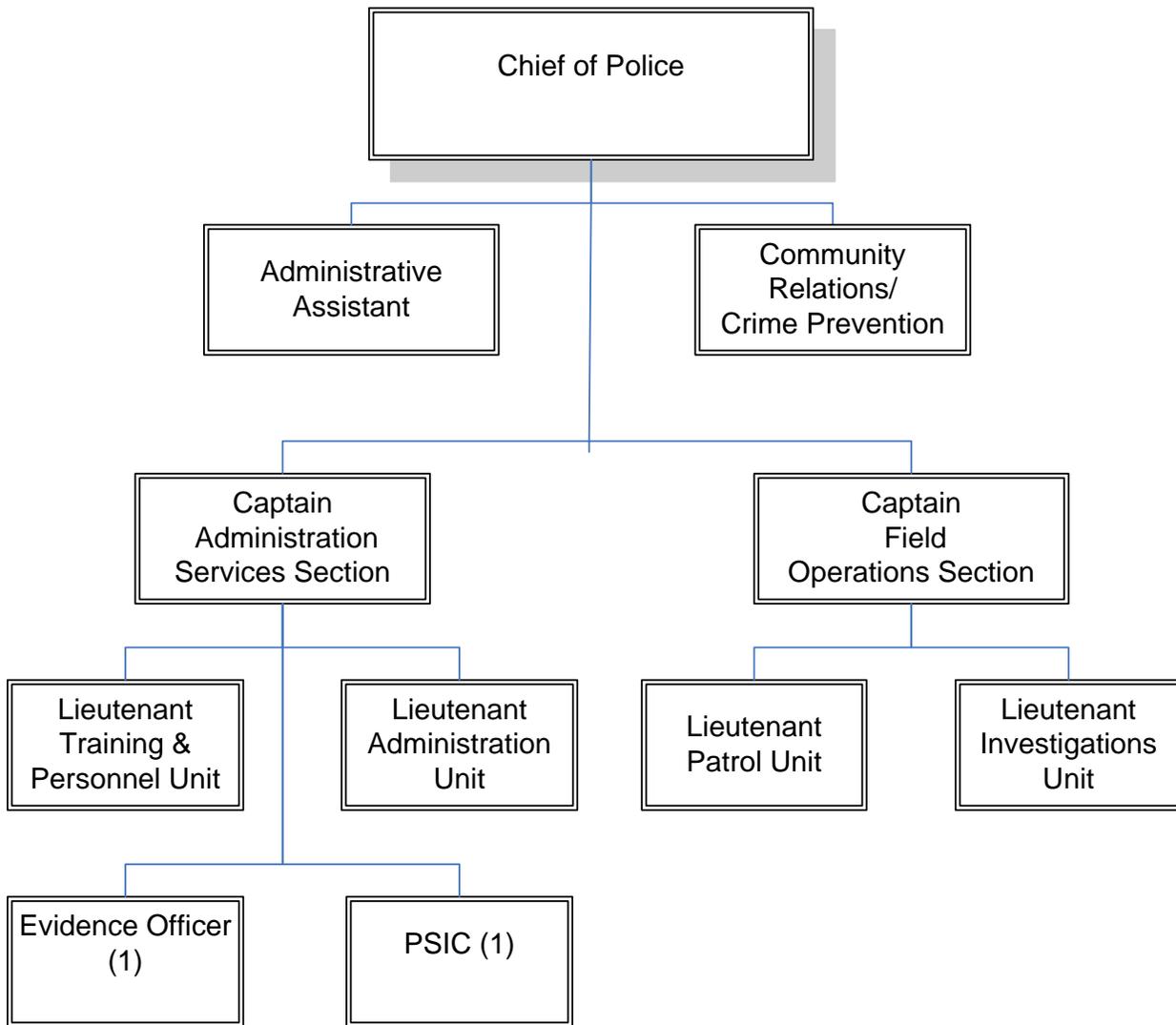
Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	162,749	167,562	200,161	192,632	258,548
Contractual Services					
Travel & Training	5,236	6,656	7,000	5,652	18,529
Other Operating Expenses	27,014	26,408	33,739	32,020	55,461
Capital Outlay	0	0	1,500	1,533	0
Total Expenditures	\$194,999	\$200,627	\$242,400	\$231,837	\$332,538
Charges to Other Departments					
Net Expenditures	\$194,999	\$200,627	\$242,400	\$231,837	\$332,538
Positions					
Full Time	3	3	3	4	4
Part-Time					
Total Positions	3	3	3	4	4

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Human Resources	DEPT/UNIT:	
<i>Please list your Goals for your department here:</i>			
Implement one integrated system of record for human resource, benefits and payroll data that allows for the flexibility to meet business and regulatory requirement needs. Provide access to relevant and accurate current, historical, and future data that support business processes and requirements.			
Provide Retirement 101 Education Sessions to help employees plan for their future			
Develop Wellness & Safety Committees to aid in managing risk			
Seek wellness educational programs that are “free” (i.e., lunch & learns)			
Provide supervisory training in the areas of performance documentation, progressive discipline, employee rights, City of Suwanee Personnel Policies, functions of a municipal government at least once per year.			
Continue to develop working knowledge around healthcare reform			
Continue training through GLGPA towards Certified Human Resource Professional /Attend Public Information Officer BootCamp Training			
Continue to provide recruitment, selection, hiring and retention assistance to City departments			
Continue to work with PD in CALEA National certification in the areas of Human Resources to include recruiting, promotional process, policies, etc.			
Budget for a Market Study in FY 2016 to remain competitive in the market and in compliance with FLSA. (Based on approval)			
Review and update the Employee Handbook annually			
Update all job descriptions			
Redefine job codes			
Continue to focus on lean HR processes			
Maintain federal, state, and local HR compliance			
Develop clearly defined processes for recruiting, on-boarding, termination, promotions, status changes, FMLA/LOA, and payroll.			
Improve the quality of employee related data. Increase data integrity, control, and records management			
<i>Please list your Long-Term Goal or Goals here:</i>			
Develop a Succession Plan for the City			
Review Retirement plans			
Evaluate Implementation of an LMS system for the City to provide cost effecient training solutions in the areas of customer service, soft skills, diversity in the workplace, harrassment in the workplace ect.			
Update the recruitment strategy – Identify key colleges and universities to cooperate with and introduce internship programs			
Identify and build the advanced skills, competencies and capabilities required for HR to fulfill its strategic role and improve HR operational excellence			
Community Engagement: Partner with/DOL/OTC/SGC to define solutions to improve workforce ready skills for HS seniors			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Hosted a City wide job fair resulting in an increase in employment for citizens			
Enhanced benefits program with a cost savings solution- Tele Medicine			

Police Department

POLICE DEPARTMENT



Police Department

Division Summary

The Police Department preserves and protects the lives and property of all persons living, working or visiting our City. To perform these tasks, this department is composed of the following functional units: Uniform Patrol, Criminal Investigations, Support Services, Municipal Court Service, Training & Personnel, S.W.A.T., Administration, and School Resource Officers.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	3,688,930	3,831,155	3,804,753	3,664,685	3,863,125
Contractual Services					
Travel & Training	51,188	46,541	54,436	47,433	67,500
Other Operating Expenses	619,477	634,089	618,552	566,053	609,920
Capital Outlay	0	1,270	12,500	10,943	12,500
Total Expenditures	\$4,359,595	\$4,513,054	\$4,490,240	\$4,289,113	\$4,553,045
Charges to Other Departments					
Net Expenditures	\$4,359,595	\$4,513,054	\$4,490,240	\$4,289,113	\$4,553,045
Positions					
Full Time	69	69	71	71	71
Temporary	1	1	1	1	1
Total Positions	70	70	72	72	72

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Police	DEPT/UNIT:	Administration
<i>Please list your Goals for your department here:</i>			
1. To maintain a professional and courteous bearing while dealing with customers and other employees.			
2. To maintain proper reporting functions with the Criminal Justice Information System.			
3. To organize and plan community events and meetings.			
4. To account for and document all incomes of the department including posting bonds, fine payments and any miscellaneous incomes.			
5. To ensure all employees in this unit are trained, certified and re-certified as needed for their job assignments.			
6. To achieve 100% accuracy in the reporting, documenting and distribution of reports.			
<i>Please list your Long-Term Goal or Goals here:</i>			
1. To maintain CALEA accreditation files and State Certification files in an organized manner ready for review.			
2. To dispose of unnecessary property in the evidence room to create more space to keep the room organized and clean.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Successfully achieved recertification through the Georgia Association of Chiefs of Police.			
Successfully went through two Georgia Crime Information Center Audits			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Police	DEPT/UNIT:	Criminal Investigations
<i>Please list your Goals for your department here:</i>			
1. Continuing with the community policing philosophy of the department, our unit will have at least one representative at all scheduled community meetings to have direct contact with citizens of the 4 geographic sides of town to address concerns of the community and to pass on concerns and or information of our department.			
2. To assure the citizens of our City have the most efficient, well trained, capable investigators available by attending cost effective advanced or required re-certification training.			
3. To maintain open lines of communication between all units within the department by attending each Thursday briefings. Information both obtained from uniformed patrol and passed on by investigators will be recorded then distributed via e-mail to all sworn members of the department assuring that personnel no in attendance have been afforded the information.			
4. To ensure the fiscal, administrative, and operational requirements of the department are met by making sure all preventive maintenance plans are followed which will help reduce repairs to our fleet equipment as well as extending the life of our equipment.			
<i>Please list your Long-Term Goal or Goals here:</i>			
To coordinate with all levels of prosecution to assure that offenders are prosecuted to reduce recidivism. Continue to actively seek civil forfeitures to relay the message to offenders that we will seize property that has been obtained through illegal activity. We will apply the proceeds of forfeited items to the use of the department for the purchase of needed equipment that would not be obtainable with limited budgets and for public relation activities, such as Kid's Fun Day.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Investigators developed probable cause for the arrest of a suspect in the homicide of a small child in July 2014. Investigators have also followed leads which have lead to the arrest of three burglary suspects which were involved in a ring of pharmacy burglaries spanning several states.			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Field Operations	DEPT/UNIT:	Uniform Patrol
<i>Please list your Goals for your department here:</i>			
<ol style="list-style-type: none"> 1. Maintain an effective flow of communication between Uniform Patrol and Criminal Investigations 2. Relay and distribute intel on known drug offenders through investigative work sheets 3. Uniform Patrol will remain updated on criminal and constitutional issues 4. Increase the public's knowledge on traffic safety and updated laws 5. Decrease alcohol related automobile accidents 6. Build partnerships in the community 			
<i>Please list your Long-Term Goal or Goals here:</i>			
<p>FY 2016 personnel from the Uniform Patrol Unit will meet with Criminal Investigations Unit Investigators minimum of 40 times during the year in order to maintain the constant flow of information between the two units of the Field Operations Section of the Waycross Police Department. These meetings will serve as an avenue for the exchange of information concerning wanted persons, suspects of criminal investigations, suspicious activity, known and suspected locations of vice operations and drug activity. This will allow information gained by patrol officers to be passed along to detectives freely without constraints as to the believed importance of information. This can also increase the patrol officer's ability to become more efficient in their daily activities while patrolling the City of Waycross. The past meetings have proven to be beneficial for both Units as information shared has aided in the clearance of cases by arrest. The arrests of wanted persons along with the identification of high drug activity areas and drug offenders have also shown the meetings to be successful.</p> <p>During FY 2016, the Uniform Patrol Unit will maintain the relay of drug offender information to other Uniform Patrol Officers and the members of the Criminal Investigations Unit. The information provided will consist of known and suspected drug offenders, their vehicles, last known addresses and any known associates. The information passed along shall also include pertinent information such as the suspect's physical characteristics, method of operation when known, and other details learned or known as may be relevant to the person. This will arm the police officers with necessary information to assist them in developing their probable cause for increased enforcement activity against the flow of drugs and other contraband through our city.</p> <p>With changes in case law, the criminal laws and new threats against the public, Uniform Patrol Officers must be kept current in the new investigative techniques and court requirements placed on them. Members must be kept abreast of these new advancements or suffer a short fall in the recognition, detection, investigation, and successful prosecution of the offenses that they are employed to investigate, thereby failing to do the thorough job that our department's policy and reputation demands. These changing laws, procedures and threats demand increased specialized training for the Officers in the field. In the FY of 2016 each uniform patrol officer</p>			

will be sent to two (2) specialized schools of training. By educating the officers on the changes and new threats faced, the officers of the Waycross Police Department, as a whole, will be better able to serve their citizens with greater efficiency and safer techniques while conducting lawful and successful investigations, reducing the liability of law suits and conserving wasted time and valuable resources on cases which would not be prosecutable.

Uniform Patrol will continue to work to increase the public's awareness of the state laws regarding the use of seatbelts, child restraints, and traffic concerns . Outside of traffic enforcement as a means to educate, Uniform Patrol will utilize available tools, such as the Speed Detection Sign or "Dummy" Cars, to make drivers more aware of their environment and actions. The Traffic Unit will also utilize classroom settings such as educational events at targeted audiences such as Ware Sr High, Waycross College, Coastal Pines Technical College or any event attracting a large number of people and an opportunity is presented.

Traffic Unit officers will conduct a minimum of 6 educational events per officer per year.

Uniform Patrol, through educational events & traffic enforcement, will encourage traffic law compliance which hopefully will lead to no more than 750 Roadway accidents & no more than 350 injuries occur in the accidents through reduction of speed. The environment created will prevent no more than 2 fatalities in these accidents.

The Waycross P.D. Uniform Patrol will maintain or decrease the number of Alcohol related traffic collisions in the City of Waycross by increasing the number of Roadside Sobriety Checkpoints to a minimum of 4 a year and Drivers Licenses / Equipment Checkpoints a minimum to 12 a year.

Uniform Patrol will aggressively seek out impaired drivers by utilizing Field Sobriety Training to reach a minimum 96 DUI-Alcohol / Drug arrests.

Uniform Patrol will attend the minimum of 4 Community Meetings per calendar year.

Additionally, the CRT will conduct a minimum of 12 "knock and talks" per year in neighborhoods in the city so information can be directly obtained from citizens who normally would not contact the police.

Additionally contact would also create a relationship that may not otherwise exist.

Please list your Significant Prior Year Accomplishments:

CIU/Patrol Unit Briefings	49
Driver License Checks	6
Multi Agency Sobriety Check Point	1
Number of DUI Arrests	59
Reduce Number of Roadway Accidents	616
Reduce Number of Injuries from Accidents	256
Reduce Traffic Fatalities	0
Private Property Accidents	385
Traffic Unit Educational Events	8
Patrol attended Community Meetings	7
Community Walks	30

**GOALS, LONG-TERM GOALS AND SIGNIFICANT
PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016**

DIVISION:	Police Department	DEPT/UNIT:	Support Services
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Please list your Goals for your department here:

1. To stay professional and courteous while dealing with customers and other employees.
2. To maintain CALEA accreditation files and State Certification files in an organized manner ready for review.
3. To perform all GCIC/NCIC functions with 100% accuracy.
4. To keep the department stocked with necessary supplies for normal operations.
5. To account for and document all incomes of the department including posting bonds, fine payments, and any other income.
6. To ensure all employees in this unit are trained, certified, and re-certified as needed for their job assignments.
7. To achieve 100% accuracy in the reporting, documenting, and distribution of reports.
8. To dispose of unnecessary property in the evidence room to create more space to keep the room organized and clean.

Please list your Long-Term Goal or Goals here:

Please list your Significant Prior Year Accomplishments:

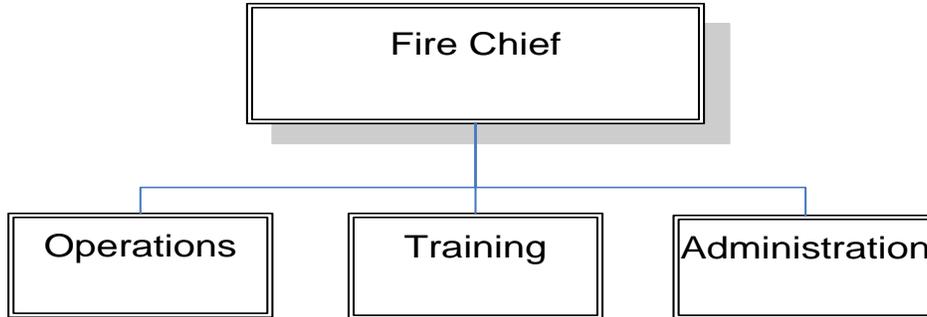
1. The Waycross Police Department maintained all monetary funds with no discrepancies.

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Field Operations	DEPT/UNIT:	Swat
<i>Please list your Goals for your department here:</i>			
Maintain and Improve the quality of service delivered to the community, providing for their safety during extremely dangerous situations, through the use of the S.W.A.T. Team of the City of Waycross Police Dept.			
Maintain a state of rediness for GEMA Area 8 concerning chemical, biological, radillogical, nuclear, and explosive incidents that result from a criminal intent.			
<i>Please list your Long-Term Goal or Goals here:</i>			
This Goal will be met through training a minimum of 8 hours per month on tactics, equipment, and operational proficiency. This will further be accomplished by the use of live scenarios to aide in real life situations for building professionalism and proficiency.			
<i>Please list your Significant Prior Year Accomplishments:</i>			

GOALS AND OBJECTIVES FOR FISCAL YEAR 2016			
DIVISION	Police	DEPT/UNIT:	School Resource Officers
Please list your Goals for your department here :			
Maintain a safe environment for the children at our schools.			
Establish an open line of communication with the student body so that the school children feel confident that they may speak freely with the SRO on police related matters or on personal issues that they feel the need to speak with someone about.			
Educate the student body on legal issue, personal safety issues, the dangers associated with driving a vehicle and gang involvement.			
Please list your Objectives for you Goals below:			
Maintain a safe environment for the children of our community to learn in so that each child may attend school without fear of harm threat or intimidation from others. This will be done through the swift and fair enforcement of the local, state, and federal laws that apply to the school property and school setting. Take decisive action against those identified as being involved in acts that are in direct violation of the laws. Preservation of peace and protection of those that are violated by the criminal behavior of others when the acts are made known to SRO.			
Interact with students so they may become accustomed to speaking with a Uniformed Police Officer and establish a repore with them so they may freely give valuable information about past or future criminal conduct occurring in the school setting or elsewhere.			
Educate the student body on legal issue, personal safety issues, the dangers associated with driving a vehicle and gang involvement by conducting no less than 2 speeches each semester to various school classes or clubs.			
Participate in educational school functions like Teen Maze.			

Fire Department

FIRE DEPARTMENT



Fire Department

Division Summary

The Waycross Fire Department provides protection for the lives and property of those within the City of Waycross, Georgia 24 hours a day 7 days a week. This is accomplished through fire prevention and public education, on-going employee training and education, business inspections and pre-fire planning. In the event of an emergency situation, whether man-made or natural disaster, the Waycross Fire Department will respond promptly in order to provide the necessary services or assistance for the mitigation of the emergency.

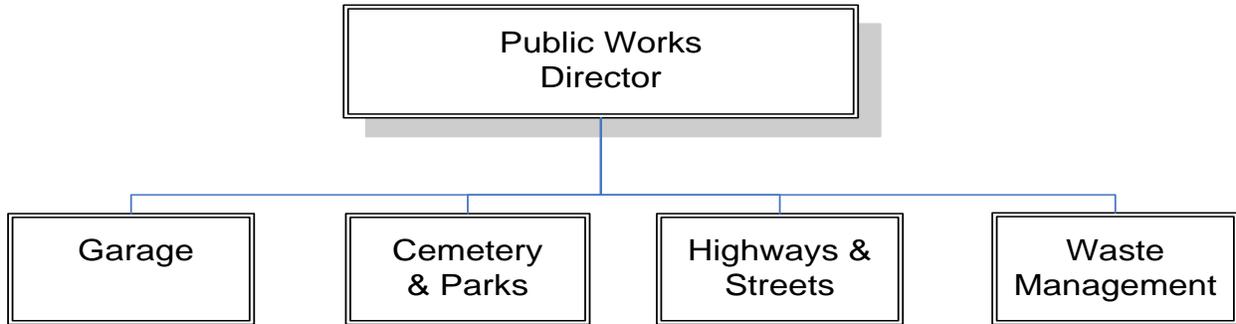
Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	3,125,052	3,124,333	3,008,369	3,100,159	3,035,770
Contractual Services					
Travel & Training	7,134	11,131	11,250	9,925	13,000
Other Operating Expenses	227,359	236,157	218,376	214,358	224,632
Capital Outlay	14,965	20,983	13,900	13,833	27,000
Total Expenditures	\$3,374,509	\$3,392,604	\$3,251,895	\$3,338,275	\$3,300,402
Charges to Other Departments					
Net Expenditures	\$3,374,509	\$3,392,604	\$3,251,895	\$3,338,275	\$3,300,402
Positions					
Full Time	54	54	55	54	54
Temporary					
Total Positions	54	54	55	54	54

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Fire	DEPT/UNIT:	48
<i>Please list your Goals for your department here:</i>			
1. Build Fire Station #4			
2. Update all department portable radios. AFG grant submitted for this in 2014. Waiting to hear on this.			
3. Build Public Safety Training Center. Joint SPLOST project.			
4. Replace all outdated personal protective equipment (PPE) to meet NFPA 1851 and ISO requirements.			
5. Replace all out of date fire hose and damaged hose to meet NFPA 1962 and ISO requirements.			
6. Replace roofs on fire station #1. Also move on replacement or repair of roofs on Station #2 and #3.			
7. Obtain a fire safety house. Will submit for a grant through Federal Government.			
8. Move Hook and Ladder Truck to Fire Station #3 for ISO requirements.			
9. Remodel bedrooms at Fire Station #2 and #3.			
10. Continue to meet annual ISO required testing and inspections (ladder testing, SCBA testing, Pump testing hydrant inspections and flow tests, fire safety inspections and pre-fire plan surveys).			
11. Replace concrete in front of Station #3.			
<i>Please list your Long-Term Goal or Goals here:</i>			
1. Replace Engine #1 and #2 (SPLOST funded request)			
2. Improve department technology. Specifically put tablets in the fire engines.			
3. Become a regional testing facility for the State of Georgia.			
4. Replace Battalion Chief and Fire Chief vehicles.			
5. Purchase needed equipment for engines and stations.			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Replaced 1984 E-One Fire Engine.			
Implemented annual pre-fire planning for all commercial property in City.			
Worked with Engineering and ESG do develop computer modeling for fire hydrants and distribution system for ISO requirements.			

Public Works

PUBLIC WORKS



Public Works

Division Summary

The Public Works Department is responsible for maintaining the streets, sidewalks and parks of the City. Public Works is also responsible for the administrative functions of the Waste Management , Cemetery, and City Garage departments. Below is the summary of the Administrative and Highways & Streets departments of the Public Works Division.

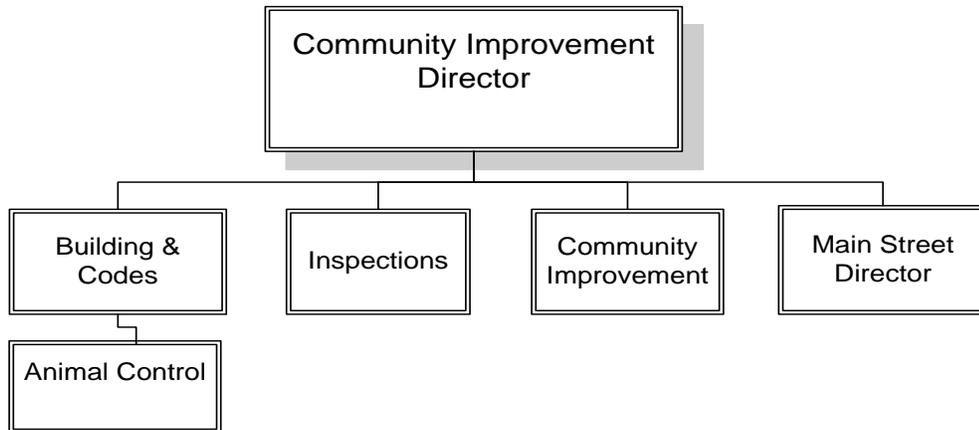
Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	921,367	898,571	913,443	894,631	942,653
Contractual Services	84,064	65,767	43,750	31,692	43,750
Travel & Training	2,177	1,872	4,300	2,548	4,300
Other Operating Expenses	406,056	390,597	412,418	403,402	409,669
Capital Outlay	477	50	21,650	17,901	100
Total Expenditures	\$1,414,141	\$1,356,856	\$1,395,561	\$1,350,174	\$1,400,472
Charges to Other Departments					
Net Expenditures	\$1,414,141	\$1,356,856	\$1,395,561	\$1,350,174	\$1,400,472
Positions					
Full Time	22	22	22	22	22
Temporary	2	2	2	2	2
Total Positions	24	24	24	24	24

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Public Works	<i>DEPT/UNIT:</i>	Highways & Streets
<i>Please list your Goals for your department here:</i>			
Continue replacement of Public Works Equipment			
Additional tables & benches to City Parks			
Enhance Christmas decorations in all City Parks			
Upgrade playground equipment in parks			
<i>Please list your Long-Term Goal or Goals here:</i>			
Energy efficient equipment			
Cover additional streets with millings			
Increase size of underground culverts and drainage			
Relocated to new Public Compound			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Demolition of 21 houses			
Mowed all accessible canal banks			
Extensive cross training of employees			

Community Development

COMMUNITY DEVELOPMENT



Community Improvement

Division Summary

The Department of Community Improvement consists of three divisions: Animal Control, Inspections, and Administration . The Animal Control officer is responsible for controlling all unleashed animals within the City limits. The Inspections division consist of a building and code inspector, city marshal/city planner, and two code enforcement officers. Within the Administration division, the mainstreet manager and tourism duties are included, all grant procedures for the City of Waycross are handled, as well as all the housing programs for the City, including the CHIP Program. Within the DCI all inspections, planning and zoning, permits, code enforcement, grants, business licensing and housing programs for the City takes place on a daily basis.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	382,440	380,537	378,431	372,332	407,361
Contractual Services					
Travel & Training	6,923	6,166	10,600	7,152	12,000
Other Operating Expenses	42,221	36,925	39,468	35,509	44,302
Capital Outlay	834	2,850	2,700	2,393	0
Total Expenditures	\$432,419	\$426,477	\$431,199	\$417,386	\$463,662
Charges to Other Departments					
Net Expenditures	\$432,419	\$426,477	\$431,199	\$417,386	\$463,662
Positions					
Full Time	7	7	7	7	7
Part-Time					
Total Positions	7	7	7	7	7

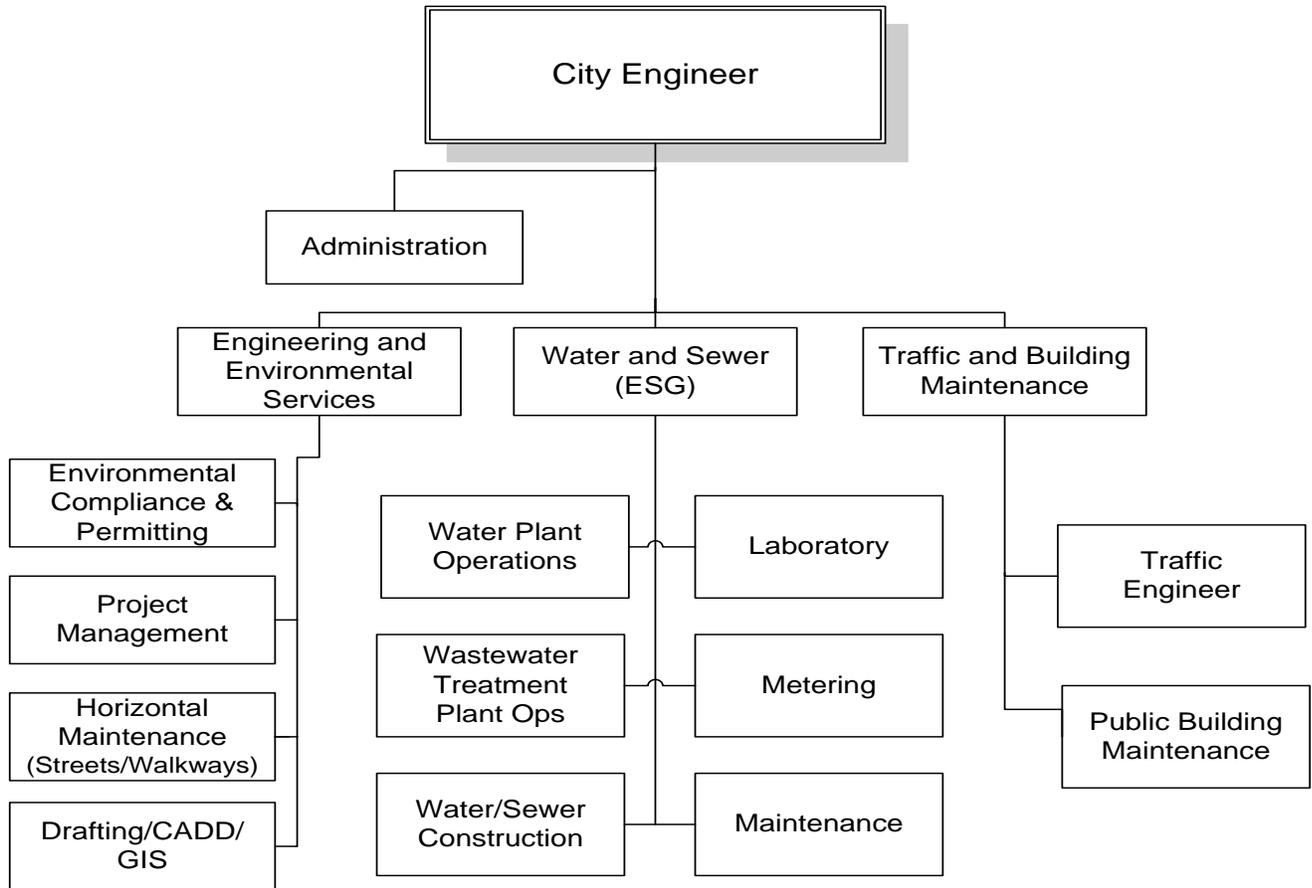
GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Community Improvement	<i>DEPT/UNIT:</i>	Animal Control
<i>Please list your Goals for your department here:</i>			
Continue to improve customer service skills			
Continue to build relationships with staff at the Humane Society			
Continue to educate the public on pet ownership and Animal Controls role in the community			
Establish a list of 10 locations where stray canines are abundant and work until the population is reduced			
Promote responsible pet ownership within the City of Waycross			
<i>Please list your Long-Term Goal or Goals here:</i>			
To be properly and adequately staffed and trained to provide services to citizens			
Push for more stringent cruelty laws for companion animals			
Advocate for laws prohibiting tethering in Waycross and Ware County			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Successfully resolved over 90% of the over 600 calls that were received regarding animal control complaints			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Community Improvement	<i>DEPT/UNIT:</i>	Inspections
<i>Please list your Goals for your department here:</i>			
Update all cases on the tracking log on a continuous basis			
Keep the Commission up to date on the status of all court cases			
Continue to improve customer service skills			
Utilize ADG for input of problem properties			
Demolish 40 houses			
Work with property owners to eliminate blight throughout the City of Waycross			
<i>Please list your Long-Term Goal or Goals here:</i>			
To be properly and adequately staffed and trained to provide services to citizens			
Continue working with other departments concerning all Code issues			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Demolished 24 Houses			
Resolved over 80% of Code Enforcement cases			

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Community Improvement	DEPT/UNIT:	Administration
<i>Please list your Goals for your department here:</i>			
Work closely with all current, future and potential developers			
Train a backup inspector for the department			
Extensive training in grant writing			
Continue to improve customer service skills			
Ensure that the entire Community Improvement Department is proficient in ADG			
Develop strategies to target, recruit, attract and secure desirable businesses and developments			
<i>Please list your Long-Term Goal or Goals here:</i>			
To be properly and adequately staffed and trained to provide services to citizens			
Continue to improve and expand each event housed under the City of Waycross			
Form a better partnership with the DWDA and downtown business owners			
Research and apply for more grant funding			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Successfully executed 8 events			
Received a KaBoom playground grant from Dr. Pepper and Snapple			
Nationally recognized Main Street City			
Certified Regional Visitor Information Center			
Easter Seals Distinguished Service Award recipient			

Engineering

ENGINEERING DEPARTMENT



Engineering

Division Summary

This division is responsible for construction inspections of water and sewer improvements and street and drainage improvements. They also handle permitting for soil erosion, storm drainage, industrial pretreatment and storm water management. Engineering is also responsible for the administrative functions of the Water and Sewer operations, Building Maintenance and Traffic Engineering.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	764,425	792,234	866,683	832,964	927,936
Contractual Services					
Travel & Training	1,131	1,602	5,150	2,240	5,660
Other Operating Expenses	452,547	537,426	578,830	590,740	596,520
Capital Outlay	42,104	37,199	63,300	57,387	46,000
Total Expenditures	\$1,260,207	\$1,368,461	\$1,513,962	\$1,483,331	\$1,576,116
Charges to Other Departments					
Net Expenditures	\$1,260,207	\$1,368,461	\$1,513,962	\$1,483,331	\$1,576,116
Positions					
Full Time	13	13	15	17	18
Temporary	1	1	1	1	1
Total Positions	14	14	16	18	19

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	ENGINEERING	DEPT/UNIT:	CITY ENGINEER
<i>Please list your Goals for your department here:</i>			
1. Achieve Progress Improvement of City Infrastructure: Develop a robust Capital Improvement Program, Secure funding options, and Execute capital improvement projects.			
2. Improve City Traffic Flow & Minimize Traffic and Pedestrian Safety Hazards: Continue to pursue signage, signal and lane improvements; continue to implement the signage & signal upgrade program; and Achieve progressive improvement in street lighting coverage where warranted, balancing safety & cost.			
3. Promote City Growth and Economic Development: Continue to support the Local Development Authority's industrial recruitment efforts; Refine the current developers' package to help citizens efficiently navigate the City's permitting process; Improve & modernize the City's current policies, procedures & ordinances relating to City Infrastructure.			
4. Maintain Sound Environmental Stewardship: Implement NPDES regulations, drinking water permit requirements, and Watershed Assessment plan; Review local discharge limits and adjust the Industrial Pretreatment permit program, phasing in surcharges and more effective FOG program; Continue to maintain the "Gold" compliance award eligibility for Water & Wastewater treatment facilities.			
5. Maximize Division Productivity: Vastly improve GIS mapping to catalog water, sewer, storm and lighting infrastructure; Continue to promote staff professional development; Utilize existing staff's talents for more effective project-inspection relationship; Put project management tools in hands of traffic and street/drainage staff; Implement a work order tracking program; Continue to build Repository for archived maps, plats, and as-built drawings; & Continue to promote and improve project documentation.			
<i>Please list your Long-Term Goal or Goals here:</i>			
Elevate the quality of life for the citizens of Waycross by providing the best possible infrastructure and service delivery.			

<i>Please list your Significant Prior Year Accomplishments:</i>
Successfully completed numerous upgrades and repairs to our WWTP to improve the City capacity.
Completed construction of George Street Paving Improvements with funding support from GDOT Local Maintenance and Improvements Grants.
Completed a 21 mile safety striping project throughout the City on major through streets.
Updated GIS capability by mapping all storm drainage structures. Also added additional data related to pavement, curbs, sidewalks, etc. as well as updated conditions assessment results of paved streets.
In-House Design and execution of multiple small projects.
Work with Contractor is in progress related to Watershed Protection Plan, required by GA EPD in the City's Wastewater Treatment Permit, is well underway. Monitoring have been completed and final reports will be sent to GA EPD for approval in May 2014.
Completed the Rails to Trails walking trail and trailhead project utilize GDOT grant to assist in project funding.
Worked with the Regional Commission, Consulting Engineer, and other City Departments to prepare submission of CDBG application to support proposed water, sewer, street, and drainage improvements in the Izlar, Owens, Roosevelt Street area.
Water and Wastewater Plants received recognition from Georgia Association of Water Professionals due to quality operations with the Water Plant receiving the Water Plant of the Year Award again this year.
Completed 2014 LMIG project through GDOT to assist in funding pavement and drainage improvements on Hill Street and portions of Thomas Street where severe pavement deterioration and/or drainage issues and fire water were addressed.
Secured 2015 LMIG through GDOT to assist in funding pavement, drainage and sewer improvements on Walters Street and portions of Alice Street & Hick Street where severe pavement deterioration and/or drainage and sewer issues will be addressed.
Replaced a large % of our Traffic Signs to meet Federal Highway Administration Retroreflective standards.

General Fund Non-Operating

Non-Operating

Department Summary

The Non-Operating summary includes Non-Departmental and Inter Governmental Expenditures.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services					
Contractual Services					
Travel & Training					
Other Operating Expenses	206,761	273,595	283,583	277,584	303,683
Capital Outlay					
Total Expenditures	\$206,761	\$273,595	\$283,583	\$277,584	\$303,683
Charges to Other Departments	393,536	251,011	267,240	267,240	271,929
Net Expenditures	\$600,297	\$524,606	\$550,823	\$544,824	\$575,612
Positions					
Full Time	185	185	195	197	197
Temporary	5	5	5	5	5
Total Positions	190	190	200	202	202

Enterprise Funds

Water and Sewer Fund Summary

Water & Sewer Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Utility Service Fees	5,128,764	5,066,212	5,101,000	5,066,701	5,101,000
Water/Sewer Taps	9,475	8,343	12,000	18,183	13,500
Reinstatement Charges	123,449	120,742	120,000	122,641	120,000
Loads to Disposal	384,399	217,259	250,000	373,198	325,000
Account Set Up Fee	19,665	18,420	18,000	18,795	18,000
Disconnect Fee	68,141	69,261	55,000	68,133	55,000
Sewer Fees-Satilla W/S Authority	313,981	368,913	497,675	403,637	392,000
Utility Site Rental Fees	94,595	98,039	98,000	101,833	105,000
Miscellaneous Revenue	10,495	11,478	12,500	18,008	12,000
Fund Balance	0	0	0	0	0
Total Revenues	\$6,152,964	\$5,978,667	\$6,164,175	\$6,191,128	\$6,141,500
Reimb from Other Departments	0	0	0	0	0
Net Revenues	\$6,152,964	\$5,978,667	\$6,164,175	\$6,191,128	\$6,141,500

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Water & Sewer Operations	3,105,860	3,147,627	3,536,723	3,229,555	3,378,124
Non-Operating	1,041,530	978,326	979,453	978,077	979,452
Total Expenditures	\$4,147,390	\$4,125,953	\$4,516,176	\$4,207,632	\$4,357,576
Charges to Other Departments	1,449,476	1,525,437	1,647,999	1,647,999	1,783,924
Net Expenditures	\$5,596,866	\$5,651,390	\$6,164,175	\$5,855,631	\$6,141,500
Positions					
Full Time	0	0	0	0	0
Temporary					
Total Positions	0	0	0	0	0

Water and Sewer Operations

Water and Sewer Operations

Department Summary

ESG Operations, Inc. operates the Water Plant and the Wastewater Treatment Plant under an annual contract. This contractual service is monitored directly by the City Engineer. The Water Plant is responsible for supplying the citizens and guests of the City of Waycross with an adequate supply of safe drinking water. The Wastewater Treatment Plant treats residential, commercial and industrial wastewater in accordance with state and federal regulations. Other activities of this fund include the Laboratory which performs weekly tests throughout the City to ensure the safety of the water supply and performing tests on the Treatment Plant effluent to determine the quality of the wastewater being discharged into the Satilla Rivers basin. Two more activities include the reading of all water meters billed by the City and the maintenance of the water and sewer infrastructure.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	0	0	0	0	0
Contractual Services	2,480,019	2,491,899	2,499,300	2,499,000	2,499,300
Travel & Training	0	0	0	0	0
Other Operating Expenses	370,949	443,184	476,204	451,401	436,782
Capital Outlay	254,892	212,544	561,219	279,153	442,042
Total Expenditures	\$3,105,860	\$3,147,627	\$3,536,723	\$3,229,555	\$3,378,124
Charges to Other Departments					
Net Expenditures	\$3,105,860	\$3,147,627	\$3,536,723	\$3,229,555	\$3,378,124
Positions					
Full Time	0	0	0	0	0
Temporary					
Total Positions	0	0	0	0	0

Water and Sewer Non-Operating

Non-Operating

Department Summary

The Non-Operating summary includes Non-Department and Inter Governmental Expenditures.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services					
Contractual Services					
Travel & Training					
Other Operating Expenses	1,041,530	978,326	979,453	978,077	979,452
Capital Outlay					
Total Expenditures	\$1,041,530	\$978,326	\$979,453	\$978,077	\$979,452
Charges to Other Departments	1,449,476	1,525,437	1,647,999	1,647,999	1,783,924
Net Expenditures	\$2,491,006	\$2,503,763	\$2,627,452	\$2,626,076	\$2,763,376
Positions					
Full Time					
Temporary					
Total Positions					

Waste Management Fund Summary

Waste Management Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget
Residential Garbage Fees	854,692	854,374	855,185	856,467	942,161
Trash Collection Fees	488,866	483,576	489,000	478,581	489,000
Dumpster Fees	61,955	769,010	768,000	780,881	779,520
Reinstatement Fees	36,818	46,228	46,360	42,039	46,360
Miscellaneous Revenue	0	0	0	0	0
Garbage Container Violation	0	0	50	0	0
Container Deposits	4,200	2,750	2,000	0	2,000
Special Collections	4,076	4,750	2,500	3,858	2,500
Disconnect Fee	24,369	22,247	21,000	23,148	21,000
Reimb: General Fund	0	0	0	0	0
Total Revenues	\$1,474,976	\$2,182,935	\$2,184,095	\$2,184,973	\$2,282,541
Reimb from Other Departments					
Net Revenues	\$1,474,976	\$2,182,935	\$2,184,095	\$2,184,973	\$2,282,541

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget
Garbage/Yard Trash Collection	970,209	1,047,671	996,179	987,629	1,090,690
Brown/White Goods	32,280	52,448	53,000	49,780	51,000
Dumpster Collection	0	780,803	751,911	751,637	757,015
Landfill Closure	7,925	18,875	14,000	14,000	14,000
Non-Operating	0	0	0	0	0
Total Expenditures	\$1,010,414	\$1,899,796	\$1,815,090	\$1,803,046	\$1,912,705
Charges to Other Departments	368,774	368,374	369,005	369,005	369,836
Net Expenditures	\$1,379,188	\$2,268,170	\$2,184,095	\$2,172,051	\$2,282,541
Positions					
Full Time	7	7	7	7	7
Temporary					
Total Positions	7	7	7	7	7

Garbage & Trash Collection

Garbage & Trash Collection

Department Summary

The Waste Management Fund is under the supervision of the Public Works Director. Collection and disposal of residential and commercial garbage is handled under a contract with Southland Waste. Yard trash is collected bi-weekly by city employees.

Expenditure Summary:

Categories of Expenditures	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget
Personal Services	292,703	290,097	297,663	296,711	307,720
Contractual Services	477,400	564,200	520,000	520,000	527,812
Travel & Training	790	955	1,000	985	1,000
Other Operating Expenses	226,697	1,030,951	981,427	968,018	998,172
Capital Outlay	12,825	13,593	15,000	17,332	78,000
Total Expenditures	\$1,010,414	\$1,899,796	\$1,815,090	\$1,803,046	\$1,912,705
Charges to Other Departments	368,774	368,374	369,005	369,005	369,836
Net Expenditures	\$1,379,188	\$2,268,170	\$2,184,095	\$2,172,051	\$2,282,541
Positions					
Full Time	7	7	7	7	7
Temporary					
Total Positions	7	7	7	7	7

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
DIVISION:	Public Works	DEPT/UNIT:	Waste Management
<i>Please list your Goals for your department here:</i>			
Explore ways to remove debris from vacant lots that do not pay for removal so as not to burden paying customers			
To help citizens better understand what is and isn't considered "yard trash" using multimedia			
Better inform citizens of free five (5) item Brown goods removal.			
Increase frequency of grinding of yard debris, hopefully decreasing grinding time resulting in reduced cost.			
<i>Please list your Long-Term Goal or Goals here:</i>			
Explore ways to dispose of ground yard debris through economical composting			
Relocate Waste Management operations to new location @ National Guard Armory			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Brown goods are being removed resulting in less litter on abandon lots.			
Removal of 21 blighted homes			
Dispensing of yard waste without having to pay for disposal			

City Auditorium Fund

City Auditorium Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Rental Income	0	11,750	22,000	24,440	28,000
Rental Deposits	0	2,169	0	0	0
Total Revenues	\$0	\$13,919	\$22,000	\$24,440	\$28,000
Reimb from Other Funds		0	5,701	0	9,242
Net Revenues	\$0	\$13,919	\$27,701	\$24,440	\$37,242

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	0	1,478	5,383	8,101	10,748
Contractual Services			0	0	0
Travel & Training			0	0	0
Other Operating Expenses		8,614	21,318	27,185	25,494
Capital Outlay			1,000	58	1,000
Total Expenditures	\$0	\$10,092	\$27,701	\$35,343	\$37,242
Charges to Other Departments			0	0	0
Net Expenditures	\$0	\$10,092	\$27,701	\$35,343	\$37,242
Positions					
Full Time					
Temporary					
Total Positions					

Special Revenue Funds

Cemetery Fund Summary

Cemetery Fund

This department is under the Public Works Director's supervision. Responsibilities include maintaining all cemeteries within the city. The sale of cemetery lots as well as issuing monument and burial permits is handled by this department.

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget
Sales: Cemetery Lots	44,450	41,450	50,000	43,300	50,000
Interment Fees	59,380	63,175	60,000	57,500	60,000
Monument & Transfer Fees	10,176	9,780	11,000	9,052	11,000
Reimb: General Fund	60,572	36,450	45,322	45,212	44,037
Miscellaneous Revenue	0	0	0	0	0
Reimb Cemetery Trust Fund	0	45,309	45,543	0	40,000
Total Revenues	\$174,578	\$196,164	\$211,865	\$155,064	\$205,037
Reimb from Other Departments					
Net Revenues	\$174,578	\$196,164	\$211,865	\$155,064	\$205,037

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY2015 Actual	FY 2016 Budget
Personal Services	100,873	101,322	99,941	102,206	102,735
Contractual Services	29,115	27,596	35,000	25,128	35,000
Travel & Training	0	0	0	0	0
Other Operating Expenses	51,825	55,219	57,370	55,601	56,636
Capital Outlay	0	0	9,000	8,316	0
Total Expenditures	\$181,813	\$184,138	\$201,311	\$191,252	\$194,371
Charges to Other Departments	10,521	10,466	10,553	10,553	10,666
Net Expenditures	\$192,334	\$194,604	\$211,865	\$201,805	\$205,037
Positions					
Full Time	1	2	2	2	2
Temporary					
Total Positions	1	2	2	2	2

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Public Works	<i>DEPT/UNIT:</i>	Cemetery
<i>Please list your Goals for your department here:</i>			
Enforce allowing trinkets and solar lights outside coping or off slab			
<i>Please list your Long-Term Goal or Goals here:</i>			
Digitize all Cemetery records			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Open up the new section of graves at Oakland			

WPD Information Technology Fund Summary

WPD Information Technology Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
All Funds Contributions	17,820	16,688	15,000	8,316	15,000
Fund Balance					15,000
Total Revenues	\$17,820	\$16,688	\$15,000	\$8,316	\$30,000
Reimb from Other Departments					
Net Revenues	\$17,820	\$16,688	\$15,000	\$8,316	\$30,000

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Computers/Equipment	10,629	17,217	15,000	20,075	30,000
Total Expenditures	\$10,629	\$17,217	\$15,000	\$20,075	\$30,000
Charges to Other Departments					
Net Expenditures	\$10,629	\$17,217	\$15,000	\$20,075	\$30,000
Positions					
Full Time					
Temporary					
Total Positions					

Hotel/Motel Fund Summary

Hotel/Motel Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Hotel/Motel Revenues	280,759	293,192	271,500	327,452	299,353
Total Revenues	\$280,759	\$293,192	\$271,500	\$327,452	\$299,353
Reimb from Other Departments					
Net Revenues	\$280,759	\$293,192	\$271,500	\$327,452	\$299,353

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services		21,350	18,101	18,735	20,969
Contractual Services			0	0	0
Travel & Training		1,522	1,500	1,699	2,000
Other Operating Expenses	87,756	93,527	89,899	88,461	97,504
Reimburse General Fund	168,244	175,652	162,000	196,471	178,880
Total Expenditures	\$256,000	\$292,051	\$271,500	\$305,366	\$299,353
Charges to Other Departments					
Net Expenditures	\$256,000	\$292,051	\$271,500	\$305,366	\$299,353
Positions					
Full Time					
Part-Time			1	1	1
Total Positions	0	0	1	1	1

Special Purpose Local Option Sales Tax Funds

SPLOST 2014

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
SPLOST Revenues			1,180,125	1,491,540	1,797,000
Fund Balance				0	0
Total Revenues	\$0	\$0	\$1,180,125	\$1,491,540	\$1,797,000
Reimb from Other Departments					
Net Revenues	\$0	\$0	\$1,180,125	\$1,491,540	\$1,797,000

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Engineering Roads and Streets			700,000		0
Equipment					100,000
Public Safety and Special Purpose Vehicles					247,000
Fire Dept New Station #4					500,000
Public Facility Imp, Demolition & Prop Acq			480,125		800,000
Water/Sewer Rehab					0
Information Technology					0
DWDA Projects					0
City Parks Improvements					150,000
Total Expenditures	\$0	\$0	\$1,180,125	\$0	\$1,797,000
Charges to Other Departments					
Net Expenditures	\$0	\$0	\$1,180,125	\$0	\$1,797,000
Positions					
Full Time					
Temporary					
Total Positions					

SPLOST 2008

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
SPLOST Revenues	1,862,524	1,768,086	250,000	204,322	0
Fund Balance		0	4,000,000	0	3,030,000
Total Revenues	\$1,862,524	\$1,768,086	\$4,250,000	\$204,322	\$3,030,000
Reimb from Other Departments					
Net Revenues	\$1,862,524	\$1,768,086	\$4,250,000	\$204,322	\$3,030,000

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Engineering Roads and Streets	44,383	146,006	1,802,690	956,161	850,000
Police Department Project	0	0	0	0	0
Police Dept Special Purpose Vehicles	0	276,170	69,310	69,310	0
Fire and Special Purpose Vehicles	0	358,640	0	0	0
Property Acquisition & Demolition	0	43,297	500,000	21,477	300,000
Water/Sewer Rehab & Expansion	0	0	300,000	93,893	800,000
Information Technology	0	5,320	0	0	0
DWDA Projects	0	263,483	128,000	123,776	0
Public Works Facility/Armory	0	0	900,000	0	900,000
Public Buildings-City Hall	0	4,572	400,000	258,017	150,000
Rehab City Auditorium	156,082	1,504,645	150,000	87,155	30,000
Total Expenditures	\$200,465	\$2,602,133	\$4,250,000	\$1,609,788	\$3,030,000
Charges to Other Departments					
Net Expenditures	\$200,465	\$2,602,133	\$4,250,000	\$1,609,788	\$3,030,000
Positions					
Full Time					
Temporary					
Total Positions					

Internal Service Funds

Garage Fund Summary

Garage Fund

The Garage Fund is under the supervision of the Public Works Director. The mission of the garage is to service and repair all vehicles and equipment owned or contractually supported by the city of Waycross. To perform preventive maintenance and to uphold the fleet program is another responsibility of the City Garage.

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
All Funds Contributions	350,699	348,880	351,751	351,751	355,528
Miscellaneous Revenue					
Total Revenues	\$350,699	\$348,880	\$351,751	\$351,751	\$355,528
Reimb from Other Departments					
Net Revenues	\$350,699	\$348,880	\$351,751	\$351,751	\$355,528

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Personal Services	284,413	297,723	295,073	294,328	306,952
Contractual Services					
Travel & Training	0	0	0	0	0
Other Operating Expenses	379,942	48,293	49,177	50,037	48,577
Capital Outlay	0	0	7,500	0	0
Total Expenditures	\$664,355	\$346,016	\$351,751	\$344,365	\$355,528
Charges to Other Departments					
Net Expenditures	\$664,355	\$346,016	\$351,751	\$344,365	\$355,528
Positions					
Full Time	7	6	6	6	6
Temporary	0	0	0	0	0
Total Positions	7	6	6	6	6

GOALS, LONG-TERM GOALS AND SIGNIFICANT PRIOR YEAR ACCOMPLISHMENTS FOR FISCAL YEAR 2016			
<i>DIVISION:</i>	Public Works	<i>DEPT/UNIT:</i>	Garage
<i>Please list your Goals for your department here:</i>			
Explore ways to reduce fuel consumption thru new technology			
Relocate to new Public Works multi division compound			
<i>Please list your Long-Term Goal or Goals here:</i>			
To build a new Garage with multiple lifts			
To relocate to new facility			
<i>Please list your Significant Prior Year Accomplishments:</i>			
Public Service vehicles were serviced in a timely manner, no complaints were filed			
All computerized software for diagnostic purposes was updated.			
Two (2) semi loads of tires were disposed of			

Liability Insurance Fund Summary

Liability Insurance Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
All Funds Contributions	206,000	214,186	237,000	237,000	266,373
Miscellaneous Revenue	0	0	0	0	0
Total Revenues	\$206,000	\$214,186	\$237,000	\$237,000	\$266,373
Reimb from Other Departments					
Net Revenues	\$206,000	\$214,186	\$237,000	\$237,000	\$266,373

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Premium Auto	50,732	94,006	96,000	100,902	105,639
Premium Liability	81,161	85,105	86,000	80,342	100,734
Premium Property	35,301	23,173	25,000	30,985	35,000
Claims Payment Reserve	23,884	31,394	30,000	9,068	25,000
Total Expenditures	\$191,078	\$233,678	\$237,000	\$221,297	\$266,373
Charges to Other Departments					
Net Expenditures	\$191,078	\$233,678	\$237,000	\$221,297	\$266,373
Positions					
Full Time					
Temporary					
Total Positions					

Health Insurance Fund Summary

Health Insurance Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
City Premium	1,359,969	1,333,596	1,364,139	1,364,142	1,552,500
Interest	0	0	0	0	0
Miscellaneous Revenue	1,275	44,873	0	42,319	0
Employee Premiums	399,340	403,859	405,000	387,802	405,000
Retired Premiums	34,448	35,184	33,000	37,631	33,000
Group Life	20,282	21,506	25,859	25,862	26,503
Reserve for Claims					
Total Revenues	\$1,815,313	\$1,839,018	\$1,827,998	\$1,857,756	\$2,017,003
Reimb from Other Departments					
Net Revenues	\$1,815,313	\$1,839,018	\$1,827,998	\$1,857,756	\$2,017,003

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Health Claims	1,187,796	1,661,322	1,397,139	1,986,141	1,536,022
Administration Fees	386,241	441,625	405,000	406,323	410,000
Life Insurance	22,914	30,400	25,859	11,727	25,981
Pcori Fees/Transition Fees				23,491	45,000
Total Expenditures	\$1,596,951	\$2,133,347	\$1,827,998	\$2,427,682	\$2,017,003
Charges to Other Departments					
Net Expenditures	\$1,596,951	\$2,133,347	\$1,827,998	\$2,427,682	\$2,017,003
Positions					
Full Time					
Temporary					
Total Positions					

Retirement Fund Summary

Retirement Fund

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Interest					
Retirement Contribution	1,327,328	1,356,890	1,314,881	1,314,861	1,148,057
Miscellaneous Revenue					
Total Revenues	\$1,327,328	\$1,356,890	\$1,314,881	\$1,314,861	\$1,148,057
Reimb from Other Departments					
Net Revenues	\$1,327,328	\$1,356,890	\$1,314,881	\$1,314,861	\$1,148,057

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Retirement Payments	1,338,855	1,351,516	1,314,881	1,314,801	1,148,057
Fund Balance					
Total Expenditures	\$1,338,855	\$1,351,516	\$1,314,881	\$1,314,801	\$1,148,057
Charges to Other Departments					
Net Expenditures	\$1,338,855	\$1,351,516	\$1,314,881	\$1,314,801	\$1,148,057
Positions					
Full Time					
Temporary					
Total Positions					

Worker's Compensation Fund Summary**Worker's Compensation Fund**

Revenues

Revenue Summary:

Categories of Revenues	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
All Funds Contributions	308,376	320,087	320,000	320,000	345,000
Miscellaneous Revenue					
Total Revenues	\$308,376	\$320,087	\$320,000	\$320,000	\$345,000
Reimb from Other Departments					
Net Revenues	\$308,376	\$320,087	\$320,000	\$320,000	\$345,000

Expenditures

Expenditure Summary:

Categories of Divisions	FY 2013 Actual	FY 2014 Actual	FY 2015 Budget	FY 2015 Actual	FY 2016 Budget
Expenditure for Claims	251,901	324,466	235,000	343,592	275,000
Administration Cost	82,787	58,720	85,000	75,131	70,000
Reserve for Claims	0	0	0	0	0
Total Expenditures	\$334,688	\$383,186	\$320,000	\$418,723	\$345,000
Charges to Other Departments					
Net Expenditures	\$334,688	\$383,186	\$320,000	\$418,723	\$345,000
Positions					
Full Time					
Temporary					
Total Positions					

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DETAIL BY LINE ITEM and DEPARTMENT DUTIES



General Fund Revenue

GENERAL FUND - REVENUES

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-31-1100	Current Year Adv Tax	2,906,629	2,672,241	3,100,000	2,863,363	3,100,000
100-31-1120	Timber Tax	0	0	0	50	0
100-31-1200	Prior Year Adv Tax	106,688	288,217	90,000	208,371	185,000
100-31-1310	Motor Vehicle/Mobile Homes	258,876	275,224	250,000	134,224	145,938
100-31-1315	Title Ad Valorem Tax - TAVT	72,010	293,418	280,000	301,417	290,000
100-31-1350	Railroad Equipment Tax	64,508	69,536	68,000	75,394	69,000
100-31-1600	Real Estate Tax-Intangible	17,887	14,228	15,000	32,380	30,000
100-31-1700	Utility Franchise Tax	1,242,729	1,154,004	1,350,000	1,212,752	1,350,000
100-31-3100	Local Option Sales Tax	3,534,581	2,834,559	3,045,431	2,973,823	3,045,431
100-31-4100	Hotel/Motel Tax	168,244	175,652	162,000	196,471	178,880
100-31-4300	Mixed Drink Tax	14,083	18,353	16,000	19,475	19,000
100-31-4500	Energy Excise Tax	717	9,268	6,500	36,222	40,000
100-31-6100	Business License	705,348	863,322	805,000	794,411	805,000
100-31-6200	Insurance Tax	729,815	755,654	756,000	790,198	800,000
100-31-9100	Current Year Adv Tax Interest	22,736	29,165	20,000	42,650	38,000
	Total City Taxes	9,844,850	9,452,841	9,963,931	9,681,202	10,096,249
100-32-1100	Liquor & Wine Tax	51,301	46,949	48,653	45,719	48,653
100-32-1110	Beer Tax	208,971	212,324	210,000	218,602	215,000
	Alcohol Wholesale Tax	260,272	259,273	258,653	264,321	263,653
100-32-2120	Building Permits	34,003	26,895	30,000	44,820	30,000
100-32-2125	Fire Inspections Permits	92	132	500	68	500
100-32-2130	Plumbing Permits	2,833	3,476	3,000	3,648	3,000
100-32-2140	Electrical Permits	7,800	7,860	9,000	8,805	9,000
100-32-2160	Mechanical Permits	2,408	2,132	6,000	3,038	6,000
100-32-2175	Manufactured Home Permit	300	904	500	175	500
100-32-2220	House Moving Permits	75	225	300	0	300
100-32-2230	Signs Permits	2,815	1,740	3,000	4,394	3,000
100-32-2990	Miscellaneous Permits	0	0	300	0	300
	Total Code Enforcement	50,326	43,364	52,600	64,948	52,600
100-33-3000	Housing Authority in Lieu of Taxes	25,685	27,068	27,000	24,304	27,000
	Total Intragovernmental	25,685	27,068	27,000	24,304	27,000

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-34-1320	Pierce Co User Fees					
100-34-1390	Variance Fees	1,212	1,320	1,300	770	1,300
100-34-1391	Special Exception Fees	0	0	500	35	500
100-34-1392	Rezoning Fees	400	720	500	620	500
100-34-1395	Sub-Division Fees	0	0	100	0	100
100-34-1396	Miscellaneous Permits & Fees	2,032	3,464	5,000	1,751	5,000
100-34-1397	Demolition Permits	550	525	1,000	1,125	1,000
100-34-1398	Vacancy Inspection Fees	3,440	3,300	3,500	3,020	3,500
100-34-1400	Printing/Duplication Code, Zoning, etc.	92	1,725	500	116	500
100-34-1910	Election Qualifying Fee	0	720	1,000	0	1,000
100-34-3110	Driveways & Culverts Revenue	104	2,172	1,000	677	1,000
	Total Miscellaneous Fees	7,830	13,946	14,400	8,113	14,400
100-34-2000	Reimb: Housing Authority	0	-285	0	0	0
100-34-2101	Reimb: Board of Education SRO	108,963	114,190	110,000	108,082	114,000
100-34-2900	Probationary Fees	45	0	0	15	0
100-34-2901	Miscellaneous Police Fees	26,813	22,914	25,000	25,586	25,000
	Total Miscellaneous Police Revenue	135,821	136,819	135,000	133,684	139,000
100-34-9901	Channel 10 Broadcasting Fees	1,905	1,957	2,000	575	2,000
100-34-9902	Channel 10 City Revenue	28,535	23,840	25,000	28,598	25,000
100-34-9903	Channel 10 Split Revenue	110	0	0	45	0
100-34-9906	Channel 10 Video Tape Copies	332	249	300	525	500
	Total Channel 10 Revenue	30,882	26,046	27,300	29,743	27,500
100-35-1170	Municipal Court Fines & Forfeitures	417,275	353,292	475,000	389,635	475,000
100-35-1171	Municipal Court Probationary Fees	9,662	4,617	9,000	472	9,000
100-35-1172	Municipal Court Attorney Fees	16,134	15,169	20,000	17,360	20,000
	Total Fines & Forfeiture Revenue	443,071	373,079	504,000	407,467	504,000
100-36-1000	Cash-in-Bank Interest Earned	0	0	0	0	0
100-36-1011	Bond Deposit Interest	281	208	500	242	500
100-36-1500	Interest Public Funds	871	723	4,000	552	4,000
	Total Interest Income	1,152	931	4,500	794	4,500
100-38-1000	Rental Income	0	0	0	0	0
100-38-2000	Humane Society Revenue (County)	93,667	140,500	140,500	140,500	140,500
100-38-9000	Miscellaneous Receipts	100,607	1,115	10,000	850	10,000
100-38-9900	Surplus Property Sales	14,152	59,181	40,000	19,802	40,000
	Total Miscellaneous Revenue	208,426	200,796	190,500	161,152	190,500
100-39-1200	Reimb: Water & Sewer Fund	1,130,973	1,478,338	1,600,513	1,600,513	1,735,934
100-39-1201	Reimb: Special Purpose Sales Tax Fd	14,954	0	150,000	150,000	300,000
100-39-1202	Reimb: Cemetery Fund	25,845	25,845	25,845	25,845	25,845
100-39-1207	Reimb: Waste Management		334,470	291,620	151,911	291,620
100-39-1211	Reimb: WM-Dumpster	291,620	152,010	151,911	291,620	146,015
100-39-1208	Transfer In-Public Building/Data Processi	325,000	426,578	0	0	0
	Total Reimbursements	1,788,392	2,417,241	2,219,889	2,219,889	2,499,414
TOTAL GENERAL FUND REVENUES		12,796,706	12,951,404	13,397,773	12,995,616	13,818,816

General Fund Expenditures

Executive Division

Mayor

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-310-30-1100	Salaries	8,398	7,805	8,102	8,102	8,102
100-51-1-310-30-2200	Social Security	642	699	620	620	620
100-51-1-310-30-2400	Retirement	1,529	1,820	1,494	1,494	1,273
100-51-1-310-30-2700	Worker's Comp	1,422	1,493	1,468	1,494	1,583
	Personal Services	11,991	11,817	11,683	11,709	11,578
100-52-1-310-30-3100	Liability Insurance	1,087	1,109	1,213	1,213	1,327
100-52-1-310-30-3200	Communication	421	267	480	226	600
100-52-1-310-30-3500	Business Travel	4,754	3,575	4,000	3,570	4,000
100-52-1-310-30-3600	Dues & Subscription	1,548	922	1,600	1,121	1,600
100-52-1-310-30-3700	Business Training	1,520	2,719	3,000	0	4,000
100-53-1-310-30-1100	General Operating	3,591	5,388	5,200	6,125	5,200
100-53-1-310-30-1270	Gas	0	0	0	0	0
100-57-1-310-30-9000	Contingency	100	869	1,000	832	1,000
	Operating Expenses	13,021	14,849	16,493	13,087	17,727
TOTAL MAYOR		25,012	26,666	28,176	24,796	29,305

Commissioners

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-110-31-1100	Salaries	30,066	30,268	30,000	30,004	30,000
100-51-1-110-31-2200	Social Security	2,300	2,316	2,295	2,295	2,295
100-51-1-110-31-2400	Retirement	5,666	5,739	5,531	5,531	4,714
100-51-1-110-31-2700	Worker's Comp	7,109	7,465	7,339	7,339	7,913
	Personal Services	45,142	45,788	45,166	45,170	44,922
100-52-1-110-31-3100	Liability Insurance	3,270	3,318	3,190	3,190	3,670
100-52-1-110-31-3510	Travel/Train Dist#1	2,215	3,569	5,000	4,565	5,000
100-52-1-110-31-3520	Travel/Train Dist#2	5,524	3,741	5,000	3,018	5,000
100-52-1-110-31-3530	Travel/Train Dist#3	4,831	6,437	5,000	6,758	5,000
100-52-1-110-31-3540	Travel/Train Dist#4	435	2,251	5,000	2,173	5,000
100-52-1-110-31-3550	Travel/Train Dist#5	5,671	5,507	5,000	6,125	5,000
100-52-1-110-31-3600	Dues & Subscription	4,432	4,775	5,000	4,449	5,000
100-53-1-110-31-1100	General Operating	17,863	23,110	23,400	23,111	23,400
100-57-1-110-31-9000	Contingency	0	4,891	5,000	4,874	5,000
	Operating Expenses	44,241	57,597	61,590	58,264	62,070
TOTAL COMMISSIONERS		89,383	103,385	106,756	103,433	106,992

Elections

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-52-1-530-73-1200	Professional Services	124	13,629	0	0	25,000
100-53-1-530-73-1100	General Operating		0	100	0	
TOTAL ELECTIONS		124	13,629	100	0	25,000

City Attorney

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-52-1-530-74-1200	Professional Services	83,018	103,572	92,023	94,623	94,000
100-52-1-530-74-3500	Business Travel	0	0	0	0	0
TOTAL CITY ATTORNEY		83,018	103,572	92,023	94,623	94,000

City Auditor

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-52-1-560-75-1200	Professional Services	29,500	29,500	29,500	29,500	29,500
TOTAL CITY AUDITOR		29,500	29,500	29,500	29,500	29,500

Municipal Court Judge

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-52-2-650-76-1200	Professional Services	69,311	66,438	73,600	67,504	73,600
TOTAL MUNICIPAL COURT JUDGE		69,311	66,438	73,600	67,504	73,600

City Manager

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-320-32-1100	Salaries	162,194	166,005	131,990	143,331	160,391
100-51-1-320-32-2100	Health Insurance	13,272	13,270	13,177	13,177	15,000
100-51-1-320-32-2101	Life Insurance	449	489	587	587	580
100-51-1-320-32-2200	Social Security	12,060	12,492	12,423	10,689	12,270
100-51-1-320-32-2400	Retirement	29,234	28,729	29,941	29,941	25,202
100-51-1-320-32-2700	Workers' Comp. Ins.	2,844	2,986	2,936	2,936	3,165
	Personal Services	220,053	223,970	191,054	200,661	216,607
100-52-1-320-32-1200	Professional Services	1,305	806	3,000	2,913	3,000
100-52-1-320-32-1300	Maint./Tech. Service	0	0	0	0	0
100-52-1-320-32-2320	Lease Purchase	934	876	1,125	507	1,125
100-52-1-320-32-3100	Liability Insurance	1,308	1,327	1,276	1,276	1,468
100-52-1-320-32-3200	Communication	2,804	2,405	3,000	2,554	3,000
100-52-1-320-32-3500	Business Travel	1,811	6,597	3,500	6,333	4,700
100-52-1-320-32-3600	Dues & Subscriptions	1,608	1,692	1,600	2,255	1,700
100-52-1-320-32-3700	Business Training	3,044	1,857	3,500	3,659	4,700
100-53-1-320-32-1100	General Operating	3,538	2,771	14,780	18,423	10,000
100-53-1-320-32-1270	Gas	0	0	0	0	0
100-53-1-320-32-1600	Small Equipment	0	0	0	0	0
100-55-1-320-32-1200	Reimb: DP IT Expenses	4,186	0	0	0	0
100-57-1-320-32-9000	Contingency	662	3,735	6,320	6,409	10,000
	Operating Expenses	21,200	22,067	38,101	44,329	39,693
TOTAL CITY MANAGER		241,253	246,038	229,155	244,990	256,300

Channel 10/Information Technology

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-570-33-1100	Salaries	70,930	71,204	71,171	71,853	73,130
100-51-1-570-33-1300	Overtime	1,964	2,496	3,500	816	3,500
100-51-1-570-33-2100	Health Insurance	6,821	6,635	6,589	6,589	7,500
100-51-1-570-33-2101	Life Insurance	176	183	220	220	227
100-51-1-570-33-2200	Social Security	5,323	5,315	5,445	5,240	5,862
100-51-1-570-33-2400	Retirement	11,409	10,580	11,138	11,138	9,800
100-51-1-570-33-2700	Workers' Comp. Ins.	2,844	2,986	2,936	2,936	3,165
	Personal Services	99,466	99,400	100,998	98,792	103,184
100-52-1-570-33-1200	Professional Services	0	0	0	0	
100-52-1-570-33-1300	Maint./Tech. Service	0	41,347	43,000	42,965	44,000
100-52-1-570-33-2320	Lease Payments	0	0	0	0	0
100-52-1-570-33-3100	Liability Insurance	1,741	1,773	1,851	1,851	2,061
100-52-1-570-33-3200	Communication	1,907	1,951	2,772	2,259	3,000
100-52-1-570-33-3500	Business Travel	0	0	200	0	0
100-52-1-570-33-3600	Dues & Subscriptions	0	0	200	0	200
100-52-1-570-33-3700	Business Training	0	0	200	0	200
100-52-1-570-33-3850	Contract Labor	0	0	0	0	0
100-53-1-570-33-1100	General Operating	378	792	1,500	1,474	1,500
100-53-1-570-33-1270	Gas	27	0	1,000	480	500
100-53-1-570-33-1600	Small Equipment	150	119	1,000	945	1,000
100-55-1-570-33-1200	Reimb: DP IT Expense	331	0	0	0	0
100-55-1-570-33-1300	Garage M & R	0	0	0	0	0
100-57-1-570-33-9000	Contingency	0	0	0	0	0
	Operating Expense	4,534	45,982	51,723	49,973	52,461
100-54-1-570-33-2200	Vehicle Purchase	0	0	0	0	
100-54-1-570-33-2400	Computers/Printers	0	0	1,000	339	16,000
100-54-1-570-33-2450	IT Computers/Equipment					20,800
100-54-1-570-33-2500	Equipment	7,924	0	10,000	6,082	31,000
	Capital Outlay	7,924	0	11,000	6,421	67,800
TOTAL CHANNEL 10/IT OPERATIONS		111,924	145,382	163,721	155,186	223,445
TOTAL EXECUTIVE DIVISION		649,525	734,609	723,031	720,032	838,142

NOTES: FY 2016

100-52-1-570-33-1300	Maint & Tech Services	
	Purchase Microsoft License city wide, ADG Support & Maint	
	Yearly, Symantec Yearly Updates & License Fees, Barracuda Maint &	
	Yearly Hardware upgrades, Mdaemon yearly License & Upgrade Fees,	
	etc.	
100-54-1-570-33-2400	Computers/Printers	\$15,000
	Purchase New Server for ADG Applications	
100-54-1-570-33-2450	IT Computers/Equipment	\$20,800
	Finance Admin = \$1,000, Purchasing = \$1,500, Accounting = \$1,500, HR = \$1,500	
	WPD Admin = \$1,500, CIU = \$1,000, Support = \$8,000, Training = \$500,	
	Fire = \$1,000, PW Admin = \$300, Inspections = \$1,000, Comm Imp Admin = \$1,000	
	Engineering Admin = \$1,000	
100-54-1-570-33-2500	Equipment	
	Backup Equipment	\$10,000
	U-Verse Hardware Upgrade	\$10,000
	Other equipment	<u>\$11,000</u>
		\$31,000

Finance

Finance Administration

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-515-34-1100	Salaries	146,996	153,597	156,150	156,516	167,666
100-51-1-515-34-1300	Overtime	579	347	400	422	600
100-51-1-515-34-2100	Health Insurance	27,285	26,539	26,354	26,354	30,000
100-51-1-515-34-2101	Life Insurance	475	522	569	569	612
100-51-1-515-34-2200	Social Security	10,823	11,102	11,976	11,373	12,872
100-51-1-515-34-2400	Retirement	30,675	31,999	28,791	28,791	26,345
100-51-1-515-34-2700	Worker's Comp. Ins.	5,687	5,972	5,872	5,872	6,330
	Personal Services	222,520	230,077	230,111	229,897	244,425
100-52-1-515-34-1300	Maint./Tech. Service	698	0	1,000	1,036	1,000
100-52-1-515-34-2320	Lease Purchase	0	0	0	0	2,400
100-52-1-515-34-3100	Liability Insurance	2,616	2,654	2,552	2,552	2,936
100-52-1-515-34-3200	Communication	2,923	3,485	3,000	3,039	3,000
100-52-1-515-34-3400	Municipal Code Supp.	4,860	4,774	5,000	4,733	5,000
100-52-1-515-34-3500	Business Travel	4,507	2,261	3,500	3,163	3,000
100-52-1-515-34-3600	Dues & Subscriptions	513	750	1,000	633	1,000
100-52-1-515-34-3700	Business Training	7,163	3,328	3,000	2,622	3,000
100-53-1-515-34-1100	General Operating	3,894	4,144	4,000	4,798	4,000
100-53-1-515-34-1600	Small Equipment	0	0	0	0	0
100-53-1-580-34-1100	Record Management	1,656	1,500	1,500	1,500	1,500
100-55-1-515-34-1200	Reimb:DP IT Expense	1,500	0	0	0	0
100-57-1-515-34-9000	Contingency	300	0	0	0	500
	Operating Expenses	30,630	22,897	24,552	24,077	27,336
100-54-1-515-34-2300	Furniture & Equipment	0	0	0	0	
100-54-1-515-34-2400	Computer/Printers	0	101	1,000	1,051	0
100-54-1-515-34-2500	Equipment	0	0	0	0	
	Capital Outlay	0	101	1,000	1,051	0
TOTAL ADMINISTRATION		253,151	253,075	255,663	255,024	271,761

NOTES: FY 2016

100-52-1-515-34-2320	Lease Purchase	
	Purchase printer for 1st Flr split cost with Accounting Dept	
100-54-1-570-33-2400	IT Computers/Equip	\$1,000

Purchasing

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-517-49-1100	Salaries	122,217	122,496	123,677	125,674	116,289
100-51-1-517-49-1300	Overtime	128	522	500	881	600
100-51-1-517-49-2100	Health Insurance	27,285	26,539	26,355	26,355	22,500
100-51-1-517-49-2101	Life Insurance	360	378	450	450	425
100-51-1-517-49-2200	Social Security	8,603	8,762	9,500	8,962	8,942
100-51-1-517-49-2400	Retirement	23,280	23,862	22,804	22,804	18,273
100-51-1-517-49-2700	Workers' Comp. Ins.	5,687	5,972	5,872	5,872	4,748
	Personal Services	187,560	188,531	189,156	190,998	171,777
100-52-1-517-49-2320	Lease Purchase	2,192	1,290	3,020	1,758	2,000
100-52-1-517-49-3100	Liability Insurance	2,616	2,654	2,552	2,552	3,529
100-52-1-517-49-3200	Communication	13,152	15,958	15,000	13,739	2,700
100-52-1-517-49-3300	Advertising	409	922	1,000	755	1,000
100-52-1-517-49-3500	Business Travels	2,212	585	2,000	1,276	2,000
100-52-1-517-49-3600	Dues & Subscriptions	650	588	650	650	700
100-52-1-517-49-3700	Business Training	957	1,173	1,000	967	1,500
100-53-1-517-49-1100	General Operating	2,111	1,998	2,000	2,351	2,000
100-53-1-517-49-1120	General Op-City Hall	1,992	2,522	2,300	2,499	0
100-53-1-517-49-1230	Utilities - City Hall	25,128	0	0	0	
100-53-1-517-49-1235	Utilities - Other Bldgs	6,522	0	0	0	
100-53-1-517-49-1270	Gas	65	236	200	194	600
100-53-1-517-49-1600	Small Equipment	0	0	0	0	
100-53-1-517-49-1700	Uniforms	149	0	200	150	0
100-55-1-517-49-1200	Reimb: DP IT Expenses	994	0	0	0	
100-55-1-517-49-1300	Garage M & R	0	354	500	474	1,000
100-57-1-517-49-9000	Contingency	0	0	0	0	0
	Operating Expenses	73,444	28,280	30,422	27,364	17,029
100-54-1-517-49-2300	Furniture/Fixtures	0	0	0	0	
100-54-1-517-49-2400	Computer/Printer	298	365	500	182	0
100-54-1-517-49-2500	Equipment	0	0	0	0	
	Capital Outlay	298	365	500	182	0
TOTAL PURCHASING		261,302	217,175	220,078	218,544	188,806

NOTES: FY 2016

100-52-1-517-49-2320	Lease Purchase Split cost of copier with other dept's on 2nd floor	\$2,000
100-52-1-517-49-3200	Communication City Hall postage expenses moved to Public Bldgs department	
100-54-1-570-33-2450	IT Computer/Equip Purchase desktop scanners & computer	\$1,500

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within your division

Division and Department / Unit: Purchasing Department

The Purchasing Department provides a centralized Purchasing Department, Warehouse, Accounts Payable, and Surplus Property Control.

The Centralized Purchasing Department provides all equipment, supplies, goods and services necessary to operate the City, including the disposal of Surplus Property.

The Centralized Purchasing Warehouse supplies all departments with office products, janitorial products, hardware and water/sewer repair materials.

Accounts Payable processes all requisitions, purchase orders, invoices and all monthly bills for payment.

Accounting

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-535-67-1100	Salaries	138,731	178,114	178,859	172,224	173,069
100-51-1-535-67-1300	Overtime	714	1,453	1,000	1,583	1,000
100-51-1-535-67-2100	Health Insurance	26,543	33,174	32,943	32,943	37,500
100-51-1-535-67-2101	Life Insurance	412	500	652	652	619
100-51-1-535-67-2200	Social Security	9,670	12,455	13,759	12,119	13,316
100-51-1-535-67-2400	Retirement	26,526	31,534	32,978	32,978	26,723
100-51-1-535-67-2700	Workers' Comp Insurance	5,687	7,465	7,339	7,314	7,913
	Personal Services	208,283	264,695	267,530	259,812	260,140
100-52-1-535-67-2320	Lease Purchase Payments	0	0	0	0	2,400
100-52-1-535-67-3100	Liability Insurance	2,616	2,654	3,190	3,190	3,670
100-52-1-535-67-3200	Communication	26,089	34,419	31,000	30,065	31,000
100-52-1-535-67-3500	Business Travel	3,223	1,541	2,300	2,044	2,300
100-52-1-535-67-3600	Dues & Subscriptions	240	188	400	188	250
100-52-1-535-67-3700	Business Training	2,184	1,188	2,000	1,385	2,000
100-53-1-535-67-1100	General Operating	11,551	14,795	16,000	14,369	16,000
	Operating Expenses	98,676	54,785	54,890	51,241	57,620
100-54-1-535-67-2300	Furniture & Fixtures					500
100-54-1-535-67-2400	Computers & Printers	2,652		500	402	0
100-54-1-535-67-2500	Equipment	1,593			0	
	Capital Outlay	4,245	0	500	402	500
TOTAL ACCOUNTING		311,204	319,480	322,920	311,456	318,260
TOTAL FINANCE		825,657	789,730	798,661	785,024	778,827

NOTES: FY 2016

100-52-1-535-67-2320	Lease Purchase New Copier on 1st Floor split cost with Finance	
100-52-1-535-67-3200	Communication Postage for Utility Statements	
100-53-1-535-67-1100	General Operating Supplies Printing of Utility Statements and office supplies	
100-54-1-570-33-2450	IT Computer/Equip Need to replace 2 computers & purchase Desk scanners	\$1,500

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Finance / Accounting

The Accounting Department is responsible for several different functions:

Accounting Responsibilities: This department's responsibilities are updating and balancing the general ledger for each fund, which includes, accounts payable check runs, daily cash receipts, monthly reimbursements, accounting receivable billing, daily journal postings, updating payroll general ledger, collection of return checks, monthly and yearly reporting, and reconciling all bank statements, and assisting auditors with year end audit. Monitoring all Fixed Assets additions, deletions and depreciations.

Utility Billing Responsibilities: This department's responsibilities are mailing out the Utility Billing statements on a monthly basis, which includes all billings functions including loading and unloading handhelds, opening and closing of accounts, issuing daily maintenance work orders to meter department, posting adjustments, collections of delinquent accounts, handles customer inquiries and complaints.

Budget Officer Responsibilities: This department's responsibilities are to distributes budget related forms and worksheets to city departments and enter responses into automated database, balance the city budget, prepares budget books for disbursement, distributes monthly financial and budget overview reports.

Human Resources

Administration

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-540-36-1100	Salaries	90,662	95,044	118,782	115,466	153,397
100-51-1-540-36-2100	Health Insurance	17,053	16,587	19,766	19,766	30,000
100-51-1-540-36-2101	Life Insurance	215	276	457	457	558
100-51-1-540-36-2200	Social Security	6,516	6,776	8,094	8,077	10,728
100-51-1-540-36-2400	Retirement	17,140	17,341	23,158	23,158	24,103
100-51-1-540-36-2700	Worker's Comp. Ins.	4,265	3,732	4,404	4,404	6,330
100-51-1-540-36-2910	Wellness Program	20,920	21,445	20,000	16,540	22,000
100-51-1-540-36-2920	Employee Incentive	5,579	5,961	5,000	4,266	10,932
100-51-1-540-36-2930	Stay In School Program	400	400	500	500	500
	Personal Services	162,749	167,562	200,161	192,632	258,548
100-52-1-540-36-1200	Professional Services	9,086	10,000	7,950	7,793	10,000
100-52-1-540-36-1300	Maint./Tech. Service	0	0	200	158	26,200
100-52-1-540-36-2320	Lease Payments	927	864	1,225	507	1,225
100-52-1-540-36-3100	Liability Insurance	1,936	1,991	1,914	1,914	2,936
100-52-1-540-36-3200	Communication	1,964	2,265	2,500	2,147	2,500
100-52-1-540-36-3300	Advertising	2,426	2,861	2,400	2,296	2,400
100-52-1-540-36-3500	Business Travel	2,974	4,330	3,500	2,907	8,976
100-52-1-540-36-3600	Dues & Subscriptions	515	438	500	416	700
100-52-1-540-36-3700	Business Training	2,262	2,326	3,500	2,745	9,553
100-53-1-540-36-1100	General Operating	4,933	4,489	12,500	12,380	6,000
100-53-1-540-36-1120	General Op-Public Rel	3,282	3,500	3,550	3,547	3,500
100-53-1-540-36-1600	Small Equipment	0	0	1,000	862	0
100-55-1-540-36-1200	Reimb: DP IT Expense	1,325	0	0	0	0
100-57-1-540-36-9000	Contingency	620	0	0	0	0
	Operating Expenses	32,250	33,064	40,739	37,672	73,990
100-54-1-540-36-2300	Furniture/Fixtures	0	0	0	0	0
100-54-1-540-36-2400	Computer/Printers	0	0	1,500	1,533	0
100-54-1-540-36-2500	Equipment	0	0	0		0
	Capital Outlay	0	0	1,500	1,533	0
TOTAL HUMAN RESOURCES		194,999	200,627	242,400	231,837	332,538

NOTES: FY 2016

100-52-1-540-36-1200	Professional Services	
	Legal Services	\$10,000
100-52-1-540-36-1200	Maint/Tech Service	
	ADP Software for Payroll (Yearly)	\$26,000
100-54-1-570-33-2450	IT Computer/Equip	
	Computer/Printer	\$1,500

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Human Resources

The Human Resources Division is responsible for Talent management, Training and Development, Performance Management, Succession Planning, Compensation, Benefits, Risk Management, Payroll, Communications, Public Relations, Corporate Governance, and General Administration.

Police Division

Administration

Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-210-38-1100 Salaries	337,689	354,772	351,669	353,762	363,265
100-51-3-210-38-1300 Overtime	1,417	1,194	2,000	643	2,000
100-51-3-210-38-2100 Health Insurance	40,927	39,809	46,120	46,120	52,500
100-51-3-210-38-2101 Life Insurance	962	1,014	1,274	1,274	1,318
100-51-3-210-38-2200 Social Security	23,440	23,952	27,271	25,088	27,943
100-51-3-210-38-2400 Retirement	62,487	63,545	64,841	64,841	57,080
100-51-3-210-38-2700 Workers' Comp. Ins.	8,531	8,958	10,275	10,275	11,078
Personal Services	475,454	493,244	503,450	502,003	515,184
100-52-3-210-38-1200 Professional Services	4,665	4,126	13,000	12,400	15,000
100-52-3-210-38-1300 Maint./Tech. Service	9,791	110	2,296	1,965	2,380
100-52-3-210-38-2200 Repairs/Maint. Bldg.	1,643	2,699	2,000	1,395	5,000
100-52-3-210-38-3100 Liability Insurance	6,956	7,101	6,702	6,702	8,697
100-52-3-210-38-3200 Communication	2,885	3,320	3,685	4,284	7,495
100-52-3-210-38-3500 Business Travel	3,665	1,723	4,000	3,148	5,000
100-52-3-210-38-3600 Dues & Subscriptions	1,324	1,530	2,915	2,567	2,915
100-52-3-210-38-3700 Business Training	2,266	1,415	3,000	1,941	4,000
100-53-3-210-38-1100 General Operating	331	1,024	1,500	850	2,500
100-53-3-210-38-1270 Gas	6,783	8,742	7,000	7,242	7,000
100-53-3-210-38-1600 Small Equipment	-40	0	0	0	0
100-53-3-210-38-1700 Uniforms	1,356	1,136	2,000	1,976	3,200
100-55-3-210-38-1200 Reimb:DP IT Expense	2,318	0	0	0	0
100-55-3-210-38-1300 Garage M & R	1,929	4,193	4,000	2,780	4,000
100-57-3-210-38-9000 Contingency	1,724	1,838	2,000	1,715	3,000
Operating Expenses	47,596	38,958	54,098	48,966	70,187
100-54-3-210-38-2200 Vehicle Purchase	0	0	0	0	0
100-54-3-210-38-2300 Furniture & Fixture	0	0	0	0	0
100-54-3-210-38-2400 Computers/Printers	0	1,270	500	346	0
100-54-3-210-38-2500 Equipment	0	0	0	0	0
Capital Outlay	0	1,270	500	346	0
TOTAL ADMINISTRATION	523,050	533,473	558,048	551,314	585,371

NOTES: FY 2016

100-54-1-570-33-245 (IT Computer/Equip Computers/Printers	\$1,500
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DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Administration

The Waycross Police Department serves the citizens of Waycross as well as those visiting or working in our city. Employees of the Police Department work professionally as a team to keep our city safe. Our main duty is to serve and protect the lives and property of all people in our jurisdiction. The Police Department has specialized units to ensure these goals are met. The units are: Uniform Patrol, Criminal Investigations, Support Services, Municipal Court Services, Training & Personnel, S.W.A.T., Administration, and School Resource Officers.

Criminal Investigation

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-221-39-1100	Salaries	382,044	406,501	410,963	376,882	399,664
100-51-3-221-39-1300	Overtime	2,432	1,509	4,200	3,828	4,500
100-51-3-221-39-2100	Health Insurance	68,212	66,348	65,885	65,885	75,000
100-51-3-221-39-2101	Life Insurance	1,115	1,236	1,494	1,494	1,458
100-51-3-221-39-2200	Social Security	27,889	29,558	31,668	27,444	30,919
100-51-3-221-39-2400	Retirement	72,086	77,877	75,773	75,773	62,799
100-51-3-221-39-2700	Workers' Comp. Ins.	14,218	14,930	14,679	14,679	15,826
	Personal Services	567,996	597,959	604,663	565,985	590,166
100-52-3-221-39-1200	Professional Services	2,694	3,045	2,850	1,346	5,000
100-52-3-221-39-1300	Maint./Tech. Service	4,500	4,489	4,380	4,181	5,000
100-52-3-221-39-2200	Repairs/Maint. Bldg.	0	270	500	16	500
100-52-3-221-39-2320	Lease Payments	6,666	7,201	7,767	6,581	1,800
100-52-3-221-39-3100	Liability Insurance	10,872	11,093	12,129	12,129	13,272
100-52-3-221-39-3200	Communication	8,782	8,520	12,808	12,799	13,000
100-52-3-221-39-3500	Business Travel	2,939	2,384	2,339	1,929	3,000
100-52-3-221-39-3600	Dues & Subscriptions	600	0	685	512	810
100-52-3-221-39-3700	Business Training	2,048	1,165	739	663	2,000
100-53-3-221-39-1100	General Operating	3,807	3,215	3,150	3,224	3,500
100-53-3-221-39-1110	Chemicals	831	830	2,375	1,357	2,375
100-53-3-221-39-1230	Utilities	4,089	5,545	6,000	5,795	6,000
100-53-3-221-39-1270	Gas	18,296	18,781	17,069	14,286	17,000
100-53-3-221-39-1600	Small Equipment	372	566	500	387	665
100-53-3-221-39-1700	Uniforms	2,440	2,814	2,800	1,791	4,500
100-55-3-221-39-1200	Reimb:DP IT Expense	2,981	0	0	0	0
100-55-3-221-39-1300	Garage M & R	4,222	3,675	6,922	6,723	7,000
100-57-3-221-39-9000	Contingency	1,479	54	0	0	3,000
	Operating Expenses	77,619	73,646	83,013	73,719	88,422
100-54-3-221-39-2200	Vehicle Purchase	0	0	0	0	0
100-54-3-221-39-2300	Furniture /Fixtures	0	0	0	0	0
100-54-3-221-39-2400	Computers/Printers	0	0	1,000	0	0
100-54-3-221-39-2500	Equipment	0	0	5,000	4,962	0
	Capital Outlay	0	0	6,000	4,962	0
TOTAL CRIMINAL INVESTIGATION		645,615	671,604	693,676	644,666	678,588

NOTES: FY 2016

100-54-1-570-33-2450	IT Computer/Equip	
	Computers/Printers	\$1,000

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit:

The Criminal Investigations Unit of the Department is responsible for the investigation of crimes reported to the Department. CIU also engages in proactive operations aimed at preventing and deterring criminal activity. The investigators within the Unite are responsible for the identification and apprehension of perpetrators as well as the processing of crime scenes and evidence and the overall preparation of their cases for presentation before the courts of competent jurisdiction.

The Waycross/Ware Drug Squad is responsible for identification and prosecution of drug crime offenders within Waycross and Ware County, their apprehension and successful prosecution in courts of competent jurisdiction.

CIU Investigators provide a resource to the community in the form of expert advice in the areas of protection from crime, recognizing scams, target hardening and what to do when victimized. CIU also provides investigative resources to assist citizens in recognizing when criminal activities are being perpetrated against them.

CIU and Drug Squad Investigators actively assist all prosecutorial agencies, I.e. U.S. Attorney's' Office, District Attorney's Office, County Solicitor, Juvenile court, Magistrate court and Recorders court in preparation of cases for prosecution, preparations of evidentiary exhibits and location of witnesses.

Uniform Patrol

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-223-40-1100	Salaries	1,289,400	1,337,033	1,290,499	1,220,784	1,314,850
100-51-3-223-40-1300	Overtime	67,112	56,535	67,605	52,089	70,000
100-51-3-223-40-2100	Health Insurance	272,846	265,392	263,541	263,541	300,000
100-51-3-223-40-2101	Life Insurance	3,637	4,026	4,712	4,712	4,781
100-51-3-223-40-2200	Social Security	97,633	100,392	101,749	91,552	105,941
100-51-3-223-40-2400	Retirement	238,092	253,144	237,942	237,942	206,602
100-51-3-223-40-2700	Workers' Comp. Ins.	56,872	59,720	58,716	58,716	63,303
	Personal Services	2,025,592	2,076,242	2,024,764	1,929,336	2,065,477
100-52-3-223-40-1200	Professional Services	1,757	4,217	4,000	4,000	6,000
100-52-3-223-40-1300	Maint./Tech. Service	4,806	4,122	4,000	3,536	5,000
100-52-3-223-40-2320	Lease Payments	135,776	132,076	78,995	74,920	18,211
100-52-3-223-40-3100	Liability Insurance	49,550	50,612	60,011	60,011	67,917
100-52-3-223-40-3200	Communication	2,127	2,983	5,253	5,188	4,368
100-52-3-223-40-3500	Business Travel	2,512	2,535	3,000	2,999	4,000
100-52-3-223-40-3600	Dues & Subscriptions	70	135	135	115	240
100-52-3-223-40-3700	Business Training	1,117	1,870	2,500	1,697	3,500
100-53-3-223-40-1100	General Operating	3,183	3,999	4,000	4,059	4,000
100-53-3-223-40-1110	Chemicals	2,817	1,131	3,000	2,999	3,000
100-53-3-223-40-1270	Gas	129,210	128,553	138,069	114,649	138,069
100-53-3-223-40-1600	Small Equipment	1,125	8,387	7,000	6,209	7,000
100-53-3-223-40-1700	Uniforms	16,063	11,796	13,297	13,392	20,000
100-55-3-223-40-1200	Reimb:DP IT Expense	7,618	0	0	0	0
100-55-3-223-40-1300	Garage M & R	46,728	67,643	40,000	39,229	40,000
100-57-3-223-40-9000	Contingency				0	
	Operating Expenses	404,459	420,059	363,260	333,003	321,305
100-54-3-223-40-2200	Vehicle Purchase	0	0	0	0	0
100-54-3-223-40-2400	Computers/Printers	0	0	0	0	0
100-54-3-223-40-2500	Equipment	0	0	0	0	12,500
	Capital Outlay	0	0	0	0	12,500
TOTAL UNIFORM PATROL		2,430,051	2,496,302	2,388,024	2,262,339	2,399,282

100-52-3-223-40-2320 **Note: (1)** 2012 (4) Impala's & Equip = \$89,823.85
 Monthly Pmnt \$2,601.51 x 12 = \$18,210.57 @ 2.730% Paid in Full 1/14/2016

NOTES: FY 2016

100-54-3-223-40-2500 Equipment	
(25) Vid-Shield Body Worn Cameras	\$12,500

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit:

The Uniform Patrol Unit is the most visible of all the units of the police department. This Unit's primary responsibility is to provide police protection to the citizen's of Waycross and visitors to our City. This comes in the forms for first responder service to all calls for service through the 911 communications center as well as personal contact with the individual police officers themselves. They are assigned to geographical patrol zones within the city limits to detect and deter criminal activity and traffic violations. The officers conduct preliminary investigations into all incidents and accidents, apprehend, arrest, and process offenders and fugitives from the law. They give aide to other law enforcement agencies within our boundaries. They provide emergency first aide and CPR to victims, direct traffic for funerals, schools, ball games, and special events such as parades, etc. They assist stranded and lost motorist, homeless, and the needy. The officers transport inmates, testify in both civil and criminal proceedings and trials. They complete forms, tickets, reports, as well as prepare, secure, and serve arrest warrants. The officers are responsible for knowing and applying Federal, State and Local laws and ordinances. They must be able to use a variety of both lethal and non-lethal force weapons and options to bring violent and nonviolent suspects into lawful custody without physical harm when possible. They are required to complete 11 weeks of basic mandate of P.O.S.T. updated training annually as well as qualifying quarterly with their issued firearms and completing a physical agility course.

Support Services

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-224-41-1100	Salaries	223,860	259,746	264,025	258,914	272,824
100-51-3-224-41-1300	Overtime	2,463	4,188	4,300	1,948	5,000
100-51-3-224-41-2100	Health Insurance	61,390	59,713	65,885	65,885	75,000
100-51-3-224-41-2101	Life Insurance	671	732	925	925	965
100-51-3-224-41-2200	Social Security	16,688	19,454	20,580	18,867	21,254
100-51-3-224-41-2400	Retirement	43,263	45,918	46,735	46,735	41,160
100-51-3-224-41-2700	Workers' Comp. Ins.	14,218	14,930	16,147	16,147	17,408
	Personal Services	362,553	404,682	418,597	409,421	433,611
100-52-3-224-41-1200	Professional Services	2,637	6,381	4,000	2,950	4,000
100-52-3-224-41-1300	Maint./Tech. Service	4,053	3,902	5,200	5,200	15,545
100-52-3-224-41-2200	Repairs/Maint. Bldg.	0	0	3,862	3,861	2,000
100-52-3-224-41-2320	Lease Payments	4,656	6,786	7,900	5,264	8,500
100-52-3-224-41-3100	Liability Insurance	6,540	6,635	7,656	7,656	8,073
100-52-3-224-41-3200	Communication	15,482	18,703	15,000	14,726	15,000
100-52-3-224-41-3500	Business Travel	0	0	0	0	2,000
100-52-3-224-41-3600	Dues & Subscriptions	310	304	400	262	400
100-52-3-224-41-3700	Business Training	1,185	1,347	1,920	1,920	3,000
100-53-3-224-41-1100	General Operating	16,988	16,807	16,600	16,779	16,000
100-53-3-224-41-1110	Chemicals	0	0	0		0
100-53-3-224-41-1230	Utilities	22,094	24,538	27,380	29,959	26,000
100-53-3-224-41-1600	Small Equipment	48	455	1,000	1,031	2,000
100-53-3-224-41-1700	Uniforms	1,342	1,123	900	891	2,400
100-55-3-224-41-1200	Reimb:DP IT Expense	2,318	0	0	0	0
100-55-3-224-41-1300	Garage M & R	0	0	0	0	0
100-57-3-224-41-9000	Contingency	0	0	0	0	0
	Operating Expenses	77,653	86,981	91,818	90,501	104,918
100-54-3-224-41-2200	Vehicle Purchase	0	0	0	0	0
100-54-3-224-41-2300	Furniture /Fixtures	0	0	0	0	0
100-54-3-224-41-2400	Computers/Printers	0	0	0	0	0
100-54-3-224-41-2500	Equipment	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
TOTAL SUPPORT SERVICES		440,206	491,663	510,415	499,922	538,529

NOTES: FY 2016

100-52-3-224-41-1300(Maint & Tech		
Power DMS Software Annual Fee		\$8,345
100-54-1-570-33-245(IT Computer/Equip		
Server for Video Camera's		\$8,000

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Police / Support Services

The Support Services Unit of the Waycross Police Department provides administrative support to the Field Operations Section of the department. This unit manages the flow of paperwork generated by the other units of the department. This unit keeps current on laws, rules, and policies for records retention. This unit maintains the accuracy of all citations, reports, and other paperwork on all cases handled by the department. The ordering of supplies, uniforms, and any other items needed by the department are handled by this unit. This unit handles payroll information for employees of this department. This unit handles all GCIC/NCIC entries and removals as needed. This includes wanted persons entries as well as stolen property entries.

Training & Personnel

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-240-42-1100	Salaries	51,336	50,724	50,482	49,596	51,310
100-51-3-240-42-2100	Health Insurance	6,821	6,635	6,589	6,589	7,500
100-51-3-240-42-2101	Life Insurance	156	156	184	184	187
100-51-3-240-42-2200	Social Security	3,824	3,782	3,862	3,692	3,925
100-51-3-240-42-2400	Retirement	10,151	9,784	9,308	9,308	8,062
100-51-3-240-42-2700	Workers' Comp. Ins.	1,422	1,493	1,468	1,467	1,583
	Personal Services	73,710	72,575	71,891	70,837	72,568
100-52-3-240-42-1200	Professional Services	3,895	3,845	2,162	2,162	5,000
100-52-3-240-42-1300	Maint./Tech. Service	0	0	0	0	200
100-52-3-240-42-2200	Repairs/Bldg Maint.	2,979	563	0	0	0
100-52-3-240-42-3100	Liability Insurance	1,087	1,109	1,213	1,213	1,327
100-52-3-240-42-3200	Communication	825	923	1,945	1,259	1,945
100-52-3-240-42-3500	Business Travel	11,731	11,924	13,538	13,595	14,000
100-52-3-240-42-3600	Dues & Subscriptions	0	0	4,251	4,251	4,251
100-52-3-240-42-3700	Business Training	15,367	14,219	15,000	13,995	15,000
100-53-3-240-42-1100	General Operating	2,728	2,030	3,000	2,496	4,000
100-53-3-240-42-1110	Chemicals	0	0	500	309	1,000
100-53-3-240-42-1270	Gas	1,401	990	2,010	404	2,010
100-53-3-240-42-1600	Small Equipment	1,390	1,495	1,500	713	1,500
100-53-3-240-42-1700	Uniforms	246	141	500	477	1,000
100-55-3-240-42-1200	Reimb:DP IT Expense	331	0	0	0	0
100-55-3-240-42-1300	Garage M & R	0	285	500	0	500
	Operating Expenses	41,982	37,526	46,119	40,874	51,733
100-54-3-240-42-2200	Vehicle Purchase	0	0	0	0	0
100-54-3-240-42-2400	Computers & Printers	0	0	0	0	0
100-54-3-240-42-2500	Equipment	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
TOTAL TRAINING & PERSONNEL		115,692	110,101	118,010	111,710	124,301

NOTES: FY 2016

100-54-1-570-33-245(IT Computer/Equip	\$500
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DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Police/Personnel & Training

The Personnel and Training Unit has the duties of seeing the Waycross Police Department recruits qualified applicants and places them in a timely manner. The unit is also charged to see all departmental personnel are trained: Both new personnel and in-service personnel. The training received has to meet the needs of the city and follow the guidelines set by the Police Operations Manual. The training unit works in a way to see it is a help to Field Operations and Administrative Services.

The recruitment duties are focused on seeing the department's needs for placement of qualified and protected class applicants are meet. Training is geared to see that personnel receive the updates needed to do a good job and follow guidelines set by currently law. The training and personnel unit works to see that expense is kept in line to receive quality without over spending.

S.W.A.T.

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-229-46-1100	Salaries				0	
100-51-3-229-46-1300	Overtime	7,070	10,323	8,000	7,094	8,000
100-51-3-229-46-2100	Health Insurance				0	
100-51-3-229-46-2101	Life Insurance				0	
100-51-3-229-46-2200	Social Security	0	0	612	0	612
100-51-3-229-46-2400	Retirement				0	
100-51-3-229-46-2700	Workers' Comp. Ins.				0	
	Personal Services	7,070	10,323	8,612	7,094	8,612
100-52-3-229-46-1300	Maint./Tech. Service	1,029	0	0	0	0
100-52-3-229-46-3100	Liability Insurance	2,166	2,229	3,449	3,449	3,559
100-52-3-229-46-3200	Communication	2,216	2,668	2,610	2,330	2,904
100-52-3-229-46-3500	Business Travel	3,730	3,930	3,900	2,365	4,000
100-52-3-229-46-3600	Dues & Subscriptions	295	375	400	375	400
100-52-3-229-46-3700	Business Training	3,117	3,542	3,500	2,449	3,500
100-53-3-229-46-1100	General Operating	2,218	3,467	3,500	3,260	5,000
100-53-3-229-46-1110	Chemicals	0	0	2,892	2,157	500
100-53-3-229-46-1270	Gas	1,395	1,896	2,000	817	2,000
100-53-3-229-46-1600	Small Equipment	91	795	1,500	1,417	2,000
100-53-3-229-46-1700	Uniforms	682	0	500	0	500
100-55-3-229-46-1300	Garage M & R	543	969	3,500	1,339	3,500
	Operating Expenses	17,481	19,869	27,751	19,957	27,863
100-54-3-229-46-2200	Vehicle Purchase	0	0	0	0	0
100-54-3-229-46-2500	Equipment	0	0	6,000	5,635	0
	Capital Outlay	0	0	6,000	5,635	0
TOTAL S.W.A.T.		24,551	30,192	42,363	32,686	36,475

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Police / SWAT

To see that the citizens of Waycross through the Waycross Police Department, has a specialized unit trained and equipped to deal with unusual occurrences which may arise and where there is great danger to the citizens of Waycross.

School Resource Officers (SRO)

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-291-47-1100	Salaries	109,518	111,276	108,883	114,086	112,744
100-51-3-291-47-1300	Overtime	13,646	10,735	10,000	12,142	10,000
100-51-3-291-47-2100	Health Insurance	20,463	19,904	19,923	19,923	22,500
100-51-3-291-47-2101	Life Insurance	302	330	396	396	410
100-51-3-291-47-2200	Social Security	8,888	8,629	9,095	8,984	9,390
100-51-3-291-47-2400	Retirement	19,472	20,778	20,076	20,076	17,716
100-51-3-291-47-2700	Workers' Comp. Ins.	4,265	4,479	4,404	4,404	4,748
	Personal Services	176,554	176,130	172,776	180,010	177,508
100-52-3-291-47-1200	Professional Services	250	250	0	250	450
100-52-3-291-47-1300	Maint./Tech. Service	0	206	300	0	600
100-52-3-291-47-3100	Liability Insurance	1,962	1,991	3,639	3,639	3,982
100-53-3-291-47-3200	Communication	0	0	0	0	630
100-52-3-291-47-3500	Business Travel	533	485	500	498	1,950
100-52-3-210-38-3700	Business Training	979	0	500	233	2,550
100-52-3-291-47-3700	General Operating	0	291	500	445	1,000
100-53-3-291-47-1100	Gas	0	0	0	0	0
100-53-3-291-47-1270	Small Equipment	0	0	60	0	330
100-53-3-291-47-1600	Uniforms	151	369	1,430	1,401	1,500
100-53-3-291-47-1700	Garage M & R	0	0	0	0	0
100-55-3-291-47-1300	Contingency	0	0	0	0	0
100-57-3-291-47-9000	Operating Expenses	3,875	3,590	6,929	6,466	12,992
100-54-3-291-47-2200	Vehicle Purchase	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
TOTAL SCHOOL RESOURCE OFFICER		180,430	179,720	179,705	186,476	190,499
TOTAL POLICE DEPARTMENT		4,359,595	4,513,054	4,490,240	4,289,113	4,553,045

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit:	Police / School Resource Officers
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The purpose for the School Resource Officer is to provide police protection to the students, faculty, and staff members of the Ware County Schools. The officers provide on campus police presence to the Ware County High School, Waycross Middle School, and Ware County Middle School. Additionally they handle all of the Elementary Schools for the Ware County School Board. The SRO officer is instrumental in establishing an open line of communication with the students so they can establish a feeling of confidence to communicate to the SRO Officer any perceived threats, gang affiliation, criminal acts (past and future), or relate any social concerns they may have about themselves. The SRO officers act as a liaison between the school administration and the police department in concerning law enforcement activity such as searches, arrest, detention of suspects, wanted individuals of school age, interviews, and all other aspects of law enforcement nature in the school settings. The SRO officers also use the presence in the educational setting to instruct the children in various fields of concern from teen driving dangers, safe streets, to role models for those interested in a career in the occupational fields of the criminal justice system.

Fire Division

Fire

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-500-48-1100	Salaries	1,991,818	2,006,704	1,902,987	1,960,596	1,916,931
100-51-3-500-48-1300	Overtime	136,663	128,479	128,000	169,992	150,000
100-51-3-500-48-2100	Health Insurance	368,342	358,279	362,369	362,369	405,000
100-51-3-500-48-2101	Life Insurance	6,071	6,183	7,240	7,240	7,268
100-51-3-500-48-2200	Social Security	152,185	153,223	161,107	153,295	158,120
100-51-3-500-48-2400	Retirement	393,196	389,356	365,933	365,933	312,992
100-51-3-500-48-2700	Workers' Comp. Ins.	76,777	82,109	80,734	80,734	85,459
	Personal Services	3,125,052	3,124,333	3,008,369	3,100,159	3,035,770
100-52-3-500-48-1200	Professional Services	3,422	3,403	3,500	3,274	3,500
100-52-3-500-48-1300	Maint./Tech. Service	14,077	14,128	15,530	15,489	16,000
100-52-3-500-48-2200	Repairs/Maint. Bldg.	8,000	6,884	7,000	5,807	7,000
100-52-3-500-48-2320	Lease Purchase	33,583	31,060	4,500	1,673	4,500
100-52-3-500-48-3100	Liability Insurance	41,814	42,516	44,926	44,926	48,532
100-52-3-500-48-3200	Communication	9,564	9,784	11,000	10,257	12,500
100-52-3-500-48-3500	Business Travels	5,734	8,083	8,250	7,350	9,000
100-52-3-500-48-3600	Dues & Subscriptions	3,006	3,100	2,670	2,820	3,100
100-52-3-500-48-3700	Business Training	1,399	3,048	3,000	2,576	4,000
100-53-3-500-48-1000	Gen Oper-Fire Prevention	2,979	2,971	3,000	3,040	3,500
100-53-3-500-48-1100	General Operating	12,909	13,149	13,000	13,981	13,000
100-53-3-500-48-1110	Chemicals	55	0	0	0	0
100-53-3-500-48-1230	Utilities	33,708	38,011	41,000	43,012	41,000
100-53-3-500-48-1270	Gas	27,801	29,444	32,750	28,416	33,000
100-53-3-500-48-1300	Food	788	1,516	0	0	0
100-53-3-500-48-1600	Small Equipment	6,207	8,972	6,000	5,911	6,000
100-53-3-500-48-1700	Uniforms	13,911	20,339	18,500	19,264	16,000
100-55-3-500-48-1200	Reimb: DP IT Expense	3,974	0	0	0	0
100-55-3-500-48-1300	Garage M & R	11,559	10,880	15,000	16,489	17,000
	Operating Expense	234,492	247,288	229,626	224,284	237,632
100-54-3-500-48-2300	Furniture & Fixtures	837	479	0	0	1,000
100-54-3-500-48-2400	Computer/Printer	0	423	900	881	0
100-54-3-500-48-2500	Equipment	13,959	20,081	8,000	12,452	7,000
100-54-3-500-48-2510	Equip-Homeland Grant	169	0	5,000	500	19,000
	Capital Outlay	14,965	20,983	13,900	13,833	27,000
TOTAL FIRE DEPARTMENT		3,374,509	3,392,604	3,251,895	3,338,275	3,300,402

100-52-3-500-48-2320 Lease Purchase

Note: (1) Truck 2010/2011 \$16,000 Finance 5yrs @ 3.16%
 Monthly pmnt = \$275.52 (Yearly \$3,306.24) pd in full 8/1/16
Note: (2) Copier Lease for 3 yrs \$90.96 x 12 = \$1,091.52

NOTES: FY 2016

100-52-3-500-48-3200 Communication	
Ringdown with 911	
100-54-3-500-48-2500 Equipment	
Personal Protective Equipment	\$7,000
100-54-3-500-48-2510 Equip - Homeland Grant	
Replace portable radios grant (City Portion)	\$14,000
Fire Safety House Grant (City Portions)	\$5,000
100-54-1-570-33-2450 IT Computer/Equip	\$1,000

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Fire

The Waycross Fire Department provides protection for the lives and property of those within the City of Waycross, Georgia 24 hours a day 7 days a week. This is accomplished through fire prevention and public education, on-going employee training and education, business inspections and pre-fire planning. In the event of an emergency situation, whether man-made or natural disaster, the Waycross Fire Department will respond promptly in order to provide the necessary services or assistance for the mitigation of the emergency.

Public Works Division

Public Works Administration

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-4-100-51-1100	Salaries	95,302	97,098	99,054	97,618	102,172
100-51-4-100-51-1300	Overtime	102	108	200	207	200
100-51-4-100-51-2100	Health Insurance	13,642	13,270	13,335	13,335	15,000
100-51-4-100-51-2101	Life Insurance	276	300	360	360	371
100-51-4-100-51-2200	Social Security	6,836	6,965	7,593	7,009	7,831
100-51-4-100-51-2400	Retirement	17,991	17,842	18,264	18,264	16,054
100-51-4-100-51-2700	Workers' Comp. Ins.	2,844	2,986	2,936	2,936	3,165
	Personal Services	136,992	138,568	141,741	139,729	144,794
100-52-4-100-51-2320	Lease Purchase	934	881	1,000	498	1,000
100-52-4-100-51-3100	Liability Insurance	1,308	1,327	1,276	1,276	1,468
100-52-4-100-51-3200	Communication	2,130	2,178	2,200	2,116	2,500
100-52-4-100-51-3500	Business Travels	430	434	1,000	999	1,000
100-52-4-100-51-3600	Dues & Subscriptions	77	138	250	138	250
100-52-4-100-51-3700	Business Training	265	790	1,000	797	1,000
100-53-4-100-51-1100	General Operating	1,389	1,229	1,500	1,402	1,500
100-53-4-100-51-1270	Gas	0	0	0	0	0
100-53-4-100-51-1600	Small Equipment	0	0	0	0	0
100-53-4-100-51-1700	Uniforms	76	84	100	85	100
100-55-4-100-51-1200	Reimb: DP IT Expense	662	0	0	0	0
100-57-4-100-51-9000	Contingency	120	203	250	120	250
	Operating Expenses	7,391	7,263	8,576	7,430	9,068
100-54-4-100-51-2300	Furniture/Fixtures	52	50	100	0	100
100-54-4-100-51-2400	Computer/Printer	0	0	300	51	0
100-54-4-100-51-2500	Equipment	0	0	0	0	0
	Capital Outlay	52	50	400	51	100
TOTAL PUBLIC WORKS OFFICE		144,434	145,882	150,717	147,211	153,962

NOTES: FY 2016

100-54-1-570-33-245 (IT Computer/Equip	\$300
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DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Public Work / Administration

Responsibilities: To insure proper billing and records for the Public Work Division

Duties: Maintain Cemetery records, Maintain Roll out container records, Maintain and report to Southland Waste handicap designees, Send letters of violations for roll outs, special collections, tree removal letters.

Highways & Streets

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-4-200-52-1100	Salaries	487,879	467,757	478,950	466,255	493,720
100-51-4-200-52-1300	Overtime	2,376	1,789	3,000	2,335	3,000
100-51-4-200-52-2100	Health Insurance	136,423	132,696	131,770	131,770	150,000
100-51-4-200-52-2101	Life Insurance	1,400	1,434	1,732	1,732	1,786
100-51-4-200-52-2200	Social Security	34,927	33,507	36,869	33,428	37,999
100-51-4-200-52-2400	Retirement	90,091	89,974	87,088	87,088	76,537
100-51-4-200-52-2700	Workers' Comp. Ins.	31,280	32,846	32,294	32,294	34,817
	Personal Services	784,375	760,003	771,703	754,901	797,859
100-52-4-200-52-1300	Maint./Tech. Service	0	0	0	-65	0
100-52-4-200-52-2200	Repairs/Maint. Bldg.	266	0	250	250	250
100-52-4-200-52-2320	Lease Purchase	96,997	95,306	97,924	90,727	107,593
100-52-4-200-52-3100	Liability Insurance	23,484	23,958	26,108	26,108	29,198
100-52-4-200-52-3200	Communication	1,947	1,928	2,000	1,945	2,000
100-52-4-200-52-3500	Business Travels	482	454	1,300	436	1,300
100-52-4-200-52-3600	Dues & Subscriptions	142	100	160	160	160
100-52-4-200-52-3700	Business Training	1,000	193	1,000	316	1,000
100-52-4-200-52-3850	Contract Labor	84,064	65,767	43,750	31,692	43,750
100-53-4-200-52-1100	General Operating	14,460	10,467	15,000	15,297	15,000
100-53-4-200-52-1105	General Op-Parks			6,000	998	0
100-53-4-200-52-1110	Chemicals	1,656	1,855	3,000	2,445	3,000
100-53-4-200-52-1120	Chemicals-Mosquito	19,157	20,000	20,000	18,359	20,000
100-53-4-200-52-1230	Utilities	8,678	6,290	9,000	5,769	9,000
100-53-4-200-52-1270	Gas	123,245	119,121	115,000	96,397	110,000
100-53-4-200-52-1600	Small Equipment	1,362	2,774	3,000	3,000	3,000
100-53-4-200-52-1700	Uniforms	1,654	3,000	3,000	2,954	3,000
100-55-4-200-52-1200	Reimb: DP IT Expense	1,325	0	0	0	0
100-55-4-200-52-1300	Garage M & R	105,013	99,564	105,000	133,904	100,000
100-57-4-200-52-9000	Contingency	-26	196	400	-479	400
	Operating Expenses	484,906	450,972	451,892	430,211	448,651
100-54-4-200-52-2200	Vehicle Purchase	0	0	2,250	2,250	0
100-54-4-200-52-2400	Computer/Printer	0	0	0	0	0
100-54-4-200-52-2500	Equipment	425		19,000	15,600	0
	Capital Outlay	425	0	21,250	17,850	0
TOTAL HIGHWAYS & STREETS		1,269,707	1,210,975	1,244,844	1,202,963	1,246,510
TOTAL PUBLIC WORKS DIVISION		1,414,141	1,356,856	1,395,561	1,350,174	1,400,472

- 100-52-4-200-52-2320 **Note: (1)** 2011 Dump Truck \$82,878 @ 3.16% 5 yrs
 Monthly pmnt \$1,494.72 x 12 = \$17,936.64 pd in full 8/1/16
Note: (2) 2012 St Sweeper \$152,105 @ 2.31% 5 yrs
 Monthly pmnt est \$2,733.20 x 12 = \$32,798.40 Paid in Full 5/1/2017
Note: (3) 2014 Side Arm Tractor \$117,336.88 @ 3.27% for 5yrs
 Monthly pmnt est \$2,122.50 x 12 = \$25,470 Paid in Full 7/23/2019
Note: (4) 2015 Front End Loader \$144,600. @ 3.27% for 5yrs
 Monthly pmnt est \$2,564.36 x 12 = \$30,772.32 Paid in Full **7/31/2020**

NOTES: FY 2016

<p>100-52-4-200-52-385 Contract Labor Includes (1) inmate crews @ \$40,000 ea</p>

DEPARTMENTAL RESPONSIBILITIES AND DUTIES	
<i>Departmental Budget Overview: To be completed for all departments or units within you division</i>	
Division and Department / Unit:	Public Works / Highways & Streets
This department is responsible for the following responsibilities:	
Maintaining all City Right-of-ways within the City of Waycross	
Maintenance of canel system	
Maintaining all remaining dirt roads	
Maintain flower beds	
Trim Bushes and flower beds	
Maintain fountains and parks	
Repair playground equipment	
Sweep all City Streets	
Edge Curbs and remove dirt	
Maintain City Parks	
Pickup trash and litter	
Mow overgrowth with side are mower	
Dig pits to suppy City dirt needs	
Haul sand from sand pit to town	
Spray for Mosquitos	

Community Improvement Division

Animal Control

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-3-910-56-1100	Salaries	26,624	27,396	27,581	28,158	28,901
100-51-3-910-56-1300	Overtime	1,405	1,846	2,000	1,653	2,500
100-51-3-910-56-2100	Health Insurance	6,821	6,635	6,589	6,589	7,500
100-51-3-910-56-2101	Life Insurance	78	81	101	101	104
100-51-3-910-56-2200	Social Security	1,817	1,900	2,263	2,055	2,402
100-51-3-910-56-2400	Retirement	4,969	5,157	5,085	5,085	4,541
100-51-3-910-56-2700	Workers' Comp. Ins.	1,422	1,493	1,468	1,468	1,583
	Personal Services	43,136	44,509	45,087	45,110	47,531
100-52-3-910-56-2320	Lease Purchase	4,631	4,631	4,631	4,631	4,631
100-52-3-910-56-3100	Liability Insurance	1,087	1,109	1,213	1,213	1,327
100-52-3-910-56-3200	Communication	672	671	650	602	650
100-52-3-910-56-3500	Business Travels	571	1,448	800	573	1,500
100-52-3-910-56-3600	Dues & Subscriptions	100	150	350	100	350
100-52-3-910-56-3700	Business Training	413	542	1,000	779	1,000
100-53-3-910-56-1100	General Operating	370	343	700	671	700
100-53-3-910-56-1270	Gas	2,133	1,806	1,500	1,200	2,500
100-53-3-910-56-1600	Small Equipment	929	242	500	445	500
100-53-3-910-56-1700	Uniforms	720	744	500	461	500
100-55-3-910-56-1200	Reimb: DP IT Expense	0	0	0	0	0
100-55-3-910-56-1300	Garage M & R	500	0	300	108	300
100-57-3-910-56-9000	Contingency	0		0	0	0
	Operating Expenses	12,127	11,685	12,144	10,783	13,958
100-54-3-910-56-2200	Vehicle Purchase	0	0	0	0	
100-54-3-910-56-2300	Furniture/Fixtures	0	0	0	0	
100-54-3-910-56-2400	Computer/Printer	34	425	500	448	
100-54-3-910-56-2500	Equipment	801	1,000	500	433	
	Capital Expenditure	834	1,425	1,000	882	0
TOTAL ANIMAL CONTROL		56,097	57,618	58,231	56,774	61,490

100-52-3-910-56-2320 Lease Purchase

Note: (1) 2012 Ford 150 & Equip \$21,475.25

Monthly Payment \$385.89 x 12 = \$4,630.68 @ 2.31\$ Paid in Full 5/1/2017

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Community Improvement

The Department of Community Improvement consists of three divisions; Animal Control, Inspections and Administrations. The inspections division consists of a building and code inspector, and three code enforcement officers. Within in the Administration division, all grant procedures for the City of Waycross are handled, as well as all the housing programs for the City, including the CHIP program, and Main Street responsibilities. Within the DCI all inspections, planning and zoning, permits, code enforcement, animal control, grants, Main Street activities, business licensing and housing programs for the City of Waycross take place on a daily basis.

Inspections Department

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-7-210-57-1100	Salaries	129,630	123,273	133,245	125,796	139,620
100-51-7-210-57-1300	Overtime	420	3,388	4,400	4,380	4,500
100-51-7-210-57-2100	Health Insurance	27,285	26,539	26,354	26,354	30,000
100-51-7-210-57-2101	Life Insurance	395	372	486	486	508
100-51-7-210-57-2200	Social Security	9,263	8,971	10,383	9,145	11,025
100-51-7-210-57-2400	Retirement	25,391	23,281	24,568	24,568	21,939
100-51-7-210-57-2700	Workers' Comp. Ins.	5,687	5,972	5,872	5,872	6,330
	Personal Services	198,071	191,796	205,307	196,601	213,922
100-52-7-210-57-1200	Professional Services	67	221	500	63	500
100-52-7-210-57-3100	Liability Insurance	3,915	4,437	4,851	4,851	5,309
100-52-7-210-57-3200	Communication	2,464	2,487	2,850	2,577	3,000
100-52-7-210-57-3300	Advertisement	3,000	1,708	1,000	710	1,000
100-52-7-210-57-3500	Business Travels	2,187	35	1,800	1,561	2,500
100-52-7-210-57-3600	Dues & Subscriptions	650	657	700	507	700
100-52-7-210-57-3700	Business Training	1,050	1,753	2,000	864	2,000
100-53-7-210-57-1100	General Operating	4,258	2,000	1,500	1,492	2,000
100-53-7-210-57-1270	Gas	5,124	5,709	5,700	5,114	6,000
100-53-7-210-57-1600	Small Equipment	0	0	500	420	2,500
100-53-7-210-57-1700	Uniforms	284	860	800	633	1,300
100-55-7-210-57-1200	Reimb: DP IT Expense	1,325	0	0	0	0
100-55-7-210-57-1300	Garage M & R	2,156	1,916	2,000	1,906	2,000
100-57-7-210-57-9000	Contingency	0	0	0	0	0
100-57-7-210-57-9030	Permit Refund	40	0	100	20	100
	Operating Expenses	26,521	21,782	24,301	20,718	28,909
100-54-7-210-57-2200	Vehicle Purchase	0	0	0	0	0
100-54-7-210-57-2300	Furniture/Fixtures	0	0	0	0	0
100-54-7-210-57-2400	Computer/Printer	0	0	700	592	0
100-54-7-210-57-2500	Equipment	0	0	0	0	0
	Capital Expenditure	0	0	700	592	0
TOTAL INSPECTIONS DEPARTMENT		224,592	213,578	230,309	217,910	242,830

NOTES: FY 2016

100-54-1-570-33-245 (IT Computer/Equip	\$1,000
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Administration/Grants

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-7-310-57-1100	Salaries	96,918	98,043	87,259	90,205	99,312
100-51-7-310-57-1300	Overtime	135	109	300	204	300
100-51-7-310-57-2100	Health Insurance	17,053	16,587	16,471	16,471	18,750
100-51-7-310-57-2101	Life Insurance	223	297	263	263	364
100-51-7-310-57-2200	Social Security	7,186	7,155	6,751	6,486	7,620
100-51-7-310-57-2400	Retirement	16,875	18,308	13,323	13,323	15,605
100-51-7-310-57-2700	Workers' Comp. Ins.	2,844	3,732	3,670	3,670	3,956
	Personal Services	141,233	144,232	128,037	130,622	145,908
100-52-7-310-57-3100	Liability Insurance	1,308	1,327	2,233	2,233	1,835
100-52-7-310-57-3200	Communication	983	991	1,200	929	1,200
100-52-7-310-57-3300	Advertisement	547	1,755	1,290	930	1,400
100-52-7-310-57-3500	Business Travels	1,875	1,455	2,500	2,052	2,500
100-52-7-310-57-3600	Dues & Subscriptions	878	1,139	1,200	1,182	1,200
100-52-7-310-57-3700	Business Training	827	933	2,500	1,323	2,500
100-52-7-310-57-3850	Demolitions	0	0		0	0
100-53-7-310-57-1100	General Operating	2,643	2,025	2,500	2,461	2,500
100-53-7-310-57-1270	Gas	0	0	0	0	0
100-53-7-310-57-1600	Small Equipment	0	0	0	0	0
100-53-7-310-57-1700	Uniforms	0	0	0	0	100
100-55-7-310-57-1200	Reimb: DP IT Expenses	1,325	0	0	0	0
100-57-7-310-57-9000	Contingency	112	0	200	51	200
	Operating Expenses	10,497	9,624	13,623	11,160	13,435
100-54-7-310-57-2200	Vehicle Purchase	0	0	0	0	0
100-54-7-310-57-2300	Furniture/Fixtures	0	0	0	0	0
100-54-7-310-57-2400	Computer/Printer	0	1,425	1,000	920	0
100-54-7-310-57-2500	Equipment				0	0
	Capital Expenditure	0	1,425	1,000	920	0
TOTAL ADMINISTRATION		151,730	155,281	142,660	142,702	159,342
TOTAL COMMUNITY IMPROVEMENT		432,419	426,477	431,199	417,386	463,662

NOTES: FY 2016

100-54-1-570-33-245 (IT Computer/Equip	\$1,000
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Engineering Division

Administration

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-575-58-1100	Salaries	271,911	297,315	282,578	282,908	292,894
100-51-1-575-58-1300	Overtime	790	1,043	1,000	908	1,000
100-51-1-575-58-2100	Health Insurance	40,927	39,809	39,531	39,531	45,000
100-51-1-575-58-2101	Life Insurance	850	840	1,008	1,008	1,044
100-51-1-575-58-2200	Social Security	20,169	22,093	21,694	20,982	22,483
100-51-1-575-58-2400	Retirement	55,160	52,117	51,173	51,173	45,231
100-51-1-575-58-2700	Workers' Comp. Ins.	9,953	10,451	10,275	10,275	11,078
	Personal Services	399,759	423,668	407,259	406,785	418,730
100-52-1-575-58-1200	Professional Services	7,091	9,530	17,810	2,186	15,000
100-52-1-575-58-1300	Maint./Tech. Service	6,799	5,097	6,374	6,374	6,500
100-52-1-575-58-2320	Lease Purchase	0	0	5,342	1,675	4,020
100-52-1-575-58-3100	Liability Insurance	5,444	5,536	5,553	5,553	8,104
100-52-1-575-58-3200	Communication	3,337	2,842	3,600	2,632	3,000
100-52-1-575-58-3500	Business Travels	137	756	1,700	643	1,700
100-52-1-575-58-3600	Dues & Subscriptions	1,934	1,437	2,120	1,277	2,120
100-52-1-575-58-3700	Business Training	775	777	1,600	1,597	1,600
100-53-1-575-58-1100	General Operating	2,598	4,623	3,000	3,212	3,500
100-53-1-575-58-1270	Gas	1,774	2,067	2,800	1,789	3,000
100-53-1-575-58-1600	Small Equipment	0	0	500	0	500
100-53-1-575-58-1700	Uniforms	0	246	450	388	400
100-55-1-575-58-1200	Reimb: DP IT Expenses	2,318	0	0	0	0
100-55-1-575-58-1300	Garage M & R	234	1,353	700	699	1,000
100-57-1-575-58-9000	Contingency	0	0		0	5,000
	Operating Expenses	32,442	34,263	51,549	28,023	55,444
100-54-1-575-58-2200	Vehicle Purchase	0	0	0	0	0
100-54-1-575-58-2300	Furniture/Fixtures	0	0	0	0	1,000
100-54-1-575-58-2400	Computers & Printers	833	537	1,300	1,196	0
100-54-1-575-58-2500	Equipment	0	0	17,000	12,998	0
	Capital Outlay	833	537	18,300	14,194	1,000
TOTAL ENGINEER		433,035	458,468	477,108	449,002	475,173

100-52-1-575-58-2320 **Note: (1)** Canon Color Copier/Scanner/Printer \$12,058.92
 Monthly pmnt \$334.97 x 12 = \$4,019.64 pd in full FY2018

NOTES: FY 2016

100-52-1-575-58-1200 Professional Services	
	Intend to tie drainage project to resurfacing projects (Must do drainage project next FY)
100-54-1-570-33-2450 IT Computer/Equip	\$1,000

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within you division

Division and Department / Unit: Engineering Division

Engineering Division is responsible for programming, design, construction, operations and maintenance of the city's primary infrastructure including but not limited to city pavements and sidewalks, storm drainage, water production and distribution, wastewater collection and treatment, traffic signals, signage and public buildings. The Engineering Division also provides technical support to other city departments and citizens to include environmental permitting, traffic engineering, street lighting, street/alley closings, annexations, computer-aided drafting, mapping and geographical information system development. Engineering Division Consists of 3 departments: Engineering and Environmental Management; Water and Sewer; Traffic and Building Maintenance

Division and Department / Unit: Engineering & Environmental Management

Engineering and Environmental Management Department is responsible for planning, oversight and inspection of construction, improvement and development projects; maintenance of streets, sidewalks and drainage structures, local environmental permitting and enforcement; computer-aided drafting, database and mapping work related to development and maintenance of city's Geographical Information System; and a variety of related field and technical engineering services for the City of Waycross

Division and Department / Unit: Water & Sewer Department

Water and Sewer Department is responsible for production and distribution of drinking water and the collection and treatment wastewater for the City of Waycross. Water distribution responsibility includes maintenance and repair of all water mains, service lines, valves and fire hydrants within the City limits. Wastewater collection and treatment responsibility includes operation and maintenance of sewer mains, service lines, manholes, pumping stations and treatment facilities. Department also implements city's industrial pretreatment program and supports comprehensive planning for future needs.

Division and Department / Unit: Traffic and Building Maintenance

Traffic and Building Maintenance Department is responsible for safe and efficient movement of traffic including installation and maintenance of traffic signs and signals. This department is also responsible for maintenance and repair of city public buildings.

Infrastructure Construction

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-4-220-53-1100	Salaries	75,785	78,297	144,082	117,074	149,175
100-51-4-220-53-1300	Overtime	306	357	711	275	800
100-51-4-220-53-2100	Health Insurance	27,285	26,539	39,531	39,531	45,000
100-51-4-220-53-2101	Life Insurance	305	312	526	526	547
100-51-4-220-53-2200	Social Security	5,515	5,668	11,083	8,608	11,473
100-51-4-220-53-2400	Retirement	19,692	19,557	26,566	26,566	23,440
100-51-4-220-53-2700	Workers' Comp. Ins.	5,687	5,972	8,807	8,807	9,495
	Personal Services	134,575	136,701	231,306	201,387	239,931
100-52-4-220-53-2320	Lease Purchase	15,228	15,228	0	-262	0
100-52-4-220-53-3100	Liability Insurance	3,049	3,100	4,403	4,403	4,997
100-52-4-220-53-3200	Communication	198	230	339	376	500
100-52-4-220-53-3500	Business Travels	0	0	0	0	300
100-52-4-220-53-3600	Dues & Subscriptions	0	0	0	0	0
100-52-4-220-53-3700	Business Training	0	0	190	0	400
100-53-4-220-53-1100	General Operating	1,628	2,311	2,000	2,253	2,000
100-53-4-220-53-1230	Utilities	0	0	0		0
100-53-4-220-53-1270	Gas	7,776	8,766	9,500	10,798	11,000
100-53-4-220-53-1600	Small Equipment	0	0	2,000	0	2,000
100-53-4-220-53-1700	Uniforms	658	1,103	1,700	1,596	1,000
100-55-4-220-53-1300	Garage M & R	1,893	1,134	1,500	1,486	1,500
100-57-4-220-53-9000	Contingency	0	0	0	0	0
	Operating Expenses	30,429	31,872	21,632	20,649	23,697
100-54-4-220-53-1400	Infrastructure(Sidewalks)	21,629	17,869	22,000	21,702	20,000
100-54-4-220-53-1410	Infrastructure(Patching)	14,181	12,299	18,000	17,512	15,000
100-54-4-220-53-1420	Infrastructure(Culverts)	5,461	6,494	5,000	3,978	10,000
100-54-4-220-53-1430	Contract Drainage Project	0	0	0	0	0
100-54-4-220-53-2200	Vehicle Purchase	0	0	0	0	0
100-54-4-220-53-2500	Equipment	0	0		0	0
	Capital Outlay	41,271	36,662	45,000	43,193	45,000
TOTAL INFRASTRUCTURE CONSTRUCT		206,275	205,235	297,938	265,229	308,628

Traffic

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-4-270-54-1100	Salaries	93,846	95,364	90,303	88,394	90,388
100-51-4-270-54-1300	Overtime	2,292	2,780	4,000	3,954	4,500
100-51-4-270-54-2100	Health Insurance	20,463	19,904	19,766	19,766	22,500
100-51-4-270-54-2101	Life Insurance	276	291	353	353	331
100-51-4-270-54-2200	Social Security	6,814	6,862	7,711	6,433	7,259
100-51-4-270-54-2400	Retirement	17,922	18,419	17,849	17,849	14,203
100-51-4-270-54-2700	Workers' Comp. Ins.	4,265	4,479	4,404	4,404	4,748
	Personal Services	145,879	148,099	144,385	141,152	143,928
100-52-4-270-54-2200	Repairs/Maint. Bldg.	224	0	0	0	0
100-52-4-270-54-2320	Lease Purchase	0	0	0	0	0
100-52-4-270-54-3100	Liability Insurance	2,395	2,436	3,639	3,639	3,982
100-52-4-270-54-3200	Communication	1,775	1,777	2,050	1,463	2,000
100-52-4-270-54-3500	Business Travels	180	0	600	0	600
100-52-4-270-54-3600	Dues & Subscriptions	0	0	0	0	0
100-52-4-270-54-3700	Business Training	0	0	500	0	500
100-53-4-270-54-1100	General Operating	954	1,816	2,400	2,508	2,500
100-53-4-270-54-1230	Utilities	9,812	9,891	13,000	12,690	13,000
100-53-4-270-54-1270	Gas	5,929	8,296	6,500	4,911	6,500
100-53-4-270-54-1600	Small Equipment	1,335	1,445	6,400	6,822	2,500
100-53-4-270-54-1610	Signs & Markings	31,209	26,103	35,000	30,016	35,000
100-53-4-270-54-1700	Uniforms	492	360	400	354	400
100-55-4-270-54-1200	Reimb: DP IT Expense	662	0	0	0	0
100-55-4-270-54-1300	Garage M & R	2,756	1,121	4,200	10,659	3,000
100-57-4-270-54-9000	Contingency		0	0	0	0
	Operating Expenses	57,723	53,246	74,689	73,062	69,982
100-54-4-270-54-2200	Vehicle Purchase	0	0	0	0	0
100-54-4-270-54-2300	Furniture/Fixtures	0	0	0	0	0
100-54-4-270-54-2400	Computer/Printer	0	0	0	0	0
100-54-4-270-54-2500	Equipment	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
TOTAL TRAFFIC ENGINEER		203,602	201,344	219,074	214,214	213,910

NOTES: FY 2016

<p>100-53-4-270-54-1610 Signs & Markings Replacing of street signs</p>
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Public Buildings

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-51-1-565-71-1100	Salaries	52,764	52,814	52,624	52,754	78,240
100-51-1-565-71-1300	Overtime	1,546	784	1,000	1,119	1,200
100-51-1-565-71-2100	Health Insurance	13,272	13,270	13,177	13,177	22,500
100-51-1-565-71-2101	Life Insurance	153	159	191	191	288
100-51-1-565-71-2200	Social Security	3,756	3,686	4,102	3,762	6,077
100-51-1-565-71-2400	Retirement	9,877	10,067	9,703	9,703	12,294
100-51-1-565-71-2700	Workers' Comp Insurance	2,844	2,986	2,936	2,936	4,748
	Personal Services	84,211	83,766	83,733	83,641	125,347
100-52-1-565-71-1300	Maint. & Technical Serv.	0	0	0	0	0
100-52-1-565-71-2200	Repairs & Maint. Building	377	23,342	34,500	34,822	25,000
100-52-1-565-71-2320	Lease Purchase Payments	0	0	0	0	0
100-52-1-565-71-3100	Liability Insurance	2,607	2,664	3,001	3,001	3,248
100-52-1-565-71-3200	Communication	994	1,043	1,150	1,242	13,950
100-52-1-565-71-3500	Business Travel	0	0	160	0	160
100-52-1-565-71-3600	Dues & Subscriptions	0	0	0	0	0
100-52-1-565-71-3700	Business Training	40	70	400	0	400
100-53-1-565-71-1100	General Operating	2,638	4,420	4,000	4,038	4,000
100-53-1-565-71-1125	General Op-City Hall			0	0	3,000
100-53-1-565-71-1230	Utilities(CHALL/ARM/GROVE)		39,466	38,500	43,790	43,700
100-53-1-565-71-1270	Gas	1,914	1,715	2,000	1,304	2,000
100-53-1-565-71-1600	Small Equipment	360	934	1,500	1,230	1,500
100-53-1-565-71-1700	Uniforms	159	278	400	229	600
100-55-1-565-71-1130	Reimb: Garage Operat	5,260	0	0	0	0
100-55-1-565-71-1300	Garage M & R	141	1,042	500	256	500
100-57-1-565-71-9000	Contingency	0	0	0	0	0
	Operating Expenses	14,490	74,975	86,111	89,912	98,058
100-54-1-565-71-2200	Vehicles	0	0	0	0	0
100-54-1-565-71-2300	Furniture & Fixtures	0	0	0	0	0
100-54-1-565-71-2400	Computers & Printers	0	0	0	0	0
100-54-1-565-71-2500	Equipment	0	0	0	0	0
	Capital Outlay	0	0	0	0	0
TOTAL PUBLIC BUILDINGS		98,701	158,740	169,843	173,554	223,405
TOTAL ENGINEERING DIVISION		941,613	1,023,787	1,163,962	1,101,998	1,221,116

NOTES: FY 2016

100-51-1-565-71-1100 Salaries	
	Moved position from Purchasing to Public Bldgs
100-52-1-565-71-3200 Communication	
	Moved from Purchasing department City \$12,800
	Hall postage
100-53-1-565-71-1125 General Op-City Hall	
	Moved from Purchasing department City \$3,000
	for City Hall cleaning supplies

Street Lights

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-53-4-260-77-1230	Utilities	318,594	344,673	350,000	381,333	355,000
TOTAL STREET LIGHTS		318,594	344,673	350,000	381,333	355,000

General Fund Non-Operating

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-55-4-860-10-1110	Data Processing Oper.	71,310	0	0	0	
100-55-4-860-10-1120	Public Buildings Oper.	51,234	0		0	
100-55-4-860-10-1130	City Garage Oper.	210,420	214,561	216,327	216,327	218,650
100-55-4-860-10-1140	City Auditorium Fund			5,701	5,701	9,242
100-55-4-900-10-1040	Reimburse Cemetery	60,572	36,450	45,212	45,212	44,037
Total Non-Operating Internal Funds		393,536	251,011	267,240	267,240	271,929

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-57-4-900-10-2020	Humane Society Reimb.	93,667	140,282	140,500	140,500	140,500
100-57-4-900-10-2030	Drug Coordinator	15,000	15,000	15,000	15,000	15,000
100-57-4-900-10-2040	Heritage Center	0	5,000	5,000	0	5,000
100-57-4-900-10-2080	Concerted Services Inc	2,400	0	2,400	0	2,400
100-57-4-900-10-2090	J-Fly Foundation	5,000	10,000	10,000	10,000	10,000
100-57-7-520-10-2000	WWC Dev Auth.	0	25,000	25,000	25,000	25,000
100-57-7-520-10-2005	OADA	25,000	0	0	0	0
100-57-7-520-10-2010	SE Area Planning Comm.	18,774	18,556	20,000	17,377	20,000
Total Non-Operating Contributions		159,840	213,838	217,900	207,877	217,900

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
100-52-3-920-10-3900	Region 8HazMat-City of Douglas	1,533	1,533	1,533	1,533	1,533
100-52-3-920-10-4000	Code Red	6,250	8,750	8,750	8,750	11,250
100-52-3-920-10-5000	Surplus Sales Gov Deals				3,843	15,000
100-57-4-900-10-1050	Hotel/Motel Tax Prom.	3,000	3,000	6,000	6,275	6,000
100-57-4-900-10-1200	Wayfestival City Event		13,001	13,000	12,019	15,000
100-57-4-900-10-2600	Unemployment Comp.	2,880	0	2,500	2,388	2,500
100-57-4-900-10-2700	Reimburse Postage	-79	-128	0	-50	0
100-57-4-900-10-2800	Retention Pond (BC Waycross)	30,000	30,000	30,000	30,000	30,000
100-61-9-030-10-8010	Misc Bank Stmt Charges	3,337	3,601	3,900	4,949	4,500
100-61-9-030-10-9000	Fund Balance		0		0	0
Total Non-Operating Other		46,921	59,757	65,683	69,707	85,783
TOTAL NON-OPERATING		600,297	524,606	550,823	544,824	575,612
TOTAL GENERAL FUND		13,111,348	13,307,023	13,397,773	13,159,996	13,818,816

Enterprise Funds

Water and Sewer Fund Revenues

**Enterprise Fund
Water & Sewer Fund 505 Revenues**

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
505-34-4210	Water Service Fees	2,422,145	2,397,991	2,416,000	2,410,488	2,416,000
505-34-4230	Sewer Service Fees	2,706,619	2,668,221	2,685,000	2,656,213	2,685,000
505-34-4245	Surcharge WWTP Fee				2	
	Total Utility Service Fees	5,128,764	5,066,212	5,101,000	5,066,701	5,101,000
505-34-4212	Water Taps	7,875	5,843	8,500	11,188	8,500
505-34-4240	Sewer Taps	1,600	2,500	3,500	6,995	5,000
	Total Water/Sewer Taps	9,475	8,343	12,000	18,183	13,500
505-34-4214	Contract Extensions	375	619	500	0	500
505-34-4215	Reinstatement Charges	123,449	120,742	120,000	122,641	120,000
505-34-4216	Miscellaneous Revenue	993	1,149	2,000	11,296	2,000
505-34-4217	Cash in Bank Interest	980	684	1,000	919	500
505-34-4218	Loads to Disposal	384,399	217,259	250,000	373,198	325,000
505-34-4219	Disconnect Fee	68,141	69,261	55,000	68,133	55,000
505-34-4220	Account Set Up Fee	19,665	18,420	18,000	18,795	18,000
505-34-4221	Laboratory Analysis Fee	0	0	0	392	0
505-34-4225	Collections Revenue	3,527	4,791	4,000	1,027	4,000
505-34-4250	Sewer Fees-Satilla W/S Auth	313,981	368,913	497,675	403,637	392,000
505-34-9300	Returned Check Fees	4,620	4,235	5,000	4,375	5,000
505-38-1000	Utility Site Rental Fees	94,595	98,039	98,000	101,833	105,000
	Total Miscellaneous Revenue	1,014,724	904,113	1,051,175	1,106,244	1,027,000
505-39-1200	Reimb: Capital Project Fund	0	0	0	0	0
505-39-1210	Fund Balance	0	0	0	0	0
505-39-1300	Reimb: General Fund	0	0	0	0	0
	Total Reimbursements	0	0	0	0	0
TOTAL WATER & SEWER FUND		6,152,964	5,978,667	6,164,175	6,191,128	6,141,500

Note: Sewer Fees-Satilla W/S Auth will return to normal contract of 76% of City's sewer residential rate July 14, 2014.

Water & Sewer Operations

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
505-52-4-430-59-1200	Professional Services	7,078	31,481	70,000	13,950	50,000
505-52-4-430-59-2200	Repairs & Maint. Building	0	0	10,000	166	0
505-52-4-430-59-2320	Lease Purchase	35,854	35,854	27,161	23,903	17,518
505-52-4-430-59-3100	Liability Insurance	6,497	6,687	7,536	7,536	7,757
505-52-4-430-59-3850	Contract Labor	2,480,019	2,491,899	2,499,300	2,499,000	2,499,300
505-53-4-430-59-1100	General Operating	377	575	2,500	1,433	2,500
505-53-4-430-59-1230	Utilities	308,313	347,207	349,007	400,125	349,007
505-55-4-430-59-1200	Reimb: DP IT Expenses	662	0	0	0	0
505-55-4-430-59-1300	Garage M & R	12,938	8,267	10,000	12,219	10,000
505-55-4-430-59-1500	ESG Whse/Phone/Supplies	-770	13,113	0	-7,930	0
	Operating Expenses	2,850,969	2,935,083	2,975,504	2,950,401	2,936,082
505-54-4-430-59-2500	Equipment	2,861	69,226	50,000	62,700	50,000
505-54-4-430-59-2540	Debt Service Capital Projects	135,999	20,354	385,219	87,314	257,042
505-54-4-430-59-2550	Water Meters	0	5,282	6,000	9,882	6,000
505-54-4-430-59-2560	Tank Maintenance Program	116,032	117,682	120,000	119,258	129,000
	Capital Outlay	254,892	212,544	561,219	279,153	442,042
TOTAL WATER & SEWER OPERATIONS		3,105,860	3,147,627	3,536,723	3,229,555	3,378,124

505-52-4-430-59-2320 Lease Purchase Payments = (1) 2015 Backhoe @ \$80,700.00
 Monthly pmnt \$1,459.78 x 12 = \$17,517.36 @ 3.27% Paid in full 6/2020

NOTES: FY2016

505-54-4-430-59-2500 Equipment	
Jetter Trailer	\$50,000

Water & Sewer Non-Operating

**Enterprise Fund
Water & Sewer Fund 505 - Non-Operating**

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
505-55-4-400-10-1110	Data Processing Oper.	219,924	0	0	0	0
505-55-4-400-10-1120	Public Building Oper.	51,235	0	0	0	0
505-55-4-400-10-1130	City Garage Operations	47,344	47,099	47,486	47,486	47,990
505-55-4-400-10-1140	Reimb: General Fd. Opr.	1,130,973	1,478,338	1,600,513	1,600,513	1,735,934
505-57-4-400-10-9050	Refunds & Reimbursement	79	373	1,500	125	1,500
505-58-4-300-10-1300	Prin Gefa CW00-001 & 98-L68WJ	159,999	167,715	172,451	172,451	179,042
505-58-4-300-10-2000	GEFA Interest	107,471	96,901	89,204	89,204	79,571
505-58-4-400-10-1300	Prin Gefa 2000-L36	573,717	520,983	531,481	531,481	542,191
505-58-4-400-10-1325	Prin Gefa CW00-020	90,155	92,890	95,708	95,708	98,612
505-58-4-400-10-1400	GEFA CW09071PF60-Bar Screen	4,257	4,375	4,519	4,519	4,657
505-58-4-400-10-2000	Int Gefa 2000-L36WJ	105,851	95,088	84,590	84,590	73,880
505-61-4-400-10-1000	Revenue Bonds Sinking Fd.	0	0	0	0	0
TOTAL NON-OPERATING		2,491,006	2,503,763	2,627,452	2,626,076	2,763,376
TOTAL W&S FUND EXPENDITURES		5,596,866	5,651,390	6,164,175	5,855,631	6,141,500

Waste Management Fund Revenues

**Enterprise Fund
Waste Management Fund 540 Revenues**

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-34-4110	Residential Garbage Fees	854,692	854,374	855,185	856,467	942,161
540-34-4115	Trash Collection Fees	488,866	483,576	489,000	478,581	489,000
540-34-4120	Dumpster Fees	61,955	769,010	768,000	780,881	779,520
540-34-4190	Reinstatement Fees	36,818	46,228	46,360	42,039	46,360
540-34-4191	Garbage Container Violation	0	0	50	0	0
540-34-4193	Container Deposit	3,250	2,750	2,000	0	2,000
540-34-4195	Special Collections	4,076	4,750	2,500	3,858	2,500
540-34-4200	Disconnect/Connect Fee	24,369	22,247	21,000	23,148	21,000
TOTAL WASTE MANAGEMENT REVENUES		1,474,026	2,182,935	2,184,095	2,184,973	2,282,541

Note: The Reinstatement Fees and Disconnection Fees are 25% of collected revenue received in the Water/Sewer Fd.

Note: Residential Garbage Fee Increase \$1 per customer /\$6500 a month/\$78,000 yr to fund five year replacement of Garbage cans. Current cans are 1997 models or 18 years old. Southland has increased contract @ 1.5%. This fund should be operated as an Enterprise Fund.

Note: Per Contract Increase must increase commercial dumpster fees by 1.5%. Equals to \$960 month x 12 = \$11,520

Garbage & Yard Trash Collections

**Enterprise Fund
Waste Management Fund 540 - Garbage & Yard Trash Collection**

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-51-4-530-65-1100	Salaries	185,025	181,291	189,093	189,474	195,580
540-51-4-530-65-1300	Overtime	1,599	1,793	2,000	2,172	2,000
540-51-4-530-65-2100	Health Insurance	46,451	46,444	46,120	46,120	52,500
540-51-4-530-65-2101	Life Insurance	559	585	691	691	716
540-51-4-530-65-2200	Social Security	13,135	12,644	14,619	13,114	15,115
540-51-4-530-65-2400	Retirement	35,981	36,890	34,865	34,865	30,731
540-51-4-530-65-2700	Workers' Comp Ins.	9,953	10,451	10,275	10,275	11,078
	Personal Services	292,703	290,097	297,663	296,711	307,720
540-52-4-530-65-1200	Professional Services	55,610	48,385	48,333	47,642	49,000
540-52-4-530-65-2320	Lease Purchase Pymts.	38,757	19,846	11,668	-1,285	26,681
540-52-4-530-65-3100	Liability Insurance	8,043	8,211	9,065	9,065	10,477
540-52-4-530-65-3200	Communication	664	985	1,000	1,110	1,000
540-52-4-530-65-3500	Business Travel	0	193	500	500	500
540-52-4-530-65-3600	Dues & Subscriptions	284	0	150	78	150
540-52-4-530-65-3700	Business Training	790	762	500	485	500
540-52-4-530-65-3850	Contract Labor	477,400	564,200	520,000	520,000	527,812
540-53-4-530-65-1100	General Operating	3,989	4,684	4,000	4,070	4,000
540-53-4-530-65-1110	Chemicals	0	300	300	205	400
540-53-4-530-65-1230	Utilities	5,605	6,290	6,500	7,703	6,500
540-53-4-530-65-1270	Gas	42,899	47,251	45,000	37,682	40,000
540-53-4-530-65-1600	Small Equipment	0	0	0	0	1,000
540-53-4-530-65-1700	Uniforms	595	1,285	1,500	1,301	1,700
540-55-4-530-65-1000	Reimb:Gen. Fd. Opr.	291,620	291,620	291,620	291,620	291,620
540-55-4-530-65-1300	Garage M & R	30,046	41,590	35,000	45,280	35,000
540-57-4-530-65-9000	Contingency	0	0	0	-250	250
	Operating Expenses	956,301	1,035,601	975,136	965,206	996,589
540-54-4-530-65-2200	Vehicles Purchase	0	0	0	0	0
540-54-4-530-65-2300	Furniture & Fixtures	0	0	0	0	0
540-54-4-530-65-2400	Computers & Printers	0	0	0	0	0
540-54-4-530-65-2500	Equipment	12,825	13,593	15,000	17,332	78,000
	Capital Outlay	12,825	13,593	15,000	17,332	78,000
TOTAL GARBAGE & TRASH COLLECTIONS		1,261,829	1,339,291	1,287,799	1,279,249	1,382,310

540-52-4-530-65-2320 **Note: (1)** 2015 Knuckle Boom Loader \$122,914 @ 3.27% 5 yrs
Monthly pmnt \$2,223.38 x 12 = \$26,680.56 pd in full 7/01/20

NOTES: FY 2016

540-52-4-530-65-3850 Contract Labor Southland Waste Contract increased by 1.5%
540-54-4-530-65-2500 Equipment 1300 Garbage Cans @ \$60 each \$78,000

Brown/White Goods

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-52-4-530-70-3850	Contract Labor Brown/White Goods	32,179	52,320	52,000	49,188	50,000
540-57-4-530-70-2000	Transfer Station Tipping	101	128	1,000	592	1,000
TOTAL BROWN/WHITE GOODS		32,280	52,448	53,000	49,780	51,000

Commercial Dumpster Collection

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-52-4-550-75-3850	Contract Labor	0	585,943	600,000	599,726	611,000
540-55-4-550-75-1000	Reimb: General Fund		194,859	151,911	151,911	146,015
TOTAL DUMPSTER COLLECTION		0	780,803	751,911	751,637	757,015

Landfill Closure

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-52-4-560-72-1200	Professional Services	7,475	16,875	12,000	12,000	12,000
540-52-4-560-72-1300	Technical Services	450	2,000	2,000	2,000	2,000
TOTAL LANDFILL CLOSURE		7,925	18,875	14,000	14,000	14,000

Non-Operating

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
540-55-4-400-10-1130	City Garage Operations	77,154	76,754	77,385	77,385	78,216
540-61-9-000-10-5000	Fund Balance	0	0	0	0	0
TOTAL NON-OPERATING		77,154	76,754	77,385	77,385	78,216
TOTAL WASTE MGMT. EXPENDITURES		1,379,188	2,268,170	2,184,095	2,172,051	2,282,541

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within your division

Division and Department / Unit: Public Works / Waste Management

Our responsibilities in Waste Management include: 1) removal of yard trash generated within the City Limits of Waycross 2) Scheduled special collections which include removal of mattresses, furniture, carpet, clothing, etc. these items are then transported to Southland Waste transfer station for disposal 3) Yearly Spring Cleanups 4) Delivery and pickup of roll out garbage cans 5) Removal and disposal of dead animals 6) Christmas Tree recycling

City Auditorium Fund

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
555-38-1000	Rental Income		11,750	22,000	24,440	28,000
555-38-3000	Rental Deposits		2,169	0	0	0
555-39-1200	Reimb from General Fund		0	5,701	5,701	9,242
TOTAL CITY AUDITORIUM REVENUE		0	13,919	27,701	30,141	37,242

City Auditorium Fund Expenditures

Account #	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
555-51-7-565-60-1100	Salaries		0	0	1,858	10,000
555-51-7-565-60-1300	Overtime		1,383	5,000	5,726	0
555-51-7-565-60-2100	Health Insurance					
555-51-7-565-60-2101	Life Insurance				0	
555-51-7-565-60-2200	Social Security		95	383	517	748
555-51-7-565-60-2400	Retirement				0	
555-51-7-565-60-2700	Worker's Comp Ins				0	
Personal Services		0	1,478	5,383	8,101	10,748
555-52-7-565-60-1200	Professional Services		0	300	18	300
555-52-7-565-60-2200	Repairs/Maint Bldg		1,006	500	0	500
555-52-7-565-60-3100	Liability Insurance		0	638	637	734
555-52-7-565-60-3200	Communication		531	2,280	2,589	2,760
555-52-7-565-60-3300	Advertising			0	0	0
555-52-7-565-60-3850	Contract Labor			0	0	0
555-53-7-565-60-1100	General Operating		3,086	2,000	2,645	3,000
555-53-7-565-60-1200	Utilities		3,991	15,600	21,296	18,200
Operating Expenses		0	8,614	21,318	27,185	25,494
555-54-7-565-60-2300	Furniture & Fixtures			1,000	58	1,000
555-54-7-565-60-2500	Equipment				0	
Capital Outlay		0	0	1,000	58	1,000
TOTAL CITY AUDITORIUM EXPENDITURES		0	10,092	27,701	35,343	37,242

Special Revenue Funds

Cemetery Fund

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
203-34-9100	Sales: Cemetery Lots	44,450	41,450	50,000	43,300	50,000
203-34-9101	Interment Fees	59,380	63,175	60,000	57,500	60,000
203-34-9102	Monument & Transfer Fee	10,176	9,780	11,000	9,052	11,000
203-34-9103	Reimb: General Funds	60,572	36,450	45,322	45,212	44,037
203-34-9104	Cash In Bank Interest				0	
203-34-9105	Reimb: Cemetery Trust	0	45,309	45,543	0	40,000
Total Revenues		174,578	196,164	211,865	155,064	205,037

Cemetery Fund Expenditures

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
203-51-4-850-66-1100	Salaries	66,876	66,436	66,119	66,599	68,178
203-51-4-850-66-1300	Overtime	518	1,041	200	2,285	200
203-51-4-850-66-2100	Health Insurance	13,272	13,270	13,177	13,177	15,000
203-51-4-850-66-2101	Life Insurance	193	207	245	245	248
203-51-4-850-66-2200	Social Security	4,664	4,669	5,073	4,774	5,231
203-51-4-850-66-2400	Retirement	12,506	12,713	12,191	12,191	10,713
203-51-4-850-66-2700	Workers' Comp Insurance	2,844	2,986	2,936	2,936	3,165
	Personal Services	100,873	101,322	99,941	102,206	102,735
203-52-4-850-66-2200	Repairs & Maint. Building	0	69	500	282	500
203-52-4-850-66-2320	Lease Purchase Payments	0	0	0	0	0
203-52-4-850-66-3100	Liability Insurance	3,040	3,110	3,575	3,575	3,841
203-52-4-850-66-3200	Communication	703	765	800	682	800
203-52-4-850-66-3850	Contract Labor	29,115	27,596	35,000	25,128	35,000
203-53-4-850-66-1100	General Operating	4,225	4,729	4,500	4,857	4,500
203-53-4-850-66-1110	Chemicals	0	81	150	158	150
203-53-4-850-66-1230	Utilities	4,649	5,287	6,000	6,571	6,000
203-53-4-850-66-1270	Gas	7,067	6,358	7,500	6,090	6,500
203-53-4-850-66-1600	Small Equipment	499	478	500	260	500
203-53-4-850-66-1700	Uniforms	291	452	500	494	500
203-55-4-850-66-1000	Reimb: General Fund Opr.	25,845	25,845	25,845	25,845	25,845
203-55-4-850-66-1130	Reimb: Garage Operations	10,521	10,466	10,553	10,553	10,666
203-55-4-850-66-1300	Garage M & R	5,507	8,044	7,000	6,378	7,000
203-57-4-850-66-9000	Contingency	0	0	500	410	500
	Operating Expenses	91,461	93,282	102,924	91,283	102,302
203-54-4-850-66-2200	Vehicles	0	0	0	0	0
203-54-4-850-66-2500	Equipment	0	0	9,000	8,316	
	Capital Outlay	0	0	9,000	8,316	0
Total Expenditures		192,334	194,604	211,865	201,805	205,037

WPD Information Technology Fund

Special Revenue Fund 205

WPD Information Technology Fund Revenues

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
205-38-1050	IT Revenue Fee	17,820	16,688	15,000	8,316	15,000
205-39-1210	Fund Balance		0		0	15,000
TOTAL		17,820	16,688	15,000	8,316	30,000

WPD Information Technology Fund Expenditures

Account #	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
205-53-9-034-80-2500	Computers/Equipment	10,629	17,217	15,000	20,075	30,000
TOTAL		10,629	17,217	15,000	20,075	30,000

Hotel/Motel Fund

**Special Revenue Fund 275
Hotel/Motel Fund Revenues**

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
275-31-4100	Hotel/Motel Revenue	279,120	291,616	269,861	325,554	298,353
275-31-4110	Hotel/Motel via Internet Revenue	1,639	1,575	1,639	1,898	1,000
TOTAL HOTEL/MOTEL REVENUE		280,759	293,192	271,500	327,452	299,353

**Hotel/Motel Fund Expenditures
Hotel/Motel Fund Revenues**

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
275-51-7-540-59-1100	Salaries		15,761	10,982	11,715	13,101
275-51-7-540-59-1300	Overtime		300	200	109	200
275-51-7-540-59-2100	Health Insurance		0	3,294	3,294	3,750
275-51-7-540-59-2101	Life Insurance		0	40	40	50
275-51-7-540-59-2200	Social Security		1,222	855	842	1,018
275-51-7-540-59-2400	Retirement		2,574	2,002	2,002	2,059
275-51-7-540-59-2700	Worker's Comp		1,493	727	734	791
	Personal Services	0	21,350	18,101	18,735	20,969
275-52-7-540-59-3100	Liability Insurance		654	319	319	367
275-52-7-540-59-3200	Communication		6,300	7,500	5,816	7,000
275-52-7-540-59-3300	Advertising		27,500	26,075	25,301	26,075
275-52-7-540-59-3500	Business Travel		930	1,000	967	1,000
275-52-7-540-59-3700	Business Training		592	500	732	1,000
275-52-7-540-59-4000	Events		33,536	30,700	31,120	37,975
275-53-7-540-59-1000	Promotional Items		19,397	22,987	23,619	22,987
275-53-7-540-59-1100	General Operating		6,080	2,218	2,192	3,000
275-53-7-540-59-1270	Gas		61	100	93	100
275-57-7-540-10-5000	Tourism/Promotional Exp	87,756	0	0	0	
275-57-7-540-10-9300	Reimburse General Fund	168,244	175,652	162,000	196,471	178,880
	Operating Expenses	256,000	270,702	253,399	286,631	278,384
TOTAL HOTEL/MOTEL EXPENDITURES		256,000	292,051	271,500	305,366	299,353

Note:

General Fund will receive 60% and the remaining 40% will allocated for Tourism.

Special Purpose Local Option Sales Tax 2014 (SPLOST)

**Special Revenue Fund 433
Special Purpose Local Option Sales Tax 2014 (SPLOST) Revenue**

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
433-33-7100	Special Purpose Sales Tax			1,180,125	1,491,348	1,797,000
433-36-1000	Interest Earned				192	0
433-39-1210	Fund Balance					
TOTAL SPLOST 2014 REVENUE		0	0	1,180,125	1,491,540	1,797,000

Special Purpose Local Option Sales Tax 2014 Expenditures

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
433-55-9-033-17-1000	Engineering Roads and Streets			700,000	0	0
433-55-9-033-17-1500	Equipment					100,000
433-55-9-033-17-2100	Public Safety and Special Purpose Vehicle Fleet				0	247,000
433-55-9-033-17-3100	Fire Dept New Station #4					500,000
433-55-9-033-17-4000	Public Facility Imp, Demo & Prop Acq			480,125	0	800,000
433-55-9-033-17-5000	Water/Sewer Rehab				0	0
433-55-9-033-17-6000	Information Technology				0	0
433-55-9-033-17-7000	DWDA Projects				0	0
433-55-9-033-17-7500	City Parks Improvements					150,000
TOTAL SPLOST 2014 EXPENDITURES		0	0	1,180,125	0	1,797,000

Notes:

Police Dept Vehicles -	(2) Unmarked @ \$49,000 & (6) Patrol Black/White @ \$173,000	
Fire Dept Vehicle -	Chief Eddins Vehicle Replacement \$25,000	
Equip Public Works -	Small Flatbed Dump Truck	\$65,000
Equip Engineering -	Total Station	\$15,000

Special Purpose Local Option Sales Tax 2008 (SPLOST)

**Special Revenue Fund 435
Special Purpose Local Option Sales Tax 2008 (SPLOST) Revenue**

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
435-33-7100	Special Purpose Sales Tax	1,859,028	1,765,711	250,000	202,584	
435-36-1000	Interest Earned	3,496	2,375	0	1,260	
435-39-1210	Fund Balance	0	0	4,000,000		3,030,000
TOTAL		1,862,524	1,768,086	4,250,000	203,844	3,030,000

Special Purpose Local Option Sales Tax 2008 Expenditures

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
435-55-9-033-17-1000	Engineering Roads and Streets	44,383	146,006	1,802,690	837,668	850,000
435-55-9-033-17-2000	Police Department Project		0	0		0
435-55-9-033-17-2100	Police Dept Special Purpose		276,170	69,310	69,310	0
435-55-9-033-17-3000	Fire Dept Projects	0	358,640	0	0	0
435-55-9-033-17-4000	Property Acq & Demolition	0	43,297	500,000	19,350	300,000
435-55-9-033-17-5000	Water/Sewer Rehab & Expan		0	300,000	0	800,000
435-55-9-033-17-6000	Information Technology		5,320	0	0	0
435-55-9-033-17-7000	DWDA Projects		263,483	128,000	110,371	0
435-55-9-033-17-8000	Public Works Facility/Armory	0	0	900,000	0	900,000
435-55-9-033-17-8500	Public Buildings-City Hall		4,572	400,000	23,528	150,000
435-55-9-033-17-9000	Rehab City Auditorium	156,082	1,504,645	150,000	76,136	30,000
TOTAL		200,465	2,602,133	4,250,000	1,136,363	3,030,000

Internal Service Funds

Garage Fund

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
606-34-9200	All Funds Contributions	350,699	348,880	351,751	351,751	355,528
TOTAL CITY GARAGE		350,699	348,880	351,751	351,751	355,528

City Garage Fund Expenditures

Account #	Description	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
606-51-4-800-68-1100	Salaries	184,721	194,937	193,844	194,336	202,738
606-51-4-800-68-1300	Overtime	984	1,355	1,500	1,096	1,500
606-51-4-800-68-2100	Health Insurance	39,815	39,809	39,531	39,531	45,000
606-51-4-800-68-2101	Life Insurance	573	603	706	706	738
606-51-4-800-68-2200	Social Security	13,122	14,177	14,944	14,111	15,624
606-51-4-800-68-2400	Retirement	36,667	37,886	35,741	35,741	31,856
606-51-4-800-68-2700	Workers' Comp Insurance	8,531	8,956	8,807	8,807	9,495
Personal Services		284,413	297,723	295,073	294,328	306,952
606-52-4-800-68-1200	Professional Services	1,200	1,200	2,000	1,802	2,000
606-52-4-800-68-1300	Maint. & Technical Serv.	1,644	0	1,000	996	1,000
606-52-4-800-68-2200	Repairs/Maint. Building	214	147	500	500	500
606-52-4-800-68-2320	Lease Purchase Payments	0	0	0	0	0
606-52-4-800-68-3100	Liability Insurance	5,657	5,764	6,127	6,127	6,777
606-52-4-800-68-3200	Communication	2,108	967	1,500	1,271	1,000
606-52-4-800-68-3500	Business Travel	0	0	0	0	0
606-52-4-800-68-3600	Dues & Subscriptions	2,500	1,500	1,800	1,500	1,800
606-52-4-800-68-3700	Business Training	0	0	0	0	0
606-53-4-800-68-1100	General Operating	10,242	9,714	10,000	9,815	10,000
606-53-4-800-68-1110	Chemicals	1,406	1,340	1,500	1,343	1,500
606-53-4-800-68-1115	Fleet Cost-Warehouse	8,286	-426	0	399	0
606-53-4-800-68-1230	Utilities	10,451	14,200	12,000	15,750	12,000
606-53-4-800-68-1270	Gas	4,504	4,520	4,500	3,214	3,750
606-53-4-800-68-1600	Small Equipment	2,540	2,504	3,000	2,201	3,000
606-53-4-800-68-1700	Uniforms	2,346	3,298	3,000	3,283	3,000
606-55-4-800-68-1000	Reimb: G/F Operations	325,000	0	0	0	0
606-55-4-800-68-1200	Reimb: DP IT Expense	331	0	0	0	0
606-55-4-800-68-1300	Garage M & R	1,513	3,295	2,000	1,813	2,000
606-57-4-800-68-9000	Contingency	0	269	250	24	250
Operating Expenses		379,942	48,293	49,177	50,037	48,577
606-54-4-800-68-2400	Computers & Printers	0	0	0	0	
606-54-4-800-68-2500	Equipment	0	0	7,500	0	
Capital Outlay		0	0	7,500	0	0
TOTAL CITY GARAGE		664,355	346,016	351,751	344,365	355,528

DEPARTMENTAL RESPONSIBILITIES AND DUTIES

Departmental Budget Overview: To be completed for all departments or units within your division

Division and Department / Unit: Public Works / Garage

The Garage Responsibilities and duties include;

Provide timely vehicle repairs to all City Departments as they relate to their vehicles

Vehicle Repairs: Engine repairs, electrical repairs, brake repairs, diagnostic

Heavy Equipment: Hydraulic hoses, tires, tracks

Preventative Maintenance: Oil changes, tire repairs, grease and lubrication

Welding Repairs: Heavy equipment including excavators, tractors, fire trucks

Liability Insurance Fund

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
600-34-9200	All Funds Contribution	206,000	211,086	237,000	237,000	266,373
600-38-9000	Liability Misc Revenue	0	3,100	0	0	
TOTAL		206,000	214,186	237,000	237,000	266,373

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
600-52-9-020-11-3100	Premium Auto	50,732	94,006	96,000	100,902	105,639
600-52-9-021-11-3100	Premium Liability	81,161	85,105	86,000	80,342	100,734
600-52-9-022-11-3100	Premium Property	35,301	23,173	25,000	30,985	35,000
600-52-9-023-11-3100	Claims Payment	23,884	31,394	30,000	9,068	25,000
TOTAL		191,078	233,678	237,000	221,297	266,373

Health Insurance Fund

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
601-38-9000	City Premium	1,359,969	1,333,596	1,364,139	1,364,142	1,552,500
601-38-9001	Miscellaneous Revenue	1,275	44,873	0	42,319	0
601-38-9010	Employee Premiums	399,340	403,859	405,000	387,802	405,000
601-38-9020	Retired Premiums	34,448	35,184	33,000	37,631	33,000
601-38-9030	Group Life	20,282	21,506	25,859	25,862	26,503
TOTAL		1,815,313	1,839,018	1,827,998	1,857,756	2,017,003

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
601-52-9-024-12-1010	MMSI Insurance Claims	1,187,796	1,661,322	1,397,139	1,986,141	1,536,022
601-52-9-024-12-1020	Administration Fees	386,241	441,625	405,000	406,323	410,000
601-52-9-025-12-3100	Life Insurance	22,914	30,400	25,859	11,727	25,981
601-52-9-025-12-3500	Pcori Fees/Transition Fee	0	0	0	23,491	45,000
TOTAL		1,596,951	2,133,347	1,827,998	2,427,682	2,017,003

Retirement Fund

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
602-38-9000	Retirement Contribution	1,327,328	1,356,890	1,314,881	1,314,861	1,148,057
TOTAL		1,327,328	1,356,890	1,314,881	1,314,861	1,148,057

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
602-57-9-023-15-3000	Retirement Payments	1,338,855	1,351,516	1,314,881	1,314,801	1,148,057
602-61-9-000-15-5000	Fund Balance	0	0		0	
TOTAL		1,338,855	1,351,516	1,314,881	1,314,801	1,148,057

Worker's Compensation Fund

Account #	Revenue Source	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
603-38-9000	Miscellaneous Revenue	8,377	593		0	
603-39-1000	All Funds Contribution	300,000	319,494	320,000	320,000	345,000
TOTAL		308,376	320,087	320,000	320,000	345,000

Expenditures	Account Number	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget
603-52-9-023-18-3100	Expend for all Claims	251,901	324,466	235,000	343,592	275,000
603-52-9-027-18-1100	Administration Cost	82,787	58,720	85,000	75,131	70,000
603-52-9-028-18-3100	Reserve for Claims		0		0	
TOTAL		334,688	383,186	320,000	418,723	345,000

PERFORMANCE MEASURES

City Manager

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of Council Agendas Prepared	72	72	72	72
Number of Staff Reports Reviewed for Agendas	72	72	72	72
Number of Council Directives Processed	290	300	300	320
Number of Council Requests Processed	277	300	300	320
Number of Citizen Requests/Complaints Received	2344	2300	2200	2356
<i>Budget Impact</i>				
FTEs per 1,000 Citizens	0.546	0.546	0.546	0.546
Net Cost of Services per Citizen	\$37	\$37	\$40	\$42
<i>Effectiveness & Strategic Plan</i>				

Channel 10/IT

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Board of Education Meetings Filmed	12	12	12	12
Ware County Commission Meetings Filmed	12	12	12	12
City Council Meetings Filmed	24	24	24	24
Public Events Filmed	24	24	24	24
City Forums/Sports Forum Filmed	11	14	10	12
Local Area News	250	250	200	150
Advertisements on Channel 10	17	25	20	25
Broadcasting outside Productions	60	65	100	75
Hours Spent on User Assistance	1,540	1,300	1,300	1,200
Number of New or Replacement PC's Installed	15	10	10	10
Number of Hardware/Software Upgrades	32	40	35	30
Budget Impact				
FTEs per 1,000 Citizens	0.000068	0.000068	0.000068	0.000068
Net Cost of Services per Citizen	\$8	\$8	\$11	\$15
<i>Effectiveness & Strategic Plan</i>				
Improving equipment for HD output production	10%	10%	10%	10%
Enhance the city website	30%	30%	30%	30%

Finance

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of Council Meetings Recorded	24	24	24	24
Number of Resolutions Processed	45	40	68	79
Number of Ordinances Processed	9	10	6	12
Number of New Business License Issued	37	24	31	30
Number of Budget Amendments	25	25	20	20
Open Records Request	39	50	42	50
<i>Budget Impact</i>				
FTEs per 1,000 Citizens	0.273	0.273	0.273	0.273
Net Cost of Services per Citizen	\$19	\$19	\$19	\$19
<i>Effectiveness & Strategic Plan</i>				
Number of Findings from External Auditors	0	0	0	0
Points out of 324 GFOA Distinguished Budget Award	270	270	280	280

Purchasing

PERFORMANCE MEASURES				
<i>Workload</i>				
	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
Measure	FY-13	FY-14	FY-15	FY-16
Number of Purchase Orders Issued	2,500	2,211	4,350	4,500
Number of Formal Bids/Proposals Solicited	15	25	20	20
Number of Work Orders Issued	2,175	2,243	2,200	2,250
Surplus Property Sold (Exclude PD)	25,000	23,600	15,000	20,000
Cost Savings on Bids Est vs Actual	-	-	56,196	60,000
Budget Impact				
FTEs per 1,000 Citizens	0.273	0.273	0.273	0.205
Net Cost of Services per Citizen	\$19	\$19	\$15	\$13
<i>Effectiveness & Strategic Plan</i>				
Inventory Accuracy Rate	99.30%	99.16%	99.86%	99.86%
% of PO's Created within 3 Days of Requisition	99%	99%	96%	95%

Accounting

PERFORMANCE MEASURES				
Workload				
Measure	Actual		YTD thru 6/30	Budget (Estimates)
	FY-13	FY-14	FY-15	FY-16
Number of Accounts Payable Checks Processed	2,846	2,869	2,919	3,000
Number of Utility Bills Printed	73,323	73,199	76,839	76,900
Number of Work Orders Processed	12,801	12,852	11,803	12,000
Number of Meter Readings Performed Monthly	7,538	7,549	7,583	7,590
Average of Gallons Billed Monthly	61,011,649	61,010,942	58,525,639	60,451,110
Budget Impact				
FTEs per 1,000 Citizens	0.273	0.273	0.341	0.341
Net Cost of Services per Citizen	\$21	\$21	\$21	\$22
Effectiveness & Strategic Plan				
% of Meters Read Correctly on 1st Reading	99%	99%	99%	99%
% of Accounts Utilizing Direct Payment	0.70	0.80	0.80	0.80
% of Current Year Amount Written Off	0.99%	0.99%	0.99%	0.99%
% of Current Year Amount Billed sent to Collection Agency	3.08%	3.12%	3.12%	3.15%

Human Resources

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of Employment Applications Processed	750	790	790	1200
Number of New Hires Processed	31	30	30	30
Number of Employees Complaints Received	1	3	3	3
Number of Grievances Processed	1	2	3	3
Number of Employee Newsletters Prepared	12	12	12	12
Number of Safety Classes Held	3	4	4	4
Number of Employee Accidents With Injuries	6	6	6	12
Number of Worker's Comp Claims Processed	12	8	10	12
Number of Liability Claims Processed	14	12	12	10
Payroll Checks/Direct Deposit Processed	3,900	3,950	3,950	3,950
Number of Employee's Retired	4	10	10	14
Budget Impact				
FTEs per 1,000 Citizens	0.204	0.204	0.204	0.204
Net Cost of Services per Citizen	\$12	\$13	\$13	\$23
<i>Effectiveness & Strategic Plan</i>				

Police Department

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of High Priority Call Responses	3,400	3,200	3,500	3,300
Number of Medium/Low Priority Responses	40,000	39,000	40,000	31,285
Number of Arrests Made	2,100	2,400	2,700	1,700
Number of Traffic Citations Issued	3,200	3,400	2,800	3,100
Number of Accident Reports Written	982	950	960	990
Number of Offenses Cleared	3,880	3,800	3,400	3,500
Number of Investigations Completed	720	800	820	830
Number of Graduates from Citizens Police Academy	15	20	20	20
Neighborhood Watch Meetings	12	12	8	8
Number of SWAT Team Call Responses	3	2	2	2
Budget Impact				
FTEs per 1,000 Citizens	4.744	4.744	4.744	4.847
Sw orn Officers per 1,000 Citizens	3.959	3.959	3.959	4.028
Net Cost of Services per Citizen	\$290	\$303	\$309	\$311
<i>Effectiveness & Strategic Plan</i>				
Avg Response Time (in minutes)	4:56	4:54	4:50	4:50
Avg Emergency Response Time (in minutes)	-	-	2:14	2:00

Fire Department

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of Fire Calls Received	130	150	140	130
Number of Other Calls Received	1,000	1,100	1,100	1,100
Number of Commercial Structure Inspections	700	900	900	700
Number of Other Inspections(Fire Alarm,Sprinkler)	30	40	40	40
Number of Fire Hydrants Inspections	2,000	2,000	1,002	1,014
<i>Budget Impact</i>				
FTE's per 1,000 Citizens	3.686	3.686	3.686	3.686
Firefighters per 1,000 Citizens	3.617	3.617	3.617	3.550
Net Cost of Services per Citizen	\$227	\$236	\$232	\$225
<i>Effectiveness & Strategic Plan</i>				
Fire Response Time (minutes)	4:22	4:32	4:30	4:30

Public Works

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Violation Letters	18	22	16	26
Cut off list removal of can	143	120	138	80
Bags dispensed to downtown customers	856	1,000	1,000	1,000
Special Collections	188	215	35	39
Customer request 2nd can	41	50	53	42
<i>Budget Impact</i>				
FTEs per 1,000 Citizens	0.136	0.136	0.136	0.136
Net Cost of Services per Citizen	\$9	\$10	\$10	\$11
<i>Effectiveness & Strategic Plan</i>				

Highway & Streets Department

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Dirt Drive ways repaired	200	150	150	162
Miles Sweeping City Streets	12,000	10,234	10,342	10,305
Hours of Maintaining City Parks	2,000	2,000	2,200	2,233
Stumps Removed	40	30	21	19
Trees Removed	100	75	41	39
Hours Litter P/U Downtown	150	200	225	234
Hours maintaing canals	50	60	50	59
Prisioners P/U litter (hours)	300	300	300	300
Prisioners edging curbs (hours)	900	800	700	750
Keep Wayx/Ware Beautiful clean up days	4	1	0	0
<i>Budget Impact</i>				
FTEs per 1,000 Citizens	1.500	1.500	1.500	1.500
Net Cost of Services per Citizen	\$90	\$87	\$84	\$85
<i>Effectiveness & Strategic Plan</i>				
% of Paved Roads in Good Working Condition	94.60%	94.60%	94.60%	94.60%

Cemetery Fund

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of Vault Burials	171	150	141	137
Number of Cemetery Lot Sales	56	60	49	55
Contract Hours Mowing of Cemeteries	582	600	600	600
<i>Budget Impact</i>				
FTEs per 1,000 Citizens	0.068	0.137	0.137	0.137
Net Cost of Services per Citizen	\$9	\$13	\$14	\$14
<i>Effectiveness & Strategic Plan</i>				
Acres of Undeveloped Land	10	10	10	10

Waste Management Fund

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Tons of Yard Trash Collected	2,485	2,500	2,546	2,645
Tons of White & Brown Goods Collected	126	120	114	161
Number of Garbage Container Repairs (Lids & Wheels)	816	850	922	960
Special Collections scheduled	120	160	193	210
Cans delivered to new / re-established customers	1,040	1,000	1,107	1,159
Trash cans removed	822	800	796	802
Cans cleaned & washed	1,194	2,100	2,086	2,110
Picked up dead animals	122	110	84	96
Customer requested 2nd can	41	50	53	65
Budget Impact				
FTEs per 1,000 Citizens	0.682	0.682	0.682	0.682
Net Cost of Services per Citizen	\$94	\$86	\$88	\$94
<i>Effectiveness & Strategic Plan</i>				
% of Residential Collections Completed as Scheduled	100%	100%	100%	100%
% of Commercial Collections Completed as Scheduled	100%	100%	100%	100%

Garage Fund

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Preventive Maintatance	873	900	915	930
Engine Repairs	71	75	65	63
Transmission Repairs / service	34	50	41	51
Brake Repairs	131	100	122	139
Front Suspension	28	25	22	29
Electrical (wiring, breakers, cranking)	331	340	311	325
Tire Repair	143	125	134	121
Tires Replaced	297	300	306	310
Body Repairs and paint	54	70	59	48
Fuel System (filters, gas lines)	72	70	61	59
Air Conditioning	44	50	39	34
Wrecker Calls	42	60	62	71
Misc Repairs	236	225	249	261
Budget Impact				
FTEs per 1,000 Citizens	0.477	0.410	0.410	0.410
Net Cost of Services per Citizen	\$27	\$24	\$24	\$24
<i>Effectiveness & Strategic Plan</i>				

Community Improvement – Animal Control

PERFORMANCE MEASURES				
<i>Workload</i>				
Measure	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
	FY-13	FY-14	FY-15	FY-16
Number of calls received for stray animals	400	430	450	600
Abandoned Animals	60	60	60	75
Cruelty to Animals	84	75	80	90
Warnings-Education of Pet Owners	120	100	110	200
Running at Large	228	200	215	310
Animal Bites	5	5	25	30
Other Misc calls	240	240	250	300
Furry Friend Day	1	1	0	0
Budget Impact				
FTEs per 1,000 Citizens	0.070	0.070	0.070	0.070
Net Cost of Services per Citizen	\$3	\$4	\$4	\$4
<i>Effectiveness & Strategic Plan</i>				
% of Service Calls Completed in Time Estimated	80-90%	80-90%	80-90%	80-90%

Community Improvement – Inspections

PERFORMANCE MEASURES				
Workload				
Measure	Actual		YTD thru 6/30	Budget (Estimates)
	FY-13	FY-14	FY-15	FY-16
Number of Building Inspections Issued	425	450	475	600
Number of Plumbing Inspections Issued	325	325	350	355
Number of Electrical Inspections Issued	400	450	475	525
Number of Mechanical Inspections Issued	350	300	325	325
Number of Mobile Home Inspections Issued	4	5	5	5
Number of Public Hearing/Notice Signs Posted	50	50	50	50
Total Number of Code Enforcement Cases	1,500	1,500	1,550	1,600
Budget Impact				
FTEs per 1,000 Citizens	0.273	0.273	0.273	0.273
Net Cost of Services per Citizen	\$14	\$15	\$15	\$17
Effectiveness & Strategic Plan				
Avg. Permit Issuance Time (days)	1-2 Days	1-2 Days	1-2 Days	1-2 Days
Avg. Residential Plan Review Time (days)	7 Days	7 Days	7 Days	7 Days
Avg Commercial Plan Review Time (days)	14 Days	14 Days	14 Days	14 Days
% of Code Violations Complaints Resolved	80%	80%	80%	80%
Avg. Days to Abate Code Violations (days)	30-45 Days	30-45 Days	30-45 Days	30-45 Days

Community Improvement – Administration

PERFORMANCE MEASURES				
Workload				
Measure	Actual		YTD thru 6/30	Budget (Estimates)
	FY-13	FY-14	FY-15	FY-16
Number of Grants Awarded	1	2	2	2
Number of Grants Completed	1	2	2	2
Number of Homes Rehabilitated with CHIP Funds	0	3	3	3
Number of Main Street Special Events Held	12	10	8	8
Number of Down Payment assistance CHIP	0	3	3	0
Number of Tourism Events Held	10	12	12	12
Application of Vendors at "Swampfest"	113	115	120	125
Budget Impact				
FTEs per 1,000 Citizens	0.205	0.205	0.205	0.205
Net Cost of Services per Citizen	\$33	\$29	\$29	\$31
Effectiveness & Strategic Plan				
% of Citizen Applications Able to be Funded	98%	98%	98%	98%
% of Grant Funding Spent in Year Received	98%	98%	98%	100%

Engineering

PERFORMANCE MEASURES				
Workload				
Measure	Actual		YTD thru 6/30	Budget (Estimates)
	FY-13	FY-14	FY-15	FY-16
Number of Site Plan Reviews	10	8	11	11
Number of Flood Zone Inquiries	6	7	5	6
Number of Drawings Prepared	105	95	87	90
Number of Drawings Prepared for Other Departments	30	24	27	30
Number of Requests to Annex Land	2	2	2	2
Number of Requests to Rezone Land	1	2	2	2
Budget Impact				
FTEs per 1,000 Citizens	0.44	0.44	0.44	0.44
Net Cost of Services per Citizen	\$34	\$30	\$33	\$32
Effectiveness & Strategic Plan				
% of Streets Accurately Included in GIS System	100%	100%	100%	100%
% of Water/Sewer Structures Accurately Inc/GIS System	n/a	n/a	n/a	n/a
% of Storm Drainage Accurately Included inc/GIS System	99%	99%	99%	99%
Avg. Site Plan Review Time (days)	3-4 days	3-4 days	3-4 days	3-4 days

Engineering – Infrastructure Construction

PERFORMANCE MEASURES				
<i>Workload</i>				
	<i>Actual</i>		<i>YTD thru 6/30</i>	<i>Budget (Estimates)</i>
Measure	FY-13	FY-14	FY-15	FY-16
Linear Feet of Repaired/Replaced Curb	380	500	215	400
Linear Feet of Repaired/Replaced Sidewalk	2765	2600	2314	3000
Square Yards Asphalt Street Patches	385	483	563	600
Potholes Repaired	594	801	690	500
Number of Hours Spent to Repair Potholes	178	240	207	150
Storm Drain Pipe Replaced/Installed	622	750	212	600
Catch Basins/Storm Drain Pipes Repaired	57	60	63	60
Catch Basins/Storm Drains Cleaned	125	209	311	500
Grates Cleaned	2188	3200	4609	2500
New Catch Basins Installed	2	10	3	4
Miles of Sidewalk Maintained	731	731	731	731
Budget Impact				
FTEs per 1,000 Citizens	0.273	0.273	0.273	0.410
Net Cost of Services per Citizen	\$17	\$14	\$17	\$21
<i>Effectiveness & Strategic Plan</i>				

Water and Sewer Fund

PERFORMANCE MEASURES				
Workload				
Measure	Actual		YTD thru 6/30	Budget (Estimates)
	FY-13	FY-14	FY-15	FY-16
Water				
Million Gallons of Water Pumped	914,535,000	913,759,000	915,000,000	920,000,000
Million Gallons of Water Billed	788,333,045	787,513,000	725,413,320	725,413,320
Miles of Water Mains	145	145	145	145
Number of Water Connections	7,450	7,450	7,583	7,590
Daily Average Consumption in Gallons	2,300,000	2,300,000	2,300,000	2,300,000
Sewer				
Maximum Daily Capacity of Plant in Gallons	3,400,000	3,400,000	3,400,000	3,400,000
Miles of Sewer Main Maintained	120	120	120	120
Miles of Storm Sewers	60	60	60	60
Number of Sewer Connections	7,025	7,025	7,035	7,040
Daily Average Treatment in Gallons	3,000,000	3,000,000	3,000,000	3,000,000
Maximum Daily Capacity of Plant in Gallons	12,000,000	12,000,000	12,000,000	12,000,000
Budget Impact				
Cost of Providing Potable Water (per million gallons)	\$2.13	\$2.15	\$2.73	\$2.46
Cost of Sewer Collection (per million gallons)	\$3.84	\$3.87	\$3.44	\$3.68
Effectiveness & Strategic Plan				
% of Water Unbilled due to Testing/Leaks	24%	16%	18%	18%
% of Sewer Lines In Good Working Condition	n/a	n/a	n/a	n/a
% of Sewer Stop-Ups Cleared within 24 Hours	98%	99%	99%	99%

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CAPITAL IMPROVEMENT PLAN

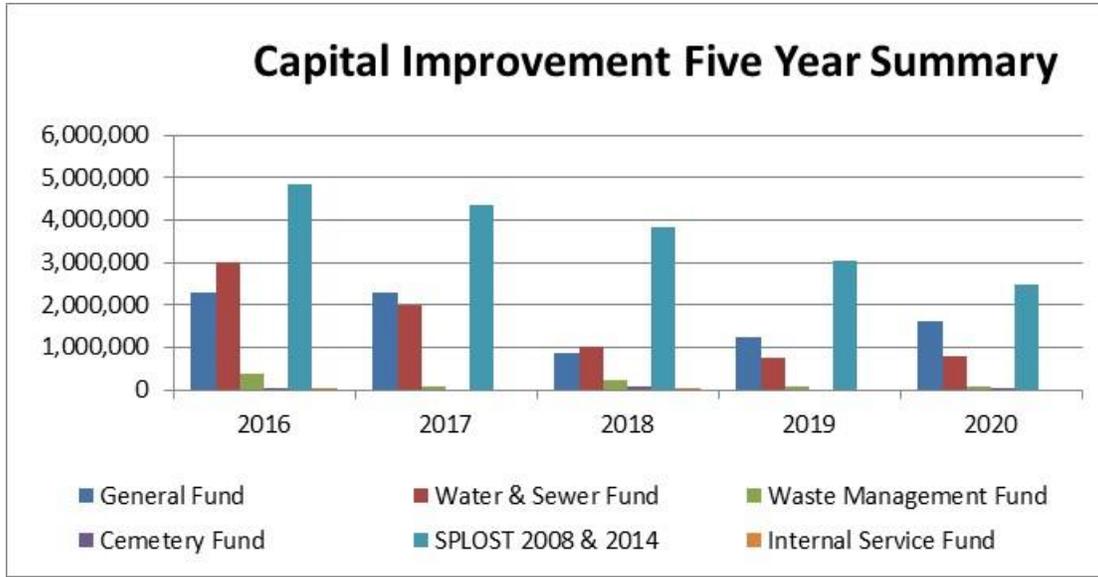


This plan is used as a tool in projecting and planning the city's needs for improvements within different areas of the city. These include infrastructure development and improvements, purchasing of software and various equipment to improve the quality of service, and upkeep and repairs on city buildings. A Special Purpose Local Option Sales Tax of 1% was approved by the voters in February 2008 and again in February 2014. This opportunity will allow the city to make many improvements and reach goals that will benefit not only the City of Waycross, but taxpayers as well.

The capital improvement plan is reviewed and updated annually in order to maintain a current and viable program of ongoing capital programs and activities.

The capital projects approved for the fiscal year 2016 are budgeted within each department's individual budget. These projects will be funded by each funds revenue source and/or grants. The city continues to search for grants to supplement the cost of all capital projects.

The graph below illustrates each fund's Capital Improvement expenditures for the next five years. The remaining balance in the Special Purpose Local Option Sales Tax (SPLOST) 2008 accumulates to \$3,030,000. These funds will be used to complete the SPLOST 2008 project list. The SPLOST 2014 is budgeted at \$1,797,000. The Water and Sewer Fund has the largest capital improvement cost of \$8,216,965, and the General Fund has a total of \$5,034,563.



MAJOR CAPITAL PROJECTS FOR FISCAL YEAR 2016

Following is a listing of major capital projects planned for the city. The projects are listed below on the following pages. Also shown, is the impact that the project will have on the operating funds once the project is completed. The amount of impact is referred to in the following terms: Positive, Negligible, Slight, Moderate and High. Examples of what might have an impact on the operating budget due to a capital project are new staff, maintenance, and daily operations (utilities, supplies).

Positive – The project will either generate some revenue to offset expenses or will actually reduce operating costs.

Negligible – The impact will be very small. It will generate less than \$10,000 per year in increased operating expenditures.

Slight – The impact will be between \$10,000 - \$50,000 in increased operating expenditures.

Moderate – The impact will be between \$50,001 - \$100,000 in increased in operating expenditures.

High – This project will cause an increase in operating expenditures of \$100,001 or more annually.

MAJOR CAPITAL PROJECT: Replacing failing Sewer Main

IMPACT ON OPERATING BUDGET: Positive

At the beginning of FY 2008, a Water/Sewer revenue bond was paid in full. Most of the water distribution (140 miles) and sewer collection (164 miles) infrastructure has never been replaced. Annual maintenance has been limited to stop gap repairs and in recent years the occurrence of catastrophic failures has increased. In FY 2008 the city begin replacing the failing sewer main and a total of over \$1,500,000 has been spent on construction cost. This project will be on going for the next 10 years. The total estimated cost of this project will be \$9,000,000.

Water and Sewer Fund FY 2016

Engineering	\$	40,000
Construction	\$	800,000
TOTAL	\$	840,000

MAJOR CAPITAL PROJECT: Resurfacing Streets

IMPACT ON OPERATING BUDGET: Negligible < \$10,000

This capital project will be funded by the Special Local Option Sales Tax (SPLOST) that was approved in February 2008. A total of \$3,541,835 has been budgeted for roads and street improvements for the duration of 2009-2015.

SPLOST Fund FY 2016

Engineering	\$	40,000
Construction	\$	850,000
TOTAL	\$	890,000

MAJOR CAPITAL PROJECT: New Public Works Facility

IMPACT ON OPERATING BUDGET: Positive

This capital project will be funded by the Special Local Option Sales Tax (SPLOST) that was approved in February 2008. A total of \$1,700,000 has been budgeted for a New Public Works Facility building. For this budget year the city will focus on starting this major capital project with the engineering stage.

Engineering	\$	70,000
Construction	\$	900,000
TOTAL	\$	970,000

MAJOR CAPITAL PROJECT:		<u>Demolition/Land Acquisition and New Fire Station #4</u>
IMPACT ON OPERATING BUDGET:		<u>Slight</u>
<p>This capital project will be funded by the Special Local Option Sales Tax (SPLOST) Funds. A total of \$1,300,000 has been budgeted for project. For this budget year the city will focus completing this major capital project.</p>		
<u>SPLOST Fund FY 2016</u>		
Engineering		\$ 90,000
Construction		<u>\$ 1,210,000</u>
	TOTAL	\$ 1,300,000

Capital Improvement 5 Year Summary

Capital Improvement 5 Year Summary

	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Finance					
Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Channel 10	\$ 39,000	\$ 27,000	\$ -	\$ -	\$ -
Puchasing	\$ -	\$ -	\$ -	\$ -	\$ -
Data Processing	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 39,000	\$ 27,000	\$ -	\$ -	\$ -
Human Resources					
Human Resources	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -
Police Department					
WPD IT Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	\$ 41,500	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
CIU	\$ 25,000	\$ 150,000			\$ -
Uniform	\$ 452,000	\$ 187,500	\$ 187,500	\$ 187,500	\$ 187,500
Support	\$ 69,345	\$ 9,545	\$ 9,545	\$ 9,545	\$ 9,545
Training	\$ 58,900	\$ -	\$ -	\$ -	\$ -
S.W.A.T.	\$ 48,400			\$ -	\$ -
SRO	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 695,145	\$ 371,045	\$ 221,045	\$ 221,045	\$ 221,045
Fire Department					
Fire	\$ 507,000	\$ 1,183,200	\$ 36,500	\$ 200,000	\$ 650,000
Total	\$ 507,000	\$ 1,183,200	\$ 36,500	\$ 200,000	\$ 650,000
Public Works					
Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Highway & Streets	\$ 217,700	\$ 184,200	\$ 150,200	\$ 374,500	\$ 280,500
Waste Management	\$ 388,000	\$ 78,000	\$ 213,000	\$ 78,000	\$ 78,000
Cemetery	\$ 44,000		\$ 92,000		\$ 9,500
Garage	\$ 21,000	\$ -	\$ 20,000	\$ -	\$ -
Total	\$ 670,700	\$ 262,200	\$ 475,200	\$ 452,500	\$ 368,000
Community Improvement					
Inspections	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -	\$ -

Capital Improvement 5 Year Summary cont'd

	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
Engineering					
Administration		\$ -	\$ -	\$ -	\$ -
Infrastructure Construction	\$ 645,000	\$ 340,000	\$ 331,000	\$ 321,000	\$ 371,000
Traffic	\$ 180,000	\$ 185,000	\$ 125,000	\$ 125,000	\$ 90,000
Water/Sewer Operations	\$ 3,009,893	\$ 1,976,893	\$ 1,003,893	\$ 740,893	\$ 790,893
Building Maintenance	\$ 150,000				
Total	\$ 3,984,893	\$ 2,501,893	\$ 1,459,893	\$ 1,186,893	\$ 1,251,893
SPLOST					
SPLOST 2014	\$ 1,797,000	\$ 4,340,000	\$ 3,806,500	\$ 3,035,000	\$ 2,493,500
SPLOST 2008	\$ 3,030,000				
Total	\$ 4,827,000	\$ 4,340,000	\$ 3,806,500	\$ 3,035,000	\$ 2,493,500
Summary By Fund					
General Fund	\$ 2,283,845	\$ 2,290,445	\$ 863,745	\$ 1,241,545	\$ 1,612,545
Water & Sewer Fund	\$ 3,009,893	\$ 1,976,893	\$ 1,003,893	\$ 740,893	\$ 790,893
Waste Management Fund	\$ 388,000	\$ 78,000	\$ 213,000	\$ 78,000	\$ 78,000
Cemetery Fund	\$ 44,000	\$ -	\$ 92,000	\$ -	\$ 9,500
SPLOST 2014	\$ 1,797,000	\$ 4,340,000	\$ 3,806,500	\$ 3,035,000	\$ 2,493,500
SPLOST 2008-2013	\$ 3,030,000	\$ -	\$ -	\$ -	\$ -
Total	\$ 10,552,738	\$ 8,685,338	\$ 5,979,138	\$ 5,095,438	\$ 4,984,438
Internal Service Funds	\$ 21,000	\$ -	\$ 20,000	\$ -	\$ -
Total	\$ 21,000	\$ -	\$ 20,000	\$ -	\$ -
Grand Total	\$ 10,573,738	\$ 8,685,338	\$ 5,999,138	\$ 5,095,438	\$ 4,984,438

Capital Vehicles and Equipment Listing

General Fund	Estimated Cost	Budgeted or Financing	
Police Department			
<u>Administration</u>			
Unmarked Police Car	\$24,500	\$24,500	
<u>Criminal Investigation Unit</u>			
Unmarked Police Car	<u>\$24,500</u>	<u>\$24,500</u>	
<u>Uniform Patrol</u>			
(6) Patrol Black/White Vehicles	<u>\$173,000</u>	<u>\$173,000</u>	
	\$222,000	\$222,000	SPLOST 2014
Fire Department			
Replace Personal Protective Equipment	\$7,000	\$7,000	
Portable Radio's (Grant Portion)	\$14,000	\$14,000	
Vehicle Replacement	\$25,000	\$25,000	SPLOST 2014
Fire Safety Grant Match	<u>\$5,000</u>	<u>\$5,000</u>	
	\$51,000	\$51,000	
Public Works			
<u>Highways & Streets</u>			
(1) Flatbed Dump Truck	<u>\$65,000</u>	<u>\$65,000</u>	SPLOST 2014
	\$65,000	\$65,000	
TOTAL GENERAL FUND	\$338,000	\$338,000	
Water and Sewer Fund			
Jetter Trailer	<u>\$50,000</u>	<u>\$50,000</u>	
TOTAL WATER AND SEWER FUND	\$50,000	\$50,000	
Waste Management Fund			
1,300 Garbage Cans 1st year(5 Yr Replacement)	<u>\$78,000</u>	<u>\$78,000</u>	
TOTAL WASTE MANAGEMENT FUND	\$78,000	\$78,000	
Grand Total	\$466,000	\$466,000	

Capital Improvement Plan by Division
Executive Division

Channel 10

FUND: (100) General Fund		DIVISION: EXECUTIVE Department: Channel 10							FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Upgrade Phone System for City Hall				\$ 27,000							\$ 27,000	Budget	\$ -
Server for ADG System		\$ 15,000									\$ 15,000	Budget	\$ 15,000
Backup Equipment		\$ 14,000									\$ 14,000	Budget	\$ 10,000
U-Verse Hardware upgrade		\$ 10,000									\$ 10,000	Budget	\$ 10,000
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 39,000		\$ 27,000		\$ -		\$ -		\$ -	\$ 66,000		\$ 35,000

Finance Division

Finance

FUND: (100) General Fund		DIVISION: FINANCE Department: Administration							FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
None											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -		\$ -

Purchasing

FUND: (100) General Fund		DIVISION: FINANCE Department: Purchasing/City Hall							FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
None											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -		\$ -

Accounting

FUND: (100) General Fund		DIVISION: FINANCE					Department: Accounting		FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
None											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -		\$ -

Police Division

Administration

FUND: (100) General Fund		DIVISION: POLICE					Department: Administration		FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Realtime Data Link server/software	1	\$ 17,500									\$ 17,500	Budget	\$ 17,500
Police Vehicles	1	\$ 24,000	1	\$ 24,000	1	\$ 24,000	1	\$ 24,000	1	\$ 24,000	\$ 120,000	SPLOST	\$ 24,000
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 41,500		\$ 24,000		\$ 24,000		\$ 24,000		\$ 24,000	\$ 137,500		\$ 41,500

Criminal Investigations Unit

FUND: (100) General Fund		DIVISION: POLICE					Department: Criminal Investigation Unit		FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Unmarked Police Vehicles	1	\$ 25,000									\$ 25,000	SPLOST	\$ 25,000
Building Renovations				\$ 150,000							\$ 150,000	SPLOST	\$ -
	#										\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 25,000		\$ 150,000		\$ -		\$ -		\$ -	\$ 175,000		\$ 25,000

Notes:

Unmarked Police Vehicle will replace (1) 2006 Dodge Charger that has 145,000 miles.

Building Renovations at 407 Pendleton CIU Building- This project is to renovate the façade of the building which is currently in poor condition, replace the flooring, renovate the plumbing, and renovate the interior space to more effectively utilize the building. Also requested on the last (4) years budgets.

Uniform Patrol

FUND: (100) General Fund		DIVISION: POLICE		Department: Uniform Patrol						FY 2016			
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
New Patrol Vehicles	6	\$ 275,000	5	\$ 125,000	5	\$ 125,000	5	\$ 125,000	5	\$ 125,000	\$ 775,000	SPLOST	\$ 150,000
Patrol Vehicle Equipment	6	\$ 77,000	5	\$ 35,000	5	\$ 35,000	5	\$ 35,000	5	\$ 35,000	\$ 217,000	SPLOST	\$ 22,000
Patrol Camera System	11	\$ 60,500	5	\$ 27,500	5	\$ 27,500	5	\$ 27,500	5	\$ 27,500	\$ 170,500	SPLOST	\$ -
Vid-Shield Body Worn Police Cam	12	\$ 25,000									\$ 25,000	Budget	\$ 12,500
Kenwood Digital Handheld Radio	20	\$ 15,000									\$ 15,000	Budget	\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 452,500		\$ 187,500		\$ 187,500		\$ 187,500		\$ 187,500	\$ 1,202,500		\$ 184,500

Notes:

Replacement of 11 worn out patrol vehicles with a purchase price of \$25,000

Patrol Vehicle Equipment will be needed to place in the new patrol vehicles.

Patrol Car Camera System needed to record evidence.

Body Cam to record evidence and give context to citizen encounters.

Digital Radios needed for upgrade and compatibility with other agencies.

Support Services

FUND: (100) General Fund		DIVISION: POLICE		Department: Support Services						FY 2016			
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Refurnish One Office		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000		\$ 5,000	\$ 25,000	Budget	\$ -
Resurface Parking Lot		\$ 20,000									\$ 20,000	Budget	\$ -
Camera Server		\$ 8,000									\$ 8,000	Budget	\$ 8,000
Server / Equipment for IT Expense		\$ 20,000									\$ 20,000	Budget	\$ -
Additional Roof to Back Parking Lot		\$ 8,000									\$ 8,000	Budget	\$ -
Power DMS		\$ 8,345		\$ 4,545		\$ 4,545		\$ 4,545		\$ 4,545	\$ 26,525	Budget	\$ 8,345
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 69,345		\$ 9,545		\$ 9,545		\$ 9,545		\$ 9,545	\$ 107,525		\$ 16,345

Training & Personnel

FUND: (100) General Fund		DIVISION: POLICE		Department: Training & Personnel						FY 2016			
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Range repairs		\$ 5,000									\$ 5,000	Budget	\$ -
Taser X26P(10)		\$ 11,020									\$ 11,020	Budget	\$ -
UTM		\$ 6,000									\$ 6,000	Budget	\$ -
Milo-Range		\$ 36,880									\$ 36,880	Budget	\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 58,900		\$ -		\$ -		\$ -		\$ -	\$ 58,900		\$ -

S.W.A.T.

FUND: (100) General Fund		DIVISION: POLICE		Department: S.W.A.T.				FY 2016					
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Ar-15 Rifle	3	\$ 5,400									\$ 5,400	Budget	\$ -
Kenwood Digital Handheld Radio	#	\$ 15,000									\$ 15,000	Budget	\$ -
Negotiator Van	1	\$ 28,000									\$ 28,000	Budget	\$ -
											\$ -	Budget	\$ -
											\$ -	Budget	\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 48,400		\$ -		\$ -		\$ -		\$ -	\$ 48,400		\$ -

Notes:

Negotiator Van will replace the worn out 1989 Model Chevrolet Van.

AR-15 Rifles will provide the S.W.A.T. Team with enough rifles to totally equip all S.W.A.T. team members which is used as a primary entry weapon. This price includes purchase of a light source and a sighting system. Requested 7 prior year

Portable digital radios are needed for Chief, Major, Lt, 11 SWAT/CBRNE members, 4 negotiators, 1 medic, and 1 back-up. Requested prior year

School Resource Officers

FUND: (100) General Fund		DIVISION: POLICE		Department: School Resource Office				FY 2016					
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
None											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ -		\$ -		\$ -		\$ -		\$ -	\$ -		\$ -

Fire Division

FUND: (100) General Fund		DIVISION: FIRE							FY 2016				
EQUIPMENT	#	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
Build Fire Sta. #4		\$ 500,000		\$ 500,000							\$ 1,000,000	SPLOST	\$ 500,000
Replace Portable Radios		\$ 14,000									\$ 14,000	Budget	\$ 14,000
Replace non-compliant PPE		\$ 63,000									\$ 63,000	SPLOST	\$ -
Replace Roof on Fire Station #1		\$ 300,000									\$ 300,000	SPLOST	\$ -
Fire Safety House		\$ 5,000									\$ 5,000	SPLOST	\$ 5,000
Computers for fire vehicles.		\$ 10,000		\$ 30,000							\$ 40,000	SPLOST	\$ -
Replace non-compliant fire hose		\$ 24,000									\$ 24,000	SPLOST	\$ -
Replace Battalion Chief vehicle		\$ 35,000									\$ 35,000	SPLOST	\$ -
Replace concrete drive Fire St. #3		\$ 14,000									\$ 14,000	SPLOST	\$ -
Replace roof on Fire Station #2		\$ 200,000									\$ 200,000	SPLOST	\$ -
Replace roof on Fire Station #3				\$ 200,000							\$ 200,000	SPLOST	\$ -
Replace Fire Chief's Car		\$ 25,000									\$ 25,000	SPLOST	\$ 25,000
Replace Engine #1				\$ 400,000							\$ 400,000	SPLOST	\$ -
Equipment for Fire Engines				\$ 9,200							\$ 9,200	SPLOST	\$ -
PPE lockers				\$ 15,000							\$ 15,000	SPLOST	\$ -
2 sets of extrication equipment				\$ 24,000		\$ 24,000					\$ 48,000	SPLOST	\$ -
Replace SCBA Air Cascade System				\$ 5,000							\$ 5,000	SPLOST	\$ -
Replace SCBA's and masks						\$ 12,500					\$ 12,500	SPLOST	\$ -
Remodel Fire Station #2								\$ 200,000			\$ 200,000	SPLOST	\$ -
Remodel Fire Station #3										\$ 200,000	\$ 200,000	SPLOST	\$ -
Replace (45) non-compliant SCBA Cylinders										\$ 50,000	\$ 50,000	SPLOST	\$ -
Replace Engine #2										400,000	\$ 400,000	SPLOST	\$ -
Personal Protective Equipment		\$ 7,000									\$ 7,000	Budget	\$ 7,000
											\$ -		\$ -
											\$ -		\$ -
											\$ -		\$ -
TOTALS BY YEAR		\$ 507,000		\$ 1,183,200		\$ 36,500		\$ 200,000		\$ 650,000	\$ 3,266,700		\$ 551,000

Notes:

- Build Fire Station #4 in southern part of city for quicker response times and meet ISO requirements.
- Replace all portable radios. AFG Grant submitted.
- Replace personal protective equipment to stay in compliance with NFPA 1851 (no more than 10 yrs in service) and ISO requirement.
- Replace the roof on Fire Station #1. This roof has leaked throughout the building since the building was built. Numerous attempts have been made to stop the leaks to no avail.
- Federal grant submitted for a fire safety house. The City will be responsible for a 5% match.
- Purchase computers for fire department vehicles. Provides valuable information on emergency scenes and meets ISO requirements
- Replace non-compliant fire hose to stay in compliance with NFPA 1962 and meet ISO requirements.
- Replace Battalion Chiefs 2005 vehicle. The current vehicle is a daily driven vehicle and has 117000 miles.
- Replace concrete in front of Engine Bay at Station #3.
- Replace roof on Fire Station #2. The protective coating is gone.
- Replace roof on Fire Station #3. Protective covering is coming off.
- Replace Fire Chief's car.
- Replace Engine #1, 2001 Quality. Place the current Engine #1 in reserve and surplus the 1984 E-One
- Equipment: purchase (3) master stream deluge sets and (4) TFT inline foam eductors for the fire engines.
- Purchase lockers to go in station trucksheds for all suppression personnel to secure their personal protective equipment.
- Purchase (2) sets of extrication equipment (1) replaces old set and (1) will be placed on engine that does not have a set.
- Replace SCBA Air Cascade fill station at Fire Station #1. Apply for grant. Our match is 5%
- Replace (35) SCBA's and masks. Apply for an AFG grant.
- Remodel Fire Station #2 living area and extend truck shed bay out one more bay.
- Remodel Fire Station #3 living area and extend truck shed bay out one more bay.
- Replace (45) SCBA cylinders if not successful with AFG grant for SCBA's and masks in 2018.
- Replace Engine #2.

Public Works Division

Highway & Streets

FUND: (100) General Fund		DIVISION: PUBLIC WORKS					Department: Highways & Streets		FY 2016	
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
Small Flat Bed Dump Truck		\$ 65,000		\$ 70,000			\$ 135,000	SPLOST	\$ 65,000	
Mid size truck ~		\$ 18,000					\$ 18,000	SPLOST	\$ -	
Zero Turn Mower		\$ 18,000	\$ 9,200	\$ 9,200	\$ 9,500	9500	\$ 55,400	SPLOST	\$ -	
Dump Truck (6 yard) 1995					\$ 85,000		\$ 85,000	SPLOST	\$ -	
Street Sweeper			\$ 175,000		\$ 185,000		\$ 360,000	SPLOST	\$ -	
Bat Wing Mower		\$ 12,000					\$ 12,000	SPLOST	\$ -	
Mosquito Sprayer		\$ 18,000					\$ 18,000	SPLOST	\$ -	
Tractor 1986		\$ 30,000			\$ 35,000		\$ 65,000	SPLOST	\$ -	
Pickup Truck		\$ 21,000		\$ 21,000		21,000	\$ 63,000	SPLOST	\$ -	
Rubber Tire Fork Lift					\$ 60,000		\$ 60,000	SPLOST	\$ -	
Road Grader						250,000	\$ 250,000	SPLOST	\$ -	
Pull Behind Chipper				\$ 50,000			\$ 50,000	SPLOST	\$ -	
Fuel Truck ~ 1 Ton		\$ 35,000					\$ 35,000	SPLOST	\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
TOTALS BY YEAR		\$ 217,000	\$ 184,200	\$ 150,200	\$ 374,500	\$ 280,500	\$ 1,206,400		\$ 65,000	

Notes:

- Small Flat Bed Dump Truck** ~ Replace two (2) 1990 flat bed dump trucks, Both trucks are 22 years old.
- Mid size P/U truck** ~ Replace Mid size truck, bed is severely rusted due to mosquito chemical, trucks are washed nightly, 150,000+ miles
- Farm Tractor** ~ Replace 1986 100 HP Tractor ~ 27 years old ~ used daily ~ Uses oil badly,
- Pickup Truck** ~ Replace 1990 Dodge P/U ~ Mileage unknown (est. 160,000) ~ poor condition
- Zero Turn Mower** ~ Replace one (1) mower per year ~ replacing with rear discharge has reduced rock damage to vehicles
- 6 Yard Dump Truck** ~ Replace 1995 small dump truck ~ used to haul dirt & mulch ~ 152,000 miles
- Street Sweeper** ~ Replace one (1) 2002 sweeper in 2017 and another in 2019
- Pickup Truck** ~ Replace 1995 1/2 ton pickup ~ 20 years old in 2015 ~ Current mileage 115,000+ ~ #6226,
- Bat Wing Mower** ~ Purchased from State Surplus ~ poor condition ~ 15 years old

Waste Management

FUND: (540) WASTE MANAGEMENT		DIVISION: PUBLIC WORKS							FY 2016	
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
Front end loader		\$ 175,000					\$ 175,000	SPLOST	\$ -	
Replace Grapple Truck		\$ 135,000		\$ 135,000			\$ 270,000	SPLOST	\$ -	
Replace 1997 Garbage Cans-1300		\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000	\$ 78,000	\$ 390,000	Budget	\$ 78,000	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
TOTALS BY YEAR		\$ 388,000	\$ 78,000	\$ 213,000	\$ 78,000	\$ 78,000	\$ 835,000		\$ 78,000	

Cemetery Fund

FUND: (203) CEMETERY		DIVISION: PUBLIC WORKS							FY 2016
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved
Tractor 1986 Ford 3930		\$ 35,000					\$ 35,000	SPLOST	\$ -
Zero Turn rear discharge mower		\$ 9,000		\$ 9,200		\$ 9,500	\$ 27,700	SPLOST	\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
TOTALS BY YEAR		\$ 44,000	\$ -	\$ 9,200	\$ -	\$ 9,500	\$ 62,700		\$ -

Garage

FUND: (606) GARAGE		DEPARTMENT: GARAGE							FY 2016
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved
Replace 1/2 ton Pickup Truck		\$ 21,000					\$ 21,000	SPLOST	\$ -
Replace small Ranger Truck				\$ 20,000			\$ 20,000	SPLOST	\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
TOTALS BY YEAR		\$ 21,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 41,000		\$ -

Community Improvement

Animal Control

FUND: (100) General Fund		DIVISION: COMMUNITY IMPROVEMENT					Department: Animal Control		FY 2016
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved
None							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
							\$ -		\$ -
TOTALS BY YEAR		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -

Inspections

FUND: (100) General Fund		DIVISION: COMMUNITY IMPROVEMENT					Department: Inspections		FY 2016	
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
None							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
TOTALS BY YEAR		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	

Administration

FUND: (100) General Fund		DIVISION: COMMUNITY IMPROVEMENT					Department: Administrations		FY 2016	
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
None							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
TOTALS BY YEAR		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	

Engineering Division

Administration

FUND: (100) General Fund		DIVISION: ENGINEERING					Department: Administration		FY 2016	
EQUIPMENT	#	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
None							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
							\$ -		\$ -	
TOTALS BY YEAR		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	

Public Buildings

FUND: (100) General Fund		DIVISION: ENGINEERING				Department: Building Maintenance				FY 2016		
EQUIPMENT	FY 2016	#	FY 2017	#	FY 2018	#	FY 2019	#	FY 2020	TOTAL	Source	Approved
City Hall Improvement	\$ 150,000		\$ -		\$ -		\$ -		\$ -	\$ 150,000	SPLOST	\$ 150,000
										\$ -		\$ -
										\$ -		\$ -
										\$ -		\$ -
										\$ -		\$ -
										\$ -		\$ -
										\$ -		\$ -
										\$ -		\$ -
TOTALS BY YEAR	\$ 150,000		\$ -		\$ -		\$ -		\$ -	\$ 150,000		\$ 150,000

Notes:
 City Hall Repair/Improvements: Elevator, Carpet Replacement, Paint, Plumbing, Security, Handicap Improvements

Water and Sewer

Capital Improvement Plan Summary

FUND: (505) WATER SEWER		DIVISION: ENGINEERING					FY 2016		
ACTIVITY	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved	
<i>Tank Maintenance Program (recurring)</i>	\$129,000	\$131,000	\$133,000	\$140,000	\$140,000	\$ 673,000	Budget	\$ 129,000	
<i>Litter Trap Financed through GEFA Loan</i>	\$5,893	\$5,893	\$5,893	\$5,893	\$5,893	\$ 29,465	Budget	\$ 5,893	
<i>Jet Trailer</i>	\$50,000					\$ 50,000	Budget	\$ 50,000	
Capital Project Funds								\$ 257,042	
<i>Hatcher Road W&S Adjustments (GDOT Project)</i>	\$120,000					\$ 120,000	Budget		
<i>2012 W&S Rehab Phase 1 & 2 (Water)*1</i> Jasmine Circle, Roosevelt, Izlar, Owens, Walker	\$240,000					\$ 240,000	Budget		
Design Services	\$17,000					\$ 17,000	Budget		
<i>2012 W&S Rehab Phase 1 & 2 (Sewer)*1</i> Jasmine Circle, Roosevelt, Izlar, Owens, Walker, Coral Rd & Seminole Tr to Baltimore Circle	\$485,000					\$ 485,000	Budget		
Design Services	\$34,000					\$ 34,000	Budget		
<i>Alice Street W&S Rehab (Riverside to Preston)*2</i>	\$200,000					\$ 200,000	Budget		
<i>Phased Fire Hydrant Replacement (ESG)</i>	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$ 100,000	Budget		
<i>Lift Station Pump Rehab (ESG)</i>	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$ 100,000	Budget		
<i>Water Meter Purchases (ESG)</i>	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$ 100,000	Budget		
<i>WWTP Phosphorus removal equipment</i>	\$75,000					\$ 75,000	Budget		
<i>New VFD drives & cabinets for intermediate pump station</i>	\$35,000					\$ 35,000	Budget		
<i>Repair cracks in aeration basin structure</i>	\$45,000					\$ 45,000	Budget		
<i>Emergency Water Repairs/Replacements</i>	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$ 250,000	Budget		
<i>Emergency Sewer Repairs/Replacements</i>	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$ 500,000	Budget		
<i>Hanover Drive Sewer (Along Canal behind houses)</i>	\$104,000					\$ 104,000	Budget		
<i>WWTP main lab Roof Replacement</i>	\$30,000					\$ 30,000	SPLOST	\$ 30,000	
<i>Water Plant Roof Repair to Safe Conditions</i>	\$30,000					\$ 30,000	SPLOST	\$ 30,000	
<i>Radio Read Water Meters/"No Lead" Change Out</i>	\$1,000,000	\$1,000,000				\$2,000,000	GEFA	\$ 2,000,000	
<i>Deep Well Water Supply (Marion Street)*3</i>	\$200,000	\$300,000				\$500,000	GEFA	\$ 200,000	
<i>Brunel Street & Chandler Street Water Bore at CSX</i>	\$120,000					\$ 120,000	Budget		
<i>Roosevelt, Ketterer, Crawford W&S Rehab*4</i>		\$210,000				\$ 210,000	Budget		
<i>Sweat Street & Morton Avenue W&S Rehab (Corr Z)*5</i>			\$325,000			\$ 325,000	Budget		
<i>Quarterman Street Sewer Rehab (Pendleton to Plant)*6</i>			\$330,000			\$ 330,000	Budget		
<i>Well #2 City Inspection & Repair</i>				\$75,000		\$ 75,000	Budget		
<i>Abandon Well #1 City</i>				\$100,000		\$ 100,000	Budget		
<i>Colley, Arnold McKinney, Folks, & Oak*7</i>				\$210,000		\$ 210,000	Budget		
<i>Well #3 City Inspection & Repair</i>					\$75,000	\$ 75,000	Budget		
<i>Abandon Alice Street Well City</i>					\$100,000	\$ 100,000	Budget		
<i>Creswell, Littleton, Miller, & Oneida*8</i>					\$260,000	\$ 260,000	Budget		
TOTALS	\$ 3,009,893	\$ 1,976,893	\$ 1,003,893	\$ 740,893	\$ 790,893	\$ 7,522,465		\$ 2,701,935	

Notes:

*1-SPLOST funds for Pavement, Drainage Replacement)	\$650,000		\$650,000	SPLOST
*2-SPLOST funds for Pavement Replacement)	\$200,000		\$200,000	SPLOST
*3-GEFA Loan Needed		\$500,000		GEFA
*4-SPLOST funds for Pavement Replacement		\$150,000	\$150,000	SPLOST
*5-SPLOST funds for Pavement Replacement		\$130,000	\$130,000	SPLOST
*6-SPLOST funds for Pavement Replacement		\$140,000	\$140,000	SPLOST
*7-SPLOST funds for Pavement Replacement			\$165,000	SPLOST
*8-SPLOST funds for Pavement Replacement			\$210,000	SPLOST
			Total SPLOST Request	\$1,645,000

SPLOST 2014

FUND: SPLOST 2014							FY 2016	
EQUIPMENT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved
Engineering Projects								
Roads, Streets, Bridge Impr and Equipment	\$ 100,000	\$ 1,435,000	\$ 1,435,000	\$ 1,435,000	\$ 1,435,000	\$ 5,840,000	SPLOST	\$ 100,000
Water and Sewer						\$ -		\$ -
Water and Sewer Rehabilitation		\$ 250,000	\$ 500,000	\$ 250,000		\$ 1,000,000	SPLOST	\$ -
Fire Department						\$ -		\$ -
Remote Fire Station #4	\$ 500,000	\$ 500,000				\$ 1,000,000	SPLOST	\$ 500,000
Public Safety						\$ -		\$ -
Specital Purpose Vehicle Fleet	\$ 247,000	\$ 600,000	\$ 250,000	\$ 250,000	\$ 153,000	\$ 1,500,000	SPLOST	\$ 247,000
Administration						\$ -		\$ -
Information Technology Equipment & Software			\$ 125,000			\$ 125,000	SPLOST	\$ -
Community Improvement						\$ -		\$ -
Public Facility Improvements, Demolition & Acquisition	\$ 800,000	\$ 1,405,000	\$ 1,321,500	\$ 990,000	\$ 805,500	\$ 5,322,000	SPLOST	\$ 800,000
City Parks	\$ 150,000	\$ 50,000	\$ 75,000	\$ 60,000	\$ 100,000	\$ 435,000		\$ 150,000
Public Buildings						\$ -		\$ -
DownTown Development Auth	\$ -	\$ 100,000	\$ 100,000	\$ 50,000		\$ 250,000	SPLOST	\$ -
TOTALS BY YEAR	\$ 1,797,000	\$ 4,340,000	\$ 3,806,500	\$ 3,035,000	\$ 2,493,500	\$ 15,472,000		\$ 1,797,000

SPLOST 2008

FUND: SPLOST 2008							FY 2016	
EQUIPMENT	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	TOTAL	Source	Approved
Engineering Projects	\$ 850,000					\$ 850,000		\$ 850,000
Unpaved Streets						\$ -	SPLOST	\$ -
Resurfacing						\$ -	SPLOST	\$ -
Sidewalk Improvements						\$ -	SPLOST	\$ -
Traffic Improvements						\$ -	SPLOST	\$ -
Water and Sewer	\$ 800,000					\$ 800,000		\$ 800,000
Water and Sewer Expansion						\$ -	SPLOST	\$ -
Infrastructure Improvements						\$ -	SPLOST	\$ -
Fire Department	\$ -					\$ -		\$ -
Purchase One Pumper Truck						\$ -	SPLOST	\$ -
75 Ft. Aerial Platform Truck						\$ -	SPLOST	\$ -
Remote Fire Station #4						\$ -	SPLOST	\$ -
Station Renovations						\$ -	SPLOST	\$ -
Police Department	\$ -					\$ -		\$ -
Building Renovations						\$ -	SPLOST	\$ -
Training facility Improvements						\$ -	SPLOST	\$ -
Public Works	\$ 900,000					\$ 900,000		\$ 900,000
New Public Works Facility						\$ -	SPLOST	\$ -
Administration	\$ -					\$ -		\$ -
Software and Hardware						\$ -	SPLOST	\$ -
Community Improvement	\$ 300,000					\$ 300,000		\$ 300,000
Demolition/land acquisition of Public Buildings						\$ -	SPLOST	\$ -
Auditorium Renovation	\$ 30,000					\$ 30,000	SPLOST	\$ 30,000
Public Buildings	\$ 150,000					\$ 150,000		\$ 150,000
DownTown Development Auth	\$ -	\$ -				\$ -	SPLOST	\$ -
TOTALS BY YEAR	\$ 3,030,000	\$ -	\$ -	\$ -	\$ -	\$ 3,030,000		\$ 3,030,000

GLOSSARY

Account Group	A self-balancing set of accounts which are not a fund or a fiscal entity. General Fixed Assts Account Group and General Long-Term Debt Account Group are such examples.
Accounting System	The total structure of records and procedures that identify, record, classify, summarize and report information on the financial position and results of operations of a governmental unit or any of its funds.
Accrual Basis Accounting	A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.
Ad Valorem Taxes	According to value; an assessment such as Taxes or insurance based on the value of the commodity (real or personal property) involved.
Appropriation	An authorization made by the City Commission that permits the city to set aside money or materials for a specific purpose.
Assessed Value	A determination of the estimated value of property as prescribed by the Ware County Tax Assessors office.
Assets	Probable future economic benefits obtained or controlled by a particular entity as a result of past transactions or events.
Balanced Budget	A budget in which the estimated current expenditures are equal to or less than the estimated current revenues.
Base Budget	The base budget consists of personal services only. Price and quantity changes are reflected in the base budget but only to the extent that they are in support of personal services. Program and/or capital improvements are not included in the base budget.
Beverage Tax	Taxes on alcoholic beverages (beer, wine, liquor) sold within the City.

Bond	A written promise to pay a specified sum of money, called the per value or principal, at a specified date or dates in the future, together with periodic interest at a specified rate.
Bonded Debt	Payments on bonds sold by the city to spread over a long term.
Budget	A financial plan for a specific period of time (fiscal year) that matches all planned revenues and expenditures with various city services.
Budget Adjustment	A revision to the adopted budget that occurs during the affected fiscal year.
Budget Calendar	The schedule of key dates or milestones that the City follows in the preparation, adoption, and administration of the budget.
Budget Message	The instrument used by the City Manager in presenting a Comprehensive financial program to the City Commission and the Citizens of Waycross.
Budget Resolution	The official enactment by the City Commission legally Authorizing the City Manager to obligate and spend resources.
Budget Transfer	Intra Division Transfer: A transfer from one departmental account in a division to an account in a different division.
Budgetary Control	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenue.
Capital Expenditures	Capital outlay of two thousand five hundred (\$2,500) or more that has a useful life in excess of one year.
Capital Improvement Plan	This is a multi-year planning instrument used by governments to identify needed capital projects and to coordinate the financial and timing of such improvements in a way that maximizes the return to the public.

Capital Project Fund	A fund used to account for financial resources used for the acquisition or construction of major capital equipment or facilities.
Capital Outlay	Expenditures that result in the acquisition of/ or addition to fixed assets.
Debt Service	Expenditures for principle and interest payments on loans, notes and bonds.
Debt Service Requirements	The amount of money necessary for scheduled payment of outstanding debt, both principal and interest becoming due during the fiscal year, and contributions required to accumulate money for the future retirement of term bonds.
Department	Departments are the major functional sub-divisions and correspond roughly to functional hierarchy used by the City. Each department has been assigned to one of the functions according to the type of activity it performs.
Depreciation	(1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) The portion of the cost of a capital asset which is charged as an expense during a fiscal period.
Encumbrance	The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.
Enterprise Fund	A governmental accounting fund in which the services provide are financed and operated similarity to those of a private business. The rate schedules for these services were established to insure that revenues are adequate to meet all necessary expenditures.
Equipment or Vehicle Purchase	Line items listed in the Capital Outlay expenditures within each individual department for equipment and vehicle replacement cost. If an amount is shown in these budgeted line items, no financing will be needed. All financed items will be accounted for under Lease Purchase Payments within each department.
Expenditures	This term refers to the outflow of funds paid, or to be paid for assets, goods, or services obtained regardless of when the expenses are actually paid.

Fiscal Year	A twelve (12) month period between settlements of financial accounts. This fiscal year for the City of Waycross begins July 1, and ends June 30, of each.
Fixed Assets	Assets of a long-term character which are not intended to be sold for profit, but which are to be used in an organization's normal course of business, such as land, buildings, improvements other than building, machinery, and equipment.
Franchise Tax	Fees levied on a corporation in return for granting a privilege sanctioning a monopoly or permitting the use of public property, usually subject to regulation set by the governing body.
Fund	A fiscal and accounting entity that is composed of a self balancing set of accounts that reflects all assets, liabilities, equity, revenue, and expenditures (or expenses) necessary to disclose position and the results of operations. Funds are established as individual records for purposes of legal compliance, difference natures of the activities performed, measurement of difference objectives, and to facilitate management control.
Fund Balance	Refer to the net of unrestricted money remaining in a fund after the year's expenditures and revenues are tallied, and is therefore also known as surplus funds.
Fund Equity	The excess of assets over liabilities. A portion of the equity may be reserved or designated; the remainder is Fund Balance.
GAAP	Generally Accepted Accounting Principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standards setting bodies.
General Fixed Assets Account Group	A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit.
General Fund	This fund is used to account for all revenues and expenditures of the City of Waycross not accounted for in any other fund; and is an operating fund from which most of current operations of the city are financed.

Governmental Fund	A generic classification adopted by the National Council on Governmental Accounting to refer to all funds other than proprietary and fiduciary funds. General fund, special revenue funds and capital projects funds are all examples of governmental fund types.
Grant	A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function, activity or for the acquisition or construction of fixed assets.
Infrastructure	The basic installations and facilities on which the continuance and growth of a community depend upon. Examples include water and sewer improvements, roads and street paving, and public buildings.
Insurance Tax	Tax paid by insurance companies for premiums collected inside the city.
Interfund Reimbursement Transfer	A planned movement of money between funds to offset expenses incurred in the receiving fund due to operation of the sending fund. This is also referred to as an overhead transfer.
Intergovernmental Revenue	Revenue from other governments in the form of entitlements, grants, shared revenues or payments in lieu of taxes.
Internal Service Funds	Funds used to account for the financing of goods or services provided by one department of the government to other government departments on a cost reimbursement basis.
Lease Purchase Payments	Expenditures for leasing or renting equipment or vehicles for both temporary and long-term use by the government. These expenditures include bus and other vehicle rental when operated by local government, capital lease arrangements and other rental agreements.
Levy	The assessment and collection of tax or other fees.
Line Item Budget	A budget that lists each expenditure category (personnel services, supplies, travel, training, etc.) separately, along with the dollar amount budgeted for each specified category.

Local Option Sales Tax	Sales tax collected from local businesses for the purpose of reducing property taxes and maintaining governmental operations. Ongoing after referendum.
Long-Term Debt	Debt with a maturity of more than one year after the date of issuance.
Maintenance & Repair	Expenses resulting from the purchase of labor and materials for the repair or maintenance of city property by an outside vendor.
Millage Rate	The ad Valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.
Modified Accrual Basis	Governmental funds use the modified accrual basis of accounting. Revenues are recognized in the period in which they become both available and measurable. Expenditures are recognized at the time a liability is incurred.
Motor Vehicle & Mobile Home Tax	Taxes collected from license plate sales inside the city.
Operating Budget	The portion of the budget pertaining to daily operations and/or maintenance of city services, programs, facilities or fixed assets incurred in a fiscal year.
Operating Transfer	Legally authorized Interfund transfers from a fund receiving revenue to the fund that makes expenditures.
Paying Agent	The expenses incurred in the issuance and management of Bond Issues.
Personal Services	Expenditures directly attributable to the city employees, including salaries, overtime, and the city's contribution to social security, health insurance, workers' compensation insurance and retirement.
Professional Services	Expenditures incurred by the city to obtain the services of recognized license professionals such as doctors, lawyers, engineers, certified public accountants, and consultants.

Proprietary Fund	A fund that is used to account for business-type activities of a government. The basis of accounting for this type of fund is the accrual basis which means most transactions are measured when they occur, regardless of when cash has been received or disbursed.
Real Estate Tax	Taxes collected by Ware County on real estate transfers (deed fees) within the city.
Reserve	An account used to indicate a portion of a fund balance legally restricted for a specific purpose and is therefore not available to general appropriations.
Retained Earnings	A fund equity account that reflects accumulated net earnings or losses of proprietary fund. As in the case of fund balance, retained earnings may include certain reservations of fund equity.
Revenue	Funds that the city receives as income. It includes such items as taxes, license, permits, fines, forfeitures, user fees, service charge, and grants.
Revenue Bonds	Revenue bonds are issued to finance industrial and commercial growth projects. Projects can include land acquisition, new-facility construction, improvements to existing facilities, and purchase and renovation of existing structures.
Small Tools	For purchase of small hand tools and small equipment and having a life expectancy or not more than three (3) years.
Special Purpose Local Option Sales Tax (SPLOST)	A special one-cent sales tax revenue approved by voters that are specifically restricted to capital projects. A SPLOST only lasts five years.
Special Revenue Fund	A fund established to account for revenues from specific taxes or other earmarked revenue sources that by law are designated to finance particular functions or activities of government.
State Revolving Loan (SRF)	State of Georgia loan pool for sewer improvements by local governments. This is a two (2) percentage loan rate, with twenty (20) year term.
Street Assessments	Street improvement cost assessed against landowner's

property and due to the city.

Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. Taxes levied by the City of Waycross are approved by the Commission and are within their limits determined by the State of Georgia.
Training	Expenditures incurred as a result of city approved instructional courses.
Travel	Expenditures incurred in the conduct of city business and/or schools. This includes subsistence, transportation, mileage (private vehicle), and hotel cost.
Unreserved Fund Balance	The amount remaining in a fund that is not designated for some future use and which is available for further appropriation or expenditure.
User Charges	The payment of a fee for direct receipt of a public service by the party benefiting from the service.
Utility Franchise Tax	Tax levied against utility companies doing business with the city (electricity, cable television, gas, telephones, etc.) for the use of city rights-of-way.