



City of Chattahoochee Hills

Financial Report to Mayor and Council

July 1, 2017 – May 29, 2018

OVERVIEW

This financial review reflects the City's overall unaudited position for the fiscal year through [May 29, 2018](#).

GENERAL FUND

The FY2018 Budget was approved at \$4,851,540. This is made up of the **General Fund** at \$2,779,857, **Debt Service Fund** at \$175,124, **Hotel Motel Fund** at \$61,266, **Grants Fund** at \$324,000, **Capital Fund** at \$964,697, and **TSPLOST Fund** at \$546,596. As such, at 91.23% through this fiscal year, we have collected \$2,856,561 or 103% of the budgeted GF revenues at \$2,779,857 and have incurred \$2,341,137 or 81% in expenditures. Last fiscal year (FY17), we collected 3,312,671 (85%) of projected GF revenues of \$3,907,343 and expended \$2,257,802 or 82% of budgeted GF expenditures of \$2,758,719.

FY17 Budget	FY2018 Budget	YTD Actual	%
Revenues	\$ 4,851,540	\$ 5,334,720	110
Expenditures	\$ 4,851,540	\$ 3,145,759	65

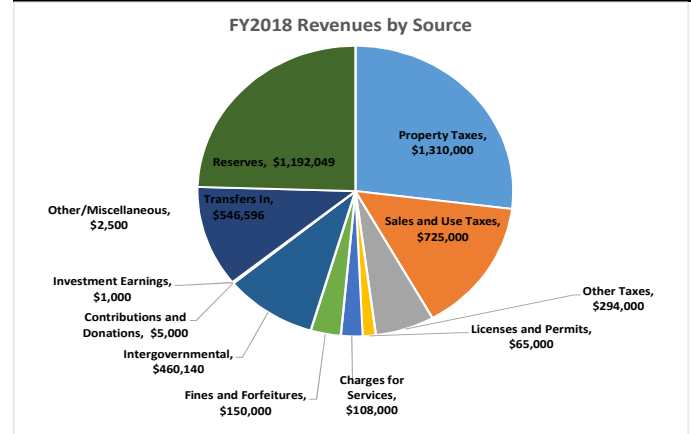
Property ad valorem taxes are the largest source of General Fund revenue, and make up 27% of the total revenues. At 91.23% through the fiscal year, we show \$1,275,571 (97%) of the total projected ad valorem revenue which is delinquent payments from prior year.

The General Fund includes all services that are funded through general taxes and fees including all City programs except those paid for with dedicated taxes.

REVENUES

Revenues have been projected at a rate similar to past years as well as using some trend analysis based on projections impacted by new legislation, economic indicators and conservative forecasting. The City has various sources of revenues that make up the general fund which include the following:

Revenues	FY2018	YTD Actual	%Rcv'd
Taxes	\$ 1,310,000	1,275,571	97%
Sales and Use Taxes	\$ 725,000	669,325	92%
Other Taxes	\$ 294,000	303,644	103%
License & Permits	\$ 65,000	85,303	131%
Charges for Services	\$ 108,000	140,015	130%
Fines & Forfeits	\$ 150,000	152,119	101%
Contributions/Donations	\$ 5,000	40,073	802%
Investment Earnings	\$ 1,000	2,023	202%
Other Sources	\$ 2,500	81,742	3269%
Reserves	\$ 1,192,049	1,876,376	157.4%
Subtotal:	\$ 3,852,549	4,550,917	118%
Other Financing Sources			
Intergovernmental	\$ 452,395	264,765	59%
TSPLOST	\$ 546,596	443,764	81%
Subtotal:	\$ 998,991	708,528	70%
Total GF:	\$ 4,851,540	5,334,720	110%



Taxes: This reflects the collection of ad valorem taxes; sales and use taxes; and other taxes which includes insurance premium, financial institution, and occupation taxes.

Of the \$4,851,540 million projected, \$1,310,000 is in the form of ad valorem taxes. Ad valorem taxes are collected by the City on an annual basis beginning October 20 for the tax year January through December. The city budgets 99% of the projected ad valorem revenue. Presently, we have collected 93% of the billing or \$1,275,571.

Licenses and Permits: This revenue source reflects the collection of sign permit, fire permit, re-inspection, building permit and plan review fees. At **91.23%** through the fiscal year, the City has collected **\$85,303** or **131%** of this revenue source.

Charges for Services: Charges for services are revenues generated for the rendering of services for a fee. Charges for services will fluctuate from month to month due to the seasonal activities associated throughout the fiscal year. At **91.23%** through the fiscal year, the city has received **\$140,015 (130%)** of this revenue source.

Fines and Forfeits: Fines and forfeits revenues are received from court fines which includes traffic and code violations as well as other fines or forfeitures. At **91.23%** through the fiscal year, the City has collected **\$152,119** or **101%** of the budgeted fine revenues.

Contributions and Donations: This source of revenue is derived from various contributions allocated to various community services. At **91.23%** through the fiscal year, the City has collected **\$40,073** or **802%** of the budgeted contributions and donations. This source of revenue exceeds the projected amount due to the anonymous donation of \$35,000 toward the purchase of an Emergency Response Vehicle and donations towards the Decennial Celebration event.

Investment Earnings: This source of revenue is simply the interest on investments and does not make up a significant source of revenue yet should be noted. The City budgeted **\$1,000** for FY2018 and has received **\$2,023 (202%)** at **91.23%** through the fiscal year.

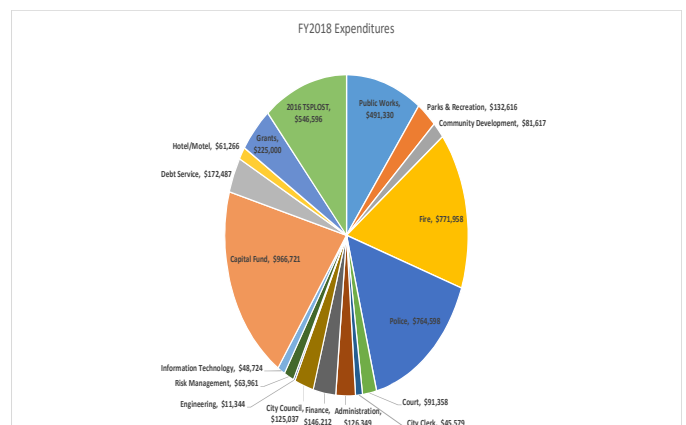
Other Sources: Other sources of revenues primarily reflect overtime reimbursement from special operations within the police department, rental on facilities, and interest and penalties for occupational taxes due. At **91.23%** through the fiscal year, the City has collected **\$81,742** (all are Capital Lease proceeds).

Interfund Transfers: Interfund transfers encapsulates transfers of TSPLOST which are dedicated funds for roadway paving projects. The City projects collecting **\$546,596**. At **83.3%** through the fiscal year, we currently collected **\$443,464 (81%)** in this fund. The funds for February will not be available until April as there is a two month cycle in remittance of these funds.

EXPENDITURES

The City has completed **91.23%** of the fiscal year and our departmental operating costs are running close to what we anticipated in expenditures. The below table provides a snapshot of the budgeted expenditures and how the departments are performing with the monitoring and management of the expenditures in accordance with our fiscal policies and management initiatives. Overall, the City has expended **\$2,490,137 (51%)** of its budgeted expenditures. The summary table also illustrates under and over budget amounts for the respective departments.

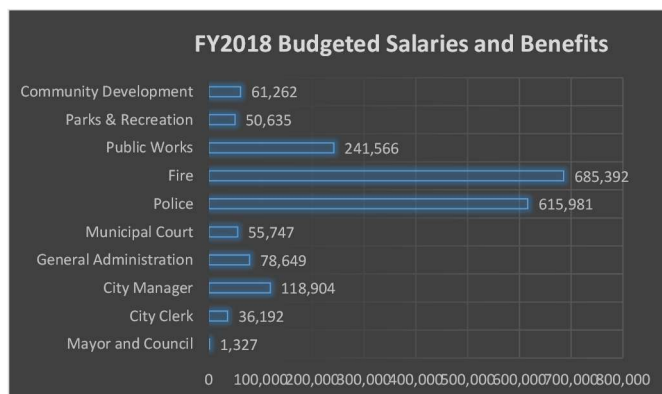
Total Expenditures	FY2018 Budget	YTD Actual	%
Mayor & Council	\$ 125,036	\$ 64,602	52%
City Manager	\$ 126,338	\$ 110,247	87%
City Clerk	\$ 45,579	\$ 35,568	78%
General Administration	\$ 145,899	\$ 111,798	77%
Information Technology	\$ 48,724	\$ 25,078	52%
Community Development	\$ 81,662	\$ 60,248	74%
Municipal Court	\$ 90,314	\$ 77,651	86%
Police	\$ 776,544	\$ 628,462	81%
Fire	\$ 778,630	\$ 704,495	91%
Public Works	\$ 482,916	\$ 382,343	79%
Engineering	\$ 11,344	\$ 1,250	11%
Parks & Recreation	\$ 101,910	\$ 65,719	66%
Contingency – Reserves	\$ 0	\$ 0	0%
Subtotal:	\$ 2,878,587	\$ 2,201,742	76%
Capital Fund	\$ 954,697	\$ 245,628	26%
Debt Service	\$ 175,124	\$ 172,304	98%
Hotel Motel	\$ 61,266	\$ 59,121	97%
Grants	\$ 225,000	\$ 0	0%
TSPLOST	\$ 546,596	\$ 327,570	60%
Subtotal:	\$ 1,972,683	\$ 804,623	41%
Total Expenditures:	\$ 4,851,540	\$ 3,006,365	62%



SALARIES AND BENEFITS

Salaries and benefits for all employees including the Mayor and Council constitute **69%*** or **\$1,945,655** of the General Fund. The benefit categories provided by the City include salaries and wages, overtime, Medicare, health and dental insurance, 401a SS Match, 457 Match and Life Insurance. The City also funds workers compensation as part of these expenditures.

Department	FY18 Adopted	April 30	%
Mayor and Council	\$ 1,327	\$ 1,351	101
City Clerk	\$ 36,192	\$ 19,198	53
City Manager	\$ 118,904	\$ 105,004	88
General Administration	\$ 78,649	\$ 71,323	91
Municipal Court	\$ 55,747	\$ 50,236	90
Police	\$ 615,981	\$ 490,811	80
Fire	\$ 685,392	\$ 609,766	89
Public Works	\$ 241,566	\$ 251,876	104
Parks & Recreation	\$ 50,635	\$ 31,170	62
Community Dev	\$ 61,262	\$ 52,572	86
Total Personal Services:	\$ 1,945,655	\$ 1,683,307	87



* This GF does not include capital lease proceeds

SUMMARY

For more information: This summary is based on detailed information produced by the City's Finance Department. Please know that the City's finances and budget is a very fluid yet transparent process with any and all financial data available for review upon request. If you would like more information or more detailed reporting on specific funds or accounts, please call the city manager, Robbie Rokovitz, at 770-463-6565 or robbie.rokovitz@chatthillsga.us.

Plan 106484 is our 401a Defined Contribution Plan. The city contributes 3.75 as a Social Security replacement with a mandatory contribution of 3.75 from the employee.

Plan 306301 is the 457 Deferred Compensation Plan. For 2016, employees can contribute an amount of their salary up to \$18,000, up to \$24,000 if they are age 50 or over, or up to \$36,000 if the employee qualifies for pre-retirement catch-up contributions. Serendipitous

Plan 106540. This is the City's 401K Plan in which the City provides up to 3% for what the employee contributes. This contribution was raised from 2% to 3% this fiscal year. Employees can contribute more than 3% but not more than a combined \$53,000 for the 2017 calendar year. This time last month, the Plan value was **\$649,411**.

Value as of 06/08/2018		Balance in all Plans \$682,102.24		
PLAN	PLAN #	# OF PARTICIPANTS WITH BALANCE	BALANCE	
401	106484	70	\$502,224.04	View Account
457	306301	31	\$107,018.99	View Account
401	106540	26	\$72,859.21	View Account