

BUDGET AND FINANCE COMMITTEE

Minutes - Final



Travis Lindley, Chair/Council Member
Tim Gould, Mayor Pro Tem
Latonia P. Hines, Council Member

A. Max Bacon City Hall
Admin Conference Room
2800 King Street SE
Smyrna, GA 30080

City Attorney Scott Cochran
City Administrator Joseph Bennett
City Clerk Heather K. Peacon-Corn

April 25, 2024
3:00 PM

1. Roll Call

Present: 2 – Chairperson Travis Lindley, Mayor Pro Tem Tim Gould, Councilmember Latonia P. Hines (phone, arrived 3:40 PM).

Also Present: 2 – Mayor Derek Norton

Staff: 6 – Joe Bennett, Richard Garland, Landon O’Neal, Heather Peacon-Corn, and Kristin Robinson

2. Call to Order

Chairperson Travis Lindley called to order the April 25, 2024 Budget and Finance Committee meeting held at A. Max Bacon City Hall in the Administration Conference Room at 3:05 PM.

3. Chairperson Instruction and Comment

4. Formal Business

A. 2024-089 Review of FY2025 DRAFT Budget

Landon O’Neal, Budget Officer, reviewed the following:

New Personnel

- 3 new full-time positions
 - 3 Firefighters in Response division
 - \$111K impact for FY25 budget (budgeted at 50% of the year)
- 13 new FT and 1 PT **NOT recommended.**
 - \$1.3M annual impact
 - Risk Manager
 - Engineers
 - 6 Parks & Rec
 - Env Services Dep Director
 - GIS Technician for IT
 - Recycling Truck Driver and two Crew Workers
 - Public Works had a few as well

Reclassifications

- 8 reclassifications recommended.
 - Assistant City Engineer to Engineering Plans Reviewer
 - Assistant Public Works Director to Deputy Public Works Director
 - Athletics & Aquatics Coordinator to Manager
 - Police Officer to Crime Intelligence Analyst
 - Court Administrator grade adjustment
 - 3 reclasses for Water Department
 - \$13K budget/annual impact

General Fund Overview

- Total: \$64,835,675
- Increase of 4.5% over FY24 adopted budget (2.8M)
- Changes to General Fund:
 - \$2.18M increase for salaries/FICA
 - \$928K total for merit raises and COLA (\$109K increase over FY24)
 - Began budgeting for COLA in FY23 (\$538K budgeted for FY25)
 - Capped COLA at 3% for FY25
 - \$37K for unallocated contingency
 - \$34.79M for property tax revenue (7.5% increase)
 - Nothing for HB489 revenue (\$1.66M in FY24)
 - \$1.04M for sanitation tipping fees (\$150K increase from FY24)
 - \$230K for private contractor to provide food for jail (\$95K budgeted in FY24)
 - \$2M for electricity (\$205K increase from FY24)
- Notable General Fund Expenditures
 - \$200K for downtown master plan update
 - \$5.67M for debt payments
 - \$3.2M for 2005 Series Parks Bonds
 - \$1.6M for 2021 Series Bonds
 - \$800K for 2016 Series Smyrna Grove Bonds
 - \$1.2M for lawn maintenance and landscaping
 - \$768K to supplement E-911 Fund
 - \$5.6M for health insurance
 - \$2.5M for retirement contribution
 - \$1.4M for other insurance (property liability insurance, cyber insurance, Georgia Firefighter's Cancer Benefit Program, etc.)

General Fund CIP

- \$1,484,000 total expenditures (11 projects)
 - Green Energy Initiatives for \$800K, Traffic Signal Improvements for \$193K, Spray Foam Insulation for \$85K, Gym Scoreboard Replacement for \$40K, Bridge Repairs and Maintenance for \$100K
- Funding
 - \$684,000 from ARPA funds
 - \$800K from transfer out of General Fund

- FY26 projects: \$4.3M
- FY26 projects: \$4.8M

Hotel/Motel Fund

- Expenditures: \$2,436,065
- Revenues: \$2,436,065
 - \$178K increase in budget due to higher collections and increased payments to Cobb Galleria and GF Transfer
 - \$1.7M budgeted for Hotel/Motel Tax (\$101K increase from FY24)
 - \$489K budgeted use of reserves, final amount depends on collections

Vehicle Replacement

- Expenditures: \$1,065,000
 - 16 vehicles
- Revenues: \$1,710,000
 - Combination of 30-year annual average contribution from GF and W/S fund and emergency funds
 - \$50K to emergency replacement fund and increase to average contribution
- Putting money in fund balance for FY26 and FY28 with more expensive vehicles on schedule

Water/Sewer Fund

- Expenditures: \$22,551,850
 - \$2.1M transfer out to GF
 - \$4.6M for W/S CIP projects
 - \$12.1M wholesale water purchase
 - 8.1% increase from FY24 revised budget
- Revenues: \$22,551,850
 - 5.1% increase from FY24
- Balanced budget

Other Notable

- Changes to fee schedule
 - Parks & Rec – increase kitchen fees
 - Increase table fees for annual City birthday celebration
 - Library – increase B&W copy fees from \$0.15 to \$0.25

Kristin Robinson, Deputy City Administrator, reviewed additional items:

- Splash Pad – budgeted at \$1.4M then added \$1.2M based upon Ponds estimation.
- Building and park reduced but Splash Pad concept remaining the same.
- \$1M extra for retirement possibly.
- Bond debt approximately \$20M with a rate about 5.5% - \$1M annually of interest expense.
- Reserve - \$2M for future debt service and not adding to operational budgets.

- Recycling truck – there are five routes and two trucks – Recycling is a harder job than traditional trash collection because it is bins versus large cans.
- Half of sanitation customers participate in curbside recycling.
- May need to add one truck and three personnel.

Mayor Norton provided an update on the 489 Plan:

- The Cities are having difficulty with Cobb County
- The numbers range from Cities should be receiving as high as \$31M to as low as \$0.
- County says they cannot come to mediation at the end of May, but they provided no alternative dates nor mediator.
- The Cities in a joint effort provided June 13, 14, 17, or 18.
- If the County refuses, then they are not holding up their end of the process which can be used in efforts to appeal to DCA for no sanctions on the Cities.
- Each City is paying \$10K retainer for three months for mediation.
- May 16th – meeting with Commission Chair Cupid for proposal to renew at current rate with an escalator of \$500K for 10 years.
- Each City will be required to have a quorum represented at the potential June meeting.

5. Approval of Minutes

A. **MIN2024-053** Approval of the February 22, 2024 Budget and Finance Committee Meeting Minutes.

Committee Member Tim Gould made a motion to approve Item MIN2024-053; seconded by Committee Chair Travis Lindley.

The motion to approve carried with the following vote:

Aye: 2 – Committee Chair Lindley, Committee Member Gould
Nay: 0 – None
Absent: 1 – Committee Member Hines

6. Other Business / Staff Comment

7. Adjournment

Chairperson Travis Lindley adjourned the April 25, 2024 Budget and Finance Committee at 4:10 PM.

Facilities are provided throughout City Hall for the convenience of persons with disabilities.

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN O.C.G.A. 50-14-3:
The City of Smyrna website – www.smyrnaga.gov
City Hall, 2800 King Street SE, Notice Boards