



FY 2021 Budget Book

Tammi Saddler Jones
City Administrator

Kristin Robinson
Finance Director

Jered Sigmon
Budget Officer

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Memo



To: Mayor and Council

From: Tammi Saddler Jones, City Administrator
Kristin Robinson, Finance Director

Date: June 1, 2020

Re: FY 2021 Recommended Budget

Staff is presenting for your consideration the FY 2021 Recommended Budget totaling \$105,954,598. Fiscal Year 2021 refers to the period of time between July 1, 2020, and June 30, 2021. This submittal is the result of the annual budgeting process that began last November. It satisfies the State of Georgia requirement for every local government to adopt a balanced operating budget. Once adopted, subsequent amendments may be considered and approved by the Governing Body as needed.

The budget document plays a critical role in setting and pursuing the overall direction of the City. It allows the City to implement the policies adopted by Mayor & Council. It requires staff to think strategically about both short- and long-term goals, prioritizing funding requests and making best use of limited resources. It incorporates public input on a number of fronts, with recommendations taken from formal public engagement initiatives as well as informal conversations between constituents and elected officials.

This year, question marks surrounding the impacts of the COVID-19 health crisis loom large. This budget has been developed with a cautious approach, taking into account the likelihood of some reduced revenues and limiting commitments to new positions and programs with long-lasting cost implications. The following pages provide a few highlights of the detailed information found elsewhere in this Budget Book.

Contents of Budget Book

Overview	Fund level summaries of revenues and expenditures and the impact on reserves with a comparison to the FY 2020 revised budget.
Revenues	Projections for each revenue type as well as comparisons with prior years have been provided.
Fees/Charges	Suggested schedule of fees and charges for FY 2021 with a comparison to current year fees.
Expenditures	A summary level overview of the total expenditures as well as comparisons with prior years.
Debt	A summary of future debt obligations including revenue bonds and capital leases.
Personnel	Information on historical personnel levels as well as the requested and recommended staffing changes.
Capital	An overview of FY 2021 recommended projects and five-year plans for the various capital project funds.
Details	Function, goals, and measures for each department. High level department summaries of requested and recommended expenditures, including historical data grouped by personnel costs and other operating costs. Summaries are followed by line item detail for non-personnel accounts.

Revenues

- Property taxes remain the General Fund's largest source of revenue. This budget anticipates the millage rate will remain unchanged at 8.99 mills for the fourteenth consecutive year. A projected 7.0% increase in the tax digest will increase the billed amount compared to last year, but a lower collection rate is expected due to economic hardships resulting from the COVID-19 health crisis. For property taxes and other General Fund revenue sources, the pandemic accounts for budgeted revenue losses of \$1.8M. To help counter these temporary losses, staff is proposing the use of \$500K from cash reserves.
- Revenues in the Hotel/Motel Fund are collected through a tax imposed on each room night occupied in Smyrna hotels and motels. Recreational and business travel is expected to be down in FY 2021 due to the COVID-19 health crisis. As a result, revenue projections have decreased from the prior year. To fund proposed expenditures, a \$150K use of cash reserves is budgeted.
- Emergency 911 operations are funded primarily by fees collected from telecommunications providers. Historically, those revenues have been supplemented by a transfer from the General Fund. For FY 2021, the transfer is budgeted at \$293K (14% of total revenues).
- Utility revenues in the Water/Sewer Fund are based on customer demand. Weather is unpredictable and a significant contributing factor. Through nine months, FY 2020 revenues are tracking higher than budgeted. The FY 2021 revenue projection is 4.0% higher than the FY 2020 Revised Budget. Built into this revenue projection is an automatic pass-through of the Cobb County-Marietta Water Authority's annual increase in January (2% in recent years).
- Revenues projected for the Storm Water CIP include a \$0.07 increase effective January 2021. At that time, the monthly storm water fee will increase from \$3.45 to \$3.52. Following more sizable fee increases of \$0.50 each in 2018 and 2020, a smaller annual increase going forward should give the City sufficient revenues to maintain its infrastructure over the next five years.

Expenditures

- The proposed General Fund budget of \$53.9M is \$464K higher than the FY 2020 Revised Budget. The General Fund has absorbed 90% of a \$495K increase for health insurance. Health insurance and other employee benefits are budgeted in the General Government & Allocations division, along with the General Fund transfers to other funds and a contingency of \$454K. Excluding that division, the proposed budgets for General Fund departments total \$485K less than the FY 2020 Revised Budget, a decrease of 1.4%.
- In the Hotel/Motel Fund, proposed expenditures include increases for the annual City Birthday Celebration and the Black History Month Celebration. A new Culture & Spirit event is also planned. Some reductions have been taken in Advertising and Printing to help balance these new requests. The event calendar is subject to change as the economy recovers from the COVID-19 health crisis.
- Expenses in the Water/Sewer Fund are projected to be down \$653K (3.5%) compared to the FY 2020 Revised Budget. This is due primarily to a smaller transfer-out for capital projects. The wholesale purchase of water is the largest line item at \$10.1M (56% of fund total).

Personnel

- In FY 2020, twelve new positions were adopted in the budget, but only four new positions were ultimately approved by Mayor & Council. The new Utilities Locator is budgeted for a full year in FY 2021. To save costs, the Capital Projects Manager, Data Analyst, and Parks Facilities Superintendent have been budgeted at a half year.
- Three vacancies in the Police Department have been budgeted at a half year.
- During the FY 2021 budgeting process, department heads requested nineteen new full-time positions and one new part-time position. Due to budget constraints, none of the new full-time positions are recommended. One part-time Museum Assistant is recommended and budgeted at three-quarters of the fiscal year.
- During the FY 2021 budgeting process, department heads requested seventeen reclassifications of existing positions. Thirteen are recommended and included in this proposed budget. Each of these is justified due to changing job duties, enhanced qualifications, or re-evaluation of existing workload.
- Three measures related to employee compensation have been budgeted for a half year. Merit raises totaling \$310K are set aside in General Fund contingency. Annual merit raises have historically ranged from 0% to 3.5% based on each employee's annual performance review. A new proposal would increase the pay for sworn public safety personnel by 3%. Another new proposal would increase supplemental paramedic pay from 5% to 7.5%. For these two new proposals, the half-year costs for salaries and FICA are \$175K and \$41K respectively. These have been budgeted as new line items in the departmental budgets. Adoption of this budget does not guarantee any of these measures will be implemented. Subsequent action by Mayor & Council will be required to make them effective.
- The full-time employee salary line items for the Jail and E-911 have been budgeted at 97% to account for turnover in these divisions. Highways & Streets, Police Administration, and Water Distribution have been budgeted at 98%. Fire Response is budgeted at 99%. Current year actuals are in line with these budget projections.
- Overtime across all funds and departments is budgeted at \$581K, an increase of \$58K (11%) over the FY 2020 Revised Budget.

Capital Projects

- The CIP Committee recommends funding 20 capital projects totaling \$1.4M in the General Fund CIP. Projects totaling \$691K were eliminated or moved out of FY 2021.
- The Water/Sewer CIP includes \$3.3M for new equipment and various infrastructure projects. One project totaling \$52K was moved out of FY 2021.
- The Storm Water CIP includes \$1.4M for various infrastructure projects.
- The Vehicle Replacement Fund includes planned expenditures of \$1.3M. This includes ten scheduled replacements, four early replacements, three fleet additions, and one upgraded replacement. By

budgeting the 30-year average annual contribution, the City is also able to fund \$100K for emergency replacements and send an anticipated \$186K to reserves for future years.

- Revenues projected for the 2016 SPLOST anticipate the collection of \$10M from Cobb County, representing part of a larger contribution committed for construction of Windy Hill Road improvements. That project represents the largest planned expenditure in FY 2021, but smaller amounts have been allocated for resurfacing, pedestrian access improvements, and other projects.

Other Highlights

- Engineering has budgeted \$185K for traffic signal optimization. The city-wide analysis and timing exercise will help address increased traffic resulting from population growth. Other budgeted priorities include crosswalk striping projects, left turn arrow installation for Atlanta Road northbound at Creatwood Trail, and intersection improvements for Highlands Parkway at Lake Ridge Drive.
- The Highways & Streets division has doubled its budget for tree removal within right-of-way to \$100K. The City has incurred higher costs recently due to storm damage and fallen trees.
- The Water Distribution division has added a \$40K line item for a Fats, Oils, and Grease Program. The funding will allow the City to hire a vendor to inspect commercial grease traps throughout Smyrna. It will improve sewer infrastructure functionality and put the City in compliance with EPA regulations.
- Budgeted hours have been expanded for the Outdoor Market Manager. The employee in this seasonal position is responsible for managing the Smyrna Outdoor Market. The additional hours will allow staff to begin recruiting vendors twelve weeks prior to the start of the Outdoor Market.
- A \$3K line item in the Environmental Services department will accommodate the first of a five-year lease to install an electric vehicle charging station in the Smyrna Market Village.
- In the Smyrna Public Library, a \$10K line item will fund the retrofitting of old incandescent bulbs with LED lighting. This will address an ongoing complaint about dim lighting and provide a more efficient solution.
- The Human Resources department has budgeted a \$40K class and compensation study for all positions in the organization. The last such study was conducted in FY 2018 with recommendations implemented in FY 2019.
- The Police department has budgeted to keep retention bonuses for existing personnel. Signing bonuses will be phased out after FY 2021. It is expected that higher base pay from planned public safety pay increases will help attract new recruits to the force.
- The Police department and the Bureau of Fire Prevention continue the city's commitment to protecting citizens and officers by budgeting another year of the Axon system for body-worn and vehicle cameras. The annual cost for hardware, maintenance, and data storage is \$175K.
- Included in the General Fund CIP is a \$75K fire training facility to be located at the Public Works Complex. It will allow firefighters to practice and stay proficient in required skills without having to leave city limits.

- As it did last year, the Parks Administration division has budgeted a \$15K line item for miscellaneous public art projects.
- Parks Maintenance has increased its budget for playground maintenance, anticipating a more frequent cleaning schedule will be imperative as the City adapts to a new normal following the COVID-19 health crisis.
- At the Aline Wolfe Adult Recreation Center, the Parks Programs division has budgeted to replace five pieces of exercise equipment totaling \$18K.
- In the Governing Body division, increases have been budgeted for the Mayor's State of the City Address, the Mayor's Education Awards, and the Campbell High School Teacher Appreciation Luncheon.

FY 2021 Budget Summary by Fund

Governmental Funds	Projected Revenues	Recommended Expenditures	Transfer To/(From) Cash Reserves
General Fund¹	53,871,625	53,871,625	-
Special Revenue Funds			
Auto Rental Tax Fund	112,000	112,000	-
CDBG Fund	215,000	215,000	-
Confiscated Assets	122,000	122,000	-
Donations & Special Fees Fund	350,000	350,000	-
E-911 Fund	2,020,728	2,020,728	-
Hotel/Motel Fund ²	1,491,031	1,491,031	-
Multiple Grant Fund	1,000	1,000	-
Total Special Revenue Funds:	4,311,759	4,311,759	-
Capital Project Funds			
2011 SPLOST Fund	-	-	-
2016 SPLOST Fund	19,221,469	22,274,597	(3,053,128)
Capital Improvement Plan Fund	1,407,950	1,407,950	-
E-911 Capital Project Fund	-	-	-
Total Capital Project Funds	20,629,419	23,682,547	(3,053,128)
Internal Service Funds			
Vehicle Replacement Fund	1,549,000	1,262,575	286,425
Total Internal Service Funds	1,549,000	1,262,575	286,425
Total Governmental Funds:	80,361,803	83,128,506	(2,766,703)

Enterprise Funds	Projected Revenues	Recommended Expenditures	Transfer To/(From) Cash Reserves
Stormwater Fund	1,415,000	1,415,000	-
Water/Sewer Capital Project Fund	3,330,000	3,330,000	-
Water/Sewer Fund	20,235,850	18,081,092	2,154,758
Total Enterprise Funds:	24,980,850	22,826,092	2,154,758
Total of All Budgeted Funds	105,342,653	105,954,598	(611,945)

NOTES

1. The General Fund has been balanced using \$500K from reserves.
2. The Hotel/Motel Fund has been balanced using \$150K from reserves.

FY 2021 - FY 2020 Budget Comparison

Governmental Funds	FY 2020 Revised	FY 2021 Recommended	Increase/ (Decrease)	% Change
General Fund	53,407,300	53,871,625	464,325	0.9%
Special Revenue Funds				
Auto Rental Tax Fund	130,000	112,000	(18,000)	-13.8%
CDBG Fund	500,000	215,000	(285,000)	-57.0%
Confiscated Assets	165,649	122,000	(43,649)	-26.4%
Donations & Special Fees Fund	304,347	350,000	45,653	15.0%
E-911 Fund	2,009,520	2,020,728	11,208	0.6%
Hotel/Motel Fund	1,717,240	1,491,031	(226,209)	-13.2%
Multiple Grant Fund	-	1,000	1,000	N/A
Total Special Revenue Funds	4,826,756	4,311,759	(514,997)	-10.7%
Capital Project Funds				
2011 SPLOST Fund	-	-	-	N/A
2016 SPLOST Fund	12,322,163	22,274,597	9,952,434	80.8%
Capital Improvement Plan Fund	1,344,976	1,407,950	62,974	4.7%
E-911 Capital Project Fund	76,611	-	(76,611)	-100.0%
Total Capital Project Funds	13,743,750	23,682,547	9,938,797	72.3%
Internal Service Funds				
Vehicle Replacement Fund	1,156,350	1,262,575	106,225	9.2%
Total Internal Service Funds	1,156,350	1,262,575	106,225	9.2%
Total Governmental Funds	73,134,156	83,128,506	9,994,350	13.7%

Enterprise Funds	FY 2020 Revised	FY 2021 Recommended	Increase/ (Decrease)	% Change
Stormwater Fund	1,309,000	1,415,000	106,000	8.1%
Water/Sewer Capital Project Fund	7,574,126	3,330,000	(4,244,126)	-56.0%
Water/Sewer Fund	18,720,912	18,081,092	(639,820)	-3.4%
Total Enterprise Funds	27,604,038	22,826,092	(4,777,946)	-17.3%

Total of All Budgeted Funds	100,738,194	105,954,598	5,216,404	5.2%
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Descriptions of Budgeted Funds

General Fund

The General Fund is the principal fund of the City and is used to account for all activities related to providing central governmental services, such as police protection, fire protection, recreation, library services, street repairs, sanitation and recycling services, and administration services. The primary revenue source for the General Fund is property taxes.

Revenue projections are based on historical data analysis, property assessments performed by the Cobb County Tax Assessor's Office, advice from Department Heads, and consideration of other pertinent information.

General Fund expenditures were requested by department heads to cover the cost of operations for the upcoming fiscal year. These requests were reviewed and revised in budget meetings with Finance and Administration.

Special Revenue Funds

Auto Rental Tax Fund

The Auto Rental Tax Fund is set up to receive tax collections from vehicles rented within Smyrna City limits. One hundred percent of the revenues are transferred into the Hotel/Motel Fund each year.

Community Development Block Grant (CDBG) Fund

CDBG is a flexible federal grant program providing resources to address a wide range of community development needs. The budget is based on the award letter from Cobb County for eligible projects. The amount is tentative pending a final funding decision from HUD. In FY 2021, CDBG reimbursements are expected to help fund improvements to the Community Center. They will also continue to fund the Ward 5 Code Enforcement Marshal's salary, a portion of the CDBG Coordinator's salary, and an administrative fee payable to Cobb County.

Confiscated Assets - MCS Fund

The Confiscated Assets Fund holds the city's allocated portion of the confiscated assets collected by the Marietta-Cobb-Smyrna joint police task force. These funds can be spent at the discretion of the Chief of Police and have historically been used to pay for education and training for officers and for equipment purchases. Since staff cannot anticipate when proceeds from confiscated assets will come in, revenues and expenditures are budgeted as the available cash on hand at the time of budget development.

Donations & Special Fees Fund

The Donations & Special Fees fund holds several cash accounts for various specialized functions. Some examples of these cash accounts are Records Management (separate accounts for Fire and Community Development), Tree Bank, Jonquil Jog Road Race, Community Garden, Summer Camp, and Senior Trips.

Revenues and expenditures for this fund are budgeted as an estimate of the combined total activity among the various cash accounts.

E-911 Fund

The E-911 Fund provides for the staffing and maintenance of the Smyrna E-911 Communications Center. Revenues are generated from state-mandated E-911 fees that landline and mobile phone providers collect from their customers and pass on to the City. In addition to these revenues, a subsidy from the General Fund has historically been required to fully fund the operations and maintenance of the Center.

Hotel/Motel Fund

The Hotel/Motel Fund provides for the promotion of travel and tourism in the City. Revenues are generated from a tax on proceeds from hotels and motels within City limits. A portion of these revenues is passed on to the Cobb-Marietta Coliseum and Exhibit Hall Authority per the terms of an intergovernmental agreement. A fixed percentage of the revenues (37.5%) is also transferred to the General Fund each year. Expenditures include the staffing of the Community Relations department and operations related to the promotion of travel and tourism.

Multiple Grant Fund

The Multiple Grant Fund holds the proceeds from several miscellaneous public safety grants awarded to the City. Since staff cannot predict which grants will be renewed, revenues and expenditures are budgeted as the available cash on hand at the time of budget development.

Capital Project Funds

2011 SPLOST Fund

The 2011 SPLOST Fund holds the city's revenues received from the 2011 1% Special Purpose Local Option Sales Tax (SPLOST). There are no new revenues or expenditures budgeted for FY 2021.

2016 SPLOST Fund

The 2016 SPLOST Fund holds the city's revenues received from the 2016 1% Special Purpose Local Option Sales Tax (SPLOST). Cobb County voters approved this tax to be collected through 2021. Projects include transportation, infrastructure, public safety, and park improvements. Budgeted expenditures represent project costs as provided by Croy Engineering, LLC, which serves as the city's project manager for all SPLOST projects.

General Fund CIP

The General Fund Capital Improvement Plan (CIP) is a five-year schedule approved by Mayor & Council each year in conjunction with the annual operating budget. The City defines a capital project as an expenditure costing at least \$20K with a useful life of at least three years. Department heads initiate the process by submitting requests for capital projects. The recommended projects reflect these requests

after review and revision by the CIP Committee. Although this is a five-year plan, only the first year is funded by the FY 2021 Budget. These capital projects are funded by an operating transfer from the General Fund.

E-911 CIP

The E-911 CIP was established in FY 2015 to hold any capital projects needed for the E-911 Communications Center. It is funded by an operating transfer from the General Fund. Separating these capital projects from other General Fund capital projects makes it easier to see how much the General Fund is subsidizing the E-911 Fund. No projects are recommended for FY 2021.

Internal Service Funds

Vehicle Replacement Fund

The Vehicle Replacement Fund (VRF) was created in FY 2014 to support the scheduled replacement of vehicles and rolling equipment. Replacement criteria include mileage, age, and life-to-date maintenance costs. The Budget Office tracks the data and makes a recommendation each year for vehicles to be replaced. In addition to the qualified vehicle replacements and recommended fleet additions, the FY 2021 Budget adds an additional \$100,000 for emergency purchases as needed. The VRF is funded by operating transfers from both the General Fund and the Water/Sewer Fund.

Enterprise Funds

Water/Sewer Fund

The Water/Sewer Fund provides for the operation of the city's water and sewer systems. Revenues are generated from charges for services. Expenses were requested by staff to cover the cost of operating and maintaining the water and sewer systems. These requests were reviewed and revised in budget meetings with Finance and Administration.

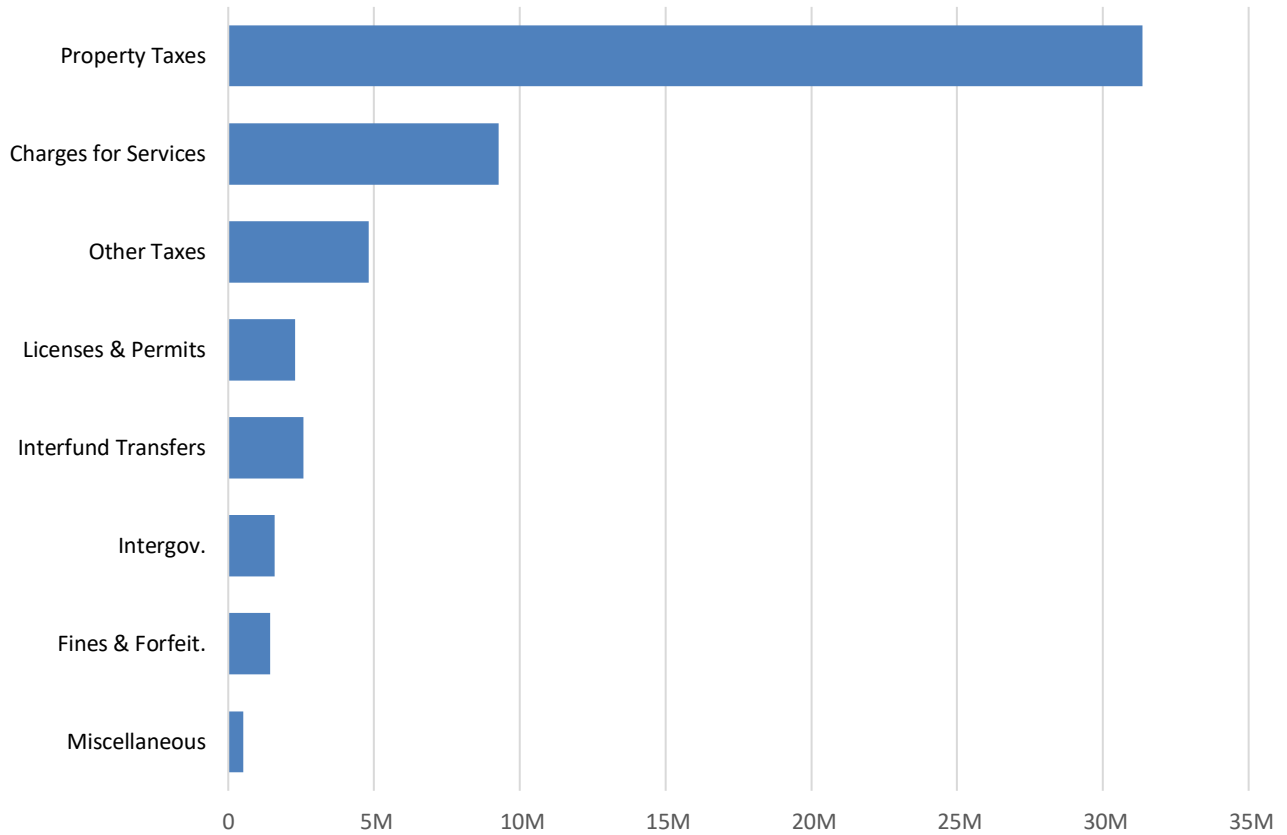
Water/Sewer CIP

The Water/Sewer CIP was created in FY 2014. This fund was established to hold the capital projects for the Water/Sewer Fund and to hold the Water/Sewer Renewal & Extension cash account. It is funded by an annual transfer-in from the Water/Sewer Fund. These revenues balance the capital project expenses requested by the Director of Public Works.

Storm Water CIP

The Storm Water Fund was created in FY 2014. This fund was established to account for all storm water infrastructure and maintenance projects. Revenues come from the storm water fee paid by customers of the city's water utility. The fee is based on square feet of impervious surface for commercial customers. Residential customers pay a flat fee per residential unit. Budgeted expenses are the capital projects necessary to maintain the storm water system.

General Fund Revenues Summary



Revenue Category	FY 2019 Actuals	FY 2020 Revised	FY 2021 Projected	% of Fund Total
Property Taxes	29,090,471	29,778,850	31,354,000	58.2%
Charges for Services	9,700,610	9,575,000	9,283,400	17.2%
Other Taxes	4,743,166	4,747,000	4,810,000	8.9%
Licenses & Permits	2,806,610	2,618,500	2,287,000	4.2%
Interfund Transfers	2,034,535	2,619,214	2,587,825	4.8%
Intergovernmental	1,554,938	1,600,000	1,600,000	3.0%
Fines & Forfeitures	1,311,981	1,318,000	1,441,000	2.7%
Miscellaneous	476,620	528,343	508,400	1.0%
Total General Fund	51,718,931	52,784,907	53,871,625	100.0%

Special Revenue Fund Revenues Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Projected	% of Fund Total
Auto Tax Rental Fund	131,986	130,000	112,000	100.0%
CDBG Fund	390,786	500,000	215,000	100.0%
Confiscated Assets	170,769	162,600	122,000	100.0%
Donations & Special Fees Fund	475,866	275,000	350,000	100.0%
E-911 Fund				
Charges for Services	1,797,740	1,600,000	1,650,000	81.7%
Miscellaneous	75,064	77,000	78,000	3.9%
Transfer-In from General Fund	57,979	329,875	292,728	14.5%
Total E-911 Fund	1,930,783	2,006,875	2,020,728	100.0%
Hotel/Motel Fund				
Other Taxes	1,488,844	1,589,000	1,207,000	81.0%
Charges for Services	31,182	28,743	21,833	1.5%
Miscellaneous	40	-	-	0.0%
Other Financing Sources	133,832	132,626	262,198	17.5%
Total Hotel/Motel Fund	1,653,898	1,750,369	1,491,031	100.0%
Multiple Grant Fund	10,430	-	1,000	100.0%
Total Special Revenue Funds	4,764,519	4,824,844	4,311,759	

Capital Project Fund Revenues Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Projected	% of Fund Total
2011 SPLOST Fund	158	-	-	100.0%
2016 SPLOST Fund	12,957,638	10,490,023	19,221,469	100.0%
Capital Improvement Plan Fund	3,058,550	1,278,750	1,407,950	100.0%
E-911 Capital Project Fund	-	76,611	-	100.0%
Total Capital Project Funds	16,016,346	11,845,384	20,629,419	

Internal Service Fund Revenues Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Projected	% of Fund Total
Vehicle Replacement Fund	2,070,416	1,491,343	1,549,000	100.0%
Total Internal Service Funds	2,070,416	1,491,343	1,549,000	

Enterprise Fund Revenues Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Projected	% of Fund Total
Stormwater Fund	1,200,538	1,309,000	1,415,000	100.0%
Water/Sewer Capital Project Fund	3,073,908	4,295,000	3,330,000	100.0%
Water/Sewer Fund	19,291,375	19,454,421	20,235,850	100.0%
Total Enterprise Funds	23,565,821	25,058,421	24,980,850	

Total of All Budgeted Funds	98,136,033	96,004,899	105,342,653	
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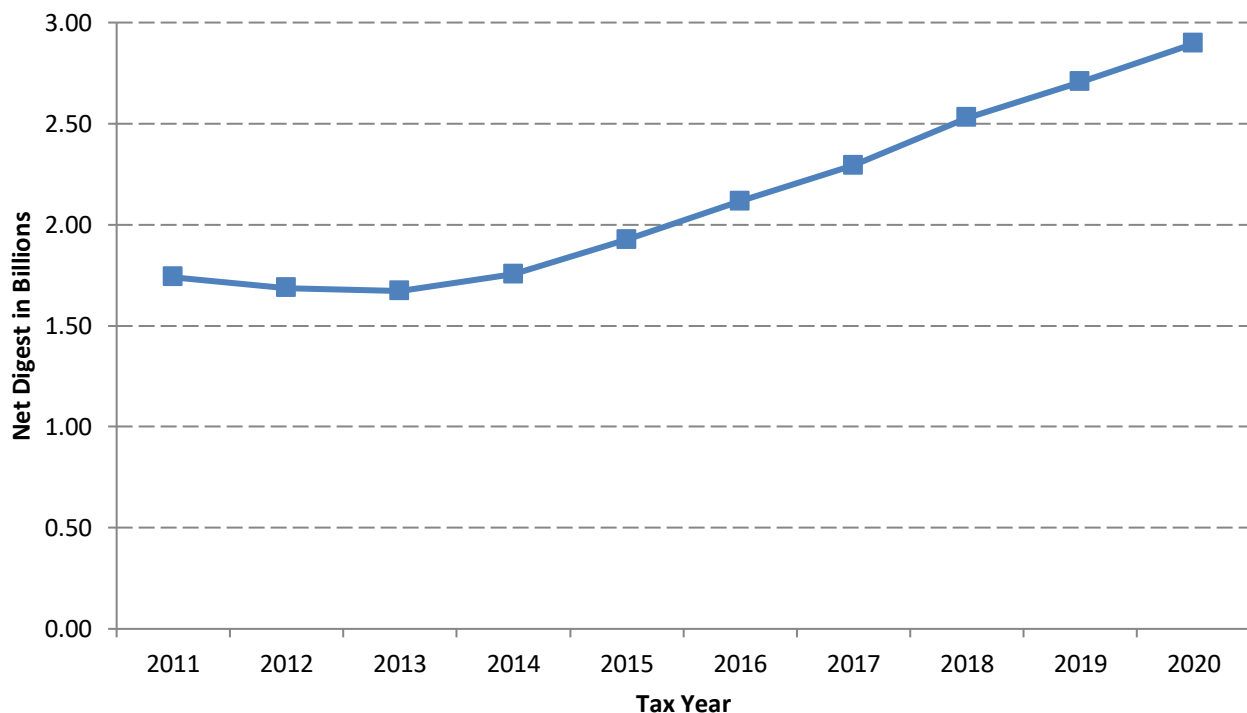
Estimated Net Property Tax Digest

The **Net Property Tax Digest** is the total value of all real and personal property (40% of fair market value) minus any property tax exemptions. This is the actual amount that is multiplied by the millage rate to estimate property tax revenues. Since 2007, Smyrna has been able to balance its budget using the same low millage rate of 8.99 mills.

Based on preliminary information from the Cobb County Tax Assessor's office, staff is estimating a 7.0% increase in the property tax digest for tax year 2020. As always, Smyrna residents with the floating homestead exemption will not see an increase to their Smyrna tax bill.

Tax Year	Net Property Tax Digest	% Change from Prior Year
2011	\$1,740,440,900	-6.42%
2012	\$1,686,342,619	-3.11%
2013	\$1,671,755,506	-0.87%
2014	\$1,753,938,784	4.92%
2015	\$1,924,567,923	9.73%
2016	\$2,114,707,898	9.88%
2017	\$2,292,551,418	8.41%
2018	\$2,528,561,304	10.29%
2019	\$2,705,867,791	7.01%
2020*	\$2,895,278,536	7.00%

*Preliminary estimates based on current information.



General Fund Revenues by Account

Obj	Account	Revenue Description	FY19 Actuals	FY20 Revised	FY21 Projected	FY21/FY20 Difference	% Diff
311100	REAL PROP TAX - CURR YR	Ad valorem taxes levied on assessed value of property.	22,504,009	24,249,000	25,118,000	869,000	3.6%
311110	REAL PROP-PUB UTIL - CY	Ad valorem taxes levied on property of public utilities.	322,151	310,000	300,000	(10,000)	-3.2%
311200	REAL PROP TAX-PRIOR YR	Revenues from collected prior year property taxes.	102,242	50,000	50,000	-	0.0%
311310	PERS PROP TAX - VEH-CURR	Annual ad valorem tax levied on motor vehicles.	196,305	100,000	110,000	10,000	10.0%
311315	AD VALOREM TAX	One-time title ad valorem tax levied on motor vehicles.	1,599,093	722,000	1,312,000	590,000	81.7%
311340	INTANGIBLES (REG & RECD)	Taxes levied on issuance of mortgages on real estate.	542,596	500,000	575,000	75,000	15.0%
311350	RAILROAD EQUIPMENT TAX	Ad valorem taxes levied on railroad equipment.	1,088	850	1,000	150	17.6%
311600	REAL ESTATE TRANSFER TAX	Tax on real property when sold or transferred.	193,141	120,000	160,000	40,000	33.3%
311700	FRANCHISE TAX	Tax on using public right of way for private purposes.	3,602,131	3,700,000	3,700,000	-	0.0%
311790	GOLF CONCESSION FEES	Revenues from contract for Fox Creek golf course.	27,716	27,000	28,000	1,000	3.7%
314200	ALCOHOLIC BEV EXCISE TAX	Tax on alcohol wholesale distributors based on volume.	717,690	725,000	580,000	(145,000)	-20.0%
314300	LOCAL 3% MIXED DRINK TAX	Tax levied on sale of liquor purchased by the drink.	199,116	170,000	176,000	6,000	3.5%
316200	INSURANCE PREMIUM TAX	Tax on premiums of all insurers with policies in the City.	3,669,901	3,700,000	3,900,000	200,000	5.4%
316300	FIN INSTITUTIONS TAX	Tax on gross receipts of financial institutions in the City.	102,213	100,000	103,000	3,000	3.0%
319100	PEN & INT-GEN PROP TAX	Penalties and interest on late property tax payments.	46,916	45,000	45,000	-	0.0%
319500	PEN & INT-FIFA	Charge for tax lien recorded with Clerk of Supeior Court.	7,330	7,000	6,000	(1,000)	-14.3%
321100	ALCOHOLIC BEVERAGE LIC	Fees collected for the issue of alcohol business licenses.	471,540	460,000	380,000	(80,000)	-17.4%
321200	GENERAL BUSINESS LICENSE	Fees collected for the issue of general business licenses.	1,685,914	1,600,000	1,350,000	(250,000)	-15.6%
322230	SIGN PERMIT	One time fees collected when applying for a sign permit.	27,150	25,000	25,000	-	0.0%
322300	TAXI OPERATORS PERMIT	Fees for applying for vehicle-for-hire permits.	-	-	-	-	-
322990	ADVERTISEMT FEES FOR LIC	Fees assessed to run ads for alcohol business licenses.	6,325	6,000	6,000	-	0.0%
322995	RACE PERMIT FEES	Processing fee for parade/race permit applications.	250	-	500	500	-
323120	BUILDING INSPECTION FEES	Fees for inspections conducted by Comm. Development.	587,739	500,000	500,000	-	0.0%
323130	PLUMBING INSPECTION FEES	Fees when applying for a plumbing permit & inspection.	9,550	8,000	8,000	-	0.0%
323140	ELECTRIC INSPECTION FEES	Fees when applying for a electrical permit & inspection.	5,350	5,000	5,000	-	0.0%
323160	AIR COND INSPECT FEES	Fees when applying for a HVAC permit & inspection.	13,190	12,000	12,000	-	0.0%
324100	PEN&INT-LICENSE & PERMITS	Penalties and interest on late business license fees.	(398)	2,500	500	(2,000)	-80.0%
336000	LOCAL GOV UNIT GRANTS	Revenues from local government grants.	-	-	-	-	-
341120	COURT COST-PROBATION FEE	Supervision fees collected from people sentenced to probation.	37,004	35,000	35,000	-	0.0%
341300	PLANNING & DEV FEES	Misc. charges for services from Comm. Dev. department.	118,391	110,000	120,000	10,000	9.1%
341400	PRINTING & DUPLIC SVCS	Fees for providing copies requested by public.	1,401	1,000	1,000	-	0.0%
341910	OTHER-ELECTION QUAL FEE	Fees for candidates qualifying for local elections.	-	-	-	-	-
341930	OTHER-SALE OF MAPS & PUB	Fees for providing maps when requested by public.	-	-	-	-	-
342120	SPEC POL SVC-ACCID/PERMS	Fees for providing accident reports from Police dept.	83,020	95,000	95,000	-	0.0%
342130	SPEC POL SVC-FALSE ALARM	Fees for emergency response to multiple false alarms.	21,400	20,000	22,000	2,000	10.0%
342330	DET&CORR SVC-PRISON HSG	Revenue from housing other municipality's prisoners.	838,102	800,000	540,000	(260,000)	-32.5%
342600	EMS TRAINING	Revenue from Fire staff training staff of other jurisdictions.	-	-	-	-	-
342900	EMERGENCY MANAGEMENT	Money from the state for Emergency Management dept.	7,000	20,000	20,000	-	0.0%
344110	SANI-REFUSE COLLECTN CHG	Charges for garbage collection service.	7,083,777	7,314,000	7,258,000	(56,000)	-0.8%
344130	SANI-SALE OF RECYCL MATL	Revenues from sale of mixed recycled materials.	4,892	5,000	5,000	-	0.0%

General Fund Revenues by Account

Obj	Account	Revenue Description	FY19 Actuals	FY20 Revised	FY21 Projected	FY21/FY20 Difference	% Diff
344190	SANI-OTHER CHARGES	Misc. charges for services from Sanitation dept.	43,789	38,000	38,000	-	0.0%
344192	FUEL SURCHARGE	Fuel surcharge for sanitation service.	-	-	-	-	
344195	RECYCLE CTR DRY TRASH	Fees on disposal of dry solid waste at recycling center.	-	-	-	-	
346700	KSB RECYCLING	Revenues generated by KSB through recycling center.	4,566	4,000	4,000	-	0.0%
346800	ADS RECYCLING	Rebates from agreement with Advanced Diposal.	6,729	3,000	3,000	-	0.0%
346900	COMMERCIAL RECYCLING	Revenues for providing recycling services to businesses.	106,677	95,000	95,000	-	0.0%
347000	OIL RECYCLING	Revenues from sale of collected used motor oil.	-	-	-	-	
347100	LIBRARY USE FEES	Misc. charges for Library services.	31,820	30,000	31,000	1,000	3.3%
347200	ACTIVITY FEES	Fees for use of recreational & other facilities.	858,180	650,000	664,000	14,000	2.2%
347210	ACTIVE NET FEES	Charged to the City for citizens' online use of ActiveNet.	-	-	-	-	
347300	EVENT ADMISSION FEES	Fees collected for admission to certain city events.	-	-	-	-	
347500	PROGRAM FEES	Fees collected for participation in recreation programs.	448,425	350,000	348,000	(2,000)	-0.6%
347900	OTHER CULTURE/REC FEES	Misc. charges for other culture & recreation services.	5,411	5,000	4,400	(600)	-12.0%
349300	BAD CHECK FEES	Fees applied when a bad check is written to the City.	25	-	-	-	
351170	COURT-MUNICIPAL	Fines from tickets or citations written within City limits.	1,188,179	1,200,000	1,323,000	123,000	10.3%
351175	RESTITUTION	Revenues from court-ordered restitution paid to the City.	4,580	5,000	5,000	-	0.0%
351500	LIBRARY FINES	Fines from when borrowed materials are returned late.	26,358	13,000	13,000	-	0.0%
351900	PROBATION FINES	Fines from tickets or citations paid monthly over probation.	92,863	100,000	100,000	-	0.0%
361000	INTEREST REVENUES	Interest revenues from the General Fund cash account.	3,405	125,000	125,000	-	0.0%
361100	INTEREST RESERVE/INVEST	Interest revenues from the reserve cash account.	-	-	-	-	
361110	INTEREST FSA ACCOUNT	Interest revenues from the FSA account.	-	-	-	-	
381000	RENTS & ROYALTIES	Revenue from cell tower and bus stop shelter leases.	198,807	190,000	190,000	-	0.0%
381100	VILLAGE MAINT FEES	From agreement with building owners in Market Village.	61,151	62,000	62,000	-	0.0%
381200	INTERGOVERNMENTAL REV489	Revenues from Cobb County in accordance with HB 489.	1,554,938	1,600,000	1,600,000	-	0.0%
382000	TELEPHONE COMMISSIONS	Charges for use of the jail phones by inmates.	18,956	20,000	18,000	(2,000)	-10.0%
382010	SMALL CELL	Rental fees for use of right of way related to small cells.	-	-	5,400	5,400	
383000	INSURANCE REIMBURSEMENT	Insurance reimbursement for damages to City property.	20,103	98,343	50,000	(48,343)	-49.2%
383100	DONATIONS	Miscellaneous donations.	2	-	-	-	
389000	OTHER MISC REVENUE	Any miscellaneous revenues that do not fit elsewhere.	32,158	8,000	8,000	-	0.0%
391110	OPER TRN IN-HOTEL(275)	Transfer in from Hotel/Motel fund.	544,635	595,875	452,625	(143,250)	-24.0%
391115	OPER TRN IN E911 CIP (216)	Transfer in from E-911 CIP fund.	-	-	-	-	
391120	OPER TRN IN-HICKORY(376)	Transfer in from Hickory Lake Apartments fund.	-	-	-	-	
391125	OPER TRN IN E911 (215)	Transfer in from E-911 fund.	-	20,909	-	(20,909)	-100.0%
391150	OPER TRN IN - CIP(370)	Transfer in from CIP fund.	-	60,000	-	(60,000)	-100.0%
391175	OPER TRN IN-FIRE STA(285)	Transfer in from Fire Station Construction Grant fund.	-	-	-	-	
391200	OPER TRN IN-WATER (505)	Transfer in from Water/Sewer fund.	1,489,900	1,542,430	1,535,200	(7,230)	-0.5%
391225	USE OF COMMITTED FUNDS	Funds set aside for specific uses.	-	400,000	100,000	(300,000)	-75.0%
391220	USE OF RESERVE(FUNDBAL)	Use of General Fund fund balance.	-	-	500,000	500,000	
392100	SALE OF GEN FIXED ASSETS	Proceeds from the sale of surplusd fixed assets.	142,039	25,000	50,000	25,000	100.0%
General Fund Total			51,718,931	52,784,907	53,871,625	1,086,718	2.1%

E-911 Fund Revenues by Account

Obj	Account	Revenue Description	FY19 Actuals	FY20 Revised	FY21 Projected	FY21/FY20 Difference	% Diff
342500	E-911 FEES	State mandated E-911 fees from phone companies	1,797,740	1,600,000	1,650,000	50,000	3.1%
361000	INTEREST REVENUES	Interest revenues from E-911 cash account.	3,412	2,000	3,000	1,000	50.0%
361200	INTEREST-CORE REPLACEMENT	Interest revenues from core replacement account.	-	-	-	-	
381210	INTERGOVERNMENTAL REVENUE	Revenues passed on from state for prepaid wireless.	71,651	75,000	75,000	-	0.0%
391100	OPER TRN IN-GENERAL(101)	Transfer in from General Fund.	57,979	329,875	292,728	(37,147)	-11.3%
E-911 Fund Total			1,930,783	2,006,875	2,020,728	13,853	0.7%

Hotel/Motel Fund Revenues by Account

Obj	Account	Revenue Description	FY19 Actuals	FY20 Revised	FY21 Projected	FY21/FY20 Difference	% Diff
314100	HOTEL/MOTEL TAXES	Tax from hotels & motels within city limits.	1,488,844	1,589,000	1,207,000	(382,000)	-24.0%
314400	EXCISE TAX ON RENTAL VEH	Tax from vehicle rentals within city limits.	-	-	-	-	
341940	COMMSSN ON TAX COLLECTD	Received from Cobb Galleria for commission.	31,182	28,743	21,833	(6,910)	-24.0%
347910	CAR TAGS	Sales of tags with Smyrna logo.	40	-	-	-	
361000	INTEREST REVENUES	Interest earned from Hotel/Motel fund cash account.	-	-	-	-	
391100	OPER TRANS IN-GEN FUND (101)	Transfer in from General Fund.	1,846	2,626	-	(2,626)	-100.0%
391220	USE OF RESERVE (FUND BAL)	Use of fund balance reserves.	-	-	150,198	150,198	
391130	OPER TRANS IN - AUTO RENTAL	Transfer of Excise Tax revenues from Auto Rental Fund.	131,986	130,000	112,000	(18,000)	-13.8%
Hotel/Motel Fund Total			1,653,898	1,750,369	1,491,031	(259,338)	-14.8%

Water/Sewer Fund Revenues by Account

Obj	Account	Revenue Description	FY19 Actuals	FY20 Revised	FY21 Projected	FY21/FY20 Difference	% Diff
344210	WATER/SEWERAGE-WATER CHG	Revenues from metered water service.	6,545,187	6,850,000	7,123,000	273,000	4.0%
344215	WATER REFUNDS/ADJS	Water refunds and adjustments.	(8,800)	-	-	-	
344217	TOILET REBATE PROGRAM	Refunds for low-flow toilet rebate program.	(9,300)	(7,000)	(7,000)	-	0.0%
344255	WATER/SEWERAGE-SEWER CHG	Revenues from sewer service.	8,677,445	8,521,000	9,075,000	554,000	6.5%
344258	BASE RATE WATER & SEWER	Base rates for water and sewer service.	3,219,473	3,233,000	3,282,000	49,000	1.5%
344265	SEWER TAP FEES	Fees from new service tapping into sewer.	141,455	200,000	180,000	(20,000)	-10.0%
344270	WATER TAP FEES	Fees from new service tapping into water.	193,729	200,000	200,000	-	0.0%
344275	CONNECTION FEES	Fees generated from connection fees.	61,850	57,500	55,000	(2,500)	-4.3%
344280	WS LATE FEES	Revenues from 10% penalty on late payments.	408,896	380,000	316,000	(64,000)	-16.8%
344285	COLLECTION FEE REVENUE	Collections fee for receipts on past-due accounts.	23,486	-	-	-	
349300	BAD CHECK FEES	Fees for checks returned NSF.	1,325	1,850	1,850	-	0.0%
361000	INTEREST REVENUES	Interest on water/sewer fund cash account.	14,666	5,000	10,000	5,000	100.0%
389000	OTHER MISC REVENUE	Revenue from other miscellaneous charges.	6,737	-	-	-	
389100	CONTRIBUTED CAPITAL	Assets conveyed to City ownership.	-	-	-	-	
391100	OPER TRANS IN-GEN FUND (101)	Transfer in from General Fund.	13,991	13,071	-	(13,071)	-100.0%
Water/Sewer Fund Total			19,291,375	19,454,421	20,235,850	781,429	4.0%

FY 2021 Schedule of Fees & Charges

Summary of Proposed Changes

Staff proposes the FY 2021 Schedule of Fees & Charges with the following changes from the FY 2020 Schedule. All of the proposed changes are summarized below by department and can be found in each department's respective section of the proposed FY 2021 Schedule of Fees & Charges.

City Clerk

The department has clarified that staff charges are applied to records requests where staff time exceeds 15 minutes. Color copies will be \$1 per page instead of \$0.10. DVDs, Audio Tapes, and Photographs will be \$10 each plus staff time. To mirror the fee currently charged by Community Development, the fee for a plat will change from "\$1 per square foot plus \$10/hour" to "\$50 plus \$2 per lot." Fees for cassette tapes and microfilm blowback will be removed from the schedule.

Community Development

The department has added a \$100 fee for Residential Tree Removal Permit as approved in the updated Tree Ordinance. The fee for Arborist Plan Review & Inspections has been increased from \$100 to \$350. This will cover the consultant's rate increase and all tree services provided during construction.

The department has advised the Rezoning Tree Plan Review fee of \$500 is currently being charged but needs to be added to the schedule.

The fee for Special Land Use Permit has increased from \$250 to \$500 since the current fee does not adequately cover the costs incurred by Planning & Zoning members, city staff, and advertising.

The fee for a Residential Variance has been clarified to read "\$250 plus \$50 for each additional variance," to match how the fee is currently enforced.

A new fee totaling \$1,700 has been added for distilleries to accommodate manufacturing, package sales, and tastings.

Environmental Services

Since the replacement plots at the Community Garden are slightly smaller than the original plots, the department is proposing reductions in the resident rates. For 4x6 plots, the rate will decrease from \$40 to \$35. For 4x8 plots, the rate will decrease from \$50 to \$45. For 4x10 plots, the rate will decrease from \$63 to \$58. For 4x12 plots, the rate will decrease from \$75 to \$70.

Fire

The department has added an option for expedited fire marshal plan review. The \$1,000 fee would be in addition to the normal fee. The expedited review would not affect the level of service provided to other customers since it would be completed by a plans examiner outside normal work hours (overtime). The

turnaround time would be 3-5 business days for life safety plans, fire protection plans and/or alarm plans. Under normal operation, the department's target is 10 business days with no guarantee.

To offset an increase in reinspections, the Bureau of Fire Prevention is proposing fee increases. For building construction inspections, the first follow-up would increase from \$100 to \$150, the second follow-up would increase from \$150 to \$200, and subsequent follow-ups would increase from \$200 to \$250. For existing building inspections, the second follow-up would increase from \$100 to \$150, and subsequent follow-ups would increase from \$150 to \$200.

Human Resources

The department has clarified that staff charges are applied to records requests where staff time exceeds 15 minutes. Color copies will be \$1 per page instead of \$0.10.

Library

In addition to the standard one-year Library card currently offered to non-residents, the department has added an option for a two-year Library card. The proposed fees are double the one-year card costs, at \$50 (individual) and \$120 (family). The longer renewal period will accommodate some non-residents who currently must drive long distances each year to renew their cards.

Parks

To help cover all direct costs associated with the program, the department is proposing the team fee for adult volleyball be increased from \$375 to \$400. Similarly, the team fee for sand volleyball would increase from \$225 to \$250.

The department is proposing fee increases for special event table rentals. For the Summer Concert Series, the table rental would increase from \$30 to \$35 for residents and from \$40 to \$45 for non-residents. For the Birthday Celebration, the table rental would increase from \$40 to \$50 for residents and from \$50 to \$60 for non-residents. A new option for a concert table bundle would be \$100 for residents and \$125 for non-residents.

The department is proposing an adjustment to Smyrna Summer Day Camp pricing to accommodate a multi-child discount. The fee for residents (\$150 currently) would vary from \$125-\$175. The fee for non-residents (\$175 currently) would vary from \$150-\$200.

Police

The department is proposing the elimination of some fees that are no longer charged. The fee for expungement requests has been removed since these are handled by the courts. The fees for taxi driver permits and renewals have been removed since these are handled by the state.

Water/Sewer/Storm Water Utilities

Annual increases by the Cobb County Marietta Water Authority are automatically passed through to Smyrna customers. Water utility rates have been updated to reflect the 2% increase which went into

effect January 1, 2020. Tier 1 (0-3,000 gallons) has increased from \$4.13 per thousand gallons to \$4.21. Tier 2 (3,001-7,000 gallons) has increased from \$5.50 per thousand gallons to \$5.61. Tier 3 (7,001-14,000 gallons) has increased from \$6.85 per thousand gallons to \$6.99. Tier 4 (14,001 gallons and up) has increased from \$8.02 per thousand gallons to \$8.18. The multi-family/commercial rate has increased from \$5.50 per thousand gallons to \$5.61.

The irrigation rate has increased from \$8.26 to \$8.42, or 200% of the lowest water tier, as required by the Metropolitan North Georgia Water Planning District.

In addition to anticipated water rate increases next January, this budget also includes a storm water fee increase at that time. The monthly fee is currently \$3.45 per residential unit. Commercial properties pay the same rate per 3,900 SF of impervious surface. To continue covering this utility's future capital needs, the storm water fee would increase by 2 percent, from \$3.45 to \$3.52. This fee was last raised by \$0.50 in January 2020.

Water Distribution

Due to higher material costs, the department is proposing increased fees for water main taps. The median fee increase is 24 percent. The fee for a 10" x 8" tap, for example, will increase from \$2,663 to \$3,293.

FY 2021 Schedule of Fees & Charges



Schedule of Fees & Charges

Administration	
Parade/Race Permit Application	\$250

City Clerk's Office	
Records and Record Retrieval	
Actual time of record preparation (varies)	Hours x Hourly rate of preparer in excess of 15 min.
Actual time of record copying (varies)	Hours x Hourly rate of preparer in excess of 15 min.
Actual time of supervising record research	Hours x Hourly rate of preparer in excess of 15 min.
Administrative Fee for Incident/Accident Reports:	
Police Department	\$0.10 / page
Fire Department Report (2-6 pages)	\$0.10 / page
B&W copies per page (8.5x11, 8.5x17, and 11x17)	\$0.10 / page
Color copies per page (8.5x11, 8.5x17, and 11x17)	\$1.00 / page
DVDs	\$10.00 each plus staff time in excess of 15 min.
Audio Tapes	\$10.00 each plus staff time in excess of 15 min.
Photographs	\$10.00 each plus staff time in excess of 15 min.
Plats	\$50.00 plus \$2.00 per lot
Mileage costs for record retrievals	Current IRS mileage rate
Comprehensive Annual Financial Report (CAFR)	\$0.10 / page
Court Services	
Fees and Citation Fines vary. Please call 770-431-2804 for more information.	

Community Development	
Building Permits	\$7.00 per \$1,000 of construction cost
Records Fee	10% of above total
Mechanical permits	\$50
Residential Tree Removal Permit	\$100
Refuse Container	\$150
Arborist Plan Review & Inspections	\$350
Plan Review	\$350 per plan
Film Permit Review	\$200
Monument Signs	\$300
Wall Signs	\$150
Sign Face Changes	\$100
Temporary (Banners, Construction ID, etc.)	\$100
Maps	\$30
Copies	\$0.10 per copy regular size / \$5 ea. for plan size copy
Ordinance books	\$35
Subdivision books	\$35
Preliminary Plats	\$50 plus \$2 per lot
Final Plats	\$25
Special Event Permit	\$100

Schedule of Fees & Charges

Community Development (continued)	
Zoning Fees:	
0 - 5 Acres	
Single Family	\$500
M/H Density	\$700
Commerical	\$900
5 - 10 Acres	
Single Family	\$700
M/H Density	\$1,200
Commerical	\$1,500
10 - 20 Acres	
Single Family	\$1,000
M/H Density	\$1,500
Commerical	\$1,800
20 - 100 Acres	
Single Family	\$1,500
M/H Density	\$2,000
Commerical	\$2,000
Zoning Amendment	Same as sliding scale above
Zoning Certification Letter	\$30
Rezoning Tree Plan Review	\$500
Special Land Use Permit	\$500
Variance Fees:	
Residential	\$250 plus \$50 for each additional variance
Commercial	\$450
NPDES Fees	\$40.00 per disturbed acre
Inspection fee (Site)	1% of development cost
Occupational Taxes (Business License):	See "Schedule 1" for details
Based on type of business and annual gross receipts	\$95 and up
Insurance Policy written in City Limits	\$150 / yr
Alcoholic Beverage License:	
Beer Pouring	\$600
Wine Pouring	\$600
Liquor Pouring	\$5,000
Sunday Sales (restaurant)	\$1,000
Special Hours	\$2,600
Beer Package	\$600
Wine Package	\$600
Liquor Package	\$5,000
Sunday Sales (package stores)	\$500
Alcohol Catering License (pouring at festivals/events)	\$50 for 30-day permit
Hotel Sundry Shop / Hotel Reception License	\$600 for beer and wine (no existing alcohol permit) \$200 for beer and wine (with existing alcohol permit)
Brewery (manufacturing, package & tastings)	\$1,700
Distillery (manufacturing, package & tastings)	\$1,700
Winery (manufacturing, package & tastings)	\$1,700
Advertising for Alcohol License:	
Beer (only)	\$275
Wine (only)	\$275
Beer and Wine (combination)	\$300
Beer, Wine and Liquor	\$400

Schedule of Fees & Charges

Community Development (continued)	
Additional Alcohol Fees:	
Liquor Sales	3% per drink
Alcohol Distributor Wholesale Tax:	
Beer	\$1.20 per case
Wine	\$0.22 per liter
Liquor	\$0.22 per liter
Hotel - Motel Fee	8% of revenues
False alarm response fees	\$50 each (after 3rd false alarm per quarter).
Computer printout of all businesses in Smyrna	\$50

Environmental Services		
Recycling Center		
Compost bins	\$5.00 each for non-residents and after 1st free bin for residents.	
Community Garden Annual Leases:	Resident:	Non-Resident:
4' x 6' plot	\$35	\$50
4' x 8' plot	\$45	\$60
4' x 10' plot	\$58	\$73
4' x 12' plot	\$70	\$85
12' x 13' plot	\$195	\$205

Finance Department	
Property Tax	40% of assessed value x millage rate

Fire Department	
Permits:	
Anhydrous Ammonia storage permit in bulk	\$100 One-time fee for sale or distribution
Manufacture of explosives other than fireworks	\$100 Annual license
Manufacture, storage, or transport of fireworks	\$1,000 Annual license
Carnival License	\$100
Certificate of Occupancy	\$100
Special Event Permit	\$100
Firework Sales (Buildings)	\$100
Consumer Firework Retail Sales Stand	\$500
Firework Special Use Permit	\$100
Construction Plan Review:	
Sprinkler Plan Per Riser	\$100 NFPA 13; \$100 NFPA 13R; \$50 NFPA 13D
Fire Alarm Plan	\$200
Mechanical (Hood & Suppression System)	\$200
Site Plans	\$150 First acre or less
	\$10 per additional acre or part thereof
Bulk Storage Construction	\$100
Building construction, 10,000 square feet or less	\$200
Building construction, more than 10,000 sq. ft.	\$0.020 per square foot
Other Construction	\$100
Fire Marshal's Office Plan Review Expedite Fee (in addition to normal fee)	\$1,000 per project

Schedule of Fees & Charges

Fire Department (continued)	
Liquefied Petroleum Gas Storage License:	
2,000 gallons or less	\$100
More than 2,000 gallons	\$500
Building Construction Inspection:	
80% & 100% completion, initial and first follow-up	None
First follow-up	\$150
Second follow-up	\$200
Third and each subsequent follow-up	\$250
Existing Building Inspection:	
Annual inspection & first follow-up	None
Second follow-up	\$150
Third and each subsequent follow-up	\$200
Purchase, Storage, Sale, Transport, or Use of Explosives Other Than Fireworks:	
500 pounds or less	\$50
More than 500 pounds	\$100
Blast Permit	\$25 per week
New self-service gasoline station permit	\$100 One-time fee

Human Resources	
Personnel File Records	
Actual time of record research (varies)	Hours x Hourly rate of preparer in excess of 15 min.
Actual time of record copying (varies)	Hours x Hourly rate of preparer in excess of 15 min.
Actual time of record preparation (varies)	Hours x Hourly rate of preparer in excess of 15 min.
B&W copies per page (8.5x11, 8.5x17, and 11x17)	\$0.10 / page
Color copies per page (8.5x11, 8.5x17, and 11x17)	\$1.00 / page
* The individual requesting the file will be responsible for postage costs.	

Library	
Non-resident library card (annual card)	\$25 / Individual
	\$60 / Family
Non-resident library card (two-year card)	\$50 / Individual
	\$120 / Family
Replacement library card	\$2.00
Public Computers	\$1.00 / hr for non-cardholders (free for cardholders)
B&W Printouts and Photocopies	\$0.15 / page
Color Printouts and Photocopies	\$0.50 / page
Test proctoring	\$10 / hr (for cardholders only)
Late Fees:	
Books/tapes/CDs	\$0.20 / day
Video tapes/DVDS	\$1.00 / day
Meeting Room Rentals:	
Residents (or non-residents with a library card)	\$15 for up to 2 hours
Non-residents	\$30 for up to 2 hours

Schedule of Fees & Charges

Police Department	
Central Records	
Copies of Reports:	
Phone Requests (credit/debit card only)	\$5
Mail Requests (fee must be received prior to mailing)	\$5
BuyCrash (online option)	\$10
Parties involved in incident	First copy free for involved Smyrna residents (ID or utility bill required). \$2 additional copies and non-residents.
Attorneys and Insurance Agencies	\$5
Private Investigators and Parties not involved	\$5
Open Records Requests:	
Copies	\$0.10 per page (front & back are 2 pages)
Administrative Fee	Hourly rate of preparer in excess of 15 minutes
911 Tape	Hourly rate of preparer in excess of 15 minutes
Video Tape (DVDs)	\$1 plus staff cost of preparation in excess of 15 min.
Dash Camera Video	\$10 plus staff cost of preparation in excess of 15 min.
Body Camera Video	\$10 plus staff cost of preparation in excess of 15 min.
Color Photos (non public safety)	\$5 each
Inmate Housing for Other Jurisdictions	\$42/day per inmate \$45/day per inmate: Powder Springs, incl. bonding \$50/day per inmate: Sandy Springs, incl. court
Fingerprinting:	
Live Scan	\$15 up to 3 cards. \$1 each additional card
Permits:	
Bingo Permits	\$35 / two years
Alcohol Serving Permit with Photo	\$45 / two years
Replacement Fee for Lost Alcohol Serving Permit	\$10
Pawn Brokers	\$35 / two years
Peddler Permit	\$30 (30 days only)
Peddler Permit Renewal	\$10
Bonding Company	\$100
Personal Background Check	\$25 each
Impounds:	
Electric Mobility Device Storage and Return	\$100 plus \$5 / day
Probation	
Per Probationee	\$44 / month
Drug screens	\$35
Minimum application fee + permit	\$100

Schedule of Fees & Charges

Sanitation		
Garbage Pick-Up:	Residential	Commercial
Roll-Out Can	\$21.50 / month	\$24.50 / month
Additional Roll-Out Can	\$10 / month	\$10 / month
In-Ground Can	\$21.50 / month	n/a
City Recycling	Included w/garbage pick-up	\$2.58 / month
Senior Citizen Discount (age 62 & over)	(\$2.00) / month	n/a
Large item pick-up (per item)	\$25	\$25
Mowing grass due to citation from City Marshal	\$200 - \$400	\$200 - \$400
Commercial & Residential Dumpsters	See "Schedule 2" for details	

Water Administration	
Water Rates: Effective January 1, 2020	
Tier 1: 0 - 3,000 gallons	\$4.21 per thousand gallons
Tier 2: 3,001 - 7,000 gallons	\$5.61 per thousand gallons
Tier 3: 7,001 - 14,000 gallons	\$6.99 per thousand gallons
Tier 4: 14,001 gallons & up	\$8.18 per thousand gallons
Multi-Family / Commercial	\$5.61 per thousand gallons
Irrigation	\$8.42 per thousand gallons
Sewer	\$8.10 per thousand gallons (effective Feb 1, 2019)
Storm Water	\$3.45 per unit (residential) \$3.45 per 3,900 sq ft of impervious surface
Base Rates:	
3/4" Residential	\$15.18 per month
3/4" Irrigation	\$12.77 per month
3/4" Commercial	\$15.18 per month
1" Residential	\$15.18 per month
1" Irrigation	\$12.77 per month
1" Commercial	\$22.24 per month
1 1/2"	\$48.43 per month
2"	\$90.00 per month
3"	\$266.25 per month
4"	\$317.24 per month
6"	\$421.18 per month
8"	\$526.11 per month
DCDA Fire Line - 1"	\$20.00 per month
DCDA Fire Line - 2"	\$20.00 per month
DCDA Fire Line - 3"	\$20.00 per month
DCDA Fire Line - 4"	\$20.00 per month
DCDA Fire Line - 6"	\$50.00 per month
DCDA Fire Line - 8"	\$60.00 per month
DCDA Fire Line - 10"	\$80.00 per month
DCDA Fire Line - 12"	\$110.00 per month
Deposits:	
Residential	\$100 (\$50 for sanitation)
Commercial	\$150
Restaurants	\$150
Hotel/Motel/Apartments	\$150

Schedule of Fees & Charges

Water Administration (continued)	
Water Meters:	
1"	\$1,700 Residential & Commercial
2"	\$1,950 Residential & Commercial
3"	\$4,000
4"	\$4,500
6"	\$23,250
8"	\$26,775
Apartments 6" or 8" meter with bypass	Developer to pay all costs + 20% of contractor's fee
3/4" Line Charge	\$4.50/LF 100 LF min.
1" Line Charge	\$7.00/LF 100 LF min.
2" Line Charge	\$11.00/LF 100 LF min.
Long Side Tap Fee	\$2,700
Sewer Fees:	
Residential	\$1,331
Commercial	Calculated
City of Smyrna to install all water meters other than 3" or larger; unless special arrangements have been made and approved by Public Works Director.	
Water Meter Fees:	
Meter Installation - Water Main Taps	
6" x 4" Tap	\$1,887
6" x 6" Tap	\$1,887
8" x 6" Tap	\$2,092
8" x 8" Tap	\$2,181
10" x 6" Tap	\$3,158
10" x 8" Tap	\$3,293
10" x 10" Tap	\$3,338
12" x 6" Tap	\$3,158
12" x 8" Tap	\$3,293
12" x 10" Tap	\$3,653
12" x 12" Tap	\$3,727
20" x 6" Tap	\$8,360
20" x 8" Tap	\$8,515
20" x 10" Tap	\$8,759
20" x 20" Tap	\$12,530
Water Main Installation	
4" Ductile Iron Pipe	\$13.85 per foot
6" Ductile Iron Pipe	\$17.04 per foot
8" Ductile Iron Pipe	\$23.43 per foot
10" Ductile Iron Pipe	\$29.82 per foot
12" Ductile Iron Pipe	\$38.34 per foot
20" Ductile Iron Pipe	\$52.19 per foot
Water Casing Bores	
12" Casing Bore	\$125 per foot
16" Casing Bore	\$135 per foot
20" Casing Bore	\$155 per foot
24" Casing Bore	\$175 per foot
36" Casing Bore	\$230 per foot

Schedule of Fees & Charges

Water Administration (continued)	
Water Meter w/ Bypass, Single Check Valve and Vault Only	
4" x 2" MFM MVR	\$15,400
6" x 3" MFM MVR	\$18,212
8" x 4" MFM MVR	\$21,087
8" x 6" MFM MVR	\$26,902
10" x 6" MFM MVR	\$35,337
Double Check Detector Valves with Vault	
4"	\$7,668
6"	\$11,502
8"	\$13,206
10"	\$15,443
Large Water Meters	
2"	\$1,651
3"	\$4,260
Irrigation Meters	
1"	\$1,700
4"	\$4,793
6"	\$24,761
8"	\$28,515
Fire Hydrant	\$2,663
6" Gate Valve	\$426
8" Gate Valve	\$692
10" Gate Valve	\$1,012
12" Gate Valve	\$1,385
Asphalt Saw Cuts	\$80 per foot
Concrete Saw Cuts	\$80 per foot
Sewer Main Installation	
6" DIP 0 - 6 ft depth	\$17.04 per foot
6" DIP 6 - 8 ft depth	\$20.24 per foot
6" DIP 8 - 10 ft depth	\$24.50 per foot
6" DIP 10 - 12 ft depth	\$28.76 per foot
6" DIP 12 - 14 ft depth	\$33.02 per foot
6" DIP 14 - 16 ft depth	\$39.41 per foot
6" DIP 16 - 18 ft depth	\$43.67 per foot
6" DIP 18 - 20 ft depth	\$47.93 per foot
6" DIP 20 - 22 ft depth	\$59.64 per foot
6" DIP 22 - 24 ft depth	\$91.59 per foot
6" PVC 0 - 6 ft depth	\$10.95 per foot
6" PVC 6 - 8 ft depth	\$12.52 per foot
6" PVC 8 - 10 ft depth	\$14.14 per foot
6" PVC 10 - 12 ft depth	\$19.44 per foot
6" PVC 12 - 14 ft depth	\$21.57 per foot
6" PVC 14 - 16 ft depth	\$24.76 per foot
6" PVC 16 - 18 ft depth	\$35.41 per foot
8" DIP 0 - 6 ft depth	\$16.81 per foot
8" DIP 6 - 8 ft depth	\$18.37 per foot
8" DIP 8 - 10 ft depth	\$20.00 per foot
8" DIP 10 - 12 ft depth	\$26.92 per foot
8" DIP 12 - 14 ft depth	\$27.42 per foot

Schedule of Fees & Charges

Water Administration (continued)	
8" DIP 14 - 16 ft depth	\$30.62 per foot
8" DIP 16 - 18 ft depth	\$41.27 per foot
8" DIP 18 - 20 ft depth	\$51.92 per foot
8" DIP 20 - 22 ft depth	\$62.57 per foot
8" DIP 22 - 24 ft depth	\$73.22 per foot
8" PVC 0 - 6 ft depth	\$10.95 per foot
8" PVC 6 - 8 ft depth	\$12.51 per foot
8" PVC 8 - 10 ft depth	\$14.14 per foot
8" PVC 10 - 12 ft depth	\$19.44 per foot
8" PVC 12 - 14 ft depth	\$21.57 per foot
8" PVC 14 - 16 ft depth	\$24.76 per foot
8" PVC 16 - 18 ft depth	\$35.41 per foot
Standard Manhole 0 - 6 feet	\$127.80 V.F.
Extra Depth Manhole 6 - 12 feet	\$95.85 V.F.
Extra Depth Manhole 12 + feet	\$95.85 V.F.
Connection to existing manhole	\$852 each
Construct invert and table	\$320 each
Frame and Cover	\$266 each
Watertight Frame and Cover	\$373 each
Miscellaneous	
Changes in Direction	4" \$90; 6" \$101; 8" \$133; 10" \$160; 12" \$213; 20" \$266
Line Valves M & H	6" \$53; 8" \$91; 10" \$107; 12" \$160
Reducers	6"x8" \$43; 8"x10" \$48; 10"x12" \$53
Solid Sleeve	6" \$53; 8" \$69; 10" \$80; 12" \$91
Grade Lock	6" \$107
Threaded Rod	\$1.07 / LF
Sewer Tap Locating	\$250 each
Crew and Equipment	\$375 per hour
Meter Drop-In	\$830
Water Meter Upgrade	\$830
Public Works Re-Connect Fees	\$50 (weekday); \$100 (weekend)

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 1

COMMUNITY DEVELOPMENT - BUSINESS LICENSE TABLES

Occupational Tax

Class 1		
Annual Gross Receipts		Amount
At Least	Not More Than	Of Tax
\$0	\$99,999	\$95
\$100,000	\$249,999	\$170
\$250,000	\$499,999	\$295
\$500,000	\$749,000	\$450
\$750,000	\$999,999	\$610
\$1,000,000	\$2,999,999	\$1,315
\$3,000,000	\$4,999,999	\$2,575
\$5,000,000	\$9,999,999	\$3,625
\$10,000,000	\$19,999,999	\$5,600
\$20,000,000	\$39,999,999	\$7,600
\$40,000,000	\$79,999,999	\$9,600
\$80,000,000	And Above	\$11,500 Plus \$105 Per Million or Portion Thereof Over \$100,000,000

Occupational Tax

Class 2		
Annual Gross Receipts		Amount
At Least	Not More Than	Of Tax
\$0	\$99,999	\$95
\$100,000	\$249,999	\$185
\$250,000	\$499,999	\$335
\$500,000	\$749,000	\$520
\$750,000	\$999,999	\$700
\$1,000,000	\$2,999,999	\$1,525
\$3,000,000	\$4,999,999	\$2,995
\$5,000,000	\$9,999,999	\$4,045
\$10,000,000	\$19,999,999	\$5,995
\$20,000,000	\$39,999,999	\$7,995
\$40,000,000	\$79,999,999	\$9,995
\$80,000,000	And Above	\$11,900 Plus \$210 Per Million or Portion Thereof Over \$100,000,000

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 2

PUBLIC WORK - SANITATION

Effective March 1, 2018

Commercial Sanitation

Size of Dumpster	Number of Times Picked Up Each Week					
	1	2	3	4	5	6
2 yard	46.65	89.28	123.17	160.42	200.56	240.62
4 yard	70.70	139.93	180.52	230.32	281.78	328.12
6 yard	94.57	197.72	262.21	309.53	364.66	437.59
8 yard	118.47	236.90	300.96	388.98	486.22	579.63
Extra pickup fee is \$34.78.						
One-time fee for locking top dumpster is \$118.18.						

Commercial Recycling

Size of Dumpster	Number of Times Picked Up Each Week					
	1	2	3	4	5	6
8 yard	82.84	165.67	248.52	331.35	414.18	497.01

Construction Dumpster

Size of Dumpster	Charges / Fees		
	Rental	Per Pull	Per Ton
20 yard	156.51	168.09	47.76
30 yard	156.51	168.09	47.76
40 yard	214.94	168.09	47.76
Delivery fee for each dumpster is \$77.90.			
The only size for residential will be the 20 yard and waiver must be signed.			

Other Charges

Compactors	\$475.25 per month rental
	\$202.99 per pull charge
	\$55.29 per ton

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 3

PARKS & RECREATION

	Resident	Non- Resident
Department Managed Athletics		
Youth Sports Participant Facility Use Fee (per person season fee)	\$ 15	
Non-Resident Youth Sports Fee (per person season surcharge)		\$ 25
Adult Basketball (team)	\$ 420	
Adult Softball		
Spring (team)	\$ 455	
Fall (team)	\$ 400	
Adult Volleyball (team)	\$ 400	
Sand Volleyball (team)	\$ 250	
ALTA Tennis Leage (team)	\$ 135	
Non-Resident Player Fee		\$ 10
Tolleson Pool Admission		
Daily Admission Kids (16 years and younger)	\$	5
Daily Admission Adults (17 years and older)	\$	7
Swim Diapers	\$	10
Tolleson Pool Passes		
Individual season pass	\$ 50	\$ 75
Family season pass (up to 4)	\$ 125	\$ 150
Each Additional Family Member	\$	15
Tolleson Swim Lesson Fees		
IPAP	\$ 50	\$ 85
Level 1	\$ 75	\$ 125
Tolleson Pool Parties (3 hours)		
Up to 100*	\$ 200	\$ 275
100 - 150 participant max (For each additonal group up to 50)	\$	60
Park Fees		
Facility Rentals		
Tolleson Dayroom (2 hour minimum)	\$ 30	\$ 40
Cost per each additional hour	\$	20
Pavilion (Per Hour)	\$ 30	\$ 50
Athletic Fields Rental		
Single Field - Cobb, Chuck Camp, Tolleson, and Ward Parks (2 hr minimum)	\$ 60	\$ 80
Each additional hour	\$	20
Complex Rental		
Riverline & Jonquil Socccer Complex, Brinkley Baseball Complex (Per Day)	\$ 500	\$ 550
Brinkley (Wagon Wheel - 3 fields) (Per day)	\$ 450	\$ 500
Chuck Camp Baseball Complex (Per Day)	\$ 450	\$ 500
Tolleson Complex (Per Day)	\$ 300	\$ 350
Light Usage Fee First hour (Per field per hour)	\$	30
Light Usage Fee each additional hour (Per field per hour)	\$	15
Maintenance (Per Day)	\$	300

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 3

PARKS & RECREATION

	Resident	Non- Resident
Other Rentals (Per Hour)		
Racquetball Court	\$ 3	\$ 4
Tennis Court Rental	\$ 5	\$ 10
Commercial Classes	\$	50
Outdoor Sand Volleyball Court	\$ 10	\$ 15
Zagster Bike Share (first hour free)	\$	2
Community Center		
Membership ID Card	\$ 5	\$ 5
Fitness Equipment Area & Open Gym		
Daily / walk-in	\$ 2	\$ 2
Monthly	\$ 5	\$ 15
Quarterly	\$ 15	\$ 45
Annually	\$ 50	\$ 150
Gymnasium		
Basketball Gym Rental (2 hour minimum, each gym)	\$ 60	\$ 90
Each additional hour	\$	40
Non-Sporting Special Events (4 hour minimum, large gym only)	\$	600
Each additional hour	\$	60
Wedding Receptions		
Magnolia Room / Kitchen (8 hours)	\$ 1,200	\$ 1,350
Magnolia Room / Kitchen (12 hours)	\$ 1,400	\$ 1,550
Magnolia / Dogwood / Kitchen (8 hours)	\$ 1,400	\$ 1,550
Magnolia / Dogwood / Kitchen (12 hours)	\$ 1,600	\$ 1,750
Dogwood Room / Kitchen (8 hours)	\$ 650	\$ 700
Dogwood Room / Kitchen (12 hours)	\$ 900	\$ 1,000
Gazebo (Wedding Ceremony, 4 hour minimum)	\$ 250	\$ 300
Other Rentals		
Dogwood Room (4 hours)	\$ 300	\$ 350
Each Additional hour	\$	50
Magnolia Room* (4 hours)	\$ 425	\$ 475
Each Additional hour	\$	50
*Kitchen use with rooms	\$	100
Jonquil Room (4 hours)	\$ 150	\$ 200
Each Additional hour	\$	20
Lily, Orchid, Sunflower, Azalea Rooms (4 hours)	\$ 90	\$ 140
Each Additional hour	\$	20
Tulip Room (4 hours)	\$ 120	\$ 170
Each Additional hour	\$	20
Daisy Room	\$ 55	\$ 105
Additional Equipment Rental		
Piano	\$	30
Projector/Screen	\$	65
TV	\$	65
Table Linens (each)	\$	10

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 3

PARKS & RECREATION

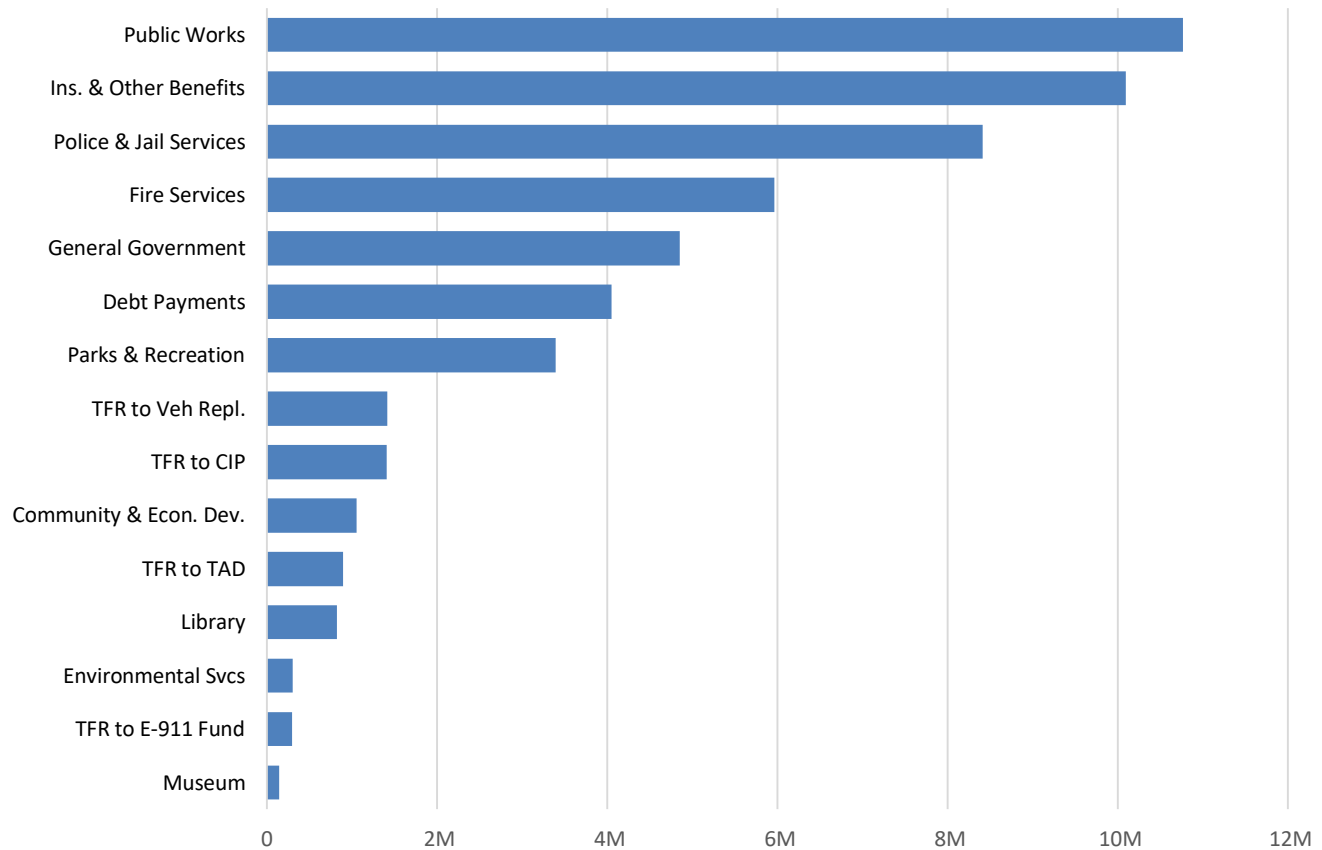
PARKS & RECREATION	Resident	Non- Resident
Aunt Fanny's Cabin		
Aunt Fanny's Cabin (4 hours)	\$ 150	\$ 200
Each Additional hour	\$ 25	
Brawner Hall		
Reception Room With Kitchen (4 hours)	\$ 400	\$ 450
Each Additional hour	\$ 40	
Wedding Use (8 hours)	\$ 1,200	\$ 1,300
Wedding Use (12 hours)	\$ 1,350	\$ 1,450
Entire First Floor - Wedding Use (8 hours)	\$ 1,600	\$ 1,700
Entire First Floor - Wedding Use (12 hours)	\$ 1,950	\$ 2,050
Front Porch Ceremony Add-On	\$ 200	\$ 300
Studios A & B (classrooms) (2 hours)	\$ 75	\$ 90
Each Additional hour	\$ 20	
Conference Room (4 hours)	\$ 75	\$ 90
Each Additional hour	\$ 10	
Taylor - Brawner Park		
Pavilion (per hour)	\$ 30	\$ 40
Amphitheater (seats 75)	\$ 35	\$ 45
Chair Rental (per Chair)	\$ 4	
Taylor - Brawner House		
Taylor - Brawner House Rental (4 hours)	\$350	\$450
Each Additional hour	\$ 50	
Wedding Function (8 hours)	\$ 1,000	\$ 1,200
Reed House		
First Floor Only (4 hours)	\$ 600	\$ 700
Each Additional hour	\$ 75	
Entire House/Property (4 hours)	\$ 1,000	\$ 1,200
Entire House/Property (8 hours)	\$ 1,500	\$ 1,700
Entire House/Property (12 hours)	\$ 1,800	\$ 2,000
Entire House/Property (each additional hour)	\$ 125	
Reed House Damage Deposit	\$ 250	
General Rental Booking Terms		
Alcohol Permit with Security (3 hours, any facility)	\$ 200	
Each Additional hour	\$ 50	
Cancellation Fee: 20% of rental fee prior to 30 days of rental		
Date Change Fee: 20% of rental fee prior to 30 days of rental		
Refundable Deposit:		
Gymnasium	\$ 250	
Magnolia, Dogwood, Brawner Banquet, TB House	\$ 200	
All other rooms	\$ 100	
Parks Programs		
Table Rental		
Summer Concert Series (per table)	\$ 35	\$ 45
Birthday Celebration (per table)	\$ 50	\$ 60
Concert Table Bundle	\$ 100	\$ 125

CITY OF SMYRNA, GEORGIA
FEES AND CHARGES
SCHEDULE 3

PARKS & RECREATION

	Resident	Non- Resident
Senior Adults		
Aqua Exercise at Tolleson Pool		
With Wolfe Center Pass	\$ -	\$ -
Without Wolfe Center Pass	\$ 5	\$ 5
Wolfe Center Membership (annual)	\$ 25	\$ 55
Wolfe Center Membership (6 months)	\$ 20	\$ 35
Wolfe Center Fitness Room Pass (per month)	\$ 10	\$ 10
Wolfe Center Fitness Room Pass (annual)	\$ 100	\$ 120
Wolfe Therapy Pool Pass (annual)	\$ 55	\$ 130
Wolfe Therapy Pool Pass (6 months)	\$ 35	\$ 75
Senior Adult Group Fitness (per class)	\$ 5	\$ 5
Senior Adult Group Fitness (per month)	\$ 40	\$ 45
One-on-One with Rudi (30 minute session)	\$ 25	
One-on-One with Rudi (eight 30 minute session)	\$ 185	
Senior Day Trips (prices vary based on destination)		
Classes		
Smyrna Summer Day Camp (per week)	\$125-\$175	\$150-\$200
Early Drop-Off OR Late Pick-Up (weekly)	\$ 40	\$ 50
Early Drop-Off AND Late Pick-Up (weekly)	\$ 70	\$ 80
<i>Many classes offered as a service by independent contractors. See class instructors for pricing.</i>		

General Fund Expenditures Summary



Expenditure Category	FY 2019 Actuals	FY 2020 Revised	FY 2021 Recomm	% of Fund Total
Public Works	9,106,902	10,715,224	10,768,220	20.0%
Insurance & Other Benefits	9,646,861	9,535,981	10,094,606	18.7%
Police & Jail Services	8,516,970	8,586,303	8,411,230	15.6%
Fire Services	5,653,225	5,879,436	5,962,055	11.1%
General Government	4,179,829	4,604,541	4,852,570	9.0%
Debt Payments	4,149,388	4,053,588	4,050,532	7.5%
Parks & Recreation	2,995,529	3,510,648	3,392,899	6.3%
Transfer to CIP	3,058,550	1,355,361	1,407,950	2.6%
Transfer to Veh Replacement	1,932,000	1,368,343	1,412,000	2.6%
Community & Economic Dev.	989,576	1,281,976	1,057,642	2.0%
Library	820,581	835,448	825,624	1.5%
Transfer to TAD	1,090,556	750,000	895,000	1.7%
Transfer to E-911 Fund	57,979	329,875	292,728	0.5%
Environmental Services	258,861	301,344	305,255	0.6%
Museum	135,831	299,231	143,314	0.3%
Total General Fund	52,592,638	53,407,300	53,871,625	100.0%

Special Revenue Fund Expenditures Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Recomm	% of Fund Total
Auto Rental Tax Fund	131,986	130,000	112,000	100.0%
CDBG Fund	388,886	500,000	215,000	100.0%
Confiscated Assets	61,693	165,649	122,000	100.0%
Donations & Special Fees Fund	356,379	304,347	350,000	100.0%
E-911 Fund				
Salaries	1,195,370	1,177,357	1,259,796	62.3%
Insurance & Other Benefits	396,398	385,119	409,030	20.2%
Other Operating Expenditures	331,309	447,044	351,902	17.4%
Total E-911 Fund	1,923,077	2,009,520	2,020,728	100.0%
Hotel/Motel Fund				
Salaries	148,862	150,322	156,981	10.5%
Insurance & Other Benefits	57,522	55,643	59,312	4.0%
Other Operating Expenditures	203,218	314,274	365,499	24.5%
Payments to Cobb Galleria	653,704	601,126	456,614	30.6%
Transfer to General Fund	544,635	595,875	452,625	30.4%
Total Hotel/Motel Fund	1,607,941	1,717,240	1,491,031	100.0%
Multiple Grant Fund	10,144	-	1,000	100.0%
Total Special Revenue Funds	4,480,106	4,826,756	4,311,759	

Capital Project Fund Expenditures Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Recomm	% of Fund Total
2011 SPLOST Fund	203,266	-	-	100.0%
2016 SPLOST Fund	10,200,867	12,322,163	22,274,597	100.0%
Capital Improvement Plan Fund	2,789,653	1,344,976	1,407,950	100.0%
E-911 Capital Project Fund	-	76,611	-	100.0%
Total Capital Project Funds	13,193,786	13,743,750	23,682,547	

Internal Service Fund Expenditures Summary

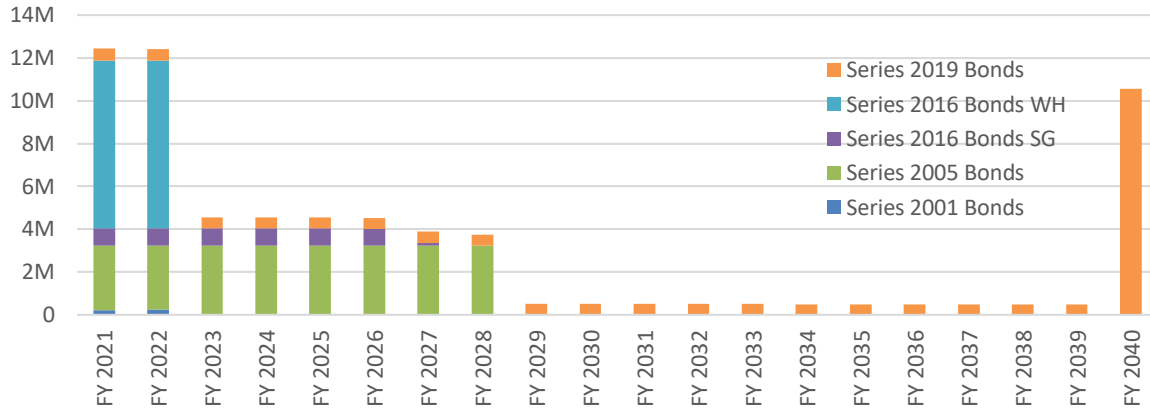
	FY 2019 Actuals	FY 2020 Revised	FY 2021 Recomm	% of Fund Total
Vehicle Replacement Fund	2,650,099	1,156,350	1,262,575	100.0%
Total Internal Service Funds	2,650,099	1,156,350	1,262,575	

Enterprise Fund Expenditures Summary

	FY 2019 Actuals	FY 2020 Revised	FY 2021 Recomm	% of Fund Total
Storm Water Fund	1,395,037	1,309,000	1,415,000	100.0%
Water/Sewer Capital Project Fund	2,673,230	7,574,126	3,330,000	100.0%
Water/Sewer Fund				
Salaries	1,105,658	1,102,154	1,191,923	6.6%
Insurance & Other Benefits	525,300	525,137	557,441	3.1%
Operating Expenses	1,216,914	1,355,792	1,337,528	7.4%
Depreciation	1,212,252	-	-	0.0%
Transfer to General Fund	1,489,900	1,542,430	1,535,200	8.5%
Wholesale Purchase of Water	9,683,429	9,900,398	10,129,000	56.0%
Infrastructure	-	-	-	0.0%
Transfer to Water/Sewer CIP Fund	3,060,000	4,295,000	3,330,000	18.4%
Debt Obligations	-	-	-	0.0%
Total Water/Sewer Fund	18,293,453	18,720,912	18,081,092	100.0%
Total Enterprise Funds	22,361,720	27,604,038	22,826,092	
Total of All Budgeted Funds	95,278,348	100,738,194	105,954,598	

Summary of Debt Obligations

As of June 30, 2019, the City will have approximately \$66.7M in outstanding revenue bond debt (principal and interest). The breakdown of this General Fund debt is shown in the charts below:



Revenue Bond	Principal Outstanding	Interest Outstanding	Total Outstanding	Date of Final Payment
2001 Series	435,000	22,745	457,745	8/1/2021
2005 Series	20,270,000	5,145,525	25,415,525	2/1/2028
2016 Series SG	4,580,000	305,372	4,885,372	2/1/2027
2016 Series WH	15,325,000	357,276	15,682,276	2/1/2022
2019 Series	12,095,000	8,135,850	20,230,850	2/1/2040
Totals	52,705,000	13,966,768	66,671,768	

2001 Series Revenue Bonds – Bonds totaling \$2,875,000 were issued through the Downtown Development Authority to purchase the Taylor-Brawner Park and Brawner Hall property.

2005 Series Revenue Bonds – Bonds totaling \$22,000,000 were issued through the Downtown Development Authority to acquire, construct and renovate parks and recreation facilities.

2016 Series Smyrna Grove Revenue Bonds – Bonds totaling \$6,175,000 were issued through the Downtown Development Authority for public infrastructure and other improvements necessary for site development at the former Hickory Lake Apartment complex. These were refinanced in 2016.

2016 Series Windy Hill Road Revenue Bonds – Bonds totaling \$15,325,000 were issued through the Downtown Development Authority to cover expenditures being reimbursed by 2016 SPLOST

2019 Series Smyrna TAD Bonds – Bonds in the amount of \$12,725,000 were issued through the Downtown Development Authority to satisfy payments owed for infrastructure reimbursements in the Tax Allocation District. The tax increment from the redevelopment will amortize this debt.

Recommended FY 2021 Funding for General Fund Bond Obligations

As summarized by the table below, staff recommends funding from cash reserves a portion of the FY 2021 payments owed for the 2016 Series (Smyrna Grove). As of June 30, 2020, there will be approximately \$1.32M set aside for future debt obligations, so using \$100K of this toward the FY 2021 payments will reduce the reserves for future debt obligations to \$1.22M.

Bond Series	Scheduled Payments	Funding Source					Total Funding
		General Fund	TAD Fund	TAVT	SPLOST	Reserves	
2001 Series	226,962	226,962					226,962
2005 Series	3,009,175	3,009,175					3,009,175
2016 Series SG ¹	812,395	712,395				100,000	812,395
2016 Series WH ²	7,837,538			237,538	7,837,538		8,075,076
2019 Series ³	541,468		1,750,000				1,750,000
TOTAL	12,427,537	3,948,532	1,750,000	237,538	7,837,538	100,000	13,873,608

NOTES

1. The 2016 Series Smyrna Grove bonds are a refinancing of the 2014 Series bonds.
2. Interest payments on the 2016 Series Windy Hill Road bond is funded by that portion of the Title Ad Valorem Tax which Smyrna has historically allocated to SPLOST revenues. The principal is being reimbursed by SPLOST revenues.
3. The 2019 Series is being amortized by the tax increment from redevelopment within the Tax Allocation District. Since the contributions from the Smyrna tax increment and the Cobb County tax increment are expected to exceed the scheduled payments, the additional revenues will be applied as an additional principal payment.

Full Life of Current Bond Obligations

	2001 Series			2005 Series Parks Bond			2016 Series Smyrna Grove			2016 Series Windy Hill Rd			2019 Series Smyrna TAD ¹			Date Total	Fiscal Year	Fiscal Year Totals
Date Due	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I			
8/1/2020	210,000	11,180	221,180	-	532,088	532,088	-	41,197	41,197	-	118,769	118,769	-	-	-	913,233		
2/1/2021	-	5,783	5,783	1,945,000	532,088	2,477,088	730,000	41,197	771,197	7,600,000	118,769	7,718,769	100,000	441,468	541,468	11,514,304	FY2021	12,427,537
8/1/2021	225,000	5,783	230,783	-	481,031	481,031	-	35,740	35,740	-	59,869	59,869	-	-	-	807,423		
2/1/2022	-	-	-	2,040,000	481,031	2,521,031	725,000	35,740	760,740	7,725,000	59,869	7,784,869	100,000	437,818	537,818	11,604,458	FY2022	12,411,881
8/1/2022	-	-	-	-	427,481	427,481	-	29,063	29,063	-	-	-	-	-	-	456,544		
2/1/2023	-	-	-	2,380,000	427,481	2,807,481	735,000	29,063	764,063	-	-	-	100,000	434,168	534,168	4,105,711	FY2023	4,562,255
8/1/2023	-	-	-	-	365,006	365,006	-	22,227	22,227	-	-	-	-	-	-	387,233		
2/1/2024	-	-	-	2,505,000	365,006	2,870,006	750,000	22,227	772,227	-	-	-	100,000	430,518	530,518	4,172,751	FY2024	4,559,984
8/1/2024	-	-	-	-	299,250	299,250	-	15,252	15,252	-	-	-	-	-	-	314,502		
2/1/2025	-	-	-	2,635,000	299,250	2,934,250	770,000	15,252	785,252	-	-	-	100,000	426,868	526,868	4,246,370	FY2025	4,560,872
8/1/2025	-	-	-	-	230,081	230,081	-	8,091	8,091	-	-	-	-	-	-	238,172		
2/1/2026	-	-	-	2,775,000	230,081	3,005,081	750,000	8,091	758,091	-	-	-	100,000	423,218	523,218	4,286,390	FY2026	4,524,562
8/1/2026	-	-	-	-	157,238	157,238	-	1,116	1,116	-	-	-	-	-	-	158,354		
2/1/2027	-	-	-	2,920,000	157,238	3,077,238	120,000	1,116	121,116	-	-	-	100,000	419,568	519,568	3,717,921	FY2027	3,876,275
8/1/2027	-	-	-	-	80,588	80,588	-	-	-	-	-	-	-	-	-	80,588		
2/1/2028	-	-	-	3,070,000	80,588	3,150,588	-	-	-	-	-	-	100,000	415,918	515,918	3,666,505	FY2028	3,747,093
8/1/2028	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2029	-	-	-	-	-	-	-	-	-	-	-	-	100,000	412,268	512,268	512,268	FY2029	512,268
8/1/2029	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2030	-	-	-	-	-	-	-	-	-	-	-	-	100,000	408,618	508,618	508,618	FY2030	508,618
8/1/2030	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2031	-	-	-	-	-	-	-	-	-	-	-	-	100,000	404,968	504,968	504,968	FY2031	504,968
8/1/2031	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2032	-	-	-	-	-	-	-	-	-	-	-	-	100,000	401,318	501,318	501,318	FY2032	501,318
8/1/2032	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2033	-	-	-	-	-	-	-	-	-	-	-	-	100,000	397,668	497,668	497,668	FY2033	497,668
8/1/2033	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2034	-	-	-	-	-	-	-	-	-	-	-	-	100,000	394,018	494,018	494,018	FY2034	494,018
8/1/2034	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2035	-	-	-	-	-	-	-	-	-	-	-	-	100,000	390,368	490,368	490,368	FY2035	490,368
8/1/2035	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2036	-	-	-	-	-	-	-	-	-	-	-	-	100,000	386,718	486,718	486,718	FY2036	486,718
8/1/2036	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2037	-	-	-	-	-	-	-	-	-	-	-	-	100,000	383,068	483,068	483,068	FY2037	483,068
8/1/2037	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2038	-	-	-	-	-	-	-	-	-	-	-	-	100,000	379,418	479,418	479,418	FY2038	479,418
8/1/2038	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2039	-	-	-	-	-	-	-	-	-	-	-	-	100,000	375,768	475,768	475,768	FY2039	475,768
8/1/2039	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2/1/2040	-	-	-	-	-	-	-	-	-	-	-	-	10,195,000	372,118	10,567,118	10,567,118	FY2040	10,567,118
Bonds Total	2001 Series			2005 Series Parks Bond			2016 Series Smyrna Grove			2016 Series Windy Hill Rd			2019 Series Smyrna TAD			Grand Total		66,671,768
	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I	Principal	Interest	Total P+I			
	435,000	22,745	457,745	20,270,000	5,145,525	25,415,525	4,580,000	305,372	4,885,372	15,325,000	357,276	15,682,276	12,095,000	8,135,850	20,230,850			

NOTES

1. 2019 Series Smyrna TAD amortization schedule subject to change if additional principal paid each year as expected.

Personnel Additions

Recommended Additions						Totals					% of Year Budgeted	FTE	Budget Impact ²
Department	Position Title	Type	Grade	#	Position Salary	Salaries	Benefits	Oper. & Maint Exp	Capital Outlay	Fiscal Impact			
Museum	Museum Assistant ¹	PT	13	1	28,860	28,860	16,670			45,530	75%	0.75	34,147
Totals	FT = 0 PT = 1				28,860	28,860	16,670	-	-	45,530		0.75	34,147

Additions Requested but NOT Recommended						Totals					% of Year Requested	FTE	Requested Impact
Department	Position Title	Type	Grade	#	Position Salary	Salaries	Benefits	Oper. & Maint Exp	Capital Outlay	Fiscal Impact			
Bldgs & Plant	Crew Worker	FT	4	1	25,324	25,324	18,792	500	12,000	56,616	50%	0.50	34,558
EMA	Emergency Mgt Specialist	FT	16	1	42,884	42,884	21,795			64,679	25%	0.25	16,170
Fire Admin	Fire and Life Safety Educator	FT	18	1	45,810	45,810	22,296	300		68,406	25%	0.25	17,326
Fire Response	Firefighter (Uncertified)	FT	13	6	39,649	237,893	127,452		12,000	377,345	25%	1.50	103,336
Hwys & Streets	Crew Worker	FT	4	2	25,324	50,648	37,585	1,000		89,233	50%	1.00	45,116
Parks Admin	Business Operations Superint.	FT	20	1	60,921	60,921	24,879		3,500	89,300	50%	0.50	46,400
Parks Admin	Maintenance Tech (Custodial)	FT	6	2	28,250	56,500	38,586	5,000		100,086	50%	1.00	52,543
Parks Maint	Crew Worker	FT	4	2	25,324	50,648	37,585	500		88,733	50%	1.00	44,616
Recycling	Crew Worker	FT	4	2	25,324	50,648	37,585	1,000		89,233	50%	1.00	45,116
Recycling	Truck Driver (Recycling)	FT	8	1	31,177	31,177	19,793	500		51,470	50%	0.50	25,985
Water Admin	Utility Services Meter Tech	FT	7	1	29,714	29,714	19,543	450		49,707	50%	0.50	25,079
Totals	FT = 19 PT = 0				379,701	682,167	405,891	9,250	27,500	1,124,808		8.00	456,245

NOTES

1. Thirty-hour part-time position recommended to assist the full-time manager and support day-to-day Museum operations.
2. Budget impact is based on the anticipated start date for the new position. The quarter-year delay will save approximately \$11,000.

Personnel Reclassifications

Department	Original			Recommended			Increase		
	Job	Type	Grade	Job	Type	Grade	Salary	Benefits	Budget Impact
Administration	Special Projects Coordinator	FT	20	Special Projects Manager & Regional Liaison ¹	FT	24	11,894	2,034	13,928
Bldgs & Plant	Maintenance Technician	FT	6	Maintenance Technician, Senior ²	FT	8	1,515	259	1,775
Comm Relations	Community Relations Assistant	FT	13	Community Relations Coordinator ³	FT	15	2,577	441	3,018
Env Svcs	KSB Coordinator	FT	13	KSB Coordinator ⁴	FT	15	2,196	376	2,572
Fire Prev	Office Assistant	FT	6	Administrative Assistant ⁵	FT	11	1,828	313	2,141
Fire Prev	Fire Engineer	FT	18	Fire Lieutenant ⁶	FT	21	2,999	513	3,512
Library	Library Clerk, Senior	FT	7	Circulation Manager ⁷	FT	12	3,402	582	3,984
Library	Technical Services Librarian	FT	15	Technical Services Librarian ⁸	FT	18	-	-	-
Maint & Shop	Supervisor, Fleet Maintenance	FT	21	Fleet Manager ⁹	FT	22	3,163	541	3,704
Parks Admin	Event and Sales Assistant	FT	8	Facility Events Coordinator Comm Ctr ¹⁰	FT	15	4,049	692	4,742
Parks Programs	Senior Programs Coordinator	FT	15	Recreation Services Superintendent ¹¹	FT	21	2,526	432	2,958
Police Admin	Senior Crime Intelligence Analyst	FT	15	Police Sergeant ¹²	FT	20	9,146	1,564	10,710
Sanitation	Truck Driver (Sanitation)	FT	8	Truck Driver, Senior (Sanitation) ¹³	FT	9	2,182	373	2,555
Totals	FT = 13 PT = 0			FT = 13 PT = 0			47,479	8,119	55,598

NOTES

1. Salary increase commensurate with greater responsibilities involving special projects, implementation of Smyrna Vision Plan, and engagement with partner organizations.
2. Five percent increase justified by additional qualifications and responsibilities.
3. Five percent increase and move to exempt status justified by reevaluation of the specialized skill set required in this position.
4. Five percent increase and move to exempt status justified by volunteer supervision and managerial duties associated with KSB, Inc.
5. Five percent increase justified by duties matching similarly graded positions.
6. Five percent increase justified by cross-training and responsibilities similar to other Lieutenants in this division.
7. Salary increase justified by managerial-level duties, including supervision of circulation staff.
8. No salary increase but higher grade justified by combination of multiple responsibilities and demand for highly specific technical knowledge.
9. Five percent increase justified by formal expansion of duties to include more than strictly fleet maintenance.
10. Salary increase to grade 15 minimum justified by duties matching a similar position in the Parks Department.
11. Five percent increase justified by new departmental hierarchy recommended by the Parks Master Plan.
12. Reclass of vacant position recommended to bring additional fleet management oversight to the Police Department as the city's largest fleet user.
13. Five percent increase justified by additional duties and department's goal to build a succession plan in this division.

Personnel Reclassifications

Department	Original			Requested but NOT Recommended			Increase		
	Job	Type	Grade	Job	Type	Grade	Salary	Benefits	Requested Impact
Comm Dev	Chief Building Officer	FT	23	Chief Building Officer ¹	FT	25	-	-	-
Comm Relations	Director, Community Relations	FT	26	Director, Community Relations ²	FT	29	4,636	793	5,429
Library	PT Library Associate	PT	N/A	Young Adult Librarian ¹	FT	14	17,376	19,896	37,272
Parks Maint	Parks Maint Coord (non-exempt)	FT	18	Parks Maint Coord (exempt) ³	FT	18	-	-	-
Totals	FT = 3 PT = 1			FT = 4 PT = 0			22,012	20,689	42,701

NOTES

1. Not recommended; wait for future organizational study for these departments.
2. Not recommended; wait for future discussion about taking all directors out of the pay grade.
3. Not recommended based on exempt status criteria.

Other Personnel Recommendations

Department	Proposal ¹	Background	Budget Impact ²
Fire and Police	3% increase for sworn public safety personnel.	This proposal is intended to help keep public safety salaries at competitive market rates.	175,000
Fire	2.5% increase for certified paramedics.	Paramedics currently receive 5% supplemental pay. This is an additional incentive for attaining that specialized training.	41,000
All	Variable merit increases based on annual performance reviews.	In recent years, these merit increases have ranged from 0% to 3.5%.	310,000

NOTES

1. This budget includes funding for each of these proposals at one-half of the fiscal year, but subsequent action by Mayor & Council will be necessary to make them effective.
2. Budget impact shown is for salaries and FICA. Not shown are increases to pension contributions and 401a retirement plans, budgeted at 7.45% and 2.0%, respectively.

Full Time Salary Grades

Effective July 1, 2018

In FY 2018, an independent third-party Human Resources consulting firm completed a review of the City's full-time salary grades, comparing them to regional and industry standards. The recommendations from this class and compensation study were adopted by Mayor & Council for the FY 2019 Budget. They remain unchanged for the FY 2021 Budget.

Grade	Minimum	Midpoint	Maximum
1	20,934	26,167	31,401
2	22,397	27,996	33,596
3	23,860	29,826	35,791
4	25,324	31,655	37,986
5	26,787	33,484	40,181
6	28,250	35,313	42,376
7	29,714	37,142	44,571
8	31,177	38,971	46,766
9	32,640	40,801	48,961
10	34,104	42,630	51,156
11	35,567	44,459	53,351
12	37,030	46,288	55,546
13	38,494	48,117	57,741
14	39,957	49,946	59,936
15	41,420	51,775	62,131
16	42,884	53,605	64,326
17	44,347	55,434	66,521
18	45,810	57,263	68,716
19	47,274	59,092	70,911
20	48,737	60,921	73,106
21	50,932	63,665	76,398
22	53,859	67,323	80,788
23	56,785	70,982	85,178
24	59,712	74,640	89,568
25	62,639	78,298	93,958
26	65,565	81,957	98,348
27	68,492	85,615	102,738
28	71,419	89,273	107,128
29	75,809	94,761	113,713
30	81,662	102,077	122,493
31	87,515	109,394	131,273
32	93,369	116,711	140,053
33	99,222	124,027	148,833
34	105,075	131,344	157,613
35	110,928	138,661	166,393

Summary of Personnel by Fund - Full Time Equivalents

As recommended for FY 2021 Budget

Fund	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.	FY21/FY20 Difference
General Fund	394.81	406.41	411.34	430.53	410.63	-0.71
E-911 Fund	22.36	23.36	23.93	24.31	24.31	0.38
Hotel/Motel Fund	2.13	2.07	2.07	2.07	2.07	0.00
Water/Sewer Fund	28.00	27.00	26.00	28.00	27.00	1.00
Totals	447.30	458.84	463.34	484.91	464.01	0.67

Summary of Personnel by Department - Full Time Equivalents

As recommended for FY 2021 Budget

Function	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Requested	FY 2021 Recomm.	FY21/FY20 Difference
General Government						
Administration	9.25	9.25	9.25	9.25	9.25	0.00
Buildings & Plant	4.00	4.00	4.00	5.00	4.00	0.00
Court	6.90	6.90	8.90	8.90	8.90	0.00
Finance	7.00	7.00	7.00	7.00	7.00	0.00
Governing Body	9.25	9.25	9.25	9.25	9.25	0.00
Human Resources	4.07	4.07	4.07	4.07	4.07	0.00
Information Technology	5.00	5.00	6.00	6.00	6.00	0.00
Water Administration	7.00	7.00	7.00	8.00	7.00	0.00
Total General Government	52.47	52.47	55.47	57.47	55.47	0.00
Public Safety						
E-911 Communications	22.36	23.36	23.93	24.31	24.31	0.38
Emergency Management	0.00	0.00	0.00	1.00	0.00	0.00
Fire Administration	5.00	5.00	4.00	5.00	4.00	0.00
Fire Prevention	5.00	5.00	6.00	6.00	6.00	0.00
Fire Response	69.00	69.00	69.00	75.00	69.00	0.00
Fire Training	3.00	3.00	3.00	3.00	3.00	0.00
Police Administration	108.00	108.00	106.00	106.00	106.00	0.00
Police - Jail	21.50	21.50	21.50	21.50	21.50	0.00
Total Public Safety	233.86	234.86	233.43	241.81	233.81	0.38
Community Services						
Community Development	13.00	13.00	13.00	13.00	13.00	0.00
Community Relations	2.13	2.07	2.07	2.07	2.07	0.00
Economic Development	2.00	2.00	2.00	2.00	2.00	0.00
Environmental Services	4.95	4.86	5.36	5.30	5.30	-0.06
Library	12.05	12.35	12.35	12.85	12.45	0.10
Museum	0.73	1.00	1.50	2.25	1.75	0.25
Parks Administration	10.52	10.67	11.38	14.38	11.38	0.00
Parks Athletics/Aquatics	5.85	5.85	5.85	5.85	5.85	0.00
Parks Brawner Hall	5.49	5.49	4.81	4.81	4.81	0.00
Parks Maintenance	11.25	11.25	11.25	13.25	11.25	0.00
Parks Programs	8.00	8.97	8.87	8.87	8.87	0.00
Total Community Services	75.97	77.51	78.44	84.63	78.73	0.29
Public Works						
Engineering	5.00	6.00	8.00	8.00	8.00	0.00
Highways & Streets	24.00	25.00	26.00	27.00	25.00	-1.00
Maintenance & Shop	7.00	7.00	7.00	7.00	7.00	0.00
Recycling	7.00	12.00	12.00	15.00	12.00	0.00
Sanitation	21.00	24.00	24.00	24.00	24.00	0.00
Water Distribution	21.00	20.00	19.00	20.00	20.00	1.00
Total Public Works	85.00	94.00	96.00	101.00	96.00	0.00
Grand Total	447.30	458.84	463.34	484.91	464.01	0.67

Departmental Position Listing

As recommended for FY 2021 Budget

Administration	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
City Administrator	FT	N/A	0	1	1	1	1
City Administrator	FT	33	1	0	0	0	0
Assistant City Administrator	FT	32	1	1	1	1	1
City Clerk	FT	29	1	1	1	1	1
Special Projects Mgr & Reg. Liaison	FT	24	0	0	0	1	1
Special Projects Coordinator	FT	20	1	1	1	0	0
Executive Assistant	FT	15	1	1	1	1	1
ICMA Local Govt Mgt Fellow	FT	15	0	0	1	1	1
Deputy City Clerk	FT	12	1	1	1	1	1
City Attorney	FT	N/A	1	1	1	1	1
Total FT Employees			7	7	8	8	8
Total PT FTEs			1.25	1.25	1.25	1.25	1.25
Total TEMP FTEs			1.00	1.00	0.00	0.00	0.00

Buildings & Plant	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Supervisor - Bldgs & Grounds	FT	21	1	1	1	1	1
Maintenance Technician Sr	FT	8	1	1	1	2	2
Maintenance Technician	FT	6	1	2	2	1	1
Crew Worker	FT	4	1	0	0	1	0
Total FT Employees			4	4	4	5	4

Community Development	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Comm Dev/Planning	FT	30	1	1	1	1	1
Chief Building Officer	FT	25	0	0	0	1	0
Chief Building Officer	FT	23	1	1	1	0	1
Senior Planner	FT	18	1	1	1	1	1
Planner II	FT	17	1	1	1	1	1
Lead City Marshal	FT	16	1	1	1	1	1
Planner I	FT	15	1	1	1	1	1
Building Inspector	FT	14	2	2	2	2	2
Business License Officer	FT	12	1	1	1	1	1
City Marshal - Code Enforcement	FT	12	3	3	3	3	3
Office Assistant	FT	6	1	1	1	1	1
Total FT Employees			13	13	13	13	13

NOTE: Two Economic Development positions moved to separate division in FY20.

Community Relations	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Community Relations	FT	29	0	0	0	1	0
Director of Community Relations	FT	26	1	1	1	0	1
Community Relations Coordinator	FT	15	0	0	0	1	1
Community Relations Assistant	FT	13	1	1	1	0	0
Total FT Employees			2	2	2	2	2
Total TEMP FTEs			0.13	0.07	0.07	0.07	0.07

Court	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Judge	FT	N/A	1	1	1	1	1
Solicitor	FT	N/A	1	1	1	1	1
Court Administrator	FT	21	0	0	1	1	1
Chief Probation Officer	FT	18	0	0	1	1	1
Clerk of Court	FT	17	1	1	0	0	0
Probation Officer	FT	15	0	0	1	1	1
Court Services Clerk Sr	FT	9	0	0	0	1	1
Court Services Clerk	FT	8	3	3	3	2	2
Total FT Employees			6	6	8	8	8
Total PT FTEs			0.90	0.90	0.90	0.90	0.90

E-911	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Police Lieutenant	FT	23	0	1	1	1	1
Police Lieutenant	FT	20	1	0	0	0	0
Public Safety Sys Administrator	FT	16	1	1	1	1	1
Emergency Comm Supervisor	FT	15	0	0	4	4	4
Communications Shift Supervisor	FT	13	3	4	0	0	0
Emergency Comm Officer II (Cert.)	FT	13	0	0	12	12	12
Emergency Comm Officer I (Unc.)	FT	10	0	0	4	4	4
Communications Officer	FT	10	16	16	0	0	0
GCIC Specialist	FT	10	1	1	1	1	1
Total FT Employees			22	23	23	23	23
Total PT FTEs			0.36	0.36	0.93	1.31	1.31

Economic Development	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Economic Development Manager	FT	24	1	1	1	1	1
Economic Development Coord	FT	17	1	1	1	1	1
Total FT Employees			2	2	2	2	2

Emergency Management	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Emergency Mgt Specialist	FT	16	0	0	0	1	0
Total FT Employees			0	0	0	1	0

Engineering	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
City Engineer	FT	29	1	1	1	1	1
Assistant City Engineer	FT	23	1	1	1	1	1
Environmental Inspector	FT	12	1	1	2	2	2
Traffic Signal Technician	FT	12	2	2	2	2	2
Stormwater Sewer Technician	FT	10	0	0	1	1	1
Crew Worker	FT	4	0	1	1	1	1
Total FT Employees			5	6	8	8	8

Environmental Services	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Environmental Services	FT	26	1	1	1	1	1
KSB Manager	FT	19	0	0	0	1	0
KSB Coordinator	FT	15	0	0	0	0	1
KSB Coordinator	FT	13	1	1	1	0	0
Recycling Center Coordinator	FT	12	1	1	1	1	1
Recycling Center Attendant	FT	6	1	1	2	2	2
Total FT Employees			4	4	5	5	5
Total PT FTEs			0.95	0.80	0.15	0.15	0.15
Total TEMP FTEs			0.00	0.06	0.21	0.15	0.15

Finance	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Finance Director	FT	31	1	1	1	1	1
Controller	FT	23	1	1	1	1	1
Purchasing Manager	FT	22	1	1	1	1	1
Budget Officer	FT	20	1	1	1	1	1
Accounting Coordinator	FT	17	1	1	1	1	1
Purchasing Buyer	FT	14	1	1	1	1	1
AP/Payroll Coordinator	FT	12	1	1	1	1	1
Total FT Employees			7	7	7	7	7

Fire Administration	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Fire Chief	FT	31	1	1	1	1	1
Deputy Fire Chief	FT	28	1	1	1	1	1
Fire & Life Safety Educator	FT	18	0	0	0	1	0
Administrative Svcs Coordinator	FT	13	0	1	1	1	1
Support Services Coordinator	FT	13	1	1	1	1	1
Dept Administrative Assistant	FT	12	1	0	0	0	0
Office Assistant	FT	6	1	1	0	0	0
Total FT Employees			5	5	4	5	4

Fire Prevention	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Division Chief, Prevention	FT	25	0	0	1	1	1
Battalion Chief	FT	25	0	1	0	0	0
Battalion Chief	FT	23	1	0	0	0	0
Fire Lieutenant	FT	21	0	3	3	4	4
Fire Lieutenant	FT	20	2	0	0	0	0
Inspector/Investigator (LT)	FT	20	1	0	0	0	0
Fire Engineer	FT	18	1	1	1	0	0
Administrative Assistant	FT	11	0	0	0	1	1
Office Assistant	FT	6	0	0	1	0	0
Total FT Employees			5	5	6	6	6

Fire Response	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Battalion Chief	FT	25	0	3	3	3	3
Battalion Chief	FT	23	3	0	0	0	0
Fire Lieutenant	FT	21	0	18	15	15	15
Fire Lieutenant	FT	20	18	0	0	0	0
Fire Engineer	FT	18	13	13	18	18	18
Firefighter II	FT	16	15	15	15	15	15
Firefighter I	FT	15	15	15	15	15	15
Firefighter (un-certified)	FT	13	5	5	3	9	3
Total FT Employees			69	69	69	75	69

Fire Training	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Division Chief, Training	FT	25	0	0	1	1	1
Battalion Chief	FT	25	0	1	0	0	0
Battalion Chief	FT	23	1	0	0	0	0
Training Officer (Lt)	FT	21	0	1	1	1	1
EMS Director (Lt)	FT	21	0	1	1	1	1
Training Officer (Lt)	FT	20	2	0	0	0	0
Total FT Employees			3	3	3	3	3

Governing Body	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Mayor	FT	N/A	1	1	1	1	1
City Council	FT	N/A	7	7	7	7	7
Executive Assistant	FT	15	1	1	1	1	1
Total FT Employees			9	9	9	9	9
Total PT FTEs			0.25	0.25	0.25	0.25	0.25

Highways & Streets	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Public Works	FT	31	1	1	1	1	1
Assistant Director of Pub Works	FT	24	1	2	2	1	1
Capital Projects Manager	FT	22	0	0	1	1	1
Streets Supervisor	FT	21	1	1	1	1	1
Warehouse Supervisor	FT	18	1	1	1	1	1
Admininstrative Svcs Coord Sr	FT	15	1	1	1	1	1
Streets Foreman	FT	12	1	1	1	1	1
Heavy Equipment Operator	FT	11	4	4	4	4	4
Equipment Operator Sr	FT	8	4	4	3	3	3
Equipment Operator	FT	7	2	2	3	3	3
Crew Leader	FT	6	1	1	1	1	1
Office Assistant	FT	6	1	1	1	1	1
Warehouse Attendant	FT	6	2	2	2	2	2
Crew Worker	FT	4	4	4	4	6	4
Total FT Employees			24	25	26	27	25

NOTE: One Assistant Director position moved to Water Distribution for FY21.

Human Resources	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of HR/Risk Management	FT	30	1	1	1	1	1
Human Resources Manager	FT	22	1	1	1	1	1
Employee Benefits Coordinator	FT	17	1	1	1	1	1
HR Technician	FT	12	1	1	1	1	1
Total FT Employees			4	4	4	4	4
Total TEMP FTEs			0.07	0.07	0.07	0.07	0.07

Information Technology	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Information Technology	FT	30	1	1	1	1	1
Manager of Information Technology	FT	21	1	1	1	1	1
GIS Coordinator	FT	19	1	1	1	1	1
Data Analyst	FT	19	0	0	1	1	1
System Administrator	FT	18	1	1	1	1	1
Info Systems Specialist	FT	18	1	1	1	1	1
Total FT Employees			5	5	6	6	6

Library	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Library	FT	29	1	1	1	1	1
Technical Services Librarian	FT	18	0	0	0	1	1
Youth Services Librarian	FT	16	1	1	1	1	1
Adult Services Librarian	FT	15	1	1	1	1	1
Technical Services Librarian	FT	15	1	1	1	0	0
Young Adult Librarian	FT	14	0	0	0	1	0
Circulation Manager	FT	12	0	0	0	1	1
Library Clerk Senior	FT	7	1	1	1	0	0
Library Clerk	FT	6	2	2	2	2	2
Total FT Employees			7	7	7	8	7
Total PT FTEs			5.05	5.35	5.35	4.85	5.45

Maintenance & Shop	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Fleet Manager	FT	22	0	0	0	1	1
Supervisor Fleet Maintenance	FT	21	1	1	1	0	0
Fleet Maintenance Foreman	FT	12	1	1	1	1	1
Mechanic Sr	FT	10	4	4	4	4	4
Mechanic	FT	9	1	1	1	1	1
Total FT Employees			7	7	7	7	7

Museum	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Museum Manager	FT	19	0	1	1	1	1
Total FT Employees			0	1	1	1	1
Total PT FTEs			0.73	0.00	0.00	0.75	0.75
Total TEMP FTEs			0.00	0.00	0.50	0.50	0.00

Parks Administration	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Director of Parks & Recreation	FT	30	1	1	1	1	1
Business Operations Superint.	FT	24	0	0	0	1	0
Facilities Superint.	FT	20	0	0	1	1	1
Facility Events Coordinator, Comm Ctr	FT	15	0	0	0	1	1
Department Administrative Asst	FT	12	1	1	1	1	1
Event & Sales Assistant	FT	8	1	1	1	0	0
Maintenance Technician Senior	FT	8	1	1	1	1	1
Maintenance Technician	FT	6	1	1	1	3	1
Receptionist	FT	4	1	1	1	1	1
Total FT Employees			6	6	7	10	7
Total PT FTEs			4.52	4.67	4.38	4.38	4.38

Parks Athletics/Aquatics	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Athletics & Aquatics Coordinator	FT	15	1	1	1	1	1
Total FT Employees			1	1	1	1	1
Total TEMP FTEs			4.85	4.85	4.85	4.85	4.85

Parks Brawner Hall	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Facility Event Coordinator	FT	15	1	1	1	1	1
Maintenance Technician	FT	6	1	1	1	1	1
Total FT Employees			2	2	2	2	2
Total PT FTEs			3.49	3.49	2.81	2.81	2.81

Parks Maintenance	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Park Superintendent	FT	21	1	1	1	1	1
Parks Maintenance Coordinator	FT	18	1	1	1	1	1
Maintenance Technician Sr	FT	8	1	1	1	1	1
Crew Leader	FT	6	2	2	2	2	2
Crew Worker	FT	4	6	6	6	8	6
Total FT Employees			11	11	11	13	11
Total PT FTEs			0.25	0.25	0.25	0.25	0.25

Parks Programs	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Recreation Services Superintendent	FT	21	0	0	0	1	1
Senior Programs Coordinator	FT	15	1	1	1	0	0
Recreation Coordinator	FT	10	1	2	2	2	2
Head Lifeguard	FT	6	2	1	1	1	1
Total FT Employees			4	4	4	4	4
Total PT FTEs			4.00	4.97	4.87	4.87	4.87

Police Administration	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Police Chief	FT	31	1	1	1	1	1
Deputy Police Chief	FT	28	2	2	2	2	2
Police Major	FT	25	0	3	3	3	3
Police Major	FT	23	3	0	0	0	0
Police Lieutenant	FT	23	0	7	7	7	7
Police Lieutenant	FT	20	6	0	0	0	0
Police Sergeant	FT	20	0	7	7	8	8
Chief Probation Officer	FT	18	1	1	0	0	0
Police Sergeant	FT	18	7	0	0	0	0
Certification Manager	FT	18	1	1	1	1	1
Forensic Evidence Specialist	FT	16	2	2	0	0	0
Master Patrol Officer	FT	16	12	12	9	9	9
Park Ranger Senior	FT	16	1	1	1	1	1
Police Officer	FT	15	39	38	49	49	49
Probation Officer	FT	15	1	1	0	0	0
Senior Crime Intelligence Analyst	FT	15	1	1	1	0	0
Warrants Officer	FT	15	1	1	1	1	1
Central Records Supervisor	FT	14	0	1	1	1	1
Crime Intelligence Analyst	FT	13	1	1	1	1	1
Police Officer Uncertified	FT	13	19	19	13	13	13
Quartermaster	FT	13	1	1	1	1	1
Department Administrative Asst	FT	12	1	1	1	1	1
Open Records Coordinator	FT	12	1	1	1	1	1
Property & Evidence Custodian	FT	11	0	2	2	2	2
Administrative Assistant	FT	11	1	0	0	0	0
Central Records Supervisor	FT	10	1	0	0	0	0
Central Records Assistant	FT	7	5	4	4	4	4
Total FT Employees			108	108	106	106	106

Police - Jail	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Police Major	FT	25	0	1	1	1	1
Police Major	FT	23	1	0	0	0	0
Chief Jailer	FT	17	1	1	1	1	1
Detention Shift Supervisor	FT	13	4	4	4	4	4
Detention Officer	FT	10	14	14	14	14	14
Jail Cook	FT	6	1	1	1	1	1
Total FT Employees			21	21	21	21	21
Total PT FTEs			0.50	0.50	0.50	0.50	0.50

Recycling	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Truck Driver - Recycling	FT	8	3	4	4	5	4
Crew Worker - Recycling	FT	4	4	8	8	10	8
Total FT Employees			7	12	12	15	12

Sanitation	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Sanitation Supervisor	FT	21	1	1	1	1	1
Sanitation Foreman	FT	12	1	1	1	1	1
Truck Driver, Senior - Sanitation	FT	9	0	0	0	1	1
Truck Driver - Sanitation	FT	8	7	8	8	7	7
Crew Worker - Sanitation	FT	4	12	14	14	14	14
Total FT Employees			21	24	24	24	24

Water Administration	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Utilities Services Manager	FT	20	1	1	1	1	1
Utility Billing Coordinator	FT	12	1	1	1	1	1
Utility Services Foreman	FT	11	1	1	1	1	1
Utility Services Clerk Sr	FT	9	1	0	1	1	1
Utility Services Meter Tech	FT	7	2	2	2	3	2
Utility Services Clerk	FT	7	1	2	1	1	1
Total FT Employees			7	7	7	8	7

Water Distribution	Status	Grade	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Assistant Director of Pub Works	FT	24	1	0	0	1	1
Water Distribution Supervisor	FT	21	1	1	1	1	1
Environmental Inspector	FT	12	1	1	0	0	0
Fire Hydrant Inspector	FT	12	1	1	1	1	1
Water/Sewer Foreman	FT	12	1	1	1	1	1
Heavy Equipment Operator	FT	11	2	2	2	2	2
Utilitites Locator	FT	11	1	1	2	2	2
Equipment Operator Sr	FT	8	2	2	1	1	1
Equipment Operator	FT	7	3	3	3	3	3
Crew Leader	FT	6	1	1	1	1	1
Utilities Meter Installation Tech	FT	6	1	1	1	1	1
Crew Worker	FT	4	6	6	6	6	6
Total FT Employees			21	20	19	20	20

NOTE: Assistant Director position moved from Highways & Streets for FY21.

Grand Totals	FY 2018	FY 2019	FY 2020	FY 2021 Requested	FY 2021 Recomm.
Full-Time Employees	419	430	436	457	436
Part-Time Employees	22.25	22.79	21.64	22.27	22.87
Temporary Employees	6.05	6.05	5.70	5.64	5.14
Grand Totals	447.30	458.84	463.34	484.91	464.01

NOTE: Eight FT positions adopted in FY20 were ultimately not approved by Mayor & Council. Four FT positions were approved, along with one reclass from Temp to FT and one reclass from PT to FT, for total of six new FT positions.

Capital Improvement Plan

FY 2021 to FY 2025

The Capital Improvement Plan (CIP) is a document approved by Mayor & Council along with the Operating Budget to outline a 5-year plan for upgrading, maintaining and replacing the City's capital assets. Capital assets cost at least \$20,000 and have a useful life of at least three years.

The "CIP" encompasses four capital project funds: General Fund CIP, E-911 CIP, Water/Sewer CIP, and Storm Water CIP. The General Fund CIP and E-911 CIP are funded by transfers-in from the General Fund. The Water/Sewer CIP is funded by a transfer-in from the Water/Sewer Fund. The Storm Water CIP is funded by a storm water fee assessed on residential and commercial properties.

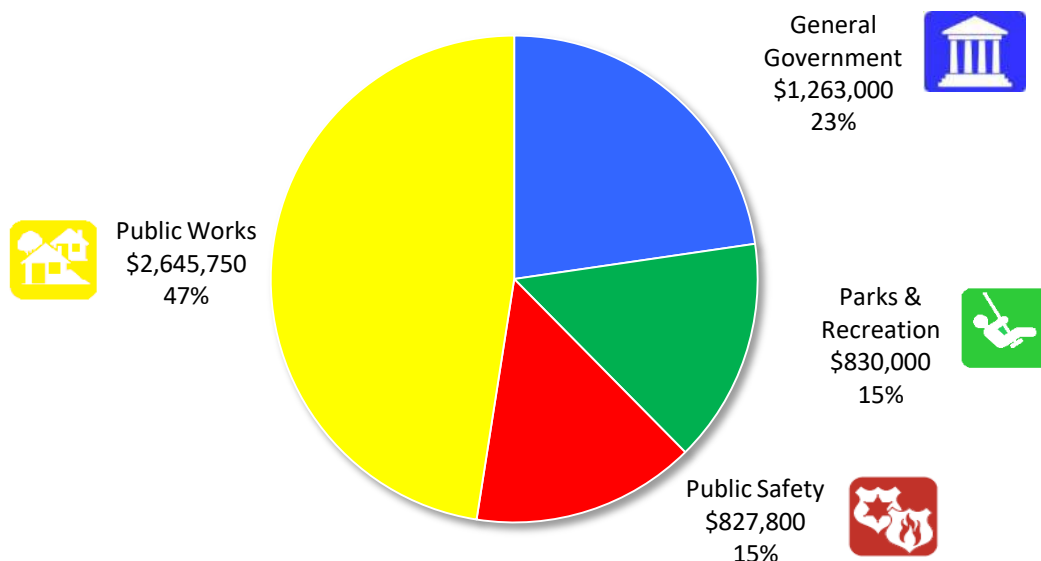
Departments submitted their new and revised capital requests for review by the CIP Committee, an ad-hoc committee composed of staff from Administration, Finance, and select Departments.

General Fund CIP

The Committee recommends 40 projects for funding through the FY 2021 - FY 2025 CIP. Twenty-seven of these projects are carried over from the FY 2020 - FY 2024 CIP adopted by Mayor & Council in the FY 2020 budget process. Fourteen projects are new requests from the Departments:

- 7 new requests to fund Parks projects
- 2 new requests to fund Community Development projects
- 2 new requests to fund Police/Jail projects
- 2 new requests to fund Public Works projects
- 1 new request to fund an Environmental Services project

The total cost of projects recommended for funding through the FY 2021 - FY 2025 CIP is \$5.6M. A breakdown of the total recommended funding over the 5-year time period is shown below:



Twenty projects totaling \$1,407,950 have been recommended for funding in FY 2021. Descriptions for these General Fund CIP projects are included below.



General Government

Automation of Inspection Scheduling	Comm Dev	\$67,000
This project will replace an inefficient, voicemail-based system with a fully automated system for inspection scheduling and results. It will be more convenient for customers and allow existing staff to handle a larger workload.		
Electronic Plan Review	Comm Dev	\$150,000
This project will replace an inefficient, paper-based plan review process with an electronic process. It will provide better customer service and other benefits for staff including concurrent plan review among various departments, enhanced security, automatic notifications, digital plans storage, and improved access to plans.		
Desktop Computer Upgrades	IT	\$46,000
This is an on-going project to replace outdated desktop computers city-wide. The maximum useful age of a standard business class computer is 5 years. The city has about 200 desktop computers in use.		
Youth Services Remodel	Library	\$60,000
The Youth Services department serves babies, pre-K, early elementary and tweens. This project will fund new shelving, furniture, computers, books, and interactive elements to support STEM, artistic, and collaborative learning.		
Adult Services Remodel	Library	\$80,000
This project will fund new ADA compliant shelving and make better use of available light. The Adult Services department supports life-long learning, academic success, and entrepreneurial pursuits.		
Total General Government		\$403,000



Parks & Recreation

Park Signage System-Wide	Parks Administration	\$20,000
This project will improve the marketing and branding of the city's park system by installing consistent signage. This is an initiative recommended by the Parks Master Plan. This is the second of a three-year project.		
Playground for 2-5 Year Olds @ Tolleson	Parks Maintenance	\$30,000
This project will fund the installation of a playground suitable for pre-K children at Tolleson Park. It will complement the recently installed playground for older children.		

Maintenance Areas @ Tolleson / Chuck Camp	Parks Maintenance	\$50,000
Parks Maintenance staff store supplies and equipment in two maintenance areas located at Tolleson Park and Chuck Camp Park. This project will fund miscellaneous repairs intended to improve the safety and function of these spaces.		
Pond Bank Stabilization	Parks Maintenance	\$100,000
This project will fortify the Village Green pond bank with a hardscape designed to stabilize the bank and reduce erosion. It will rectify a safety hazard, secure the pond ecosystem, and improve the overall aesthetic.		
Total Parks & Recreation		\$200,000



Public Safety

Fire Training Conex Boxes	Fire	\$75,000
This project will use shipping containers to construct a Fire training facility at the Public Works Complex. It will allow Smyrna Fire personnel to practice and stay proficient in required skills without having to leave city limits.		
Structural Firefighting Gear	Fire	\$159,000
This project will fund the acquisition of a second set of structural firefighting gear for each firefighter assigned to the Response division. This will improve the safety and response readiness of our Fire personnel.		
Water Pipe Replacement @ Jail	Jail	\$40,500
This project will fund the replacement of water pipes in the Smyrna Jail. Recurring pipe failures have caused breaks in service and mold issues. New pipes will help maintain a safe living environment for staff and inmates.		
Police Laptop Computer Refresh	Police	\$42,500
This is an ongoing project to replace outdated Police computers.		
Police Station Improvements	Police	\$75,000
This project will fund floor replacements in the hallways of the Police station. Hallways and stairwells will be painted as well.		
Total Public Safety		\$392,000



Public Works

Miscellaneous Carpet Replacement	Bldgs/Plant	\$20,000
This is an on-going project for miscellaneous carpet replacement throughout city buildings. Public Works staff will determine which locations get new carpet based on age and current condition.		

HVAC Replacement	Bldgs/Plant	\$106,000
This annually recurring project funds the replacement of HVAC units as needed in city facilities.		
Brawner Hall Improvements	Bldgs/Plant	\$100,000
To maintain the integrity of the historic Brawner Hall, this project will fund a variety of work including the replacement of deteriorating fascia board, overhangs, eaves, and siding.		
Detention Pond Maintenance	Engineering	\$100,000
This annually recurring project helps maintain detention ponds for which the City is liable. Improvements will help prevent flooding and prevent a discharge of pollutants downstream.		
Replace Underground Sanitation Cans	Sanitation	\$30,750
This is a multi-year project to replace underground sanitation cans throughout the City. Neighborhoods with underground cans are not well-suited for the standard roll-out carts. The new cans have a 10-15 year life expectancy.		
Sanitation Carts	Sanitation	\$56,200
This annually recurring project funds the purchase of new and replacement roll-out carts.		
Total Public Works		\$412,950
General Government		\$403,000
Parks & Recreation		\$200,000
Public Safety		\$392,000
Public Works		\$412,950
Total FY 2021 Recommended Funding for General Fund CIP		\$1,407,950

E-911 CIP

There are no projects recommended for funding in FY 2021.

Total FY 2021 Recommended Funding for E-911 CIP	\$0
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Water/Sewer CIP

Pull-Behind Jetter Trailer	Water Distribution	\$60,000
This project will fund the acquisition of a jetter trailer to be pulled behind the camera van. It will allow staff to clean sewer mains before video inspection.		
Fire Line DDC Meter Installations	Water Distribution	\$100,000
This annually recurring project funds the purchase of detector double-check valves and meters to replace older large meters in use across the City. These meter assemblies are used primarily in fire line installations. They are intended to help protect the potable water supply, control water line loss, and capture additional billable water consumption.		
Drainage Improvements	Water Distribution	\$210,000
This annually recurring project funds miscellaneous drainage improvements. These include routine repairs and maintenance as well as curbs and gutters, sidewalks and catch basins, and other drainage structures.		
Water Meters and Dials	Water Distribution	\$660,000
This is a multi-year project to replace approximately ten thousand 5/8" water meters and dials in use across the City. The new assemblies have a 15-year life expectancy.		
Infrastructure Improvements	Water Distribution	\$2,300,000
This annually recurring project funds miscellaneous infrastructure improvements. These include routine repairs and maintenance as well as upgrades to the city's water and sewer mains, services, sewer lift stations, manholes, and valves.		
Total FY 2021 Recommended Funding for Water/Sewer CIP		\$3,330,000

Storm Water CIP

Storm Water Projects	Storm Water	\$1,415,000
This annually recurring project funds miscellaneous storm water infrastructure improvements. These include routine repairs and maintenance as well as upgrades to storm water piping and structures.		
Total FY 2021 Recommended Funding for Storm Water CIP		\$1,415,000

Projects Eliminated or Moved Out of FY 2021

Below is a summary of the projects requested by departments for funding in FY 2021 that the CIP Committee eliminated or delayed to a future year:

General Fund CIP

Replace Brick Pavers @ Village Green Circle	Buildings & Plant	\$331,000
Pulled from CIP to better refine scope and budget.		
Intrusion Prevention System	Information Technology	\$35,000
Capital project no longer needed, per IT Department.		
Community Center Reception Area	Parks Administration	\$50,000
Pushed one year and recommended for funding by CDBG.		
Community Center Rooms 4 & 5 Renovation	Parks Administration	\$50,000
Pushed one year and recommended for funding by CDBG.		
Community Center Game Room Renovation	Parks Administration	\$150,000
Pushed one year and recommended for funding by CDBG.		
Wedding Gazebo & Grounds Upgrades	Parks Maintenance	\$75,000
Pushed one year.		
General Fund CIP Projects Eliminated or Moved Out of FY 2021		\$691,000

E-911 CIP

Backup E-911 Center	E-911	\$110,547
Project pushed one year and recommended for SPLOST. In the meantime, Cobb County will continue to provide backup E-911 services.		
E-911 CIP Projects Eliminated or Moved Out of FY 2021		\$110,547

Water/Sewer CIP

Pull-Behind Valve Exerciser/Cleaner	Water Distribution	\$52,000
Pushed one year.		
Water/Sewer CIP Projects Eliminated or Moved Out of FY 2021		\$52,000

Past Projects to Be Closed

Every year, Mayor & Council take formal action to close past capital projects. This is a recommended practice in the field of local government finance because it gives the Governing Body an update on the completion of adopted projects. It also gives Finance the authority to reallocate any remaining funds for future capital projects. Staff recommends the following past projects be closed and project balances be returned to their respective funds:

General Fund CIP

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Fire Admin	31526	Replace Fire Station 2	2015	100,000.00	18,800.00	81,200.00
Parks Admin	31830	Restroom Upgrades at Comm Center	2018	92,000.00	116,451.06	(24,451.06)
Parks Admin	31989	Gym Floor Resurfacing	2019	25,000.00	24,400.00	600.00
Parks Admin	31930	Restroom Upgrades at Comm Center	2019	127,500.00	-	127,500.00
Parks Ath/Aq	31990	Tolleson Pool Improvements	2019	115,000.00	112,829.83	2,170.17
Parks Maint	31991	Tennis Court Repair	2019	30,000.00	34,980.00	(4,980.00)
Parks Maint	31992	Tolleson Park Playground	2019	200,000.00	192,206.07	7,793.93
Library	31856	Self-Check Kiosks and RFID Conversion	2018	62,505.21	62,505.21	-
Library	31988	Window Treatments	2019	36,300.00	35,412.50	887.50
Bldgs & Plant	31610	Misc. Carpet Replacement	2016	20,000.00	20,000.00	-
Bldgs & Plant	31710	Misc. Carpet Replacement	2017	20,000.00	19,969.23	30.77
Bldgs & Plant	31810	Misc. Carpet Replacement	2018	20,000.00	19,350.77	649.23
Bldgs & Plant	31910	Misc. Carpet Replacement	2019	20,000.00	20,083.00	(83.00)
Bldgs & Plant	32010	Misc. Carpet Replacement	2020	20,000.00	20,000.00	-
Bldgs & Plant	31984	HVAC Replacement	2019	106,000.00	107,482.00	(1,482.00)
Hways & Streets	31639	Extension to Equipment Shed	2016	40,000.00	29,950.03	10,049.97
Hways & Streets	31875	New Pan-Tilt Security Camera for PWC	2018	25,000.00	24,950.00	50.00
Hways & Streets	32002	Add A/C to Warehouse	2020	20,000.00	34,040.00	(14,040.00)
Maint & Shop	31993	Update Fuel System	2019	60,000.00	65,323.86	(5,323.86)
Sanitation	31920	Sanitation Carts	2019	45,000.00	45,000.00	-
Sanitation	31981	Replace Underground Sanitation Cans	2019	76,250.00	76,249.99	0.01
Sanitation	32020	Sanitation Carts	2020	45,000.00	44,999.96	0.04
General Fund CIP Totals				1,305,555.21	1,124,983.51	180,571.70

Past Projects to Be Closed

Water/Sewer CIP

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Water Dist	51604	Shed Enclosure for Vac-Cons at PWC	2016	118,550.12	118,550.12	-
Water Dist	51808	Sewer Camera and Box	2018	200,014.45	200,014.45	-
Water Dist	51810	Replace Water Meter Dials	2018	320,005.07	294,075.07	25,930.00
Water Dist	51901	Infrastructure Improvements	2019	2,147,425.00	2,147,147.20	277.80
Water Dist	51902	Drainage Improvements	2019	196,407.94	195,095.44	1,312.50
Water Dist	51909	Water Meters and Dials	2019	660,004.48	660,004.48	-
Water Dist	52012	Leak Detection Correlation Device	2020	25,000.00	25,000.00	-

Water/Sewer CIP Totals				3,667,407.06	3,639,886.76	27,520.30
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Storm Water CIP

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Stormwater	41901	Storm Water Projects	2019	1,179,000.00	1,178,763.31	236.69

Storm Water CIP Totals				1,179,000.00	1,178,763.31	236.69
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General Fund CIP

FY 2021 - FY 2025

GENERAL GOVERNMENT									
Dept Name	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Comm Dev	261	Automation of Inspection Scheduling	New	67,000					67,000
Comm Dev	262	Electronic Plan Review	New	150,000					150,000
Env Svcs	264	Baler Replacement	New					75,000	75,000
IT	56	Desktop Computer Upgrades	Revised	46,000	46,000	46,000	46,000	46,000	230,000
IT	221	Core Network Router Replacement	Existing		200,000				200,000
IT	243	Server Rack Switches	Existing				88,000		88,000
IT	242	Hyper-V Cluster Host Server Refresh	Existing				153,000		153,000
Library	121	Youth Services Remodel	Existing	60,000					60,000
Library	122	Adult Services Remodel	Existing	80,000					80,000
Library	244	Downstairs Bathroom Remodel	Revised		80,000				80,000
Library	245	Upstairs Bathroom Remodel	Revised			80,000			80,000
Total General Government				403,000	326,000	126,000	287,000	121,000	1,263,000

PARKS & RECREATION									
Dept Name	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Parks Admin	248	Park Signage System-Wide	Existing	20,000	20,000				40,000
Parks Admin	268	Burger Park	New		75,000				75,000
Parks Admin	269	Reed House Landscaping	New		150,000				150,000
Parks Ath/Aq	224	Bleacher Replacement	Existing				85,000		85,000
Parks Brawner	270	Aunt Fanny's Cabin Repairs	New		50,000				50,000
Parks Maint	271	Playground for 2-5 Year Olds @ Tolleson	New	30,000					30,000
Parks Maint	272	Wedding Gazebo & Grounds Upgrades	New		75,000				75,000
Parks Maint	273	Maintenance Areas @ Tolleson / Chuck Camp	New	50,000	50,000				100,000
Parks Maint	254	Pond Bank Stabilization	Existing	100,000					100,000
Parks Maint	253	Library Playground & PIP Surfacing	Existing		50,000				50,000
Parks Maint	275	Whitfield Park Enhancements	New			75,000			75,000
Total Parks & Recreation				200,000	470,000	75,000	85,000	-	830,000

PUBLIC SAFETY									
Dept Name	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Fire	241	Fire Training Conex Boxes	Existing	75,000					75,000
Fire	181	Structural Firefighting Gear	Existing	159,000					159,000
Fire	182	Self-Contained Breathing Apparatus	Revised			79,300			79,300
Fire	158	Cascade Air-Filling System	Existing		50,000				50,000
Fire	240	Weather Siren Software Upgrade	Revised			80,000			80,000

Dept Name	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Jail	280	Water Pipe Replacement @ Jail	New	40,500					40,500
Police	61	Police Laptop Computer Refresh	Existing	42,500	42,500	42,500	42,500	42,500	212,500
Police	276	Police Station Improvements	New	75,000					75,000
Police	184	SWAT Tactical Vest Replacement	Existing		56,500				56,500
Total Public Safety				392,000	149,000	201,800	42,500	42,500	827,800

PUBLIC WORKS

Dept Name	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Bldgs & Plant	62	Misc Carpet Replacement	Revised	20,000	20,000	20,000	20,000	25,000	105,000
Bldgs & Plant	231	HVAC Replacement	Revised	106,000	106,000	106,000	106,000	125,000	549,000
Bldgs & Plant	259	Brawner Hall Improvements	New	100,000					100,000
Bldgs & Plant	235	Replace Generators @ Fire Stations 1&5	Revised		74,000	50,000			124,000
Bldgs & Plant	260	HVAC Computer Board Standardization	New		125,000				125,000
Bldgs & Plant	188	Roof Repairs & Replacements	Revised		735,000				735,000
Engineering	238	Detention Pond Maintenance	Existing	100,000	100,000	100,000	100,000	100,000	500,000
Sanitation	131	Replace Underground Sanitation Cans	Revised	30,750	48,000	48,000			126,750
Sanitation	81	Sanitation Carts	Revised	56,200	56,200	56,200	56,200	56,200	281,000
Total Public Works				412,950	1,264,200	380,200	282,200	306,200	2,645,750
Total General Fund CIP				1,407,950	2,209,200	783,000	696,700	469,700	5,566,550

FY 2021 projects to be funded by a transfer-in from the General Fund.

E-911 CIP
FY 2021 - FY 2025

Dept	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
E-911	278	Upgrade E-911 Phone System	New		150,000				150,000
E-911	279	E-911 Furniture Replacement	New			100,000			100,000
Total E-911 CIP				-	150,000	100,000	-	-	250,000

Water/Sewer CIP

FY 2021 - FY 2025

Dept	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Water Distrib	538	Pull-Behind Jetter Trailer	New	60,000					60,000
Water Distrib	531	Fire Line DDC Meter Installations	Existing	100,000	100,000	100,000	100,000	100,000	500,000
Water Distrib	518	Drainage Improvements	Revised	210,000	225,000	241,000	258,000	276,000	1,210,000
Water Distrib	523	Water Meters and Dials	Existing	660,000	660,000	118,000			1,438,000
Water Distrib	517	Infrastructure Improvements	Revised	2,300,000	2,461,000	2,633,000	2,817,000	3,014,000	13,225,000
Water Distrib	528	Replacement Arrow Board	Existing		20,000				20,000
Water Distrib	527	Pull-Behind Valve Exerciser/Cleaner	Existing		52,000				52,000
Total Water/Sewer CIP				3,330,000	3,518,000	3,092,000	3,175,000	3,390,000	16,505,000

FY 2021 projects to be funded by a transfer-in from the Water/Sewer Fund.

Storm Water CIP

FY 2021 - FY 2025

Dept	Proj #	Project Name	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Storm Water	519	Storm Water Projects	Revised	1,415,000	1,443,000	1,472,000	1,501,000	1,531,000	7,362,000
Total Storm Water CIP				1,415,000	1,443,000	1,472,000	1,501,000	1,531,000	7,362,000

FY 2021 projects to be funded by the Storm Water Fee levied on residential and commercial properties.

This budget matches the revenues estimate and includes a \$0.07 (2%) rate increase effective January 2021.

Vehicle Replacement Fund

Summary of Replacements by Fund - FY 2021 to FY 2025

General Fund	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Administration	-	-	-	-	-	-
Buildings & Plant	-	-	-	-	-	-
Community Development	25,000	28,000	-	25,000	25,000	103,000
E-911	-	-	-	-	-	-
Engineering	-	150,000	-	37,000	-	187,000
Environmental Svcs	25,000	-	-	-	-	25,000
Fire Administration	42,000	42,000	302,000	900,000	1,350,000	2,636,000
Fleet Maintenance	-	-	45,000	-	-	45,000
Highways & Streets	70,000	220,000	55,000	50,000	220,000	615,000
Information Technology	-	-	60,000	-	-	60,000
Library	-	-	-	-	-	-
Parks Administration	-	-	-	-	-	-
Parks Athl/Aquatics	-	-	-	-	-	-
Parks Brawner Hall	-	-	-	-	-	-
Parks Programs	-	-	60,000	-	-	60,000
Parks Maintenance	83,775	-	-	-	-	83,775
Police Admin	240,000	315,000	455,000	410,000	520,000	1,940,000
Police - Jail	-	-	-	45,000	-	45,000
Recycling	544,800	181,600	-	-	-	726,400
Sanitation	195,000	227,000	-	454,000	-	876,000
Total General Fund	1,225,575	1,163,600	977,000	1,921,000	2,115,000	7,402,175

Water/Sewer Fund	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Water Administration	-	-	25,000	-	-	25,000
Water Distribution	37,000	25,000	25,000	65,000	300,000	452,000
Total Water/Sewer Fund	37,000	25,000	50,000	65,000	300,000	477,000

3.03% 3.00% 2.98%

Transfers In	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Transfers In - General Fund	1,412,000	1,454,000	1,498,000	1,543,000	1,589,000	7,496,000
Transfers In - Water/Sewer Fund	137,000	141,000	145,000	149,000	153,000	725,000
Use of Prev Committed Funds	-	-	-	-	-	-
Total Transfers In	1,549,000	1,595,000	1,643,000	1,692,000	1,742,000	8,221,000

The FY 2021 General Fund Transfer-In is the 30-yr avg annual contribution, plus \$100K for emergency funds.

The FY 2021 Water/Sewer Transfer-In is the 30-yr avg annual contribution.

Net Change to Fund Balance	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Total Transfers In	1,549,000	1,595,000	1,643,000	1,692,000	1,742,000	8,221,000
- Scheduled Expenditures	1,262,575	1,188,600	1,027,000	1,986,000	2,415,000	7,879,175
- Scheduled Emergency Funds	100,000	100,000	100,000	100,000	100,000	500,000
Net Change to Fund Balance	186,425	306,400	516,000	(394,000)	(773,000)	(158,175)

Additions to fund balance build up reserves for years with higher scheduled expenditures.

Vehicle Replacement Fund

Age and Mileage Criteria for Replacement Eligibility

Vehicle Type	Mileage	Age
City Pick Ups	150,000	20
City Sedans	150,000	20
City SUVs/Vans	150,000	20
Fire Ladders	150,000	15
Fire Rescue/Engine	150,000	10
Fire Vehicles	150,000	20
Police Admin/Det	150,000	20
Police Cruisers	140,000	20
City Med. Diesel Trucks	125,000	15
VacCon	125,000	15
Dump Trucks	100,000	10
San/Recycling Trucks	100,000	15
Backhoes*	15,000	20
Front Loaders*	15,000	20
Takeuchis*	15,000	15
Bobcats*	10,000	20

* Engine hours instead of mileage.

Past Projects to Be Closed

Staff recommends the following past projects be closed and project balances be returned to the Vehicle Replacement Fund:

Vehicle Replacement Fund

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Administration	61613	Administration Vehicles	2016	25,000.00	24,660.00	340.00
Bldgs & Plant	61915	Buildings & Plant Vehicles	2019	36,000.00	30,345.00	5,655.00
Comm Dev	61772	Community Development Vehicles	2017	50,000.00	44,467.00	5,533.00
Comm Dev	61972	Community Development Vehicles	2019	50,000.00	50,022.00	(22.00)
Engineering	61627	Engineering Vehicles	2016	40,000.00	31,773.00	8,227.00
Env Svcs	61548	Environmental Services Vehicles	2015	15,000.00	20,000.00	(5,000.00)
Fire Admin	61635	Fire Vehicles	2016	85,000.00	89,900.00	(4,900.00)
Fire Admin	61835	Fire Vehicles	2018	-	28,343.00	(28,343.00)
Fire Admin	61935	Fire Vehicles	2019	635,000.00	649,219.00	(14,219.00)
Fire Admin	62035	Fire Vehicles	2020	42,000.00	42,000.00	-
Fire Admin	61535	Fire Vehicles	2015	25,000.00	24,943.00	57.00
Hways & Streets	61542	Highways & Streets Vehicles	2015	70,000.00	78,877.00	(8,877.00)
Hways & Streets	61642	Highways & Streets Vehicles	2016	275,000.00	274,257.52	742.48
Hways & Streets	61742	Highways & Streets Vehicles	2017	213,000.00	184,895.00	28,105.00
IT	61653	Information Technology Vehicles	2016	23,000.00	19,530.00	3,470.00
Maint & Shop	61649	Maintenance & Shop Vehicles	2016	21,500.00	21,256.00	244.00
Maint & Shop	61749	Maintenance & Shop Vehicles	2017	21,500.00	21,735.00	(235.00)
Maint & Shop	61849	Maintenance & Shop Vehicles	2018	21,500.00	21,181.00	319.00
Parks Admin	61761	Parks Administration Vehicles	2017	32,000.00	25,539.00	6,461.00
Parks Brawner	61964	Parks Brawner Hall Vehicles	2019	32,000.00	26,056.00	5,944.00
Parks Maint	61765	Parks Maintenance Vehicles	2017	-	47,300.56	(47,300.56)
Parks Maint	61965	Parks Maintenance Vehicles	2019	80,000.00	66,797.00	13,203.00
Parks Maint	62065	Parks Maintenance Vehicles	2020	95,000.00	83,916.00	11,084.00
Police - Jail	61933	Jail Vehicles	2019	45,000.00	41,883.00	3,117.00
Police Admin	61532	Police Vehicles	2015	130,000.00	157,603.00	(27,603.00)
Police Admin	61632	Police Vehicles	2016	260,000.00	249,833.62	10,166.38
Police Admin	61732	Police Vehicles	2017	326,000.00	331,379.57	(5,379.57)

Past Projects to Be Closed

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Police Admin	61832	Police Vehicles	2018	246,000.00	262,917.52	(16,917.52)
Police Admin	61932	Police Vehicles	2019	574,768.75	555,806.59	18,962.16
Sanitation	61543	Sanitation Vehicles	2015	180,000.00	236,816.00	(56,816.00)
Sanitation	61643	Sanitation Vehicles	2016	81,500.00	79,603.00	1,897.00
Sanitation	61743	Sanitation Vehicles	2017	285,000.00	291,818.25	(6,818.25)
Sanitation	61943	Sanitation Vehicles	2019	420,000.00	402,616.00	17,384.00
Water Admin	61941	Water Administration Vehicles	2019	25,000.00	24,551.00	449.00
Water Dist	61544	Water Distribution Vehicles	2015	140,000.00	78,930.85	61,069.15
Water Dist	61644	Water Distribution Vehicles	2016	28,000.00	27,867.23	132.77
Water Dist	61744	Water Distribution Vehicles	2017	21,500.00	21,907.00	(407.00)
Water Dist	61844	Water Distribution Vehicles	2018	820,500.00	755,129.97	65,370.03
Vehicle Replacement Fund Totals				5,470,768.75	5,425,674.68	45,094.07

Vehicle Replacement Fund
Replacement Schedule - FY 2021 to FY 2025

GENERAL GOVERNMENT								
Dept Name	Veh. #	Description	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Comm Dev		FORD F-150 ¹	New	25,000				
Comm Dev	7400	2001 FORD TAURUS	Scheduled		28,000			
Comm Dev	9159	2003 FORD F-150	Scheduled				25,000	
Comm Dev	9140	2004 FORD F-150	Scheduled					25,000
Env Svcs		FORD F-350 (BOX TRUCK) - USED	Prev Adopt	25,000				
IT	3961	2010 FORD ESCAPE HYBRID	Scheduled			28,000		
IT	4717	2002 FORD WINDSTAR	Scheduled			32,000		
Total General Government				50,000	28,000	60,000	25,000	25,000

PARKS & RECREATION								
Dept Name	Veh. #	Description	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Parks Maint	6497	2000 FORD F-150	Scheduled	25,000				
Parks Maint	7944	1999 NEW HOLLAND SKID STEER	Scheduled	58,775				
Parks Prog	4958	2002 FORD E-450 BUS	Scheduled			60,000		
Total Parks & Recreation				83,775	-	60,000	-	-

PUBLIC SAFETY								
Dept Name	Veh. #	Description	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Fire Admin	3076	2003 FORD EXPEDITION	Scheduled	42,000				
Fire Admin	3089	2012 FORD TAURUS SD	Scheduled		42,000			
Fire Admin	3091	2013 FORD EXPLORER	Scheduled			42,000		
Fire Admin	3097	2015 FORD EXPLORER	Scheduled			42,000		
Fire Admin	3079	2006 FORD EXPLORER XLT ²	Early Repl			42,000		
Fire Admin	3087	2006 FORD EXPLORER ²	Early Repl			42,000		
Fire Admin	3094	2013 FORD EXPLORER ²	Early Repl			42,000		
Fire Admin	3080	2007 FORD EXPEDITION	Scheduled			42,000		
Fire Admin	3044	2001 FORD F-250	Scheduled			50,000		
Fire Admin	3074	2001 AMERICAN LAFRANCE (RESERVE TRUCK) ³	Upgrade				900,000	
Fire Admin	3088	2009 PIERCE ARIEL 100'	Scheduled					1,350,000
Jail	71033	2012 FORD TAURUS SD	Scheduled				45,000	
Police Admin		MOBILE COMMAND VEHICLE ⁴	Removed	-				
Police Admin	9695	2009 FORD CROWN VIC	Scheduled	45,000				
Police Admin	9696	2009 FORD CROWN VIC	Scheduled	45,000				
Police Admin	565	2003 CHEVROLET IMPALA ⁴	Early Repl	50,000				
Police Admin	1500	2017 FORD EXPLORER ⁴	Early Repl	50,000				
Police Admin	8459	2014 FORD TAURUS ⁴	Early Repl	50,000				
Police Admin	1961	2010 FORD CROWN VIC	Scheduled		45,000			
Police Admin	4387	2008 FORD CROWN VIC	Scheduled		45,000			

Dept Name	Veh. #	Description	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Police Admin	4578	2010 CHEVROLET TAHOE	Scheduled		45,000			
Police Admin	5376	2011 FORD CROWN VIC	Scheduled		45,000			
Police Admin	7743	2007 FORD CROWN VIC	Scheduled		45,000			
Police Admin	9692	2009 FORD CROWN VIC	Scheduled		45,000			
Police Admin	9693	2009 FORD CROWN VIC	Scheduled		45,000			
Police Admin	3159	2002 FORD F-150	Scheduled			25,000		
Police Admin	3001	2005 FORD EXPLORER	Scheduled			35,000		
Police Admin	797	2002 FORD TAURUS	Scheduled			35,000		
Police Admin	877	2013 FORD EXPLORER INTERCEPTOR	Scheduled			45,000		
Police Admin	4388	2008 FORD CROWN VIC	Scheduled			45,000		
Police Admin	5372	2011 FORD CROWN VIC	Scheduled			45,000		
Police Admin	8458	2014 FORD TAURUS	Scheduled			45,000		
Police Admin	9691	2009 FORD CROWN VIC	Scheduled			45,000		
Police Admin	9698	2009 FORD CROWN VIC	Scheduled			45,000		
Police Admin	9699	2009 FORD CROWN VIC	Scheduled			45,000		
Police Admin	97003	2009 FORD CROWN VIC	Scheduled			45,000		
Police Admin	1691	2005 FORD CROWN VIC	Scheduled				35,000	
Police Admin	4397	2008 FORD CROWN VIC	Scheduled				35,000	
Police Admin	5408	2005 FORD CROWN VIC	Scheduled				35,000	
Police Admin	7104	2012 FORD TAURUS SD	Scheduled				35,000	
Police Admin	185	2015 FORD TAURUS INTERCEPTOR	Scheduled				45,000	
Police Admin	1975	2011 FORD CROWN VIC	Scheduled				45,000	
Police Admin	4396	2008 FORD CROWN VIC	Scheduled				45,000	
Police Admin	5374	2011 FORD CROWN VIC	Scheduled				45,000	
Police Admin	7744	2007 FORD CROWN VIC	Scheduled				45,000	
Police Admin	9690	2009 FORD CROWN VIC	Scheduled				45,000	
Police Admin	972	2010 MERCURY GRAND MARQUES	Scheduled					35,000
Police Admin	8611	2012 FORD TAURUS SD	Scheduled					35,000
Police Admin	873	2013 FORD EXPLORER INTERCEPTOR	Scheduled					45,000
Police Admin	876	2013 FORD EXPLORER INTERCEPTOR	Scheduled					45,000
Police Admin	951	2015 FORD TAURUS	Scheduled					45,000
Police Admin	1495	2017 FORD EXPLORER	Scheduled					45,000
Police Admin	1960	2010 FORD CROWN VIC	Scheduled					45,000
Police Admin	1973	2011 FORD CROWN VIC	Scheduled					45,000
Police Admin	4394	2008 FORD CROWN VIC	Scheduled					45,000
Police Admin	8297	2007 FORD CROWN VIC	Scheduled					45,000
Police Admin	8460	2014 FORD TAURUS	Scheduled					45,000
Police Admin	9512	2016 FORD EXPLORER	Scheduled					45,000
Total Public Safety				282,000	357,000	757,000	1,355,000	1,870,000

PUBLIC WORKS								
Dept Name	Veh. #	Description	Status	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Engineering	5503	2006 FORD F-550 BUCKET TRUCK	Scheduled		150,000			
Engineering	4701	2003 FORD F-150 (ENVIRO. INSPECTOR)	Scheduled				37,000	
Hways & Sts	6548	2006 LEE BOY ROLLER	Scheduled	30,000				
Hways & Sts		HYDROSEEDER	Prev Adopt	40,000				
Hways & Sts	6610	2005 JOHN DEERE 644J LOADER	Scheduled		220,000			
Hways & Sts		TACK WAGON	Prev Adopt			55,000		
Hways & Sts	2547	2003 BOBCAT S300	Scheduled				50,000	
Hways & Sts	54	2004 JOHN DEERE 710 4X4	Scheduled					220,000
Maint & Shop	8848	2004 FORD F-550 (FLEET SERVICE TRUCK)	Scheduled			45,000		
Recycling	5741	2007 INTERNATIONAL 43000	Scheduled	181,600				
Recycling	5742	2007 INTERNATIONAL 4300	Scheduled	181,600				
Recycling	5768	2007 INTERNATIONAL 4300 ⁵	Early Repl	181,600				
Recycling		MACK RECYCLING TRUCK ⁵	New		181,600			
Sanitation	5002	2005 UD DUMP TRUCK	Scheduled	90,000				
Sanitation	4352	2005 GMC T7500	Scheduled	105,000				
Sanitation	4575	2006 MACK GARBAGE TRUCK	Scheduled		227,000			
Sanitation	2263	2003 MACK MR688S	Scheduled				227,000	
Sanitation	4574	2006 MACK GARBAGE TRUCK	Scheduled				227,000	
Water Admin	4469	2002 FORD F-150 (METER TRUCK)	Scheduled			25,000		
Water Dist	3045	2001 FORD RANGER (HYDRANT TRUCK) ⁶	Upgrade	37,000				
Water Dist	7512	2001 FORD F-150 (ON-CALL TRUCK)	Scheduled		25,000			
Water Dist	916	2012 FORD F-150 (LOCATE TRUCK)	Scheduled			25,000		
Water Dist	8497	2008 FORD F-550 SD (CREW TRUCK)	Scheduled				65,000	
Water Dist	1247	2004 STERLING	Scheduled					300,000
Total Public Works				846,800	803,600	150,000	606,000	520,000
TOTALS				FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Scheduled Replacements				803,975	1,007,000	846,000	1,086,000	2,415,000
Previously Adopted Fleet Additions				65,000	-	55,000	-	-
New Requests, Early Replacements, and Upgrades				393,600	181,600	126,000	900,000	-
Emergency Funds				100,000	100,000	100,000	100,000	100,000
Proposed Vehicle Expenditures				1,362,575	1,288,600	1,127,000	2,086,000	2,515,000

NOTES

1. Community Development is requesting a new truck to replace an old one previously replaced in another department but kept in service for use by code enforcement.
2. These early replacements will help facilitate the Bureau of Fire Prevention's transition from Explorers to F-150s, improving the health and safety of fire investigators.
3. Fire is requesting an upgrade from an engine to a 75' ladder truck, and the replacement year has been pushed one year to better balance the replacement schedule.
4. Police is requesting early replacement of three vehicles, using funds previously scheduled for a mobile command vehicle to purchase three new Special Ops units instead.
5. Recycling is requesting one early replacement (FY21) and one fleet addition (FY22) to accommodate a fourth route in the future.
6. Public Works is requesting this truck be upgraded to a 4x4 so the second Assistant Director can assist in inclement weather.

2016 SPLOST Fund

Expenditures FY 2016 to FY 2023*

TRANSPORTATION PROJECTS										
Proj #	Project	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020*	FY 2021*	FY 2022*	FY 2023*	Total
1-601	Windy Hill Road (Joint project w/ Cobb)	70,428	8,252,305	6,894,359	5,284,950	6,527,904	12,584,700	11,302,513	9,172,219	60,089,376
1-602	Church Street Improvements	6,156	64,084	188,388	76,036	565,336	-	-	-	900,000
1-603	Pat Mell Road Improvements	280	-	3,384	-	-	-	-	200,000	203,664
1-604	Spring Road and Cumberland Blvd Impr	1,330,785	4,116,337	374,538	42,957	185,383	-	-	-	6,050,000
1-605	Intersection Impr at Five Points	2,860	94,810	284,941	125,607	1,169,494	-	-	-	1,677,711
1-606	Concord Rd at S Cobb Dr Intersection Impr	2,900	3,430	312	5,388	200,000	-	-	-	212,029
1-607	Riverview Rd at S Cobb Dr Intersection Impr	-	-	-	-	-	20,000	-	-	20,000
1-608	Oakdale Road Improvements	334	35,528	-	-	-	-	700,000	-	735,862
1-609	Dickerson Drive Improvements	294	57,763	-	-	-	-	241,000	-	299,057
1-610	Pedestrian Access Improvements	-	16,922	3,126	494	952	482,585	677,115	-	1,181,194
1-611	Gann Road Culvert Replacement	-	-	86,960	217,814	1,081,570	-	-	-	1,386,344
1-612	Congestion Relief Improvements	33,116	1,438,589	100,501	1,741	544	-	-	-	1,574,492
1-613	Traffic Calming	-	26,513	31,970	14,456	15,201	138,750	-	-	226,890
1-614	Traffic and Pedestrian Xing Signal Upgrades	5,327	18,135	6,803	148	12,614	119,586	-	-	162,614
1-615	Street Signage and Signal Pole Upgrades	2,135	1,177	2,402	335,159	-	-	-	-	340,873
1-616	Paths / Sidewalks	4,132	204,954	127,799	440,468	160,470	150,000	150,000	50,000	1,287,823
1-617	Resurfacing	13,874	797,251	497,086	1,264,441	1,431,223	759,238	924,318	935,578	6,623,008
1-618	Pavement Marking	-	70,902	16,120	185,695	-	-	-	-	272,717
1-619	Curb and Gutter	-	8,226	187,876	84,573	71,191	50,000	50,000	-	451,866
1-620	Stormwater Drainage Rehabilitation	1,144	8,678	-	3,856	46,144	50,000	50,000	-	159,822
1-621	Studies	91	71,620	240,217	15,631	688	-	-	-	328,246
Total Transportation Projects		1,473,854	15,287,223	9,046,782	8,099,413	11,468,714	14,354,859	14,094,946	10,357,797	84,183,589
PARKS PROJECTS										
Proj #	Project	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020*	FY 2021*	FY 2022*	FY 2023*	Total
1-622	Park Improvements	36,720	2,546,639	1,073,833	141,597	239,431	-	-	-	4,038,220
Total Parks Projects		36,720	2,546,639	1,073,833	141,597	239,431	-	-	-	4,038,220
PUBLIC SAFETY PROJECTS										
Proj #	Project	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020*	FY 2021*	FY 2022*	FY 2023*	Total
1-623	Public Safety Facility Improvements	9,982	512,386	2,045,031	1,418,548	76,480	-	-	-	4,062,427
1-624	Public Safety Equipment	810,000	362,388	438,990	322,295	300,000	200,000	-	-	2,433,672
Total Public Safety Projects		819,982	874,774	2,484,021	1,740,843	376,480	200,000	-	-	6,496,100
BOND REPAYMENT										
Proj #	Project	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020*	FY 2021*	FY 2022*	FY 2023*	Total
1-625	Repayment of 2016 Series Bonds	-	52,058	162,136	230,067	237,538	7,719,738	7,725,000	-	16,126,537
Total Bond Repayment		-	52,058	162,136	230,067	237,538	7,719,738	7,725,000	-	16,126,537
Total Expenditures		2,330,556	18,760,694	12,766,772	10,211,919	12,322,163	22,274,597	21,819,946	10,357,797	110,844,445

*Projected budgets subject to change.

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FY 2021 BUDGET - TOTAL EXPENDITURES BY DEPARTMENT

Page	General Fund	FY18 Actuals	FY19 Actuals	FY20 Revised	FY21 Recomm	FY21/20 Difference	% Diff
89	Administration	688,163	774,995	797,343	842,632	45,289	5.7%
99	Buildings & Plant	1,864,270	1,793,483	1,935,223	1,859,927	(75,296)	-3.9%
109	Community Development	987,790	989,576	1,095,910	892,374	(203,536)	-18.6%
135	Court	373,519	379,874	537,716	537,253	(463)	-0.1%
151	Economic Development	-	-	186,066	165,268	(20,798)	-11.2%
159	Emergency Management	4,437	5,772	8,450	8,450	-	0.0%
165	Engineering	429,327	332,828	815,388	1,127,136	311,748	38.2%
177	Environmental Services	256,946	258,861	301,344	305,255	3,911	1.3%
187	Finance	510,162	513,308	585,694	589,772	4,078	0.7%
195	Fire Administration	729,739	724,255	825,808	843,201	17,393	2.1%
203	Fire Prevention	362,550	397,880	454,716	474,998	20,282	4.5%
213	Fire Response	4,121,576	4,277,399	4,326,702	4,366,219	39,517	0.9%
219	Fire Training	239,544	247,917	263,759	269,187	5,428	2.1%
227	General Govt & Allocations	14,872,005	20,503,509	17,728,152	18,677,974	949,822	5.4%
233	Governing Body	325,793	349,172	480,250	477,661	(2,589)	-0.5%
241	Highways & Streets	2,163,217	2,143,554	2,520,289	2,459,209	(61,080)	-2.4%
251	Human Resources	418,958	483,520	655,496	648,666	(6,830)	-1.0%
261	Information Techology	965,291	1,110,784	1,213,038	1,231,428	18,390	1.5%
277	Library	763,866	820,581	835,448	825,624	(9,824)	-1.2%
289	Maintenance & Shop	301,518	326,746	392,357	396,025	3,668	0.9%
299	Museum	N/A	135,831	299,231	143,314	(155,917)	-52.1%
305	Parks Administration	1,058,314	1,031,849	1,075,655	1,092,768	17,113	1.6%
313	Parks Athletics & Aquatics	257,814	248,652	311,618	268,792	(42,826)	-13.7%
319	Parks Brawner Hall	200,948	202,538	281,478	258,439	(23,039)	-8.2%
327	Parks Maintenance	856,616	965,253	1,194,945	1,133,147	(61,798)	-5.2%
337	Parks Programs	465,903	547,237	646,953	639,753	(7,200)	-1.1%
347	Police Administration	6,514,671	7,364,668	7,248,633	7,109,842	(138,791)	-1.9%
359	Police - Jail Operations	1,074,306	1,152,302	1,337,670	1,301,388	(36,282)	-2.7%
367	Recycling	279,562	387,473	482,592	457,846	(24,746)	-5.1%
373	Sanitation	4,038,275	4,122,818	4,569,375	4,468,077	(101,298)	-2.2%
Total General Fund		45,125,082	52,592,638	53,407,300	53,871,625	464,325	0.9%

FY 2021 BUDGET - TOTAL EXPENDITURES BY DEPARTMENT

Page	E-911 Fund	FY18 Actuals	FY19 Actuals	FY20 Revised	FY21 Recomm	FY21/20 Difference	% Diff
143	E-911	1,589,386	1,923,077	2,009,520	2,020,728	11,208	0.6%
	Total E-911 Fund	1,589,386	1,923,077	2,009,520	2,020,728	11,208	0.6%

Page	Hotel/Motel Fund	FY18 Actuals	FY19 Actuals	FY20 Revised	FY21 Recomm	FY21/20 Difference	% Diff
121	Community Relations	1,717,257	1,607,941	1,717,240	1,491,031	(226,209)	-13.2%
	Total Hotel/Motel Fund	1,717,257	1,607,941	1,717,240	1,491,031	(226,209)	-13.2%

Page	Water/Sewer Fund	FY18 Actuals	FY19 Actuals	FY20 Revised	FY21 Recomm	FY21/20 Difference	% Diff
381	Water Administration	455,721	454,166	558,696	555,496	(3,200)	-0.6%
391	Water Debt Service	2,477	-	-	-	-	N/A
395	Water Distribution	5,961,425	5,791,431	6,022,663	5,117,643	(905,020)	-15.0%
405	Water Supply	11,244,504	12,047,856	12,139,553	12,407,953	268,400	2.2%
	Total Water/Sewer Fund	17,664,127	18,293,453	18,720,912	18,081,092	(639,820)	-3.4%

ADMINISTRATION

Function

Division 13200 funds the executive or administrative function of the City. The City Administrator, Assistant City Administrator, City Attorney, City Clerk, Deputy City Clerk, Special Projects Manager and Regional Liaison, Administrative Services Coordinator, City Hall Receptionist, and ICMA Local Government Management Fellow positions are budgeted here.

The City Administrator is appointed by the Mayor and Council and is responsible for overseeing the day-to-day operations of the City. Departments report to the City Administrator and he/she provides general guidance in the operation of departments. It is the City Administrator's responsibility to ensure accomplishment of Mayor and Council requests made on behalf of their constituents and resolution of complaints received by the Administrator's office.

The Assistant City Administrator assists with the daily operation of City government and support services under the general supervision of the City Administrator.

The City Attorney is responsible for advising the Mayor and Council, City Administrator, City Clerk, City Departments and Advisory Boards on legal matters and represents the City in civil litigation.

The City Clerk is appointed by the Mayor and Council and is the custodian of the minutes, ordinances, and other official records of the City. The Deputy City Clerk supports the City Clerk's duties and is responsible for retention and records management.

The Special Projects Manager and Regional Liaison reports directly to the City Administrator and this position is responsible for the implementation of the City's Strategic Vision Plan. This position also assists with the planning, coordination, and facilitation of various municipal policies, services, operations and programs, and other special projects as assigned.

The Administrative Services Coordinator provides executive level support to the City Administrator, Assistant City Administrator and senior staff. This position manages and coordinates the City's Community Development Block Grant Program (CDBG).

The Receptionist position is responsible for directing incoming calls to the appropriate personnel and for greeting visitors within City Hall.

The ICMA Local Government Management Fellow provides support to the City Administrator, Assistant City Administrator, and the Special Projects Manager and Regional Liaison. The Fellow participates in meaningful and important City projects. The Fellowship is a temporary position with a service commitment of one year. Fellows are required to have a Master of Public Administration (MPA) Degree.

Major Goals & Objectives

- Promote policies, procedures, codes and ordinances that will maintain a fiscally sound and progressive City.
- Assist the Mayor and Council in making good business decisions and ensure that those policies adopted by Council are carried out.
- Provide general direction and supervision for the City Departments.
- Meet goals and objectives established by Mayor, Council, and Department Heads at annual goal-setting retreats.
- Continue efforts to maintain business, family, and staff retention.
- Continue maintaining transparency.
- Goal of excelling in customer service.
- Continue promoting the great things about our city.
- Implementation of the City's Strategic Vision Plan.

Performance Measures

- Citizen satisfaction with City services.
- Efforts to promote and market the City expanded.
- Major projects completed.
- Open records and information requests processed.
- Increased visibility for the City of Smyrna.
- Yearly Strategic Vision Plan initiatives completed.

ADMINISTRATION - 13200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	564,729	627,043	649,748	699,519	49,771	7.7%
OTHER OPERATING	123,434	147,952	147,595	143,113	(4,482)	-3.0%
TOTAL EXPENDITURES	688,163	774,995	797,343	842,632	45,289	5.7%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	9.25	9.25	9.25	9.25

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - ADMINISTRATION

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01113201	511100		REG/FULL TIME EMPLOYEES	491,785	552,567	575,322	620,435	45,113	7.8%
01113201	511101		PART TIME EMPLOYEES	33,115	34,012	35,427	36,161	734	2.1%
01113201	511200		TEMPORARY EMPLOYEES	1,098	-	-	-	-	N/A
01113201	512200		SOC SEC/FICA CONTRIB	36,730	39,940	38,999	42,923	3,924	10.1%
01113201	512900		OTHER EMPLOYEE BENEFIT	2,000	524	-	-	-	N/A
01113201	521200		PURCH PROFESSIONAL SVC	62,254	68,782	55,600	51,600	(4,000)	-7.2%
01113201	521300		PURCH TECHNICAL SVCS	12,205	13,259	10,600	12,420	1,820	17.2%
01113201	522200		REPAIRS & MAINTENANCE	502	1,022	255	350	95	37.3%
01113201	522320		RENTAL OF EQUIP & VEH	3,066	4,688	5,512	5,500	(12)	-0.2%
01113201	523200		COMMUNICATIONS	4,236	3,201	3,300	3,300	-	0.0%
01113201	523300		ADVERTISING	-	-	50	150	100	200.0%
01113201	523400		PRINTING & BINDING	4,385	6,959	8,000	10,600	2,600	32.5%
01113201	523500		TRAVEL	12,802	14,032	33,751	22,207	(11,544)	-34.2%
01113201	523600		DUES & FEES	2,933	3,455	3,425	3,790	365	10.7%
01113201	523700		EDUCATION & TRAINING	8,315	10,779	13,895	10,906	(2,989)	-21.5%
01113201	531100		GEN SUPPLIES & MATERIALS	8,971	12,105	4,766	4,720	(46)	-1.0%
01113201	531270		ENERGY-GASOLINE/DIESEL	991	950	1,000	1,000	-	0.0%
01113201	531300		FOOD	2,551	6,897	1,805	1,935	130	7.2%
01113201	531400		BOOKS & PERIODICALS	223	183	385	385	-	0.0%
01113201	531700		OTHER SUPPLIES	-	-	5,250	3,250	(2,000)	-38.1%
01113201	542300		CAP OUTLAY-FURN & EQ	-	-	-	11,000	11,000	N/A
01113201	542400		CAP OUTLAY-COMPUTERS	-	1,640	-	-	-	N/A
ADMINISTRATION				688,163	774,995	797,343	842,632	45,289	5.7%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 1
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01113201 521200 -				
		1.00	30,000.00	51,600.00 *
	Cochran & Edwards (legal fees for City Attorney)			30,000.00
		1.00	11,000.00	11,000.00
	GMA Cable & Telecommunications Services			
		1.00	4,300.00	4,300.00
	Facilitator for Council-Dept Head Retreat			
		1.00	4,300.00	4,300.00
	Additional Fall Retreat			
		1.00	2,000.00	2,000.00
	Document destruction services			
521300 PURCH TECHNICAL SVCS				
01113201 521300 -				
		1.00	1,400.00	12,420.00 *
	Municode annual fee for online accessible municipal code			1,400.00
		1.00	4,320.00	4,320.00
	FOIA open records software annual fee			
		1.00	6,700.00	6,700.00
	Envisio plan management software annual fee			
522200 REPAIRS & MAINTENANCE				
01113201 522200 -				
		1.00	350.00	350.00 *
	Maintenance cost for 2016 Ford Edge			350.00
522320 RENTAL OF EQUIP & VEHICLES				
01113201 522320 -				
		1.00	5,500.00	5,500.00 *
	Monthly copier costs - \$215.57 monthly lease fees, plus monthly copy charges (varies)			5,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
<hr/> 523200 COMMUNICATIONS <hr/>				
01113201 523200 -				3,300.00 *
Postage		1.00	300.00	300.00
Monthly service for 4 mobile phones and 2 MiFis - City Clerk, City Administrator, Asst. City Administrator, Spec. Proj. Manager		1.00	3,000.00	3,000.00
 <hr/> 523300 ADVERTISING <hr/>				
01113201 523300 -				150.00 *
Misc. Legal Advertisements		1.00	150.00	150.00
 <hr/> 523400 PRINTING & BINDING <hr/>				
01113201 523400 -				10,600.00 *
Municode supplements - printed copies, codification fee, and legal review fees		1.00	10,000.00	10,000.00
Misc. printing		1.00	600.00	600.00
 <hr/> 523500 TRAVEL <hr/>				
01113201 523500 -				22,207.00 *
Half of Spring Council-Dept. Head retreat lodging		1.00	8,750.00	8,750.00
GMA Conference travel, lodging, & meals for City Administrator, Asst. City Administrator, City Clerk, & Spec. Proj. Manager		1.00	7,200.00	7,200.00
2020 ICMA Conference Toronto, Canada travel, lodging, & meals for City Administrator & Management Fellow		1.00	4,876.00	4,876.00
GCCMA Fall Conference lodging,		1.00	3,489.00	3,489.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 3
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
travel, & meals for City Administrator, Asst. City Administrator, Spec. Proj. Manager, & Management Fellow	1.00	1,768.00	1,768.00
GCCMA Spring Conference lodging, travel, & meals for City Administrator, Asst. City Administrator, & Management Fellow	1.00	1,200.00	1,200.00
ICMA Credential Advisory Board Meeting Washington, D.C. travel, lodging, and meals for City Administrator	1.00	500.00	500.00
Misc. Department travel	1.00	1,500.00	1,500.00
GCCMA/GMCA City Clerk Fall & Spring Conferences travel, lodging, & meals for City Clerk & Deputy City Clerk	1.00	2,000.00	2,000.00
Georgia Records Association and GCCA/GCMA local Georgia conferences travel, lodging, & meals for City Clerk	1.00	700.00	-700.00
Dept advised okay to reduce budget for GMA conference.	1.00	3,500.00	-3,500.00
Dept advised okay to cut the GCCMA/GMCA, GRA conferences for the clerks.	1.00	4,876.00	-4,876.00
Finance recommendation: Cut travel for ICMA conference (to be held virtually).			

523600 DUES & FEES

01113201 523600 -

Annual ICMA dues for City Administrator and Asst. City Administrator	1.00	2,300.00	3,790.00 *
Annual GCCMA dues for City Administrator, Asst. City Administrator, Spec. Proj. Manager, & Management Fellow	4.00	125.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Annual IIMC dues for City Clerk & Deputy City Clerk	2.00	210.00	420.00
`Annual GMCFOA dues for City Clerk & Deputy City Clerk	2.00	140.00	280.00
Annual Leadership Cobb dues for City Administrator	1.00	50.00	50.00
Annual GA Records Association dues for City Clerk & Deputy City Clerk	2.00	20.00	40.00
City Clerk Notary fees/supplies	1.00	200.00	200.00

523700 EDUCATION & TRAINING

01113201 523700 -

Council-Dept. Head retreat costs	1.00	1,000.00	10,906.00 *
GMA Registration \$395 each plus 12 \$198 training institute classes for City Administrator, Asst. City Administrator, City Clerk, & Spec. Proj. Manager	1.00	3,956.00	1,000.00
ICMA \$710 for registration and (2) \$195 ICMA University Workshop Classes - City Administrator	1.00	1,100.00	3,956.00
GCCMA Fall Conference \$450 each registration - City Administrator, Asst. City Administrator, Spec. Proj. Manager, & Management Fellow	4.00	450.00	1,100.00
GCCMA Spring Conference \$450 each registration - City Administrator, Asst. City Administrator, & Management Fellow	3.00	450.00	1,800.00
Cities United Summit \$350 each for registration & \$500 each for classes - City Administrator & Asst. City Administrator	2.00	850.00	1,350.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	2.00	900.00	1,800.00

GMCFOA/Carl Vinson Institute
mandatory training for City
Clerk & Deputy City Clerk

1.00	1,800.00	-1,800.00
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Dept advised okay to cut GMCFOA
training for the clerks.

531100 GENERAL SUPPLIES & MATERIALS

01113201 531100 -

Supplies for 10 employees

1.00	2,000.00	4,720.00 *
1.00	920.00	2,000.00

\$60 per month (2 cases of
paper) plus cases of colored
paper charger to Administration

1.00	920.00	920.00
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Coffee supplies

1.00	300.00	300.00
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Warehouse goods: paper towels,
tissue, cups, etc. (Admin
portion of City Hall supply
cost)

1.00	1,500.00	1,500.00
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531270 ENERGY-GASOLINE/DIESEL

01113201 531270 -

Gasoline for one vehicle (2016
Ford Edge)

1.00	1,000.00	1,000.00 *
		1,000.00

531300 FOOD

01113201 531300 -

Food costs for City Council
and/or Dept. Head meetings

1.00	500.00	1,935.00 *
		500.00

Smyrna Business Association:
\$15 per person per monthly
meeting

1.00	750.00	750.00
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Cobb Chamber: Monthly First
Monday Breakfast

1.00	105.00	105.00
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Smyrna Area Council: Quarterly

1.00	80.00	80.00
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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-CITY ADMIN

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
meetings		1.00	500.00	500.00
City Manager Luncheon				
531400 BOOKS & PERIODICALS				
01113201 531400 -				385.00 *
Lexis Nexis periodic updates to legal textbooks		1.00	200.00	200.00
Marietta Daily Journal subscription		1.00	185.00	185.00
531700 OTHER SUPPLIES				
01113201 531700 -				3,250.00 *
Holiday Decorations		1.00	2,000.00	2,000.00
Polo shirts for 10 employees		1.00	650.00	650.00
Misc. general supplies		1.00	600.00	600.00
542300 CAP OUTLAY-OFFICE FURN & EQ				
01113201 542300 -				11,000.00 *
Chair replacement for Administration Conference Room & Human Resources Training Room		1.00	11,000.00	11,000.00

GRAND TOTAL

143,113.00

** END OF REPORT - Generated by Jered Sigmon **

BUILDINGS & PLANT

Function

Division 15650 is responsible for maintaining 19 city buildings & grounds and maintenance of City Right-of-Ways on Windy Hill Road, Spring Road and Concord Linear Park, Market Village and public building landscape.

These include Public Works, Smyrna Police and Jail, Smyrna Records, Community Center, Smyrna Library, City Hall, Smyrna Museum, Taylor House, Smyrna Recycling Center, Fire Stations 1-5, Wolf Center, Reed House, Aunt Fanny's Cabin and Brawner Hall.

Major Goals & Objectives

- Provide repairs and maintenance for city buildings, grounds and right-of-way.
- Contract management of landscape, janitorial and HVAC maintenance, fire protection, security cameras, city-owned street lights, elevator inspections, generator maintenance, pest control contract, all general maintenance contracts and general contractors.

Performance Measures

- City Facilities & Grounds
- Miles of right-of-way and medians

BUILDINGS & PLANT - 15650

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	157,846	177,838	179,213	178,273	(940)	-0.5%
OTHER OPERATING	1,706,424	1,615,645	1,756,010	1,681,654	(74,356)	-4.2%
TOTAL EXPENDITURES	1,864,270	1,793,483	1,935,223	1,859,927	(75,296)	-3.9%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	4.00	4.00	4.00	4.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - BUILDINGS & PLANT

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01115601	511100		REG/FULL TIME EMPLOYEES	146,265	164,740	167,714	166,916	(798)	-0.5%
01115601	511300		OVERTIME	1,865	2,145	1,500	2,000	500	33.3%
01115601	512200		SOC SEC/FICA CONTRIB	9,716	10,954	9,999	9,357	(642)	-6.4%
01115601	521200		PURCH PROFESSIONAL SVC	52,328	82,656	123,604	117,200	(6,404)	-5.2%
01115601	521300		PURCH TECHNICAL SVCS	-	-	4,000	4,000	-	0.0%
01115601	522130		PURCH SVC-CUSTODIAL	178,371	171,766	181,649	180,960	(689)	-0.4%
01115601	522140		PURCH SVC-LAWN CARE	787,777	732,286	643,076	656,484	13,408	2.1%
01115601	522200		REPAIRS & MAINTENANCE	506,785	434,662	580,050	507,000	(73,050)	-12.6%
01115601	522320		RENTAL OF EQUIP & VEH	966	-	-	6,000	6,000	N/A
01115601	523200		COMMUNICATIONS	3,314	2,057	3,900	3,110	(790)	-20.3%
01115601	523500		TRAVEL	-	1,652	3,900	3,100	(800)	-20.5%
01115601	523700		EDUCATION & TRAINING	-	1,375	8,900	6,800	(2,100)	-23.6%
01115601	531100		GEN SUPPLIES & MATERIALS	30,104	32,487	48,932	39,000	(9,932)	-20.3%
01115601	531111		INVENTORY WRITEOFF	31,745	(1,215)	-	-	-	N/A
01115601	531220		ENERGY-NATURAL GAS	4,254	22,744	30,000	25,000	(5,000)	-16.7%
01115601	531230		ENERGY-ELECTRICITY	92,572	127,866	120,000	125,000	5,000	4.2%
01115601	531270		ENERGY-GASOLINE/DIESEL	4,217	4,930	4,500	4,500	-	0.0%
01115601	531600		SMALL EQUIPMENT	2,084	1,051	1,500	1,500	-	0.0%
01115601	531700		OTHER SUPPLIES	1,174	1,328	2,000	2,000	-	0.0%
01115602	542100		CAP OUTLAY-MACH & EQUIP	10,734	-	-	-	-	N/A
BUILDINGS & PLANT				1,864,270	1,793,483	1,935,223	1,859,927	(75,296)	-3.9%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01115601 521200 -				
Elevator Maintenance and Inspections I		6.00	6,400.00	117,200.00 * 38,400.00
FIRE SYSTEM INSPECTIONS Vendor increase		12.00	150.00	1,800.00
Locksmith Services All City Buildings		1.00	5,000.00	5,000.00
Emergency Fence Repairs & City Buildings		1.00	5,000.00	5,000.00
Pest Control All City Buildings Increase in request for pest control for all city building		1.00	33,000.00	33,000.00
Tree Service/ Tree removal and replacement		1.00	6,000.00	6,000.00
Tree pruning and tree surgeon		1.00	20,000.00	20,000.00
Standpipe Fire sprinkler yearly inspection and servicing		1.00	8,000.00	8,000.00
Yearly Generator inspections and servicing				
521300 PURCH TECHNICAL SVCS				
01115601 521300 -				
maintenance on security cameras pwc security at pwc		1.00	4,000.00	4,000.00 * 4,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522130 PURCH PROP SVC-CUSTODIAL				
01115601 522130 -				180,960.00 *
custodial contract city buildings		12.00	14,930.00	179,160.00
CINTAS MAT SERVICE		12.00	150.00	1,800.00
522140 PURCH PROP SVC-LAWN CARE				
01115601 522140 -				656,484.00 *
river view landing Chattahoochee trail		1.00	12,500.00	12,500.00
lawn maintenance contract Ashford Gardner		12.00	54,186.16	650,233.92
NEW SERVICE CONTRACT				
Finance recommendation		1.00	.08	.08
Dept advised okay to reduce budget for Riverview Landing.		1.00	6,250.00	-6,250.00
522200 REPAIRS & MAINTENANCE				
01115601 522200 -				507,000.00 *
REPAIRS & MAINTENANCE TO VEHICLES BRAKES,TIRES,FLUIDS, HYDRAULICS,BATTERIES,ETC.		1.00	8,000.00	8,000.00
MISC PRESSURE WASHING TO CITY BUILDINGS & GROUND - GENERAL MAINTENANCE -PRESSURE WASHING		1.00	50,000.00	50,000.00
REPAIRS TO VILLAGE GREEN FOUNDATION		1.00	16,000.00	16,000.00
REPAIRS TO VILLAGE GREEN DOWNTOWN ARBOR		1.00	30,000.00	30,000.00
FOUNDATION REPAIR ISSUES		1.00	193,000.00	193,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
HVAC CONTRACT		1.00	200,000.00	200,000.00
GENERAL REPAIRS & MAINTENANCE BUILDINGS & GROUNDS PLUMBING, ELECTRICAL, PAINTING, PAVERS, WALKWAYS, ETC,		1.00	50,000.00	50,000.00
CITY BUILDINGS EMERGENCY AFTER HOURS CALLS/REPAIRS HVAC/ELECTRICAL/PLUMBING/		1.00	10,000.00	-10,000.00
Dept advised okay to reduce HVAC contract. Year 2 (and Year 3) cost per contract = \$176,308.		1.00	30,000.00	-30,000.00
Finance recommendation: Cut repairs to downtown arbor.				

522320 RENTAL OF EQUIP & VEHICLES

01115601 522320 -		1.00	6,000.00	6,000.00 *
RENTAL EQUIPMENT FOR LIFTS, FORKLIFTS, Boom LIFTS REPAIRS & ROOFING AT CITY BUILDINGS				

523200 COMMUNICATIONS

01115601 523200 -		12.00	180.00	3,110.00 *
VERIZON CELL PHONES				2,160.00
4 STAFF MEMBERS CELL PHONES		12.00	79.17	950.04
CHARTER TV FOR PUBLIC WORKS		1.00	.04	-.04
Finance recommendation				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 4
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523500 TRAVEL				
01115601 523500 -				
DETENTION LOCK TRAINING WILLIAM WARREN, KEITH RAYMOND CORDELL, MARIO KIMBELL		1.00	3,000.00	3,100.00 * 3,000.00
ELECTRICAL CLASS		1.00	50.00	50.00
LOCAL GOVERNMENT MANAGEMENT CLASS ARC CLASS FOR SUPERVISOR		1.00	50.00	50.00
523700 EDUCATION & TRAINING				
01115601 523700 -				
ELECTRICAL TRAINING STAFF MEMBERS		3.00	1,100.00	6,800.00 * 3,300.00
LOCK SMITH TRAINING WILLIAM WARREN,		1.00	1,200.00	1,200.00
AERIAL LIFT TRAINING 4 STAFF MEMBERS		4.00	150.00	600.00
LOCAL GOVERNMENT MANAGEMENT TRAINING ARC MANAGEMENT TRAINING		1.00	1,700.00	1,700.00
531100 GENERAL SUPPLIES & MATERIALS				
01115601 531100 -				
BULBS,BALAST, FIXTURES, BUILDINGS & GROUNDS OPERATING SUPPLIES		1.00	15,000.00	39,000.00 * 15,000.00
PLUMBING REPAIRS SUPPLIES BUILDING & GROUNDS OPERATING SUPPLIES		1.00	2,000.00	2,000.00
CONCRETE/TOP SOIL /NAILS/SCREWS/ SIRE/PAINT,ETC BUILDINGS & GROUNDS OPERATING SUPPLIES		1.00	3,000.00	3,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

VENDOR QUANTITY UNIT COST 2021 PROPOSED

COST INCREASE SUPPLIES	1.00	2,000.00	2,000.00
DRILL BITS, ELECTRICAL SUPPLIES,CABLE			
COST INCREASE SUPPLIES Vendor increase	1.00	2,000.00	2,000.00
SAND PAPER, SCREW DRIVERS, SMALL SAW BLADES, ETC. BUILDING & GROUNDS OPERATING SUPPLIES Vendor increase	1.00	10,000.00	10,000.00
REPLACEMENT CHRISTMAS DECORATIONS CITY BUILDINGS OPERATING SUPPLIES	1.00	5,000.00	5,000.00
LUMBER, PAINTING SUPPLIES, CLEANING SUPPLIES B & G OPERATING SUPPLIES			

531220 ENERGY-NATURAL GAS

01115601 531220 -	12.00	2,500.00	25,000.00 *
NATURAL GAS FOR PUBLIC WORKS BUILDING & RECYCLING CENTER	1.00	5,000.00	30,000.00
Finance recommendation			-5,000.00

531230 ENERGY-ELECTRICITY

01115601 531230 -	12.00	10,000.00	125,000.00 *
ELECTRICITY GA POWER LIGHTS & HEAT PUBLIC WORKS COMPLEX & RECYCLING CENTER	1.00	5,000.00	120,000.00
Finance recommendation			5,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-BLDGS & PLANT

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531270 ENERGY-GASOLINE/DIESEL				
01115601 531270 -				
UNLEADED FUEL		1.00	4,500.00	4,500.00 *
FUEL FOR VEHICLES				4,500.00
531600 SMALL EQUIPMENT				
01115601 531600 -				
SMALL TOOLS, DRILLS,ETC		1.00	1,500.00	1,500.00 *
BUILDING & GROUNDS OPERATING				1,500.00
WASHER HOT WATER PRESSURE		1.00	12,000.00	12,000.00
TRAILER				
PRESSURE WASHING ALL CITY				
BUILDINGS & WALKWAYS				
		1.00	12,000.00	-12,000.00
Finance recommendation: Cut pressure washer trailer since new position not recommended.				
531700 OTHER SUPPLIES				
01115601 531700 -				
REQUIRED UNIFORMS		4.00	500.00	2,000.00 *
PANTS, SHIRTS, JACKET & BOOTS				2,000.00

GRAND TOTAL

1,681,654.00

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COMMUNITY DEVELOPMENT

Function

The mission of the Community Development department is to ensure the health and safety of the citizens in their residences, as well as in all commercial and public buildings and to provide assistance to the public with building, development and zoning related matters. The Community Development department contains five sections consisting of Planning and Zoning, Building Inspections, Code Compliance and Business Licenses. Under the direction of the Community Development Director, this department has as its primary function the administration and enforcement of the City's building, plumbing, mechanical, electrical, sign, property maintenance, zoning and other development codes. For new construction and alterations, the department issues necessary permits, examines all plans, coordinates plan reviews with other departments and checks for compliance with building and zoning codes.

The City Marshals inspect properties routinely and on a complaint basis for code violations including abandoned and inoperative vehicles, sign regulations and unkempt yards (such as tall grass or weeds, trash and litter and exterior accumulation of personal property). The Planning & Zoning section handles all requests associated with the zoning and rezoning of property as well as variances. The Business Licenses section is responsible for issuing all business and alcohol related licenses. All sections work internally together as well as with other departments to help promote a high quality of living within the City.

Major Goals & Objectives

- Continue to provide assistance on planning, zoning, building and property maintenance issues to the general public.
- Continue to encourage high quality development through rational, thoughtful and realistic decision making.
- Continue discussions, participation and coordination with Cobb County, State DOT, Cumberland CID, the Braves and other appropriate parties associated with dealing with the impact, both positive and negative, of Truist Park (formerly known as SunTrust Park) and The Battery. Including pedestrian safety and access issues.
- Continue to work towards improving the zoning ordinance to better address development pressures associated with the "halo" effect of Truist Park and The Battery.
- Continue to use the Spring Road LCI Study as a guide when dealing with new rezoning requests along the corridor and in that area.
- Continue to focus on improving the appearance of South Cobb Drive through better code enforcement and the use of better design and coordination with other departments.
- Begin to develop implementation plans and funding strategies associated with the completion of the South Cobb Drive STP study.
- Assist the Economic Development division with the completion of the Transit Feasibility Study (Smyrna Connects).

- Assist the Economic Development division with implementation of the strategies and recommendations from the Smyrna Connects study.
- Continue discussions on affordable housing through the GICH program.
- Continue to offer yearly Planning Commission training to at least three (3) board members.
- Continue to work closely with Downtown Redevelopment and applicable city boards and committees.
- Assist the Economic Development division to ensure that the Market Village area is properly maintained.
- Continue staff cross-training where appropriate and promote a team approach.
- Continue the effective use of the latest technology.
- Improve the department's on-line service capability, including online payments.
- Continue to review and amend the zoning ordinance as needed.

Performance Measures

- Residential and commercial permits issued.
- Building inspections and site visits made.
- Zoning and variance applications received and processed.
- Complaints received and resolved.
- Complaint sites visited within 48 hours and resolved within an average time period of 30-45 days.
- Number of development plans that are and are not reviewed and returned to applicant within two weeks (or less) of original submittal date.

COMMUNITY DEVELOPMENT - 72100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	841,105	866,657	818,157	739,677	(78,480)	-9.6%
OTHER OPERATING	146,685	122,919	277,753	152,697	(125,056)	-45.0%
TOTAL EXPENDITURES	987,790	989,576	1,095,910	892,374	(203,536)	-18.6%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	15.00	15.00	13.00	13.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COMMUNITY DEVELOPMENT

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01672101	511100		REG/FULL TIME EMPLOYEES	783,813	808,497	768,766	696,968	(71,798)	-9.3%
01672101	512200		SOC SEC/FICA CONTRIB	57,292	58,160	49,391	42,709	(6,682)	-13.5%
01672101	521200		PURCH PROFESSIONAL SVC	65,931	51,527	181,000	62,000	(119,000)	-65.7%
01672101	521300		PURCH TECHNICAL SVCS	3,900	4,300	4,800	4,800	-	0.0%
01672101	522200		REPAIRS & MAINTENANCE	2,566	3,907	5,175	5,175	-	0.0%
01672101	522320		RENTAL OF EQUIP & VEH	-	1,547	1,620	1,620	-	0.0%
01672101	523200		COMMUNICATIONS	14,883	16,338	12,832	14,572	1,740	13.6%
01672101	523300		ADVERTISING	5,882	4,470	7,385	6,750	(635)	-8.6%
01672101	523400		PRINTING & BINDING	9,571	6,735	7,750	7,750	-	0.0%
01672101	523500		TRAVEL	9,287	4,968	15,175	13,525	(1,650)	-10.9%
01672101	523600		DUES & FEES	4,980	4,220	4,290	5,685	1,395	32.5%
01672101	523700		EDUCATION & TRAINING	7,733	5,040	16,830	12,175	(4,655)	-27.7%
01672101	523850		CONTRACT LABOR	3,920	-	-	-	-	N/A
01672101	531100		GEN SUPPLIES & MATERIALS	7,295	7,416	7,200	7,200	-	0.0%
01672101	531270		ENERGY-GASOLINE/DIESEL	7,686	6,671	6,975	6,975	-	0.0%
01672101	531300		FOOD	-	404	-	-	-	N/A
01672101	531400		BOOKS & PERIODICALS	430	2,149	1,800	1,670	(130)	-7.2%
01672101	531700		OTHER SUPPLIES	2,621	3,229	4,921	2,800	(2,121)	-43.1%
COMMUNITY DEV.				987,790	989,576	1,095,910	892,374	(203,536)	-18.6%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
<hr/> 521200 PURCH PROFESSIONAL SVCS <hr/>				
01672101 521200 -				62,000.00 *
City Attorney		1.00	32,000.00	32,000.00
City Arborist		1.00	30,000.00	30,000.00
 <hr/> 521300 PURCH TECHNICAL SVCS <hr/>				
01672101 521300 -				4,800.00 *
Planning Commissioners 8 Members x \$50 per meeting x 12 meetings per year		1.00	4,800.00	4,800.00
 <hr/> 522200 REPAIRS & MAINTENANCE <hr/>				
01672101 522200 -				5,175.00 *
Vehicles 9 vehicles x \$575 per year Maintain the same amount with the elimination of the 97 Ford F-150 and the addition of a new truck.		9.00	575.00	5,175.00
 <hr/> 522320 RENTAL OF EQUIP & VEHICLES <hr/>				
01672101 522320 -				1,620.00 *
Copier Lease 1/2 of copier lease cost (the other \$660 is charged to Comm. Dev. Records Management Account).		12.00	55.00	660.00
Copy Cost (Black/White & Color) 1/2 of copy cost (the other \$960 is charged to Comm. Dev. Records Management Account).		12.00	80.00	960.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01672101 523200 -				14,572.00 *
Smartphones		108.00	68.00	7,344.00
9 Phones x \$68/month x 12 months (The standard phone bills are running around \$615/month an increase from last years budget)				
General Postage		1.00	3,700.00	3,700.00
Mainly for business and alcohol license mailings..				
Aircards for Laptops for Inspectors and Marshals		84.00	42.00	3,528.00
7 people x 42/month x 12 months (The aircard bills are running 42/month, which is above last year's budget)				
523300 ADVERTISING				
01672101 523300 -				6,750.00 *
Legal Ads		1.00	6,750.00	6,750.00
Zoning, Variances, Business Licenses, Alcohol Licenses, etc.				
523400 PRINTING & BINDING				
01672101 523400 -				7,750.00 *
General Printing		1.00	7,750.00	7,750.00
Forms, Door Hangers, Letterhead, Permits, Business Licenses, Zoning/Variance Signs, Citations, etc.				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

523500 TRAVEL

01672101 523500 -

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	675.00	13,525.00 *
Travel, Lodging, Meals for Georgia Planning Association (GPA) Conference (Planning: CC)		675.00	675.00
Travel, Lodging, Meals for Georgia Planning Association Fall Conference (Planning: JS or CC)	1.00	675.00	675.00
Travel, Lodging, Meals for America Planning Association (APA) National Conference (Planning: RM & JS)	2.00	1,162.50	2,325.00
Travel and Meals for General Training in the Metro Atlanta Area (All Staff are Eligible)	1.00	250.00	250.00
Travel, Lodging and Meals for Georgia Association of Business & Tax Officials Spring Conference (Business License: KM)	1.00	450.00	450.00
Travel, Lodging and Meals for Georgia Association of Business & Tax Officials Fall Conference (Business License: KM)	1.00	450.00	450.00
Travel, Lodging and Meals for American Association of Code Enforcement National Conference (Code Enforcement: Lead)	1.00	1,400.00	1,400.00
Travel, Lodging and Meals for Georgia Association of Code Enforcement Fall Conference (Code Enforcement: SC, TF and/or HH)	2.00	1,000.00	2,000.00
Travel, Lodging and Meals for Georgia Association of Code Enforcement Spring Conference (Code Enforcement: SC, TF and/or HH)	2.00	1,000.00	2,000.00
Travel, Lodging and Meals for	1.00	675.00	675.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Georgia Association of Zoning Administrators (Planning: NC, JS or CC)		1.00	1,100.00	1,100.00
Travel, Lodging and Meals for ICC/EduCode National Conference (Building: AC)		3.00	750.00	2,250.00
Travel, Lodging and Meals for International Code Council (ICC) Building Classes (Building: AC, BH or WH)		4.00	100.00	400.00
Travel & Meals for Planning Commissioner Training (Planning: 4 Commissioners)		1.00	1,125.00	-1,125.00
Dept advised okay to cut: - GPA fall conference (675) - GABTO spring conference (450)				
523600 DUES & FEES				
01672101 523600 -				5,685.00 *
American Planning Association (APA) Annual Dues AICP Certification (Planning: RM)		1.00	400.00	400.00
American Planning Association (APA) Annual Dues AICP Certification (Planning: JS)		1.00	433.00	433.00
American Planning Association (APA) Annual Dues (Planning: CC)		1.00	227.00	227.00
Planning Advisory Services (PAS) Annual Dues		1.00	850.00	850.00
TLO Research Subscription Property Owner Research 50\$/Month x 12 Months (Code Enforcement)		12.00	50.00	600.00
American Association of Code		4.00	75.00	300.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Enforcement (AACE) Annual Membership Dues (Code Enforcement: Lead, HH, TF & SC)		4.00	62.00	248.00
Georgia Association of Code Enforcement (GACE) Annual Dues (Code Enforcement: Lead, HH, TF & SC)		12.00	50.00	600.00
SAVE Monthly Membership Required by the State (Business License)		8.00	80.00	640.00
American Planning Association (APA) Planning Commissioners Annual Membership Dues		1.00	135.00	135.00
International Code Council (ICC) Membership Dues (Building: AC)		1.00	90.00	90.00
International Code Council (ICC) Membership Dues (Building: NC)		3.00	35.00	105.00
Georgia State Inspectors Association (GSIA) Annual Membership Dues (Building: AC, BH & WH)		12.00	41.00	492.00
GCIC Fee for Fingerprinting Alcohol Licensing Requirement (Business License: KM)		1.00	35.00	35.00
Georgia Association of Business & Tax Officials (GABTO) Annual Membership Dues (Business Licenses: KM)		2.00	175.00	350.00
International Code Council (ICC) Membership for Certified Marshals (Code Enforcement: SC or TF)		12.00	15.00	180.00
Smyrna Business Association Lunches				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

523700 EDUCATION & TRAINING

01672101 523700 -

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	250.00	12,175.00 *
Registration for Georgia Planning Association (GPA) Conference (Planning: CC)			250.00
Registration for National American Planning Association (APA) Conference (Planning: RM & JS)	2.00	775.00	1,550.00
Registration for Georgia Association of Zoning Administrators (GAZA) Conference (Planning: NC, JS or CC)	1.00	450.00	450.00
Registration for General Training in the metro Atlanta Area (Open to All Staff)	1.00	250.00	250.00
Registration for Georgia Association of Business & Tax Officials (GABTO) Conference (Business License: KM)	1.00	125.00	125.00
Registration for American Association of Code Enforcement (AACE) National Conference (Code Enforcement: Lead)	1.00	600.00	600.00
Registrations for Fall & Spring Georgia Association of Code Enforcement (GACE) Conferences (Code Enforcement: Lead, TF, HH & SC)	4.00	850.00	3,400.00
Building Inspections Certifications (Building: AC, WH & BH)	3.00	225.00	675.00
Building Inspections Certifications (Building: AC)	1.00	225.00	225.00
On-line Training for Building Inspectors (Building: WH & BH)	2.00	600.00	1,200.00
Registration for International	1.00	900.00	900.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Code Council (ICC) Training (Building: WH)		4.00	225.00	900.00
Planning Commissioner Training 4 Members (Planning)		1.00	100.00	100.00
Registration for Property Maintenance Certification (Code Enforcement: Lead or SC)		1.00	850.00	850.00
Registration for International Code Council/EduCode National Conference - Property Maintenance (Code Enforcement: Lead)		3.00	850.00	2,550.00
International Code Council (ICC) Training Classes for Building Inspectors (Building: AC, WH & BH)		1.00	1,850.00	-1,850.00
Dept advised okay to cut: - ICC property maintenance training (900) - Property maint cert (100) - ICC national conf (850)				
<hr/>				
531100 GENERAL SUPPLIES & MATERIALS				
01672101 531100 -		1.00	7,200.00	7,200.00 *
General office & field supplies				7,200.00
<hr/>				
531270 ENERGY-GASOLINE/DIESEL				
01672101 531270 -		9.00	775.00	6,975.00 *
Gas for 9 Vehicles 4 City Marshals, 3 Inspectors, Pool, Director				6,975.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531400 BOOKS & PERIODICALS				
01672101 531400 -				
Books & Publications related to CD functions		1.00	720.00	1,670.00 *
				720.00
Code Books		1.00	950.00	950.00
531700 OTHER SUPPLIES				
01672101 531700 -				
Uniforms & Protective Gear		7.00	400.00	2,800.00 *
Outside Personnel - 4 Marshals & 3 Inspectors				2,800.00

GRAND TOTAL

152,697.00

** END OF REPORT - Generated by Jered Sigmon **

COMMUNITY RELATIONS

Function

The 15700 account funds the Community Relations Department. One hundred percent (100%) of funding for the Community Relations Department is drawn from hotel/motel taxes and associated taxation/fees and as such carries special considerations in application/use related to governing legislation. The hotel/motel tax revenues annually support the General Fund by a percentage, but no residential or commercial taxes support the Community Relations Department staffing, programs, events or products. The Community Relations Department Director voluntarily maintains a Board leadership role (without compensation) in county tourism management to support tourism and grow funding which supports the department as well as the annual monetary benefit to the City of Smyrna General Fund.

The department articulates complex processes, ideas and governmental actions for productive communication and calls to action for/with/by citizens and other audiences for overall and strategic City of Smyrna concerns and image outcomes with anticipated outcomes specific to community improvement/growth in addition to communication and image objectives – accomplished through various and changing ways.

The department manages and influences employer and community image through brand development, brand management/promotion and adaptation with strategic and targeted messaging, production and approval of communication pieces (visual or otherwise) as needed, various events and activities as well as manages media relations (including proactive measures to avoid or correct negative outcomes), manages social media, and practices proactive crisis avoidance and provides crisis communication. The department director provides input in management of public relations/image matters and issues for the City of Smyrna across departments, as an organization-wide management function. Department director also provides public relations counsel to administration, elected officials as well as direction to staff and departments for overall City of Smyrna concerns.

Tools and mechanisms of department service delivery include (but are not limited to) creative and professional solutions, advertising, marketing, design, written and visual communication pieces, strategic events creation and/or management, social media management (including overall strategy and standards) and delivery, professional knowledge and practices as well as website development and management (including overall strategy and standards), along with other tools and processes. The department also works with special projects in various capacities for projects, committees and studies such as education, visioning, the downtown master plan and the transportation studies.

The department oversees production and execution of an aggressive schedule of events ranging in size from a few hundred to 20,000+ attendees which includes a five-month+ series of weekly food truck gatherings titled “Smyrna Food Truck Tuesday,” a series originated and managed by the department that drives interest in and enjoyment of the Smyrna Community for residents and first-time visitors,

providing support to economic development objectives, facility/parks rental objectives as well as other promotional and recreational objectives of the City of Smyrna.

Other events managed and/or delivered by the department include large festivals, a fundraising road race, a summer concert series, the annual City Birthday Celebration with fireworks, as well as other special events of substantial marketing value such as Woofstock with Star-94.1 that generates in excess of \$129,600 annually in promotional value and expressed community value in step with the strategic vision.

Other activities of the department include, but are not limited to: emergency management team and weather emergency team duties, tourism representation for the City, film permitting representation, and team lead as needed on various projects. The department provides in-house design, writing and editorial for materials produced by the department and many produced by other departments, and is the City brand originator and manager.

Major Goals & Objectives

- Deliver and reinforce image development through brand guidelines application, enforcement and adaptation with strategic and targeted as well as general messaging delivery and guidance through various events and activities and media (new - where warranted - and existing mainstream), media relations, social media management/monitoring/delivery, advertising, marketing and printed and produced materials/media - promoting the City as a viable business, living and tourism community (through various and changing ways) with focus on the City's enhanced quality of life offerings - as a unified brand, instructed and authorized through City of Smyrna Brand Guide and social media policy.
- Apply and continue to enforce brand compliance.
- Apply, enforce and guide departments in social media policy across all departments/platforms in support of unified brand and community appeal and vitality.
- Continue to provide public relations and media relations guidance and counseling - manage/direct media relations for the City and provide proactive crisis avoidance and crisis communications through all means necessary.
- Ensure proper coordination and promotion of various special strategic and special impactful tourism/economic development and community pride purposes community events and activities (annual series of approved events of large scale).
- Manage/direct the standards, design, structure (and/or visual presentation/appeal in line with brand and standards) and deployment of all brand/branded tools and items, marks, communication, communication materials and citizen web-based services such as the City website and social media/new media (citizen communication channels).
- Continue and expand successful targeted online paid advertising making use of geo-targeting tools/services to enhance City image and brand awareness – continuing Facebook and Instagram advertising (exclusive of boosting) as well as continue to expand use of strategic video pieces through social media and website.
- Continue to expand graphic design support and video production services.

- Continue media training for elected officials and key staff as needed.
- Maintain authority in review and approval of all marks and materials (including review of all advertising, printed and station / signage / kiosk, apparel and other City products) graphics and text, content, stories, communication channels/content, uniforms as well as marks for equipment such as vehicles and other image impacts requiring consistency) originating on departmental as well as higher levels to support quality brand expression, support and maintenance.
- Continue process of delivering departments-assisted refresh and update of departmental information and offerings on City website.
- Continue, and re-establish where necessary, Community Relations departmental authority in website practices and standards.
- Continue tracking media outcomes with expansion/fine tuning of service provider platform or platform/tracking service migration.
- Expand and maintain department role/authority in major projects and City initiatives such as education etc.
- Upgrade annual concert series and/or City Birthday entertainment.

Performance Measures

- Strength, relevance and reach of messaging and products
- Clarity, value, relevance, branding appeal (as well as branding and standards matching) and functionality of website, materials and media and other media services
- Quality, execution and relevance of events and activities
- City Reputation

COMMUNITY RELATIONS - 61720

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	220,510	206,384	205,965	216,293	10,328	5.0%
OTHER OPERATING	1,496,748	1,401,557	1,511,276	1,274,738	(236,538)	-15.7%
TOTAL EXPENDITURES	1,717,257	1,607,941	1,717,240	1,491,031	(226,209)	-13.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	2.13	2.07	2.07	2.07

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COMMUNITY RELATIONS

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
75561701	511100		REG/FULL TIME EMPLOYEES	132,294	130,310	140,141	146,841	6,700	4.8%
75561701	511101		PART TIME EMPLOYEES	30,536	1,953	-	-	-	N/A
75561701	511200		TEMPORARY EMPLOYEES	63	7,020	1,500	1,500	-	0.0%
75561701	511300		OVERTIME	231	7	-	-	-	N/A
75561701	512100		GROUP INSURANCE	26,913	37,332	33,043	36,000	2,957	9.0%
75561701	512110		COMM HEALTH NETWORK	711	711	750	750	-	0.0%
75561701	512111		PRESCRIPTIONS	5,851	5,960	7,380	5,880	(1,500)	-20.3%
75561701	512200		SOC SEC/FICA CONTRIB	11,210	9,573	8,681	8,640	(41)	-0.5%
75561701	512400		RETIREMENT CONTRIBS	12,228	13,038	13,768	16,028	2,260	16.4%
75561701	512450		RETIREMENT 401A CONTRIB	473	481	702	654	(48)	-6.8%
75561701	521200		PURCH PROFESSIONAL SVC	64,630	68,398	84,581	98,333	13,753	16.3%
75561701	521400		PURCH SOFTWARE	-	-	1,680	1,608	(72)	-4.3%
75561701	522200		REPAIRS & MAINTENANCE	3,684	-	5,800	5,400	(400)	-6.9%
75561701	522320		RENTAL OF EQUIP & VEH	6,085	3,260	10,700	11,300	600	5.6%
75561701	523200		COMMUNICATIONS	2,631	1,496	2,040	2,040	-	0.0%
75561701	523300		ADVERTISING	68,526	68,772	97,480	79,030	(18,450)	-18.9%
75561701	523400		PRINTING & BINDING	14,789	19,493	56,766	27,600	(29,166)	-51.4%
75561701	523500		TRAVEL	1,098	5	1,400	100	(1,300)	-92.9%
75561701	523600		DUES & FEES	5,450	5,450	5,850	5,510	(340)	-5.8%
75561701	523700		EDUCATION & TRAINING	2,724	75	4,500	-	(4,500)	-100.0%
75561701	523850		CONTRACT LABOR	22,464	30,395	32,450	123,550	91,100	280.7%
75561701	531100		GEN SUPPLIES & MATERIALS	1,510	1,169	1,800	1,800	-	0.0%
75561701	531300		FOOD	424	130	960	960	-	0.0%
75561701	531400		BOOKS & PERIODICALS	808	705	968	968	-	0.0%
75561701	531590		INVENTORY PURCH FOR RESALE	-	-	500	500	-	0.0%
75561701	531600		SMALL EQUIPMENT	157	117	1,800	1,800	-	0.0%
75561701	531700		OTHER SUPPLIES	493	3,754	5,000	5,000	-	0.0%
75561701	542100		CAP OUTLAY-MACH & EQUIP	143,975	-	-	-	-	N/A
75561701	572000		PMTS AGENCIES-COBB GALL	656,373	653,704	601,126	456,614	(144,512)	-24.0%
75561701	611000		OPER TRANS OUT-GEN FUND	500,927	544,635	595,875	452,625	(143,250)	-24.0%
COMMUNITY RELATIONS				1,717,257	1,607,941	1,717,240	1,491,031	(226,209)	-13.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

521200 PURCH PROFESSIONAL SVCS

75561701 521200 -

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	3.00	1,800.00	98,333.00 *
Existing Banners / replace / beyond date changes			5,400.00
ASCAP annual required licensing for music played in buildings and on property required license	1.00	712.00	712.00
BMI annual required licensing for music played in buildings and on grounds required	1.00	800.00	800.00
SESAC annual required licensing for music played in buildings and on grounds required	1.00	1,500.00	1,500.00
Professional photography bookings for events and special purposes / campaigns etc	5.00	500.00	2,500.00
Street-level / event site signage for up to 5 events as needed - directional / instructional / various notification needs	5.00	350.00	1,750.00
Annual professional fireworks display - City Birthday Celebration	1.00	20,000.00	20,000.00
Misc. expenses for events for event delivery and/or operation	13.00	55.00	715.00
Website hosting (monthly) and service requests as needed.	12.00	882.00	10,584.00
Outsourcing (professional) video and graphics as needed and as assigned to existing services, info channels and activities/events.	12.00	1,700.00	20,400.00
Media monitoring services	1.00	6,500.00	6,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	2,000.00	2,000.00
New bridge banner set for new Culture & Spirit event	1.00	4,000.00	4,000.00
Media Training - ongoing and as needed for Council and/or staff (as needed).	12.00	499.75	5,997.00
Ongoing professional graphic (logo) updates and assistance / branding support	1.00	475.00	475.00
Electrician (professional) setup assistance and for being onsite during event	1.00	15,000.00	15,000.00
M&C recommendation: Black History Celebration			

521400 PURCH SOFTWARE

75561701 521400 -	12.00	134.00	1,608.00 *
Software - design software switching to subscription. Illustrator and Photoshop at a minimum, adding other graphic and subscription software. Design software is now subscription based. With PC replacement, switch has to be made.			1,608.00

522200 REPAIRS & MAINTENANCE

75561701 522200 -	1.00	5,400.00	5,400.00 *
Mobile Hydraulic Stage training Required for operation. Note: for next FY, an additional \$1,450 or more will need to be added for annual inspection.			5,400.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522320 RENTAL OF EQUIP & VEHICLES				
75561701 522320 -				
Memorial Day tent rental - install and removal - City sponsored event (Parks & Recreation assisting the Veteran Organizers).		1.00	1,200.00	11,300.00 * 1,200.00
Tent rentals for new event - Culture & Spirit.		1.00	1,800.00	1,800.00
Tent rentals for Birthday Celebration		2.00	1,800.00	3,600.00
Backup tent(s) in case of mobile stage failure for Birthday Celebration / or additional as needed or trailer rental with event expansion to include national musical performers. Event expansion to include national recording acts.		1.00	1,800.00	1,800.00
Generator rentals for Birthday Celebration and Culture & Spirit event.		2.00	850.00	1,700.00
Portable restrooms (hand washing station) for Birthday celebration and same for Culture & Spirit event.		2.00	600.00	1,200.00
523200 COMMUNICATIONS				
75561701 523200 -				
Wireless mobile for two staff and postage as needed.		12.00	170.00	2,040.00 * 2,040.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

VENDOR QUANTITY UNIT COST 2021 PROPOSED

523300 ADVERTISING

75561701 523300 -

Online special (such as a
specific media set such as AJC)
outside of the Reach Local set
pushes.
No budget intended.

4.00 .00 79,030.00 *
.00

Special print for special
projects / events / programs
(regional interest - major
project promotion) - AJC print
or other.
No budget intended.

4.00 .00 .00

Special tourism (print and/or
online) - Event-specific
promotion/advertising

1.00 4,000.00 4,000.00

Cobb County / Chamber of
Commerce economic publications

2.00 2,000.00 4,000.00

Cobb InFocus - regular event
and lifestyle support with
editorial options/input

6.00 1,300.00 7,800.00

Guide to Georgia - festival
publication for Spring and Fall
Jonquil Festivals

2.00 615.00 1,230.00

BrightSide - hyper-local,
mailbox publication - local
print

4.00 650.00 2,600.00

Know Atlanta - major relocation
publication

3.00 2,200.00 6,600.00

Marietta Daily Journal print
and magazine(s) print set(s) -
Progress ads and other such as
events and programs as needed

4.00 1,100.00 4,400.00

Newcomer Magazine - relocation
/ community data / information
/ education / lifestyle
magazine

4.00 2,000.00 8,000.00

Special local - has been Our

2.00 700.00 1,400.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

Town	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Community Profiles - includes radio spot for Mayor - Realtor focus No budget intended.		.00	3,000.00	.00
Insights publication coop ad for Smyrna Food Truck Tuesday (Tourism partnership)		1.00	1,500.00	1,500.00
ReachLocal online discounted placements for seasonal and lifestyle promotion - includes major events - high performing		12.00	2,250.00	27,000.00
Braves Yearbook - annual identity		1.00	4,500.00	4,500.00
Major Regional for project/direction focus such as Atlanta Business Chronicle as needed Georgia Trend at present		1.00	6,000.00	6,000.00

523400 PRINTING & BINDING

75561701 523400 -				27,600.00 *
Mobile Stage banners / backdrop or kits No budget intended.		2.00	.00	.00
Street Pole Banners (event season & holiday)- Market Village, Atlanta Road, Concord Road and Spring Road		2.00	5,500.00	11,000.00
Citizen Guide (annual and/or when Council changes) - includes Council contact info, sanitation schedules etc.		1.00	3,500.00	3,500.00
Water bill inserts as needed - events and/or community information		4.00	450.00	1,800.00
Printed material(s) for		1.00	600.00	600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Memorial Day Ceremony (as sponsorship)		1.00	1,300.00	1,300.00
Memorial Day Ceremony lapel pins (event theme image)		1.00	2,500.00	2,500.00
Event Calendar - annual community event calendar mailed in water bills and distributed to various locations		12.00	75.00	900.00
Image license purchase / image use purchase for promotional purposes		2.00	1,000.00	2,000.00
Outsourcing as needed - print projects (design with budgeted print projects)		1.00	500.00	500.00
Misc. event-related printing - fliers and other printed materials		1.00	3,500.00	3,500.00
Special purpose publication (Annual Report or other image piece)				
<hr/>				
523500 TRAVEL				
75561701 523500 -				100.00 *
Travel costs for one or more conferences - includes travel and lodging		1.00	1,400.00	1,400.00
Dept advised okay to reduce.		1.00	1,300.00	-1,300.00
<hr/>				
523600 DUES & FEES				
75561701 523600 -				5,510.00 *
Cobb Travel & Tourism membership		1.00	5,000.00	5,000.00
Leadership Cobb Alumni Association dues		1.00	55.00	55.00
Honorary Commanders Alumni Association Dues		1.00	55.00	55.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	400.00	400.00

3CMA annual dues

523850 CONTRACT LABOR

75561701 523850 -			123,550.00 *
Band(s) for June Concert - includes deposit and final payment for performance	1.00	6,000.00	6,000.00
Band(s) for July concert - includes deposit and final performance payment	1.00	6,000.00	6,000.00
Headliner band for annual City Birthday Celebration - includes deposit for next fiscal (performance). Amount is for securing national act.	1.00	50,000.00	50,000.00
Opening band for annual City Birthday Celebration.	1.00	3,000.00	3,000.00
Stilt Walker and amusement for concerts and birthday - includes face painting	3.00	650.00	1,950.00
Sound for June and July Concerts.	2.00	1,700.00	3,400.00
Sound for annual City Birthday - national act - includes backline, sound, lights, techs and stage transitions	1.00	10,000.00	10,000.00
Memorial Day sound - sponsorship	1.00	1,500.00	1,500.00
Booking fee / onsite assist with band for City Birthday - includes ryder fullfilment	1.00	3,000.00	3,000.00
Ground assist for City Birthday Band	1.00	700.00	700.00
Culture & Spirit - new event - set of performances and labor costs - combined elements - sound - bands	1.00	35,000.00	35,000.00
	1.00	3,000.00	3,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

Hotel / travel for City
Birthday national recording
artists

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531100 GENERAL SUPPLIES & MATERIALS

75561701 531100 -			1,800.00 *
Office supplies for two-person office (and intern)	12.00	125.00	1,500.00
Department share of warehouse supplies	1.00	300.00	300.00

531300 FOOD

75561701 531300 -			960.00 *
Food for events - includes hospitality for Birthday Celebration (back of house) for national recording act and all other concerts	1.00	960.00	960.00

531400 BOOKS & PERIODICALS

75561701 531400 -			968.00 *
Atlanta Business Chronicle	1.00	260.00	260.00
Atlanta Journal Constitution	1.00	165.00	165.00
Marietta Daily Journal	1.00	193.00	193.00
PR Week	1.00	350.00	350.00

531590 INVENTORY PURCH FOR RESALE

75561701 531590 -			500.00 *
Purchase of automobile license plates / restock	1.00	500.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
HOTEL / MOTEL TAX

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531600 SMALL EQUIPMENT				
75561701 531600 -				
Replacement/upgrade costs for small equipment		1.00	1,800.00	1,800.00 *
				1,800.00
531700 OTHER SUPPLIES				
75561701 531700 -				
City branded lapel pins		1.00	1,500.00	5,000.00 *
				1,500.00
Premium items for children - City branded		3.00	500.00	1,500.00
Special premium item for special purpose (unspecified)		1.00	500.00	500.00
Magnets - Branding / promotional item		3.00	500.00	1,500.00
572000 PMTS OTH AGENCIES-COBB GALL				
75561701 572000 -				
Payment to Cobb Galleria Authority per formula in agreement.		1.00	456,614.00	456,614.00 *
				456,614.00
611000 OPER TRANS OUT-GEN FUND (101)				
75561701 611000 -				
H/M transfer to GF 37.5% of gross revenues		1.00	452,625.00	452,625.00 *
				452,625.00

GRAND TOTAL

1,274,738.00

** END OF REPORT - Generated by Jered Sigmon **

COURT

Function

This division is responsible for processing citations and preparing court dockets to try offenses against city ordinances and State laws and to impose fines upon those convicted. Traffic Court is held every week with dockets averaging 200 cases each day. Trial court is conducted once monthly with 2 sessions, a morning session and an afternoon session with approximately 20 cases being heard each day. Environmental Court is responsible for code enforcement for city ordinances. This court holds 2 sessions monthly, the second Wednesday and the last Friday of each month.

The Probation Division is a probation facility operated under the authority of the City of Smyrna Mayor and Council. The mission of this facility is to provide supervision of all court orders and collection of all fines and fees to ensure the safety of the community.

Major Goals & Objectives

- To handle all municipal court cases in a timely, efficient and courteous manner.
- To improve communications with the citizens.
- To insure the proper administration of justice and uniform application of the law of all who appear before the court.
- Continue effective court operational practices using current technology.

Performance Measures

- Citations processed
- Cases completed in Municipal Court
- Number of reporting probationers

COURT - 25000

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	325,945	337,710	474,558	478,821	4,263	0.9%
OTHER OPERATING	47,574	42,165	63,158	58,432	(4,726)	-7.5%
TOTAL EXPENDITURES	373,519	379,874	537,716	537,253	(463)	-0.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	6.90	6.90	8.90	8.90

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COURT

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01225001	511100		REG/FULL TIME EMPLOYEES	273,429	281,080	406,333	413,146	6,813	1.7%
01225001	511101		PART TIME EMPLOYEES	32,510	35,821	41,301	41,503	202	0.5%
01225001	512200		SOC SEC/FICA CONTRIB	20,005	20,809	26,924	24,172	(2,752)	-10.2%
01225001	521200		PURCH PROFESSIONAL SVC	28,881	24,630	37,230	28,000	(9,230)	-24.8%
01225001	522110		PURCH SVC-DISPOSAL	-	-	150	200	50	33.3%
01225001	522200		REPAIRS & MAINTENANCE	-	-	-	1,000	1,000	N/A
01225001	522320		RENTAL OF EQUIP & VEH	3,179	3,230	2,688	4,800	2,112	78.6%
01225001	523200		COMMUNICATIONS	4,058	2,922	3,400	4,400	1,000	29.4%
01225001	523300		ADVERTISING	80	40	75	75	-	0.0%
01225001	523400		PRINTING & BINDING	755	483	2,220	2,500	280	12.6%
01225001	523500		TRAVEL	405	1,443	4,300	4,300	-	0.0%
01225001	523600		DUES & FEES	910	245	1,210	448	(762)	-63.0%
01225001	523700		EDUCATION & TRAINING	1,549	905	2,975	2,955	(20)	-0.7%
01225001	523800		PROFESSIONAL LICENSES	77	94	64	150	86	135.1%
01225001	531100		GEN SUPPLIES & MATERIALS	4,989	6,491	5,695	6,500	805	14.1%
01225001	531270		ENERGY-GASOLINE/DIESEL	66	37	-	-	-	N/A
01225001	531400		BOOKS & PERIODICALS	2,581	227	719	354	(365)	-50.8%
01225001	531600		SMALL EQUIPMENT	45	1,417	2,232	500	(1,732)	-77.6%
01225001	531700		OTHER SUPPLIES	-	-	200	2,250	2,050	1025.0%
COURT				373,519	379,874	537,716	537,253	(463)	-0.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01225001 521200 -				28,000.00 *
		1.00	5,000.00	5,000.00
	Cochran & Edwards Legal Services			
		1.00	9,000.00	9,000.00
	Bilingual Atlanta Spanish and other language interpretor fees			
		1.00	14,000.00	14,000.00
	Indigent Defense Attorney Fee Judge appointed attorney's for the indigent			
522110 PURCH PROP SVC-DISPOSAL				
01225001 522110 -				200.00 *
		1.00	200.00	200.00
	Record Destruction			
522200 REPAIRS & MAINTENANCE				
01225001 522200 -				1,000.00 *
		1.00	1,000.00	1,000.00
	Repairs and Maint not covered under building and grounds			
522320 RENTAL OF EQUIP & VEHICLES				
01225001 522320 -				4,800.00 *
		12.00	400.00	4,800.00
	Konica Copy Lease for court and copy charges for court			
523200 COMMUNICATIONS				
01225001 523200 -				4,400.00 *
		1.00	2,500.00	2,500.00
	Postage for FTA notices and dispositions/Probation postage			
		1.00	1,900.00	1,900.00
	Cell phones for Judge and Solicitor/Upgrade			

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523300 ADVERTISING				
01225001 523300 -				75.00 *
Ads for Lis Pendens Notices from E-Court		1.00	75.00	75.00
523400 PRINTING & BINDING				
01225001 523400 -				2,500.00 *
Legal forms, Envelopes, Stationary		1.00	500.00	500.00
Copier charges from Konica per agreement for probation		12.00	100.00	1,200.00
Probation Forms/Drug Screens, A/D contract		1.00	500.00	500.00
Probation appointment cards		1.00	300.00	300.00
523500 TRAVEL				
01225001 523500 -				4,300.00 *
Judge, fill-In Judge and Clerk of Court mandatory training seminar. Meals/Lodging/Mileage		1.00	3,000.00	3,000.00
Mandatory probation officer training. Meals/Lodging/Mileage		1.00	1,300.00	1,300.00
523600 DUES & FEES				
01225001 523600 -				448.00 *
Membership dues for GMCCC for Cardi McManus		1.00	45.00	45.00
Probation Certification		2.00	50.00	100.00
Tina Woodard language certification		1.00	125.00	125.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
GPAC annual membership fees		1.00	78.00	78.00
Ga. Dept. of Correction Membership		1.00	100.00	100.00
<hr/>				
523700 EDUCATION & TRAINING				
01225001 523700 -				2,955.00 *
Clerk of Court mandatory training seminar fee		1.00	225.00	225.00
Judges and fill-in Judges mandatory training seminar fee		3.00	325.00	975.00
GCIC TAC training seminar fee for Lisa Moore		1.00	250.00	250.00
Probation Training/Waycross GPAC		1.00	500.00	500.00
MPOU summer conference registration fee/probation		1.00	105.00	105.00
Spanish Interpreter certification class for Tina Woodard		1.00	900.00	900.00
<hr/>				
523800 PROFESSIONAL LICENSES				
01225001 523800 -				150.00 *
Notary renewals for 3 clerks		3.00	50.00	150.00
<hr/>				
531100 GENERAL SUPPLIES & MATERIALS				
01225001 531100 -				6,500.00 *
Office supplies for court and probation		1.00	1,000.00	1,000.00
Copy paper for court and probation/Necessary supplies		1.00	4,500.00	4,500.00
Coffee supplies for court and probation		1.00	600.00	600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 4
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Warehouse supplies for court and probation		1.00	400.00	400.00
531400 BOOKS & PERIODICALS				
<hr/>				
01225001 531400 -				354.00 *
Blue Media 360 traffic law manuals		1.00	150.00	150.00
Georgia Technology(online access for GCIC)		12.00	17.00	204.00
531600 SMALL EQUIPMENT				
<hr/>				
01225001 531600 -				500.00 *
Replace equipment such as scanners/desk top printers		1.00	500.00	500.00
531700 OTHER SUPPLIES				
<hr/>				
01225001 531700 -				2,250.00 *
Food to host MPOU training classes		1.00	250.00	250.00
Drug screens/Indigent probationers		1.00	500.00	500.00
ETG dip test/12 panel screens		1.00	1,500.00	1,500.00

GRAND TOTAL

58,432.00

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E-911 COMMUNICATIONS

Function

The Emergency 911 Public Safety Communications Center conveys information from those in need of assistance to those who provide that assistance as quickly and accurately as possible. The Communications Center dispatches Fire, Police and Emergency Medical assistance, provides pre-arrival emergency medical dispatch (EMD) instructions, and is responsible for the distribution of after-hours requests for other City services such as Public Works, Sanitation and the Water Department, for the City of Smyrna and Powder Springs.

The Center also monitors the weather and activates the Emergency Weather Warning System. In addition, the Communications Center also monitors the Georgia Crime Information Center (GCIC) 24 hours a day responding to all requests for information and entering stolen items and wanted suspects into the GCIC system, as well as maintaining all records and files for this system and the warrants for the for the City of Smyrna and Powder Springs, Hiram Courts.

Major Goals & Objectives

- Relay emergency information as effectively and efficiently as possible to improve the quality of life for our citizens and visitors.
- Actively support the Police and Fire Departments in accomplishing their goals & objectives.
- Maintain a high level of training for our dispatchers and supervisors and to improve the services we provide to our employees and the citizens of the Cities of Smyrna and Powder Springs.

Performance Measures

- Track the number of 911 calls processed
- Track the number of Administrative calls processed
- Total number of Police and Fire calls dispatched
- Monitor the quality of emergency pre-arrival instructions given
- Mean time until calls are answered
- Hours of training per communications officer
- % of emergency calls answered within 10 seconds
- % of Priority 1 calls dispatched within 2 minutes 30 seconds

E-911 - 38000

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	1,328,718	1,591,768	1,562,476	1,668,826	106,350	6.8%
OTHER OPERATING	260,668	331,309	447,044	351,902	(95,142)	-21.3%
TOTAL EXPENDITURES	1,589,386	1,923,077	2,009,520	2,020,728	11,208	0.6%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	22.36	23.36	23.93	24.31

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - E-911

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
15338001	511100		REG/FULL TIME EMPLOYEES	779,194	917,830	970,694	1,005,579	34,885	3.6%
15338001	511101		PART TIME EMPLOYEES	708	8,794	36,130	51,870	15,740	43.6%
15338001	511300		OVERTIME	158,767	191,533	100,000	125,000	25,000	25.0%
15338001	512100		GROUP INSURANCE	181,363	248,879	220,284	240,000	19,716	9.0%
15338001	512110		COMM HEALTH NETWORK	4,738	4,738	5,000	5,000	-	0.0%
15338001	512111		PRESCRIPTIONS	39,004	39,736	49,200	39,200	(10,000)	-20.3%
15338001	512200		SOC SEC/FICA CONTRIB	64,432	77,213	70,533	77,347	6,814	9.7%
15338001	512400		RETIREMENT CONTRIBS	81,522	86,923	91,787	106,850	15,063	16.4%
15338001	512450		RETIREMENT 401A CONTRIB	3,157	3,206	5,198	4,360	(838)	-16.1%
15338001	512700		WORKER'S COMPENSATION	15,834	12,917	13,650	13,620	(30)	-0.2%
15338001	521200		PURCH PROFESSIONAL SVCS	11,339	15,001	36,824	-	(36,824)	-100.0%
15338001	522200		REPAIRS & MAINTENANCE	3,672	13,334	39,611	23,500	(16,111)	-40.7%
15338001	522320		RENTAL OF EQUIP & VEHICLE	83,223	121,613	139,379	146,076	6,697	4.8%
15338001	523200		COMMUNICATIONS	132,292	143,408	139,448	138,700	(748)	-0.5%
15338001	523400		PRINTING & BINDING	-	580	500	550	50	10.0%
15338001	523500		TRAVEL	3,462	5,434	10,100	3,900	(6,200)	-61.4%
15338001	523600		DUES & FEES	245	1,105	1,906	1,906	-	0.0%
15338001	523700		EDUCATION & TRAINING	2,891	5,848	9,745	4,000	(5,745)	-59.0%
15338001	531100		GEN SUPPLIES & MATERIALS	9,576	3,853	6,000	6,500	500	8.3%
15338001	531300		FOOD	904	1,614	2,500	2,500	-	0.0%
15338001	531600		SMALL EQUIPMENT	9,423	14,237	23,552	15,700	(7,852)	-33.3%
15338001	531700		OTHER SUPPLIES	3,641	5,281	8,570	8,570	-	0.0%
15338001	611000		OPER TRNS OUT-GEN FUND	-	-	20,909	-	(20,909)	-100.0%
E-911				1,589,386	1,923,077	2,009,520	2,020,728	11,208	0.6%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522200 REPAIRS & MAINTENANCE				
15338001 522200 -				
		1.00	5,500.00	23,500.00 *
Voice Recorder Warranty		1.00	5,500.00	5,500.00
800Mhz repairs (Police & Fire)		1.00	6,000.00	6,000.00
Motorola portable radio PM		1.00	15,000.00	15,000.00
Radio parts (shoulder mics, etc)		1.00	4,500.00	4,500.00
Dept agreed to do half the Motorola portable radio PM in FY21, half in FY22.		1.00	7,500.00	-7,500.00
522320 RENTAL OF EQUIP & VEHICLES				
15338001 522320 -				
		1.00	3,500.00	146,076.00 *
Konica/Minolta Copier		1.00	3,500.00	3,500.00
Konica Per-Click		1.00	500.00	500.00
Cobb Radio User Fees (5%)		1.00	142,076.00	142,076.00
523200 COMMUNICATIONS				
15338001 523200 -				
		1.00	62,500.00	138,700.00 *
AT&T phone charges		1.00	62,500.00	62,500.00
Verizon Cell Service		1.00	62,500.00	62,500.00
Zayo T-1 line		1.00	10,000.00	10,000.00
Language Line		1.00	3,000.00	3,000.00
Postage		1.00	700.00	700.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523400 PRINTING & BINDING				
15338001 523400 -				550.00 *
911 Fee Mailers		1.00	250.00	250.00
Training Manuals		1.00	300.00	300.00
523500 TRAVEL				
15338001 523500 -				3,900.00 *
GCIC Conf.		1.00	1,000.00	1,000.00
GECC Spring Conf.		1.00	1,200.00	1,200.00
GECC Fall Conf.		1.00	1,200.00	1,200.00
GPSTC Meal Cards		1.00	700.00	700.00
EMD Training Travel		1.00	1,200.00	1,200.00
Emergency Lodging		1.00	1,000.00	1,000.00
Misc. Travel		1.00	1,000.00	1,000.00
		1.00	3,400.00	-3,400.00
Dept advised okay to cut:				
GCIC Conf. 1,000.00				
GECC Spring Conf. 1,200.00				
GECC Fall Conf. 1,200.00				
523600 DUES & FEES				
15338001 523600 -				1,906.00 *
NENA for Director		1.00	200.00	200.00
APCO for Director		1.00	200.00	200.00
GA. 911 Directors Assoc.		1.00	150.00	150.00
APCO for Staff		1.00	856.00	856.00
Misc. Dues		1.00	500.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 3
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523700 EDUCATION & TRAINING				
15338001 523700 -				4,000.00 *
Misc. Training		1.00	6,000.00	6,000.00
GECC Spring Conf.		1.00	525.00	525.00
GECC Fall Conf.		1.00	525.00	525.00
Dept advised okay to cut: GECC Spring Conf. 525.00 GECC Fall Conf. 525.00 Reduce Misc. Training to 4,000.00		1.00	3,050.00	-3,050.00
531100 GENERAL SUPPLIES & MATERIALS				
15338001 531100 -				6,500.00 *
Misc. Supplies		1.00	6,500.00	6,500.00
531300 FOOD				
15338001 531300 -				2,500.00 *
Training Refreshments		1.00	500.00	500.00
E911 Authority Meetings		1.00	500.00	500.00
E911 Appreciation Week Meals		1.00	1,000.00	1,000.00
Misc. Food		1.00	500.00	500.00
531600 SMALL EQUIPMENT				
15338001 531600 -				15,700.00 *
Headsets		1.00	1,000.00	1,000.00
Replacement Wireless Receivers		1.00	700.00	700.00
Covert EOC radios for headset		1.00	2,000.00	2,000.00
3rd radio for EOC		1.00	2,000.00	2,000.00
		1.00	5,000.00	5,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Misc. Small Equipment		1.00	7,000.00	7,000.00
Traffic Camera Monitoring System		2.00	2,500.00	5,000.00
24/7 E911 Chairs		1.00	7,000.00	-7,000.00
Dept advised okay to cut the traffic camera monitoring system.				

531700 OTHER SUPPLIES

15338001 531700 -				8,570.00 *
Uniform Allowance		1.00	7,500.00	7,500.00
Part-time uniform shirts		1.00	320.00	320.00
Lt. Uniform allowance		1.00	750.00	750.00

GRAND TOTAL 351,902.00

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ECONOMIC DEVELOPMENT

Function

The mission of the Economic Development Division is to help ensure and enhance the economic prosperity and viability of the City of Smyrna. Under the direction of the City Administrator, this Division has as its primary function the retention, expansion and attraction of businesses and the encouragement of development (public and private) that supports an energetic and sustainable business environment. The Division is responsible for the administration and appropriate application of the city's economic development incentive programs which include, but are not limited to, fee waiver requests, bond for title projects and the supervision of the North Smyrna Opportunity Zone and the Smyrna-Osborne Enterprise Zone. Additionally, the Division partners with the Community Development Department to provide technical assistance to the Smyrna Downtown Development Authority.

The Economic Development Division works closely with many of the other departments within the City to make sure that the business community is efficiently provided with the necessary municipal services critical to their operation and growth. The Division's functions require day to day coordination with the various divisions of the Community Development Department. The Division assists the Community Development Department in long range planning activities that relate directly to the economic development goals and objectives of the City. The Division also cooperates closely with planning staff to supervise and coordinate the studies and initiatives that formulate a vision and plan for the city's business centers and corridors.

Major Goals & Objectives

- Provide assistance to existing businesses looking to expand their operations in the City.
- Provide facility and site location assistance to brokers, agents and businesses looking to locate facilities in the City.
- Continue to encourage high quality development through rational, thoughtful and realistic decision making.
- Coordinate with local, regional and state economic development partners (Cobb County, other Cobb Municipalities, Cobb Chamber of Commerce, Cobb Development Authority, the Cumberland CID, Atlanta Regional Commission, the Braves Development Company and other governmental and private entities associated with economic development activities and initiatives).
- Continue to implement the Business Retention Visit Program.
- Continue to use the Spring Road LCI Study as a guide when reviewing development and/or redevelopment proposals along the corridor.
- Continue to use the Spring Road LCI Study to identify, prioritize and implement public infrastructure improvements in the Spring Road Corridor.
- Seek funding to implement the proposed improvements to South Cobb Drive recommended in the South Cobb Drive Corridor Improvement Study.
- Begin to develop implementation plans and funding strategies associated with the completion of the Smyrna Connects Transit Study.
- Begin implementation of the Smyrna BOLD Initiative in the downtown Smyrna area.
- Continue monitoring maintenance of the Smyrna Market Village area.
- Provide technical assistance to the Smyrna Downtown Development Authority and the Downtown Design Commission.

- Maintain and increase networking with economic development partners.
- Continue with economic development training and education.
- Increase retail recruitment efforts.
- Assist Community Development Department in implementation of annexation efforts.

Performance Measures

- New business licenses issued (non-home occupation licenses).
- Increase in the non-residential tax base.
- New jobs created or retained.
- New businesses attracted and existing businesses retained and/or expanded.
- Broker contacts made.
- Business retention visits completed.
- Special studies or initiatives begun and/or completed.
- Key infrastructure projects funded and/or implemented.
- Networking events attended.
- Continuing education courses attended and certifications earned.
- Grant applications awarded.
- Implementation of the economic development related elements of the Smyrna Vision Plan.

ECONOMIC DEVELOPMENT - 75100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	-	-	138,691	143,868	5,177	3.7%
OTHER OPERATING	-	-	47,375	21,400	(25,975)	-54.8%
TOTAL EXPENDITURES	-	-	186,066	165,268	(20,798)	-11.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.00	0.00	2.00	2.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - ECONOMIC DEVELOPMENT

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01675101	511100		REG/FULL TIME EMPLOYEES	-	-	131,036	136,372	5,336	4.1%
01675101	512200		SOC SEC/FICA CONTRIB	-	-	7,655	7,496	(159)	-2.1%
01675101	521200		PURCH PROFESSIONAL SVC	-	-	36,950	-	(36,950)	-100.0%
01675101	522320		RENTAL OF EQUIP & VEH	-	-	-	1,100	1,100	N/A
01675101	523200		COMMUNICATIONS	-	-	660	480	(180)	-27.3%
01675101	523300		ADVERTISING	-	-	-	3,000	3,000	N/A
01675101	523500		TRAVEL	-	-	1,600	2,160	560	35.0%
01675101	523600		DUES & FEES	-	-	1,730	1,560	(170)	-9.8%
01675101	523700		EDUCATION & TRAINING	-	-	6,435	10,400	3,965	61.6%
01675101	531100		GEN SUPPLIES & MATERIALS	-	-	-	2,000	2,000	N/A
01675101	531300		FOOD	-	-	-	700	700	N/A
ECONOMIC DEV.				-	-	186,066	165,268	(20,798)	-11.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522320 RENTAL OF EQUIP & VEHICLES				
01675101 522320 -				
ICSC Atlanta Event Booth Cost (non-member 100 square foot fully equipped booth)		1.00	1,100.00	1,100.00 *
				1,100.00
523200 COMMUNICATIONS				
01675101 523200 -				
Monthly service for 1 mobile phone - Economic Development Manager		1.00	480.00	480.00 *
				480.00
523300 ADVERTISING				
01675101 523300 -				
Update Economic Development materials - brochure/handouts		1.00	3,000.00	3,000.00 *
				3,000.00
523500 TRAVEL				
01675101 523500 -				
Travel, lodging, and meals for two GEDA Conferences - Econ. Dev. Manager & Econ. Dev. Coordinator		1.00	1,710.00	2,160.00 *
				1,710.00
Mileage expenses for ARC Regional Leadership Institute		1.00	350.00	350.00
Parking expenses for downtown Atlanta events (10 events at \$10 per event)		1.00	100.00	100.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
01675101 523600 -				
Georgia Economic Developers Association memberships for Econ. Dev. Manager & Econ. Dev. Coordinator		2.00	400.00	1,560.00 * 800.00
IEDC membership for Econ. Dev. Manager		1.00	455.00	455.00
Urban Land Institute membership for Econ. Dev. Manager		1.00	305.00	305.00
523700 EDUCATION & TRAINING				
01675101 523700 -				
IEDC Training/Certification. One session for Economic Development Coordinator		1.00	1,000.00	10,400.00 * 1,000.00
Registration for GEDA Spring Workshop and Annual Conference - Econ. Dev. Man. & Econ. Dev. Coordinator		1.00	1,000.00	1,000.00
Urban Land Institute 2 webinars, luncheons, events - Econ. Dev. Manager & Econ. Dev. Coordinator		2.00	350.00	700.00
Databank Annual Symposium - Econ. Dev. Manager & Econ. Dev. Coordinator		2.00	100.00	200.00
Chamber First Monday Breakfast/Smyrna Business Association Lunches - Econ. Dev. Manager & Econ. Dev. Coordinator		2.00	250.00	500.00
Biz Now Events - 8 events at \$100 per event		8.00	100.00	800.00
ARC Regional Leadership Institute (Room and Board included in conference package) - Econ. Dev. Manager		1.00	2,700.00	2,700.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	3,500.00	3,500.00

Leadership Cobb Sponsorship -
Econ. Dev. Manager

531100 GENERAL SUPPLIES & MATERIALS

01675101 531100 -			2,000.00 *
Display materials for Conference booth exhibits (graphics and misc. information/promotional materials)	1.00	2,000.00	2,000.00

531300 FOOD

01675101 531300 -			700.00 *
Prospect/ED Partner Expenses (meals,events, etc.)	1.00	700.00	700.00

GRAND TOTAL

21,400.00

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Emergency Management

Function

The Office of Emergency Management functions principally as a coordinating entity for services required during an emergency. They are responsible for implementing all Federal, State, and Local emergency action plans in the event of a natural disaster or foreign aggression. The importance of this function in the area of communication and coordinating services was underscored in the past during the crash of a jet plane and a tornado that hit the area in the recent past.

This Division is managed by the Director of EMA, who reports directly to the City Administrator. A large percentage of the expenditures in this account are reimbursed by the Georgia Emergency Management Agency.

Major Goals & Objectives

- Request a new position; "Emergency Management Specialist."
- Continue to ensure that the City is adequately prepared in the event of an emergency.
- Continue community preparedness activities.
- Provide department heads training on the functional roles and responsibilities within EMA.
- Maintain and operate the severe weather emergency warning system.

Performance Measures

- Number of Emergency Warning Siren activations.
- Number of Mock Disasters and/or Drills.
- Number of citizen/business contacts for preparedness efforts.

EMERGENCY MANAGEMENT - 39200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	(77)	-	-	-	-	N/A
OTHER OPERATING	4,514	5,772	8,450	8,450	-	0.0%
TOTAL EXPENDITURES	4,437	5,772	8,450	8,450	-	0.0%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.00	0.00	0.00	0.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - EMERGENCY MANAGEMENT

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01339201	511100		REG/FULL TIME EMPLOYEES	-	-	-	-	-	N/A
01339201	512200		SOC SEC/FICA CONTRIB	(77)	-	-	-	-	N/A
01339201	521200		PURCH PROFESSIONAL SVC	-	-	500	500	-	0.0%
01339201	522200		REPAIRS & MAINTENANCE	44	(500)	-	-	-	N/A
01339201	523400		PRINTING & BINDING	567	1,668	1,500	1,500	-	0.0%
01339201	523500		TRAVEL	1,572	1,003	1,000	1,000	-	0.0%
01339201	523600		DUES & FEES	25	165	650	650	-	0.0%
01339201	523700		EDUCATION & TRAINING	300	-	500	500	-	0.0%
01339201	531100		GEN SUPPLIES & MATERIALS	-	1,692	1,800	1,800	-	0.0%
01339201	531230		ENERGY-ELECTRICITY	2,007	1,744	2,000	2,000	-	0.0%
01339201	531700		OTHER SUPPLIES	-	-	500	500	-	0.0%
EMERGENCY MGT				4,437	5,772	8,450	8,450	-	0.0%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01339201 521200 -				500.00 *
Webpage		1.00	500.00	500.00
Preparedness webpage, app maintenance				
523400 PRINTING & BINDING				
01339201 523400 -				1,500.00 *
Printing of Materials		1.00	1,500.00	1,500.00
Publishing materials needed for annual preparedness efforts				
523500 TRAVEL				
01339201 523500 -				1,000.00 *
Emergency Management conference		1.00	1,000.00	1,000.00
523600 DUES & FEES				
01339201 523600 -				650.00 *
Professional Dues and Fees		1.00	650.00	650.00
Annual EMA association dues				
EMAG dues				
523700 EDUCATION & TRAINING				
01339201 523700 -				500.00 *
CERT Annual Training		1.00	500.00	500.00
CERT training for instructors				
Annual training classes to maintain EMA certification				

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531100 GENERAL SUPPLIES & MATERIALS				
<hr/>				
01339201 531100 -				1,800.00 *
General Supplies		1.00	1,800.00	1,800.00
PrepareAthon banners, smoke detectors, weather warning radios and CERT program materials				
531230 ENERGY-ELECTRICITY				
<hr/>				
01339201 531230 -				2,000.00 *
Electricity for weather sirens		1.00	2,000.00	2,000.00
531700 OTHER SUPPLIES				
<hr/>				
01339201 531700 -				500.00 *
Uniforms		1.00	500.00	500.00
Uniform allowance for EMA position				
GRAND TOTAL				8,450.00

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ENGINEERING

Function

Division 42700, Engineering, began operations in Fiscal Year 2003 and was created from the Highways & Streets division.

Engineering reviews civil plans for new commercial and residential developments for conformance with City Ordinances and State/Federal mandates. The City of Smyrna is a Local Issuing Authority which allows us to administer and enforce our erosion and sedimentation inspection program. The City also has a Memorandum of Agreement with Cobb County Soil and Water Conservation District to review Erosion, Sedimentation & Pollution Control plans. Engineering assists property owners with Stream Buffer determinations and reviews civil plans for conformance with the City's Stream Buffer Protection Ordinance. Engineering provides construction inspections related to site erosion control and the installation of new water, sewer, and roadway infrastructure. The Department responds to citizens' requests related drainage issues, traffic calming, site distance, and street lighting. Coordination with other governmental entities such as Cobb County, Georgia Dept of Transportation, Atlanta Regional Commission and Georgia Environmental Protection Division also falls under the umbrella of the Engineering Division. Engineering works with Environmental Consultants to prepare and submit reports related to MS4 and Industrial Stormwater Permits. The City Engineer reviews subdivision plats for conformance with City Ordinances.

The Engineering division is responsible for ensuring that traffic signals within the city limits are repaired and maintained. This division installs, repairs and replaces street, stop and information signs.

Major Goals & Objectives

- To provide safe and maintained traffic signals for the citizens of the City of Smyrna.
- To ensure street and traffic signs are repaired and maintained.
- To ensure new street and traffic signs are installed (when warranted).
- Enforce erosion control ordinances on all active construction sites.
- Timely responses to citizen and administrative requests.

Performance Measures

- Maintaining an acceptable Level of Service for roadways and signals.
- Maintaining good standing with EPD and Cobb County as a Local Issuing Authority.
- Limit citizen complaints related to active construction sites.
- Ensuring applicable ordinances and codes are updated and applied.

ENGINEERING - 42700

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	303,906	239,233	462,723	468,626	5,903	1.3%
OTHER OPERATING	125,421	93,596	352,665	658,510	305,845	86.7%
TOTAL EXPENDITURES	429,327	332,828	815,388	1,127,136	311,748	38.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.00	6.00	8.00	8.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - ENGINEERING

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01442701	511100		REG/FULL TIME EMPLOYEES	279,194	219,038	425,976	427,326	1,350	0.3%
01442701	511300		OVERTIME	4,784	4,386	6,000	6,000	-	0.0%
01442701	512200		SOC SEC/FICA CONTRIB	19,927	15,809	30,747	35,300	4,553	14.8%
01442701	521200		PURCH PROFESSIONAL SVC	-	-	35,000	320,000	285,000	814.3%
01442701	521300		PURCH TECHNICAL SVC	-	375	35,000	105,000	70,000	200.0%
01442701	522200		REPAIRS & MAINTENANCE	11,426	9,023	185,120	154,500	(30,620)	-16.5%
01442701	523200		COMMUNICATIONS	3,551	4,320	3,400	3,400	-	0.0%
01442701	523500		TRAVEL	-	-	2,000	3,500	1,500	75.0%
01442701	523600		DUES & FEES	160	160	550	1,200	650	118.2%
01442701	523700		EDUCATION & TRAINING	1,270	855	4,700	8,200	3,500	74.5%
01442701	523850		CONTRACT LABOR	36,669	24,158	45,798	30,000	(15,798)	-34.5%
01442701	531100		GEN SUPPLIES & MATERIALS	65,059	48,339	19,126	15,900	(3,226)	-16.9%
01442701	531270		ENERGY-GASOLINE/DIESEL	5,810	4,904	10,000	10,000	-	0.0%
01442701	531600		SMALL EQUIPMENT	1,114	1,005	8,390	3,100	(5,290)	-63.1%
01442701	531700		OTHER SUPPLIES	362	455	3,580	3,710	130	3.6%
ENGINEERING				429,327	332,828	815,388	1,127,136	311,748	38.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01442701 521200 -				
MS4 Report - Fox Environmental EPD mandated report		1.00	65,000.00	320,000.00 * 65,000.00
Scanning of Hydrology Studies Currently studies are in hard copy format		1.00	5,000.00	5,000.00
City wide signal timing optimization Optimize signal timings to address increased traffic and population growth.		1.00	185,000.00	185,000.00
Signal software conversion Funds to hire a consultant to manage the conversion of all signals to maxtime.		1.00	35,000.00	35,000.00
Signal warrants, left turn warrants, stop sign warrants Funds to study requests from council and citizens		6.00	5,000.00	30,000.00
Left turn design at NB Atlanta and Creatwood Study in 2019 indicated new left turn is warranted		1.00	8,400.00	8,400.00
Forest Hills Traffic Study Citizen/Council request to study traffic in neighborhood		1.00	25,000.00	25,000.00
Crosswalk extension at Hawthorne and Atlanta Design, permitting and construction of sidewalk across CSX railroad ROW.		1.00	195,000.00	195,000.00
Study Oak Drive between South Cobb Drive and Oakdale Road.		1.00	15,000.00	15,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Increased traffic on the
corridor has increased
congestion. Study will take
counts and make
recommendations.

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
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	1.00	15,000.00	15,000.00
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Traffic Study for the
intersection of Windy Hill Rd
and Old Concord.
Study to determine if a
signal is warranted and
explore other options for
intersection improvements.

	1.00	15,000.00	15,000.00
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Traffic Study for Ward Street
near Campbell High.
Study corridor between Windy
Hill and Powder Springs to
determine if existing
configuration accommodates
school traffic.

	1.00	308,400.00	-308,400.00
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Finance recommendation: Keep
only the MS4 annual report,
signal timing optimization, and
signal software conversion.

	1.00	35,000.00	35,000.00
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Finance recommendation: Traffic
Calming projects.

521300 PURCH TECHNICAL SVCS

01442701 521300 -

	8.00	5,000.00	105,000.00 *
			40,000.00

Project Striping (Crosswalks,
centerline, misc).
Subcontracted striping
projects

	1.00	21,000.00	21,000.00
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Roswell Street Median
Construction
Traffic Calming for Williams
Park

	1.00	20,000.00	20,000.00
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Fiber Optic Network Repairs
Fiber optic is often damaged

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 2021 FY2021 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
during repair or installation of existing/new infrastructure				
Left turn arrow installation at Atlanta Rd Northbound at Creatwood Study prepared in 2019 indicated a left turn arrow was warranted		1.00	40,000.00	40,000.00
Install lighting on Atlanta Rd from Brawner to Creatwood Council has requested lighting for the sidewalk in this area		1.00	225,000.00	225,000.00
Signage upgrades at Campbell Rd and Nancy Circle Upgrade stop signs to LED		1.00	5,000.00	5,000.00
Intersection improvements at Highlands Parkway and Lake Ridge Drive Citizens and council have requested improvements at intersection to address speeds and traffic volumes.		1.00	25,000.00	25,000.00
RRFB crosswalk on Campbell RD. Installation of RRFBs, crosswalks, ramps, and tree clearing.		2.00	10,000.00	20,000.00
Finance recommendation: Keep only the project striping, left turn arrow at Atlanta Rd and Creatwood, and intersection improvements at Highlands Pkwy and Lake Ridge Drive.		1.00	291,000.00	-291,000.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522200 REPAIRS & MAINTENANCE				
01442701 522200 -				
General Vehicle Repairs		1.00	30,000.00	154,500.00 *
Vehicle repairs				30,000.00
Annual Bucket Truck Safety		1.00	500.00	500.00
Inspection				
Inspection of vehicle and				
bucket				
Lighting installation and		1.00	50,000.00	50,000.00
maintenance				
Installation of new roadway				
lighting and repair of				
existing damaged lighting				
poles and fixtures				
Emergency Traffic Signal		1.00	45,000.00	45,000.00
repairs				
Repairs of damaged or broken				
signals, cabinets, ped				
signals, and other signal				
infrastructure				
Traffic Signal Preventative		1.00	20,000.00	20,000.00
Maintenance				
Cleaning of cabinets,				
replacement of signal heads				
and lights, re-wiring of				
signal systems				
Sign Replacement		1.00	20,000.00	20,000.00
Replace damaged, faded or				
outdate signage.				
Finance recommendation: Reduce		1.00	11,000.00	-11,000.00
vehicle repairs.				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01442701 523200 -				
Verizon Phones		12.00	275.00	3,400.00 *
Cell phone bills				3,300.00
General Postage		1.00	100.00	100.00
Department Postage				
523500 TRAVEL				
01442701 523500 -				
PE Professional Development		1.00	1,000.00	3,500.00 *
Hours				1,000.00
City Engineer PDHs for				
license renewal				
Regional Stormwater Conference		1.00	1,000.00	1,000.00
Infrastructure Inspector				
ASCE Conference		1.00	1,500.00	1,500.00
Assistant City Engineer				
523600 DUES & FEES				
01442701 523600 -				
Dues PE		1.00	200.00	1,200.00 *
Professional Engineering				200.00
License renewal fees for City				
Engineer				
ASCE Dues		2.00	500.00	1,000.00
Dues for City Engineer and				
Assistant City Engineer for				
American Society of Civil				
Engineers				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523700 EDUCATION & TRAINING				
01442701 523700 -				
Traffic Signal Cabinet training Signal tech (2) and Assistant City Engineer		3.00	500.00	8,200.00 * 1,500.00
PE Continuing Education PDHs for engineering license renewal		1.00	600.00	600.00
Erosion Control Training City Engineer and Inspectors (2)		3.00	600.00	1,800.00
ASCE Conference American Society of Civil Engineers yearly conference Assistant City Engineer		1.00	1,000.00	1,000.00
Regional Stormwater Conference Infrastructure Inspector		1.00	1,000.00	1,000.00
PE Training Class Training classes for Assistant City Engineer to prepare for Professional Engineer exam		1.00	2,000.00	2,000.00
Departmental Training meals for meetings Budget for departmental lunches		1.00	300.00	300.00
523850 CONTRACT LABOR				
01442701 523850 -				
New signal cables, cameras, radar and loops Contract Installations		1.00	30,000.00	30,000.00 * 30,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531100 GENERAL SUPPLIES & MATERIALS				
01442701 531100 -				15,900.00 *
Video detection computer cards		1.00	7,000.00	7,000.00
Cabinet Hardware for signal video detection				
Battery back ups and tools for signal repair		1.00	8,000.00	8,000.00
Battery back ups for power failures and tools for repair.				
General Office Supplies		6.00	150.00	900.00
Pens, notebooks, etc.				
531270 ENERGY-GASOLINE/DIESEL				
01442701 531270 -				10,000.00 *
Energy Gasoline-Diesel		1.00	10,000.00	10,000.00
Unleaded and diesel fuel for engineering fleet				
531600 SMALL EQUIPMENT				
01442701 531600 -				3,100.00 *
Replacement office furniture		1.00	1,500.00	1,500.00
New desks, chairs, cabinets, etc				
New monitors for e-plan review		2.00	300.00	600.00
City is moving to e-plan review. Large monitors are needed				
New Phone and Tablet		1.00	1,000.00	1,000.00
New equipment for stormwater				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

inspector to use app instead
of hard copy inspection forms

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531700 OTHER SUPPLIES

01442701 531700 -

New golf style shirts for
department
uniforms

35.00 20.00 3,710.00 *

700.00

Boot allowance
Required work boots for
department

7.00 130.00 910.00

Replacement jackets
New reflective and water
resistant jackets for staff

6.00 350.00 2,100.00

GRAND TOTAL

658,510.00

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ENVIRONMENTAL SERVICES

Function

Division 45800 – The Environmental Services Division (renamed from Keep Smyrna Beautiful in July 2020) is responsible for leading the City of Smyrna initiatives in environmental stewardship. This includes, but is not limited to, the Atlanta Regional Commission Green Community Designation program, Electric Vehicle Charging Stations, and activities relating to energy conservation and water conservation. The Department also oversees the relationship with Keep Smyrna Beautiful a 501(c)3 organization.

Public Education (Keep Smyrna Beautiful) coordinates activities of the 16 member volunteer Keep Smyrna Beautiful Board of Directors, for the quarterly Adopt-a-Mile program (Vision Plan 1.1.2), and for beautification projects at local schools (Vision Plan 1.1.2 and 3.1.2) and in public spaces (V.P. 3.3.3) as needed. This division also offers on-going educational presentations to civic groups, schools, and business organizations on a variety of topics relating to waste reduction, beautification, and litter and graffiti, and oversees in-house recycling. KSB conducts an annual litter index, an educational Garden Tour, volunteer recognition, annual appreciation event for outdoor employees, provides recycling for all City events (V.P. 3.3.4 and 1.1.1) and manages the Recycling Education Center (V.P. 3.3.4), the Smyrna Outdoor Market, the Smyrna Community Garden (V.P. 3.3.4) and the Saturday Community Service Program (V.P. 3.3.3 - roadways are distinctively litter-free). KSB engages all aspects of the vision fulfillment process, promoting Involvement by providing volunteer opportunities, Promoting Quality of Place through beautification, education and cleanups, and promoting a positive Image for the City through its sustainability programs.

Keep Smyrna Beautiful is a member of the non-profit Keep American Beautiful Systems, a behavioral based systems approach to preventing litter and encouraging recycling and community beautification/improvement. The purpose of this division is to promote the advantages of environmental stewardship, proper handling of solid waste including litter reduction, reducing waste, recycling and composting through educational programs and to promote quality of life through maintaining a clean and beautiful community, providing access to local fresh produce and gardening, and promoting best practices for gardening and tree management. (V.P. 3.3). The Recycling Education Center provides instruction to school children and adults in ways to recycle. Along with educational benefits, this center also provides the citizens a place to bring their recyclable goods, particularly for items that cannot be taken at the curb and for our residents in multi-family housing who, are not served by our curbside recycling program.

Major Goals & Objectives

- To be the department focusing on environmental programs/activities for the City of Smyrna.
- Creation of an Environmental Stewardship Plan.
- Reinforce image development by coordinating beautification projects, promoting best practices in gardening and tree management, clean-up efforts and ordinance education.

- Educate the public as to recyclable items and the proper collection of those items, through brochures, displays, signage, social media and the website.
- Market the programs of the department as well as Keep Smyrna Beautiful and the Smyrna Recycling Center through targeted social media, email blasts, and the KSB website.
- Promote the proper handling of solid waste and litter through education and recycling services and through educational programs on recycling, composting, waste reduction and litter prevention.
- Educate citizens on a variety of environmental issues including energy, water, litter, recycling, and other programs.
- Develop, and reinforce, relationships with other city departments to combine resources to help engage residents and businesses.
- Develop, and reinforce, partnerships with city businesses and organizations.

Performance Measures

- Volunteer hours.
- Litter Index performance.
- Pounds of litter cleaned by Adopt-A-Mile volunteers.
- Materials recycled thru the Smyrna Recycling Center and various special events.
- Educational materials distributed and messages delivered in social media and other media.
- Presentations.

ENVIRONMENTAL SERVICES - 45800

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	251,125	249,047	260,172	269,837	9,665	3.7%
OTHER OPERATING	5,821	9,814	41,172	35,418	(5,754)	-14.0%
TOTAL EXPENDITURES	256,946	258,861	301,344	305,255	3,911	1.3%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	4.95	4.86	5.36	5.30

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - ENVIRONMENTAL SERVICES

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01445801	511100		REG/FULL TIME EMPLOYEES	209,311	201,971	234,315	244,988	10,673	4.6%
01445801	511101		PART TIME EMPLOYEES	25,743	31,364	5,309	4,949	(360)	-6.8%
01445801	511200		TEMPORARY EMPLOYEES	-	3	5,655	4,575	(1,080)	-19.1%
01445801	512200		SOC SEC/FICA CONTRIB	16,071	15,709	14,893	15,325	432	2.9%
01445801	521200		PURCH PROFESSIONAL SVC	245	-	8,000	1,200	(6,800)	-85.0%
01445801	522110		PURCH SVC-DISPOSAL	-	-	5,000	9,400	4,400	88.0%
01445801	522140		PURCH SVC-LAWN CARE	-	205	-	-	-	N/A
01445801	522200		REPAIRS & MAINTENANCE	25	352	12,084	4,350	(7,734)	-64.0%
01445801	522320		RENTAL OF EQUIP & VEHS	-	-	3,374	6,374	3,000	88.9%
01445801	523200		COMMUNICATIONS	1,845	1,004	2,136	1,464	(672)	-31.5%
01445801	523400		PRINTING & BINDING	110	405	150	150	-	0.0%
01445801	523500		TRAVEL	1,283	3,723	4,487	3,600	(887)	-19.8%
01445801	523600		DUES & FEES	200	330	330	330	-	0.0%
01445801	523700		EDUCATION & TRAINING	1,232	2,890	3,058	2,720	(338)	-11.0%
01445801	531100		GEN SUPPLIES & MATERIALS	404	480	-	3,224	3,224	N/A
01445801	531270		ENERGY-GASOLINE/DIESEL	346	425	1,000	1,606	606	60.6%
01445801	531300		FOOD	-	-	1,000	1,000	-	0.0%
01445801	531600		SMALL EQUIPMENT	131	-	-	-	-	N/A
01445801	531700		OTHER SUPPLIES	-	-	554	-	(554)	-100.0%
ENVIRONMENTAL SVCS				256,946	258,861	301,344	305,255	3,911	1.3%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01445801 521200 -				1,200.00 *
Rodent control at Recycling Center.		12.00	100.00	1,200.00
522110 PURCH PROP SVC-DISPOSAL				
01445801 522110 -				9,400.00 *
Disposal of motor oil , anti-freeze from Recycling Center.		1.00	300.00	300.00
Moved from KSB, Inc budget by request of KSB, Inc Board of Directors.				
Disposal of CFL light bulbs from Crusher at Recycling Center.		1.00	1,100.00	1,100.00
Moved from KSB, Inc budget by request of KSB, Inc Board of Directors.				
Disposal of electronics from the Recycling Center.		1.00	2,000.00	2,000.00
Moved from KSB, Inc budget by request of the KSB, Inc Board of Directors.				
Bulky trash amnesty day		1.00	6,000.00	6,000.00
522200 REPAIRS & MAINTENANCE				
01445801 522200 -				4,350.00 *
Preventative Maintenance of Forklift at the Recycling Center.		4.00	250.00	1,000.00
Moved from the Keep Smyrna Beautiful, Inc budget by request of the Keep Smyrna Beautiful, Inc board of directors.				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

Preventative Maintenance of Baler at Recycling Center. Moved from KSB, Inc budget at the request of the KSB, Inc Board of Directors.	2.00	600.00	1,200.00
Gate repairs at Recycling Center. The gate has needed repairs at once a year for the last 3 years. Moved from KSB, Inc budget by request of KSB, Inc Board of Directors.	1.00	2,000.00	2,000.00
Repairs to vehicles. 1 Van and 1 Hybrid	1.00	150.00	150.00

522320 RENTAL OF EQUIP & VEHICLES

01445801 522320 -			6,374.00 *
Minolta Copier at Smyrna Recycling Center.	1.00	3,374.00	3,374.00
EV charging station in Market Village. Year 1 of an expected five-year lease.	1.00	3,000.00	3,000.00

523200 COMMUNICATIONS

01445801 523200 -			1,464.00 *
Cell phones for Env Services Director and for KSB Coordinator	12.00	122.00	1,464.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 3
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523400 PRINTING & BINDING				
01445801 523400 -				150.00 *
Business Cards for Env Services Director, KSB Coordinator, and Recycling Center Coordinator.		1.00	150.00	150.00
523500 TRAVEL				
01445801 523500 -				3,600.00 *
2 staff to attend Keep America Beautiful Annual Conference in D.C, Based on room rates from last time in DC and on flights.		2.00	1,200.00	2,400.00
2 staff to attend Keep Georgia Beautiful Foundation Annual Conference		2.00	425.00	850.00
2 staff to attend Georgia Recycling Coalition Annual conference		2.00	425.00	850.00
1 staff person to attend Georgia Recycling Coalition mid-year conference. Usually held semi-locally and for one day.		1.00	50.00	50.00
Parking fees for meetings out of Smyrna Area. Example - Atlanta Regional Commission meetings and Southface meetings		1.00	80.00	80.00
Dept advised okay to reduce since only one person will attend the GRC annual conference.		1.00	630.00	-630.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
01445801 523600 -				
Membership in the Georgia Recycling Coalition for 1 staff.		1.00	200.00	330.00 * 200.00
Membership in Jonquil City Kiwanis Club for DH.		1.00	130.00	130.00
523700 EDUCATION & TRAINING				
01445801 523700 -				
2 staff to attend Keep America Beautiful conference		2.00	600.00	2,720.00 * 1,200.00
2 staff to attend the Keep Georgia Beautiful Foundation Annual Conference		2.00	300.00	600.00
2 staff to attend Georgia Recycling Coalition Annual Conference		2.00	300.00	600.00
1 staff to attend Georgia Recycling Coalition Semi-annual conference.		1.00	175.00	175.00
For DH to attend Southface meetings (4 a year) Environmental Services should keep up with what is happening. Though, Southface has 12 meetings a year, history is showing about 4 are relevant. The Env Services Director has been paying out of their pocket the last year.		4.00	50.00	200.00
1 staff person to attend the Southface Green Prints Conference		1.00	175.00	175.00
Dept advised okay to reduce since only one person will attend the GRC annual		1.00	230.00	-230.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

conference and the semi-annual
GRC conference can be
eliminated.

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531100 GENERAL SUPPLIES & MATERIALS

01445801 531100 -

Stretch film for wrapping
electronics for shipping.
Moved from KSB, Inc budget by
KSB, Inc board of directors.

1.00 400.00 3,224.00 *
400.00

Baling wire for securing bales
from Baler.
Moved from KSB, Inc budget by
KSB, Inc Board of Directors.

1.00 1,500.00 1,500.00

Crystal Springs Water Delivery
for Recycling Center.

1.00 394.00 394.00

Toilet Tissue, Facial Tissue,
Paper towels, gloves from
Public Works Warehouse.

1.00 230.00 230.00

General office supplies for
staff. (cases of paper,
calendars, etc.)

1.00 500.00 500.00

Signage for the Recycling
Center.
Moved from KSB, Inc budget by
KSB, Inc Board of Directors.
The signs at the Center get
damaged from weather and need
to be replaced.

10.00 20.00 200.00

531270 ENERGY-GASOLINE/DIESEL

01445801 531270 -

Propane for the Forklift at the
Recycling Center.
Moved from KSB, Inc budget by
request of KSB, Inc Board of
Directors.

12.00 50.50 1,606.00 *
606.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	1,000.00	1,000.00

Fuel for 2 vehicles

531300 FOOD

01445801 531300 -

1.00	1,000.00	1,000.00 *
		1,000.00

Work Glove Luncheon

GRAND TOTAL

35,418.00

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FINANCE

Function

The Financial Administration Department is managed by the Director of Finance. The department includes four divisions with three funded through the General Fund. These three divisions are Financial Reporting, Revenue Collections and Purchasing. The fourth division, Utility Services, is funded through the Water – Sewer Fund. All four divisions support the City through:

- Financial Reporting & Budgeting
- Long Term Planning
- Billing/Collection and Funds Disbursement
- Coordinating the Annual Audit
- Compliance with State Purchasing Laws
- Water Utility Services

Major Goals & Objectives

- Maintain financial integrity of accounting records and transactions.
- Compliance with GASB reporting requirements.
- Assist administration with long-term planning based upon financial analysis (forecasting revenue growth, demand on services and debt issuance).
- Maintain and/or improvement of Bond Rating.
- Responsible budgeting and spending to maintain reserves.
- Continued focus on long term planning for growth within departments from both a personnel and capital perspective.
- Provide timely and transparent information for both financial and purchasing transactions.
- Streamline of processes within the Utility Billing department to increase efficiency in operations.
- Implementation of a new credit/ debit card processing process City-wide.
- Increased interaction and participation from residents in the budgeting process.

Performance Measures

- Certificate of Achievement for Excellence in Financial Reporting
- Unqualified Audit Opinion
- Council Approved Budget
- Property Tax Collection Rate (in percent)
- Bond Rating (Moody's and S&P)

FINANCE - 15100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	439,571	437,945	492,927	501,648	8,721	1.8%
OTHER OPERATING	70,592	75,363	92,767	88,124	(4,643)	-5.0%
TOTAL EXPENDITURES	510,162	513,308	585,694	589,772	4,078	0.7%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	7.00	7.00	7.00	7.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FINANCE

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01115101	511100		REG/FULL TIME EMPLOYEES	411,510	409,851	462,680	471,247	8,567	1.9%
01115101	512200		SOC SEC/FICA CONTRIB	28,060	28,094	30,247	30,401	154	0.5%
01115101	521200		PURCH PROFESSIONAL SVC	34,285	34,210	40,500	39,750	(750)	-1.9%
01115101	521300		PURCH TECHNICAL SVCS	535	550	575	575	-	0.0%
01115101	522320		RENTAL OF EQUIP & VEH	5,118	5,329	5,474	5,050	(424)	-7.8%
01115101	523200		COMMUNICATIONS	13,665	13,468	14,576	14,540	(36)	-0.2%
01115101	523300		ADVERTISING	1,677	2,804	3,500	4,300	800	22.9%
01115101	523400		PRINTING & BINDING	5,521	8,180	8,750	8,250	(500)	-5.7%
01115101	523500		TRAVEL	2,881	2,827	6,000	3,250	(2,750)	-45.8%
01115101	523600		DUES & FEES	1,860	2,105	3,245	3,129	(116)	-3.6%
01115101	523700		EDUCATION & TRAINING	2,628	1,623	4,195	2,630	(1,565)	-37.3%
01115101	531100		GEN SUPPLIES & MATERIALS	2,059	4,121	4,252	4,750	498	11.7%
01115101	531400		BOOKS & PERIODICALS	59	148	-	-	-	N/A
01115101	531600		SMALL EQUIPMENT	304	-	1,700	1,900	200	11.8%
FINANCE				510,162	513,308	585,694	589,772	4,078	0.7%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01115101 521200 -				
ANNUAL FINANCIAL AUDIT		1.00	33,000.00	39,750.00 *
ANNUAL BOND DISCLOSURE		1.00	4,000.00	33,000.00
FIFA FILINGS		1.00	2,000.00	4,000.00
LEGAL		1.00	750.00	2,000.00
521300 PURCH TECHNICAL SVCS				
01115101 521300 -				
NIGP COMMODITY CODES		1.00	575.00	575.00 *
522320 RENTAL OF EQUIP & VEHICLES				
01115101 522320 -				
COPIER RENTAL AND USAGE		12.00	375.00	5,050.00 *
PO BOX RENTAL		1.00	550.00	4,500.00
523200 COMMUNICATIONS				
01115101 523200 -				
CELL PHONE-FINANCE DIRECTOR		12.00	45.00	14,540.00 *
POSTAGE		1.00	14,000.00	540.00
TAX NOTICES, DELINQUENT TAX				
NOTICES, ACCOUNTS PAYABLE				
MAILINGS, FALSE ALARM				
BILLINGS, MISC OTHER MAILINGS				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523300 ADVERTISING				
01115101 523300 -				4,300.00 *
PROPERTY TAX AD		1.00	4,000.00	4,000.00
BUDGET AD		1.00	300.00	300.00
523400 PRINTING & BINDING				
01115101 523400 -				8,250.00 *
PROPERTY TAX BILLING		1.00	5,000.00	5,000.00
TYLER FORMS-CHECKS, 1099S AND W2S		1.00	1,750.00	1,750.00
MISC PRINTING		1.00	1,500.00	1,500.00
BUSINESS CARDS, OTHER MISC				
523500 TRAVEL				
01115101 523500 -				3,250.00 *
GGFOA ANNUAL TRAINING 3 DAYS, MILEAGE, MEALS, ETC		2.00	800.00	1,600.00
NATIONAL CONFERENCE		1.00	1,200.00	1,200.00
MISC TRAVEL FOR FINANCE STAFF CONTINUING EDUCATION		1.00	750.00	750.00
MISC TRAVEL FOR PURCHASING STAFF CONTINUING ED		1.00	750.00	750.00
MUNIS CONFERENCE		1.00	1,200.00	1,200.00
Dept advised okay to cut:		1.00	2,250.00	-2,250.00
- 1 GGFOA training (\$800)				
- National Conference (\$1,200)				
- Purchasing by \$250				

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
01115101 523600 -				
GSCPAS MEMBERSHIP-FINANCE DIRECTOR		1.00	285.00	3,129.00 * 285.00
GGFOA MEMBERSHIP-DIRECTOR, CONTROLLER, ACCT COORD		3.00	50.00	150.00
COSTO MEMBERSHIP		1.00	120.00	120.00
NIGP MEMBERSHIP-MANAGER AND BUYER		2.00	190.00	380.00
GPAG MEMBERSHIP-MANAGER AND BUYER		2.00	25.00	50.00
GFOA MEMBERSHIP-BUDGET, DIRECTOR, ACCT COORD		1.00	595.00	595.00
CPA RENEWAL-DIRECTOR AND CONTROLLER		2.00	100.00	200.00
ICMA MEMBERSHIP-BUDGET OFFICER		1.00	200.00	200.00
GFOA CERTIFICATE OF EXCELLENCE		1.00	650.00	650.00
PRIME MEMBERSHIP		1.00	499.00	499.00
523700 EDUCATION & TRAINING				
01115101 523700 -				
DUNWOODY CONFERENCE DIRECTOR AND CONTROLLER		2.00	150.00	2,630.00 * 300.00
GGFOA CONFERENCE 2 ATTEND ANNUALLY		2.00	450.00	900.00
ANNUAL NATIONAL CONFERENCE		1.00	600.00	600.00
MUNIS CONFERENCE		1.00	925.00	925.00
ANNUAL CPE FINANCE DIRECTOR AND CONTROLLER 40 HOURS ANNUALLY		2.00	500.00	1,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	12.00	15.00	180.00
SBA MONTHLY MEETINGS			
	2.00	300.00	600.00
GPAG CONFERENCE			
	1.00	100.00	100.00
MISC ONLINE TRAINING-PURCHASING			
	1.00	1,975.00	-1,975.00
Dept advised okay to cut:			
- 1 GGFOA (\$450)			
- National conference (\$600)			
- MUNIS conference (\$925)			

531100 GENERAL SUPPLIES & MATERIALS

01115101 531100 -			4,750.00 *
	1.00	1,000.00	1,000.00
COPY PAPER FOR CITY HALL			
	12.00	100.00	1,200.00
DOCUMENT DESTRUCTION			
	1.00	2,000.00	2,000.00
MISC SUPPLIES			
INK CARTRIDGES, ETC			
	1.00	350.00	350.00
COFFEE SERVICE			
	1.00	200.00	200.00
WAREHOUSE SUPPLIES			

531600 SMALL EQUIPMENT

01115101 531600 -			1,900.00 *
	1.00	750.00	750.00
MISC COMPUTER NEEDS			
	2.00	500.00	1,000.00
OFFICE CHAIRS			
PURCHASING MANAGER AND BUYER			
	1.00	150.00	150.00
NEW CELL PHONE-DIRECTOR			

GRAND TOTAL 88,124.00

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Fire Administration

Function

The Fire Chief, appointed by and accountable to the Mayor and Council of the City of Smyrna, serves as the highest-ranking officer in the organization. The Fire Chief is responsible for aligning all department functions with the vision of the city by developing a strategy to accomplish the goals of the city. The Fire Chief is responsible for developing the annual operating budget, implementing the strategic plan and Compliance/Standards. The Deputy Fire Chief serves under the direction of the Fire Chief and is responsible for managing the day-to-day administrative functions of the department as well as interacting with other internal and external stakeholders. The Deputy Fire Chief also performs as the head of the fire department in the absence of the Fire Chief.

Major Goals & Objectives

- 1) Evaluate and execute the mission and vision for the SFD and ensure it meets the objectives set forth in FY 2021.
 - a. Improve workflow productivity for all divisions through quality control.
- 2) Update the SFD strategic plan
- 3) Successfully complete the ISO evaluation with rating of a 2 or greater
- 4) Submit and support request for essential personnel throughout the organization
- 5) Effectively execute and manage the adopted budget for all divisions in FY 2021

Performance Measures

- ISO Rating Schedule
- NFPA Guidelines

FIRE ADMIN - 35100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	363,445	346,555	338,477	345,380	6,903	2.0%
OTHER OPERATING	366,294	377,700	487,331	497,821	10,490	2.2%
TOTAL EXPENDITURES	729,739	724,255	825,808	843,201	17,393	2.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.00	5.00	4.00	4.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE ADMIN

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01335101	511100		REG/FULL TIME EMPLOYEES	340,085	324,431	318,306	324,983	6,677	2.1%
01335101	511300		OVERTIME	-	44	1,000	500	(500)	-50.0%
01335101	512200		SOC SEC/FICA CONTRIB	23,360	22,081	19,171	19,897	726	3.8%
01335101	521200		PURCH PROFESSIONAL SVC	66,949	58,723	51,450	50,000	(1,450)	-2.8%
01335101	521300		PURCH TECHNICAL SVCS	-	16,274	16,275	16,775	500	3.1%
01335101	522200		REPAIRS & MAINTENANCE	2,141	1,609	140,030	145,000	4,970	3.5%
01335101	522310		RENTAL OF LAND & BLDG	535	-	-	-	-	N/A
01335101	522320		RENTAL OF EQUIP & VEH	3,400	3,735	3,400	3,400	-	0.0%
01335101	523200		COMMUNICATIONS	27,767	26,864	20,561	20,561	-	0.0%
01335101	523400		PRINTING & BINDING	255	330	600	600	-	0.0%
01335101	523500		TRAVEL	65	235	-	-	-	N/A
01335101	523600		DUES & FEES	9,265	8,933	8,540	8,540	-	0.0%
01335101	523700		EDUCATION & TRAINING	10,494	3,320	3,000	3,000	-	0.0%
01335101	531100		GEN SUPPLIES & MATERIALS	111,292	115,220	123,486	120,000	(3,486)	-2.8%
01335101	531220		ENERGY-NATURAL GAS	13,995	17,020	13,518	14,000	482	3.6%
01335101	531230		ENERGY-ELECTRICITY	62,489	66,938	58,386	68,000	9,614	16.5%
01335101	531270		ENERGY-GASOLINE/DIESEL	45,988	49,527	45,000	45,000	-	0.0%
01335101	531300		FOOD	1,446	1,560	1,000	1,000	-	0.0%
01335101	531400		BOOKS & PERIODICALS	260	205	245	245	-	0.0%
01335101	531600		SMALL EQUIPMENT	7,300	-	-	-	-	N/A
01335101	531700		OTHER SUPPLIES	2,653	1,458	1,841	1,700	(141)	-7.6%
01335101	541350		CAP OUTLAY - BLDG IMPR	-	5,750	-	-	-	N/A
FIRE ADMIN				729,739	724,255	825,808	843,201	17,393	2.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01335101 521200 -				
Department Physicals - SiteMed Physical exams, blood work,fitness test for all SFD personnel and CT scans for males over 40.		1.00	26,500.00	50,000.00 * 26,500.00
Medical Director Annual fees for the SFD Medical Director to sign off on EMS protocol and approve treatment/ drug use.		1.00	16,000.00	16,000.00
Department legal fees, public announcements, community promotions and recruitment videography.		1.00	7,500.00	7,500.00
521300 PURCH TECHNICAL SVCS				
01335101 521300 -				
Image Trend Software		1.00	16,275.00	16,775.00 * 16,275.00
Finance recommendation: Increase to better match actuals.		1.00	500.00	500.00
522200 REPAIRS & MAINTENANCE				
01335101 522200 -				
Repairs and Maintenance Repairs and Maintenance for all Response fleet to include preventative maintenance, cardiac monitor maintenance, bay door repairs, ice maker repairs and maintenance, and any additional facility maintenance repairs.		1.00	145,000.00	145,000.00 * 145,000.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522320 RENTAL OF EQUIP & VEHICLES				
01335101 522320 -				3,400.00 *
Biz Hub copier rental for Fire Headquarters		1.00	3,400.00	3,400.00
523200 COMMUNICATIONS				
01335101 523200 -				20,561.00 *
Cell phones, postage, GPS monitoring, cable television, and Verizon Air Cards.		1.00	20,561.00	20,561.00
523400 PRINTING & BINDING				
01335101 523400 -				600.00 *
Printing of Department Materials Business cards, letterhead, envelopes, and support of all outreach programs and services.		1.00	600.00	600.00
523600 DUES & FEES				
01335101 523600 -				8,540.00 *
Professional Dues and Fees GA Fire Chiefs, Chief Fire Officer, Metro Atlanta Fire Chiefs		1.00	2,840.00	2,840.00
Department EMT and Paramedic Renewals EMT Alphabet Annual renewal, Paramedic recertification's for all personnel to maintain updated certification.		1.00	5,700.00	5,700.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523700 EDUCATION & TRAINING				
01335101 523700 -				
Education and Training for career development and certification opportunities.		1.00	3,000.00	3,000.00 *
				3,000.00
531100 GENERAL SUPPLIES & MATERIALS				
01335101 531100 -				
General supplies to include five facilities, administrative offices, and medical supplies.		1.00	123,500.00	120,000.00 *
				123,500.00
Finance recommendation.		1.00	3,500.00	-3,500.00
531220 ENERGY-NATURAL GAS				
01335101 531220 -				
Carry Over		1.00	13,518.00	14,000.00 *
				13,518.00
Finance recommendation.		1.00	482.00	482.00
531230 ENERGY-ELECTRICITY				
01335101 531230 -				
Carry Over		1.00	58,386.00	68,000.00 *
				58,386.00
Finance recommendation.		1.00	9,614.00	9,614.00
531270 ENERGY-GASOLINE/DIESEL				
01335101 531270 -				
Carry Over		1.00	45,000.00	45,000.00 *
				45,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531300 FOOD				
01335101 531300 -				1,000.00 *
Food		1.00	1,000.00	1,000.00
Food for special events, retirements, testing processes, meetings, and long operational periods.				
531400 BOOKS & PERIODICALS				
01335101 531400 -				245.00 *
Books and periodicals for administration.		1.00	245.00	245.00
531700 OTHER SUPPLIES				
01335101 531700 -				1,700.00 *
Uniform Allowance for Administrative personnel.		1.00	1,700.00	1,700.00

GRAND TOTAL

497,821.00

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Fire Prevention

Function

The Bureau of Fire Prevention (BOFP) currently has five staff members: The Fire Marshal (division chief) and four Fire Inspector/Investigators. The Bureau's primary mission is to create a safe environment for our valued residents, members of our business community and all who visit our great city! The BOFP accomplishes its mission through the enforcement of the state minimum fire safety standards and adopted municipal codes.

Some of the activities it takes to achieve compliance with the applicable codes and standards include:

- Plan review for new construction and fire protection systems
- Inspection of new construction
- Inspection of fire protection systems
- Annual fire safety inspections of existing buildings
- Investigating complaints of reported hazards
- Business license inspections
- Inspection of city buildings
- Issuance of fireworks permits, blasting permits and special event permits
- Inspection of apartment buildings
- Inspection of hotel/motel occupancies
- Inspection of assisted living facilities
- Inspection of schools and daycare occupancies
- Municipal Code and policy development and interpretation

In addition to inspection activities, the Bureau functions as a coordinated team of fire investigators. Our team is comprised of the Fire Marshal and four additional state/nationally certified fire investigators. This group is charged with investigating the causes and circumstances of every fire occurring in the city which is of suspicious nature or which involves loss of life or injury to any person.

Another function of the Bureau of Fire Prevention is the Office of Internal Affairs (IA), which is comprised of two special investigators serving under the Fire Marshal. These individuals conduct unbiased investigations of work rule violations in addition to their primary duties as fire investigators/inspectors. An IA investigator acts on behalf of the Fire Chief while conducting these investigations or parts of these investigations. At times, the BOFP Division Chief may recommend modifications to current procedures or training based upon the outcome of the investigation. These investigators also perform pre-employment background investigations on fire department job applicants. This process aids in reducing personnel related issues once hired and minimizes overall risk to the city.

Major Goals & Objectives

- Facilitate the transition to online permitting and plan review
- Identify processes within the division to create efficiencies
- Develop a position specific taskbook for employees that guides professional development
- Review current evidence inventory and identify a new storage location

- Develop division specific policy and procedure
- Complete ISO evaluation
- Reclassify Office Assistant position to Administrative Assistant
- Reclassify Fire Engineer position to Fire Lieutenant
- Enhance investigation documentation
- Cultivate a stronger relationship with the criminal investigation division
- Begin fleet transition
- Enhance development of “Community Risk Reduction” efforts

Performance Measures

- Number of inspections performed
- Plans review requests
- Certificates of Occupancies issued
- Number of fire safety contacts
- ISO rating schedule (CRR)

FIRE PREVENTION - 35300

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	342,537	369,564	414,057	435,496	21,439	5.2%
OTHER OPERATING	20,013	28,317	40,659	39,502	(1,157)	-2.8%
TOTAL EXPENDITURES	362,550	397,880	454,716	474,998	20,282	4.5%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.00	5.00	6.00	6.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE PREVENTION

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01335301	511100		REG/FULL TIME EMPLOYEES	318,597	339,924	384,834	403,337	18,503	4.8%
01335301	511300		OVERTIME	3,139	6,982	6,000	8,000	2,000	33.3%
01335301	512200		SOC SEC/FICA CONTRIB	20,802	22,657	23,223	24,159	936	4.0%
01335301	521200		PURCH PROFESSIONAL SVC	286	3,102	1,400	1,725	325	23.2%
01335301	521300		PURCH TECHNICAL SVC	-	-	2,175	2,715	540	24.8%
01335301	522200		REPAIRS & MAINTENANCE	791	-	-	-	-	N/A
01335301	522320		RENTAL OF EQUIP & VEH	-	2,722	3,455	3,400	(55)	-1.6%
01335301	523400		PRINTING & BINDING	150	-	700	300	(400)	-57.1%
01335301	523500		TRAVEL	4,257	5,320	7,650	7,120	(530)	-6.9%
01335301	523600		DUES & FEES	2,478	2,282	5,996	3,615	(2,381)	-39.7%
01335301	523700		EDUCATION & TRAINING	4,275	1,775	4,610	4,515	(95)	-2.1%
01335301	531100		GEN SUPPLIES & MATERIALS	4,070	10,036	10,468	12,612	2,144	20.5%
01335301	531400		BOOKS & PERIODICALS	1,408	698	1,300	-	(1,300)	-100.0%
01335301	531700		OTHER SUPPLIES	2,297	2,382	2,907	3,500	593	20.4%
FIRE PREVENTION				362,550	397,880	454,716	474,998	20,282	4.5%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01335301 521200 -				
Lab Testing		1.00	1,000.00	1,725.00 *
Increase in lab fees				1,000.00
TLO		1.00	600.00	600.00
Monthly fees for background investigations				
Fit Testing		5.00	25.00	125.00
Annual fit test for half mask respirators.				
MCCI LaserFiche		1.00	800.00	800.00
Fees associated with scanning and electronic archiving of fire protection design plans. Carryover from FY20.				
Finance recommendation: Move Laserfiche scanning to Records Mgt.		1.00	800.00	-800.00
521300 PURCH TECHNICAL SVCS				
01335301 521300 -				
Annual license fee for body camera		1.00	2,715.00	2,715.00 *
522320 RENTAL OF EQUIP & VEHICLES				
01335301 522320 -				
Biz Hub Copier		1.00	3,400.00	3,400.00 *
Biz Hub Copier rental				3,400.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523400 PRINTING & BINDING				
01335301 523400 -				
Printing of various inspection forms & business cards		1.00	300.00	300.00 *
				300.00
523500 TRAVEL				
01335301 523500 -				
Georgia Fire Investigators Assoc. Arson Conference-Savannah GA Associated travel and lodging costs for G.F.I.A Arson conference for professional development.		1.00	700.00	7,120.00 *
				700.00
National Fire Academy Meal Ticket - Emmitsburg, MD Meal tickets for on-campus training.		2.00	200.00	400.00
Alabama Fire College Tuscaloosa AL. Fire Inspector II Associated travel and lodging for one week of Advanced Development at the Alabama Fire College Tuscaloosa AL.		1.00	900.00	900.00
IAAI ITC Conference - Atlantic City, NJ Associated travel and lodging costs for the IAAI ITC Conference in New Jersey.		1.00	1,250.00	1,250.00
Tennessee Fire Investigation Conference - Pigeon Forge, TN Associated travel and lodging costs for Tennessee Investigator Conference.		1.00	1,025.00	1,025.00
Fire Findings - Gas and Electric Appliance Fire		1.00	1,345.00	1,345.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Investigation - Benton Harbor, MI		1.00	1,500.00	1,500.00
EduCode Conference - TBD Associated travel and lodging costs for the ICC EduCode Conference.				
523600 DUES & FEES				
01335301 523600 -				
International Code Council 3 yr. ICC certification renewal fee ICC.		2.00	100.00	3,615.00 * 200.00
National Fire Protection Association (N.F.P.A.) Professional dues associated with membership. (Increase of membership dues)		1.00	1,575.00	1,575.00
Georgia Fire Investigators Association (G.F.I.A.) Professional dues associated with membership		5.00	25.00	125.00
Metro Fire Investigators Association Professional dues associated with membership		5.00	25.00	125.00
International Association of Arson Investigators (I.A.A.I.) Professional dues associated with membership		5.00	150.00	750.00
IAAI -ECT (Evidence Collection Tech) Test Fees Associated with IAAI Certification as an Evidence Collection Technician.		3.00	280.00	840.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

523700 EDUCATION & TRAINING

01335301 523700 -

VENDOR QUANTITY UNIT COST 2021 PROPOSED

	1.00	570.00	4,515.00 *
			570.00
Alabama Fire College Tuscaloosa AL. Fire Inspector II Class registration fee for Fire Inspector II (Professional Development)			
	1.00	600.00	600.00
Tennessee Fire Investigation Conference - Pigeon Forge, TN Associated registration fee for the Tennessee Fire Investigation Conference and Expert Witness Courtroom Testimony Course.			
	3.00	100.00	300.00
Georgia Fire Investigators Assoc. Arson Conference-McDonough, GA Associated registration fee for GFIA conference.			
	1.00	850.00	850.00
IAAI ITC Conference - Atlantic City, NJ Associated registration fee for IAAI ITC Conference.			
	1.00	895.00	895.00
Fire Findings - Gas and Electric Appliance Fire Investigation - Benton Harbor, MI Associated registration fee for Fire Findings Investigation of Gas and Electric Appliance Fires.			
	1.00	800.00	800.00
EduCode Conference - TBD Associated registration fee for ICC EduCode Conference.			
	2.00	250.00	500.00
GA Fire Investigators Association Conference -Savannah GA			

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Associated registration fees
for GFIA conference

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	.00	.00

531100 GENERAL SUPPLIES & MATERIALS

01335301 531100 -

Misc. Tools and Office Supplies
Cost for replacement of
required tools and office
supplies

1.00	2,000.00	12,612.00 *
		2,000.00

Targets & Ammunition
Practice ammunition and
targets in preparation for
semiannual firearms
qualification

1.00	800.00	800.00
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Calibration Gas for Qrae
Calibration Gas for air
monitoring equipment

3.00	465.00	1,395.00
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Patrol Rifles
Smith & Wesson M&P15 MOE
Midlength 16" 5.56mm

5.00	780.00	3,900.00
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Locking Rifle Rack
Big Sky locking gun rack for
patrol rifles.

5.00	400.00	2,000.00
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DSLR Camera
Nikon D5600 (replace older
camera that is cost
prohibitive to repair)

1.00	500.00	500.00
------	--------	--------

Evidence Bags (Paper)
For Fire Investigation

2.00	52.00	104.00
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Spare Camera Battery
Olympus Tough tg-5 battery

5.00	200.00	1,000.00
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1.00	1,625.00	1,625.00
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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Gas Monitor		1.00	38.00	38.00
Evidence Bags (Plastic) For Fire Investigation		1.00	750.00	-750.00
Finance recommendation: Reduce amount for Olympus camera batteries.				

531700 OTHER SUPPLIES

01335301 531700 -		5.00	700.00	3,500.00 *
Uniforms and Accessories for BOFP Division Personnel Costs to purchase uniforms and accessories for all BOFP division staff members.				3,500.00

GRAND TOTAL 39,502.00

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Fire Response

Function

Under the direction of the Deputy Chief; three Battalion Chiefs are primarily responsible for the daily operations of the Fire Response Division. This Division is the largest in the Smyrna Fire Department and also consists of 15 Lieutenants and over 50 certified firefighters who are cross-trained in various levels of emergency medical care.

The goal of this division is to enhance the lives and well-being of the citizens by promoting incident response, safety, training, accountability, and professional development for field personnel. The Response Division staffs 3 Engine companies, 2 Truck companies as well as specialty units including 2 Rescues and tactical medical response.

In conjunction with the Fire Prevention and Training Divisions, members of the Response Division cooperatively participate in community based public education / fire prevention programs, in-service training, pre-incident planning, facility and equipment maintenance/inspection activities.

Major Goals & Objectives

- Prepare and execute excellent public safety response to our Smyrna Citizens through the following;
 - Strategic response deployment
 - Utilize the new training facility and create relevant training action plans
 - Intergrade with Police and Fire on ASHER
- Successfully implement and execute life safety prevention programs the following;
 - Pre-Incident Planning Program
 - Cancer Prevention Program
 - 35/35 IAP's phase two
- Request (6) firefighters for the Response Division
- Continue to ensure performance benchmarks are improving within the Response Division

Performance Measures

- ISO Rating Schedule
- Response Time
- NFPA Guidelines
- National Fire Incident Reporting System

FIRE RESPONSE - 35200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	3,880,116	4,017,505	4,117,064	4,180,969	63,905	1.6%
OTHER OPERATING	241,460	259,894	209,638	185,250	(24,388)	-11.6%
TOTAL EXPENDITURES	4,121,576	4,277,399	4,326,702	4,366,219	39,517	0.9%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	69.00	69.00	69.00	69.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE RESPONSE

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01335201	511100		REG/FULL TIME EMPLOYEES	3,516,818	3,605,774	3,746,545	3,809,022	62,477	1.7%
01335201	511300		OVERTIME	119,076	159,406	130,000	130,000	-	0.0%
01335201	512200		SOC SEC/FICA CONTRIB	244,222	252,325	240,519	241,947	1,428	0.6%
01335201	521200		PURCH PROFESSIONAL SVC	2,842	15,030	22,282	19,200	(3,082)	-13.8%
01335201	521300		PURCH TECHNICAL SVCS	8,583	-	-	-	-	N/A
01335201	522200		REPAIRS & MAINTENANCE	131,694	114,976	19,513	-	(19,513)	-100.0%
01335201	523600		DUES & FEES	460	-	-	-	-	N/A
01335201	523700		EDUCATION & TRAINING	20,756	24,482	25,000	21,200	(3,800)	-15.2%
01335201	531100		GEN SUPPLIES & MATERIALS	1,148	-	1,425	-	(1,425)	-100.0%
01335201	531110		RECORDS MANAGEMENT	-	-	-	-	-	N/A
01335201	531400		BOOKS & PERIODICALS	305	367	450	450	-	0.0%
01335201	531600		SMALL EQUIPMENT	24,754	52,031	57,280	60,000	2,720	4.7%
01335201	531700		OTHER SUPPLIES	42,852	44,651	75,366	76,100	734	1.0%
FIRE RESPONSE				4,121,576	4,277,399	4,326,702	4,366,219	39,517	0.9%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01335201 521200 -				
Service testing, Ladder Testing, Pump Services Testing, SCBA Service Testing according to NFPA standards, Face Mask Testing		1.00	10,141.00	19,200.00 * 10,141.00
Bi-annual turnout gear repair and cleaning for all Response personnel according to NFPA standards		1.00	12,141.00	12,141.00
Finance recommendation: Reduce to match FY20 adopted budget.		1.00	3,082.00	-3,082.00
523500 TRAVEL				
01335201 523500 -				
GFC conference, IAFC, Fire Safety Symposium, Firehouse Conference, Chief Officer Institute, Fire Department Instructors Conference (Indianapolis, IN)		1.00	5,300.00	5,800.00 * 5,300.00
National Fire Academy This training will provide higher education and exposure to industry leaders.		1.00	500.00	500.00
523700 EDUCATION & TRAINING				
01335201 523700 -				
Paramedic School Allows the department to sustain paramedics with retirements and turnover. Hosted by Metro Ambulance		2.00	5,000.00	21,200.00 * 10,000.00
Georgia Public Safety Provides training for all		1.00	9,175.00	9,175.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

divisions to include hands on
and lecture.

VENDOR QUANTITY UNIT COST 2021 PROPOSED

Fire Department Instructors Conference (Indianapolis, IN)	2.00	675.00	1,350.00
Image Trend Image Trend Software Education and Training Seminar	1.00	675.00	675.00
Organizational Development Seminar Management and Leadership Development Seminar	1.00	5,000.00	5,000.00
Dept advised okay to reduce training budget by 5K.	1.00	5,000.00	-5,000.00

531300 FOOD

01335201 531300 -

Food
Food for special events,
retirements, testing
processes,
meetings and long operational
periods.

1.00	2,500.00	2,500.00 *
		2,500.00

531400 BOOKS & PERIODICALS

01335201 531400 -

Books and periodicals for the
Response Division

1.00	450.00	450.00 *
		450.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 3
bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531600 SMALL EQUIPMENT				
01335201 531600 -				
Equipment		1.00	53,000.00	60,000.00 *
Equipment- Air Packs, Face				53,000.00
Masks, Mattress Replacement,				
Hand Tools and Small				
Equipment				
for apparatus, Tic refurbish,				
and high rise equipment				
		1.00	7,000.00	7,000.00
Specialized training equipment(
RIT, low angle ropes, and				
facility training equipment)				
531700 OTHER SUPPLIES				
01335201 531700 -				
New Class A Uniforms and		1.00	20,000.00	76,100.00 *
Upgrades				20,000.00
Uniforms		1.00	51,100.00	51,100.00
Uniform allowance for all				
Response personnel and Honor				
Guard.				
		1.00	5,000.00	5,000.00
Replacement PPE				
		6.00	2,000.00	12,000.00
Six sets of PPE gear for new				
personnel requests.				
		6.00	2,000.00	-12,000.00
Finance recommendation: Cut new				
personnel requests.				
GRAND TOTAL				185,250.00

** END OF REPORT - Generated by Jered Sigmon **

Fire Training

Function

Through the direction of a Training Division Chief, an EMS Director, Training Officer, and the assistance of response personnel; the Training Division provides basic and advanced fire, rescue, emergency medical services, hazardous materials, and technical rescue training. The Training Division is also responsible for writing policies and procedures, course development, scheduling of in-service training, implementation & delivery of new programs as directed, career development planning, administration of promotional examinations and continued professional research. The Training Chief is also responsible for ensuring departmental compliance in accordance with both state and national standards as it pertains to training, health and safety. In addition, the Training Division Battalion Chief functions as the departmental Public Information Officer. In support of the Operations Division, the Training Chief also serves as the department's Health and Safety Officer.

Major Goals & Objectives

- 1) Officer/Leadership development implementation.
 - Implement Blue Card Command program for all newly promoted officers.
 - Implement Blue Card Command recertification process.
 - Schedule one Training Officer for Blue Card Command Train-the-Trainer.
 - Management Development Programs
- 2) Continue planning and construction phase for the fire department training center.
 - Create implementation timeline based off of Capital Improvement Plan (CIP) budget allocation schedule.
 - Oversee Construction process
- 3) Acquire training equipment to enhance service provision.
 - Active Attack Integrated Response (AAIR)
 - Training center props
- 4) Schedule and execute the adopted department training calendar.
 - Recruit Training
 - Recruitment
 - Emergency Medical Technicians/Advanced Emergency Medical Technicians (AEMT)
 - Active Attack Integrated Response Training
 - Supervisory/Professional Development
 - High-Rise Training
 - FF survival/RIT training

Performance Measures

- Certified Advanced Emergency Medical Technicians (AEMT) & Paramedics
- Weeks of Emergency Medical Services and Fire Training
- Number of Cardiopulmonary Resuscitation (CPR), Advanced Cardiac Life Safety's (ACLS), Pediatric Advanced Life Support (PALS) Instructors
- Insurance Service Office (ISO) rating schedule (Training section)
- Site Reviews

FIRE TRAINING - 35400

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	211,221	222,667	233,208	238,638	5,430	2.3%
OTHER OPERATING	28,323	25,250	30,551	30,549	(2)	0.0%
TOTAL EXPENDITURES	239,544	247,917	263,759	269,187	5,428	2.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	3.00	3.00	3.00	3.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE TRAINING

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01335401	511100		REG/FULL TIME EMPLOYEES	195,331	206,876	216,314	222,540	6,226	2.9%
01335401	511300		OVERTIME	2,477	1,531	2,500	1,500	(1,000)	-40.0%
01335401	512200		SOC SEC/FICA CONTRIB	13,413	14,261	14,394	14,598	204	1.4%
01335401	523500		TRAVEL	6,239	7,279	5,509	5,509	-	0.0%
01335401	523600		DUES & FEES	420	362	410	410	-	0.0%
01335401	523700		EDUCATION & TRAINING	15,741	10,726	13,860	13,860	-	0.0%
01335401	531100		GEN SUPPLIES & MATERIALS	3,689	2,968	4,491	4,490	(1)	0.0%
01335401	531400		BOOKS & PERIODICALS	(512)	436	900	900	-	0.0%
01335401	531600		SMALL EQUIPMENT	328	2,037	3,881	3,880	(1)	0.0%
01335401	531700		OTHER SUPPLIES	2,417	1,442	1,500	1,500	-	0.0%
FIRE TRAINING				239,544	247,917	263,759	269,187	5,428	2.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523500 TRAVEL				
01335401 523500 -				
FDIC Associated travel and lodging costs for Fire & Rescue products and professional development conference.		2.00	405.00	5,509.00 * 810.00
Blue Card Command TTtT (Phoenix, AZ) Associated travel and lodging costs for Blue Card Command Train-the-Trainer course.		1.00	1,529.00	1,529.00
GA EMS Educators' Conference (Savannah) Associated travel and lodging costs for EMS educators' conference.		1.00	550.00	550.00
GA EMS Leadership Conference Associated travel and lodging costs for GA EMS Leadership Conference.		1.00	370.00	370.00
EMS World Expo Associated travel and lodging cost for EMS World Expo		1.00	1,350.00	1,350.00
Image Trend Training Associated travel and lodging costs for Image Trend		1.00	900.00	900.00
523600 DUES & FEES				
01335401 523600 -				
International Society of Fire Service Instructors Professional dues and fees associated with ISFSI.		1.00	125.00	410.00 * 125.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Fire Department Safety Officers Association	1.00	85.00	85.00
Georgia EMS Directors / NAEMT Professional dues and fees associated with GAEMS and NAEMT (director's combo).	1.00	80.00	80.00
International Association of Fire Chiefs Professional dues and fees associated with IAFC to include southeastern division dues.	1.00	120.00	120.00

523700 EDUCATION & TRAINING

01335401 523700 -			13,860.00 *
FDIC Associated registration fee for FDIC	2.00	600.00	1,200.00
Blue Card Command TtT Registration Fee Associated registration fee for Blue Card Command Train-the-Trainer course.	1.00	4,500.00	4,500.00
Blue Card Command Renewal Associated training cost of continuing education subscriptions to maintain certifications.	40.00	125.00	5,000.00
GA EMS Educators Conference Fee Associated registration fee for EMS instructor's update.	1.00	125.00	125.00
GA EMS Leadership Conference Fee Associated registration fee for GA EMS Leadership Conference	1.00	250.00	250.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

EMS World Expo Associated registration fee for EMS World Expo	1.00	440.00	440.00
Columbia Southern University Associated registration fee for M.S. Occupancy Safety and Health (total of 2 courses).	1.00	1,700.00	1,700.00
Image Trend Associated registration fee for Image Trend Connect education conference.	1.00	645.00	645.00

531100 GENERAL SUPPLIES & MATERIALS

01335401 531100 -

General Supplies / Building Materials Cost to purchase building materials for the construction and maintenance of various training props and training aids.	1.00	2,490.00	4,490.00 * 2,490.00
BullEx Smoke Generator Accessories Cost of BullEx liquid smoke for smoke generator.	1.00	2,000.00	2,000.00

531400 BOOKS & PERIODICALS

01335401 531400 -

Fire / EMS Textbooks Associated costs to purchase Fire / EMS educational resources associated with various training programs.	1.00	900.00	900.00 * 900.00
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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531600 SMALL EQUIPMENT				
01335401 531600 -		1.00	3,880.00	3,880.00 *
Lateral LSCU4 Suction Device Lifesaving equipment that is sometimes necessary to create suction. Suction may be used to clear the airway of blood, saliva, vomit, or other secretions so that a patient may breathe. Suctioning can prevent pulmonary aspiration, which can lead to lung infections.				
531700 OTHER SUPPLIES				
01335401 531700 -		3.00	500.00	1,500.00 *
Uniforms and Accessories for Training Division Personnel Costs to purchase uniforms and accessories for all training division staff members. (includes an additional member)				
GRAND TOTAL				30,549.00

** END OF REPORT - Generated by Jered Sigmon **

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GENERAL GOVERNMENT & ALLOCATIONS

Function

Division 15700 contains appropriations for those line items that are not specifically related to one division, such as retired employee health insurance, contingency expenditures, operating transfers, and Downtown Development Authority revenue bond debt service.

Major Goals & Objectives

- Provide adequate funds to pay unemployment claims
- Provide adequate funds to meet unexpected future expenses.
- Provide adequate funds for the City's lease agreement with the Downtown Development Authority.
- Provide adequate funds for operating transfers.

Performance Measures

- Measure certain allocated costs related to Citywide operations

GENERAL GOVERNMENT & ALLOCATIONS - 15700

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	7,433,977	9,009,125	8,780,603	9,320,414	539,811	6.1%
OTHER OPERATING	7,438,028	11,494,384	8,947,549	9,357,560	410,011	4.6%
TOTAL EXPENDITURES	14,872,005	20,503,509	17,728,152	18,677,974	949,822	5.4%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.00	0.00	0.00	0.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - GENERAL GOVT & ALLOCATIONS

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01115701	512100		GROUP INSURANCE	4,056,239	5,590,157	4,956,387	5,400,000	443,613	9.0%
01115701	512110		COMM HEALTH NETWORK	106,594	106,594	112,500	112,500	-	0.0%
01115701	512111		PRESCRIPTIONS	877,592	894,049	1,107,000	882,000	(225,000)	-20.3%
01115701	512200		SOC SEC/FICA CONTRIB	2,988	2,182	-	-	-	N/A
01115701	512400		RETIREMENT CONTRIBS	1,834,237	1,955,767	2,065,202	2,404,134	338,932	16.4%
01115701	512450		RETIREMENT 401A CONTR	71,025	77,675	113,514	98,100	(15,414)	-13.6%
01115701	512600		UNEMPLOYMENT INSUR	-	2,166	8,000	6,000	(2,000)	-25.0%
01115701	512700		WORKER'S COMPENSATION	485,303	380,536	418,000	417,680	(320)	-0.1%
01115701	521450		CREDIT CARD FEES	28,535	32,789	28,000	28,000	-	0.0%
01115701	523200		COMMUNICATIONS	-	16,515	30,174	22,859	(7,315)	-24.2%
01115701	523100		INS OTHER THAN EE BEN	610,130	637,736	755,378	774,192	18,814	2.5%
01115701	541100		LAND	-	312,457	-	-	-	N/A
01115701	579000		CONTINGENCIES	-	170,577	241,133	454,299	213,166	88.4%
01115701	581200		PRINCIPAL-CAP LEASE	105,360	109,321	-	-	-	N/A
01115701	582200		INTEREST-CAPITAL LEASE	8,072	4,883	-	-	-	N/A
01115701	583000		FISCAL AGENT'S FEES	2,272	981	2,000	2,000	-	0.0%
01115701	611001		OPER TRN OUT-E911(215)	-	57,979	329,875	292,728	(37,147)	-11.3%
01115701	611002		OPER TRN OUT-CIP(370)	1,010,500	3,058,550	1,278,750	1,407,950	129,200	10.1%
01115701	611003		OPER TRN OUT-CIP07(351)	-	20,000	20,000	20,000	-	0.0%
01115701	611005		OPER TRN OUT-BONDS(420)	4,054,548	4,034,204	4,051,588	4,048,532	(3,056)	-0.1%
01115701	611011		OPER TRANS OUT-275	-	1,846	2,626	-	(2,626)	-100.0%
01115701	611014		OPER TRN OUT - E911 CIP	-	-	76,611	-	(76,611)	-100.0%
01115701	611015		OPER TRN OUT - VEH REPLC	1,217,123	1,932,000	1,368,343	1,412,000	43,657	3.2%
01115701	611018		OPER TRANS OUT-505	-	13,991	13,071	-	(13,071)	-100.0%
01115701	611019		OPER TRANS OUT-TAD(261)	401,488	1,090,556	750,000	895,000	145,000	19.3%
GEN GOVT & ALLOCATIONS				14,872,005	20,503,509	17,728,152	18,677,974	949,822	5.4%

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-GEN GOV-ALLOC/TRANFERS

521450 CREDIT CARD FEES

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
01115701 521450 -				28,000.00 *
Credit card fees		1.00	28,000.00	28,000.00

523100 INS OTHER THAN EMP BEN

01115701 523100 -				774,192.00 *
		1.00	774,192.00	774,192.00

523200 COMMUNICATIONS

01115701 523200 -				22,859.00 *
GF allocation (94%) for vehicle GPS tracking.		1.00	22,859.00	22,859.00

579000 CONTINGENCIES

01115701 579000 -				454,299.00 *
Half year merit increases, effective Jan 1 with Council consent.		1.00	310,000.00	310,000.00
Unallocated contingency		1.00	144,299.00	144,299.00

583000 FISCAL AGENT'S FEES

01115701 583000 -				2,000.00 *
Fiscal agent's fees for various bond series.		1.00	2,000.00	2,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-GEN GOV-ALLOC/TRANFERS

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
611001 OPER TRANS OUT-E911 (215)				
01115701 611001 -				292,728.00 *
GF transfer to E-911.		1.00	292,728.00	292,728.00
611002 OPER TRANS OUT-CIP (370)				
01115701 611002 -				1,407,950.00 *
Transfer out to CIP for recommended projects.		1.00	1,407,950.00	1,407,950.00
611003 OPER TRANS OUT-CIP-07 (351)				
01115701 611003 -				20,000.00 *
Transfer out to DDA for Small Business Grant Program.		1.00	20,000.00	20,000.00
611005 OPER TRANS OUT-BOND PMTS (420)				
01115701 611005 -				4,048,532.00 *
2001 Series bonds		1.00	226,962.00	226,962.00
2005 Series bonds		1.00	3,009,175.00	3,009,175.00
2016 Series Smyrna Grove, less portion paid by previously committed funds		1.00	712,395.00	712,395.00
2016 Series Smyrna Grove - the portion paid by previously committed funds		1.00	100,000.00	100,000.00
611015 OPER TRANS OUT - 612				
01115701 611015 -				1,412,000.00 *
GF transfer to VRF		1.00	1,312,000.00	1,312,000.00
This is the avg annual contribution, sufficient to cover scheduled replacements				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-GEN GOV-ALLOC/TRANFERS

and additions.

GF transfer to VRF
Emergency funds for early
replacements as needed.

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	100,000.00	100,000.00

611019 OPER TRANS OUT-261

01115701 611019 -

GF transfer to TAD (estimated
increment, previously paid to
Halpern, now applied toward new
bond series).

1.00	895,000.00	895,000.00 *
		895,000.00

GRAND TOTAL

9,357,560.00

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GOVERNING BODY

Function

The 11100 Division funds the salaries and operating expenses for the Mayor, City Council, executive assistant and all other legal or professional services required for the legislative process of the City. All legislative powers and the determination of City policy are vested in the City Council.

The Mayor and Council are responsible for enacting ordinances and resolutions, reviewing and adopting the annual budget, and through effective zoning providing for orderly growth and development of the City to ensure the health, safety and welfare of its citizens.

Major Goals & Objectives

- Stimulate business and residential growth through economic development incentives.
- Target, encourage and generate redevelopment that benefits the entire community.
- Continue supporting staff with the implementation of the recommendations outlined in the City's Strategic Vision Plan, the adopted 2040 Comprehensive Plan, the adopted transportation plan for South Cobb Drive and the adopted Spring Road LCI corridor plan.
- Support staff with the implementation of the proposed City's Parks Master Plan.
- Provide staff with resources they need to continue to strive to improve customer service to our citizens.
- Continue to encourage businesses to locate in the downtown area.
- Support schools in our community.
- Fiscal responsibility.
- Environmental responsibility
- Continue to provide high levels of services.

Performance Measures

- Number of Vision Goals Implemented
- Ordinances and Resolutions Adopted
- Energy and Conservation benchmarks and recognitions achieved
- Training Seminars / Retreats
- Feedback from Citizen Surveys and Communications

GOVERNING BODY - 11100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	218,884	226,259	228,986	229,856	870	0.4%
OTHER OPERATING	106,909	122,914	251,264	247,805	(3,459)	-1.4%
TOTAL EXPENDITURES	325,793	349,172	480,250	477,661	(2,589)	-0.5%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	9.25	9.25	9.25	9.25

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - GOVERNING BODY

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01111101	511100		REG/FULL TIME EMPLOYEES	205,405	212,702	215,204	216,197	993	0.5%
01111101	511101		PART TIME EMPLOYEES	9,170	9,070	9,560	9,560	-	0.0%
01111101	512200		SOC SEC/FICA CONTRIB	4,309	4,486	4,222	4,099	(123)	-2.9%
01111101	521200		PURCH PROFESSIONAL SVC	15,814	52,894	112,579	110,000	(2,579)	-2.3%
01111101	521300		PURCH TECHNICAL SVC	4,300	-	-	-	-	N/A
01111101	523200		COMMUNICATIONS	9,072	8,822	15,580	6,550	(9,030)	-58.0%
01111101	523300		ADVERTISING	-	423	550	300	(250)	-45.5%
01111101	523400		PRINTING & BINDING	1,265	992	1,950	1,625	(325)	-16.7%
01111101	523500		TRAVEL	17,565	6,637	35,150	28,750	(6,400)	-18.2%
01111101	523600		DUES & FEES	33,489	27,764	27,425	32,100	4,675	17.0%
01111101	523700		EDUCATION & TRAINING	10,874	10,277	25,000	20,200	(4,800)	-19.2%
01111101	531100		GEN SUPPLIES & MATERIALS	1,929	1,582	3,150	3,650	500	15.9%
01111101	531300		FOOD	12,600	11,150	13,200	3,700	(9,500)	-72.0%
01111101	531400		BOOKS & PERIODICALS	-	80	180	130	(50)	-27.8%
01111101	531600		SMALL EQUIPMENT	-	1,219	-	-	-	N/A
01111101	531700		OTHER SUPPLIES	-	1,073	2,500	35,500	33,000	1320.0%
01111101	541350		CAP OUTLAY-BLDG IMPR	-	-	14,000	-	(14,000)	-100.0%
01111101	542300		CAP OUTLAY-FURN & EQ	-	-	-	5,300	5,300	N/A
GOVERNING BODY				325,793	349,172	480,250	477,661	(2,589)	-0.5%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-GOV BODY

	VENDOR	QUANTITY	UNIT COST	2021 ADOPTED
521200 PURCH PROFESSIONAL SVCS				
01111101 521200 -				110,000.00 *
Cochran & Edwards (legal fees for City Attorney)		1.00	30,000.00	30,000.00
Presidential Election (Contract with Cobb County BOE & Registration)		1.00	20,000.00	20,000.00
Government Affairs Consultant		1.00	60,000.00	60,000.00
523200 COMMUNICATIONS				
01111101 523200 -				6,550.00 *
Monthly Service for 8 mobile phones and 1 Air Card for Mayor & Council		1.00	4,000.00	4,000.00
Postage (Mayor & Council Misc Mailings)		1.00	500.00	500.00
Replacement mobile devices (cell phone/iPad/Laptop) In case of damage, upgrades, etc.		1.00	1,500.00	1,500.00
Cable Service for Mayor's Office		1.00	550.00	550.00
523300 ADVERTISING				
01111101 523300 -				300.00 *
City Promotional Items for Mayor for giveaways, presentations, etc.		1.00	300.00	300.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-GOV BODY

	VENDOR	QUANTITY	UNIT COST	2021 ADOPTED
523400 PRINTING & BINDING				
01111101 523400 -				
Business Cards for Mayor & Council		1.00	500.00	1,625.00 * 500.00
Letterhead/Envelopes Mayor & Council		1.00	600.00	600.00
Framing of Proclamations (\$125 each x 3 avg)		1.00	375.00	375.00
Lillie Glass (Jonquil for CHS Homecoming Queen)		1.00	150.00	150.00
523500 TRAVEL				
01111101 523500 -				
Offsite Retreat M&C & Dept Heads (Share costs with Admin)		1.00	8,750.00	28,750.00 * 8,750.00
Travel costs Mayor & Council (conferences, seminars, training, retreats, etc.)		1.00	20,000.00	20,000.00
GMA Annual Conf - \$1200				
NLC Spring OR Fall Conf - \$1500				
US Conf of Mayors D.C. (Jan) & Annual (Jun) - \$2000				
Misc (Cities United Conf, GMA seminars, etc) - \$300				
\$5000 x 4 (avg number of attendees) = \$20,000				
523600 DUES & FEES				
01111101 523600 -				
GMA Annual Dues (January)		1.00	15,000.00	32,100.00 * 15,000.00
Cobb Chamber/Chairman's Club Annual Dues (April)		1.00	6,800.00	6,800.00
Nat'l League of Cities Annual Dues (May)		1.00	4,500.00	4,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-GOV BODY

VENDOR	QUANTITY	UNIT COST	2021 ADOPTED
	1.00	500.00	500.00

Cobb Municipal Assn Annual Dues
(January)

1.00	5,300.00	5,300.00
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US Conf of Mayors Annual Dues
(July)

523700 EDUCATION & TRAINING

01111101 523700 -

1.00	19,200.00	20,200.00 *
		19,200.00

Education/Training Costs Mayor
& Council (registration for
classes, etc., out-of-town &
local conferences, seminars,
retreats, luncheons etc.)

GMA - \$800
NLC Fall OR Spring - \$750
Cities United Summit - \$750
US Conf of Mayors D.C. (Jan)
& Annual (Jun) - \$1500
Misc (SBA, Cobb Chamber,
GMA) - \$1000
\$4800 x 4 Avg Attendees =
\$19,200

1.00	1,000.00	1,000.00
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Local Retreat M&C and Dept
Heads
Share costs with Admin

531100 GENERAL SUPPLIES & MATERIALS

01111101 531100 -

1.00	3,500.00	3,650.00 *
		3,500.00

General Office Supplies

1.00	150.00	150.00
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Warehouse Supplies

531300 FOOD

01111101 531300 -

1.00	2,000.00	3,700.00 *
		2,000.00

Cobb Municipal Assn (City
Sponsored Dinner and Holiday
Dinner)

1.00	850.00	850.00
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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-GOV BODY

	VENDOR	QUANTITY	UNIT COST	2021 ADOPTED
Mayor Lunches/Dinners with clients		1.00	850.00	850.00
Refreshments/Catering for meetings				
531400 BOOKS & PERIODICALS				
01111101 531400 -		1.00	130.00	130.00 *
Atlanta Business Chronicle (Annual Subscription)				130.00
531700 OTHER SUPPLIES				
01111101 531700 -		1.00	13,500.00	35,500.00 *
Mayor's State of the City Address (July)				13,500.00
Catering (Jim 'n Nicks) \$5300				
Audio/Visual \$6500				
Floral \$1200				
Misc \$500				
		1.00	13,000.00	13,000.00
Mayor's Education Awards (Apr/May)				
Catering (Jim 'n Nicks) \$5300				
Audio/Visual \$3000				
Pipe & Drape, Red Carpet, misc décor \$1000				
Printing (invitations, certificates, programs) \$1000				
Awards for recipients \$1200				
Floral (table décor) \$1000				
Misc \$500				
		1.00	6,500.00	6,500.00
Campbell High School Teacher Appreciation Luncheon (July)				
Catering (Jim 'n Nicks) \$4000				
Entertainment (Trivia/DJ/Host) \$1500				
Table Décor & Misc Decoration \$1000				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-GOV BODY

VENDOR	QUANTITY	UNIT COST	2021 ADOPTED
	1.00	2,000.00	2,000.00

City Hall Holiday Decorations
(Plant Peddler)

	1.00	500.00	500.00
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Sponsorship for Campbell High
School Teacher of the Year
Awards

542300 CAP OUTLAY-OFFICE FURN & EQ

01111101 542300 -

	1.00	5,300.00	5,300.00 *
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New Chairs for Council Chambers
9 Chairs for Mayor & Council
& City Administrator (est
\$425 each)
4 Chairs for City Clerk,
Deputy City Clerk, City
Attorney, Asst City
Administrator (est \$375 each)

GRAND TOTAL

247,805.00

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HIGHWAYS & STREETS

Function

Division 42100 is the cost center for the Streets Department of the City. The Streets Division of the Public Works Department is responsible for maintaining about 179 miles of roadways. Those specific roadway- related responsibilities include all paving work, maintaining the right of ways, curb and gutter, sidewalks and storm drainage systems within the City. This department also maintains and dispenses an inventory of operating supplies. The management structure and support staff for the Public Works division is also programmed in this account.

Major Goals & Objectives

- To provide safe, well-maintained roadways for the residents of the City.
- To provide effective administration of the Public Works area.
- To provide assistance with the yard waste program.
- To implement a storm drain inventory including GPS.
- To provide for efficient drainage of the storm water system.

Performance Measures

- Miles of city streets maintained.
- Storm drainage maintenance.

HIGHWAYS & STREETS - 42100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	910,857	874,779	1,167,393	1,074,006	(93,387)	-8.0%
OTHER OPERATING	1,252,360	1,268,775	1,352,896	1,385,203	32,307	2.4%
TOTAL EXPENDITURES	2,163,217	2,143,554	2,520,289	2,459,209	(61,080)	-2.4%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	24.00	25.00	26.00	25.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - HIGHWAYS & STREETS

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01442101	511100		REG/FULL TIME EMPLOYEES	839,992	809,519	1,088,020	999,216	(88,804)	-8.2%
01442101	511101		PART TIME EMPLOYEES	-	1,413	-	-	-	N/A
01442101	511300		OVERTIME	10,751	9,034	9,500	10,000	500	5.3%
01442101	512200		SOC SEC/FICA CONTRIB	60,113	54,813	69,873	64,790	(5,083)	-7.3%
01442101	521200		PURCH PROFESSIONAL SVC	59,653	61,774	62,050	115,000	52,950	85.3%
01442101	521300		PURCH TECHNICAL SVCS	-	-	6,500	25,000	18,500	284.6%
01442101	522200		REPAIRS & MAINTENANCE	107,172	60,370	71,144	55,000	(16,144)	-22.7%
01442101	522320		RENTAL OF EQUIP & VEHICLE	2,928	4,021	6,800	6,800	-	0.0%
01442101	523200		COMMUNICATIONS	17,533	10,347	15,576	5,568	(10,008)	-64.3%
01442101	523400		PRINTING & BINDING	55	188	700	700	-	0.0%
01442101	523500		TRAVEL	-	825	3,500	1,300	(2,200)	-62.9%
01442101	523600		DUES & FEES	980	120	400	450	50	12.5%
01442101	523700		EDUCATION & TRAINING	774	1,075	5,525	7,025	1,500	27.1%
01442101	523850		CONTRACT LABOR	-	57,160	178,377	160,000	(18,377)	-10.3%
01442101	531100		GEN SUPPLIES & MATERIALS	153,132	164,978	145,403	147,700	2,297	1.6%
01442101	531220		ENERGY-NATURAL GAS	16,952	8	-	-	-	N/A
01442101	531230		ENERGY-ELECTRICITY	857,429	828,149	759,310	800,000	40,690	5.4%
01442101	531270		ENERGY-GASOLINE/DIESEL	27,369	31,454	34,800	34,800	-	0.0%
01442101	531600		SMALL EQUIPMENT	1,811	23,001	28,360	6,360	(22,000)	-77.6%
01442101	531700		OTHER SUPPLIES	6,572	8,859	14,500	14,500	-	0.0%
01442101	541200		CAP OUTLAY-LAND IMPR	-	16,447	-	-	-	N/A
01442101	542100		CAP OUTLAY-MACH & EQ	-	-	19,950	5,000	(14,950)	-74.9%
HIGHWAYS & STREETS				2,163,217	2,143,554	2,520,289	2,459,209	(61,080)	-2.4%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01442101 521200 -				
Right of Way acquisition, Engineering Fees \$ 5,000		1.00	5,000.00	115,000.00 * 5,000.00
Tree Removal within the right of way		1.00	100,000.00	100,000.00
Fence Repairs and Guard rail repairs within the right of way		1.00	10,000.00	10,000.00
521300 PURCH TECHNICAL SVCS				
01442101 521300 -				
infrastructure maintenance / repair Fiber optic		1.00	20,000.00	25,000.00 * 20,000.00
Security gates repairs security for the Public Works Complex		1.00	5,000.00	5,000.00
522200 REPAIRS & MAINTENANCE				
01442101 522200 -				
General Maintenance to Vehicles and Equipment		1.00	55,000.00	55,000.00 * 55,000.00
Brakes, Oil and Fluids, Tires and Hydraulic Repair all basic PM's				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522320 RENTAL OF EQUIP & VEHICLES				
01442101 522320 -				6,800.00 *
Lease Payment on Konica Minolta Copier		12.00	350.00	4,200.00
Copy Count Paid to Konica Minolta		6.00	100.00	600.00
Large Equipment		1.00	2,000.00	2,000.00
523200 COMMUNICATIONS				
01442101 523200 -				5,568.00 *
Verizon cell phones 3 phones		12.00	174.00	2,088.00
Assistant Public Works Director Cell Phone		12.00	90.00	1,080.00
Postage Needs. Mailouts to Citizens		12.00	200.00	2,400.00
523400 PRINTING & BINDING				
01442101 523400 -				700.00 *
Printing for Warehouse Forms and Streets Division Door Hangers and Customer information		1.00	450.00	450.00
Business Cards, New and re-printing		1.00	250.00	250.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523500 TRAVEL				
01442101 523500 -				
Travel allowance for Public Works Director		1.00	2,000.00	1,300.00 * 2,000.00
Travel for Warehouse Supervisor		1.00	100.00	100.00
Erosion Control certification and re-certifications		1.00	500.00	500.00
CDL class and work zone class				
Dept advised okay to reduce by half.		1.00	1,300.00	-1,300.00
523600 DUES & FEES				
01442101 523600 -				
APWA Dues		3.00	150.00	450.00 * 450.00
Frank				
Bo				
Mark				
523700 EDUCATION & TRAINING				
01442101 523700 -				
CDL Class and test		1.00	200.00	7,025.00 * 200.00
Forklift Training		3.00	75.00	225.00
Flagging, Erosion , and/or confined space training and/or GDOT mandated training		1.00	1,200.00	1,200.00
ARC Management Training				
David		2.00	1,700.00	3,400.00
John				
CO2 testing, NPDES, work zone pit certification and or GDOT mandated		1.00	2,000.00	2,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523850 CONTRACT LABOR				
01442101 523850 -				
Contract Labor		1.00	160,000.00	160,000.00 *
Landscaping, Asphalt, Surveying				160,000.00
531100 GENERAL SUPPLIES & MATERIALS				
01442101 531100 -				
General Office supplies for 18 separate work stations		18.00	150.00	147,700.00 *
Printing supplies				2,700.00
copy paper, ink and toner for 13 printers/copiers		1.00	10,000.00	10,000.00
Grass seed, sod grass, trees, shrubs		1.00	25,000.00	25,000.00
Landscape supplies for right of way maintenance				
		1.00	25,000.00	25,000.00
Wheat Straw and Pine Straw and fertilizer		1.00	40,000.00	40,000.00
asphalt patching material, sand, rock and cold patch		1.00	10,000.00	10,000.00
Cleaning materials, ice melting materials		1.00	10,000.00	10,000.00
Nails, Screws, Barrels and Barricades		1.00	5,000.00	5,000.00
Brooms, Rakes, and assorted hand tools		1.00	5,000.00	5,000.00
Insecticides, Bleach, General operating supplies		1.00	10,000.00	10,000.00
Concrete Block, Brick and brick pavers, bagged concrete, general roadway materials, sidewalk materials, and curb repair materials		2.00	2,500.00	5,000.00
Calcium chloride Solution for De-icing / Salt				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
<hr/>				
531230 ENERGY-ELECTRICITY				
<hr/>				
01442101 531230 -				800,000.00 *
Street Lights, Light Poles		1.00	759,310.00	759,310.00
Georgia Power, Greystone and EMC				
Finance recommendation		1.00	40,690.00	40,690.00
531270 ENERGY-GASOLINE/DIESEL				
<hr/>				
01442101 531270 -				34,800.00 *
Diesel Fuels and Unleaded Gas fuels for vehicles and equipment		12.00	2,900.00	34,800.00
531600 SMALL EQUIPMENT				
<hr/>				
01442101 531600 -				6,360.00 *
Chain saws, Replacement saws, chains		1.00	3,000.00	3,000.00
Mower supplies, Blowers and blower supplies, weed eaters and weed eater supplies		1.00	2,000.00	2,000.00
Diamond Blades for concrete saw		2.00	480.00	960.00
Drills and or drill supplies		1.00	200.00	200.00
saw kits, screw drivers, wrench kits and tools for trucks or warehouse		1.00	200.00	200.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531700 OTHER SUPPLIES				
<hr/>				
01442101 531700 -				14,500.00 *
		23.00	500.00	11,500.00
required department uniforms and boots, pants, shirts, jackets and gloves		1.00	1,500.00	1,500.00
summer T-Shirts		5.00	200.00	1,000.00
supervisor city shirts		3.00	500.00	1,500.00
Uniforms for new workers, pants, shirts, jacket and boots		1.00	1,000.00	-1,000.00
Cut two new personnel requests				
542100 CAP OUTLAY-MACHINERY & EQUIP				
<hr/>				
01442101 542100 -				5,000.00 *
		1.00	5,000.00	5,000.00
Tracks for Backhoe				

GRAND TOTAL

1,385,203.00

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HUMAN RESOURCES

Function

The staff of Human Resources and Risk Management department is comprised of a Director, HR Manager, Employee Benefits Coordinator and HR Technician. The department is responsible for administering the City's Personnel Management System as established by Mayor and Council to provide a fair, equitable, and productive work environment for all City employees. Other responsibilities include employee recruitment, policies and procedures, benefits, classification and compensation, employee relations, training, and risk management activities and programs.

Major Goals & Objectives

- Continued reduction in work comp and property claims by raising awareness and providing ongoing safety training. Each on the job accident is reviewed individually and in detail by the safety committee to assess causes and implement prevention measures.
- Continued focus on the "results-based" wellness program; increase participation in activities and screenings. Over 88% of our eligible employees received health screenings in 2019.
- Provide professional human resource assistance and support to all city employees, and the general public in the areas including but not limited to recruitment, benefits, classification and compensation, employee relations, training and professional development.
- Implement new benefits and/or policies that enhance the City's benefits and employee morale.

Performance Measures

- Maintaining current low unemployment claims costs
- Reduction of at-fault property claims and costs
- Maintaining city's low worker's compensation claims and costs (reducing costs if possible)

HUMAN RESOURCES - 15400

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	319,601	402,451	529,527	483,100	(46,427)	-8.8%
OTHER OPERATING	99,357	81,069	125,970	165,566	39,596	31.4%
TOTAL EXPENDITURES	418,958	483,520	655,496	648,666	(6,830)	-1.0%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	4.07	4.07	4.07	4.07

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - HUMAN RESOURCES

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01115401	511100		REG/FULL TIME EMPLOYEES	239,534	251,294	275,129	271,215	(3,914)	-1.4%
01115401	511200		TEMPORARY EMPLOYEES	-	1,528	1,500	1,500	-	0.0%
01115401	512200		SOC SEC/FICA CONTRIB	16,453	17,977	17,245	18,835	1,590	9.2%
01115401	512500		TUITION REIMBURSEMENT	10,220	12,847	22,996	21,000	(1,996)	-8.7%
01115401	512900		OTHER EMPLOYEE BENEFIT	53,395	118,805	212,657	170,550	(42,107)	-19.8%
01115401	521200		PURCH PROFESSIONAL SVC	63,205	45,535	93,254	134,420	41,166	44.1%
01115401	521300		PURCH TECHNICAL SVCS	19,127	16,873	5,000	5,000	-	0.0%
01115401	522320		RENTAL OF EQUIP & VEH	1,003	1,042	1,088	1,056	(32)	-3.0%
01115401	523200		COMMUNICATIONS	1,497	1,313	2,600	1,900	(700)	-26.9%
01115401	523300		ADVERTISING	-	80	600	500	(100)	-16.7%
01115401	523400		PRINTING & BINDING	1,141	914	2,310	1,600	(710)	-30.7%
01115401	523500		TRAVEL	2,287	3,825	6,918	7,310	392	5.7%
01115401	523600		DUES & FEES	2,016	1,421	1,915	1,715	(200)	-10.4%
01115401	523700		EDUCATION & TRAINING	2,419	1,840	3,465	3,065	(400)	-11.5%
01115401	531100		GEN SUPPLIES & MATERIALS	2,390	2,536	2,019	2,200	181	8.9%
01115401	531300		FOOD	4,271	4,351	6,800	6,800	-	0.0%
01115401	531600		SMALL EQUIPMENT	-	1,338	-	-	-	N/A
HUMAN RESOURCES				418,958	483,520	655,496	648,666	(6,830)	-1.0%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01115401 521200 -				
Stone and Associates (psych screenings) Est 65 @ \$300 each (As of Feb 2020, already running above budgeted amount due to increased turnover). Line item increase for FY 21 to account for turnover continuation		1.00	19,500.00	134,420.00 * 19,500.00
HR TruCheck (background, credit and out of state checks for pre-employment)		1.00	120.00	120.00
FMCSA (Federal Motor Carrier Safety) for CDL background checks Background, credit and out of state MVR checks Federal Motor Carriers (DOT) now requiring system pre-employment background check for CDL driver applicants				
OPEB valuation Required annually		1.00	22,000.00	22,000.00
Drug screens Random, pre-employment, post accidents, etc.		1.00	15,600.00	15,600.00
Cochran and Edwards Legal services		1.00	3,000.00	3,000.00
Post accident medical Immediate medical services (Wellstar/Peachtree)		1.00	200.00	200.00
Peachtree/SiteMed pre-employment physicals		1.00	8,000.00	8,000.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
For Police/Jail/911/Fire				
Job description reviews New job descriptions or revised requiring re-grading		1.00	1,000.00	1,000.00
Carl Vinson Institute (Org Study) Phase III		1.00	25,000.00	25,000.00
Class and Compensation Study		1.00	40,000.00	40,000.00
521300 PURCH TECHNICAL SVCS				
01115401 521300 -				
Selerix Benefit Admin system services Most costs covered by insurance providers but some upgrades may be necessary and at City cost		1.00	5,000.00	5,000.00 *
522320 RENTAL OF EQUIP & VEHICLES				
01115401 522320 -				
Monthly copier rental Monthly copier rental		12.00	88.00	1,056.00 *
523200 COMMUNICATIONS				
01115401 523200 -				
2 cellphones (HR Director/HR Manager) \$50/mo x 12 x 2		2.00	600.00	1,900.00 *
Postage for mailings Includes general postage, overnight mailings, certified		1.00	700.00	1,200.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

mailings, retiree benefit
packets and 1095c mailings

VENDOR QUANTITY UNIT COST 2021 PROPOSED

523300 ADVERTISING

01115401 523300 -

Job posting in publication and
Civil Service election notice
in local paper
Job posting in publication
and Civil Service election
notice in local paper

1.00 500.00 500.00 *

523400 PRINTING & BINDING

01115401 523400 -

Printing (Color/B&W)
Printing

1.00 1,600.00 1,600.00 *

523500 TRAVEL

01115401 523500 -

Lodging (GLGPA conferences)
3 nts x 2 EE x 2
conferences/year

12.00 185.00 7,310.00 *

Lodging (MUNIS Conference)
3 nts x 2 EE

6.00 275.00 1,650.00

Lodging (GA PRIMA conference)
2 nts x 1 EE

2.00 250.00 500.00

Mileage to conference/training
Savannah/Augusta/Cartersville
/Gainesville

1.00 1,540.00 1,540.00

Flights to MUNIS

2.00 450.00 900.00

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 City of Smyrna
 NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
2 EEs				
Meals not covered by conferences		1.00	300.00	300.00
Meals not covered by conference				
Parking/shuttle for conferences		1.00	200.00	200.00
Parking/shuttle for conferences				
<hr/>				
523600 DUES & FEES				
01115401 523600 -				
GLGPA Membership		1.00	150.00	1,715.00 *
Covers up to 5 members				150.00
SHRM National membership (Director)		1.00	225.00	225.00
GA PRIMA membership		2.00	50.00	100.00
2 EEs				
Survey Monkey renewal		1.00	300.00	300.00
Annual renewal				
Civil Service Board meetings		1.00	540.00	540.00
\$30/ea x 4 qtrs x 3 members				
Plus 1 hearing (\$180)				
PRIMA National membership (Director)		1.00	400.00	400.00
Annual membership				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523700 EDUCATION & TRAINING				
01115401 523700 -				
GLGPA conference registration 2 EEx x 2 conferences/year		4.00	435.00	3,065.00 * 1,740.00
GLGPA mid-year conference registration 1 EE		1.00	275.00	275.00
GA PRIMA conference registration 2 EEs		2.00	50.00	100.00
MUNIS conference Extra dept EE attend (outside of PACE)		1.00	950.00	950.00
531100 GENERAL SUPPLIES & MATERIALS				
01115401 531100 -				
General office supplies Presentation folders/envelopes/pens, printer ink cartridges, etc. , business cards		1.00	1,000.00	2,200.00 * 1,000.00
ID badge supplies ID cards/printer cartridges/lanyards/clips		1.00	1,200.00	1,200.00
531300 FOOD				
01115401 531300 -				
Food for Holiday Luncheon and Spring cookout \$3400 each		1.00	6,800.00	6,800.00 * 6,800.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

GRAND TOTAL

165,566.00

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INFORMATION TECHNOLOGY

Function

Division 15350 funds the administrative and operational functions of the Information Technology department of the City of Smyrna. The Information Technology Director, Information Technology Manager, System Administrator, GIS Coordinator, Data Analyst and the Systems Support Specialist positions are budgeted here. This division is responsible for all work related to the support of the City's computer systems and network infrastructure, phones, cameras, access controls and certain A/V systems. Some of the responsibilities assigned include:

- Network infrastructure/network design, implementation and management
- Computer desktop hardware and software installation, training and support
- Maintains the servers, and virtual server environment
- Managing the backup of critical systems, virus protection and Internet firewalls
- New system implementation, software and hardware consultation for major system such as ERP, Public Safety, Video Cameras or Time Keeping
- Managing all the major software systems in use by the City
- Support the ATS traffic control system and Security Camera Systems
- Managing system and data security, virus scanners, two factor authentication, SSL VPN
- Managing the City's communications including Internet, VPN, cell phones, analog phones, VoIP telephone system, and VoIP call recording system.
- Provides GIS information/analysis to both internal and external customers and manages the City's GIS data.
- Council chamber audio/video systems, streaming of meetings, connection to Charter Cable
- Video storage for police car and body cameras
- User support via training and helpdesk

The Director is responsible for developing and implementing a strategic technology plan for the City's information technology and managing the staff of the department. The IT Manager monitors and manages the City's server farm and network infrastructure, including the traffic control system network and servers. The System Administrator monitor and maintains the City's major software systems with primary responsibility for the Munis ERP system. The Systems Support Specialist provides front line support and implementation as well as server monitoring and maintenance. The GIS Coordinator supports the City's GIS systems, providing coordination between the various departments and in some cases outside entities. The Data Analyst is a new position whose function is to interpret data from the many separate systems used by the city and provide it to management in usable forms. There is considerable overlap within the department which functions as a team to accomplish the department's goals.

Major Goals & Objectives

- Monitor the health of the City's computers and network

- Support the city-wide VoIP and analog telephone systems
- Provide system administration and support of the Munis system
- Maintain viable system backups and disaster recovery strategies
- Support the ArcGIS Online web based GIS portal
- Support the use of ArcGIS Online and Open Data (GIS data sharing)
- Manage the IT security systems which include firewalls, network access control, physical access control
- Support the traffic control system and security camera system networks
- Provide user training
- Provide cyber security awareness training and testing to all employees using IT systems
- Manage the IT infrastructure life cycle, hardware replacement
- Support mobile public safety access and devices (phones, cellular connections, MDT)

Performance Measures

- Time to initial response to help desk ticket
- Time to resolution to help desk ticket
- Uptime for network
- Uptime for email
- Uptime for Munis
- Uptime for Internet

INFORMATION TECHNOLOGY - 15350

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	355,929	367,872	389,713	398,985	9,272	2.4%
OTHER OPERATING	609,362	742,912	823,325	832,443	9,118	1.1%
TOTAL EXPENDITURES	965,291	1,110,784	1,213,038	1,231,428	18,390	1.5%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.00	5.00	6.00	6.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - INFORMATION TECHNOLOGY

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01115301	511100		REG/FULL TIME EMPLOYEES	333,035	344,291	365,595	374,513	8,918	2.4%
01115301	512200		SOC SEC/FICA CONTRIB	22,895	23,581	24,118	24,472	354	1.5%
01115301	521200		PURCH PROFESSIONAL SVC	10,400	58,453	72,200	63,500	(8,700)	-12.0%
01115301	521300		PURCH TECHNICAL SVCS	24,801	-	5,000	-	(5,000)	-100.0%
01115301	521400		PURCH SOFTWARE	33,003	65,609	58,000	58,000	-	0.0%
01115301	522200		REPAIRS & MAINTENANCE	388,799	480,832	526,571	568,401	41,830	7.9%
01115301	523200		COMMUNICATIONS	89,586	89,567	95,414	91,752	(3,662)	-3.8%
01115301	523500		TRAVEL	8,164	8,824	13,800	11,000	(2,800)	-20.3%
01115301	523600		DUES & FEES	200	200	440	440	-	0.0%
01115301	523700		EDUCATION & TRAINING	33,106	24,966	34,700	29,950	(4,750)	-13.7%
01115301	531100		GEN SUPPLIES & MATERIALS	4,008	2,040	4,000	3,000	(1,000)	-25.0%
01115301	531270		ENERGY-GASOLINE/DIESEL	450	323	500	400	(100)	-20.0%
01115301	531600		SMALL EQUIPMENT	16,844	10,718	8,700	2,000	(6,700)	-77.0%
01115301	542300		CAP OUTLAY-OFF FURN & EQ	-	1,381	2,000	2,000	-	0.0%
01115301	542400		CAP OUTLAY-COMPUTERS	-	-	2,000	2,000	-	0.0%
INFORMATION TECH.				965,291	1,110,784	1,213,038	1,231,428	18,390	1.5%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01115301 521200 -				
Red Canary Network Security Monitoring is a service that utilizes a combination of software loaded on our computer endpoint and 24/7 monitoring by Security Engineers. This service acts as an early warning system, with the capability to take the necessary action should a security threat be detected. The threats to our Information Systems infrastructure have never been greater. This is evidenced by the ransomware attacks on that have begun happening to local governments with increasing frequency. This service provides an early detection of this type of attack.		1.00	47,500.00	63,500.00 * 47,500.00
Consulting for network or server related support that cannot be handled by the IT department staff. Each year, issues will occur that cannot be solved by the IT department staff and require outside contracted assistance. One example of this would be penetration testing of our network, or VoIP system support.		1.00	10,000.00	10,000.00
Purchase new aerial photography from Cobb County The county is producing new aerial photography this year. This data is needed to improve the accuracy of our GIS data and the presentation of mapping information to both internal and external customers		1.00	6,000.00	6,000.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

521400 PURCH SOFTWARE

01115301 521400 -

Microsoft Office 365
Subscription
This is a continuation of the
Microsoft Office 365 software
established last year.

1.00 55,000.00 58,000.00 *
55,000.00

Miscellaneous software
purchases
This is to cover unexpected
new software needs as they
arise during the year.

1.00 3,000.00 3,000.00

522200 REPAIRS & MAINTENANCE

01115301 522200 -

Annual Software Maintenance for
OSSI public safety systems
(Police, Jail, Records, Fire)
This provides for vendor
support and software upgrades
to the Public Safety software
used by the police department
for dispatch, records
management and jail
operations. It also provides
support for the interface
from dispatch to the software
used by the fire department.

1.00 180,500.00 568,401.00 *
180,500.00

Software maintenance contract
for Munis
Required for support and
updates from Tyler
Technologies for our Munis
systems

1.00 141,300.00 141,300.00

Software and hardware
maintenance for Cistera VoIP

1.00 6,000.00 6,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
call recording system		1.00	7,600.00	7,600.00
Service contracts for Dell Equallogic SAN units still in use. We have retired the two olded Dell Equallogic SAN units, but four of them are still used and need to have maintenance contracts in the event there is a failure.		1.00	3,500.00	3,500.00
Cisco smartnet for phone system servers and routers This provides software support and hardware service for our phone system servers and software.		1.00	1,500.00	1,500.00
Annual software maintenance for the PRTG network and system monitoring software The IT department uses this software to monitor essential IT resources such as servers, network gear, internet connections, etc. and to send alerts which a monitored resource develops an issue or becomes unavailable.		1.00	13,000.00	13,000.00
Annual subscription of Proofpoint Zero-hour Anti-Virus, Email Firewall, Smart Search, URL Defense, Attachment Defense - FSecure - Email protection suite This software provides our primary defense against cyber security threats from email.		1.00	10,500.00	10,500.00
Annual maintenance of Cylance Protect, advanced endpoint protection This software protects our computers (desktops, laptops, and servers) from malicious threats, such as viruses, malware, ransomware.		1.00	10,500.00	10,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
The use of the software requires annual maintenance of the license.				
		1.00	7,200.00	7,200.00
Software maintenance for Netmotion (police car secure VPN to dispatch) Required for CJIS compliance				
		1.00	7,900.00	7,900.00
Annual Maintenance for the City's firewall, both hardware and software Provides hardware support (with immediate replacement on failure) of our firewalls. It also provides daily updates to threat information to keep the firewall effect in protecting our network from outside threats.				
		1.00	1,875.00	1,875.00
Annual software maintenance for Tyler 311 Required to maintain Tyler 311 system				
		1.00	4,000.00	4,000.00
Annual license maintenance of Meraki WiFi access points Needed to maintain the functioning of the City's WiFi network.				
		1.00	2,000.00	2,000.00
Miscellaneous phone system repairs and maintenance, cable repairs, moves. This covers unanticipated phone repairs and maintenance.				
		12.00	4,248.00	50,976.00
Annual software/hardware maintenance of the hybrid onsite/offsite backup system Required to maintain the backing up of our systems.				
		1.00	5,000.00	5,000.00
Annual software/hardware				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
maintenance for the Dell Kace 1000 Help desk/update management appliance		1.00	2,100.00	2,100.00
Annual software subscription software used by the police car laptops to provide two factor authentication This system provides advanced authentification for mobile devices that access CJIS systems and data, and is required to maintain compliance		1.00	400.00	400.00
Annual software subscription for SSRPM self service password reset system This system provides for people to reset their own forgotten passwords anytime, rather than waiting for the IT department to do it. This is especially useful after normal working hours.		1.00	5,000.00	5,000.00
Replace aging UPS systems in the server racks of various buildings Many of the UPS systems used in city buildings were purchased when the Cisco VoIP phone system was installed. These are essential to provide temporary power backup to the equipment in the server racks in order to keep the phone systems and computer networks functional during a power outage. The current units are no longer supported by the manufacturer and must be replaced.		1.00	3,500.00	3,500.00
Annual maintenance of our Bomgar remote desktop support software Bomgar is a secure remote desktop software system which allows the IT department		1.00	3,500.00	3,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
staff to connect to a user's computer remotely to troubleshoot and perform software support and repairs. Using this system allows us to avoid the time lost to go to each person's location in order to solve problems.				
		1.00	9,000.00	9,000.00
Annual maintenance of NAC and Netsight NAC is our Network Access Control system software and provide for network level security of our network by preventing unauthorized devices from being able to access our network. Netsight is used to monitor and maintain our network infrastructure by directly connecting to all network hardware. It also allows for configuration management. Both of these are required to keep the network healthy and secure.				
		1.00	55,000.00	55,000.00
Annual maintenance of our ESRI Enterprise Agreement The ESRI Enterprise agreement is needed to allow us to utilize the ESRI GIS software where needed across all departments and to allow us to enhance our use of GIS data (maps) online both for internal customers and our citizens. We have been using the free version which is limited in scope to provide web applications for such things as the historical trail, the garden tour, etc. There are also apps available through the agreement for more specific functions, such as public works field workers.				
		1.00	4,000.00	4,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Annual software maintenance for Netwrix Auditor, software used to audit changes made to various IT systems		1.00	200.00	200.00
Annual maintenance for the server room monitoring systems. These devices are located in both server racks and monitor the environmental conditions in the server rooms.		1.00	10,000.00	10,000.00
Miscellaneous hardware repairs of servers, network gear, routers, printers, etc. This covers unforeseen repairs of IT equipment.		1.00	1,600.00	1,600.00
Annual software maintenance for RightFAX This system is used to provide reliable Faxing via our normal network connection.		1.00	3,600.00	3,600.00
Annual software maintenance for Fastvue Vantage firewall log reporting software This software is used to analyze firewall logs and produce management reports.		1.00	150.00	150.00
Maintain our ARIN registration Our ARIN registration number is what allows us to have seamless failover in the event that one of our two Internet Service Providers goes down.		1.00	13,000.00	13,000.00
Software maintenance for Laserfiche		1.00	18,000.00	18,000.00
Annual Maintenance for Kronos Timekeeping Software Needed to maintain the software				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01115301 523200 -				91,752.00 *
Primary Internet Service Provider monthly charge		12.00	1,690.00	20,280.00
Secondary Internet Service Provider monthly charge		12.00	1,200.00	14,400.00
Analog phone lines used at small facilities not on our network and as backup for 911 calls from other locations There is still a need for analog lines at parks and other remote facilities that do not have access to our network. Also, those facilities that do use our VoIP phone system need an emergency backup in case the system is inaccessible in order to place a call to 911. Also, building alarm systems and elevator phones require analog lines.		12.00	2,500.00	30,000.00
VoIP phone trunk lines.		12.00	1,800.00	21,600.00
IT Staff cell phones and mobile hot spots 4 lines x \$79/mo x 12 months		4.00	948.00	3,792.00
Hybrid FAX service monthly fee		12.00	140.00	1,680.00
523500 TRAVEL				
01115301 523500 -				11,000.00 *
Travel expense for GA GMIS training conferences Need for two people to attend the spring and fall conferences		4.00	1,200.00	4,800.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	1,600.00	1,600.00
Travel expense for the GMIS International conference			
	1.00	1,600.00	1,600.00
Travel for the Munis Annual Training Conference The cost of the conference is covered by the PACE training, but travel is needed for one person from the department to attend.			
	1.00	3,000.00	3,000.00
Travel expense for Tyler Technologies trainer The city is entitled to one week of training from Tyler technologies on site. The travel expenses are not part of the entitlement.			

523600 DUES & FEES

01115301 523600 -			440.00 *
	1.00	40.00	40.00
GA URISA membership dues (GA GIS organization)			
	1.00	400.00	400.00
GMIS International Dues (Government Management Information Sciences)			

523700 EDUCATION & TRAINING

01115301 523700 -			29,950.00 *
	4.00	500.00	2,000.00
Registration fees for GA GMIS conferences Director attending spring and fall, two other employees attending one conference each			
	1.00	600.00	600.00
Registration for GMIS International conference Registration for IT Director to attend the GMIS International Conference			

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Registration for ESRI Southeast conference		1.00	200.00	200.00
Registration for SHRUG conference		1.00	100.00	100.00
Regional GIS Conference				
KnowBe4 Cyper Security training subscription		1.00	5,350.00	5,350.00
This system provides end user training on how to recognize and avoid various email scams and phishing attacks. It does so by providing online training videos, sending phishing 'campaigns' to the user that illustrate and instruct them on the ways that hackers and scammer use email to break into systems, steal user information, etc. Phishing is becoming the predominate means that criminals are using to gain access to users information and the systems they can access.				
Planned Annual Continuing Education (PACE) for Munis		1.00	6,700.00	6,700.00
This program provides one week of training on existing Munis modules, 3 conference registrations, and an assessment of how well we areutilizing a single module every three years.				
On-going professional training for IT staff.		5.00	3,000.00	15,000.00
This is for local professional training for the staff of the IT department. Course topics typically include Microsoft SQL, Office 365, Sharepoint Training, ESRI ArcGIS training. Specific courses with be				

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

chosen based on current needs
and projects identified
during the fiscal year.

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531100 GENERAL SUPPLIES & MATERIALS

01115301 531100 -	1.00	3,000.00	3,000.00 *
Office supplies, computer supplies, printer supplies, cables, surge protectors, etc.			3,000.00

531270 ENERGY-GASOLINE/DIESEL

01115301 531270 -	1.00	400.00	400.00 *
Estimated fuel costs			400.00

531600 SMALL EQUIPMENT

01115301 531600 -	1.00	2,000.00	2,000.00 *
Other small equipment needs This is for unanticipated small equipment purchases, equipment replacement, etc.			2,000.00

542300 CAP OUTLAY-OFFICE FURN & EQ

01115301 542300 -	1.00	2,000.00	2,000.00 *
Office furniture for new Data Analyst			2,000.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

542400 CAP OUTLAY-COMPUTERS

01115301 542400 -

Computer equipment for new Data
Analyst

1.00 2,000.00 2,000.00 *

GRAND TOTAL

832,443.00

** END OF REPORT - Generated by Jered Sigmon **

LIBRARY

Function

Smyrna Public Library serves to inform, engage and inspire the residents of Smyrna, Georgia, through a wide variety of materials, events and services for all ages. The Library's collections include physical and digital books, audiobooks, magazines, music and movies for babies through seniors. Special collections include genealogy resources in print, microforms and online. The library continues to develop its "Library of Things" collection of non-traditional materials. This collection includes jigsaw puzzles, fitness/health equipment, musical instruments, baking pans, and WiFi hotspots. Events such as story times, technology workshops and history lectures provide lifetime learning opportunities for all ages. These programs as well as services such as free WiFi, free public computers, meeting rooms, printing services, voters registration, reference help, and reader's advisory engage our citizens with the community and empower them to advance their educational and economic well-being.

Major Goals & Objectives

- Cultivate collections that excite and energize customers.
- Offer engaging programs for people of all ages and backgrounds that inspire curiosity and support individual growth.
- Strengthen the Library's communications to make customers better aware of the diversity of services, collections and programming offered.

Performance Measures

- 3% increase in annual circulation of materials
- 2% increase in active, registered borrowers
- 2% increase in attendance to library programs
- 5% increase in library attendance
- 5% increase in subscribers to Library newsletters and social media followers

LIBRARY - 65100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	542,103	566,546	585,242	586,334	1,092	0.2%
OTHER OPERATING	221,764	254,035	250,206	239,290	(10,916)	-4.4%
TOTAL EXPENDITURES	763,866	820,581	835,448	825,624	(9,824)	-1.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	12.05	12.35	12.35	12.45

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - LIBRARY

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01565101	511100		REG/FULL TIME EMPLOYEES	338,637	360,506	371,421	367,383	(4,038)	-1.1%
01565101	511101		PART TIME EMPLOYEES	167,637	168,595	177,449	182,743	5,294	3.0%
01565101	511300		OVERTIME	194	222	-	-	-	N/A
01565101	512200		SOC SEC/FICA CONTRIB	35,635	37,223	36,372	36,208	(164)	-0.5%
01565101	521200		PURCH PROFESSIONAL SVC	-	35	-	-	-	N/A
01565101	521300		PURCH TECHNICAL SVCS	5,292	5,136	10,920	11,090	170	1.6%
01565101	522200		REPAIRS & MAINTENANCE	990	380	200	10,200	10,000	5000.0%
01565101	522320		RENTAL OF EQUIP & VEH	8,021	7,772	9,011	8,000	(1,011)	-11.2%
01565101	523200		COMMUNICATIONS	722	663	900	1,500	600	66.7%
01565101	523300		ADVERTISING	2,318	2,205	2,400	2,400	-	0.0%
01565101	523400		PRINTING & BINDING	55	55	250	150	(100)	-40.0%
01565101	523500		TRAVEL	2,042	2,831	1,770	2,720	950	53.7%
01565101	523600		DUES & FEES	31,632	27,690	26,180	27,680	1,500	5.7%
01565101	523700		EDUCATION & TRAINING	1,204	675	1,000	1,000	-	0.0%
01565101	531100		GEN SUPPLIES & MATERIALS	16,138	15,207	15,608	15,350	(258)	-1.7%
01565101	531230		ENERGY-ELECTRICITY	37,112	38,016	38,000	40,000	2,000	5.3%
01565101	531400		BOOKS & PERIODICALS	115,988	153,369	139,766	119,200	(20,566)	-14.7%
01565101	531700		OTHER SUPPLIES	251	-	-	-	-	N/A
01565101	542300		CAP OUTLAY-OFF FURN & EQ	-	-	4,200	-	(4,200)	-100.0%
LIBRARY				763,866	820,581	835,448	825,624	(9,824)	-1.2%

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 City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

 ACCOUNTS FOR:
 GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521300 PURCH TECHNICAL SVCS				
01565101 521300 -				
LS2 catalog enhancements Enhancements include book descriptions, reviews, book cover images.		1.00	1,500.00	11,090.00 * 1,500.00
SIP2 maintenance Allows integrated library system to talk to outside databases.		1.00	500.00	500.00
Envisionware software and equipment maintenance Technical support and software upgrades for computer reservation, print management, and self-check machines.		1.00	5,600.00	5,600.00
LS2 PAC eBook integration Improves ease of use for Axis360 eBooks and eAudiobooks by integrating into public catalog and patron accounts.		1.00	1,500.00	1,500.00
Credit Card gateways Software and technical assistance to provide credit card payment access for fines, fees, and printing.		1.00	1,690.00	1,690.00
NetKiosk renewal Security software, updates and technical assistance for the public access computers.		1.00	300.00	300.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522200 REPAIRS & MAINTENANCE				
01565101 522200 -				
Basic repairs		1.00	200.00	10,200.00 *
Funds for small repairs,				200.00
purchase of tools, paint for				
touchups, etc.				
Installation of LED lamp		1.00	10,000.00	10,000.00
replacements in the interior of				
the building.				
Existing halogen lamps in				
overhead light fixtures in				
library interior would be				
replaced by long-lasting				
energy efficient LED lamps.				
These replacements would				
dramatically improve the poor				
light quality within the				
library because of the low				
lumen output of the halogen				
lamps.				
522320 RENTAL OF EQUIP & VEHICLES				
01565101 522320 -				
Copier maintenance agreement		1.00	8,000.00	8,000.00 *
for two staff and two public				8,000.00
photocopiers.				
523200 COMMUNICATIONS				
01565101 523200 -				
Annual telecommunications fees		1.00	600.00	1,500.00 *
for mobile phone for library				600.00
director.				
Annual postage costs.		1.00	300.00	300.00
Mailing letters and				
Interlibrary Loan packages.				
Annual telecommunications fees		1.00	600.00	600.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

for circulating WiFi hotspots.

VENDOR QUANTITY UNIT COST 2021 PROPOSED

523300 ADVERTISING

01565101 523300 -

Materials for creating displays
and promotional items.
Used to promote the use of
library collections and
services both in-house and in
the community.

1.00 90.00 2,400.00 *

90.00

LibraryAware software and
database.
Public relations software
used to create newsletters,
flyers, posters, bookmarks,
and social media posts.

1.00 2,310.00 2,310.00

523400 PRINTING & BINDING

01565101 523400 -

Printing of business cards for
library staff.

1.00 100.00 150.00 *

100.00

Book binding for special
archival or genealogical
materials.

1.00 50.00 50.00

523500 TRAVEL

01565101 523500 -

Travel to TLCU Conference
Airfare to Norfolk VA for
Ruth Hayden to attend TLCU
conference for Technical
Services Librarians

1.00 250.00 2,720.00 *

250.00

Hotel in Norfolk VA for Ruth
Hayden to attend TLCU
conference

1.00 800.00 800.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	100.00	100.00
Food and incidentals for Ruth Hayden at TLCU conference	1.00	270.00	270.00
Airfare for Mary Moore to attend ALA Annual Conference in Chicago IL	1.00	1,000.00	1,000.00
Hotel for Mary Moore to attend ALA Annual Conference	1.00	200.00	200.00
Food and incidentals for Mary Moore at ALA Annual Conference	1.00	100.00	100.00
Travel reimbursements for staff to attend local/area workshops and meetings.			

523600 DUES & FEES

01565101 523600 -			27,680.00 *
Annual dues for organizational membership to North Georgia Associated Libraries	1.00	35.00	35.00
Annual renewal fees for TLC integrated library system. Systems for cataloging, circulation, and public access catalog.	1.00	8,100.00	8,100.00
Annual fees for OCLC Interlibrary Loan database.	1.00	500.00	500.00
Annual fees for Mango Languages database plus Little PIM. Online language learning tutorial tool.	1.00	1,200.00	1,200.00
Annual platform fees for RB Digital downloadables service.	1.00	460.00	460.00
Annual platform fee for Axis360 downloadables platform.	1.00	2,000.00	2,000.00
Annual fees for library subscription to Lynda.com (owned by LinkedIn).	1.00	13,125.00	13,125.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

Online professional
development and
skill-building learning
database.

1.00 1,450.00 1,450.00

Annual fees for library
subscription to MyHeritage
genealogy database.
In-house and remote access to
genealogy resources.

1.00 35.00 35.00

Annual membership dues to
Georgia Library Association.

1.00 275.00 275.00

Annual membership dues to
American Library Association.

1.00 500.00 500.00

Annual fees for library
subscription to World Travel
database.

523700 EDUCATION & TRAINING

01565101 523700 -

Registration fees for Ruth
Hayden to attend the TLCU
conference

1.00 500.00 1,000.00 *
500.00

Registration fees for Mary
Moore to attend the American
Library Association annual
conference

1.00 400.00 400.00

Registration fees for staff to
attend local/area workshops or
webinars

1.00 100.00 100.00

531100 GENERAL SUPPLIES & MATERIALS

01565101 531100 -

Christmas gifts for library
volunteers

1.00 300.00 15,350.00 *
300.00

Blank library cards for new
patrons.

1.00 1,400.00 1,400.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Cards are pre-printed with barcodes compatible with integrated library system.				
		1.00	6,500.00	6,500.00
Technical services supplies and materials for processing new books and audiovisual materials.				
Book covers, audiovisual cases, barcodes, spine labels, genre stickers, rubber stamps, etc.				
		1.00	1,550.00	1,550.00
Copier paper				
Paper is used by staff and the public. Staff uses paper for flyers, brochures, forms, and programming. Library is a public printing/copying location well-used by the public.				
		1.00	300.00	300.00
Receipt paper				
Receipt paper is purchased for self-check out units, due date slip printers, cash register and adding machine.				
		1.00	50.00	50.00
Envelopes for letters and interlibrary loan packages.				
		1.00	150.00	150.00
Laminating film used for program supplies and technical services processing.				
		1.00	200.00	200.00
Light bulbs for genealogy room desk lamp, reference desk lamps, and display cases.				
		1.00	1,080.00	1,080.00
Paper towels				
Towels for public and staff bathrooms.				
		1.00	1,080.00	1,080.00
Toilet tissue				
For public and staff bathrooms.				
		1.00	360.00	360.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Soap		1.00	380.00	380.00
Trash can liners		1.00	2,000.00	2,000.00
Craft supplies for children's, tween, teen and adult programming.				
<hr/>				
531230 ENERGY-ELECTRICITY				
01565101 531230 -				
Power for library facility		1.00	40,000.00	40,000.00 *
<hr/>				
531400 BOOKS & PERIODICALS				
01565101 531400 -				
Adult circulating materials Fiction, non-fiction, biography, and large print books		1.00	46,000.00	119,200.00 *
Juvenile circulating materials Books for babies, toddlers, juvenile, middle grade readers for check out.		1.00	17,000.00	46,000.00
Books for circulating Young Adult books.		1.00	5,000.00	17,000.00
Books for reference, genealogy, and local history collections.		1.00	900.00	5,000.00
DVDs for checkout for adults and families.		1.00	8,000.00	900.00
Books on CD for adult and children for check out.		1.00	4,500.00	8,000.00
Subscriptions for print magazines and newspapers for use in the building.		1.00	4,500.00	4,500.00
Content for Hoopla eBooks, eAudio, eComics, streaming TV and Movies		1.00	18,000.00	18,000.00

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Content for Axis360 eBooks and eAudiobooks		1.00	12,000.00	12,000.00
Content for RB Digital eBooks, eAudiobooks, eMagazines		1.00	3,300.00	3,300.00

GRAND TOTAL 239,290.00

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MAINTENANCE & SHOP

Function

The 49000 Division represents the cost center for the Garage division of the Public Works Department. The Maintenance & Shop division is comprised of 1 Fleet Manager, 1 Foreman, 4 Senior Mechanics and 1 Small Engine Mechanic that are responsible for maintaining the productivity of the City's fleet of vehicles and equipment. Both preventive maintenance and general repairs are performed as needed by the garage staff. A service truck is available to perform repairs to vehicles and equipment that have broken down in the field. The division also has a full-service tire shop. It has a small engine shop for small equipment repairs and maintenance.

With the purchase of advanced diagnostic equipment, the garage is capable of quickly identifying the problem with a particular vehicle. The mechanics are also responsible for ensuring the emission testing is done on the City's fleet.

Major Goals & Objectives

- Schedule and perform the necessary preventative maintenance on all vehicles and equipment
- Perform most repairs to the City's fleet in-house and in an economically efficient manner
- Ensure the City meets fuel efficiency standards
- Ensure the City's fuel dispensing equipment and fuel system is working efficiently by upgrading fuel system software
- Continue to install and monitor GPS units in the City's fleet
- Ensure small equipment such as pumps, mowers, chainsaws, etc. are maintained and ready for use at any time
- Continue to upgrade vehicle repair software for repairs and maintenance to the City's vehicles

Performance Measures

- Number of Vehicles
- Pieces of Light Equipment
- Maintenance Costs per Mile Driven
- Continue to meet annual Georgia EPD compliance reporting for Clean Fueled Fleet Program (CFFP)
- Fuel tanks annual fuel compliance inspection and reporting
- Scheduled preventative maintenance on vehicles and maintenance

MAINTENANCE & SHOP - 49000

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	263,981	283,668	316,318	329,856	13,538	4.3%
OTHER OPERATING	37,537	43,078	76,039	66,169	(9,870)	-13.0%
TOTAL EXPENDITURES	301,518	326,746	392,357	396,025	3,668	0.9%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	7.00	7.00	7.00	7.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - MAINTENANCE & SHOP

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01449001	511100		REG/FULL TIME EMPLOYEES	246,002	265,867	298,165	311,588	13,423	4.5%
01449001	511300		OVERTIME	1,594	883	2,000	2,000	-	0.0%
01449001	512200		SOC SEC/FICA CONTRIB	16,385	16,919	16,153	16,268	115	0.7%
01449001	521200		PURCH PROFESSIONAL SVC	-	-	1,000	3,700	2,700	270.0%
01449001	521400		PURCH SOFTWARE	1,200	3,485	7,200	16,800	9,600	133.3%
01449001	522110		PURCH SVC-DISPOSAL	1,450	1,720	3,400	3,400	-	0.0%
01449001	522200		REPAIRS & MAINTENANCE	4,351	11,430	6,000	6,000	-	0.0%
01449001	523200		COMMUNICATIONS	1,286	1,048	504	504	-	0.0%
01449001	523600		DUES & FEES	250	-	-	-	-	N/A
01449001	523700		EDUCATION & TRAINING	1,295	5,811	4,300	3,700	(600)	-14.0%
01449001	531100		GEN SUPPLIES & MATERIALS	9,788	8,497	5,600	6,350	750	13.4%
01449001	531270		ENERGY-GASOLINE/DIESEL	1,240	1,357	1,500	1,500	-	0.0%
01449001	531600		SMALL EQUIPMENT	14,115	6,720	17,570	14,250	(3,320)	-18.9%
01449001	531700		OTHER SUPPLIES	2,562	3,010	9,965	9,965	-	0.0%
01449001	542100		CAP OUTLAY-MACH & EQUIP	-	-	19,000	-	(19,000)	-100.0%
MAINT & SHOP				301,518	326,746	392,357	396,025	3,668	0.9%

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01449001 521200 -				
underground / above-ground fuel tank inspections		1.00	2,500.00	3,700.00 *
mandatory state inspection of underground above-ground tanks				2,500.00
description change from underground only to add above-ground tanks				
remove line item from street to fleet				
Emissions inspections for fleet vehicles		1.00	1,200.00	1,200.00
gas vehicles only				
state required inspections .				
521400 PURCH SOFTWARE				
01449001 521400 -				
Software Maint. for Aims		1.00	2,700.00	16,800.00 *
Software updates and maintenance				2,700.00
yearly subscription for AIMS system				
Truck Scanner Update		1.00	1,400.00	1,400.00
Software revisions				
yearly subscription				
Snap on tools Car Scanner		1.00	1,200.00	1,200.00
Update				
Software revisions				
price increase for Yearly subscription				
from 1000.00 to 1200.00				
All Data Software-diagnostics		1.00	1,500.00	1,500.00
software				
Diagnostic software				
shop yearly subscription (

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
shop software manuals) For cars,trucks and equipment		1.00	2,000.00	2,000.00
Fuel Master Trouble Shooting Software revisions yearly subscription for fuel master operation system		1.00	8,000.00	8,000.00
vehicle maintenance tracking software track service intervals / mileage for maintenance To build fleet service database				
<hr/> 522110 PURCH PROP SVC-DISPOSAL				
01449001 522110 -		1.00	2,200.00	3,400.00 * 2,200.00
Disposal of used tires Disposal fees. vendor not charging for oil disposal at this time but could change next FY (2021)		1.00	1,200.00	1,200.00
Water/Oil Separator Pit Collection EPD driven purchase-collection of contaminants				
<hr/> 522200 REPAIRS & MAINTENANCE				
01449001 522200 -		1.00	6,000.00	6,000.00 * 6,000.00
General Vehicle Maintenance . including pool vehicles Brakes, Tires, Fluids, Hydraulics, Engines, PM's trying to increase pool vehicles				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01449001 523200 -				504.00 *
Verizon Cell Phones		12.00	42.00	504.00
Supervisor / Foreman-cell				
phone- monthly service				
523700 EDUCATION & TRAINING				
01449001 523700 -				3,700.00 *
Safety Training for 6 Mechanics		1.00	2,000.00	2,000.00
Continuing safety training				
for staff				
Local Government Management		1.00	1,700.00	1,700.00
Training				
ARC Management Training -				
wrong amount entered in FY				
2020				
531100 GENERAL SUPPLIES & MATERIALS				
01449001 531100 -				6,350.00 *
Fuel Tank Fuel Treatments		2.00	675.00	1,350.00
Chemicals for Fuel Storage				
Tanks-underground				
price increase from last year				
adding treatments from every				
3 months to every 2 months as				
recommended by fuel supply				
company				
Hydraulic Fluids, Oils, Grease,		1.00	4,000.00	4,000.00
Screws, Bolts, Etc				
Fleet Operating Supplies				
Degreasers, Cleaners, Etc		1.00	1,000.00	1,000.00
Fleet Operating Supplies				

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531270 ENERGY-GASOLINE/DIESEL				
01449001 531270 -				
Unleaded and Diesel Fuel for small and large service trucks		1.00	1,500.00	1,500.00 * 1,500.00
531600 SMALL EQUIPMENT				
01449001 531600 -				
Drill bit set Replacement drill bits consumable item		1.00	1,000.00	14,250.00 * 1,000.00
fuel master AIMS fueling kits for new vehicle purchases required for all new vehicle purchases per new Fleet Management standard operating procedures		10.00	350.00	3,500.00
Tire racks for large truck tires safety - store large truck tires in rack instead of loose		1.00	2,000.00	2,000.00
Garmin GPS for small and large service trucks to be able to locate addresses for service calls		2.00	200.00	400.00
tools and oil storage containers for service truck update tools in service truck and oil containers - EPD driven collection of contaminants		1.00	1,000.00	1,000.00
toolbox to store tire supplies replace broken toolbox		1.00	600.00	600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
lockable tool storage cabinet		1.00	1,500.00	1,500.00
misc. tools for small engine shop		1.00	1,000.00	1,000.00
to purchase specialty tools to maintain all types of new equipment purchases				
charge air cooler tester to be able to test truck charge air coolers instead of sending them out to test at a cost of 75.00 each.		1.00	250.00	250.00
car floor hydraulic jack jack - replacement replace broken jack		1.00	500.00	500.00
worktables with 2 drawers adding suitable work tables for mechanics		2.00	600.00	1,200.00
work bench vise to add for work stations table		1.00	300.00	300.00
misc shop tools specialty tools and testing equipment for new vehicles		1.00	1,000.00	1,000.00

531700 OTHER SUPPLIES

01449001 531700 -				9,965.00 *
Required City Uniforms Pants, Shirts, Jacket and Boots.		7.00	500.00	3,500.00
Supervisor Shirts Golf Shirt Style		1.00	150.00	150.00
Summer Tee Shirts Summer shirts		35.00	9.00	315.00
		6.00	1,000.00	6,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Tool Allowance for Mechanic-
Seniors
Replacement of broken tools

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
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GRAND TOTAL			66,169.00
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MUSEUM

Function

Division 66100 funds the Smyrna History Museum. The Museum Manager position is budgeted here. The Smyrna History Museum in partnership with the Smyrna Historical Society aims to engage present and future generations in the history and preservation of Smyrna and surrounding communities. The museum is an educational facility that physically preserves historic objects and documents and shares them with the community through exhibits and programming.

The Museum Manager is supervised by the City Administration and oversees all Museum functions including policies, staffing, volunteers, exhibits, marketing, collections care, and programming. The manager is responsible for periodically updating the Smyrna Historical Society Board on museum events and policies.

Major Goals & Objectives

- Bring the Museum's storage space up to professional standards.
- Continue to professionally catalog the Museum's collections.
- Appoint a committee through the Smyrna Historical Society (SHS) and begin AASLH (American Association for State and Local History) accreditation process.
- Advertise and promote the City of Smyrna through various activities.
- Creation of promotional items, publications and activities.
- Partner with local schools to offer programming on and off-site
- Partner with local universities to host interns and help train the next generation in museum studies.

Performance Measures

- Increase membership in the Smyrna Historical Society.
- Increase museum visitation numbers.
- Increase educational partnerships with local schools and groups through programming.

MUSEUM - 66100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	-	60,661	73,542	86,634	13,092	17.8%
OTHER OPERATING	-	75,170	225,689	56,680	(169,009)	-74.9%
TOTAL EXPENDITURES	-	135,831	299,231	143,314	(155,917)	-52.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.73	1.00	1.50	1.75

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - MUSEUM

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01566101	511100		REG/FULL TIME EMPLOYEES	-	56,676	58,379	59,383	1,004	1.7%
01566101	511101		PART TIME EMPLOYEES	-	-	-	21,653	21,653	N/A
01566101	511200		TEMP EMPLOYEES	-	-	10,400	-	(10,400)	-100.0%
01566101	512200		SOC SEC/FICA CONTRIB	-	3,986	4,763	5,598	835	17.5%
01566101	521200		PURCH PROFESSIONAL SVC	-	53,840	204,447	38,400	(166,047)	-81.2%
01566101	521450		CREDIT CARD FEES	-	-	500	500	-	0.0%
01566101	522200		REPAIRS & MAINTENANCE	-	3,561	-	950	950	N/A
01566101	522310		RENTAL OF LAND & BLDGS	-	-	525	2,400	1,875	357.1%
01566101	523500		TRAVEL	-	-	750	-	(750)	-100.0%
01566101	523600		DUES & FEES	-	-	286	1,030	744	260.1%
01566101	523700		EDUCATION & TRAINING	-	245	420	-	(420)	-100.0%
01566101	531100		GEN SUPPLIES & MATERIALS	-	12,363	15,160	9,700	(5,460)	-36.0%
01566101	531600		SMALL EQUIPMENT	-	5,161	3,101	3,200	99	3.2%
01566101	531700		OTHER SUPPLIES	-	-	500	500	-	0.0%
MUSEUM				-	135,831	299,231	143,314	(155,917)	-52.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01566101 521200 -				
Printing of Temporary Exhibit Panels		2.00	1,200.00	38,400.00 *
				2,400.00
Printing for all other Programs/ Events		1.00	4,000.00	4,000.00
Replace all windows		1.00	16,000.00	16,000.00
Replace 3 sets of French doors.		10.00	100.00	1,000.00
2 movers and 1 truck rental per hour - 10 hours		1.00	6,000.00	6,000.00
Tree maintenance in 3 cemeteries		1.00	6,000.00	6,000.00
Hardscape maintenance in 3 cemeteries		1.00	3,000.00	-3,000.00
Finance recommendation: Cut replacement of French doors.		1.00	6,000.00	6,000.00
Finance recommendation: Install 6 security cameras (4 upstairs, 2 downstairs, and software). Budgeted but not spent in FY20.				
521450 CREDIT CARD FEES				
01566101 521450 -				
Credit Card Fees for Square		1.00	500.00	500.00 *
				500.00
522200 REPAIRS & MAINTENANCE				
01566101 522200 -				
Replace corroded stall in men's restroom		1.00	450.00	950.00 *
				450.00
Repair damaged exterior brick		1.00	100.00	100.00
Replace Office Door		1.00	400.00	400.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522310 RENTAL OF LAND & BUILDINGS				
01566101 522310 -				
Monthly rental of 2 storage units - average based on FY2020 rental of 1 unit.		2.00	2,400.00	2,400.00 *
				4,800.00
Finance recommendation: Reduce to one storage unit rental.		1.00	2,400.00	-2,400.00
523600 DUES & FEES				
01566101 523600 -				
Usage Rights for Exhibit Photos		2.00	200.00	1,030.00 *
				400.00
Yearly dues for American Association for State and Local History		1.00	120.00	120.00
Yearly dues for Georgia Association of Museums Membership		1.00	60.00	60.00
Past Perfect Software User Licence		1.00	450.00	450.00
531100 GENERAL SUPPLIES & MATERIALS				
01566101 531100 -				
Office Supplies		1.00	2,000.00	9,700.00 *
				2,000.00
Bathroom Supplies		1.00	1,200.00	1,200.00
Archival/ Exhibit Supplies		1.00	5,000.00	5,000.00
Exhibit Cleaning Supplies		1.00	250.00	250.00
Cemetery upkeep supplies		1.00	450.00	450.00
Kids program supplies		1.00	300.00	300.00
Books		1.00	500.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531600 SMALL EQUIPMENT

01566101 531600 -	8.00	400.00	3,200.00 *
Basement Shelving units			3,200.00

531700 OTHER SUPPLIES

01566101 531700 -	1.00	500.00	500.00 *
Landscaping			500.00

GRAND TOTAL 56,680.00

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PARKS ADMINISTRATION

Function

The 61100 account funds the Administrative Division of the Parks and Recreation Department as well as the operation and management of the Community Center. Responsibilities of this division are to ensure activities of the department remain consistent with the mission to offer a range of leisure activities for all ages and interest groups in safe, clean and suitable park facilities.

This division performs various administrative duties necessary to manage recreation, fitness, and cultural activities offered by the department. Some of the responsibilities assigned to this division include planning long range goals and objectives, provision of assistance to and cooperate with other department divisions and City Departments, forecasting and analysis, establishing and executing department policy, cash management and internal control, registering individuals for classes and events utilizing a web-based class registration and facility reservation software program, scheduling of park facilities, customer relations and correspondence, public contract, fee collection and reimbursement, prepare and track requisitions using a financial ERP system, preparation and control of the department budget, recommending new park development and existing park rehabilitation, lending support to the planning and execution of city-wide and department managed events, hiring and evaluating personnel, designing and disseminating promotional materials, park advocacy through managed volunteerism and partnerships, coordination of the appointed Parks and Recreation Commission, maintenance, logistical coordination, visitor management, and supervision of Community Center activities.

Major Goals & Objectives

- Manage CIP projects to ensure all improvements are completed on time and within the allocated budget in FY21
- Implement the following strategies of the Master Plan:
 - Request Business Operations Superintendent
 - Request Facility Event Coordinator, Community Center
- Continue work on policy and procedure manual for Parks and Recreation Department as a precursor to Agency Accreditation
- Professional training in job focused areas for staff
- Attend and participate in GRPA and NRPA sanctioned training and conferences
- Develop Park Amenities Standards Book
- Allocate CDBG funds for parks projects

Performance Measures

- Implementation of Master Plan strategies
- Staff attendance of professional training and involvement in GRPA and NRPA sanctioned trainings and maintenance of professional certifications
- Completion of CIP projects on time and on budget

PARKS ADMIN - 61100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	417,688	407,846	451,182	474,072	22,890	5.1%
OTHER OPERATING	640,626	624,003	624,473	618,696	(5,777)	-0.9%
TOTAL EXPENDITURES	1,058,314	1,031,849	1,075,655	1,092,768	17,113	1.6%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	10.52	10.67	11.38	11.38

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS ADMIN

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01561101	511100		REG/FULL TIME EMPLOYEES	263,135	257,914	288,797	312,760	23,963	8.3%
01561101	511101		PART TIME EMPLOYEES	126,726	121,810	133,135	131,157	(1,978)	-1.5%
01561101	511300		OVERTIME	466	1,352	750	750	-	0.0%
01561101	512200		SOC SEC/FICA CONTRIB	27,361	26,769	28,500	29,405	905	3.2%
01561101	521200		PURCH PROFESSIONAL SVC	12,015	14,172	22,000	31,000	9,000	40.9%
01561101	521300		PURCH TECHNICAL SVCS	4,269	49	-	-	-	N/A
01561101	521310		PURCH TECHNICAL SVCS-ART	-	-	15,000	15,000	-	0.0%
01561101	521450		ACTIVE NET FEES	53,225	63,386	45,000	-	(45,000)	-100.0%
01561101	522110		PURCH SVC-DISPOSAL	-	-	300	-	(300)	-100.0%
01561101	522200		REPAIRS & MAINTENANCE	26,306	24,434	16,050	47,000	30,950	192.8%
01561101	522320		RENTAL OF EQUIP & VEH	34,445	5,446	17,780	19,080	1,300	7.3%
01561101	523200		COMMUNICATIONS	1,183	674	760	760	-	0.0%
01561101	523300		ADVERTISING	13,575	30,425	32,240	31,900	(340)	-1.1%
01561101	523400		PRINTING & BINDING	2,104	614	2,500	1,000	(1,500)	-60.0%
01561101	523500		TRAVEL	4,474	3,685	3,635	2,050	(1,585)	-43.6%
01561101	523600		DUES & FEES	2,130	4,455	4,624	4,624	-	0.0%
01561101	523700		EDUCATION & TRAINING	2,342	1,300	1,360	1,510	150	11.0%
01561101	531100		GEN SUPPLIES & MATERIALS	32,236	25,306	25,503	25,000	(503)	-2.0%
01561101	531220		ENERGY-NATURAL GAS	16,108	20,212	22,020	22,020	-	0.0%
01561101	531230		ENERGY-ELECTRICITY	391,835	400,838	388,992	388,992	-	0.0%
01561101	531270		ENERGY-GASOLINE/DIESEL	2,151	3,374	2,760	3,600	840	30.4%
01561101	531300		FOOD	1,380	2,706	2,160	2,160	-	0.0%
01561101	531400		BOOKS & PERIODICALS	-	-	500	500	-	0.0%
01561101	531600		SMALL EQUIPMENT	24,675	22,488	18,788	20,000	1,212	6.5%
01561101	531700		OTHER SUPPLIES	2,293	439	2,500	2,500	-	0.0%
01561101	542300		CAP OUTLAY -OFF FURN & EQ	13,881	-	-	-	-	N/A
PARKS ADMIN				1,058,314	1,031,849	1,075,655	1,092,768	17,113	1.6%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-PARKS ADMINISTRATION

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01561101 521200 -				31,000.00 *
Legal fees.		1.00	1,000.00	1,000.00
Building upkeep and maintenance.		1.00	30,000.00	30,000.00
521310 PURCH TECH SERVICES-ART				
01561101 521310 -				15,000.00 *
Miscellaneous public art projects.		1.00	15,000.00	15,000.00
522200 REPAIRS & MAINTENANCE				
01561101 522200 -				47,000.00 *
CC Clock Tower Annual Maintenance.		2.00	600.00	1,200.00
Kitchen Exhaust Maintenance for CC Full Size Kitchen.		2.00	500.00	1,000.00
Annual kitchen cleaning by professional in CC kitchen.		1.00	1,500.00	1,500.00
Maintenance of Department Vehicles.		1.00	1,000.00	1,000.00
General R&M for community center.		1.00	15,300.00	15,300.00
Civic Rec Maintenance.		1.00	27,000.00	27,000.00
522320 RENTAL OF EQUIP & VEHICLES				
01561101 522320 -				19,080.00 *
Konica Copier Lease for Community Center.		12.00	215.00	2,580.00
Monthly copies.		12.00	125.00	1,500.00
		1.00	30,000.00	30,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-PARKS ADMINISTRATION

Zagster Bike.

Finance recommendation: Keep a
\$15K placeholder for bike
sharing.

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	15,000.00	-15,000.00

523200 COMMUNICATIONS

01561101 523200 -

Verizon for Director.

Postage.

12.00	55.00	760.00 *
1.00	100.00	660.00
		100.00

523300 ADVERTISING

01561101 523300 -

Print/Digital Advertising.

Adobe CC License.

Tapestry Printing.

Design of Tapestry.

Happifeet App.

1.00	14,000.00	31,900.00 *
1.00	900.00	14,000.00
1.00	900.00	900.00
2.00	4,500.00	9,000.00
2.00	2,500.00	5,000.00
1.00	3,000.00	3,000.00

523400 PRINTING & BINDING

01561101 523400 -

Business cards and additional
printing.

1.00	1,000.00	1,000.00 *
		1,000.00

523500 TRAVEL

01561101 523500 -

GRPA Conference meals.

GRPA Conference Housing.

NRPA Conference meals.

2.00	325.00	2,050.00 *
2.00	700.00	650.00
1.00	700.00	1,400.00
1.00	325.00	325.00
1.00	960.00	960.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-PARKS ADMINISTRATION

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
NRPA Conference Housing.		1.00	500.00	500.00
NRPA Conference Airfare.		1.00	500.00	500.00
Conference airfare.		1.00	500.00	-500.00
Dept advised okay to cut "conference airfare."		1.00	1,785.00	-1,785.00
Dept advised okay to cut NRPA conference.				

523600 DUES & FEES

01561101 523600 -				4,624.00 *
GRPA Dues.		1.00	600.00	600.00
GRPA District Dues.		1.00	300.00	300.00
NRPA Premiere Annual Dues.		1.00	1,000.00	1,000.00
Pandora Business.		12.00	27.00	324.00
Reach Digital Displays.		3.00	600.00	1,800.00
When I Work; staff scheduling system.		12.00	50.00	600.00

523700 EDUCATION & TRAINING

01561101 523700 -				1,510.00 *
GRPA Conference.		2.00	200.00	400.00
NRPA Conference.		1.00	600.00	600.00
SBA.		12.00	30.00	360.00
American Society of Administrative Professionals Conference.		1.00	2,000.00	2,000.00
Dept advised okay to cut ASAP conference but leave \$750 for other admin asst training.		1.00	1,250.00	-1,250.00
Dept advised okay to cut NRPA conference.		1.00	600.00	-600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-PARKS ADMINISTRATION

VENDOR QUANTITY UNIT COST 2021 PROPOSED

531100 GENERAL SUPPLIES & MATERIALS

01561101 531100 -			25,000.00 *
Janitorial supplies.	12.00	1,500.00	18,000.00
Recreation supplies.	1.00	2,000.00	2,000.00
Office supplies.	1.00	5,000.00	5,000.00

531220 ENERGY-NATURAL GAS

01561101 531220 -			22,020.00 *
Gas South.	12.00	1,835.00	22,020.00

531230 ENERGY-ELECTRICITY

01561101 531230 -			388,992.00 *
Georgia Power.	12.00	32,416.00	388,992.00

531270 ENERGY-GASOLINE/DIESEL

01561101 531270 -			3,600.00 *
Fuel for two department vehicles.	12.00	300.00	3,600.00

531300 FOOD

01561101 531300 -			2,160.00 *
Meals for Parks Commission Meetings.	6.00	130.00	780.00
Holiday event.	1.00	400.00	400.00
Crystal Springs.	12.00	40.00	480.00
Miscellaneous food needs for department.	1.00	500.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS ADMINISTRATION

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531400 BOOKS & PERIODICALS				
01561101 531400 -				500.00 *
Educational materials.		1.00	500.00	500.00
531600 SMALL EQUIPMENT				
01561101 531600 -				20,000.00 *
Indoor trash can covers.		20.00	30.00	600.00
Cloth chairs for event use.		150.00	135.00	20,250.00
Window treatments for Dogwood and Magnolia Rooms.		1.00	10,000.00	10,000.00
Table linens for event tables.		50.00	15.00	750.00
Tilt grill for commercial kitchen.		1.00	10,000.00	10,000.00
Dept advised okay to cut indoor trash can covers and table linens.		1.00	1,350.00	-1,350.00
Finance recommendation: Cut cloth chairs for event use.		1.00	20,250.00	-20,250.00
531700 OTHER SUPPLIES				
01561101 531700 -				2,500.00 *
Staff apparel.		1.00	2,500.00	2,500.00

GRAND TOTAL

618,696.00

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PARKS ATHLETICS & AQUATICS

Function

This Parks Athletics & Aquatics Division is staffed by one Coordinator, seasonal softball and basketball supervisors, scorekeepers, as well as seasonal lifeguards and cashiers for the outdoor pool at Tolleson. The Coordinator is responsible for hiring and training of part time and seasonal staff, Community Center site supervisors, and an open gym supervisor. The Coordinator is also responsible for developing and administering budget for division.

The division is responsible for the administration of all department-based athletics and sports activities as well as managing all aspects of the operation of the City's public pools.

This division is the primary point of contact for all Youth sports associations including baseball, football & cheerleading, track, swimming/diving, soccer, basketball. All city services in relation to Association use of facilities are coordinated through this division. Facility use agreements and related contracts with private, volunteer-based organizations and associations are maintained by this division.

The division manages all athletic field requests and permits which include phone and email correspondence, facility and maintenance coordination, and one on one client interaction and negotiation. In addition to these activities, this division also provides scheduling for tennis and volleyball courts, open-gym basketball, and all gym rentals/scheduling. Related research, purchases, and maintenance of the equipment and in the Community Center Fitness Area and Game Room Area is a responsibility of this office.

Major Goals & Objectives

- Assess and fulfill aquatics needs from a risk management/training perspective.
- Explore opportunities for expanding youth & adult sports league options.
- Develop an adult basketball league that is inclusive for women.
- Determine possible areas of improvement for fitness & game room offerings in Community Center that are fiscally responsible and enhance members' options.

Performance Measures

- Maintaining a guard staff of at least 12 lifeguards
- Development of new sporting opportunities in the City of Smyrna
- Certifications completed

PARKS ATHLETICS & AQUATICS - 61300

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	132,432	135,011	158,403	143,627	(14,776)	-9.3%
OTHER OPERATING	125,382	113,641	153,215	125,165	(28,050)	-18.3%
TOTAL EXPENDITURES	257,814	248,652	311,618	268,792	(42,826)	-13.7%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.85	5.85	5.85	5.85

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS ATHLETICS & AQUATICS

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01561301	511100		REG/FULL TIME EMPLOYEES	45,289	47,083	47,927	41,420	(6,507)	-13.6%
01561301	511101		PART TIME EMPLOYEES	23,086	28,347	332	-	(332)	-100.0%
01561301	511200		TEMPORARY EMPLOYEES	49,327	47,290	89,332	84,000	(5,332)	-6.0%
01561301	511300		OVERTIME	5,609	3,002	10,000	8,000	(2,000)	-20.0%
01561301	512200		SOC SEC/FICA CONTRIB	9,121	9,290	10,812	10,207	(605)	-5.6%
01561301	522200		REPAIRS & MAINTENANCE	18,469	15,033	16,185	15,260	(925)	-5.7%
01561301	523200		COMMUNICATIONS	788	507	600	600	-	0.0%
01561301	523400		PRINTING & BINDING	-	173	200	200	-	0.0%
01561301	523500		TRAVEL	415	847	2,900	2,025	(875)	-30.2%
01561301	523600		DUES & FEES	1,012	598	880	880	-	0.0%
01561301	523700		EDUCATION & TRAINING	763	228	2,500	200	(2,300)	-92.0%
01561301	523850		CONTRACT LABOR	66,533	66,753	70,452	60,000	(10,452)	-14.8%
01561301	531100		GEN SUPPLIES & MATERIALS	28,664	24,408	23,519	29,500	5,981	25.4%
01561301	531600		SMALL EQUIPMENT	1,376	194	33,559	15,000	(18,559)	-55.3%
01561301	531700		OTHER SUPPLIES	2,813	1,447	2,420	1,500	(920)	-38.0%
01561301	541350		CAP OUTLAY-BLDG IMPROV	4,550	3,455	-	-	-	N/A
PARKS ATHL/AQUATICS				257,814	248,652	311,618	268,792	(42,826)	-13.7%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

GENERAL FUND		VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
<hr/>					
522200	REPAIRS & MAINTENANCE				
<hr/>					
01561301	522200 -				15,260.00 *
	Repairs to machines, pad replacement, other repairs.		1.00	6,500.00	6,500.00
	Aquatic R&M: Tolleson. Pump repairs, vacuum repairs, deck repairs, etc.		1.00	7,500.00	7,500.00
	Ready Fitness Preventative Maintenance.		4.00	315.00	1,260.00
523200	COMMUNICATIONS				
<hr/>					
01561301	523200 -				600.00 *
	Verizon cell phone.		12.00	50.00	600.00
523400	PRINTING & BINDING				
<hr/>					
01561301	523400 -				200.00 *
	Seasonal pool passes.		1.00	200.00	200.00
523500	TRAVEL				
<hr/>					
01561301	523500 -				2,025.00 *
	GRPA Conference Meals & Lodging Conference for networking and continued education		1.00	925.00	925.00
	NRPA Conference Meals/Lodging/Airfare Conference for networking and continued education		1.00	1,785.00	1,785.00
	GRPA Tournaments District/State Necessary to represent city of Smyrna on site		4.00	250.00	1,000.00
			1.00	100.00	100.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Dept requested increase to GRPA Conference Meals & Lodging.		1.00	1,785.00	-1,785.00
Dept advised okay to cut NRPA conference.				
523600 DUES & FEES				
01561301 523600 -				880.00 *
GRPA Annual Membership		1.00	60.00	60.00
GRPA Annual Lifeguard Competition Entry Fee		1.00	150.00	150.00
Competition for fellow GRPA Lifeguards				
Red cross certification renewal fee for staff		10.00	37.00	370.00
Red Cross Authorized Provider Contract Fee		1.00	300.00	300.00
Fee to offer Red Cross learn to swim program				
523700 EDUCATION & TRAINING				
01561301 523700 -				200.00 *
GRPA Conference Registration		1.00	200.00	200.00
NRPA Conference Registration		1.00	600.00	600.00
Dept advised okay to cut NRPA conference.		1.00	600.00	-600.00
523850 CONTRACT LABOR				
01561301 523850 -				60,000.00 *
Basketball Officials for Adult Basketball League		1.00	5,000.00	5,000.00
Volleyball Officials for Adult Indoor/Sand Volleyball Leagues		1.00	25,000.00	25,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021	PROPOSED
		1.00	25,000.00		25,000.00
Softball Officials for Adult Softball Leagues					
		1.00	5,000.00		5,000.00
Miscellaneous contracting needs					
531100 GENERAL SUPPLIES & MATERIALS					
01561301 531100 -					29,500.00 *
Adult Sports Leagues Supplies		1.00	10,000.00		10,000.00
Supplies/Equipment/Awards					
		1.00	17,500.00		17,500.00
Pool Equipment, Supplies, Chemicals					
		1.00	2,000.00		2,000.00
Cleaning Supplies					
531600 SMALL EQUIPMENT					
01561301 531600 -					15,000.00 *
Pool Replacement Furniture		1.00	5,000.00		5,000.00
Fitness Equipment		1.00	10,000.00		10,000.00
531700 OTHER SUPPLIES					
01561301 531700 -					1,500.00 *
Staff Uniforms/Gear		1.00	1,500.00		1,500.00

GRAND TOTAL

125,165.00

** END OF REPORT - Generated by Jered Sigmon **

PARKS BRAWNER HALL

Function

The Facility Event Coordinator is responsible for proper building maintenance as well as pre-event consultation, event planning, reservations and post-event follow up for all rentals at Brawner Hall, the Taylor-Brawner House, Aunt Fanny's Cabin, the Reed House and the Taylor-Brawner Park. The Coordinator maintains effective relationships with clients, vendors and the business community. This position reviews business strategies, policies and prices and makes recommendations for continued rental growth and customer satisfaction.

The Coordinator schedules the previously mentioned facilities through a web-based facility reservation software program. This position manages a staff of approximately 6 people to ensure proper building maintenance, event services and customer satisfaction.

The Coordinator markets and advertises the various rental options via printed media, social media and online sites. This position promotes department services by attending civic and business association meetings, Cobb Travel & Tourism, Georgia Meeting Professionals International and like opportunities to increase awareness and use of the historic venues.

Major Goals & Objectives

- Effectively and efficiently manage the facilities of Brawner Hall, the Taylor-Brawner House, Aunt Fanny's Cabin, the Reed House and amenities in the Taylor-Brawner Park.
- Continue to expand brand awareness for Smyrna's historic properties by attending business and organizational events, exhibiting at trade shows, hosting community events, advertising in appropriate magazines/periodicals/online, partnering with suitable businesses, etc.
- Reserve the above mentioned historic facilities and aid in the planning and execution of events.
- Conduct post-event follow up to ensure a high level of customer satisfaction.

Performance Measures

- Continue to increase rentals of Smyrna's historic venues.
- Maintain a high level of customer satisfaction based on data from client surveys.

PARKS BRAWNER HALL - 61400

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	152,112	156,524	189,125	182,264	(6,861)	-3.6%
OTHER OPERATING	48,836	46,014	92,353	76,175	(16,178)	-17.5%
TOTAL EXPENDITURES	200,948	202,538	281,478	258,439	(23,039)	-8.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	5.49	5.49	4.81	4.81

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS BRAWNER HALL

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01561401	511100		REG/FULL TIME EMPLOYEES	70,877	86,183	86,768	87,839	1,071	1.2%
01561401	511101		PART TIME EMPLOYEES	71,220	60,129	90,585	83,546	(7,039)	-7.8%
01561401	511300		OVERTIME	12	-	-	-	-	N/A
01561401	512200		SOC SEC/FICA CONTRIB	10,003	10,211	11,772	10,879	(893)	-7.6%
01561401	521200		PURCH PROFESSIONAL SVCS	-	9,735	22,400	26,000	3,600	16.1%
01561401	522200		REPAIRS & MAINTENANCE	3,655	7,969	11,175	10,000	(1,175)	-10.5%
01561401	522310		RENTAL OF LAND & BLDGS	483	-	-	-	-	N/A
01561401	522320		RENTAL OF EQUIP & VEH	-	1,175	2,231	1,500	(731)	-32.8%
01561401	523200		COMMUNICATIONS	1,127	664	744	720	(24)	-3.2%
01561401	523300		ADVERTISING	13,850	-	-	-	-	N/A
01561401	523400		PRINTING & BINDING	1,718	80	1,200	1,200	-	0.0%
01561401	523500		TRAVEL	419	946	1,025	1,125	100	9.8%
01561401	523600		DUES & FEES	702	543	939	955	16	1.7%
01561401	523700		EDUCATION & TRAINING	235	200	400	400	-	0.0%
01561401	531100		GEN SUPPLIES & MATERIALS	11,300	7,079	10,071	10,600	529	5.3%
01561401	531270		ENERGY-GASOLINE/DIESEL	265	18	-	-	-	N/A
01561401	531300		FOOD	536	290	1,000	500	(500)	-50.0%
01561401	531600		SMALL EQUIPMENT	9,293	17,288	32,568	15,975	(16,593)	-50.9%
01561401	531700		OTHER SUPPLIES	507	28	600	700	100	16.7%
01561401	542100		CAP OUTLAY-MACH & EQ	4,745	-	-	-	-	N/A
01561401	542300		CAP OUTLAY-OFF FURN & EQ	-	-	8,000	6,500	(1,500)	-18.8%
PARKS BRAWNER HALL				200,948	202,538	281,478	258,439	(23,039)	-8.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01561401 521200 -				
Contract painting interior of Brawner Hall, due to high volume of use, needed yearly		1.00	9,000.00	26,000.00 * 9,000.00
Contract painting interior of the Reed House, due to high volume of use, needed yearly		1.00	8,000.00	8,000.00
Contract painting interior of the Taylor-Brawner House		1.00	4,000.00	4,000.00
Contract painting interior of Aunt Fanny's Cabin		1.00	5,000.00	5,000.00
General contracted services for historic buildings		1.00	5,000.00	5,000.00
Dept agreed to cut AFC painting and roll into scheduled FY22 CIP project.		1.00	5,000.00	-5,000.00
522200 REPAIRS & MAINTENANCE				
01561401 522200 -				
General repairs to historic buildings, including A/V, alarm systems, elevator, etc.		1.00	10,000.00	10,000.00 * 10,000.00
522320 RENTAL OF EQUIP & VEHICLES				
01561401 522320 -				
Monthly lease of Konica-Minolta multi-purpose printer and print/copy fees for Event Office.		12.00	125.00	1,500.00 * 1,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01561401 523200 -				
Verizon wireless monthly cell phone for Event Coordinator		12.00	60.00	720.00 *
				720.00
523400 PRINTING & BINDING				
01561401 523400 -				
Business cards for Event Coordinator		2.00	100.00	1,200.00 *
				200.00
Misc. Printing - price sheets, advertising, etc. for Business Expos, Cobb Chamber events, etc.		2.00	500.00	1,000.00
523500 TRAVEL				
01561401 523500 -				
Hotel, etc. - GRPA Conference		1.00	700.00	1,125.00 *
				700.00
Meals - GRPA Conference		1.00	325.00	325.00
Hotel, etc. - NRPA Conference		1.00	1,025.00	1,025.00
Meals - NRPA Conference		1.00	325.00	325.00
Airfare - NRPA Conference		1.00	500.00	500.00
Gas - Event Coordinator to attend business meetings, expos, etc.		1.00	100.00	100.00
Dept advised okay to cut NRPA conference.		1.00	1,850.00	-1,850.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
01561401 523600 -				955.00 *
Meeting Professionals International membership		1.00	375.00	375.00
GRPA Membership		1.00	65.00	65.00
Vinings Business Assoc. Membership		1.00	95.00	95.00
Cobb Chamber and Cobb Travel & Tourism meetings		4.00	30.00	120.00
Various Business Assoc. meetings		12.00	25.00	300.00
523700 EDUCATION & TRAINING				
01561401 523700 -				400.00 *
GRPA Conference fee		1.00	200.00	200.00
Meeting Professionals International Seminars		4.00	50.00	200.00
NRPA Conference fee		1.00	600.00	600.00
Dept advised okay to cut NRPA conference.		1.00	600.00	-600.00
531100 GENERAL SUPPLIES & MATERIALS				
01561401 531100 -				10,600.00 *
Warehouse orders / Hardware stores - janitorial supplies, light bulbs, etc. for historic buildings (BH, TBH, AFC, RH)		12.00	820.00	9,840.00
Office supplies for Event Office		4.00	40.00	160.00
Paint for interiors of historic buildings (BH, TBH, AFC, RH)		1.00	600.00	600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531300 FOOD				
01561401 531300 -				500.00 *
Open houses at historic buildings		4.00	125.00	500.00
531600 SMALL EQUIPMENT				
01561401 531600 -				15,975.00 *
Linens for historic buildings		65.00	15.00	975.00
New A/C system and ducts at Aunt Fanny's Cabin		1.00	3,500.00	3,500.00
Replace electronics, finishings, etc. at historic buildings as they wear out or are broken		4.00	2,000.00	8,000.00
Flat screen monitor with wall mount for Brawner Hall conference room.		1.00	500.00	500.00
Furniture repair and/or replacement at Taylor-Brawner House		1.00	3,000.00	3,000.00
531700 OTHER SUPPLIES				
01561401 531700 -				700.00 *
Staff uniforms		1.00	700.00	700.00
542300 CAP OUTLAY-OFFICE FURN & EQ				
01561401 542300 -				6,500.00 *
Replace worn-out conference room chairs at Brawner Hall.,		13.00	500.00	6,500.00

GRAND TOTAL

76,175.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2021 PROPOSED

** END OF REPORT - Generated by Jered Sigmon **

PARKS MAINTENANCE

Function

The 61500 cost center funds the Maintenance Division of the Parks and Recreation Department. The Division is responsible for addressing maintenance needs for 36 Recreation sites on 321 acres. By providing this service, the Maintenance Division supplies the means for Smyrna citizens to enjoy the outdoors in safe, clean surroundings. This Division currently functions with 10 FT positions, and a City-wide landscape contract. This account is also where Parks Improvements are budgeted.

Parks Maintenance oversees various maintenance activities including those required by playground equipment, tennis and basketball courts, athletic fields, passive play areas, landscaped properties, and multi-use and concession facilities. Some maintenance tasks are scheduled as preventive maintenance. Taking a proactive posture in completing maintenance related tasks aids in controlling the total cost of those tasks. Other unscheduled or emergency tasks are reactive in nature by necessity. Inspections of Park grounds are conducted on a regular basis.

Major Goals & Objectives

- Reply to phone calls within the same day and respond to all emails within 24 hours to ensure timely communication with targeted internal and external stakeholders.
- Address repairs and maintenance for park amenities within a 48 hour period. Implement a routine to inspect parks play structures.
 - Education for staff relating to play structure inspections
 - Utilize play structure inspection form to aid in documentation, and highlight possible maintenance items that need to be addressed.
- Successfully manage a Sports Field maintenance program completed by Park Staff, to include:
 - Mowing and detail work
 - Preventive Maintenance
 - Fertility and Plant Protectant Program
- Successfully manage the Parks Maintenance budget at or below approved amounts

Performance Measures

- Average time on call return and email return
- Average time for addressing repairs and maintenance
- Successfully manage all Sports Field Maintenance to be done by Parks Staff that coincides with FY21 Preventive Maintenance Program for Sports Fields
- Budget management efficiency

PARKS MAINTENANCE - 61500

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	407,535	432,132	472,407	487,662	15,255	3.2%
OTHER OPERATING	449,081	533,121	722,538	645,485	(77,053)	-10.7%
TOTAL EXPENDITURES	856,616	965,253	1,194,945	1,133,147	(61,798)	-5.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	11.25	11.25	11.25	11.25

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS MAINTENANCE

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01561501	511100		REG/FULL TIME EMPLOYEES	348,265	383,759	404,509	409,944	5,435	1.3%
01561501	511101		PART TIME EMPLOYEES	-	-	5,120	5,120	-	0.0%
01561501	511300		OVERTIME	37,354	21,359	35,000	45,000	10,000	28.6%
01561501	512200		SOC SEC/FICA CONTRIB	21,917	27,014	27,778	27,598	(180)	-0.6%
01561501	521200		PURCH PROF SVC	102,192	138,393	231,642	223,200	(8,442)	-3.6%
01561501	522200		REPAIRS & MAINTENANCE	185,458	202,109	290,636	210,600	(80,036)	-27.5%
01561501	522320		RENTAL OF EQUIP & VEH	7,314	12,581	15,075	11,900	(3,175)	-21.1%
01561501	523200		COMMUNICATIONS	2,723	3,703	4,750	5,375	625	13.2%
01561501	523400		PRINTING & BINDING	-	55	-	-	-	N/A
01561501	523500		TRAVEL	5,309	6,411	8,216	2,050	(6,166)	-75.0%
01561501	523600		DUES & FEES	605	325	920	1,060	140	15.2%
01561501	523700		EDUCATION & TRAINING	5,087	1,919	3,400	3,550	150	4.4%
01561501	531100		GEN SUPP & MATERIALS	72,919	65,704	77,955	70,000	(7,955)	-10.2%
01561501	531210		ENERGY-WATER/SEWARAGE	9,710	11,242	15,315	20,000	4,685	30.6%
01561501	531270		ENERGY-GASOLINE/DIESEL	10,300	12,126	15,000	15,000	-	0.0%
01561501	531300		FOOD	-	-	-	250	250	N/A
01561501	531600		SMALL EQUIPMENT	13,375	45,468	55,130	55,000	(130)	-0.2%
01561501	531700		OTHER SUPPLIES	5,665	1,933	4,500	4,500	-	0.0%
01561501	541400		CAP OUTLAY-INFRASTR	-	28,661	-	-	-	N/A
01561501	542100		CAP OUTLAY-MACH & EQUIP	28,424	2,490	-	23,000	23,000	N/A
PARKS MAINTENANCE				856,616	965,253	1,194,945	1,133,147	(61,798)	-5.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01561501 521200 -				
Roof & park building repairs; Maintain building infrastructure and repair, to include new roof or repairs needed at Brinkley Park, Tolleson tennis restrooms, Tolleson Pavilion & both Cobb Park Restroom		1.00	27,000.00	223,200.00 * 27,000.00
Contract painting services; Annual planned painting includes, Riverline interior/exterior, Brinkley (Cobb) interior/exterior, Cobb interior, Rose Garden interior & misc pavilions as needed.		1.00	25,000.00	25,000.00
Sports complex repairs; including sod replacement as needed, irrigation system repairs/upgrades, and contracted infield repairs at baseball complex's.		1.00	45,000.00	45,000.00
Fencing repairs do to vandalism/abuse and normal wear/upgrades as needed.		1.00	15,000.00	15,000.00
Contracted mechanical brush removal; maintain overgrown area's at numerous park locations. Keep kudzu, ivy and other fast growing invasive plants at bay.		1.00	15,000.00	15,000.00
General contracted repair of grounds to include; tree removal, fire suppression systems, storm water management, & ground damage usually in the event of storms.		1.00	40,500.00	40,500.00
Contracted electrical & plumbing repairs; including athletic field light and scoreboard repairs, building systems & continued LED hardware upgrades.		1.00	40,000.00	40,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	15,700.00	15,700.00

Commercial grade pressure washing to include large concrete areas at Brinkley, Tolleson and Chuck Camp Parks. Also Cobb Park if budgeted dollars will allow.

522200 REPAIRS & MAINTENANCE

01561501 522200 -

In-house electrical, plumbing, irrigation, & playground repairs. Pressure washing, damage repair & field maintenance, windscreen replacements, etc.

1.00	49,500.00	210,600.00 *
		49,500.00

Annual city vehicle repair & maintenance

1.00	8,000.00	8,000.00
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Park equipment maintenance; repair and maintain park equipment. Mowers, tractors, utility vehicles, hand tools, small engine equipment, trailers, etc.

1.00	19,500.00	19,500.00
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Toro field equipment (reel mowers yearly lease agreement.

1.00	22,000.00	22,000.00
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Toro turf sprayer for fertility, herbicide, fungicide and PGR (Plant Growth Regulator) applications. Yearly lease agreement.

1.00	14,400.00	14,400.00
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Combination of liquid & granular fertilizers for entire year of all athletic fields.

1.00	15,000.00	15,000.00
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Athletic field chemicals including herbicides, insecticides, tracking dyes, etc.

1.00	15,000.00	15,000.00
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Perennial rye grass seed for winter over-seeding athletic fields.

1.00	6,700.00	6,700.00
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1.00	50,000.00	50,000.00
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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

P 3
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

Top-dressing sand/organic
mixture for fields and
Playground mulch for playground
systems.

Finance recommendation:
Increase for more frequent
cleaning of playgrounds.

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	10,500.00	10,500.00

522320 RENTAL OF EQUIP & VEHICLES

01561501 522320 -

Rental of 60' articulating boom
lift for a month to
install/repair annual Christmas
light displays.

Rental/Lease of Port-a-Johns at
North Cooper Lake Park x2
units.

Emergency rental in event of
operational need and or
equipment failure.

1.00	5,000.00	11,900.00 *	5,000.00
1.00	3,700.00	3,700.00	
1.00	3,200.00	3,200.00	

523200 COMMUNICATIONS

01561501 523200 -

Cell phone for 5 staff members;
5 phones X \$75 Monthly X 12
months

Annual Outdoor Link lighting
agreement for Chuck Camp.
(Cloud base light timers)

Rainbird irrigation service
agreement for remote access to
cloud based irrigation
controls.

5.00	900.00	5,375.00 *	4,500.00
1.00	550.00	550.00	
1.00	325.00	325.00	

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523500 TRAVEL				
01561501 523500 -				
NRPA Maintenance Management School (Year2) x1 Housing, Airfare & Meals		1.00	1,416.00	2,050.00 * 1,416.00
NRPA Annual Conference Housing, Airfare & Meals		1.00	1,800.00	1,800.00
GRPA Annual Conference Housing & Meals in Athens, GA		1.00	1,000.00	1,000.00
GRPA Maintenance Management School (Year 1) X 2 Crew Leaders Housing & Meals		1.00	1,050.00	1,050.00
Misc. equipment/turf/pesticide and other relevant job related training for staff members.		1.00	3,000.00	3,000.00
Dept advised okay to cut NRPA maint mgt school, NRPA conference, and misc job-related training.		1.00	6,216.00	-6,216.00
523600 DUES & FEES				
01561501 523600 -				
GSTMA (Georgia Sports Turf Management Association) annual dues for staff members		9.00	20.00	1,060.00 * 180.00
GGCSAA (Georgia Turf Association) annual membership (Organization is the entity that hosts the majority of GA's pesticide re-certification classes.		1.00	150.00	150.00
GCSAA (National Turf Grass Association) membership dues for 1 staff member		1.00	380.00	380.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
STMA (National Sports Turf) Annual Membership dues	2.00	110.00	220.00
NRPA (National Recreation & Parks) annual membership dues	1.00	165.00	165.00
GRPA (Georgia Parks & Recreation Association) annual dues	2.00	65.00	130.00
Dept advised okay to cut NRPA annual membership since already covered by Parks Admin.	1.00	165.00	-165.00

523700 EDUCATION & TRAINING

01561501 523700 -			3,550.00 *
NRPA Annual Conference Fees for education & trade floor pass	1.00	600.00	600.00
GRPA Maintenance Management School fees for 2 crew leader positions.	2.00	175.00	350.00
GRPA Annual Conference fees for 1 staff member.	1.00	200.00	200.00
Misc. local state, equipment, turf, & pesticide classes for all staff members	1.00	1,500.00	1,500.00
Dept requested increase for misc job-related classes in exchange for reductions in travel.	1.00	1,500.00	1,500.00
Dept advised okay to cut NRPA conference.	1.00	600.00	-600.00

531100 GENERAL SUPPLIES & MATERIALS

01561501 531100 -			70,000.00 *
Playground mulch, sand, soil, infield mix, sports fields supplies and other misc. operational items required each	1.00	40,000.00	40,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
season.		1.00	20,000.00	20,000.00
Janitorial supplies for park buildings, building supplies and safety materials needing for staff members		1.00	10,000.00	10,000.00
Annual Christmas light repairs/replacements for the greater downtown area.				
<hr/>				
531210 ENERGY-WATER/SEWERAGE				
01561501 531210 -		1.00	20,000.00	20,000.00 *
Water/Sewer/Power utilities for Riverline Park system				20,000.00
<hr/>				
531270 ENERGY-GASOLINE/DIESEL				
01561501 531270 -		1.00	15,000.00	15,000.00 *
Diesel and Gas required for all Park Maintenance vehicles and equipment, including small engine tools and generators utilized.				15,000.00
<hr/>				
531300 FOOD				
01561501 531300 -		1.00	250.00	250.00 *
Food expenditures to host internal staff appreciation lunch-ins for Park Maintenance staff members				250.00
<hr/>				
531600 SMALL EQUIPMENT				
01561501 531600 -		1.00	10,000.00	55,000.00 *
New/Replacement backpack blowers, weed eaters, edgers, pressure washers, generators, etc.				10,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-PARKS MAINTENANCE

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Small hand tools (shovels, rakes, hoes, brooms, etc and power tools (drills, saws, shop vacs etc. for Park Maintenance.	1.00	5,000.00	5,000.00
Park amenities, benches, bleachers, fountains, trash cans etc. for aging and damaged units.	1.00	40,000.00	40,000.00
Mechanical tools & building equipment, spreaders, Compressed air tanks, fuel containers, etc.	1.00	3,000.00	3,000.00
Finance recommendation: Reduce to FY20 budget.	1.00	3,000.00	-3,000.00

531700 OTHER SUPPLIES

01561501 531700 -	1.00	4,500.00	4,500.00 *
Uniform needs for all Park Maintenance staff members			4,500.00

542100 CAP OUTLAY-MACHINERY & EQUIP

01561501 542100 -	2.00	15,225.00	23,000.00 *
Replacement of 2 John Deere 1200A field power rakes for field maintenance. Units will replace our aging fleet.			30,450.00
Dept advised better cost estimate is \$11,500 per rake.	1.00	7,450.00	-7,450.00

GRAND TOTAL 645,485.00

** END OF REPORT - Generated by Jered Sigmon **

PARKS PROGRAMS

Function

The 61200 cost center funds the Programs Division of the Parks and Recreation Department. The division is responsible for planning, conducting, scheduling, and evaluating an array of leisure and cultural activities for varying interests and age groups. Instructional classes at the Community Center and Aline Wolfe Adult Recreation Center and Therapy Pool are open to the general public and are promoted and coordinated by Program Division staff. Youth school break (fall, winter, spring and summer) camps are planned and coordinated by this division. All of this divisions programs and events are advertised and promoted through the use of a bi-annual program guide, the City's website and social media sites, the RECREATE Smyrna Facebook site, digital displays located at the Smyrna Community Center, Aline Wolfe Adult Recreation Center, Brawner Hall and Smyrna City Hall, Brightside Newspaper and some magazine. Two full-time Coordinators, one full-time Lifeguard, four part-time lifeguards, two part-time Receptionists and a host of Aquatic and Classroom Instructors and Trainers work alongside the Program Division Head to deliver programming to the community.

The coordinators of this division currently maintain the following certifications: Certified Parks and Recreation Professional, Certified Festival and Events Associate, Commercial Driver's License, Aquatic Facility Operator and Certified Pool Operators.

The larger population served directly by division staff is the senior adult community. Aquatics, fitness, crafts, art classes, bus trips, special events and socials are developed for this group. The coordinators also plan for and provide the spring carnival event, fall carnival event, Coming Home of the Holidays and Tree Lighting event, and Daddy-Daughter Dance. The Program Division Head also oversees a variety of contract labor programs. These include a gymnastics program, dance program, tae kwon do program, adult and youth exercise program and specialty summer camps.

Major Goals & Objectives

- Do a top to bottom evaluation of ALL programs offered to make sure we are offering the best programming for the citizens, while using the Smyrna Parks and Recreation Master Plan and user surveys as our guide in this process.
- Continue to build our volunteer program in order to provide quality programs to the citizens of Smyrna by using the talents of these volunteers and providing a sense of community contributions.
- Continue to seek out alternative marketing and promotion methods to better market and promote our programs in FY2021
- Build on the success of our new adult programs in FY2020 and continue to add new adult programming at the Smyrna Community Center in FY2021.
- Increase the use of surveys to determine the following: user satisfaction/dissatisfaction; programs ideas, and needs and wants in order to continue to provide outstanding programs and recreation opportunities to the clientele at Community Center and Wolfe Center by

Performance Measures

- Additional adult programs at the Community Center and other parks and recreation sites.
- Launch of our new and improved offerings at the Aline Wolfe Adult Recreation Center by Summer 2020.
- Launch of our new and improved offerings at the Smyrna Community Center and various parks by Fall 2021.
- Growth of our volunteer base.
- Successful implementation of program surveys.
- Increased efforts to make community aware of events.

PARKS PROGRAMS - 61200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	286,185	346,432	390,314	405,915	15,601	4.0%
OTHER OPERATING	179,719	200,806	256,639	233,838	(22,801)	-8.9%
TOTAL EXPENDITURES	465,903	547,237	646,953	639,753	(7,200)	-1.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	8.00	8.97	8.87	8.87

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS PROGRAMS

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01561201	511100		REG/FULL TIME EMPLOYEES	121,428	140,471	147,539	162,153	14,614	9.9%
01561201	511101		PART TIME EMPLOYEES	144,647	179,215	216,531	215,855	(676)	-0.3%
01561201	511200		TEMPORARY EMPLOYEES	268	2,181	-	-	-	N/A
01561201	511300		OVERTIME	474	1,100	500	500	-	0.0%
01561201	512200		SOC SEC/FICA CONTRIB	19,368	23,465	25,744	27,407	1,663	6.5%
01561201	521200		PURCH PROFESSIONAL SVC	1,916	6,612	18,350	9,950	(8,400)	-45.8%
01561201	522200		REPAIRS & MAINTENANCE	3,536	7,463	7,858	8,300	442	5.6%
01561201	522320		RENTAL OF EQUIP & VEH	8,908	11,503	10,147	10,582	435	4.3%
01561201	523200		COMMUNICATIONS	-	45	-	-	-	N/A
01561201	523300		ADVERTISING	-	-	-	2,000	2,000	N/A
01561201	523400		PRINTING & BINDING	-	55	-	-	-	N/A
01561201	523500		TRAVEL	1,087	4,511	5,310	1,850	(3,460)	-65.2%
01561201	523600		DUES & FEES	110	155	220	220	-	0.0%
01561201	523700		EDUCATION & TRAINING	1,418	1,080	825	450	(375)	-45.5%
01561201	523800		PROFESSIONAL LICENSES	2,508	3,776	3,600	600	(3,000)	-83.3%
01561201	523850		CONTRACT LABOR	119,792	129,891	157,066	139,900	(17,166)	-10.9%
01561201	531100		GEN SUPPLIES & MATERIALS	19,849	22,165	29,100	30,000	900	3.1%
01561201	531270		ENERGY-GASOLINE/DIESEL	983	1,234	1,500	1,000	(500)	-33.3%
01561201	531300		FOOD	1,652	2,687	7,400	7,650	250	3.4%
01561201	531600		SMALL EQUIPMENT	12,596	9,128	14,737	20,636	5,899	40.0%
01561201	531700		OTHER SUPPLIES	464	502	525	700	175	33.3%
01561201	542100		CAP OUTLAY-MACH & EQUIP	4,900	-	-	-	-	N/A
PARKS PROGRAMS				465,903	547,237	646,953	639,753	(7,200)	-1.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01561201 521200 -				9,950.00 *
professional bubble artist for Home for the Holidays and Fall Carnival		2.00	350.00	700.00
Sound for Home for the Holidays		1.00	4,100.00	4,100.00
DJ Service for Events		7.00	450.00	3,150.00
power washing of Wolfe Center		1.00	2,000.00	2,000.00
522200 REPAIRS & MAINTENANCE				
01561201 522200 -				8,300.00 *
preventative maintenance on Wolfe Center fitness center equipment		4.00	325.00	1,300.00
repairs and maintenance Wolfe Center fitness center equipment		1.00	1,000.00	1,000.00
repairs/maintenance bus and van		1.00	3,000.00	3,000.00
repairs/maintenance on pool system at Wolfe Center		1.00	3,000.00	3,000.00
522320 RENTAL OF EQUIP & VEHICLES				
01561201 522320 -				10,582.00 *
annual lease on Wolfe Center copy machine Our current lease is up June 30, 2020. This increase reflects the new lease pricing.		1.00	3,500.00	3,500.00
inflatable screen rental We will be hosting a Christmas movie in December and a fall movie in October.		2.00	816.00	1,632.00
		1.00	550.00	550.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
costume rentals for Home for the Holidays and Easter		1.00	4,000.00	4,000.00
inflatables for events		12.00	75.00	900.00
CO2 tank rental Wolfe Center This increase is due to an increase in the rental rate.				
<hr/>				
523300 ADVERTISING				
01561201 523300 -				2,000.00 *
promotional items for giveaways		1.00	2,000.00	2,000.00
<hr/>				
523500 TRAVEL				
01561201 523500 -				1,850.00 *
NRPA Conference hotel		1.00	1,025.00	1,025.00
NRPA conference airfare		1.00	300.00	300.00
NRPA Revenue Development and Management School		1.00	2,300.00	2,300.00
NRPA Revenue Development School airfare		1.00	300.00	300.00
NRPA Conference meals		1.00	325.00	325.00
GRPA conference hotel		2.00	600.00	1,200.00
GRPA conference meals		2.00	325.00	650.00
Dept advised okay to cut NRPA conference and NRPA revenue development school.		1.00	4,250.00	-4,250.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
01561201 523600 -				220.00 *
GRPA Membership Dues		4.00	55.00	220.00
523700 EDUCATION & TRAINING				
01561201 523700 -				450.00 *
GRPA State Conference		2.00	200.00	400.00
NRPA National Conference		1.00	550.00	550.00
GRPA Programmer's Network Workshop		2.00	25.00	50.00
Dept advised okay to cut NRPA conference.		1.00	550.00	-550.00
523800 PROFESSIONAL LICENSES				
01561201 523800 -				600.00 *
December movie license		1.00	600.00	600.00
523850 CONTRACT LABOR				
01561201 523850 -				139,900.00 *
Santa for Home for the Holidays		1.00	300.00	300.00
Kim Duggins Music director for Home for the Holidays		1.00	500.00	500.00
Juanita Barlow music program		12.00	275.00	3,300.00
Rita Matazinsky gymnastics program		10.00	5,600.00	56,000.00
Mary McGehee dance program		12.00	3,500.00	42,000.00
Jinsue Park tae kwon do program		12.00	1,800.00	21,600.00
April Voris core de force program		12.00	200.00	2,400.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Jotholyn Mason - yoga	12.00	75.00	900.00
Jillian Dillard - youth yoga program	12.00	100.00	1,200.00
Alexandra Barraza - kids zumba	12.00	100.00	1,200.00
Santa for Optimist Santa House	1.00	1,200.00	1,200.00
Elizabeth's Edibles - cooking classes	1.00	1,500.00	1,500.00
monthly presentations at Wolfe Center	12.00	250.00	3,000.00
iMasters recreational fencing program	12.00	250.00	3,000.00
Futre Contract Labor Classes	12.00	150.00	1,800.00

531100 GENERAL SUPPLIES & MATERIALS

01561201 531100 -			30,000.00 *
janitorial supplies Wolfe Center	1.00	4,000.00	4,000.00
office supplies	1.00	3,000.00	3,000.00
pool chemicals for Wolfe Center Therapy pool	1.00	4,000.00	4,000.00
wolfe center copies	1.00	3,000.00	3,000.00
easter event supplies	1.00	1,500.00	1,500.00
fall event supplies	1.00	1,500.00	1,500.00
Wolfe Center program supplies	1.00	2,500.00	2,500.00
community center program supplies	1.00	2,000.00	2,000.00
daddy daughter dance supplies	1.00	3,500.00	3,500.00
12 events of Christmas supplies	1.00	2,500.00	2,500.00
new program supplies	1.00	2,500.00	2,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531270 ENERGY-GASOLINE/DIESEL				
01561201 531270 -				1,000.00 *
gas for bus/van		1.00	1,000.00	1,000.00
531300 FOOD				
01561201 531300 -				7,650.00 *
candy for Easter and Halloween		1.00	1,000.00	1,000.00
food for special events - daddy daughter dance, breakfast with the grinch, etc.		1.00	2,500.00	2,500.00
monthly lunches at Wolfe Center		11.00	150.00	1,650.00
May member luncheon at Wolfe Center		1.00	1,500.00	1,500.00
food for volunteers at events		5.00	200.00	1,000.00
531600 SMALL EQUIPMENT				
01561201 531600 -				20,636.00 *
recumbent bike this will replace one of our 10 year old bikes		1.00	2,210.00	2,210.00
arc trainer replacement of 10 year old piece of equipment		1.00	6,309.00	6,309.00
elliptical machine replacement of 10 year old elliptical		1.00	4,315.00	4,315.00
recumbent elliptical bike replacement of a 10 year old recumbent bike		1.00	4,438.00	4,438.00
flexibility trainer		1.00	1,164.00	1,164.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

additional equipment for
Wolfe Center fitness center

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	2,200.00	2,200.00

(3) professional carnival games
for our carnivals
a. Monster Blast
b. Streetskee Carnival
c. Whip N Skip

531700 OTHER SUPPLIES

01561201 531700 -

lifeguard shirts

1.00 150.00 700.00 *

1.00 150.00 150.00

wolfe center front desk staff
shirts

1.00 400.00 400.00

program staff shirts

GRAND TOTAL

233,838.00

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POLICE ADMINISTRATION

Function

We, the members of the Smyrna Police Department, are committed to providing the highest quality of police services to the community while at the same time maintaining respect for individual rights and human dignity.

Our primary mission is to maintain social order within prescribed ethical and constitutional limits, while providing professional law enforcement services to all. To attain this the Department enforces the law in a fair and impartial manner, recognizing both the statutory and judicial limitations of police authority and the constitutional rights of all persons. The Department recognizes that no law enforcement agency can operate at its maximum potential without supportive input from the citizens it serves. The Department actively solicits and encourages the cooperation of all citizens to decrease the opportunities for crime and to facilitate the maximum use of resources.

Major Goals & Objectives

- **Crime Reduction:** Prevent and Reduce Part I Crime and reduce traffic accidents with proactive enforcement with nationally recognized community policing models like Data-Driven Approaches to Crime and Traffic Safety (DDACTS).
- **Professional Development:** Through authorized training methods, the agency will instruct new police recruits, Sergeants, and Lieutenants (at each of the three levels) department specific requirements within their job tasks, as well as a leadership training component.
- **Accreditation:** After achieving the State Certification through the Georgia Law Enforcement Certification Program (GLECP); a status representing a significant professional achievement and provides numerous benefits to the department; including large insurance discounts. The Smyrna Police Department continues monitor our effectiveness and efficiency of operations to ensure we remain with the standards of this certification.

Performance Measures

- Collect data on developed strategies for enforcement activities
- Monitor number of arrests, citations, and accident reports
- Develop and implement training classes and conduct follow-up performance evaluations
- We will continue to monitor the state certification by conducting follow-up evaluations to ensure we are maintaining standards compliance

POLICE ADMIN - 32100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	5,603,893	6,047,365	6,080,665	6,021,391	(59,274)	-1.0%
OTHER OPERATING	910,778	1,317,302	1,167,968	1,088,451	(79,517)	-6.8%
TOTAL EXPENDITURES	6,514,671	7,364,668	7,248,633	7,109,842	(138,791)	-1.9%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	108.00	108.00	106.00	106.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - POLICE ADMIN

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01332101	511100		REG/FULL TIME EMPLOYEES	5,119,316	5,511,503	5,604,740	5,558,469	(46,271)	-0.8%
01332101	511300		OVERTIME	131,507	154,295	117,000	120,500	3,500	3.0%
01332101	512200		SOC SEC/FICA CONTRIB	352,970	381,567	358,925	342,422	(16,503)	-4.6%
01332101	512900		OTHER EMPLOYEE BENEFIT	100	-	-	-	-	N/A
01332101	521200		PURCH PROFESSIONAL SVC	48,437	37,281	47,650	26,010	(21,640)	-45.4%
01332101	521300		PURCH TECHNICAL SVCS	44,295	65,490	83,113	59,292	(23,821)	-28.7%
01332101	522200		REPAIRS & MAINTENANCE	164,149	187,774	327,469	323,150	(4,319)	-1.3%
01332101	522320		RENTAL OF EQUIP & VEH	17,752	24,288	28,384	28,000	(384)	-1.4%
01332101	523200		COMMUNICATIONS	16,749	15,844	24,875	20,900	(3,975)	-16.0%
01332101	523300		ADVERTISING	-	1,763	-	-	-	N/A
01332101	523400		PRINTING & BINDING	4,242	3,020	6,000	5,000	(1,000)	-16.7%
01332101	523500		TRAVEL	33,809	25,799	23,815	15,600	(8,215)	-34.5%
01332101	523600		DUES & FEES	5,230	4,899	4,399	4,129	(270)	-6.1%
01332101	523700		EDUCATION & TRAINING	39,181	40,067	46,400	16,865	(29,535)	-63.7%
01332101	531100		GEN SUPPLIES & MATERIALS	43,810	53,466	53,948	90,000	36,052	66.8%
01332101	531220		ENERGY-NATURAL GAS	9,378	10,830	12,000	12,000	-	0.0%
01332101	531230		ENERGY-ELECTRICITY	106,029	104,475	100,000	100,000	-	0.0%
01332101	531270		ENERGY-GASOLINE/DIESEL	191,502	197,593	210,000	210,000	-	0.0%
01332101	531300		FOOD	3,974	5,368	5,000	4,000	(1,000)	-20.0%
01332101	531600		SMALL EQUIPMENT	90,426	72,373	97,988	69,625	(28,363)	-28.9%
01332101	531700		OTHER SUPPLIES	61,263	69,471	96,927	103,880	6,953	7.2%
01332101	542100		CAP OUTLAY-MACH & EQUIP	-	397,504	-	-	-	N/A
01332101	542200		CAP OUTLAY-VEHICLES	25,329	-	-	-	-	N/A
01332101	542400		CAP OUTLAY-COMPUTERS	5,224	-	-	-	-	N/A
POLICE ADMIN				6,514,671	7,364,668	7,248,633	7,109,842	(138,791)	-1.9%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01332101 521200 -				26,010.00 *
Scott Cochran		1.00	15,000.00	15,000.00
City attorney advices on				
Police matters				
Office of the Insurance		1.00	120.00	120.00
Commission				
HR TruCheck		1.00	1,000.00	1,000.00
Cintas		1.00	1,440.00	1,440.00
K-9 Vet. Services		1.00	1,000.00	1,000.00
TransUnion (TLO)		1.00	2,000.00	2,000.00
Polygraph Services		1.00	750.00	750.00
Misc. Shipping		1.00	200.00	200.00
Bank Records		1.00	500.00	500.00
Ten Eight Forensics		1.00	4,000.00	4,000.00
521300 PURCH TECHNICAL SVCS				
01332101 521300 -				59,292.00 *
Ga. Technology Auth.		1.00	7,000.00	7,000.00
Crash Zone Drawing		1.00	3,000.00	3,000.00
Microception		1.00	6,250.00	6,250.00
PowerDMS		1.00	1,600.00	1,600.00
Palatine		1.00	3,500.00	3,500.00
Laserfishe License		1.00	1,600.00	1,600.00
CellBrite		1.00	4,350.00	4,350.00
Rite Weight		1.00	375.00	375.00
SOKIA Calibration		1.00	300.00	300.00
		1.00	1,900.00	1,900.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
ELSAG		1.00	6,125.00	6,125.00
Guardian Tracking		1.00	2,100.00	2,100.00
ZetX		1.00	10,000.00	10,000.00
EOQ/FOQ Maitenance		1.00	6,650.00	6,650.00
Leads Online		1.00	4,500.00	4,500.00
GISinc.		1.00	3,500.00	3,500.00
Fayro		1.00	2,667.00	2,667.00
Central Square Superion		1.00	6,125.00	-6,125.00
Dept advised okay to cut Guardian Tracking				

522200 REPAIRS & MAINTENANCE

01332101 522200 -				323,150.00 *
Diversified Electronics		1.00	3,500.00	3,500.00
Other Undefined Repairs		1.00	115,000.00	115,000.00
FastTrac Car Wash		1.00	12,000.00	12,000.00
Axon Camera Systems		1.00	172,400.00	172,400.00
Taser program		1.00	19,000.00	19,000.00
Throwbot Refurbish		1.00	1,750.00	1,750.00
Drone Maintenance		1.00	1,250.00	1,250.00
Dept advised okay to cut Throwbot refurb.		1.00	1,750.00	-1,750.00

522320 RENTAL OF EQUIP & VEHICLES

01332101 522320 -				28,000.00 *
Konica Minolta Copiers		1.00	28,000.00	28,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
01332101 523200 -				
AT&T		1.00	10,000.00	20,900.00 *
				10,000.00
Charter Communications		1.00	1,500.00	1,500.00
GBI fees		1.00	7,000.00	7,000.00
Postage		1.00	2,400.00	2,400.00
523400 PRINTING & BINDING				
01332101 523400 -				
Misc. Printing		1.00	5,000.00	5,000.00 *
				5,000.00
523500 TRAVEL				
01332101 523500 -				
Chief Lee Hidta Conf.		1.00	1,500.00	15,600.00 *
				1,500.00
Chief Bennett CACP Conf.		1.00	750.00	750.00
D.C. Harvey IACP Conf.		1.00	1,000.00	1,000.00
Chief Bennett FBINA Conf.		1.00	750.00	750.00
SPI Conf. Harvey/McCormick		1.00	1,500.00	1,500.00
Boyes GPAC Meetings		1.00	1,300.00	1,300.00
Boyes CPAC Conf.		1.00	900.00	900.00
Boyes PowerDMS Conf.		1.00	1,926.00	1,926.00
Major James Command College		1.00	3,000.00	3,000.00
Olivier/Tolen IHA Conf.		1.00	2,000.00	2,000.00
RAD Conf. Trng.		1.00	800.00	800.00
Homicide Trng.		1.00	1,600.00	1,600.00
Crime Analyst IALEA Conf.		1.00	800.00	800.00
		1.00	600.00	600.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Property Evidence Conf.		1.00	800.00	800.00
NTI Conf.		1.00	1,000.00	1,000.00
IAI Conf.		1.00	14,000.00	14,000.00
SWAT Round-up		1.00	10,000.00	10,000.00
Misc. Travel		1.00	500.00	500.00
SCIAI Conf.		1.00	14,000.00	-14,000.00
Dept advised okay to cut SWAT roundup.		1.00	15,126.00	-15,126.00
Dept advised okay to cut: D.C. Harvey IACP 1,000.00 SPI Conf. 1,500.00 Boyes PowerDMS Conf. 1,926.00 Olivier/Tolen IHA Conf. 2,000.00 Analyst IALEA Conf. 800.00 Property Evidence Conf. 600.00 NTI Conf. 800.00 SCIAI Conf. 500.00 IAI Conf. 1,000.00 Reduce Misc. Travel to 5,000.00				

523600 DUES & FEES

01332101 523600 -				4,129.00 *
OSHA Cert. Evid. Techs		1.00	120.00	120.00
NACVSA		1.00	300.00	300.00
Olivier NATIA		1.00	100.00	100.00
Eaton IAI		1.00	100.00	100.00
Olivier IAHI		1.00	50.00	50.00
Turner IAHI		1.00	50.00	50.00
Chief Bennett GACP		1.00	100.00	100.00
Chief Bennett FBINA		1.00	105.00	105.00
Chief Bennett IACP		1.00	150.00	150.00
DC Harvey GACP		1.00	100.00	100.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
DC Harvey SPIAA	1.00	50.00	50.00
DC Harvey IACP	1.00	150.00	150.00
McCormick GACP	1.00	100.00	100.00
McCormick SPIAA	1.00	50.00	50.00
Defense NIOA	1.00	84.00	84.00
NAPWD	1.00	45.00	45.00
SWAT NTOA	1.00	150.00	150.00
SWAT GTOA	1.00	225.00	225.00
Eaton IAI Recert.	1.00	300.00	300.00
RAD Certification	1.00	800.00	800.00
GACP Cert. Fees	1.00	375.00	375.00
GACP Boyes	1.00	125.00	125.00
Misc. Fees	1.00	500.00	500.00

523700 EDUCATION & TRAINING

01332101 523700 -			16,865.00 *
Chief Bennett FBINA Conf.	1.00	300.00	300.00
Chief Bennett GACP Conf.	1.00	350.00	350.00
DC Harvey/McCormick	1.00	600.00	600.00
Cellbrite Trng X1	1.00	7,000.00	7,000.00
James Command College	1.00	3,000.00	3,000.00
Olivier NTI Conf.	1.00	375.00	375.00
Olivier IHIA Trng.	1.00	375.00	375.00
STEP Trng.	1.00	1,000.00	1,000.00
NCGLEA Fees	1.00	4,800.00	4,800.00
GAPOST Fees	1.00	4,000.00	4,000.00
	1.00	1,200.00	1,200.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Paulding County Range fees		1.00	480.00	480.00
Gunsight Hill Range fees		1.00	450.00	450.00
Crime Analyst IALEA Trng.		1.00	175.00	175.00
K9 Workshop		1.00	35.00	35.00
K9 Legal update		1.00	25.00	25.00
K9 NNDDA Cert.		1.00	500.00	500.00
IAI Conf.		1.00	1,400.00	1,400.00
NTOA Team Leader Trng.		1.00	5,000.00	5,000.00
Misc. Training		1.00	14,200.00	-14,200.00
Dept advised okay to cut:				
SPIAA Harvey, McCormick 600.00				
Cellbrite Training 7,000.00				
Olivier NTI Conf. 375.00				
Olivier IHIA 375.00				
STEP Misc. Training 1,000.00				
Analyst IALEA Conf. 450.00				
IAI Conf. 500.00				
NTOA Team Leader 1,400.00				
Reduce Misc. Training to 2,500.00				

531100 GENERAL SUPPLIES & MATERIALS

01332101 531100 -				90,000.00 *
TAC MED kits & Trng. Kits	1.00	2,000.00		2,000.00
Coffee Service	1.00	3,000.00		3,000.00
Warehouse supplies	1.00	3,600.00		3,600.00
Office Depot/Max	1.00	6,500.00		6,500.00
Batteries Plus	1.00	250.00		250.00
Flex Imaging	1.00	2,400.00		2,400.00
Lamination Services	1.00	1,000.00		1,000.00
Backyard Feed and Seed	1.00	750.00		750.00
Printer Paper	1.00	3,000.00		3,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Insight Public Sector		1.00	6,000.00	6,000.00
CPR Cards		1.00	500.00	500.00
K9 Supplies		1.00	500.00	500.00
Munitions and range gear		1.00	50,000.00	50,000.00
Narcan Replacements		1.00	2,000.00	2,000.00
SWAT Chemical munitions		1.00	9,000.00	9,000.00
Dept advised okay to cut CPR cards.		1.00	500.00	-500.00
531220 ENERGY-NATURAL GAS				
01332101 531220 -				12,000.00 *
Gas South		1.00	12,000.00	12,000.00
531230 ENERGY-ELECTRICITY				
01332101 531230 -				100,000.00 *
Georgia Power		1.00	100,000.00	100,000.00
531270 ENERGY-GASOLINE/DIESEL				
01332101 531270 -				210,000.00 *
State Contract Rack Price		1.00	210,000.00	210,000.00
531300 FOOD				
01332101 531300 -				4,000.00 *
Misc. Luncheons		1.00	4,000.00	4,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531600 SMALL EQUIPMENT				
01332101 531600 -				69,625.00 *
Carson Data Collector		1.00	3,500.00	3,500.00
Primer Residue		1.00	140.00	140.00
Flock Camera		1.00	8,000.00	8,000.00
In car printers		1.00	2,000.00	2,000.00
ProLaser Batteries		1.00	1,500.00	1,500.00
Weapon systems batteries		1.00	1,000.00	1,000.00
Tourniquets Training aides		1.00	330.00	330.00
Wound cube simulators		1.00	130.00	130.00
2- G17 FATS lasers		2.00	1,100.00	2,200.00
2-Taser FATS device		2.00	2,245.00	4,490.00
Taser conductive targets		1.00	300.00	300.00
Taser holster adapters		1.00	825.00	825.00
Taser SPPM Batteries		1.00	8,360.00	8,360.00
5- Tasers		5.00	1,671.00	8,355.00
SWAT Mask Filters		1.00	1,020.00	1,020.00
Scott Gas Mask Cartridges		1.00	325.00	325.00
SWAT 40mm Launcher-2		1.00	2,580.00	2,580.00
Burnsafe Tomahawk		1.00	435.00	435.00
Burnsafe Lantern		1.00	800.00	800.00
Rubber Silhouettes		1.00	1,000.00	1,000.00
bog rifle tripod		1.00	600.00	600.00
SWAT Protective Shields		3.00	4,885.00	14,655.00
Marijuana testing supplies		1.00	550.00	550.00
Drug testing kits		1.00	400.00	400.00
		1.00	4,700.00	4,700.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Evidence collecting, processing, and storing supplies		1.00	150.00	150.00
Sexual Assault Kits		1.00	1,280.00	1,280.00
Mystaire Isola Filters				
531700 OTHER SUPPLIES				
01332101 531700 -				
Officer Uniform Allowance		1.00	65,000.00	103,880.00 *
CID Clothing Allowance		1.00	12,000.00	65,000.00
Honor Guard Uniforms		1.00	6,000.00	12,000.00
New Officer Uniforms		1.00	10,000.00	6,000.00
Replacement Body Armor		1.00	2,500.00	10,000.00
SWAT Uniforms		1.00	3,750.00	2,500.00
SWAT Helmets		1.00	8,380.00	3,750.00
Dept advised okay to cut SWAT uniforms.		1.00	3,750.00	8,380.00
				-3,750.00

GRAND TOTAL

1,088,451.00

** END OF REPORT - Generated by Jered Sigmon **

POLICE – JAIL

Function

Division 33250 is the Police Department's Detention Center which functions as a pretrial holding facility and a detention center to carry out court ordered sentencing. Our center also accepts pre and post trial prisoners on a contractual base from nearby agencies.

The Warrants Officer is responsible for the service of City of Smyrna municipal court warrants as well as the security of the judicial complex while municipal court is in session.

Major Goals & Objectives

- To provide protection to the citizens of Smyrna by holding arrested subjects and assuring their appearance in court through incarceration or bonding.
- To carry out the sentence of the court.
- Provide safe and human housing for our detainees in a professional and efficient manner.
- Document all intakes, releases, and incidents.

Performance Measures

- Number of prisoner intakes
- Detainee count
- Audio/Video review
- Documentation
- Cost per meal of meals served
- Number of City warrants served

POLICE - JAIL OPERATIONS - 33250

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	919,974	948,309	997,298	1,004,352	7,054	0.7%
OTHER OPERATING	154,332	203,993	340,372	297,036	(43,336)	-12.7%
TOTAL EXPENDITURES	1,074,306	1,152,302	1,337,670	1,301,388	(36,282)	-2.7%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	21.50	21.50	21.50	21.50

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - POLICE - JAIL

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01333201	511100		REG/FULL TIME EMPLOYEES	840,761	826,113	905,254	895,147	(10,107)	-1.1%
01333201	511101		PART TIME EMPLOYEES	-	12,378	14,888	15,070	182	1.2%
01333201	511300		OVERTIME	21,432	49,775	20,000	35,000	15,000	75.0%
01333201	512200		SOC SEC/FICA CONTRIB	57,781	60,043	57,156	59,135	1,979	3.5%
01333201	521200		PURCH PROFESSIONAL SVC	35,887	55,676	114,715	109,880	(4,835)	-4.2%
01333201	521300		PURCH TECHNICAL SVCS	1,229	4,153	6,000	12,366	6,366	106.1%
01333201	522200		REPAIRS & MAINTENANCE	35,784	100	6,415	16,340	9,925	154.7%
01333201	523400		PRINTING & BINDING	1,610	1,970	4,415	3,700	(715)	-16.2%
01333201	523500		TRAVEL	2,031	774	2,000	2,000	-	0.0%
01333201	523600		DUES & FEES	206	155	1,232	850	(382)	-31.0%
01333201	523700		EDUCATION & TRAINING	5,174	3,079	6,849	9,500	2,651	38.7%
01333201	531100		GEN SUPPLIES & MATERIALS	20,613	31,809	62,764	53,700	(9,064)	-14.4%
01333201	531270		ENERGY-GASOLINE/DIESEL	3,328	4,375	4,500	4,500	-	0.0%
01333201	531300		FOOD	35,712	95,320	101,091	70,000	(31,091)	-30.8%
01333201	531600		SMALL EQUIPMENT	7,257	561	19,100	4,050	(15,050)	-78.8%
01333201	531700		OTHER SUPPLIES	5,502	6,022	11,291	10,150	(1,141)	-10.1%
POLICE - JAIL				1,074,306	1,152,302	1,337,670	1,301,388	(36,282)	-2.7%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
01333201 521200 -				109,880.00 *
Health Services - Jail	8422	12.00	5,940.00	71,280.00
Continued Health Care				
Estimated Inmate transports- Contract Inmates Agencies repay transports.	1172	30.00	240.00	7,200.00
Inmate Medication	4398	12.00	850.00	10,200.00
Dental	929	1.00	10,000.00	10,000.00
Inmate Calling Cards - Purchase up front cards for 8 and sale for 10.	2032	900.00	8.00	7,200.00
Inmate medical billing	771	1.00	4,000.00	4,000.00
521300 PURCH TECHNICAL SVCS				
01333201 521300 -				12,366.00 *
All Live Scan License and State Fees		1.00	6,250.00	6,250.00
PD and Jail Afis	5480	1.00	6,116.00	6,116.00
522200 REPAIRS & MAINTENANCE				
01333201 522200 -				16,340.00 *
overhead door maint	1306	1.00	2,000.00	2,000.00
exterminator yearly contract	1288	1.00	900.00	900.00
Intoximeter Maint	430	1.00	3,000.00	3,000.00
Refrigeration	838	1.00	2,000.00	2,000.00
Grease Trap-		1.00	1,240.00	1,240.00
Washer Dryer Maint		1.00	1,200.00	1,200.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
Taser Tap Program	6259	5.00	1,200.00	6,000.00
<hr/>				
523400 PRINTING & BINDING				
01333201 523400 -				
Daily Journals		1.00	500.00	3,700.00 *
Jail Forms and Folders printed		1.00	3,200.00	500.00
notary Stamps				3,200.00
<hr/>				
523500 TRAVEL				
01333201 523500 -				
GPSTC-lodging meals		1.00	2,000.00	2,000.00 *
<hr/>				
523600 DUES & FEES				
01333201 523600 -				
Cobb Chamber	434	1.00	50.00	850.00 *
Notary Fees Jailers.		1.00	700.00	50.00
Renewal American Jail		1.00	100.00	700.00
<hr/>				
523700 EDUCATION & TRAINING				
01333201 523700 -				
Reinhart Command College		6.00	1,250.00	9,500.00 *
Supervision Classes		1.00	2,000.00	7,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531100 GENERAL SUPPLIES & MATERIALS				
01333201 531100 -				53,700.00 *
Peoples Janitorial	1335	1.00	300.00	300.00
Associated Bags	1909	1.00	1,500.00	1,500.00
WAREHOUSE SUPPLIES		1.00	20,000.00	20,000.00
BOB BARKER	273	1.00	20,000.00	20,000.00
Coffee and Water	503	1.00	1,000.00	1,000.00
Office Supplies		1.00	2,500.00	2,500.00
Paper		1.00	2,400.00	2,400.00
White/ Color		1.00	3,000.00	3,000.00
Dish Washer Chemicals		1.00	3,000.00	3,000.00
Gas Cylinders -Intoximeter				
531270 ENERGY-GASOLINE/DIESEL				
01333201 531270 -				4,500.00 *
Fuel		1.00	4,500.00	4,500.00
531300 FOOD				
01333201 531300 -				70,000.00 *
Food / kitchen		1.00	77,000.00	77,000.00
Finance recommendation		1.00	7,000.00	-7,000.00
531600 SMALL EQUIPMENT				
01333201 531600 -				4,050.00 *
replacement tvs		3.00	250.00	750.00
Replacement Cook ware		1.00	1,500.00	1,500.00
		1.00	500.00	500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

hand and leg irons
Office chairs

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	4.00	325.00	1,300.00

531700 OTHER SUPPLIES

01333201 531700 -

Major/ Chief Jailor / Court
Officer
Officer Uniform allowance
Cook Jackets

3.00	750.00	10,150.00 *
		2,250.00
19.00	400.00	7,600.00
1.00	300.00	300.00

GRAND TOTAL

297,036.00

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RECYCLING

Function

Division 45400 represents the cost center for the Recycling Division of the Public Works Department. The Recycling Division is responsible for performing residential curbside recycling and commercial roll cart collection for the citizens of Smyrna. Expenditures within this division relate to personnel and operating costs for the residential and commercial roll cart recycling collection program.

The twelve employees in Recycling are responsible for performing recycling and yard waste pick-ups once per week. This is accomplished by utilizing three recycling trucks. Fiscal Year 2008 represents the first full fiscal year with an adopted budget for this in-house program.

Major Goals & Objectives

- Maintain the City in a sanitary manner through the collection of recycling materials.
- Provide the highest level of collection services at a fair cost to the citizens.
- Encourage recycling in the community to save landfill space and reduce disposal costs.
- Continue to provide an in-house recycling service program.
- Continue curbside collection of used cooking oil and motor oil.

Performance Measures

- Number of residential customers 16,357
- Number of commercial customers 93 (38 of these with city roll cart service)

RECYCLING - 45400

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	197,053	301,135	381,242	375,696	(5,546)	-1.5%
OTHER OPERATING	82,509	86,339	101,350	82,150	(19,200)	-18.9%
TOTAL EXPENDITURES	279,562	387,473	482,592	457,846	(24,746)	-5.1%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	7.00	12.00	12.00	12.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - RECYCLING

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01445401	511100		REG/FULL TIME EMPLOYEES	178,646	277,216	352,183	348,570	(3,613)	-1.0%
01445401	511300		OVERTIME	5,775	4,698	6,000	6,000	-	0.0%
01445401	512200		SOC SEC/FICA CONTRIB	12,632	19,221	23,059	21,126	(1,933)	-8.4%
01445401	522110		PURCH SVC - DISPOSAL	15,596	30,560	20,000	-	(20,000)	-100.0%
01445401	522200		REPAIRS & MAINTENANCE	28,829	29,233	30,000	30,000	-	0.0%
01445401	523200		COMMUNICATIONS	1,188	-	-	-	-	N/A
01445401	531100		GEN SUPPLIES & MATERIALS	10,681	246	11,650	11,650	-	0.0%
01445401	531270		ENERGY-GASOLINE/DIESEL	20,059	22,204	25,000	25,000	-	0.0%
01445401	531600		SMALL EQUIPMENT	4,218	-	9,700	10,500	800	8.2%
01445401	531700		OTHER SUPPLIES	1,938	4,096	5,000	5,000	-	0.0%
RECYCLING				279,562	387,473	482,592	457,846	(24,746)	-5.1%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-RECYCLABLES COLLECTION

522200 REPAIRS & MAINTENANCE

01445401 522200 -

Repairs & Maintenance General
repairs to 3 Recycling trucks
Brakes , Tires, Fluids ,
Hydraulics, Body

VENDOR QUANTITY UNIT COST 2021 PROPOSED

1.00 30,000.00 30,000.00 *

30,000.00

531100 GENERAL SUPPLIES & MATERIALS

01445401 531100 -

Replacement recycling bins to
replace broken/cracked
Plastic bins / and to provide
for New customer

1.00 10,000.00 11,650.00 *

10,000.00

Cases of Gloves
safety for Recycling Crewmen

1.00 150.00 150.00

Paper Goods
Cups Paper, towels, etc.

1.00 500.00 500.00

Replacement safety Vest
safety vest for Recycling
crewmen

1.00 1,000.00 1,000.00

531270 ENERGY-GASOLINE/DIESEL

01445401 531270 -

Diesel Fuel for Recycling
Trucks
Fuel
increase in petroleum pricing
/ increase in usage
increase in routing

1.00 28,000.00 25,000.00 *

28,000.00

Finance recommendation: Reduce
to FY20 budget.

1.00 3,000.00 -3,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-RECYCLABLES COLLECTION

531600 SMALL EQUIPMENT

01445401 531600 -

Replacement Cart Tippers
used to dump commercial
Recycling carts
Vendor Increase

2.00 3,500.00 10,500.00 *

7,000.00

Back up cameras on Recycling
Trucks
Safety backing up Recycling
Trucks
Vendor Increase

1.00 1,500.00 1,500.00

Miscellaneous Tools
Pole Saw, chainsaw, grease
guns, etc.

1.00 2,000.00 2,000.00

531700 OTHER SUPPLIES

01445401 531700 -

Required Uniforms
pants, shirts, jacket and
boots

10.00 500.00 5,000.00 *

5,000.00

Uniforms for requested new crew
pants, shirts, jacket and boots

3.00 500.00 1,500.00

Cut three new personnel
requests

1.00 1,500.00 -1,500.00

GRAND TOTAL

82,150.00

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SANITATION

Function

Division 43100 represents the cost center for the Sanitation Division of the Public Works Department. Sanitation is responsible for performing very essential service to the citizens of Smyrna – the removal of garbage and refuse. Expenditures within this account relate to residential and commercial sanitation collection within the City and its subsequent disposal.

The twenty-four employees in Sanitation are responsible for performing garbage, trash and yard waste pickups once a week. This is accomplished by utilizing five garbage trucks, a trash truck, and two knuckle boom trucks. Payments are made to a transfer station company to cover the costs of disposal. Commercial garbage is handled through a contractual agreement with a large garbage collection company.

Major Goals & Objectives

- Maintain the City in a sanitary manner through the collection and disposal of garbage.
- Provide the highest level of collection services at a fair cost to the citizens.
- Continue to provide an in-house sanitation service program.

Performance Measures

- Number of residential customers: 16,357
- Number of commercial customers: 974 (82 of these with City roll cart service)

SANITATION - 43100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	735,625	807,201	868,420	880,767	12,347	1.4%
OTHER OPERATING	3,302,650	3,315,617	3,700,955	3,587,310	(113,645)	-3.1%
TOTAL EXPENDITURES	4,038,275	4,122,818	4,569,375	4,468,077	(101,298)	-2.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	21.00	24.00	24.00	24.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - SANITATION

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
01443101	511100		REG/FULL TIME EMPLOYEES	666,064	735,500	799,401	806,502	7,101	0.9%
01443101	511300		OVERTIME	23,744	21,378	20,000	25,000	5,000	25.0%
01443101	512200		SOC SEC/FICA CONTRIB	45,817	50,324	49,019	49,265	246	0.5%
01443101	522110		PURCH SVC-DISPOSAL	2,970,415	3,059,428	3,399,404	3,285,904	(113,500)	-3.3%
01443101	522200		REPAIRS & MAINTENANCE	159,396	99,085	159,780	163,066	3,286	2.1%
01443101	523200		COMMUNICATIONS	4,598	3,383	4,351	5,620	1,269	29.2%
01443101	523400		PRINTING & BINDING	3,167	7,332	11,850	7,850	(4,000)	-33.8%
01443101	523500		TRAVEL	-	-	1,500	1,500	-	0.0%
01443101	523700		EDUCATION & TRAINING	100	587	6,400	5,700	(700)	-10.9%
01443101	531100		GEN SUPPLIES & MATERIALS	62,258	31,542	3,500	3,500	-	0.0%
01443101	531270		ENERGY-GASOLINE/DIESEL	81,768	96,866	87,000	87,000	-	0.0%
01443101	531600		SMALL EQUIPMENT	12,000	4,129	13,000	13,000	-	0.0%
01443101	531700		OTHER SUPPLIES	8,948	13,266	14,170	14,170	-	0.0%
SANITATION				4,038,275	4,122,818	4,569,375	4,468,077	(101,298)	-2.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-SANITARY ADMINISTRATION

522110 PURCH PROP SVC-DISPOSAL

01443101 522110 -

Residential Solid Waste
Disposal
Tipping Fees for 12 months /
Bi-Monthly
Vendor increase

Street Sweeping
Street Sweeping Monthly Fees

C&D Disposal
Rock, Concrete Disposal Fees

Commercial Sanitation
Tipping Fees Monthly
Vendor increase

Finance recommendation: Reduce
residential tipping fees to
650K.

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	12.00	63,625.00	3,285,904.00 *
			763,500.00
	12.00	2,700.00	32,400.00
	1.00	20,000.00	20,000.00
	12.00	215,292.00	2,583,504.00
	1.00	113,500.00	-113,500.00

522200 REPAIRS & MAINTENANCE

01443101 522200 -

Repairs & Maintenance
Brakes, Tires, Oil Changes,
fluids etc.

Extened Warranty cost for
1M2TE2GC4KM002299 #229 2019
Mack TE64
1M2TE2GC6KM002269 #2269 2019
Mack TE64

1.00	150,000.00	163,066.00 *
		150,000.00
2.00	6,533.00	13,066.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-SANITARY ADMINISTRATION

523200 COMMUNICATIONS

01443101 523200 -

Cell phones Verizon
Supervisor, Foreman and
Sanitation Driver Senior

12.00 135.00 5,620.00 *

1,620.00

Postage for sanitation booklet
mail out
Revised sanitation mailings
Vendor increase

1.00 3,500.00 3,500.00

General Postage
New customer Mailing

1.00 500.00 500.00

523400 PRINTING & BINDING

01443101 523400 -

Stickers for Rollout Containers
Holiday pickup information on
cart lids

1.00 3,000.00 7,850.00 *

3,000.00

Door Hangers for
Customer Information and
Reminders

1.00 350.00 350.00

Printing of sanitation
Booklets/ Magnets
Customer Information with
Revisions

1.00 4,500.00 4,500.00

523500 TRAVEL

01443101 523500 -

Local Government Supervisory
Training
Atlanta Regional Commission
Supervisory Training

1.00 500.00 1,500.00 *

500.00

SWANA Classes
Solid Waste Association of
North America Conference

2.00 500.00 1,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-SANITARY ADMINISTRATION

VENDOR QUANTITY UNIT COST 2021 PROPOSED

523700 EDUCATION & TRAINING

01443101 523700 -

Safety Training
flagging classes, forklift
classes and driver safety
training

1.00 3,000.00 5,700.00 *

3,000.00

Vendor increase

Local Government Supervisory
Training
Atlanta Regional Commision
Supervisory Training
Vendor increase

1.00 1,700.00 1,700.00

SWANA Classes
Solid Waste of North America
Conference

2.00 500.00 1,000.00

531100 GENERAL SUPPLIES & MATERIALS

01443101 531100 -

Sanitation general operating
Supplies
bleach, paint gloves, cleaners,
bolts etc.

1.00 3,000.00 3,500.00 *

3,000.00

operating Tools Replacement
rakes, brooms, pitch forks etc.

1.00 500.00 500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

GF-SANITARY ADMINISTRATION

531270 ENERGY-GASOLINE/DIESEL

01443101 531270 -

unleaded Fuel for sanitation
vehicles

1.00 3,800.00 87,000.00 *

3,800.00

Diesel fuel for sanitation
trucks

1.00 92,384.00 92,384.00

Vendor increase
increase in usage with extra
route added

1.00 9,184.00 -9,184.00

Finance recommendation: Reduce
to FY20 budget.

531600 SMALL EQUIPMENT

01443101 531600 -

Replacement Cart Dumpers to
dump Rollout carts
Vendor Increase

2.00 3,500.00 13,000.00 *

7,000.00

Safety Back up cameras for
sanitation trucks

2.00 1,500.00 3,000.00

Pole saw, Chainsaw, grease gun,
miscellaneous tools etc.

1.00 3,000.00 3,000.00

531700 OTHER SUPPLIES

01443101 531700 -

Required City uniforms
pants, shirts, jackets and
boots

26.00 500.00 14,170.00 *

13,000.00

Summer Tee Shirts
summer wear

130.00 9.00 1,170.00

GRAND TOTAL

3,587,310.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
GF-SANITARY ADMINISTRATION

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
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WATER ADMINISTRATION

Function

The Water Administration department is responsible for the billing and collection of water, sewer and sanitation monthly charges. The customer service staff is responsible for more than 15,000 active accounts which also include the commercial sanitation customers.

Office staff manages billing, collections, applications for new accounts, completing work orders for disconnection of service and work orders for meter repair and meter reading checks. Receiving phone calls, handling customer complaints and data entry work are also included in their daily tasks. In addition, this office receives payments for property taxes, business licenses and other revenues of the City.

The meter services staff in this division is responsible for meter reading, meter repairs, connection of new service, disconnection of existing service, meter checks, meter testing and water checks.

Presently, active delinquent account collections are handled monthly. Inactive collections are part of an on-going procedure provided by City ordinance.

Major Goals & Objectives

- Continue the current program of meter repair and replacement as needed to ensure accurate billings and increase revenues.
- Seamlessly incorporate new water boundary service areas into current operations as new properties are annexed into the City.
- Continue research for new programs that will generate additional revenue assisting with cost containment.
- Continue to provide clean, safe drinking water that meets or exceeds federal and state quality standards.

Performance Measures

- Locate and identify any water meters not currently recognized in our system
- Track and repair water leaks to lower unaccounted water volume
- Continue residential meter dial replacement program to upgrade equipment
- Lower the monthly ratio of water purchased to water sold to less than fifteen percent

WATER ADMIN - 44100

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	309,335	304,535	312,447	304,825	(7,622)	-2.4%
OTHER OPERATING	146,386	149,631	246,249	250,671	4,422	1.8%
TOTAL EXPENDITURES	455,721	454,166	558,696	555,496	(3,200)	-0.6%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	7.00	7.00	7.00	7.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER ADMIN

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
05144101	511100		REG/FULL TIME EMPLOYEES	288,495	283,004	293,761	287,757	(6,004)	-2.0%
05144101	511300		OVERTIME	1,718	2,816	1,700	2,000	300	17.6%
05144101	512200		SOC SEC/FICA CONTRIB	19,122	18,716	16,986	15,068	(1,918)	-11.3%
05144101	521200		PURCH PROFESSIONAL SVC	92,468	93,471	97,000	100,000	3,000	3.1%
05144101	521300		PURCH TECHNICAL SVCS	19,804	12,936	88,150	88,400	250	0.3%
05144101	521450		CREDIT CARD FEES	8,223	8,681	10,000	10,000	-	0.0%
05144101	522200		REPAIRS & MAINTENANCE	4,356	5,545	10,600	10,500	(100)	-0.9%
05144101	522320		RENTAL OF EQUIP & VEH	4,198	5,046	5,877	6,400	523	8.9%
05144101	523200		COMMUNICATIONS	3,820	3,300	4,000	4,000	-	0.0%
05144101	523400		PRINTING & BINDING	2,934	3,522	4,000	4,000	-	0.0%
05144101	523500		TRAVEL	-	1,898	3,607	3,607	-	0.0%
05144101	523600		DUES & FEES	200	237	200	200	-	0.0%
05144101	523700		EDUCATION & TRAINING	-	1,145	1,314	1,324	10	0.8%
05144101	531100		GEN SUPPLIES & MATERIALS	4,788	2,688	4,616	4,500	(116)	-2.5%
05144101	531270		ENERGY-GASOLINE/DIESEL	733	4,386	7,550	7,550	-	0.0%
05144101	531600		SMALL EQUIPMENT	3,674	1,645	7,200	5,000	(2,200)	-30.6%
05144101	531700		OTHER SUPPLIES	1,189	131	2,135	1,590	(545)	-25.5%
05144101	542100		CAP OUTLAY-MACH & EQUIP	-	5,000	-	-	-	N/A
05144101	542400		CAP OUTLAY-COMPUTERS	-	-	-	3,600	3,600	N/A
WATER ADMIN				455,721	454,166	558,696	555,496	(3,200)	-0.6%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
05144101 521200 -				
COLLECTION AGENCY COMMISSION. PERCENTAGE BASED ON AMOUNT COLLECTED. ATTEMPT TO COLLECT BAD ACCOUNTS.		1.00	2,000.00	100,000.00 * 2,000.00
PRINTING AND MAILING OF WATER BILLS, INSERTS, NEWSLETTERS, WATER QUALITY REPORTS, ETC. HIGHER BALANCE RESULTS FROM POSTAGE INCREASE.		1.00	98,000.00	98,000.00
521300 PURCH TECHNICAL SVCS				
05144101 521300 -				
STATE OF GEORGIA DNR/EPD MANDATED DRINKING WATER TESTING. STILL BILLING US \$9,200 (BILLED IN JULY).		1.00	14,700.00	88,400.00 * 14,700.00
CCMWA LAB TESTING WATER SAMPLES. IF THIS IS IN WATER-SEWER, DELETE HERE.		1.00	1,200.00	1,200.00
TESTING AND CALIBRATION OF LARGE METERS. TEST 15-20 METERS APPROX. \$350 EACH.		1.00	6,000.00	6,000.00
ANNUAL MASTER METER READING SOFTWARE (HARMONY) MAINTENANCE.		1.00	3,500.00	3,500.00
MUNIS UB PROGRAM & HARMONY ADDITIONS/ENHANCEMENTS		1.00	3,000.00	3,000.00
CONTINUE SMALL METER TESTING MANDATED BY EPD ANNUAL WATER AUDIT.		1.00	60,000.00	60,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521450 CREDIT CARD FEES				
05144101 521450 -				10,000.00 *
CREDIT CARD AND BANKING FEES		1.00	10,000.00	10,000.00
522200 REPAIRS & MAINTENANCE				
05144101 522200 -				10,500.00 *
CUMMINS-ALLISON BILL COUNTER ANNUAL MAINTENANCE		1.00	500.00	500.00
DIEBOLD DRIVE-UP DRAWER ANNUAL MAINTENANCE.		1.00	1,000.00	1,000.00
MISC MAINTENANCE ITEMS NOT UNDER CONTRACT. SAFES, ID BADGE PAD, POSTAGE METER, PB LETTER OPENER, ETC.		1.00	1,000.00	1,000.00
VEHICLE MAINTENANCE ON 4 VEHICLES.		1.00	3,000.00	3,000.00
PARTS AND LABOR FOR LARGE METER REPAIRS.		1.00	5,000.00	5,000.00
522320 RENTAL OF EQUIP & VEHICLES				
05144101 522320 -				6,400.00 *
PITNEY BOWES POSTAGE LEASE ANNUALIZED		1.00	4,500.00	4,500.00
KONICA MINOLTA COPIER LEASE ANNUALIZED BASED ON ACTUAL FY 20 YTD INCLUDES COPY COST.		1.00	1,900.00	1,900.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523200 COMMUNICATIONS				
05144101 523200 -				4,000.00 *
POSTAGE FOR LETTERS, FINAL BILLS, REFUNDS, ETC		1.00	2,000.00	2,000.00
FOUR CELL PHONES. SAME AS FY 2020		1.00	2,000.00	2,000.00
523400 PRINTING & BINDING				
05144101 523400 -				4,000.00 *
LAYOUT AND PRINTING FOR EPD MANDATED WATER QUALITY REPORT		1.00	2,500.00	2,500.00
PRINTING NOTIFICATIONS, BILL INSERTS, DOOR HANGERS, COLOR & PERF PAPER, BUSINESS CARDS, ETC.		1.00	1,500.00	1,500.00
523500 TRAVEL				
05144101 523500 -				3,607.00 *
GA RURAL WATER CONFERENCE. 2 PEOPLE 3 NIGHTS \$199 EA PLUS \$75 EA MEALS FOR 2 DAYS. HELEN & JEKYL		2.00	672.00	1,344.00
MASTER METER USERS CONF. 2 PEOPLE 2 NIGHTS HOTEL \$199 EA PLUS \$50 EA MEALS FOR 2 DAYS. SAVANNAH		2.00	448.00	896.00
MILEAGE ASSOCIATED WITH TRAVEL.		2.00	400.00	800.00
GGFOA ANNUAL CONFERENCE. HOTEL 3 NIGHTS \$189 EA.		1.00	567.00	567.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523600 DUES & FEES				
05144101 523600 -				200.00 *
GA GOVT FINANCE OFFICERS ASSOC ANNUAL DUES - GV		1.00	50.00	50.00
GOVT FINANCE OFFICERS ASSOC ANNUAL DUES - GV		1.00	150.00	150.00
523700 EDUCATION & TRAINING				
05144101 523700 -				1,324.00 *
GGFOA ANNUAL CONFERENCE REGISTRATION - GV MAINTAIN CERTIFICATION		1.00	395.00	395.00
GA RURAL WATER CONFERENCE REGISTRATION - PV GV MAINTAIN CURRENT EPD REGULATIONS & RECOMMENDATIONS		2.00	380.00	760.00
GA ASSOC OF WATER PROFESSIONALS ANNUAL WORKSHOP - KD MANDATED EPD ANNUAL WATER AUDIT REPORT		1.00	169.00	169.00
531100 GENERAL SUPPLIES & MATERIALS				
05144101 531100 -				4,500.00 *
BREAKROOM SUPPLIES, PAPER TOWELS, FOAM CUPS, WATER FILTERS, COFFEE AND SUPPLIES		1.00	1,000.00	1,000.00
OFFICE SUPPLIES, POSTAGE INK, LABELS, BATTERIES, COPY PAPER, RUBBER STAMPS, PENS, UPS, ETC.		1.00	3,500.00	3,500.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531270 ENERGY-GASOLINE/DIESEL				
05144101 531270 -				
GASOLINE FOR 4 VEHICLES		1.00	7,550.00	7,550.00 *
531600 SMALL EQUIPMENT				
05144101 531600 -				
REPLACEMENTS FOR CC READERS, HEADSETS, ADDING MACHINES, MONITORS, CHAIRS, CORDLESS PHONES, ETC.		1.00	2,000.00	2,000.00 *
REPLACEMENT DMMR/WMMR UNITS FOR METER READING, LAPTOPS, ETC.		1.00	3,000.00	3,000.00
531700 OTHER SUPPLIES				
05144101 531700 -				
CLOTHING ALLOWANCE FOR FOREMAN AND 2 TECHS		3.00	450.00	1,350.00 *
CITY LOGO SHIRTS FOR STAFF		4.00	60.00	240.00
CLOTHING ALLOWANCE FOR NEW POSITION		1.00	450.00	450.00
Cut clothing allowance for new Meter Tech		1.00	450.00	-450.00
542400 CAP OUTLAY-COMPUTERS				
05144101 542400 -				
REPLACE EXISTING PANASONIC TOUGHBOOK LAPTOPS FOR METER READERS. PER DAN CAMPBELL.		2.00	1,800.00	3,600.00 *

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021	PROPOSED
GRAND TOTAL					250,671.00

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WATER DEBT SERVICE

Function

Division 15180 represents the Debt Service funding mechanism for the Water and Sewer Fund. Financial resources are accumulated to pay the interest on and redeem those revenue bonds that have been issued for improvements to the Water and Sewer system. In 1984 and 1986 the City issued revenue bonds to construct, extend, improve and equip the City's water and sewer system. In 1989 and 1997 the City issued additional revenue bonds for the purpose of refunding some of its earlier bonds that had been issued at a higher interest rate. In 1999, the City of Smyrna issued an additional \$6,645,000 Water and Sewerage Revenue Refunding and Improvement Bonds. The proceeds from the bonds were used to upgrade, expand and relocate portions of the City's water and sewer infrastructure. Lease payments for an improved water meter reading system were also included here. The final capital lease payment was paid in FY 2018.

Major Goals & Objectives

- N/A

Performance Measures

- N/A

WATER DEBT SERVICE - 15200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	-	-	-	-	-	N/A
OTHER OPERATING	2,477	-	-	-	-	N/A
TOTAL EXPENDITURES	2,477	-	-	-	-	N/A

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.00	0.00	0.00	0.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER DEBT SERVICE

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
05715201	522320		RENTAL OF EQUIP & VEH	2,477	-	-	-	-	N/A
05715201	581100		PRINCIPAL - BONDS	-	-	-	-	-	N/A
05715201	582100		INTEREST - BONDS	-	-	-	-	-	N/A
05715201	583000		FISCAL AGENT'S FEES	-	-	-	-	-	N/A
WATER DEBT SERVICE				2,477	-	-	-	-	N/A

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
522320 RENTAL OF EQUIP & VEHICLES				
05715201 522320 -				.00
581100 PRINCIPAL-BONDS				
05715201 581100 -				.00
582100 INTEREST-BONDS				
05715201 582100 -				.00
583000 FISCAL AGENT'S FEES				
05715201 583000 -				.00
GRAND TOTAL				.00

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WATER DISTRIBUTION

Function

Division 44400 represents the cost center for the Water and Sewer Division of the Public Works Department. The Water-Sewer Division is primarily responsible for ensuring that the City has adequate water and sewer services. The 20 employees that are budgeted here are responsible for maintaining 200.5 miles of water lines and 140 miles of sewer lines. Expenses budgeted in this account include emergency repairs to lines, the normal maintenance of lines, the installation of water and sewer taps, the operation of lift stations, the installation of DDC's (Double Detector Check) valves on fire lines and the replacement of older infrastructure.

Major Goals & Objectives

- To provide potable water service to the citizens.
- To provide sanitary sewer service to the citizens.
- Twenty-percent system cleaning and video annually.
- Annual hydrant inspections.
- Implement water main inventory including GPS.
- Continue sanitary sewer GPS.
- Implement FOG (Fats, Oils, Grease) program.
- Implement Back Flow Preventer inspection program annually.
- Fire Line DDC program

Performance Measures

- Miles of water lines maintained
- Miles of sewer lines maintained
- Active addresses with water service: 15,625
- Active addresses with sewer service: 13,111
- FOG program to ensure restaurants are pumping their grease traps quarterly to ensure grease is not entering into our sewer system and to prevent sewer overflows.
- Back Flow prevention program to ensure our water system is protected from back siphonage.
- Fire Line DDC to ensure our water system is protected from back siphonage.

WATER DISTRIBUTION - 44400

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	765,234	802,060	792,107	891,098	98,991	12.5%
OTHER OPERATING	5,196,191	4,989,371	5,230,556	4,226,545	(1,004,011)	-19.2%
TOTAL EXPENDITURES	5,961,425	5,791,431	6,022,663	5,117,643	(905,020)	-15.0%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	21.00	20.00	19.00	20.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER DISTRIBUTION

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
05444401	511100		REG/FULL TIME EMPLOYEES	665,810	696,373	690,798	782,910	92,112	13.3%
05444401	511300		OVERTIME	50,283	53,950	53,000	53,000	-	0.0%
05444401	512200		SOC SEC/FICA CONTRIB	47,840	50,801	45,909	51,188	5,279	11.5%
05444401	512900		OTHER EMPLOYEE BENEFITS	1,300	937	2,400	4,000	1,600	66.7%
05444401	521200		PURCH PROFESSIONAL SVC	25,976	24,867	25,000	65,000	40,000	160.0%
05444401	521300		PURCH TECHNICAL SVCS	369,677	367,894	395,700	375,000	(20,700)	-5.2%
05444401	521400		PURCH SOFTWARE	-	1,666	28,000	14,800	(13,200)	-47.1%
05444401	522200		REPAIRS & MAINTENANCE	66,628	37,525	147,890	157,000	9,110	6.2%
05444401	522210		R & M SEWER CLEAN UP	4,266	2,744	5,000	5,000	-	0.0%
05444401	523200		COMMUNICATIONS	18,496	10,928	15,220	11,060	(4,160)	-27.3%
05444401	523500		TRAVEL	1,562	3,572	5,000	3,000	(2,000)	-40.0%
05444401	523600		DUES & FEES	1,195	1,253	2,581	3,155	574	22.2%
05444401	523700		EDUCATION & TRAINING	4,783	10,096	16,742	7,150	(9,592)	-57.3%
05444401	531100		GEN SUPPLIES & MATERIALS	68,950	155,468	163,432	163,000	(432)	-0.3%
05444401	531220		ENERGY-NATURAL GAS	434	377	480	480	-	0.0%
05444401	531230		ENERGY-ELECTRICITY	3,611	3,521	4,200	4,200	-	0.0%
05444401	531270		ENERGY-GASOLINE/DIESEL	48,229	48,010	50,000	50,000	-	0.0%
05444401	531600		SMALL EQUIPMENT	84,625	39,152	62,512	23,900	(38,612)	-61.8%
05444401	531700		OTHER SUPPLIES	9,597	10,934	13,800	13,800	-	0.0%
05444401	541400		CAP OUTLAY-INFRASTRUCT	-	(889)	-	-	-	N/A
05444401	542100		CAP OUTLAY-MACH & EQ	18,772	-	-	-	-	N/A
05444401	561034		DEPRECIATION - INFRA	920,465	988,630	-	-	-	N/A
05444401	561054		DEPRECIATION - M&E	44,689	60,553	-	-	-	N/A
05444401	561064		DEPRECIATION - VEH	24,235	162,375	-	-	-	N/A
05444401	611016		OPER TRN OUT - WATER CIP	3,480,000	3,060,000	4,295,000	3,330,000	(965,000)	-22.5%
05444401	561044		DEPR-BLDGS-W/S	-	694	-	-	-	N/A
WATER DISTRIBUTION				5,961,425	5,791,431	6,022,663	5,117,643	(905,020)	-15.0%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
521200 PURCH PROFESSIONAL SVCS				
05444401 521200 -				65,000.00 *
Hep. shots , locksmith, tree service/ removal for water sewer etc:		1.00	25,000.00	25,000.00
Fats/Oils/Grease Program		1.00	40,000.00	40,000.00
521300 PURCH TECHNICAL SVCS				
05444401 521300 -				375,000.00 *
water system mapping / design mapping of water mains and valves		1.00	150,000.00	150,000.00
Sewer tv / Cleaning / design asset management - sewer mains		1.00	175,000.00	175,000.00
Annual Fee- Under Ground Utility Locating		1.00	15,000.00	15,000.00
Water Sampling , Leak Detection for water loss		1.00	35,000.00	35,000.00
521400 PURCH SOFTWARE				
05444401 521400 -				14,800.00 *
E gov Software Maintenance work order software		1.00	5,000.00	5,000.00
811 Software real time under ground reporting		1.00	4,000.00	4,000.00
Annual Maintenance sewer pump station/ software maintenance		1.00	3,000.00	3,000.00
cad software for in house small designs		1.00	1,000.00	1,000.00
Public Works will do own small project designs / not all projects need designed by engineering firm		1.00	800.00	800.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:

WATER AND SEWER FUND

software for equipment to score
sewer system rating it from
blocked to good.

yearly cost for software for
leak correlation device
emergency leak detection
this will allow staff to pin
point leaks , less damage to
property locating leaks on
water mains and services

VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
	1.00	1,000.00	1,000.00

522200 REPAIRS & MAINTENANCE

05444401 522200 -

Vehicle and Equipment repairs
breaks, tires , PM,s hydraulics
, fluids ,ect

Repairs to Locator
used to locate underground
utilities

Sewer Out Fall Clearing
Mowing and Clearing Sewer
outfall for preventive
maintenance

Water Valve and Manhole
Installation.

Water valves need to be
installed to shut water down
during emergency and isolate .

Camera Systems R & M
Sewer system camera repairs to
inspection parts
cost of repairs are very
expensive when it it needed
due to over all use of camera
equipment.
1 major repair could be over
the requested amount

Manhole installation to access
beginning of sewer mains, for

1.00	32,000.00	157,000.00 *
		32,000.00
1.00	5,000.00	5,000.00
1.00	40,000.00	40,000.00
1.00	45,000.00	45,000.00
1.00	20,000.00	20,000.00
1.00	15,000.00	15,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

preventive maintenance, as well
reduce sewer back ups,

VENDOR QUANTITY UNIT COST 2021 PROPOSED

522210 R & M SEWER CLEAN UP

05444401 522210 -	1.00	5,000.00	5,000.00 *
Reimbursement to customers for damage from flooding Water/ Sewer /Storm water Damages			5,000.00

523200 COMMUNICATIONS

05444401 523200 -	12.00	450.00	11,060.00 *
Verizon cell phones 10 units for crew leaders over trucks need phones to answer for all calls coming from Public Works office			5,400.00
Customer Mailing procedures to communicate with residents	1.00	2,000.00	2,000.00
Wi-Fi Boxes for field computers \$40.00 x7x12 for field communications to , GIS maps and work orders	12.00	280.00	3,360.00
Cost of Replacement Phones due to damage	1.00	300.00	300.00

523500 TRAVEL

05444401 523500 -	1.00	6,000.00	3,000.00 *
Travel and Lodging for water sewer staff / Director and Assistant Director Training - out of town food and lodging fees			6,000.00
Dept advised okay to reduce by	1.00	3,000.00	-3,000.00

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND
half.

VENDOR QUANTITY UNIT COST 2021 PROPOSED

523600 DUES & FEES

05444401 523600 -			3,155.00 *
Renewal of State License	12.00	120.00	1,440.00
Water Distribution , Waste			
Water collections 12 total			
licences in department among			
staff			
GRWA membership dues for 6	1.00	900.00	900.00
staff members x 150.00 per			
member			
AWWA membership dues	3.00	85.00	255.00
Frank , Bo, Paul			
GAWP membership dues	6.00	50.00	300.00
Frank, Bo, Paul , Jason , Guy ,			
Donald			
APWA Membership	1.00	260.00	260.00
FRank, Bo, Mark			

523700 EDUCATION & TRAINING

05444401 523700 -			7,150.00 *
Training and Re-certification	4.00	500.00	2,000.00
for state license			
required training and points			
-state license			
CDL license training	6.00	50.00	300.00
Commercial Drivers license			
Confined Space / Competent	5.00	600.00	3,000.00
person Training			
Mandatory training for onsite			
card holder			
W/S staff training for state	1.00	5,000.00	5,000.00
license, New Applicants for			
state license.			
Work zone, Flagging ,NPDES, Pit	1.00	3,000.00	3,000.00
certification. Mandatory			

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
training for staff		1.00	1,000.00	1,000.00
Certified Public Works Managers Training Bo Jones		1.00	7,150.00	-7,150.00
Dept advised okay to reduce by half.				

531100 GENERAL SUPPLIES & MATERIALS

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
05444401 531100 -				163,000.00 *
Hip and knee boots, Gloves-blue and brown palms, gloves		1.00	5,000.00	5,000.00
Grass seed, pine and wheat straw, Etc, Water operating supplies		1.00	24,000.00	24,000.00
Asphalt, Cement, Concrete, lumber Water Operating Supplies		1.00	25,000.00	25,000.00
Manhole plugs, Hooks, U-Channel, rods, Hydrant parts		1.00	48,000.00	48,000.00
Sewer Aid, Dye, Smoke, And Chemicals Water Operating Supplies		1.00	9,000.00	9,000.00
Paper goods , Cups, Paper towels, toilet Paper, Water operating supplies		1.00	24,000.00	24,000.00
Printing, Paper, Ink, Toners Water operating supplies		1.00	9,000.00	9,000.00
Deodorizer, Bathroom sprays, First aid kits Water operating Supplies		1.00	9,000.00	9,000.00
Rope, Chain, string, Paint, metal, nails, Screws, Water operating Supplies		1.00	10,000.00	10,000.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
531220 ENERGY-NATURAL GAS				
05444401 531220 -				480.00 *
Natural Gas, Sewer pumping Station		12.00	40.00	480.00
531230 ENERGY-ELECTRICITY				
05444401 531230 -				4,200.00 *
Electricity for Sewer pumping Station Power		12.00	350.00	4,200.00
531270 ENERGY-GASOLINE/DIESEL				
05444401 531270 -				50,000.00 *
Unleaded Fuel, Fuel W/S vehicles		12.00	1,833.34	22,000.08
Diesel fuel		12.00	2,333.34	28,000.08
Fuel large Trucks And Equipment		1.00	.16	-.16
Round down to whole number				
531600 SMALL EQUIPMENT				
05444401 531600 -				23,900.00 *
Light bar for Water sewer, Changing out older light bars for brighter lights		1.00	1,100.00	1,100.00
Auto line flushing systems, Water Quality		4.00	3,500.00	14,000.00
Gas detector safety inside of pits or large meters		1.00	1,800.00	1,800.00
Replacement tools or small Equipment , Concrete saws, tools chest , safety equipment		1.00	2,000.00	2,000.00
		1.00	5,000.00	5,000.00

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City of Smyrna
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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
new tracks for Takeuchi tractor				
531700 OTHER SUPPLIES				
<hr/>				
05444401 531700 -				13,800.00 *
Required uniforms		23.00	500.00	11,500.00
Pants, shirts Jacket, and Boots				
Polo shirts for supervisor,		1.00	1,800.00	1,800.00
admin and Director				
PW dress shirts for supervisors		1.00	500.00	500.00
uniforms added for new utility				
locator				
pants , shirts ,jacket, boots				
611016 OPER TRANS OUT - 506				
<hr/>				
05444401 611016 -				3,330,000.00 *
W/S transfer to cover budgeted		1.00	3,330,000.00	3,330,000.00
W/S CIP projects				

GRAND TOTAL

4,226,545.00

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WATER SUPPLY

Function

Division 44200 contains appropriations for those line items that are not specifically related to a single division, such as operating transfers, payments to Cobb County for purchase of water and treatment of wastewater, and unforeseen expenses.

Major Goals & Objectives

- Provide adequate funds for the purchase of water and treatment of wastewater, operating transfers, and contingency expenses.

Performance Measures

- Measure certain allocated costs related to Water/Sewer Fund

WATER SUPPLY - 44200

EXPENDITURES	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Difference	% Diff.
TOTAL SALARIES/BENEFITS	398,193	524,363	524,200	556,504	32,304	6.2%
OTHER OPERATING	10,846,311	11,523,493	11,615,352	11,851,449	236,097	2.0%
TOTAL EXPENDITURES	11,244,504	12,047,856	12,139,553	12,407,953	268,400	2.2%

STAFFING	FY18	FY19	FY20	FY21 Recomm
PERSONNEL - FTE	0.00	0.00	0.00	0.00

FY 2021 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER SUPPLY

Org	Obj	Proj	Description	FY18 Actual	FY19 Actual	FY20 Revised	FY21 Recomm	FY21/FY20 Diff	% Diff
05144201	512100		GROUP INSURANCE	209,026	339,338	297,383	324,000	26,617	9.0%
05144201	512110		COMM HEALTH NETWORK	6,396	6,396	6,750	6,750	-	0.0%
05144201	512111		PRESCRIPTIONS	52,656	53,643	66,420	52,920	(13,500)	-20.3%
05144201	512400		RETIREMENT CONTRIBS	99,444	99,131	123,912	144,248	20,336	16.4%
05144201	512450		RETIREMENT 401A CONTR	4,261	4,328	6,985	5,886	(1,099)	-15.7%
05144201	512700		WORKER'S COMPENSATION	26,410	21,528	22,750	22,700	(50)	-0.2%
05144201	523100		INS OTHER THAN EE BEN	38,632	37,948	47,622	48,808	1,186	2.5%
05144201	523200		COMMUNICATIONS	-	1,041	1,902	1,441	(461)	-24.2%
05144201	531210		ENERGY-WATER/SEWERAGE	8,930,746	9,683,429	9,900,398	10,129,000	228,602	2.3%
05144201	574000		BAD DEBTS	135,806	191,175	-	-	-	N/A
05144201	611000		OPER TRANS OUT-GEN FUND	1,591,127	1,489,900	1,542,430	1,535,200	(7,230)	-0.5%
05144201	611015		OPER TRANS OUT - VEH REPLC	150,000	120,000	123,000	137,000	14,000	11.4%
WATER SUPPLY				11,244,504	12,047,856	12,139,553	12,407,953	268,400	2.2%

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City of Smyrna
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2021 FY2021 Operating Budget

ACCOUNTS FOR:
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2021 PROPOSED
523100 INS OTHER THAN EMP BEN				
05144201 523100 -				48,808.00 *
W/S allocation (6.0%)		1.00	48,808.00	48,808.00
523200 COMMUNICATIONS				
05144201 523200 -				1,441.00 *
W/S allocation (6%) for vehicle GPS tracking.		1.00	1,441.00	1,441.00
531210 ENERGY-WATER/SEWERAGE				
05144201 531210 -				10,129,000.00 *
Projected wholesale purchase of water		1.00	10,129,000.00	10,129,000.00
611000 OPER TRANS OUT-GEN FUND (101)				
05144201 611000 -				1,535,200.00 *
Transfer-out to reimburse GF budget for W/S expenses otherwise covered by the GF.		1.00	1,535,200.00	1,535,200.00
611015 OPER TRANS OUT - 612				
05144201 611015 -				137,000.00 *
Transfer to VRF for proportionate share of contributions		1.00	137,000.00	137,000.00

GRAND TOTAL

11,851,449.00

** END OF REPORT - Generated by Jered Sigmon **