



# **FY 2017 Budget Book**

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# Memo



To: Mayor and Council  
From: Mike L. Jones, City Administrator  
Date: June 6, 2016  
Re: FY 2017 Recommended Budget

Staff is requesting your consideration of the recommended FY 2017 Budget totaling \$93,200,675. This submittal is based on information obtained and revised throughout the initial phases of the budgeting process. Adjustments may be necessary as the current fiscal year budget closes out. Revenue projections are based on historical data, collections year-to-date, property assessments performed by the Cobb County Tax Assessor's Office, and other sources. Expenditures are based on departmental requests and negotiated adjustments in keeping with each department's Function, Goals, and Measures. The capital projects presented are based on the recommendations of the CIP Committee.

## CONTENTS OF BUDGET BOOK

Overview	Fund level summaries of revenues and expenditures and the impact on reserves with a comparison to the FY 2016 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 2017 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	Detailed descriptions of FY 2017 recommended projects and overall five year plan.
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.

## BALANCED BUDGET

Below are some of the more prominent items contained within the FY 2017 Budget:

- The proposed budget has been balanced for each individual fund with transfers to or from cash reserves. The transfer amounts are shown on the schedule titled “Budget Summary by Fund” found on page 10.
- The General Fund is balanced without a transfer to/from cash reserves. The contingency budget is recommended at \$609K for FY 2017. This includes approximately \$270K for an employee merit increase for Mayor & Council consideration in January 2017. The contingency is a decrease from the \$1.15M budgeted in FY 2016, but the larger contingency also included \$435K for a one-time salary table adjustment and cost of living adjustment.
- The E-911 Fund includes a transfer of \$213K from the General Fund. This transfer, along with the state-mandated E-911 fees collected from phone companies, provides sufficient revenues to cover operating expenditures.
- The Hotel/Motel Fund will transfer \$525K to the General Fund and \$41K to reserves. The Auto Rental Tax Fund includes anticipated revenues of \$125K which are transferred for use to the Hotel/Motel Fund.
- The other Special Revenue Funds including CDBG, Confiscated Assets, Donations & Special Fees, and Multiple Grant Fund are budgeted based on available cash.
- The Capital Project Fund will be funded by a transfer from the General Fund. The General Fund will transfer \$1.03M to fund 21 projects in FY 2017.
- The Water/Sewer Fund is balanced with a transfer of \$871K from cash reserves. Consistent with prior years, it includes a \$1,591,127 transfer to the General Fund.

### **OPERATING BUDGET CHANGES FROM FY 2016 BY FUND**

The requested and proposed increase (decrease) for the FY 2017 Operating Budget by fund as compared to the FY 2016 revised budget is as follows:

Source	Requested Incr/(Decr)	% Change	Recommended Incr/(Decr)	% Change
General Fund	2,909,299	6.9%	2,325,111	5.5%
E-911 Fund	51,442	3.5%	50,308	3.5%
Hotel/Motel Fund	188,085	16.0%	332,564	28.3%
Other Special Revenues	(146,350)	(21.6%)	(146,350)	(21.6%)
SPLOST – 2011	(5,027,000)	(78.7%)	(5,027,000)	(78.7%)
SPLOST – 2016	10,359,058	223.3%	10,359,058	223.3%
GF/E911 Capital Proj	44,696	3.3%	(320,304)	(23.7%)
Vehicle Repl Fund	(161,881)	(13.2%)	(275,881)	(22.5%)
Enterprise Funds	7,269,824	33.2%	4,942,596	22.6%
<b>Total</b>	<b>15,487,174</b>	<b>19.1%</b>	<b>12,240,103</b>	<b>15.1%</b>

## REVENUE PROJECTIONS

- General Fund revenues are projected to be up \$2.3M over the prior year. This increase is mainly driven by the Cobb County Tax Assessor's re-valuation of residential property. Although the city's millage rate will remain level at 8.99 mills, the net tax digest will rise by 7% due to higher valuations and new development. In most cases, residents with the Smyrna Floating Homestead Exemption will not see an increase.
- Municipal Court revenues decreased 35% from FY 2014 to FY 2015. Collections in FY 2016 have continued this downward trend. In addition, the state has eliminated the ability of local governments to charge a fine for failure to appear in court. As a result, this budget projects total Court revenues of 1,059,000 (a 19% decrease from the \$1.3M budgeted in FY 2016).
- Revenues in the Hotel/Motel Fund are projected to increase 19% for FY 2017. These revenues are based on an agreement with the Cobb-Marietta Coliseum and Exhibit Hall Authority to impose a tax on each room night occupied in Smyrna hotels and motels and to return a portion to the municipality. The rate is set by City ordinance, and increased revenues are expected due to continuing growth in the tourism and hospitality industry. Other special revenue fund revenues have been based on available cash and anticipated reimbursement from outside sources.
- Revenues from E-911 fees are projected to remain consistent with the prior year. However, overall revenues for the E-911 Fund will be up 3.5% as the transfer-in from the General Fund has been increased to \$213K (up from \$179K in FY16 revised budget).
- The Water/Sewer Fund is projected to have a \$514K increase (2.9%) in revenues. This takes into account the automatic pass-through of the Cobb-Marietta Water Authority's 4% annual increase, which is scheduled through 2018.

## EXPENDITURES

- General Fund expenditures have been increased by 5.5% in the FY 2017 budget. The largest portion of this increase is related to increases in group insurance. Other significant budgeted expenditures include new personnel requests, a larger transfer to the Vehicle Replacement Fund, new infrastructure costs, and higher water/sewer charges. See the "Other Highlights" section of this memo for other planned expenditures.
- Water/Sewer Fund expenditures have been increased by 7.6% in the FY 2017 budget. Increases are due primarily to higher group insurance costs, a larger transfer to the Water/Sewer Capital Projects Fund, and higher water/sewer wholesale costs.

## **PERSONNEL**

- In FY 2017, the full-time employee salary line items for Public Safety, Sanitation, and Water Distribution have been budgeted at 97% to account for turnover in these departments. Highways & Streets is budgeted at 98%. Current year actuals are in line with these budget projections.
- New personnel requests totaling \$1.4M in annual cost were received from the departments. These included 26 new full-time positions and one part-time position. During the budget process, 17 full-time positions and one part-time position were cut. The remaining nine positions were funded at three quarters of a fiscal year for a total budgeted impact of \$406K.
- Additionally, five reclassification requests are being recommended. A new Parks Maintenance division will be supported in part by two reclassified positions: the Streets Foreman will become the Parks Supervisor, and a Crew Leader will become the Parks Foreman. Police Administration will reclassify one Police Officer to Police Sergeant. An unfilled Police Officer position will be reclassified to a Central Records Assistant. All Police Captain positions will be changed to Police Major.

## **CAPITAL PROJECTS**

- The Capital Project Fund is funded by a transfer-in from the General Fund. Of the \$1.4M in requests submitted for funding in FY 2017, the CIP Committee is recommending approval of 21 capital projects totaling \$1.03M.
- The Water/Sewer Capital Projects Fund includes \$6.74M for infrastructure projects. It will be funded by a transfer-in from the Water/Sewer Fund and use of reserves.
- The Storm Water Fund includes \$910K for infrastructure projects. The revenue for this fund is a storm water fee based on impervious surface. Revenues are projected at \$936K, so this fund is expected to contribute \$26K to cash reserves.
- The Vehicle Replacement Fund includes expenditures of \$949K. These capital expenditures are funded by transfers-in from the General Fund and Water/Sewer Fund.

## **OTHER HIGHLIGHTS**

- A new Parks Maintenance division is proposed to be organized under the supervision of the Director of Parks & Recreation. This will involve the reassignment of six full-time positions and one part-time position from the Highways & Streets division. The addition of two new positions has also been recommended. The organizational structure will include a supervisor, foreman, two crew leaders, and four crew workers. A part-time crew worker will allow flexibility for weekend staffing.

- Every ten years, the City is required to complete a full update of its 20-Year Comprehensive Plan. Mayor & Council must adopt the updated plan by August 2016, and it will be submitted to the Atlanta Regional Commission for review. This \$125K expenditure has been budgeted under the Community Development department.
- Two studies have been budgeted to help understand and address the impacts of the new Atlanta Braves development adjacent to City limits. \$25K has been budgeted in the CIP to fund the 20% portion of an 80/20 Livable Centers Initiative grant from the Atlanta Regional Commission. The funds will pay for an analysis of the land use, transportation, and urban design issues along the Spring Road corridor. Additionally, this budget proposes a \$70K expenditure under the Community Development department for a market study/analysis of the Braves halo effect. The study will be conducted by Georgia Tech and will help determine what type of development the area might attract and/or feasibly support. This study will inform the department's plans for an overlay district to be established in FY 2017.
- \$50K has again been budgeted in the Hotel/Motel Fund to accommodate a management transition at the Smyrna Museum. The city-owned property has been staffed by volunteers from the Smyrna Historical & Genealogical Society since the museum's opening in 1999. The pending retirement of key volunteers necessitates this planned expenditure.
- In FY 2016, the City entered into an agreement with Zagster to provide 20 bicycles and install four stations as part of a new bike share program. After a successful first year, the City is committing to a fifth station in FY 2017. The annual maintenance contract for five stations will be approximately \$31K.
- In March 2015, the Mayor & Council voted to acquire the historic Reed House at 3080 Atlanta Road. A combination of CDBG and 2016 SPLOST funds will allow the city to renovate the structure and make it accessible for public use beginning spring 2017. The budget contains the expected \$1.2M in renovation funding.

## FY 2017 Budget Summary by Fund

Governmental Funds	Projected Revenues	Recommended Expenditures	Transfer To/(From) Cash Reserves
<b>General Fund</b>	<b>44,476,683</b>	<b>44,476,683</b>	-
<b>Special Revenue Funds</b>			
Auto Rental Tax Fund	125,000	125,000	-
CDBG Fund	225,840	225,840	-
Confiscated Assets - MCS Fund	16,379	16,379	-
Donations & Special Fees Fund	150,000	150,000	-
E-911 Fund	1,505,612	1,505,612	-
Hotel/Motel Fund	1,550,325	1,509,479	40,846
Multiple Grant Fund	12,551	12,551	-
<b>Total Special Revenue Funds:</b>	<b>3,585,707</b>	<b>3,544,861</b>	<b>40,846</b>
<b>Capital Project Funds</b>			
2005 SPLOST Fund	-	-	-
2011 SPLOST Fund	-	1,362,654	(1,362,654)
2016 SPLOST Fund	18,469,534	14,998,058	3,471,476
Capital Improvement Plan Fund	1,032,500	1,032,500	-
E-911 Capital Project Fund	-	-	-
<b>Total Capital Project Funds</b>	<b>19,502,034</b>	<b>17,393,212</b>	<b>2,108,822</b>
<b>Internal Service Funds</b>			
Vehicle Replacement Fund	950,000	949,000	1,000
<b>Total Internal Service Funds</b>	<b>950,000</b>	<b>949,000</b>	<b>1,000</b>
<b>Total Governmental Funds:</b>	<b>68,514,424</b>	<b>66,363,756</b>	<b>2,150,668</b>

Enterprise Funds	Projected Revenues	Recommended Expenditures	Transfer To/(From) Cash Reserves
Stormwater Fund	936,000	910,000	26,000
Water/Sewer Capital Project Fund	2,740,000	6,740,000	(4,000,000)
Water/Sewer Fund	18,315,750	19,186,919	(871,169)
<b>Total Enterprise Funds:</b>	<b>21,991,750</b>	<b>26,836,919</b>	<b>(4,845,169)</b>
<b>Total of All Budgeted Funds</b>	<b>90,506,174</b>	<b>93,200,675</b>	<b>(2,694,501)</b>

## FY 2017 - FY 2016 Budget Comparison

Governmental Funds	FY 2016 Revised	FY 2017 Recommended	Increase/ (Decrease)
<b>General Fund</b>	<b>42,151,572</b>	<b>44,476,683</b>	<b>2,325,111</b>
<b>Special Revenue Funds</b>			
Auto Rental Tax Fund	190,000	125,000	(65,000)
CDBG Fund	225,840	225,840	-
Confiscated Assets - MCS Fund	64,090	16,379	(47,711)
Donations & Special Fees Fund	150,000	150,000	-
E-911 Fund	1,455,304	1,505,612	50,308
Hotel/Motel Fund	1,176,915	1,509,479	332,564
Multiple Grant Fund	46,190	12,551	(33,639)
<b>Total Special Revenue Funds</b>	<b>3,308,340</b>	<b>3,544,861</b>	<b>236,521</b>
<b>Capital Project Funds</b>			
2005 SPLOST Fund	-	-	-
2011 SPLOST Fund	6,389,654	1,362,654	(5,027,000)
2016 SPLOST Fund	4,639,000	14,998,058	10,359,058
Capital Improvement Plan Fund	1,156,652	1,032,500	(124,152)
E-911 Capital Project Fund	196,151	-	(196,151)
<b>Total Capital Project Funds</b>	<b>12,381,457</b>	<b>17,393,212</b>	<b>5,011,755</b>
<b>Internal Service Funds</b>			
Vehicle Replacement Fund	1,224,881	949,000	(275,881)
<b>Total Internal Service Funds</b>	<b>1,224,881</b>	<b>949,000</b>	<b>(275,881)</b>
<b>Total Governmental Funds</b>	<b>59,066,249</b>	<b>66,363,756</b>	<b>7,297,507</b>

Enterprise Funds	FY 2016 Revised	FY 2017 Recommended	Increase/ (Decrease)
Stormwater Fund	657,028	910,000	252,972
Water/Sewer Capital Project Fund	3,399,548	6,740,000	3,340,452
Water/Sewer Fund	17,837,746	19,186,919	1,349,173
<b>Total Enterprise Funds</b>	<b>21,894,323</b>	<b>26,836,919</b>	<b>4,942,596</b>
<b>Total of All Budgeted Funds</b>	<b>80,960,572</b>	<b>93,200,675</b>	<b>12,240,103</b>

## **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.

General Fund revenues for FY 2017 are projected by Finance based upon historical data and tax digest projections by the Cobb County Assessor's Office. General Fund expenditures are requested by department heads to cover the costs of anticipated activities for the upcoming fiscal year. The recommended expenditures presented in the FY 2017 Budget Book reflect these requested expenditures after review and revision by Finance staff and by the City Administrator.

### **Special Revenue Funds**

#### *Community Development Block Grant (CDBG) Fund*

The CDBG Fund accounts for the projects the City intends to complete with allocated CDBG federal grant funds. Expenditures coming out of this fund are fully reimbursed through the grant proceeds so there is no fiscal impact on the General Fund for these projects.

CDBG expenditures for FY 2017 represent the City's estimated allocation of grant funds. The revenues are budgeted to offset the expenditures after reimbursement through grant proceeds.

#### *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 for this fund 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 (Fire and Community Development, separately), Tree Bank, Jonquil Jog Road Race, Community Garden, and Police Forfeited Funds.

The revenues and expenditures for this fund are budgeted at \$150,000 as an estimate of the combined total activity from all the various cash accounts.

### *E-911 Fund*

The E-911 Fund provides for the staffing and maintenance of the City's E-911 system. 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. Expenses reflect the cost of operating and maintaining the system. The General Fund subsidizes the E-911 Fund to cover the difference between the total expenditures for the operations and maintenance of the E-911 system and the revenues received through the E-911 fees. The recommended total subsidy to the E-911 Fund for the FY 2017 budget is \$213K.

E-911 Fund revenues for FY 2017 are projected by Finance based upon historical data and FY 2016 year-to-date actuals. E-911 Fund expenditures were requested by the Chief of Police to cover the anticipated costs of operating and maintaining the E-911 system. The recommended expenditures presented in the FY 2017 Budget Book reflect these requested expenditures after review and revision by Finance and by the City Administrator.

### *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 are passed on to the Cobb-Marietta Coliseum and Exhibit Hall Authority according to an intergovernmental agreement we have with the Authority. Expenditures include the staffing of the Community Relations department and operating expenses related to the promotion of travel and tourism.

Hotel/Motel Fund revenues are projected by Finance based upon historical data and FY 2016 year-to-date actuals. Hotel/Motel Fund expenditures were requested by the Director of Community Relations to cover the department's anticipated costs of the planned activities for the upcoming fiscal year. The recommended expenditures presented in the FY 2017 Budget Book reflect these requested expenditures after review and revision by Finance and by the City Administrator.

### *Multiple Grant Fund*

The Multiple Grant Fund holds the proceeds from several miscellaneous public safety grants awarded to the City. Revenues and expenditures are budgeted as the available cash balance because staff cannot estimate which grants will be renewed and when grant proceeds will be spent.

## **Capital Project Funds**

### *2005 SPLOST Fund*

The 2005 SPLOST Fund holds the City's revenues received from the 2005 1% Special Purpose Local Option Sales Tax (SPLOST). There are no new revenues or expenditures budgeted for FY 2017.

### *2011 SPLOST Fund*

The 2011 SPLOST Fund holds the City's revenues received from the 2011 1% Special Purpose Local Option Sales Tax (SPLOST). The expenditures budgeted for this fund represent anticipated project costs as provided by Croy Engineering, LLC which serves as the City's project manager for all SPLOST projects.

### *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. Expenditures budgeted for this fund represent anticipated project costs as provided by Croy Engineering, LLC which serves as the City's project manager for all SPLOST projects.

### *Capital Improvement Plan Fund*

The Capital Improvement Plan (CIP) is a document approved by Mayor & Council each year in conjunction with the annual operating budget that lists the upcoming capital improvement projects for the City. The CIP Fund provides the funding for these projects for all General Fund departments except for E-911.

Department heads submitted requests for projects they proposed be included in the recommended CIP. The recommended CIP Fund expenditures as presented in the FY 2017 Budget Book represent these requests after review and revision by Finance and by the City Administrator. Staff recommends a \$1,032,500 transfer from the General Fund to fund the recommended projects.

### *E-911 Capital Projects Fund*

The E-911 Capital Projects Fund was created in FY 2015. This fund was established to hold all capital project requests for the City's E-911 Communications system to be funded through an operating transfer from the General Fund. Breaking the E-911 Capital Projects Fund out separates the E-911 capital projects from the recommended capital projects for all other General Fund departments. This makes it easier to see how much the General Fund is subsidizing the E-911 Fund.

There are no E-911 Capital Projects Fund revenues or recommended expenditures for FY 2017. Two upcoming projects scheduled for implementation over the next two years will be funded instead by the 2016 SPLOST. These include upgrading fire station alarms and upgrading emergency radios to maintain compatibility with the Cobb County radio system.

## **Internal Service Funds**

### *Vehicle Replacement Fund*

The Vehicle Replacement Fund was created in FY 2014 and was established to provide funding for the replacement of vehicles and rolling equipment. Replacement criteria include mileage and age of each vehicle and piece of equipment. The Budget Office tracks the data and makes a recommendation each year for vehicles to be replaced.

The Vehicle Replacement Fund is funded through operating transfers from both the General Fund and the Water/Sewer Fund for the recommended cost of replacing vehicles for each fund's departments. Expenditures relate to the recommended replacement costs. These expenditures are broken down into projects corresponding to each department's vehicles ensuring that each department does not spend more than the adopted amount of recommended replacement each fiscal year.

## **Enterprise Funds**

### *Storm Water Fund*

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 based upon square feet of impervious surface. Receiving these revenues into this newly created fund secures these storm water fees as a funding source to provide for the improvements and maintenance of the City's storm water system. Storm water expenses were requested by the Director of Public Works to cover the anticipated costs. The recommended expenses presented in the FY 2017 Budget Book reflect these requested expenses after review and revision by Finance and the City Administrator.

### *Water/Sewer Capital Project Fund*

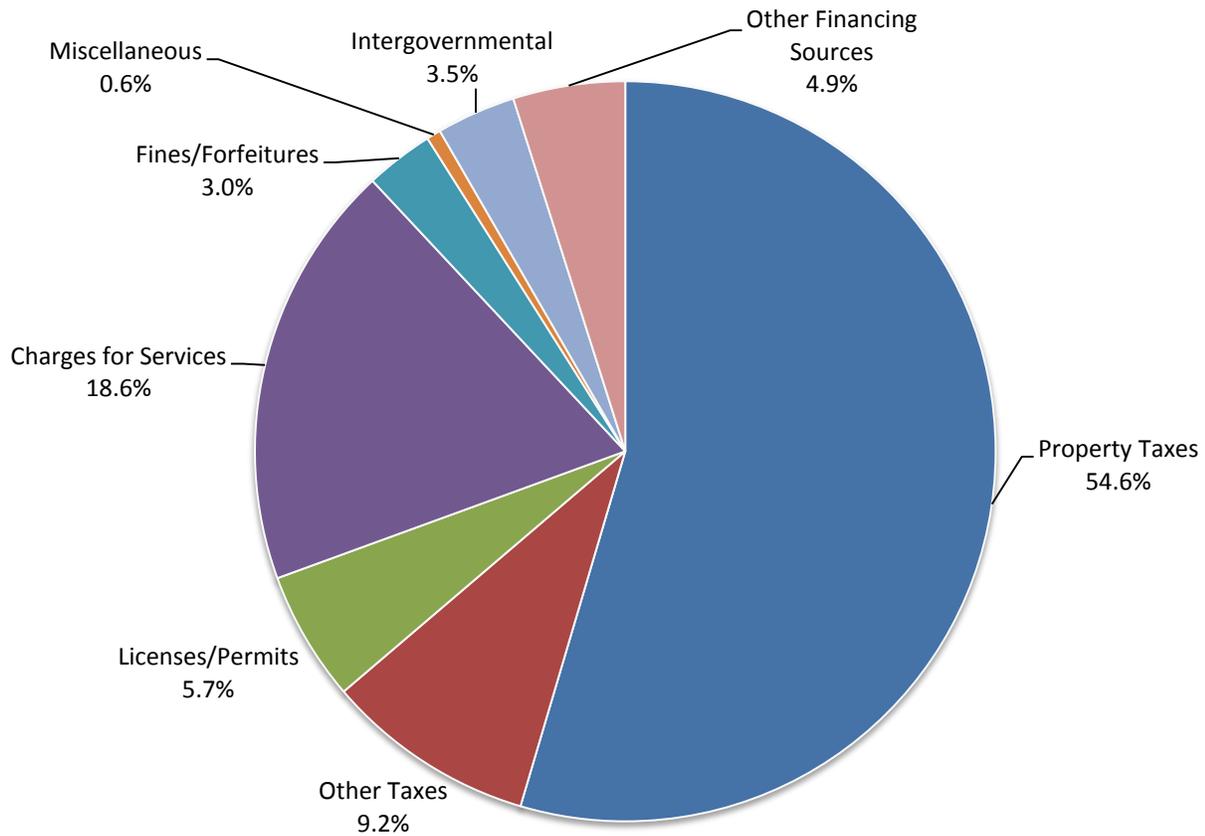
The Water/Sewer Capital Project Fund was created in FY 2014. This fund was established to hold the capital projects for the Water/Sewer fund and to hold the Water/Sewer Renewal & Extension cash account. Revenues of this fund are operating transfers from the Water/Sewer Fund. Expenses are the recommended capital projects for the Water/Sewer Fund departments.

### *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 water and sewer services billed to customers. Expenses reflect the costs of operating and maintaining the systems.

Water/Sewer Fund revenues for FY 2017 are projected by Finance based upon historical data and FY 2016 year-to-date actuals. Water/Sewer Fund expenses are requested by department heads of the Water/Sewer departments to cover anticipated costs of operating and maintaining the water and sewer systems. The recommended expenses presented in the FY 2017 Budget Book reflect these requested expenses after review and revision by Finance and by the City Administrator.

## Projected General Fund Revenues Summary by Source



Category	FY 2015 Actuals	FY 2016 Revised	FY 2017 Projected	% of Fund Total
Property Taxes	22,067,659	22,787,750	24,269,850	54.6%
Other Taxes	3,733,816	3,615,000	4,084,000	9.2%
Licenses/Permits	2,746,851	2,523,000	2,526,250	5.7%
Charges for Services	8,170,993	8,048,497	8,278,380	18.6%
Fines/Forfeitures	1,496,354	1,650,000	1,329,500	3.0%
Miscellaneous	400,820	270,000	276,500	0.6%
Intergovernmental	1,337,307	1,337,000	1,538,000	3.5%
Other Financing Sources	2,303,227	1,920,325	2,174,203	4.9%
<b>Total General Fund</b>	<b>42,257,027</b>	<b>42,151,572</b>	<b>44,476,683</b>	<b>100.0%</b>

## Summary of Projected Special Revenue Fund Revenues

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Projected
<b>Auto Tax Rental Fund</b>	161,634	190,000	125,000
<b>CDBG Fund</b>	211,404	225,840	225,840
<b>Confiscated Assets - MCS Fund</b>	54,665	64,090	16,379
<b>Donations &amp; Special Fees Fund</b>	232,248	150,000	150,000
<b>E-911 Fund</b>			
Charges for Services	1,212,378	1,275,000	1,292,000
Miscellaneous	1,219	1,500	1,000
Other Financing Sources	370,900	178,804	212,612
<b>Total E-911 Fund</b>	1,584,497	1,455,304	1,505,612
<b>Hotel/Motel Fund</b>			
Other Taxes	1,120,449	1,100,000	1,400,000
Charges for Services	18,924	15,000	25,325
Miscellaneous	-	-	-
Other Financing Sources	161,634	190,000	125,000
<b>Total Hotel/Motel Fund</b>	1,301,007	1,305,000	1,550,325
<b>Multiple Grant Fund</b>	80,958	46,190	12,551
<b>Total Special Revenue Funds</b>	<b>3,626,414</b>	<b>3,436,424</b>	<b>3,585,707</b>

### Summary of Projected Capital Project Fund Revenues

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Projected
2005 SPLOST Fund	498	-	-
2011 SPLOST Fund	11,081,432	6,389,654	-
2016 SPLOST Fund	-	4,123,178	18,469,534
Capital Improvement Plan Fund	846,800	1,156,652	1,032,500
E-911 Capital Project Fund	210,000	-	-
<b>Total Capital Project Funds</b>	<b>12,138,730</b>	<b>11,669,484</b>	<b>19,502,034</b>

### Summary of Projected Internal Service Fund Revenues

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Projected
Vehicle Replacement Fund	730,000	800,000	950,000
<b>Total Internal Service Funds</b>	<b>730,000</b>	<b>800,000</b>	<b>950,000</b>

### Summary of Projected Enterprise Fund Revenues

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Projected
Stormwater Fund	389,222	900,000	936,000
Water/Sewer Capital Project Fund	2,000,000	2,220,000	2,740,000
Water/Sewer Fund	18,340,752	17,802,166	18,315,750
<b>Total Enterprise Funds</b>	<b>20,729,974</b>	<b>20,922,166</b>	<b>21,991,750</b>

<b>Total of All Budgeted Funds</b>	<b>79,482,145</b>	<b>78,979,647</b>	<b>90,506,174</b>
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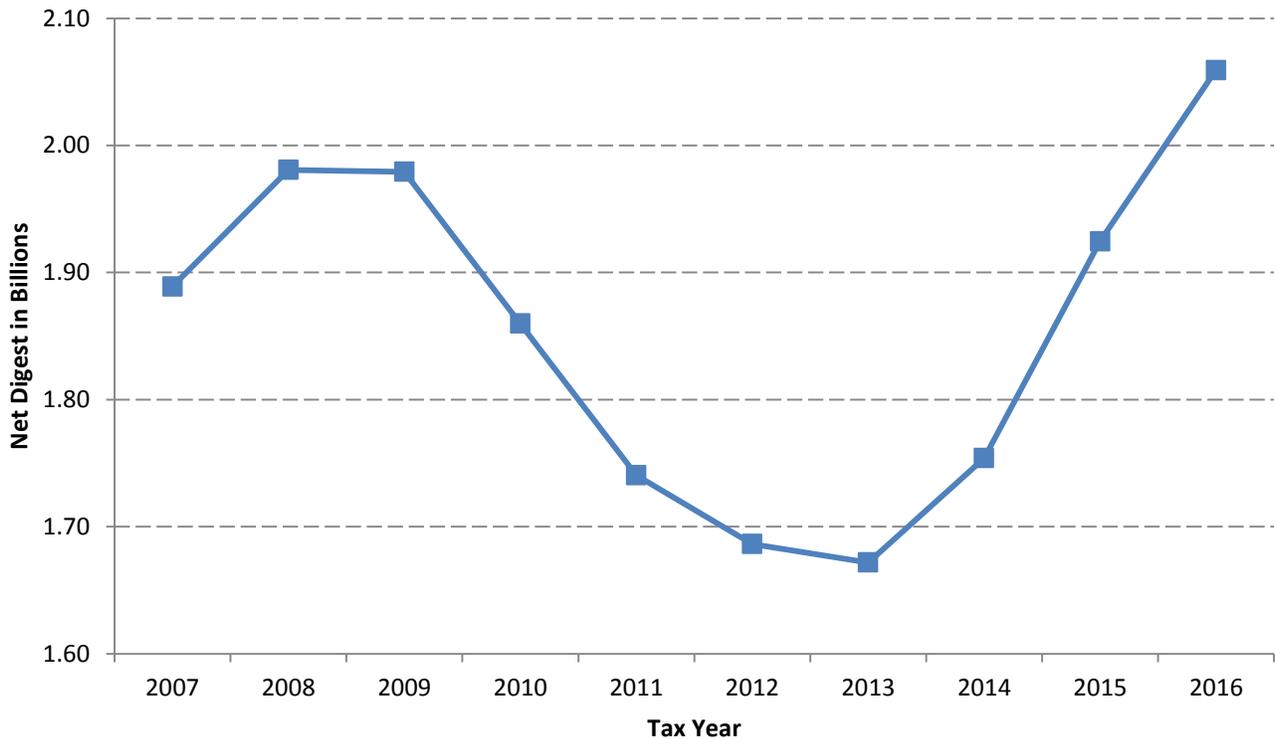
## Estimated Net Property Tax Digest

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 of 8.99 mills to estimate property tax revenues.

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 2016. The Assessor's office indicates this increase is due primarily to higher valuations of residential properties. After bottoming out in 2013, Smyrna's tax digest has rebounded strongly. Anticipated growth this year should bring the digest above its prior peak in 2008.

Tax Year	Net Property Tax Digest	% Change from Prior Year
2007	\$1,889,061,283	#N/A
2008	\$1,980,735,566	4.85%
2009	\$1,979,308,210	-0.07%
2010	\$1,859,843,154	-6.04%
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*	\$2,059,287,678	7.00%

\*Preliminary estimates based on current information.



### FY 2017 Projected General Fund Revenues

Obj	Account	Revenue Description	FY15 Actuals	FY16 Revised	FY17 Projected	FY17/FY16 Difference	% Diff
311100	REAL PROP TAX - CURR YR	Ad valorem taxes levied on assessed value of property.	15,593,762	16,410,000	18,046,000	1,636,000	10.0%
311110	REAL PROP-PUB UTIL - CY	Ad valorem taxes levied on property of public utilities.	299,594	285,000	285,000	-	0.0%
311200	REAL PROP TAX-PRIOR YR	Revenues from collected prior year property taxes.	110,234	80,000	40,000	(40,000)	-50.0%
311310	PERS PROP TAX - VEH-CURR	Ad valorem taxes levied on motor vehicles.	2,000,768	2,100,000	1,842,000	(258,000)	-12.3%
311340	INTANGIBLES (REG & RECD)	Taxes levied on issuance of mortgages on real estate.	253,749	230,000	225,000	(5,000)	-2.2%
311350	RAILROAD EQUIPMENT TAX	Ad valorem taxes levied on railroad equipment.	788	750	850	100	13.3%
311600	REAL ESTATE TRANSFER TAX	Tax on real property when sold or transferred.	52,647	55,000	60,000	5,000	9.1%
311700	FRANCHISE TAX	Tax on using public right of way for private purposes.	3,729,229	3,600,000	3,744,000	144,000	4.0%
311790	GOLF CONCESSION FEES	Revenues from contract for Fox Creek golf course.	26,889	27,000	27,000	-	0.0%
314200	ALCOHOLIC BEV EXCISE TAX	Tax on alcohol wholesale distributors based on volume.	671,987	650,000	689,000	39,000	6.0%
314300	LOCAL 3% MIXED DRINK TAX	Tax levied on sale of liquor purchased by the drink.	123,558	115,000	138,000	23,000	20.0%
316200	INSURANCE PREMIUM TAX	Tax on premiums of all insurers with policies in the City.	2,764,966	2,700,000	3,097,000	397,000	14.7%
316300	FIN INSTITUTIONS TAX	Tax on gross receipts of financial institutions in the City.	68,378	70,000	85,000	15,000	21.4%
319100	PEN & INT-GEN PROP TAX	Penalties and interest on late property tax payments.	97,831	75,000	70,000	(5,000)	-6.7%
319500	PEN & INT-FIFA	Charge for tax lien recorded with Clerk of Supeior Court.	7,097	5,000	5,000	-	0.0%
321100	ALCOHOLIC BEVERAGE LIC	Fees collected for the issue of alcohol business licenses.	342,935	330,000	350,000	20,000	6.1%
321200	GENERAL BUSINESS LICENSE	Fees collected for the issue of general business licenses.	1,509,599	1,375,000	1,400,000	25,000	1.8%
322230	SIGN PERMIT	One time fees collected when applying for a sign permit.	41,660	30,000	42,000	12,000	40.0%
322300	TAXI OPERATORS PERMIT	Fees for applying for vehicle-for-hire permits.	7,248	7,000	-	(7,000)	-100.0%
322990	ADVERTISEMT FEES FOR LIC	Fees assessed to run ads for alcohol business licenses.	7,175	5,000	4,000	(1,000)	-20.0%
323120	BUILDING INSPECTION FEES	Fees for inspections conducted by Comm. Development.	806,007	750,000	700,000	(50,000)	-6.7%
323130	PLUMBING INSPECTION FEES	Fees when applying for a plumbing permit & inspection.	10,105	10,000	15,000	5,000	50.0%
323140	ELECTRIC INSPECTION FEES	Fees when applying for a electrical permit & inspection.	5,193	5,000	4,350	(650)	-13.0%
323160	AIR COND INSPECT FEES	Fees when applying for a HVAC permit & inspection.	8,080	6,000	8,400	2,400	40.0%
324100	PEN&INT-LICENSE & PERMITS	Penalties and interest on late business license fees.	8,848	5,000	2,500	(2,500)	-50.0%
336000	LOCAL GOV UNIT GRANTS	Revenues from local government grants.	-	-	-	-	#N/A
341120	COURT COST-PROBATION FEE	Fees collected from persons sentenced to probation.	102,318	105,000	70,000	(35,000)	-33.3%
341300	PLANNING & DEV FEES	Misc. charges for services from Comm. Dev. department.	58,932	30,000	60,000	30,000	100.0%
341400	PRINTING & DUPLIC SVCS	Fees for providing copies requested by public.	4,978	4,500	4,500	-	0.0%
341910	OTHER-ELECTION QUAL FEE	Fees for candidates qualifying for local elections.	-	-	-	-	#N/A
341930	OTHER-SALE OF MAPS & PUB	Fees for providing maps when requested by public.	-	-	-	-	#N/A
342120	SPEC POL SVC-ACCID/PERMS	Fees for providing accident reports from Police dept.	102,838	90,000	94,500	4,500	5.0%
342130	SPEC POL SVC-FALSE ALARM	Fees for emergency response to multiple false alarms.	20,700	18,000	23,000	5,000	27.8%
342330	DET&CORR SVC-PRISON HSG	Revenue from housing other municipality's prisoners.	437,170	450,000	400,000	(50,000)	-11.1%
342600	EMS TRAINING	Revenue from Fire staff training staff of other jurisdictions.	253	-	-	-	#N/A
342900	EMERGENCY MANAGEMENT	Money from the state for Emergency Management dept.	20,881	15,000	15,380	380	2.5%
344110	SANI-REFUSE COLLECTN CHG	Charges for garbage collection service.	6,180,551	6,280,000	6,406,000	126,000	2.0%
344130	SANI-SALE OF RECYCL MATL	Revenues from sale of mixed recycled materials.	5,428	5,000	15,000	10,000	200.0%
344190	SANI-OTHER CHARGES	Misc. charges for services from Sanitation dept.	48,700	45,000	36,000	(9,000)	-20.0%
344192	FUEL SURCHARGE	Fuel surcharge for sanitation service.	-	-	-	-	#N/A

Obj	Account	Revenue Description	FY15 Actuals	FY16 Revised	FY17 Projected	FY17/FY16 Difference	% Diff
344195	RECYCLE CTR DRY TRASH	Fees on disposal of dry solid waste at recycling center.	70	-	-	-	#N/A
346700	KSB RECYCLING	Revenues generated by KSB through recycling center.	6,882	5,000	3,000	(2,000)	-40.0%
346800	ADS RECYCLING	Revenues from agreement with Advanced Diposal.	19,452	20,000	18,000	(2,000)	-10.0%
346900	COMMERCIAL RECYCLING	Revenues for providing recycling services to businesses.	50,644	80,000	88,000	8,000	10.0%
347000	OIL RECYCLING	Revenues from sale of collected used motor oil.	288	500	-	(500)	-100.0%
347100	LIBRARY USE FEES	Misc. charges for Library services.	26,544	25,000	25,000	-	0.0%
347200	ACTIVITY FEES	Fees for use of recreational & other facilities.	639,094	543,797	600,000	56,203	10.3%
347210	ACTIVE NET FEES	Charged to the City for citizens' online use of ActiveNet.	-	-	-	-	#N/A
347300	EVENT ADMISSION FEES	Fees collected for admission to certain city events.	390	-	-	-	#N/A
347500	PROGRAM FEES	Fees collected for participation in recreation programs.	439,189	326,700	415,000	88,300	27.0%
347900	OTHER CULTURE/REC FEES	Misc. charges for other culture & recreation services.	5,746	5,000	5,000	-	0.0%
349300	BAD CHECK FEES	Fees applied when a bad check is written to the City.	(53)	-	-	-	#N/A
351170	COURT-MUNICIPAL	Fines from tickets or citations written within City limits.	1,150,983	1,300,000	1,059,000	(241,000)	-18.5%
351175	RESTITUTION	Revenues from court-ordered restitution paid to the City.	22,404	10,000	8,000	(2,000)	-20.0%
351500	LIBRARY FINES	Fines from when borrowed materials are returned late.	27,739	25,000	26,250	1,250	5.0%
351900	PROBATION FINES	Fines imposed by a judge for offenses or tickets.	295,229	315,000	236,250	(78,750)	-25.0%
361000	INTEREST REVENUES	Interest revenues from the General Fund cash account.	2,241	-	2,000	2,000	#N/A
361100	INTEREST RESERVE/INVEST	Interest revenues from the reserve cash account.	-	-	-	-	#N/A
361110	INTEREST FSA ACCOUNT	Interest revenues from the FSA account.	-	-	-	-	#N/A
381000	RENTS & ROYALTIES	Revenue from cell tower and bus stop shelter leases.	155,111	150,000	150,000	-	0.0%
381100	VILLAGE MAINT FEES	From agreement with building owners in Market Village.	86,694	90,000	62,000	(28,000)	-31.1%
381200	INTERGOVERNMENTAL REV489	Revenues from Cobb County in accordance with HB 489.	1,337,307	1,337,000	1,538,000	201,000	15.0%
382000	TELEPHONE COMMISSIONS	Charges for use of the jail phones by inmates.	29,147	25,000	25,000	-	0.0%
383000	INSURANCE REIMBURSEMENT	Insurance reimbursement for damages to City property.	92,442	-	15,000	15,000	#N/A
383100	DONATIONS	Miscellaneous donations.	-	-	-	-	#N/A
389000	OTHER MISC REVENUE	Any miscellaneous revenues that do not fit elsewhere.	35,185	5,000	22,500	17,500	350.0%
391110	OPER TRN IN-HOTEL(275)	Transfer in from Hotel/Motel fund.	333,659	300,000	525,000	225,000	75.0%
391115	OPER TRN IN E911 CIP (216)	Transfer in from E-911 CIP fund.	-	-	17,966	17,966	#N/A
391120	OPER TRN IN-HICKORY(376)	Transfer in from Hickory Lake Apartments fund.	246	-	-	-	#N/A
391150	OPER TRN IN - CIP(370)	Transfer in from CIP fund.	377,959	29,198	15,110	(14,088)	-48.2%
391175	OPER TRN IN-FIRE STA(285)	Transfer in from Fire Station Construction Grant fund.	237	-	-	-	#N/A
391200	OPER TRN IN-WATER (505)	Transfer in from Water/Sewer fund.	1,591,127	1,591,127	1,591,127	-	0.0%
391220	USE OF RESERVE(FUNDBAL)	Use of General Fund fund balance.	-	-	-	-	#N/A
392100	SALE OF GEN FIXED ASSETS	Proceeds from the sale of surplus fixed assets.	(0)	-	25,000	25,000	#N/A
<b>General Fund Total</b>			<b>42,257,027</b>	<b>42,151,572</b>	<b>44,476,683</b>	<b>2,325,111</b>	<b>5.5%</b>

### FY 2017 Projected E-911 Fund Revenues

Obj	Account	Description	FY15 Actuals	FY16 Revised	FY17 Projected	FY17/FY16 Difference	% Diff
342500	E-911 FEES	State mandated E-911 fees from phone companies	1,212,378	1,200,000	1,200,000	-	0.0%
361000	INTEREST REVENUES	Interest revenues from E-911 cash account.	1,219	1,500	1,000	(500)	-33.3%
361200	INTEREST-CORE REPLACEMENT	Interest revenues from core replacement account.	-	-	-	-	#N/A
381210	INTERGOVERNMENTAL REVENUE	Revenues passed on from state for prepaid wireless.	-	75,000	92,000	17,000	22.7%
391100	OPER TRN IN-GENERAL(101)	Transfer from General Fund.	370,900	178,804	212,612	33,808	18.9%
<b>E-911 Fund Total</b>			<b>1,584,497</b>	<b>1,455,304</b>	<b>1,505,612</b>	<b>50,308</b>	<b>3.5%</b>

### FY 2017 Projected Hotel/Motel Fund Revenues

Obj	Account	Description	FY15 Actuals	FY16 Revised	FY17 Projected	FY17/FY16 Difference	% Diff
314100	HOTEL/MOTEL TAXES	Tax from hotels & motels within city limits.	1,120,449	1,100,000	1,400,000	300,000	27.3%
314400	EXCISE TAX ON RENTAL VEH	Tax from vehicle rentals within city limits.	-	-	-	-	#N/A
341940	COMMSSN ON TAX COLLECTD	Received from Cobb Galleria for commission.	18,924	15,000	25,325	10,325	68.8%
347910	CAR TAGS	Sales of tags with Smyrna logo.	-	-	-	-	#N/A
361000	INTEREST REVENUES	Interest earned from Hotel/Motel fund cash account.	-	-	-	-	#N/A
391220	USE OF RESERVE (FUND BAL)	Use of fund balance reserves.	-	-	-	-	#N/A
391130	OPER TRANS IN - AUTO RENTAL	Transfer of Excise Tax revenues from Auto Rental Fund.	161,634	190,000	125,000	(65,000)	-34.2%
<b>Hotel/Motel Fund Total</b>			<b>1,301,007</b>	<b>1,305,000</b>	<b>1,550,325</b>	<b>245,325</b>	<b>18.8%</b>

### FY 2017 Projected Water/Sewer Fund Revenues

Obj	Account	Description	FY15 Actuals	FY16 Revised	FY17 Projected	FY17/FY16 Difference	% Diff
336000	LOCAL GOV UNIT GRANTS	Revenues from local government grants	-	-	-	-	#N/A
344210	WATER/SEWERAGE-WATER CHG	Revenues from metered water service.	5,550,862	5,427,166	5,970,000	542,834	10.0%
344215	WATER REFUNDS/ADJS	Water refunds and adjustments.	(69,098)	-	-	-	#N/A
344217	TOILET REBATE PROGRAM	Refunds for low-flow toilet rebate program.	(6,350)	(5,000)	(5,750)	(750)	15.0%
344255	WATER/SEWERAGE-SEWER CHG	Revenues from sewer service.	8,012,993	8,115,000	8,196,000	81,000	1.0%
344258	BASE RATE WATER & SEWER	Base rates for water and sewer service.	3,308,376	3,400,000	3,366,000	(34,000)	-1.0%
344260	STORM SEWER FEE	Revenues from stormwater fee.	537,794	-	-	-	#N/A
344265	SEWER TAP FEES	Fees from new service tapping into sewer.	320,630	300,000	258,000	(42,000)	-14.0%
344270	WATER TAP FEES	Fees from new service tapping into water.	281,250	250,000	223,000	(27,000)	-10.8%
344275	CONNECTION FEES	Fees generated from connection fees.	55,890	50,000	57,500	7,500	15.0%
344280	WS LATE FEES	Revenues from 10% penalty on late payments.	181,661	250,000	250,000	-	0.0%
349300	BAD CHECK FEES	Fees for checks returned NSF.	2,616	-	2,000	2,000	#N/A
361000	INTEREST REVENUES	Interest on water/sewer fund cash account.	(70,774)	-	-	-	#N/A
361250	INTEREST - DEBT SVC	Interest on debt service cash account.	-	-	-	-	#N/A
361300	INTEREST - DEBT RESERVE	Interest on debt reserve cash account.	-	-	-	-	#N/A
361400	INTEREST - R&E	Interest on renewal & extension cash account.	-	-	-	-	#N/A
383100	DONATIONS	Donations of neighborhood infrastructure.	-	-	-	-	#N/A
389000	OTHER MISC REVENUE	Revenue from other miscellaneous charges.	25,209	15,000	(1,000)	(16,000)	-106.7%
389100	CONTRIBUTED CAPITAL	Assets conveyed to City ownership.	209,694	-	-	-	#N/A
391220	USE OF RESERVE (FUND BAL)	Use of water/sewer fund balance.	-	-	-	-	#N/A
392100	SALE OF GEN FIXED ASSETS	Revenue from sale of Water/Sewer fund assets.	-	-	-	-	#N/A
<b>Water/Sewer Fund Total</b>			<b>18,340,752</b>	<b>17,802,166</b>	<b>18,315,750</b>	<b>513,584</b>	<b>2.9%</b>

# FY 2017 Schedule of Fees & Charges

## Summary of Proposed Changes

Staff proposes the FY 2017 Schedule of Fees & Charges with the following changes from the FY 2016 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 2017 Schedule of Fees & Charges.

### **Community Development**

The department has identified an existing fee that was not previously published in the Schedule of Fees & Charges. The fee for a preliminary plat is \$50 plus \$2 per lot.

The department has identified an existing fee that was not previously published in the Schedule of Fees & Charges. The fee for a final plat is \$25.

The department has proposed increasing the fee for a zoning certification letter. The fee would increase from \$10 to \$30 for consistency with other cities in the metro region.

The department has proposed increasing the fee to review a residential variance application. The fee would increase from \$100 to \$250 for consistency with other cities in the metro region.

The department has proposed increasing the base level occupational tax for retail businesses. There are two occupational tax schedules – one for retail (Gen 1) and one for services (Gen 2). The tax is based on business type and annual gross receipts. This change would increase the lowest tax for retail businesses from \$90 to \$95. This would make equal the lowest tax for businesses in retail and service industries.

The department has proposed eliminating the \$100 annual surcharge for home-based businesses. Home-based businesses will continue to pay the occupational tax appropriate for their business type and annual gross receipts. Cobb County has also eliminated this fee.

The department has proposed several fee changes for alcohol beverage licenses. These are recommended to remain consistent with Cobb County's fee schedule:

- Beer Pouring: Increase from \$575 to \$600
- Wine Pouring: Increase from \$575 to \$600
- Liquor Pouring: Increase from \$3,750 to \$5,000
- Sunday Sales (Restaurant): Increase from \$575 to \$1,000
- Beer Package: Increase from \$575 to \$600
- Wine Package: Increase from \$575 to \$600
- Liquor Package: Increase from \$1,470 to \$5,000

In addition to these changes, the department is proposing a similar increase for businesses with a Hotel Sundry Shop / Hotel Reception License (no existing alcohol permit). This fee would increase from \$575 for beer and wine to \$600.

## **Fire**

The department has proposed adding a new fee for a “Special Event Permit.” A site inspection and \$100 fee would be required before the fire marshal issues a permit.

The department has proposed adding a new fee titled “Firework Sales (Buildings).” By state law, a business must have an annual inspection to maintain its license to sell fireworks. The fire marshal would charge \$100 for this inspection.

The department has proposed adding a new fee for a “Consumer Firework Retail Sales Stand.” The \$500 fee per location is mandated by state law and would result in a permit for temporary sales.

The department has proposed a \$100 special use permit to allow the use or ignition of any consumer fireworks on any day, time, or location as not provided for under Title 25 Chapter 10.

The department has proposed adding a new fee titled “Mechanical (Hood & Suppression System).” The \$200 fee for review of such systems would be assessed during construction plan review.

The department has proposed increasing the fee for construction plan review for buildings more than 10,000 square feet. The fee would increase from \$0.015/SF to \$0.020/SF. The new minimum of \$200 would equal the same fee for plan review of smaller buildings.

To curb the number of building construction re-inspections, the department has proposed adding a \$100 fee for the first follow-up inspection. The second follow-up inspection would be increased from \$100 to \$150. The third and any subsequent inspections would be increased from \$150 to \$200.

## **Library**

The department has proposed a clarification of the existing fee for use of public computers. The fee is free for cardholders and \$1.00/hr for non-cardholders. The previous Schedule of Fees & Charges said free for residents and \$1.00/hr for visitors and non-residents.

The department has proposed a clarification of the existing fee for test proctoring. The \$10/hr service is made available to cardholders only.

The department has proposed an adjustment to the fee schedule for meeting room rentals. Instead of distinguishing between nonprofit and for-profit organizations, the Library will charge residents \$15 for up to 2 hours. Non-residents will be charged \$30 for up to 2 hours. Non-residents may elect to purchase a Smyrna Library card and receive the resident rate.

## **Parks & Recreation**

### *Parks Administration*

The department has proposed changing the fee structure for Adult Group Fitness classes. The new structure eliminates 3-, 6-, and 9-class packages. New options will include 1 trial class (\$5/mo. residents, \$8/mo. non-residents), 4 classes (\$16/mo. residents, \$26/mo. non-residents), and 8 classes

(\$32/mo. residents, \$42/mo. non-residents). An Unlimited classes option will continue to be offered at \$40/mo. residents and \$50/mo. non-residents.

#### *Parks – Athletics & Aquatics*

The department has proposed increasing the fee for Adult Volleyball. The fee for one season would increase from \$300/team to \$320/team. This increase will offset higher referee fees being charged to the department.

#### *Parks – Brawner Hall*

The department has proposed increasing the rental fee for each additional hour at the Brawner Hall Reception Room. The fee would increase from \$25/hr to \$40/hr for residents. It would increase from \$35/hr to \$40/hr for non-residents and nonprofit organizations.

The department has proposed decreasing the rental fee for use of the projector/screen at Brawner Hall. The fee would decrease from \$65/hr to \$50/hr.

#### *Parks – Programs*

The department has proposed a new program titled “Art with Patrick.” The fee for this first-time, youth-oriented art program is recommended at \$45/mo. for residents and \$55/mo. for non-residents. With a projected 10 children in a 10 month per year program, this new class may yield \$4,800 annually. Like most classes registered through Active Net, the instructor will receive 75% of registration with the City receiving 25%.

The department has proposed a new program titled “Supper with Santa.” The fee for this first-time, youth-oriented program includes holiday activities and a meal with Santa Claus. The fee for this single day event is recommended at \$5 per resident child and \$7.50 per non-resident child.

### **Police**

To conform with new state legislation, the City Clerk has recommended updates to the fee schedule for Open Records Requests. The fee for Dash Camera Video will be \$10. The fee for Body Camera Video will also be \$10.

### **Water**

The department has proposed updating the water fee schedule to reflect current pricing which went into effect January 1, 2016. Tier 1 (0-3,000 gallons) has increased from \$3.70 per thousand gallons to \$3.85. Tier 2 (3,001-7,000 gallons) has increased from \$4.93 per thousand gallons to \$5.13. Tier 3 (7,001-14,000 gallons) has increased from \$6.15 per thousand gallons to \$6.40. Tier 4 (14,001 gallons and up) has increased from \$7.20 per thousand gallons to \$7.49. The multi-family/commercial rate has increased from \$4.93 per thousand gallons to \$5.13.

The department has identified an existing fee that was not previously published in the Schedule of Fees & Charges. The fee for installation of a 1” irrigation meter is \$1,200.

# FY 2017 Schedule of Fees & Charges

Proposed



## Schedule of Fees & Charges

<b>City Clerk's Office</b>	
<b>Records and Record Retrieval</b>	
Actual time of record preparation (varies)	Number of hrs x Hourly salary rate of preparer
Actual time of record copying (varies)	Number of hrs x Hourly salary rate of preparer
Actual time of supervising record research	Number of hrs x Hourly salary rate of preparer
<b>Administrative Fee for Incident/Accident Reports:</b>	
Police Department	\$0.10 / page
Fire Department Report (2-6 pages)	\$0.10 / page
Copies per page 8 1/2x11, 8 1/2x17, and 11x17	\$0.10 / page
DVDs	\$1.00 plus staff cost of preparation in excess of 15 min.
Cassette Tape Copies	\$15
Plats	\$1.50 per sq. ft. plus \$10 hr.
Micro film blowback	\$5 per print
Mileage costs for record retrievals	Current IRS mileage rate
Comprehensive Annual Financial Report (CAFR)	\$0.10 / page
<b>Court Services</b>	
Fees and Citation Fines vary. Please call 770-431-2804 for more information.	

<b>Community Development</b>	
Building Permits	\$7.00 per \$1,000 of construction cost
Records Fee	10% of above total
Mechanical permits	\$50
Refuse Container	\$150
Arborist review fee	\$100 plus size of project
Plan review fee	\$350 per plan
Monument Signs	\$300
Wall Signs	\$150
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
Taxi Franchise Application and/or renewal	\$150 per year, per vehicle
Taxi Inspection Stickers	\$50 per year, per vehicle

## Schedule of Fees & Charges

<b>Community Development (continued)</b>	
<b>Zoning Fees:</b>	
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
Special Land Use Permits	\$250
<b>Variance Fees:</b>	
Residential	\$250
Commercial	\$450
NPDES Fees	\$40.00 per disturbed acre
Inspection fee (Site)	1% of development cost
<b>Occupational Taxes (Business License):</b>	
<b>See "Schedule 1" for details</b>	
Based on type of business and annual gross receipts	\$95 and up
Insurance Policy written in City Limits	\$150 / yr
<b>Alcoholic Beverage License:</b>	
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)
<b>Advertising for Alcohol License:</b>	
Beer (only)	\$275
Wine (only)	\$275
Beer and Wine (combination)	\$300
Beer, Wine and Liquor	\$400

## Schedule of Fees & Charges

<b>Community Development (continued)</b>	
<b>Additional Alcohol Fees:</b>	
Liquor Sales	3% per drink
<b>Alcohol Distributor Wholesale Tax:</b>	
Beer	\$1.20 per case
Wine	\$.22 per liter
Liquor	\$.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

<b>Finance Department</b>	
Property Tax	40% of assessed value × millage rate

<b>Fire Department</b>	
<b>Permits:</b>	
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
<b>Construction Plan Review:</b>	
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
<b>Liquefied Petroleum Gas Storage License:</b>	
2,000 gallons or less	\$100
More than 2,000 gallons	\$500
<b>Building Construction Inspection:</b>	
80% & 100% completion, initial and first follow-up	None
First follow-up	\$100
Second follow-up	\$150
Third and each subsequent follow-up	\$200
<b>Existing Building Inspection:</b>	
Annual inspection & first follow-up	None
Second follow-up	\$100
Third and each subsequent follow-up	\$150

## Schedule of Fees & Charges

<b>Fire Department (continued)</b>	
<b>Purchase, Storage, Sale, Transport, or Use of Explosives Other Than Fireworks:</b>	
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

<b>Human Resources</b>	
<b>Personnel File Records</b>	
Actual time of record research (varies)	Number of hrs x Hourly salary rate of preparer
Actual time of record copying (varies)	Number of hrs x Hourly salary rate of preparer
Actual time of record preparation (varies)	Number of hrs x Hourly salary rate of preparer
Copies per page 8 1/2x11, 8 1/2x17, and 11x17	\$0.10 / page
***The individual requesting the file will be responsible for <b>postage costs</b> .	

<b>Keep Smyrna Beautiful</b>		
Recycle Center		
Coolant evacuation fee per refrigerator/air conditioner	\$35.00	
Compost bins	\$5.00 each for non-residents and after 1st free bin for residents.	
<b>Community Garden Annual Leases:</b>	<b>Resident:</b>	<b>Non-Resident:</b>
5' x 6' plot	\$40	\$50
5' x 8' plot	\$50	\$60
5' x 10' plot	\$63	\$73
5' x 12' plot	\$75	\$85
12' x 13' plot	\$195	\$205

<b>Library</b>	
Non-resident library card	\$25 / Individual \$60 / Family
Summer library card (non-residents under 18 yrs old)	\$5 / for June & July
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)
<b>Late Fees:</b>	
Books/tapes/CDs	\$0.20 / day
Video tapes/DVDS	\$1.00 / day
<b>Meeting Room Rentals:</b>	
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

<b>Parks &amp; Recreation</b>		
<b>Department Managed Athletics</b>		
Youth Sports Participant Facility Use Fee	\$15	
Non-Resident Youth Sports Fee	\$25/season	
Adult Basketball	\$420/team	
Adult Softball	\$455/team (spring)	\$360/team (fall)
Adult Volleyball	\$320/team	
Sand Volleyball	\$180/team	
<b>Tolleson Pool Admission:</b>		
Kids	\$3 / day (16 years and younger)	
Adults	\$5 / day (17 years and older)	
Swim Diapers	\$10	
<b>Tolleson Pool Passes:</b>		
	<b>Resident:</b>	<b>Non-Resident:</b>
Individual season pass	\$50	\$75
Family season pass (up to 4)	\$125	\$150
	\$15 per additional family member over 4	
<b>Tolleson Swim Lesson Fees:</b>		
IPAP	\$50	\$85
Level 1	\$75	\$125
<b>Tolleson Pool Parties (3 hours):</b>		
Up to 100*	\$200	\$275
100 - 150 participant max	\$60 for each additional group up to 50	
<b>Park Fees</b>		
<b>Facility Rentals:</b>		
	<b>Resident:</b>	<b>Non-Resident:</b>
Tolleson Dayroom (4 hours)	\$60 - \$20/ea add hr	\$75 - \$25/ea add hr
Pavilion (Per Hour)	\$15	\$20
<b>Athletic Fields Rental (Per Hour):</b>		
Day	\$15	\$25
Night	\$25	\$35
For-Profit Organizations	\$45	
<b>Other Rentals (Per Hour):</b>		
Volleyball Court Rental	\$10	\$15
Tennis Court Rental	\$5	\$10
Use Fee for Bootcamps	\$35	
<b>Community Center</b>		
Annual Membership ID card	\$5	
Replacement Fee	\$5	
<b>Fitness Equipment Area &amp; Open Gym:</b>		
	<b>Resident:</b>	<b>Non-Resident:</b>
Daily / walk-in	\$2	\$2
Monthly	\$5	\$15
Quarterly	\$15	\$45
Annually	\$50	\$150
<b>Gymnasium:</b>		
Basketball Gym Rental	\$25/hr	\$35/hr
Basketball Gym Rental (For-Profit Organizations)	\$45/hr	
Non-Sporting Special Events	\$450 (4 hours) \$60 each additional hour	\$600 (4 hours) \$60 each additional hour

## Schedule of Fees & Charges

<b>Parks &amp; Recreation (continued)</b>		
<b>Wedding Receptions:</b>	<b>Resident:</b>	<b>Non-Resident:</b>
Banquet Hall / Kitchen (8 hours)	\$800	\$1,000
Banquet Hall / Kitchen (all day)	\$950	\$1,150
Banquet Hall / Kitchen & Community Room (8 hours)	\$1,000	\$1,200
Banquet Hall / Kitchen & Community Room (all day)	\$1,200	\$1,400
Community Room / Kitchen (8 hours)	\$400	\$550
Community Room / Kitchen (all day)	\$475	\$625
Gazebo (Wedding Ceremony)	\$200 (4 hours)	\$275 (4 hours)
<b>Other Rentals:</b>		
Community Room*	\$175 (4 hours) \$20 each additional hour	\$225 (4 hours) \$25 each additional hour
Banquet Hall*	\$275 (4 hours) \$30 each additional hour	\$325(4 hours) \$40 each additional hour
Rooms 1, 2, or 3*	\$80 (4 hours) \$15 each additional hour	\$100 (4 hours) \$20 each additional hour
*Kitchen use with rooms	\$35	
Jonquil Room	\$75 (4 hours) \$15 each additional hour	\$100 (4 hours) \$20 each additional hour
Room 4, 5, 6	\$50 (4 hours) \$15 each additional hour	\$60 (4 hours) \$20 each additional hour
Arts & Crafts Room	\$75 (4 hours) \$20 each additional hour	\$90 (4 hours) \$20 each additional hour
Dance Studio	\$45 per hour	\$55 per hour
Aunt Fanny's Cabin	\$125 (4 hours) \$25 each additional hour	\$150 (4 hours) \$25 each additional hour
<b>Additional Equipment Rental:</b>		
Piano	\$30	
Projector/Screen	\$50	
Flip Chart with paper and markers	\$10	
TV/VCR/DVD	\$25	
Table Linens (for banquets)	\$10 each	
<b>Brawner Hall</b>		
Reception Room With Kitchen (4 hours)	\$300 - \$40/ea add hr	\$400 - \$40/ea add hr
Non-Profit Organization	\$300 (4 hours) - \$40/ea add hr	
Wedding Use (8 hours)	\$1,000	\$1,200
Wedding Use (all day)	\$1,150	\$1,350
Entire First Floor - Wedding Use (8 hours)	\$1,450	\$1,700
Entire First Floor - Wedding Use (all day)	\$1,750	\$2,000
Studios A & B (classrooms)	\$60 (2 hours) \$15 each additional hour	\$75 (2 hours) \$15 each additional hour
Conference Room	\$60 (4 hours) \$10 ea add hr	\$75 (4 hours) \$10 ea add hr

## Schedule of Fees & Charges

<b>Parks &amp; Recreation (continued)</b>		
<b>Taylor - Brawner Park</b>		
Wedding Gazebo (4 hours)	\$200	\$275
Pavilion (per hour)	\$20	\$25
Non-Profit Organization (per hour)	\$20	
Amphitheater (seats 75)	\$25	\$35
Non-Profit Organization (per hour)	\$30	
Outdoor Chair Rental	\$4 per Chiavari chair	
<b>Taylor - Brawner House</b>		
Taylor - Brawner House Rental (4 hours)	\$350 - \$50 ea add hr	\$450 - \$50 ea add hr
Wedding Function (8 hours)	\$1,000	\$1,300
<b>Wolfe Center</b>		
<b>Room Rentals:</b>	<b>Resident:</b>	<b>Non-Resident:</b>
Meeting / Game Room (4 hours)	\$150 - \$20 ea add hr	\$200 - \$25 ea add hr
Arts & Crafts Room (4 hours)	\$65 - \$15 ea add hr	\$85 - \$20 ea add hr
<b>General Rental Booking Terms</b>		
Alcohol Permit with Security (any facility)	\$200 (3 hours) - \$50 each additional hour	
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	
<b>Damage Deposit (returnable):</b>		
Gymnasium	\$200	
Banquet Hall	\$100	
All other rooms	\$50	
<b>Parks Programs</b>		
<b>Summer Concert Series:</b>		
Table Rental	\$30 per table (resident)	\$40 (non-resident)
Birthday Celebration	\$40 per table	\$50
Casper's Friendly Castle	\$10	\$20
Flashlight Easter Egg Hunt	\$5 advance/\$10 day of	\$5 advance/\$10 day of
<b>Senior Adults:</b>		
Aqua Exercise at Tolleson Pool	<b>Resident:</b>	<b>Non-Resident:</b>
With Wolfe Center Pass	Free	Free
Without Wolfe Center Pass	\$5	\$5
Wolfe Center Membership (annual)	\$25	\$55
Wolfe Center Membership (6 months)	\$20	\$35
Wolfe Center Fitness Room Pass	\$10/month - \$100 annual	\$10/month - \$120 annual
Wolfe Therapy Pool Pass (annual)	\$45	\$120
Wolfe Therapy Pool Pass (6 months)	\$35	\$65
Senior Adult Group Fitness	\$5 class, \$40/month	\$5 class, \$45/month
Get Fit - Personal Training		
1 hour session	\$25	\$35
6 - 1 hour sessions (package)	\$245	\$255

## Schedule of Fees & Charges

<b>Parks &amp; Recreation (continued)</b>		
<b>Parks Programs (continued)</b>		
<b>Senior Adults (continued):</b>		
One-on-One with Rudi	<b>Resident:</b>	<b>Non-Resident:</b>
Individual	\$25 / 30 minute session \$160 / 8 sessions	\$35 / 30 minute session \$170 / 8 sessions
2 Persons	\$35 / 30 minute session \$240 / 8 sessions	\$45 / 30 minute session \$250 / 8 sessions
Senior Day Trips	\$10 / trip	\$20 / trip
<b>Classes:</b>		
Art with Patrick	\$45 / month	\$55 / month
Supper with Santa	\$5	\$7.50
Community Dancers (Mommy & Me)	\$35 / month	\$45 / month
Intro to Ballet and Tap	\$40 / month	\$50 / month
Jazz and Hip Hop (3 - 7 yrs)	\$40 / month	\$50 / month
Jazz and Tap (Adult)	\$40 / month	\$50 / month
Hip Hop Dance (ages 12 +)	\$45 / month	\$55 / month
Hip Hop Dance (ages 8-11 yrs)	\$45 / month	\$55 / month
Tiny Twinkle Toes	\$40 / month	\$50 / month
Beginning Ballet	\$40 / month	\$50 / month
Beginning Ballet & Jazz	\$45 / month	\$55 / month
Beginning Ballet and Tap	\$45 / month	\$55 / month
Pre-Ballet (ages 3-5 yrs)	\$35 / month	\$45 / month
Intro to Ballet	\$40 / month	\$50 / month
Tumbling (Junior Tumble or Tumble Bears)	\$30 / month	\$40 / month
Advanced Tumble Bears	\$35 / month	\$45 / month
Gymnastics Program	\$40 / month	\$50 / month
Adult Taekwondo	\$55 / month	\$65 / month
Black Belt Taekwondo	\$55 / month	\$65 / month
Hatha and Kundalini Yoga		
Drop-in	\$17	\$18
6 classes	\$78	\$88
8 classes	\$100	\$110
Adult Group Fitness		
1 trial class	\$5	\$8
4 classes	\$16 / month	\$26 / month
8 classes	\$32 / month	\$42 / month
Unlimited	\$40 / month	\$50 / month
Smyrna Summer Day Camp	\$150 / week	\$175 / week
One-time supply fee	\$50	\$50
Extended care; DAILY	\$10	\$10
Extended care; WEEKLY	\$40	\$40
Music/Piano Lessons		
Beginners	\$75 / month	\$85 / month
Intermediate / Advanced	\$85 / month	\$95 / month
Gymnastics Summer Camp	\$125 / week	\$135 / week
Math & Music Makers Camp	\$160 / week	\$170 / week

## Schedule of Fees & Charges

<b>Police Department</b>	
<b>Central Records Section</b>	
<b>Copies of Reports:</b>	
Phone Requests (Credit/Debit Card Only)	\$5.00
Mail Requests (Fee must be received prior to mailing)	\$5.00
Parties involved in incident	First copy free for involved Smyrna residents (ID or utility bill required). \$2.00 additional copies and non-
Attorneys and Insurance Agencies	\$5.00
Private Investigators and Parties not involved.	\$5.00
Expungement requests	\$25.00
<b>Open Records Requests:</b>	
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)	\$1.00 plus staff cost of preparation in excess of 15 min.
Dash Camera Video	\$10
Body Camera Video	\$10
Color Photos (non public safety)	\$5 each
Inmate Housing for Other Jurisdictions	\$42/day per inmate
<b>Fingerprinting:</b>	
Live Scan	\$15.00 up to 3 cards. \$1.00 each additional card
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
Taxi Driver Permit	\$50 for 2 years
Taxi Driver Renewal	\$50
Taxi Driver Late Permit Renewal	10% of fee per 30 days or portion thereof after due date
<b>Probation</b>	
Per Probationee	\$44.00 / month
Drug screens	\$35
Minimum application fee + permit	\$100

<b>Sanitation</b>		
<b>Garbage Pick-Up:</b>	<b>Residential</b>	<b>Commercial</b>
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
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 Marshall	\$200 - \$400	\$200 - \$400
Commercial & Residential Dumpsters	See "Schedule 2" for details	

## Schedule of Fees & Charges

<b>Water Administration</b>	
<b>Water Rates:</b> Effective January 1, 2016	
Tier 1: 0 - 3,000 gallons	\$3.85 per thousand gallons
Tier 2: 3,001 - 7,000 gallons	\$5.13 per thousand gallons
Tier 3: 7,001 - 14,000 gallons	\$6.40 per thousand gallons
Tier 4: 14,001 gallons & up	\$7.49 per thousand gallons
Multi-Family / Commercial	\$5.13 per thousand gallons
Sewer Rate	\$7.25 per thousand gallons
Storm Water Fee	\$2.45 per month, per 3,900 sq ft of impervious surface
<b>Base Rates:</b>	
3/4" Residential	\$15.18 per month
3/4" Irrigation	\$12.77 per month
1" Residential	\$15.18 per month
3/4" Commercial	\$15.18 per month
1" Commercial	\$22.24 per month
1" Irrigation	\$12.77 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
DDC Fire Line - 3/4" meter	\$15.18 per month
DDC Fire Line - 1" meter	\$22.24 per month
<b>Deposits:</b>	
Residential	\$100 (\$50 for sanitation)
Commercial	\$150
Restaurants	\$150
Hotel/Motel/Apartments	\$150
3/4"	\$1,000 Residential      \$1,100 Commercial
1"	\$1,200 Residential & Commercial
1 1/2"	\$1,800 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" - 1" Line Charge	\$3.50/LF 100' LF min.
1 1/2" Line Charge	\$5.50/LF 100' LF min.
2" - 3" Line Charge	\$7.50/LF 100' min.
<b>Sewer Fees:</b>	
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.	

## Schedule of Fees & Charges

<b>Water Administration (continued)</b>	
<b>Water Meter Fees:</b>	
<b>Meter Installation - Water Main Taps</b>	
6" x 4" Tap	\$1,491
6" x 6" Tap	\$1,598
8" x 6" Tap	\$1,757
8" x 8" Tap	\$2,130
10" x 6" Tap	\$2,290
10" x 8" Tap	\$2,663
10" x 10" Tap	\$2,822
12" x 6" Tap	\$2,290
12" x 8" Tap	\$2,663
12" x 10" Tap	\$3,035
12" x 12" Tap	\$3,621
20" x 6" Tap	\$4,739
20" x 8" Tap	\$5,059
20" x 10" Tap	\$5,112
20" x 20" Tap	\$5,432
<b>Water Main Installation</b>	
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
<b>Water Casing Bores</b>	
12" Casing Bore	\$69.23 per foot
16" Casing Bore	\$101.18 per foot
20" Casing Bore	\$133.13 per foot
24" Casing Bore	\$138.45 per foot
36" Casing Bore	\$191.70 per foot
<b>Water Meter w/ Bypass, Single Check Valve and Vault Only</b>	
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
<b>Double Detector Check Valves with Vault</b>	
3"	\$6,177
4"	\$7,668
6"	\$11,502
8"	\$13,206
10"	\$15,443
<b>Large Water Meters</b>	
2 1/2"	\$1,651
3"	\$4,260
<b>Irrigation Meters</b>	
1"	\$1,200

## Schedule of Fees & Charges

<b>Water Administration (continued)</b>	
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
<b>Sewer Main Installation</b>	
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
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

## Schedule of Fees & Charges

<b>Water Administration (continued)</b>	
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
<b>Miscellaneous</b>	
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	\$107 each
Crew and Equipment	\$373 per hour

CITY OF SMYRNA, GEORGIA  
 FEES AND CHARGES  
 SCHEDULE 1

**COMMUNITY DEVELOPMENT - BUSINESS LICENSE TABLES**

Occupational Tax

<b>Class 1</b>		
At Least	Annual Gross Receipts Not More Than	Amount 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

<b>Class 2</b>		
At Least	Annual Gross Receipts Not More Than	Amount 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 WORKS**

Commercial Sanitation

Size of Dumpster	Number of Times Picked Up Each Week					
	1	2	3	4	5	6
2 yard	43.98	84.15	116.1	151.2	189.04	226.81
4 yard	66.64	131.89	170.16	217.1	265.6	309.28
6 yard	89.14	186.37	247.16	291.76	343.72	412.47
8 yard	111.66	223.3	283.68	366.65	458.3	546.35

Commercial Recycling

Size of Dumpster	Number of Times Picked Up Each Week					
	1	2	3	4	5	6
8 yard	78.08	156.16	234.25	312.32	390.4	468.48

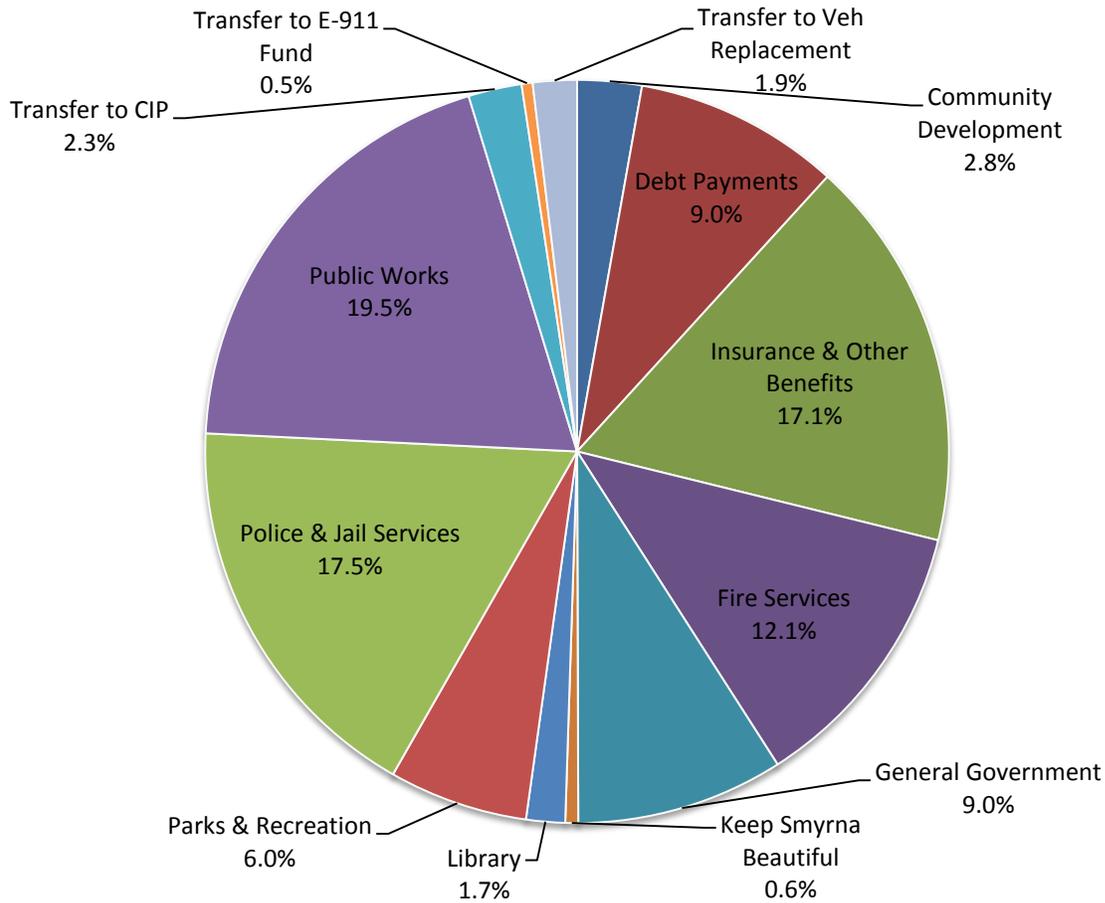
Construction Dumpster

Size of Dumpster	Charges / Fees		
	Rental	Per Pull	Per Ton
20 yard	\$147.52	\$158.44	\$45.01
30 yard	\$147.52	\$158.44	\$45.01
40 yard	\$202.59	\$158.44	\$45.01
**\$73.43 Delivery Fee For Each Dumpster**			
The only size for residential will be the 20 yard and waiver must be signed			

Other Charges

Compactors	\$447.96 per month rental \$191.33 per pull charge \$52.11 per ton
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## Recommended General Fund Expenditures



Expenditure Category	FY 2015 Actuals	FY 2016 Revised	FY 2017 Recomm	% of Fund Total
Community Development	989,551	1,042,224	1,245,379	2.8%
Debt Payments	5,733,969	3,969,705	3,983,523	9.0%
Insurance & Other Benefits	8,292,509	6,441,758	7,599,048	17.1%
Fire Services	4,988,367	5,222,571	5,379,057	12.1%
General Government	2,990,567	3,863,821	4,009,294	9.0%
Keep Smyrna Beautiful	194,280	228,405	248,234	0.6%
Library	674,576	719,568	751,611	1.7%
Parks & Recreation	1,796,213	1,961,117	2,688,644	6.0%
Police & Jail Services	7,386,686	7,892,241	7,798,723	17.5%
Public Works	8,318,207	8,745,507	8,678,058	19.5%
Transfer to CIP	1,056,800	1,185,850	1,032,500	2.3%
Transfer to E-911 Fund	370,900	178,804	212,612	0.5%
Transfer to Veh Replacement	635,000	700,000	850,000	1.9%
<b>Total General Fund</b>	<b>43,427,625</b>	<b>42,151,572</b>	<b>44,476,683</b>	<b>100.0%</b>

## Recommended Special Revenue Fund Expenditures

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Recomm	% of Fund Total
<b>Auto Rental Tax Fund</b>	161,634	190,000	125,000	100.0%
<b>CDBG Fund</b>	210,846	225,840	225,840	100.0%
<b>Confiscated Assets - MCS Fund</b>	47,060	64,090	16,379	100.0%
<b>Donations &amp; Special Fees Fund</b>	245,146	150,000	150,000	100.0%
<b>E-911 Fund</b>				
Salaries	830,372	856,957	852,650	56.6%
Insurance & Other Benefits	349,972	259,710	309,617	20.6%
Other Operating Expenditures	285,167	338,637	343,345	22.8%
<b>Total E-911 Fund</b>	<b>1,465,511</b>	<b>1,455,304</b>	<b>1,505,612</b>	<b>100.0%</b>
<b>Hotel/Motel Fund</b>				
Salaries	128,896	133,628	135,623	9.0%
Insurance & Other Benefits	50,677	36,707	44,043	2.9%
Other Operating Expenditures	141,988	244,580	275,186	18.2%
Payments to Cobb Galleria	520,226	462,000	529,627	35.1%
Transfer to General Fund	333,659	300,000	525,000	34.8%
<b>Total Hotel/Motel Fund</b>	<b>1,175,446</b>	<b>1,176,915</b>	<b>1,509,479</b>	<b>100.0%</b>
<b>Multiple Grant Fund</b>	61,107	46,190	12,551	100.0%
<b>Total Special Revenue Funds</b>	<b>3,366,750</b>	<b>3,308,340</b>	<b>3,544,861</b>	

### Recommended Capital Project Fund Expenditures

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Recomm	% of Fund Total
2005 SPLOST Fund	676,492	-	-	100.0%
2011 SPLOST Fund	13,579,896	6,389,654	1,362,654	100.0%
2016 SPLOST Fund	-	4,639,000	14,998,058	100.0%
Capital Improvement Plan Fund	1,038,957	1,156,652	1,032,500	100.0%
E-911 Capital Project Fund	13,849	196,151	-	100.0%
<b>Total Capital Project Funds</b>	<b>15,309,194</b>	<b>12,381,457</b>	<b>17,393,212</b>	

### Recommended Internal Service Fund Expenditures

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Recomm	% of Fund Total
Vehicle Replacement Fund	174,119	1,224,881	949,000	100.0%
<b>Total Internal Service Funds</b>	<b>174,119</b>	<b>1,224,881</b>	<b>949,000</b>	

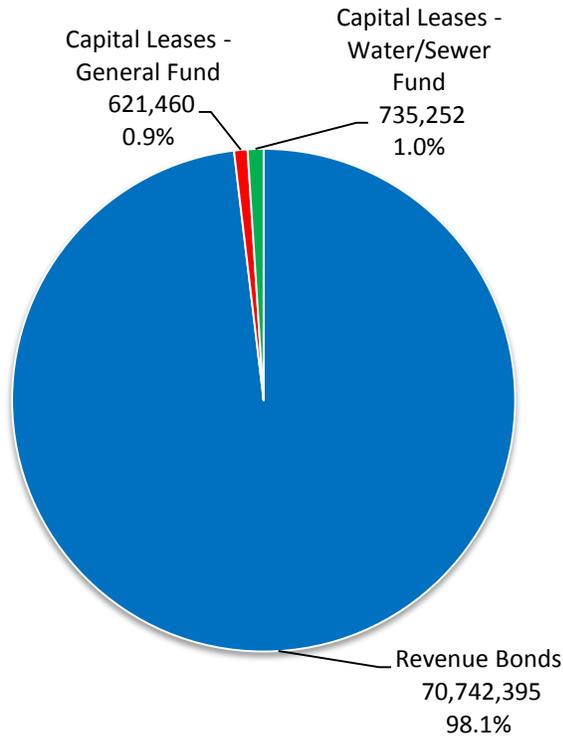
### Recommended Enterprise Fund Expenditures

	FY 2015 Actuals	FY 2016 Revised	FY 2017 Recomm	% of Fund Total
Storm Water Fund	812,140	657,028	910,000	100.0%
Water/Sewer Capital Project Fund	709,831	3,399,548	6,740,000	100.0%
<b>Water/Sewer Fund</b>				
Salaries	1,014,822	1,030,813	1,135,931	5.9%
Insurance & Other Benefits	433,800	355,359	426,780	2.2%
Operating Expenditures	2,823,590	3,240,295	3,167,749	16.5%
Transfer to General Fund	1,591,127	1,591,127	1,591,127	8.3%
Wholesale Purchase of Water	9,008,302	8,800,000	9,500,000	49.5%
Infrastructure	(13,102)	17,000	19,500	0.1%
Transfer to Water/Sewer CIP Fund	2,000,000	2,220,000	2,740,000	14.3%
Debt Obligations	62,780	583,152	605,832	3.2%
<b>Total Water/Sewer Fund</b>	<b>15,231,620</b>	<b>17,837,746</b>	<b>19,186,919</b>	<b>100.0%</b>
<b>Total Enterprise Funds</b>	<b>16,753,591</b>	<b>21,894,323</b>	<b>26,836,919</b>	

<b>Total of All Budgeted Funds</b>	<b>79,031,280</b>	<b>80,960,572</b>	<b>93,200,675</b>	
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## Summary of Debt Obligations

As of June 30, 2016, the City will have approximately \$72.1M in outstanding debt payments (principal and interest). The breakdown of this outstanding amount between the various types of debt is shown in the chart below:



### Revenue Bonds

As of June 30, 2016, the City will have approximately \$70.7M of outstanding revenue bond debt payments (\$54.9M in principal and \$15.9M in interest). The entire outstanding amount is for the General Fund since the last Water/Sewer bond was paid off in full in FY 2011. The breakdown of this outstanding amount by bond issuance is summarized in the table below:

Revenue Bond	Principal Outstanding	Interest Outstanding	Total Outstanding	Date of Final Payment
1997 Series	6,265,000	871,640	7,136,640	2/1/2020
2001 Series	1,180,000	190,951	1,370,951	8/1/2021
2005 Series	20,820,000	9,479,825	30,299,825	2/1/2028
2010 Series	4,810,000	2,553,856	7,363,856	2/1/2031
2014 Series	6,175,000	1,323,715	7,498,715	2/1/2027
2016 Series	15,615,000	1,457,408	17,072,408	2/1/2022
<b>Totals</b>	<b>54,865,000</b>	<b>15,877,395</b>	<b>70,742,395</b>	

## Revenue Bonds (continued)

*1997 Series Revenue Bonds* – Bonds in the amount of \$8,285,000 were issued in 1997 through the Downtown Development Authority to refund a portion of the Series 1994 bonds and to finance the cost of constructing, furnishing and equipping Fire Station 1 on Atlanta Road. Debt payments for these bonds will end during FY 2020.

*2001 Series Revenue Bonds* – Bonds in the amount of \$2,875,000 were issued in 2001 through the Downtown Development Authority to purchase the Taylor-Brawner Park and Brawner Hall property. Debt payments for these bonds will end during FY 2022.

*2005 Series Revenue Bonds* – Bonds in the amount of \$22,000,000 were issued in 2005 through the Downtown Development Authority to acquire, construct and renovate parks and recreation facilities. Debt payments for these bonds will end during FY 2028.

*2010 Series Revenue Bonds* – Bonds in the amount of \$15,950,000 were issued in 2010 through the Downtown Development Authority to acquire and redevelop the site of the former Hickory Lake Apartment complex. During 2014, a portion of these bonds were refunded due to the sale of the site.

*2014-A and 2014-B Series Revenue Bonds* – Bonds in the amount of \$6,175,000 were issued in 2014 through the Downtown Development Authority for public infrastructure and other improvements necessary for site development at the former Hickory Lake Apartment complex. Debt payments for these bonds will end during FY 2027.

*2016 Series Revenue Bonds* – Bonds up to \$15,850,000 will be issued in FY 2017 through the Downtown Development Authority to cover expenditures that will later be reimbursed by 2016 SPLOST revenues. Debt payments for these bonds will end during FY 2022.

## Capital Leases

As of June 30, 2016, the City will have approximately \$1.36M of outstanding capital lease payments. The General Fund portion of this outstanding capital lease debt is \$621,460 and the remaining \$735,252 is Water/Sewer Fund debt. The breakdown of this outstanding amount by lease is summarized in the table below:

Description	Fund	Total Outstanding (Principal + Interest)	Date of Final Payment
Financial Software	General Fund	281,164	11/30/2019
Fire Ladder Truck	General Fund	340,296	11/15/2018
Johnson Controls Equipment	Water/Sewer Fund	735,252	6/30/2018
<b>Totals</b>		<b>1,356,712</b>	

## **Capital Leases (continued)**

*Financial Software* – Four separate draws have been funded through the GMA’s lease pool agreement to fund the purchase and implementation of the citywide Tyler MUNIS ERP software system. One additional draw may be completed to finance the rest of the implementation. Lease payments are budgeted in the Capital Improvement Plan Fund under the Financial Software project.

*Fire Ladder Truck* – In 2008 the City financed \$930,000 through a capital lease to purchase a Fire Ladder Truck (Vehicle # 3088). Lease payments are budgeted in the General Fund Fire Administration department’s Rental of Equipment/Vehicles account. The last payment is scheduled for FY 2019.

*Johnson Controls Equipment* – In 2004 the City financed \$4,300,000 through a capital lease agreement to purchase water meter reading equipment. Lease payments are budgeted in the Water/Sewer Fund Water Debt Service department’s Rental of Equipment/Vehicles account. The last payment is scheduled for FY 2018.

## Recommended FY 2017 Funding for General Fund Bond Obligations

As summarized by the table below, staff recommends funding from cash reserves all of the FY 2017 payments owed for the 2014 Series bonds. This will reduce the General Fund burden of the City's FY 2017 bond obligations by \$210,378.

As of June 30, 2016, there will be an estimated \$984K set aside for future debt obligations, so using \$210K of this toward the FY 2017 payments will reduce the reserves for future debt obligations to \$774K.

Bond Series	Scheduled Payments	Funding Source			Total Funding
		General Fund	TAVT*	Reserves	
1997 Series	1,875,840	1,875,840			1,875,840
2001 Series	231,155	231,155			231,155
2005 Series	1,126,175	1,126,175			1,126,175
2010 Series**	750,353	750,353			750,353
2014 Series	210,378			210,378	210,378
2016 Series	52,058		52,058		52,058
<b>TOTAL</b>	<b>4,245,959</b>	<b>3,983,523</b>	<b>52,058</b>	<b>210,378</b>	<b>4,245,959</b>

**NOTES:**

\* Issuance costs and interest payments on the 2016 Series bond will be funded by that portion of the Title Ad Valorem Tax which Smyrna has historically allocated to SPLOST revenues.

\*\* The scheduled payments for the 2010 Series bond reflect the City's obligations if the Hickory Lake / Smyrna Grove purchaser continues to make installment payments and all lots are taken down as scheduled.

## Full Life of Current Bond Obligations

Date Due	1997 Series			2001 Series			2005 Series Parks Bond			2010 Series Hickory Lake*			2014 Series (Estimated)			2016 Series Windy Hill Rd			Date Total	Fiscal Year	Fiscal Year Totals*
	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	Principal	Interest	Total P+I			
8/1/2016	-	175,420	175,420	175,000	30,326	205,326	-	543,088	543,088	-	140,892	140,892	-	105,189	105,189	-	-	-	1,169,914	FY2017	4,237,388
2/1/2017	1,525,000	175,420	1,700,420	-	25,829	25,829	40,000	543,088	583,088	460,000	140,892	600,892	-	105,189	105,189	-	52,058	52,058	3,067,474		
8/1/2017	-	132,720	132,720	180,000	25,829	205,829	-	542,288	542,288	-	131,370	131,370	-	105,189	105,189	-	156,150	156,150	1,273,544	FY2018	4,752,463
2/1/2018	1,610,000	132,720	1,742,720	-	21,203	21,203	45,000	542,288	587,288	475,000	131,370	606,370	260,000	105,189	365,189	-	156,150	156,150	3,478,918		
8/1/2018	-	87,640	87,640	190,000	21,203	211,203	-	541,388	541,388	-	120,468	120,468	-	99,989	99,989	-	156,150	156,150	1,216,837	FY2019	4,783,791
2/1/2019	1,700,000	87,640	1,787,640	-	16,320	16,320	50,000	541,388	591,388	170,000	120,468	290,468	625,000	99,989	724,989	-	156,150	156,150	3,566,954		
8/1/2019	-	40,040	40,040	200,000	16,320	216,320	-	540,388	540,388	-	116,295	116,295	-	87,489	87,489	-	156,150	156,150	1,156,681	FY2020	4,773,221
2/1/2020	1,430,000	40,040	1,470,040	-	11,180	11,180	415,000	540,388	955,388	150,000	116,295	266,295	670,000	87,489	757,489	-	156,150	156,150	3,616,541		
8/1/2020	-	-	-	210,000	11,180	221,180	-	532,088	532,088	-	112,462	112,462	-	74,089	74,089	-	156,150	156,150	1,095,968	FY2021	12,579,039
2/1/2021	-	-	-	-	5,783	5,783	1,945,000	532,088	2,477,088	160,000	112,462	272,462	690,000	74,089	764,089	7,807,500	156,150	7,963,650	11,483,071		
8/1/2021	-	-	-	225,000	5,783	230,783	-	481,031	481,031	-	108,174	108,174	-	60,289	60,289	-	78,075	78,075	958,352	FY2022	12,418,421
2/1/2022	-	-	-	-	-	-	2,040,000	481,031	2,521,031	170,000	108,174	278,174	715,000	60,289	775,289	7,807,500	78,075	7,885,575	11,460,069		
8/1/2022	-	-	-	-	-	-	-	427,481	427,481	-	103,491	103,491	-	49,029	49,029	-	-	-	580,001	FY2023	4,455,002
2/1/2023	-	-	-	-	-	-	2,380,000	427,481	2,807,481	180,000	103,491	283,491	735,000	49,029	784,029	-	-	-	3,875,001		
8/1/2023	-	-	-	-	-	-	-	365,006	365,006	-	98,397	98,397	-	37,820	37,820	-	-	-	501,223	FY2024	4,457,446
2/1/2024	-	-	-	-	-	-	2,505,000	365,006	2,870,006	190,000	98,397	288,397	760,000	37,820	797,820	-	-	-	3,956,223		
8/1/2024	-	-	-	-	-	-	-	299,250	299,250	-	92,877	92,877	-	26,230	26,230	-	-	-	418,357	FY2025	4,456,715
2/1/2025	-	-	-	-	-	-	2,635,000	299,250	2,934,250	195,000	92,877	287,877	790,000	26,230	816,230	-	-	-	4,038,357		
8/1/2025	-	-	-	-	-	-	-	230,081	230,081	-	87,115	87,115	-	14,183	14,183	-	-	-	331,379	FY2026	4,462,758
2/1/2026	-	-	-	-	-	-	2,775,000	230,081	3,005,081	250,000	87,115	337,115	775,000	14,183	789,183	-	-	-	4,131,379		
8/1/2026	-	-	-	-	-	-	-	157,238	157,238	-	78,928	78,928	-	2,364	2,364	-	-	-	238,529	FY2027	4,282,058
2/1/2027	-	-	-	-	-	-	2,920,000	157,238	3,077,238	730,000	78,928	808,928	155,000	2,364	157,364	-	-	-	4,043,529		
8/1/2027	-	-	-	-	-	-	-	80,588	80,588	-	55,020	55,020	-	-	-	-	-	-	135,608	FY2028	4,126,215
2/1/2028	-	-	-	-	-	-	3,070,000	80,588	3,150,588	785,000	55,020	840,020	-	-	-	-	-	-	3,990,608		
8/1/2028	-	-	-	-	-	-	-	-	-	-	29,311	29,311	-	-	-	-	-	-	29,311	FY2029	888,623
2/1/2029	-	-	-	-	-	-	-	-	-	830,000	29,311	859,311	-	-	-	-	-	-	859,311		
8/1/2029	-	-	-	-	-	-	-	-	-	-	2,129	2,129	-	-	-	-	-	-	2,129	FY2030	69,258
2/1/2030	-	-	-	-	-	-	-	-	-	65,000	2,129	67,129	-	-	-	-	-	-	67,129		
8/1/2030	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	FY2031	-
2/1/2031	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
<b>Bond Total</b>	1997 Series			2001 Series			2005 Series Parks Bond			2010 Series Hickory Lake*			2014 Series (Estimated)			2016 Series Windy Hill Rd			<b>Grand Total</b>		70,742,395
	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	Principal	Interest	Total P+I			
	6,265,000	871,640	7,136,640	1,180,000	190,951	1,370,951	20,820,000	9,479,825	30,299,825	4,810,000	2,553,856	7,363,856	6,175,000	1,323,715	7,498,715	15,615,000	1,457,408	17,072,408	70,742,395		

NOTES:

\*2010 Series Hickory Lake payments and Fiscal Year Totals are subject to change if Hickory Lake / Smyrna Grove lot takedown proceeds as scheduled. See expected scenario next page.

## Combined Annual Debt Service of 2010/2014 Series Revenue Bonds

Date Due	2010 Series (Revised) <sup>1</sup>				2010 Series (Anticipated) <sup>2</sup>				2014 Series (Estimated)			Annual Debt Svc
	Principal	Rate	Interest	Total P+I	Principal	Rate	Interest	Total P+I	Principal	Interest	Total P+I	
2/1/2017	460,000	4.14%	281,783	741,783	460,000	4.140%	290,353	750,353	-	210,378	210,378	<b>960,730</b>
2/1/2018	475,000	4.59%	262,739	737,739	435,000	4.590%	187,068	622,068	260,000	210,378	470,378	<b>1,092,446</b>
2/1/2019	170,000	4.91%	240,937	410,937					625,000	199,978	824,978	<b>824,978</b>
2/1/2020	150,000	5.11%	232,590	382,590					670,000	174,978	844,978	<b>844,978</b>
2/1/2021	160,000	5.36%	224,925	384,925					690,000	148,178	838,178	<b>838,178</b>
2/1/2022	170,000	5.51%	216,349	386,349					715,000	120,578	835,578	<b>835,578</b>
2/1/2023	180,000	5.66%	206,982	386,982					735,000	98,058	833,058	<b>833,058</b>
2/1/2024	190,000	5.81%	196,794	386,794					760,000	75,640	835,640	<b>835,640</b>
2/1/2025	195,000	5.91%	185,755	380,755					790,000	52,460	842,460	<b>842,460</b>
2/1/2026	250,000	6.55%	174,230	424,230					775,000	28,365	803,365	<b>803,365</b>
2/1/2027	730,000	6.55%	157,855	887,855					155,000	4,728	159,728	<b>159,728</b>
2/1/2028	785,000	6.55%	110,040	895,040								
2/1/2029	830,000	6.55%	58,623	888,623								
2/1/2030	65,000	6.55%	4,258	69,258								
2/1/2031												
	<b>4,810,000</b>		<b>2,553,856</b>	<b>7,363,856</b>	<b>895,000</b>		<b>477,421</b>	<b>1,372,421</b>	<b>6,175,000</b>	<b>1,323,715</b>	<b>7,498,715</b>	<b>8,871,136</b>

**NOTES:**

<sup>1</sup> Revised schedule for 2010 Series reflects the City's obligations after paying down \$8,150,000 through sale of the Hickory Lake / Smyrna Grove property.

<sup>2</sup> Anticipated schedule for 2010 Series reflects the City's obligations if the Hickory Lake / Smyrna Grove purchaser continues to make installment payments and all lots are taken down as scheduled.

## Current Capital Lease Schedule

### General Fund

Description	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	FY17 Funding Source
Fire Ladder Truck	113,432	113,432	113,432	-		340,296	Fire Admin - Rental of Equip & Veh
Financial Software	150,933	72,883	28,674	28,674		281,164	CIP - Finance Software Project
<b>Totals</b>	<b>264,365</b>	<b>186,315</b>	<b>142,106</b>	<b>28,674</b>		<b>621,460</b>	

### Water/Sewer Fund

Description	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	FY17 Funding Source
Johnson Controls meter reading equipment	605,832	129,420	-	-		735,252	Water Debt Service - Rental of Equip & Veh
<b>Totals</b>	<b>605,832</b>	<b>129,420</b>	<b>-</b>	<b>-</b>		<b>735,252</b>	

## Summary of Requested Personnel Additions

Recommended Additions				Requested				Recommended
Department	Position Title	Type	Grade	Salary	FICA	Other Benefits	Total Fiscal Impact	Total Fiscal Impact*
Community Dev	Building Inspector <sup>1</sup>	FT	14	48,492	3,710	16,182	68,384	51,288
Fire Administration	Support Services Coordinator <sup>2</sup>	FT	13	37,343	2,857	15,129	55,329	41,497
Highways & Streets	Foreman <sup>3</sup>	FT	12	44,865	3,433	15,840	64,138	48,103
Library	Adult Services Librarian <sup>4</sup>	FT	15	40,245	3,079	15,403	58,727	44,045
Parks Maintenance	Crew Leader <sup>5</sup>	FT	6	33,983	2,600	14,811	51,394	38,546
Parks Maintenance	Crew Leader <sup>5</sup>	FT	6	33,983	2,600	14,811	51,394	38,546
Police Administration	Open Records Coordinator <sup>6</sup>	FT	12	44,865	3,433	15,840	64,138	48,103
Police Administration	Central Records Asst <sup>7</sup>	FT	7	28,637	2,191	14,306	45,134	33,851
Water Distribution	Water Systems Manager <sup>8</sup>	FT	22	60,264	4,611	17,295	82,170	61,627
<b>Totals</b>	<b>FT = 9   PT = 0</b>			<b>372,677</b>	<b>28,514</b>	<b>139,618</b>	<b>540,809</b>	<b>405,607</b>

\*Recommended personnel additions have been budgeted for three quarters of the fiscal year assuming new personnel will start October 1, 2016. This will save approximately \$135K.

1. Recommended due to increased demand for inspections. Three inspectors brings dept back to pre-recession levels.
2. Recommended admin support for testing, inspections, safety/risk concerns, records mgt, inventory control, project mgt, etc.
3. Recommended due to reassignment of current Streets staff to new Parks Maintenance division.
4. Recommended for full staffing of Adult Services desk. The Library anticipates hiring internally.
5. Recommended to oversee two crews in the new Parks Maintenance division.
6. Recommended to consolidate responsibility of responding to FOIA requests, now increased due to use of body cams.
7. Recommended instead of using an Officer for Jail desk / admin duties. Also reclassifying one unfilled Officer position to a second Central Records Asst.
8. Recommended to plan, organize, and supervise the Water and Wastewater divisions in the Public Works department.

## Summary of Requested Personnel Additions

Additions Requested but NOT Recommended				Requested			
Department	Position Title	Type	Grade	Salary	FICA	Other Benefits	Total Fiscal Impact
Administration	PT Records Clerk	PT	N/A	15,600	1,194	-	16,794
Buildings & Plant	Maintenance Technician	FT	6	27,186	2,080	14,169	43,435
Emergency Mgt	Emergency Mgt Technician	FT	14	38,794	2,968	15,266	57,028
Fire Administration	Public Fire & Life Safety Educator	FT	14	38,794	2,968	15,266	57,028
Fire Prevention	Fire Inspector Technician	FT	18	55,747	4,265	16,868	76,880
Highways & Streets	Maintenance Technician	FT	6	27,186	2,080	14,169	43,435
Highways & Streets	Maintenance Technician	FT	6	27,186	2,080	14,169	43,435
Highways & Streets	Parks Maintenance Coordinator	FT	8	30,088	2,302	14,443	46,833
Human Resources	Risk Coordinator	FT	17	43,147	3,301	15,677	62,125
Keep Smyrna Beautiful	Recycling Assistant	FT	6	31,200	2,387	14,548	48,135
Police Administration	Central Records Asst	FT	7	28,637	2,191	14,306	45,134
Police Administration	Central Records Asst	FT	7	28,637	2,191	14,306	45,134
Recycling	Crew Worker	FT	4	24,284	1,858	13,895	40,037
Recycling	Crew Worker	FT	4	24,284	1,858	13,895	40,037
Recycling	Crew Worker	FT	4	24,284	1,858	13,895	40,037
Traffic Engineering	Asst Traffic Signal Technician	FT	4	24,284	1,858	13,895	40,037
Water Administration	Accounting Technician	FT	7	33,983	2,600	14,811	51,394
Water Distribution	Environmental Technician	FT	12	35,892	2,746	14,992	53,630
<b>Totals</b>	<b>FT = 17   PT = 1</b>			<b>559,213</b>	<b>42,785</b>	<b>248,571</b>	<b>850,569</b>

### Summary of Requested Personnel Reclassifications

Department	Current			Requested			Recommended?	Total Fiscal Impact
	Position Title	Type	Grade	Position Title	Type	Grade		
Keep Smyrna Beautiful	Recycling Center Coordinator	FT	12	Recycling Center Supervisor	FT	18	No	-
Parks Maintenance	Streets Foreman	FT	12	Parks Supervisor	FT	21	Yes	3,152
Parks Maintenance	Crew Leader	FT	6	Foreman	FT	12	Yes	2,034
Police Administration	Police Captain	FT	23	Police Major	FT	23	Yes	N/A
Police Administration	Police Officer	FT	15	Police Sergeant	FT	18	Yes	2,953
Police Administration	Police Officer	FT	15	Central Records Asst	FT	7	Yes	(9,372)
<b>Totals</b>								<b>(1,233)</b>

## Full Time Salary Grades

Effective 07/01/2015

The City’s full-time salary grades remained constant from FY 2012 through FY 2015. In April 2015, an independent third-party Human Resources consulting firm completed a review of the full-time salary grades, comparing them to regional and industry standards. The recommendations from this class and compensation study were adopted with the FY 2016 Operating Budget and are presented in the table below.

<b>Salary Grade</b>	<b>Minimum</b>	<b>Mid-Point</b>	<b>Maximum</b>
4	24,284	30,355	36,426
6	27,186	33,983	40,779
7	28,637	35,796	42,956
8	30,088	37,610	45,132
9	31,539	39,424	47,309
10	32,990	41,237	49,485
11	34,441	43,051	51,661
12	35,892	44,865	53,838
13	37,343	46,679	56,014
14	38,794	48,492	58,191
15	40,245	50,306	60,367
16	41,696	52,120	62,544
17	43,147	53,933	64,720
18	44,598	55,747	66,896
20	47,500	59,374	71,249
21	49,676	62,095	74,514
22	52,578	65,722	78,867
23	55,480	69,350	83,220
24	58,382	72,977	87,573
26	64,186	80,232	96,278
29	74,342	92,928	111,513
30	80,146	100,183	120,219
31	85,950	107,437	128,925
32	91,754	114,692	137,631
33	97,558	121,947	146,336

## Summary of Personnel by Fund - Full Time Equivalents

As recommended for FY 2017 Budget

Fund	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Requested	FY 2017 Recomm.	FY17/FY16 Difference
General Fund	344.00	367.44	374.12	381.38	402.95	389.57	8.20
E-911 Fund	18.00	18.36	18.36	18.36	18.36	18.36	0.00
Hotel/Motel Fund	2.00	2.00	2.06	2.06	2.06	2.06	0.00
Water/Sewer Fund	27.00	27.00	27.00	27.00	31.00	29.00	2.00
<b>Totals</b>	<b>391.00</b>	<b>414.80</b>	<b>421.54</b>	<b>428.80</b>	<b>454.37</b>	<b>438.99</b>	<b>10.20</b>

**Note:** Staff began tracking full-time equivalents for Part-Time and Temporary positions in FY 2014. The net change in FTEs from FY 2013 to FY 2014 is overstated since there were part-time and temporary employees in FY 2013 and earlier which would be calculated into the total FTE count if the data were readily available.

## Summary of Personnel by Department - Full Time Equivalents

As recommended for FY 2017 Budget

Function	FY 2013 Budget	FY 2014 Budget	FY 2015 Budget	FY 2016 Budget	FY 2017 Requested	FY 2017 Recomm.	FY17/FY16 Difference
<b>General Government</b>							
Administration	6.00	7.63	8.00	9.00	9.88	9.25	0.25
Buildings & Grounds	5.00	6.00	4.00	4.00	5.00	4.00	0.00
Court	6.00	7.90	6.90	6.90	6.90	6.90	0.00
Finance	6.00	6.00	7.00	7.00	7.00	7.00	0.00
Governing Body	9.00	9.25	9.25	9.25	9.25	9.25	0.00
Human Resources	4.00	4.00	4.00	4.00	5.14	4.14	0.14
Information Systems	3.00	4.00	5.00	5.00	5.00	5.00	0.00
Water Administration	4.00	4.00	4.00	4.00	5.00	4.00	0.00
<b>Total General Government</b>	<b>43.00</b>	<b>48.78</b>	<b>48.15</b>	<b>49.15</b>	<b>53.17</b>	<b>49.54</b>	<b>0.39</b>
<b>Public Safety</b>							
E-911 Communications	18.00	18.36	18.36	18.36	18.36	18.36	0.00
Emergency Management	1.00	1.00	1.00	1.00	2.00	1.00	0.00
Fire Administration	72.00	72.00	72.00	72.00	74.00	73.00	1.00
Fire Prevention	3.00	3.00	3.00	4.05	5.00	4.00	-0.05
Fire Training	3.00	3.00	3.00	3.00	3.00	3.00	0.00
Police Administration	101.00	102.00	106.00	106.11	111.09	108.09	1.98
Police - Jail	21.00	21.50	21.62	21.48	21.50	21.50	0.02
<b>Total Public Safety</b>	<b>219.00</b>	<b>220.86</b>	<b>224.98</b>	<b>226.00</b>	<b>234.95</b>	<b>228.95</b>	<b>2.95</b>
<b>Community Services</b>							
Community Development	13.00	14.00	15.00	15.00	15.00	15.00	0.00
Community Relations	2.00	2.00	2.06	2.06	2.06	2.06	0.00
Keep Smyrna Beautiful	3.00	3.30	4.00	4.00	5.30	4.55	0.55
Library	8.00	10.53	10.70	11.13	12.13	12.13	1.00
Parks Administration	10.00	13.68	10.83	11.33	11.60	11.60	0.27
Parks Athletics/Aquatics	1.00	5.38	6.00	6.25	5.85	5.85	-0.40
Parks Brawner Hall	1.00	3.57	3.61	4.05	4.49	4.49	0.44
Parks Maintenance	0.00	0.00	0.00	0.00	8.60	8.60	8.60
Parks Programs	4.00	5.71	6.21	6.23	6.22	6.22	0.00
<b>Total Community Services</b>	<b>42.00</b>	<b>58.16</b>	<b>58.41</b>	<b>60.05</b>	<b>71.25</b>	<b>70.50</b>	<b>10.46</b>
<b>Public Works</b>							
Highways & Streets	29.00	29.00	32.00	31.60	26.00	26.00	-5.60
Maintenance & Shop	7.00	7.00	7.00	7.00	7.00	7.00	0.00
Recycling	5.00	5.00	5.00	7.00	10.00	7.00	0.00
Sanitation	21.00	21.00	21.00	21.00	21.00	21.00	0.00
Traffic Engineering	2.00	2.00	2.00	4.00	5.00	4.00	0.00
Water Distribution	23.00	23.00	23.00	23.00	26.00	25.00	2.00
<b>Total Public Works</b>	<b>87.00</b>	<b>87.00</b>	<b>90.00</b>	<b>93.60</b>	<b>95.00</b>	<b>90.00</b>	<b>-3.60</b>
<b>Grand Total</b>	<b>391.00</b>	<b>414.80</b>	<b>421.54</b>	<b>428.80</b>	<b>454.37</b>	<b>438.99</b>	<b>10.20</b>

## Departmental Position Listing

As recommended for FY 2017 Budget

<b>Administration</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
City Administrator	FT	33	1	1	1	1	1	1
Assistant City Administrator	FT	32	1	1	1	1	1	1
City Clerk	FT	29	1	1	1	1	1	1
Community Liaison	FT	18	0	0	0	1	1	1
Executive Assistant	FT	15	1	1	1	1	1	1
Deputy City Clerk	FT	12	0	0	1	1	1	1
City Attorney	FT	N/A	1	1	1	1	1	1
Receptionist	FT	4	1	1	1	1	0	0
<b>Total FT Employees</b>			<b>6</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>7</b>	<b>7</b>
Total PT FTEs			N/A	0.63	0.00	0.00	1.88	1.25
Total TEMP FTEs			N/A	1.00	1.00	1.00	1.00	1.00

*NOTE: Full-Time Receptionist converted to 2 Part-Time positions.*

<b>Buildings &amp; Grounds</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Supervisor - Bldgs & Grounds	FT	21	1	1	1	1	1	1
Parks Foreman	FT	N/A	0	0	0	0		
Maintenance Technician Sr	FT	8	0	0	1	1	1	1
Crew Chief	FT	N/A	0	0	0	0		
Maintenance Technician	FT	6	1	1	1	1	2	1
Crew Leader	FT	N/A	1	1	0	0		
Crew Worker	FT	4	2	3	1	1	1	1
<b>Total FT Employees</b>			<b>5</b>	<b>6</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>

<b>Community Development</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Director of Comm Dev/Planning	FT	30	1	1	1	1	1	1
Economic Development Manager	FT	24	1	1	1	1	1	1
Chief Building Officer	FT	24	1	1	1	1	1	1
Senior Planner	FT	18	0	1	1	1	1	1
Planner II	FT	17	1	0	0	1	1	1
Economic Development Coord	FT	17	1	1	1	1	1	1
Planner I	FT	N/A	1	1	1	0	0	0
Planner/Inspector	FT	15	0	1	1	1	1	1
Building Inspector	FT	14	1	1	1	1	2	2
Lead City Marshall	FT	14	1	1	1	1	1	1
Business License Officer	FT	12	1	1	1	1	1	1
City Marshal - Code Enforcement	FT	12	3	3	3	3	3	3
Zoning Inspector	FT	11	1	1	1	1	0	0
Office Assistant	FT	6	0	0	1	1	1	1
<b>Total FT Employees</b>			<b>13</b>	<b>14</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>

*NOTE: Zoning Inspector position moved to Water Distribution.*

<b>Community Relations</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Director of Community Relations	FT	26	1	1	1	1	1	1
Community Relations Assistant	FT	13	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Total TEMP FTEs			N/A	N/A	0.06	0.06	0.06	0.06

<b>Court</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Judge	FT	N/A	1	1	1	1	1	1
Solicitor	FT	N/A	1	1	1	1	1	1
Clerk of Court	FT	17	1	1	1	1	1	1
City Marshal - Court Services	FT	N/A	1	1	0	0	0	0
Court Services Clerk Sr	FT	9	1	1	1	1	1	1
Court Services Clerk	FT	8	1	1	1	2	2	2
Receptionist	FT	N/A	0	0	0	0	0	0
<b>Total FT Employees</b>			<b>6</b>	<b>6</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>
Total PT FTEs			N/A	1.90	1.90	0.90	0.90	0.90

<b>E-911</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Police Captain	FT	23	1	1	1	1	0	0
Police Lieutenant	FT	20	0	0	0	0	1	1
Public Safety Sys Administrator	FT	16	0	0	1	1	1	1
Systems Coordinator	FT	N/A	1	1	0	0	0	0
Communications Shift Sprvsr	FT	13	3	3	3	3	3	3
Communications Officer	FT	10	13	13	12	12	12	12
GCIC Specialist	FT	10	0	0	1	1	1	1
<b>Total FT Employees</b>			<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>	<b>18</b>
Total PT FTEs			N/A	0.36	0.36	0.36	0.36	0.36

NOTE: Police Captain (Major) position moved to Police Admin, and Lieutenant position moved here from Police Admin.

<b>Emergency Management</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Emergency Mgt Tech	FT	14	0	0	0	0	1	0
Office Assistant	FT	6	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>

<b>Finance</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Finance Director	FT	31	1	1	1	1	1	1
Controller	FT	23	1	1	1	1	1	1
Purchasing Manager	FT	22	1	1	1	1	1	1
Budget Officer	FT	20	1	1	1	1	1	1
Accounting Coordinator	FT	17	1	1	1	1	1	1
Purchasing Buyer	FT	14	0	0	1	1	1	1
AP/Payroll Coordinator	FT	12	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

<b>Fire Administration</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Fire Chief	FT	31	1	1	1	1	1	1
Deputy Fire Chief	FT	26	1	1	1	1	1	1
Battalion Chief	FT	23	3	3	3	3	3	3
Fire Captain	FT	N/A	0	0	0	0	0	0
Fire Lieutenant	FT	20	12	14	14	15	15	15
Fire Engineer	FT	18	18	15	15	18	18	18
Firefighter EMT	FT	16	0	0	0	13	15	15
Firefighter II	FT	N/A	12	16	16	0	0	0
Firefighter I	FT	N/A	24	16	16	0	0	0
Firefighter Paramedic	FT	15	0	0	0	16	14	14
Public Fire & Life Safety Educator	FT	14	0	0	0	0	1	0
Administrative Svcs Coordinator	FT	N/A	1	1	0	0	0	0
Firefighter Uncertified	FT	N/A	0	5	5	0	0	0

Firefighter Trainee	FT	13	0	0	0	4	4	4
Support Services Coordinator	FT	13	0	0	0	0	1	1
Dept Administrative Assistant	FT	12	0	0	1	1	1	1
<b>Total FT Employees</b>			<b>72</b>	<b>72</b>	<b>72</b>	<b>72</b>	<b>74</b>	<b>73</b>

<b>Fire Prevention</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Battalion Chief	FT	23	1	1	1	1	1	1
Fire Lieutenant	FT	20	2	2	2	1	1	1
Inspector/Investigator (LT)	FT	20	0	0	0	1	1	1
Fire Inspector	FT	N/A	0	0	0	0	0	0
Fire Inspector Technician	FT	TBD	0	0	0	0	1	0
Fire Engineer	FT	18	0	0	0	1	1	1
Plan Reviewer	FT	N/A	0	0	0	0	0	0
<b>Total FT Employees</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>4</b>
Total TEMP FTEs						0.05	0.00	0.00

<b>Fire Training</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Battalion Chief	FT	23	0	0	0	1	1	1
Fire Captain	FT	N/A	0	0	0	0	0	0
Fire Lieutenant	FT	20	2	2	2	2	2	2
Fire Engineer	FT	N/A	1	1	1	0	0	0
<b>Total FT Employees</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

NOTE: Fire Lieutenant position reclassified to Training Chief during FY16.

<b>Maintenance &amp; Shop</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Supervisor Fleet Maintenance	FT	21	1	1	1	1	1	1
Fleet Maintenance Foreman	FT	12	1	1	1	1	1	1
Mechanic Sr	FT	10	3	4	4	4	4	4
Mechanic	FT	9	2	1	1	1	1	1
<b>Total FT Employees</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

<b>Governing Body</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Mayor	FT	N/A	1	1	1	1	1	1
City Council	FT	N/A	7	7	7	7	7	7
Executive Assistant	FT	15	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
Total PT FTEs			N/A	0.25	0.25	0.25	0.25	0.25

<b>Highways &amp; Streets</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Director of Public Works	FT	31	1	1	1	1	1	1
City Engineer	FT	N/A	1	1	1	0	0	0
Assistant Director of Pub Works	FT	24	1	1	1	1	1	1
Streets Supervisor	FT	21	1	1	1	1	1	1
Warehouse Supervisor	FT	18	1	1	1	1	1	1
Administrative Svcs Coord	FT	13	1	1	1	1	1	1
Streets Foreman	FT	12	1	1	1	1	1	1
Heavy Equipment Operator	FT	11	4	4	4	4	4	4
Equipment Operator Sr	FT	8	1	1	1	1	4	4
Parks Maintenance Coord	FT	8	0	0	0	0	0	0
Crew Chief	FT	8	0	0	0	0	0	0
Equipment Operator	FT	7	5	5	5	5	2	2

Crew Leader	FT	6	1	1	2	2	1	1
Office Assistant	FT	6	1	1	1	1	1	1
Warehouse Attendant	FT	6	2	2	2	2	2	2
Maintenance Tech	FT	6	0	0	0	0	0	0
Crew Worker	FT	4	8	8	10	10	6	6
<b>Total FT Employees</b>			<b>29</b>	<b>29</b>	<b>32</b>	<b>31</b>	<b>26</b>	<b>26</b>
Total PT FTEs						0.60	0.00	0.00

Human Resources	Status	Grade	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Requested	FY 2017 Recomm.
Director - HR/Risk Management	FT	30	1	1	1	1	1	1
Human Resources Manager	FT	22	1	1	1	1	1	1
Employee Benefits Coordinator	FT	17	1	1	1	1	1	1
Risk Coordinator	FT	17	0	0	0	0	1	0
HR Technician	FT	12	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>
Total TEMP FTEs							0.14	0.14

Information Systems	Status	Grade	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Requested	FY 2017 Recomm.
Director - Info. Systems	FT	26	0	0	1	0	0	0
Manager - Info. Systems	FT	26	1	1	1	1	1	1
Server Administrator	FT	20	0	1	1	2	2	2
GIS Specialist	FT	18	1	1	1	1	1	1
Info Systems Specialist	FT	18	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>3</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

NOTE: Director position converted to Server Administrator during FY16.

Keep Smyrna Beautiful	Status	Grade	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Requested	FY 2017 Recomm.
Director - Keep Smyrna Beautiful	FT	26	0	0	1	1	1	1
Director - Keep Smyrna Beautiful	FT	N/A	1	1	0	0	0	0
Recycling Center Supervisor	FT	18	0	0	0	0	1	0
Assistant Director - KSB	FT	13	1	1	1	1	1	1
Recycling Center Coordinator	FT	12	0	0	1	1	0	1
Recycling Center Coordinator	FT	N/A	1	1	0	0	0	0
Recycling Assistant	FT	6	0	0	0	0	1	0
<b>Total FT Employees</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>3</b>
Total PT FTEs			N/A	0.30	1.00	1.00	1.30	1.55

Library	Status	Grade	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017 Requested	FY 2017 Recomm.
Director of Library	FT	29	1	1	1	1	1	1
Youth Services Librarian	FT	16	0	0	1	1	1	1
Adult Services Librarian	FT	15	0	0	0	0	1	1
Technical Services Librarian	FT	15	1	1	1	1	1	1
Youth Services Librarian	FT	N/A	1	1	0	0	0	0
Department Administrative Asst	FT	12	0	0	1	1	1	1
Administrative Assistant	FT	N/A	1	1	0	0	0	0
Library Clerk Senior	FT	7	3	2	2	1	1	1
Library Clerk	FT	6	1	2	2	2	2	2
<b>Total FT Employees</b>			<b>8</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>8</b>	<b>8</b>
Total PT FTEs			N/A	2.53	2.70	4.13	4.13	4.13

NOTE: One Library Clerk Senior position dropped to PT status (30 hrs/wk) during FY16.

<b>Parks Administration</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Director of Parks & Recreation	FT	30	1	1	1	1	1	1
Assistant Director of Parks & Rec	FT	24	1	1	1	1	1	1
Park Ranger Senior	FT	N/A	1	1	0	0	0	0
Park Ranger	FT	N/A	2	2	0	0	0	0
Admin Services Coordinator	FT	N/A	0	0	0	0	0	0
Department Administrative Asst	FT	12	0	0	1	1	1	1
Administrative Assistant	FT	N/A	1	1	0	0	0	0
Facility Event Coordinator	FT	N/A	0	0	0	0	0	0
Event & Sales Assistant	FT	8	0	0	1	1	1	1
Maintenance Technician Senior	FT	8	1	1	1	1	1	1
Maintenance Technician	FT	6	1	1	1	1	1	1
Office Assistant	FT	N/A	2	2	0	0	0	0
Receptionist	FT	4	0	0	1	1	1	1
<b>Total FT Employees</b>			<b>10</b>	<b>10</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
Total PT FTEs			N/A	3.68	3.83	4.33	4.60	4.60

<b>Parks Athletics/Aquatics</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Athletics & Aquatics Coordinator	FT	15	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Total PT FTEs			N/A	3.61	4.23	4.48	0	0
Total TEMP FTEs			N/A	0.77	0.77	0.77	4.85	4.85

NOTE: All pool staff reclassified as Temporary instead of Part-Time.

<b>Parks Brawner Hall</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Facility Event Coordinator	FT	15	0	0	1	1	1	1
Facility Event Coordinator	FT	N/A	1	1	0	0	0	0
<b>Total FT Employees</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Total PT FTEs			N/A	2.57	2.61	3.05	3.49	3.49

<b>Parks Maintenance</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Supervisor	FT	21	0	0	0	0	1	1
Foreman	FT	12	0	0	0	0	1	1
Crew Leader	FT	6	0	0	0	0	2	2
Crew Worker	FT	4	0	0	0	0	4	4
<b>Total FT Employees</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>8</b>
Total PT FTEs							0.60	0.6

<b>Parks Programs</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Senior Programs Coordinator	FT	15	1	1	1	1	1	1
Recreation Coordinator	FT	10	1	1	1	1	1	1
Head Lifeguard	FT	6	2	2	2	3	3	3
<b>Total FT Employees</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>
Total PT FTEs			N/A	1.71	2.21	1.23	1.22	1.22

NOTE: Two PT Head Lifeguard positions converted to one FT position during FY16.

<b>Police Administration</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Police Chief	FT	31	1	1	1	1	1	1
Deputy Police Chief	FT	26	1	1	1	1	1	1
Police Captain	FT	23	2	3	3	3	0	0
Police Major	FT	23	0	0	0	0	4	4
Police Lieutenant	FT	20	6	6	6	10	6	6
Chief Probation Officer	FT	18	1	1	1	1	1	1
Police Sergeant	FT	18	7	6	6	6	8	8
Forensic Evidence Specialist	FT	16	2	2	2	2	2	2
Master Patrol Officer	FT	16	23	19	19	18	14	14
Police Detective	FT	N/A	11	10	0	0	0	0
Park Ranger Senior	FT	16	0	0	1	1	1	1
Park Ranger	FT	15	0	0	2	2	0	0
Police Detective	FT	N/A	0	0	10	0	0	0
Police Officer	FT	15	34	34	33	33	33	33
Probation Officer	FT	15	1	1	1	1	1	1
Warrants Officer	FT	15	0	0	1	1	1	1
Administrative Svcs Coordinator	FT	N/A	1	1	0	0	0	0
Police Officer Uncertified	FT	13	3	9	9	17	24	23
Quartermaster	FT	13	0	1	1	1	1	1
Department Administrative Asst	FT	12	0	0	1	1	1	1
Open Records Coordinator	FT	12	0	0	0	0	1	1
Administrative Assistant	FT	11	1	1	1	1	1	1
Central Records Supervisor	FT	10	1	1	1	1	1	1
Crime Data Specialist	FT	10	1	1	2	2	2	2
Central Records Assistant	FT	7	5	4	4	3	7	5
<b>Total FT Employees</b>			<b>101</b>	<b>102</b>	<b>106</b>	<b>106</b>	<b>111</b>	<b>108</b>
Total PT FTEs						0.11	0.09	0.09

NOTE: One Lieutenant position moved to E-911, and one Police Captain (Major) position moved here from E-911.

<b>Police - Jail</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Police Captain	FT	23	1	1	1	1	0	0
Police Major	FT	23	0	0	0	0	1	1
Chief Jailer	FT	17	1	1	1	1	1	1
Detention Shift Supervisor	FT	13	4	4	4	4	4	4
Detention Officer	FT	10	14	14	14	14	14	14
Jail Cook	FT	6	1	1	1	1	1	1
<b>Total FT Employees</b>			<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>
Total PT FTEs			N/A	0.50	0.62	0.48	0.50	0.50

<b>Recycling</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Truck Driver - Recycling	FT	8	2	2	2	3	3	3
Crew Worker - Recycling	FT	4	3	3	3	4	7	4
<b>Total FT Employees</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>7</b>	<b>10</b>	<b>7</b>

<b>Sanitation</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Sanitation Supervisor	FT	21	1	1	1	1	1	1
Sanitation Foreman	FT	12	1	1	1	1	1	1
Heavy Equipment Operator	FT	11	1	1	1	0	0	0
Truck Driver - Sanitation	FT	8	6	6	6	7	7	7
Crew Worker - Sanitation	FT	4	12	12	12	12	12	12
<b>Total FT Employees</b>			<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

NOTE: Heavy Equipment Operator converted to Truck Driver during FY16.

<b>Traffic Engineering</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
City Engineer	FT	29	0	0	0	1	1	1
Assistant City Engineer	FT	23	0	0	0	1	1	1
Traffic Signal Technician	FT	12	2	2	2	2	2	2
Asst Traffic Signal Technician	FT	4	0	0	0	0	1	0
<b>Total FT Employees</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>4</b>

<b>Water Administration</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Utilities Services Manager	FT	20	1	1	1	1	1	1
Utility Billing Coordinator	FT	12	1	1	1	1	1	1
Utility Services Foreman	FT	N/A	0	0	0	0	0	0
Accounting Technician Sr	FT	9	1	1	1	1	1	1
Utility Services Meter Tech	FT	N/A	0	0	0	0	0	0
Accounting Technician	FT	7	1	1	1	1	2	1
<b>Total FT Employees</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>

<b>Water Distribution</b>	<b>Status</b>	<b>Grade</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Water Systems Manager	FT	22	0	0	0	0	1	1
Water Distribution Supervisor	FT	21	1	1	1	1	1	1
Environmental Tech	FT	13	1	1	1	1	2	1
Fire Hydrant Inspector	FT	12	1	1	1	1	1	1
Water/Sewer Foreman	FT	12	1	1	1	1	1	1
Heavy Equipment Operator	FT	11	2	2	2	2	2	2
Utilitites Locator	FT	11	1	1	1	1	1	1
Utility Services Foreman	FT	11	1	1	1	1	1	1
Zoning Inspector	FT	11	0	0	0	0	1	1
Utility Services Meter Tech Sr	FT	N/A	0	0	0	0	0	0
Equipment Operator Sr	FT	8	1	2	2	2	0	0
Equipment Operator	FT	7	4	3	3	3	5	5
Utility Services Meter Tech	FT	7	2	2	1	2	2	2
Utilities Meter Installation Tech	FT	6	1	1	2	1	1	1
Crew Worker - Water/Sewer	FT	4	7	7	7	7	7	7
<b>Total FT Employees</b>			<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>	<b>26</b>	<b>25</b>

NOTE: Zoning Inspector position moved here from Community Development.

<b>Grand Totals</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Requested</b>	<b>FY 2017 Recomm.</b>
Full-Time Employees	391	395	400	406	429	414
Part-Time Employees	N/A	18.03	19.71	20.92	19.32	18.94
Temporary Employees	N/A	1.77	1.83	1.88	6.05	6.05
<b>Grand Totals</b>	<b>391.00</b>	<b>414.80</b>	<b>421.54</b>	<b>428.80</b>	<b>454.37</b>	<b>438.99</b>

# Capital Improvement Plan – General Fund & E-911

FY 2017 to FY 2021

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.

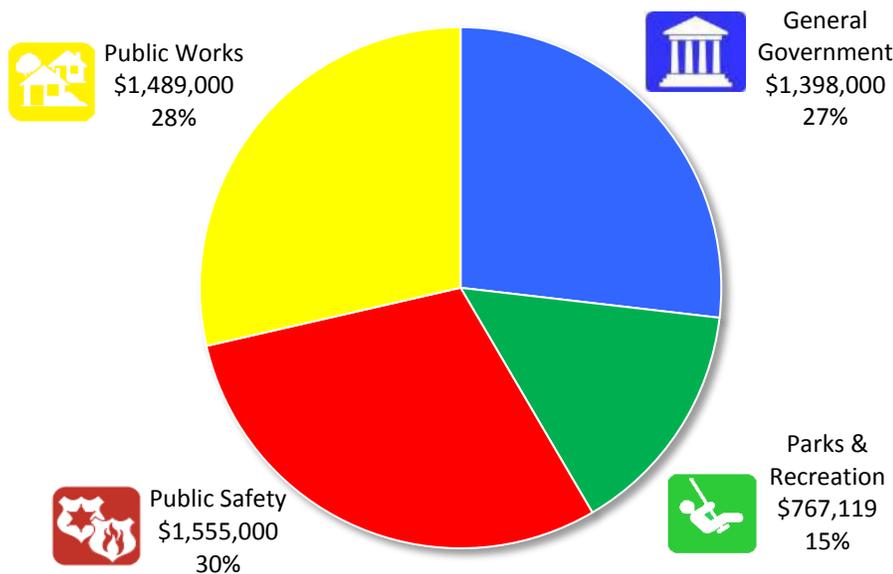
The various Departments submitted their new and revised capital requests for review by the CIP Committee. This ad-hoc committee is composed of Finance staff and representatives from select Departments. The Committee reviewed the requests and recommends 52 projects for funding through the FY 2017 - FY 2021 CIP. Thirty-two of these projects are carryover from the FY 2016 - FY 2020 CIP adopted by Mayor & Council through the FY 2016 budget process. Twenty projects are new requests from the Departments:

- 8 new requests to fund Public Safety projects
- 4 new requests to fund IT improvements
- 4 new requests to fund Public Works projects
- 3 new requests to fund Parks improvements
- 1 new request for a study

Twenty-one projects totaling \$1,032,500 have been recommended for funding in FY 2017. Descriptions are included in the pages that follow.

Twenty projects have been pushed beyond the 5-year plan. Most of these are recommendations of the Parks Master Plan completed in FY 2014. Since the city currently has no funding source for these projects, only the projects identified as priorities by Mayor & Council have been scheduled.

The total cost of projects recommended for funding through the FY 2017 - FY 2021 CIP is \$5.2M. A breakdown of the total recommended funding over the 5-year time period is shown below:



## Projects Recommended for Funding in FY 2017



### General Government

LCI Spring Rd Corridor Study	Comm Dev	\$25,000
<p>This project will fund a 20% match required of the city to secure an LCI Study grant from the Atlanta Regional Commission. The Community Development Department is recommending a study of the Spring Road corridor between Cobb Parkway and Atlanta Road. The study will result in recommendations for improving the safety, mobility, and accessibility of this corridor for people using a variety of transportation modes including pedestrians, bicyclists, transit riders, and motorists.</p>		
Financial Software	Finance	\$133,000
<p>Tyler-MUNIS is enterprise resource planning software the city uses to track its financials, bill customers, and perform a variety of other functions. This is the final year of an ongoing project to cover the lease payments for software implementation.</p>		
SAN Expansion	Info Systems	\$25,000
<p>This project will allow the city to purchase additional SAN storage capacity. The demands for electronic storage increase every year as the city generates new data through email, documents, photos, etc.</p>		
Phone Router Replacement	Info Systems	\$35,000
<p>The city uses the Cisco VoIP phone system. This project will replace the existing phone system routers, which are no longer supported by Cisco or under warranty.</p>		
Refresh of Servers	Info Systems	\$80,000
<p>This project will replace existing servers that have reached the end of service life and/or can no longer meet the needs of the city.</p>		
Office Phone Replacement	Info Systems	\$27,500
<p>This project will replace approximately 200 older Cisco desk phones with current models. The upgrade will allow the phones to take advantage of higher network speeds supported by the city's new gigabit network installed in FY 2016.</p>		
Desktop Computer Upgrades	Info Systems	\$41,000
<p>This is an on-going project to replace outdated desktop computers city-wide. Staff may move forward with plans to conduct a virtual desktop pilot program in FY 2016 although likely cost savings are not as significant as anticipated.</p>		

Self-Check Kiosks & RFID Conversion	Library	\$35,000
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This two-year project will add self-check kiosks with RFID technology. In FY17, the \$35,000 kiosks will allow patrons to check out their own materials. In FY18, the \$85,000 RFID conversion will improve security, reduce the number of missing items, improve inventory records, and automate the check-in and sorting process of returned materials.

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<b>Total General Government</b>		<b>\$401,500</b>
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*Parks & Recreation*

Restroom Upgrades @ Community Center	Parks Admin	\$80,000
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This is a multi-year project to remodel the restrooms in the Community Center. The restroom fixtures are original to the building and are beginning to show their age. In addition, some changes will need to be made to remain ADA compliant. Parks staff have prioritized the upgrades as follows:

- FY 2016 – Lower level restrooms
- FY 2017 – Second floor restrooms
- FY 2018 – Restrooms across from small gym

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<b>Total Parks &amp; Recreation</b>		<b>\$80,000</b>
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*Public Safety*

Body Camera Data Storage	Police	\$25,000
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In FY 2016, the Smyrna Police Department equipped officers with body cameras. To comply with Georgia Open Records laws, it is necessary to acquire additional storage capacity for the volumes of new video data being generated every day.

Fire Station 4 Remodel	Fire Admin	\$80,000
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Fire Station #4, built in 1990, is in need of significant remodeling and upgrades of mechanical systems. This is the first of a two-year project that will allow for HVAC mechanical equipment replacement, kitchen remodel, paint and carpet, an emergency power generator, and a roof replacement.

CID Alternate Light Source	Police Admin	\$30,000
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The Alternate Light Source is used in Forensic Investigations for the discovery of fingerprints, biological evidence, and pattern injuries. This will allow staff to collect more evidence as it is an improvement over the UV technology currently in use.

AFIS System Upgrade	Police Admin	\$55,000
As of June 30, 2017 the Automated Fingerprint Identification System (AFIS) currently in use in the Criminal Investigations Division will become obsolete and will no longer function. This upgrade will allow staff to continue using the system as an investigatory tool.		
Replace Tasers	Police Admin	\$122,000
The Taser is an effective less-than-lethal option for officers. This project will replace approximately 90 Taser units (one per officer). In conjunction with this capital request, an annual warranty of \$17,000 will be added to the Police Admin operating budget. The warranty will cover the units for five years, then the vendor will replace them at no cost.		
<b>Total Public Safety</b>		<b>\$312,000</b>



*Public Works*

Build Parking Lot @ Lake Court Park	Bldgs/Plant	\$25,000
This project is for the construction of a paved parking lot at Lake Court Park.		
Paint Equipment Sheds at PWC	Bldgs/Plant	\$35,000
This project will allow the sheds at the Public Works complex to be painted. The project is needed to protect and maintain the sheds that house vehicles and equipment.		
Paint Interior of Public Works Offices	Bldgs/Plant	\$40,000
This project will allow for the painting and repair of the Public Works offices and break rooms.		
Final Paving @ N Cooper Lake Park	Bldgs/Plant	\$71,000
This project is for the final paving of the lot and roadway at North Cooper Lake Park.		
Miscellaneous Carpet Replacement	Bldgs/Plant	\$20,000
This is an on-going project for miscellaneous carpet replacement throughout city buildings. Public Works staff will manage which locations get new carpet with FY 2017 funding based on age and condition of carpet.		
New Sanitation Roll-Out Carts	Sanitation	\$28,000
This is an on-going project to provide new sanitation customers with garbage roll-out carts. Replacement of old carts are included as an R&M line item in the operating budget.		
Replace Floor Saw Machine	Traffic Eng	\$20,000
The floor saw machine is used to cut concrete and asphalt for traffic signal detection devices. To help manage proper traffic signal operations, this unit is due for an upgrade.		
<b>Total Public Works</b>		<b>\$239,000</b>

<b>General Government</b>	<b>\$401,500</b>
<b>Parks &amp; Recreation</b>	<b>\$80,000</b>
<b>Public Safety</b>	<b>\$312,000</b>
<b>Public Works</b>	<b>\$239,000</b>
<b>Total FY 2017 Recommended Funding</b>	<b>\$1,032,500</b>

## Projects Reduced or Moved Out of FY 2017

Below is a summary of the projects requested by departments for funding in FY 2017 that the CIP Committee reduced or delayed for a future year:

Resurface City Hall Parking Lot	Bldgs/Plant	\$140,000
This project is for resurfacing the City Hall parking lot due to fractures and pot holes. The Public Works Director agreed to push this request to FY 2018.		
San Expansion	Info Systems	\$35,000
This project will allow the city to purchase additional SAN storage capacity. The CIP Committee reduced this request from \$60,000 to \$25,000.		
Restroom Upgrades @ Community Center	Parks Admin	\$50,000
This is a multi-year project to remodel the restrooms in the Community Center. The CIP Committee reduced this request from \$130,000 to \$80,000.		
Replace Underground Sanitation Cans	Sanitation	\$50,000
This project would have funded the replacement of 200 underground sanitation cans for areas of Smyrna which cannot use roll-out carts. The CIP Committee eliminated this request for FY 2017 to allow the Sanitation Department time to install replacement cans previously funded.		
<b>Total Projects Reduced or Moved Out of FY 2017</b>		<b>\$275,000</b>

## Previously Adopted Projects Removed from the CIP

Staff recommends that two previously adopted CIP projects be removed from the CIP and not included for funding in the FY 2017 - FY 2021 CIP.

Phone System Software Upgrade	Info Systems	\$20,000
This project was previously scheduled for FY 2018. Mayor & Council approved the completion of this project in FY 2016 using leftover funds from another CIP project.		
CMS Home Stadium - Exterior Rehab	Parks Admin	\$35,000
This project was previously scheduled for FY 2017. It was pulled by Parks Administration because the work was completed by Cobb County School District in 2015.		
<b>Total Projects Removed from the CIP</b>		<b>\$55,000</b>

## Past Projects to Be Closed

Every year, Mayor & Council take formal action to close past CIP projects. This is a recommended practice in the field of local government finance because it gives Council an update on the completion of adopted projects. It also gives Finance the authority to reallocate any remaining funds to future CIP projects. Staff recommends the following eleven past projects be closed and the remaining budget monies be used toward funding the FY 2017 CIP Projects:

### General Fund CIP

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
Fleet Maint	31423	Vehicle Repairs	2014	50,000.00	49,249.70	750
Bldgs & Plant	31424	Sign Repairs	2014	50,000.00	64,481.00	(14,481)
Fleet Maint	31528	Purchase 30,000lb Truck Lift	2015	42,000.00	26,475.00	15,525
IT	31508	Desktop Computer Upgrades	2015	37,000.00	36,995.26	5
Library	31531	Library A/V Shelving Upgrades	2015	37,500.00	37,695.94	(196)
Library	31532	Lighting Replacement & Upgrade	2015	20,000.00	17,919.96	2,080
Library	31533	New Public Tables	2015	28,000.00	31,709.48	(3,709)
Library	31534	Replace Carpet at Library	2015	40,000.00	40,000.00	-
Police Admin	31513	Police Computer Replacement	2015	40,000.00	39,950.30	50
Sanitation	31520	Replace Sanitation Roll-Out Carts	2015	63,900.00	48,813.50	15,087
<b>Totals</b>				<b>408,400</b>	<b>393,290</b>	<b>15,110</b>

### E-911 Capital Project Fund

Dept	Proj #	Project Name	Initial FY	Revised Budget	Life to Date Actuals	Remaining Balance
E-911	31525	New Gen 911	2015	210,000	192,034	17,966
<b>Totals</b>				<b>210,000</b>	<b>192,034</b>	<b>17,966</b>

## General Fund Capital Improvement Plan

FY 2017 - FY 2021

GENERAL GOVERNMENT										
Dept Name	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Comm Dev	153	LCI Spring Road Corridor Study	New	25,000					25,000	
Finance	60	Financial Software	Existing	133,000					133,000	
IT	114	SAN Expansion	Existing	25,000					25,000	
IT	165	Phone Router Replacement	New	35,000					35,000	
IT	58	Refresh of Servers	Existing	80,000					80,000	
IT	113	Office Phone Replacement	Existing	27,500	27,500				55,000	
IT	56	Desktop Computer Upgrades	Existing	41,000	41,000	41,000	41,000	41,000	205,000	
IT	162	Upgrade Microsoft Exchange	New			25,000			25,000	
IT	163	Network Vulnerability Study	New				90,000		90,000	
IT	164	Upgrade Microsoft Office	New				90,000		90,000	
Library	86	Self-Check Kiosks and RFID Conversion	Existing	35,000	85,000				120,000	
Library	121	Remodel of Youth Services Department	Existing		85,000				85,000	
Library	122	Adult Services Remodel	Existing			120,000			120,000	
Library	123	Young Adult Remodel	Existing				60,000		60,000	
Library	89	24-Hour Library	Existing					250,000	250,000	
<b>Total General Government</b>				<b>401,500</b>	<b>238,500</b>	<b>186,000</b>	<b>281,000</b>	<b>291,000</b>	<b>1,398,000</b>	<b>-</b>

PARKS & RECREATION										
Dept Name	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Parks Admin	106	Restroom Upgrades @ Comm Ctr	Existing	80,000	162,500				242,500	
Parks Admin	97	Askew Playground	Existing		20,000				20,000	
Parks Admin	110	Tennis Court Repair	Existing		68,244				68,244	
Parks Admin	102	Field Upgrade - Campbell Middle School	Existing		92,250				92,250	
Parks Admin	99	Chuck Camp Park Baseball Upgrade	Existing			51,000			51,000	
Parks Admin	177	Locker Room Upgrades @ Comm Ctr	Existing			203,125			203,125	
Parks Admin	168	Comm Ctr Reception Area	New				22,000		22,000	
Parks Admin	100	Parking Lot Expansion @ Comm Ctr East	Existing						-	259,000
Parks Admin	103	Outdoor Track - Campbell Middle School	Existing						-	150,000
Parks Admin	105	Repurpose Cobb Park Field	Existing						-	90,000
Parks Admin	107	Repurpose field and develop site at Lake Court	Existing						-	250,000
Parks Admin	133	CMS Sports Complex Improvements	Existing						-	156,600
Parks Admin	134	Argo Road Park	Existing						-	74,750
Parks Admin	135	Brinkley Park Improvements	Existing						-	59,800
Parks Admin	136	Camp Park Improvements	Existing						-	586,000
Parks Admin	138	Cobb Park North Improvements	Existing						-	128,300
Parks Admin	139	North Cooper Lake Park Completion	Existing						-	928,000
Parks Admin	140	Tolleson Tennis Pavilion Replacement	Existing						-	60,000
Parks Admin	141	Twin Oaks Park Development	Existing						-	43,200
Parks Admin	142	Ward Park Building Improvements	Existing						-	75,000
Parks Admin	166	Comm Ctr Large Gym Floor Replacement	New						-	400,000
Parks Admin	167	Comm Ctr Lower Level Improvements	New						-	60,000
Parks Admin	169	Comm Ctr Small Gym Bleacher Replacement	New						-	30,000
Parks Admin	170	Comm Ctr Small Gym Floor Replacement	New						-	225,000

Dept Name	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Parks Admin	171	Synthetic Surfacing - Multiple Parks	New						-	2,050,000
Parks Admin	172	Comm Ctr Banquet Hall Expansion	New						-	1,000,000
Parks Admin	173	Comm Ctr Large Gym Bleacher Replacement	New						-	130,000
Parks Ath/Aq	175	Tolleson Pool Improvements	New			44,000			44,000	
Parks Ath/Aq	174	Tolleson Pool Bath House Improvements	New					24,000	24,000	
<b>Total Parks &amp; Recreation</b>				<b>80,000</b>	<b>342,994</b>	<b>298,125</b>	<b>22,000</b>	<b>24,000</b>	<b>767,119</b>	<b>6,755,650</b>

### PUBLIC SAFETY

Dept Name	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Fire	154	Fire Station 4 Remodel	New	80,000	45,000				125,000	
Fire	155	Live-Fire Training Facility	New		50,000	250,000			300,000	
Fire	157	Extrication Equipment	New			90,000			90,000	
Fire	156	Cardiac Monitor Replacement	New			160,000	160,000		320,000	
Fire	158	Cascade Air-Filling System	New				50,000		50,000	
Fire	159	Back-Up Generator / Community Ctr Shelter	New					200,000	200,000	
Police	180	Body Camera Data Storage	New	25,000					25,000	
Police	118	CID Alternate Light Source	Existing	30,000					30,000	
Police	143	AFIS System Upgrade	Existing	55,000					55,000	
Police	83	Replace Tasers	Existing	122,000					122,000	
Police	176	Police / IS Storage Facility	New		140,000				140,000	
Police	61	Police Laptop Computer Refresh	Existing		49,000	49,000			98,000	
<b>Total Public Safety</b>				<b>312,000</b>	<b>284,000</b>	<b>549,000</b>	<b>210,000</b>	<b>200,000</b>	<b>1,555,000</b>	<b>-</b>

### PUBLIC WORKS

Dept Name	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Bldgs & Plant	74	Build Parking Lot @ Lake Court Park	Existing	25,000					25,000	
Bldgs & Plant	125	Paint Equipment Sheds at PWC	Existing	35,000					35,000	
Bldgs & Plant	124	Paint Interior of Public Works Offices	Existing	40,000					40,000	
Bldgs & Plant	68	Final Paving @ N Cooper Lake Park	Existing	71,000					71,000	
Bldgs & Plant	62	Misc Carpet Replacement	Existing	20,000	20,000	20,000	20,000	20,000	100,000	
Bldgs & Plant	64	Resurface City Hall Parking Lot	Existing		140,000				140,000	
Bldgs & Plant	150	Resurface Police Parking Lot	New		150,000				150,000	
Bldgs & Plant	151	Resurface Parking Lot at Tolleson Park	New		150,000				150,000	
Bldgs & Plant	152	Install Timers at Parks for Lights and Gates	New			25,000			25,000	
Fleet Maint	77	Purchase Crane	Existing		33,000				33,000	
Fleet Maint	160	Update Fuel System	New				300,000		300,000	
Hwys & Streets	126	New Pan-Tilt Security Camera for PWC	Existing		25,000				25,000	
Hwys & Streets	127	New Electronic Gate for Interior Entrance at PWC	Existing		35,000				35,000	
Sanitation	81	New Sanitation Roll-Out Carts	Existing	28,000	28,000	28,000	28,000	28,000	140,000	
Sanitation	131	Replace Underground Sanitation Cans	Existing		50,000	50,000	50,000	50,000	200,000	
Traffic Eng	129	Replace Floor Saw Machine	Existing	20,000					20,000	
<b>Total Public Works</b>				<b>239,000</b>	<b>631,000</b>	<b>123,000</b>	<b>398,000</b>	<b>98,000</b>	<b>1,489,000</b>	<b>-</b>

<b>Total General Fund CIP</b>				<b>1,032,500</b>	<b>1,496,494</b>	<b>1,156,125</b>	<b>911,000</b>	<b>613,000</b>	<b>5,209,119</b>	<b>6,755,650</b>
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**E-911 Capital Project Fund**

FY 2017 - FY 2021

<b>Dept</b>	<b>Proj #</b>	<b>Project Name</b>	<b>Status</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>	<b>Beyond</b>
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There are no CIP projects scheduled under the E-911 Capital Project Fund.

## Water/Sewer Capital Project Fund

FY 2017 - FY 2021

Dept	Proj #	Project Name	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Total	Beyond
Water Distrib	517	Infrastructure Improvements	Existing	1,900,000	2,200,000	2,200,000	2,200,000	2,200,000	10,700,000	-
Water Distrib	518	Drainage Improvements	Existing	200,000	200,000	200,000	200,000	200,000	1,000,000	-
Water Distrib	524	Rehab of Fox Creek Pond	New	640,000					640,000	-
Water Distrib	525	Jonquil Sanitary Outfall	New	4,000,000					4,000,000	-
Water Distrib	522	Sewer Camera and Box Replace 1" Water Meters	Existing		200,000				200,000	-
Water Distrib	523	and Back Flow Preventers	New		560,000	560,000	560,000	560,000	2,240,000	-
Water Distrib	520	Supply Yard Cover at PWC	Existing				100,000		100,000	-
<b>Total Water/Sewer Capital Projects</b>				<b>6,740,000</b>	<b>3,160,000</b>	<b>2,960,000</b>	<b>3,060,000</b>	<b>2,960,000</b>	<b>18,880,000</b>	<b>-</b>

## Storm Water Capital Project Fund

FY 2017 - FY 2021

<b>Dept</b>	<b>Proj #</b>	<b>Project Name</b>	<b>Status</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>	<b>Beyond</b>
Storm Water	519	Storm Water Projects	New	910,000	920,000	930,000	930,000	930,000	4,620,000	-
<b>Total Storm Water Capital Projects</b>				<b>910,000</b>	<b>920,000</b>	<b>930,000</b>	<b>930,000</b>	<b>930,000</b>	<b>4,620,000</b>	<b>-</b>

## Vehicle Replacement Fund

Summary of Replacements by Fund - FY 2017 to FY 2021

<b>General Fund</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>
Administration	-	-	-	-	-	-
Buildings & Grounds	-	-	36,000	-	-	36,000
Community Development	50,000	-	-	-	21,500	71,500
Court	-	-	-	-	-	-
E-911	-	-	-	-	-	-
Finance	-	-	-	-	-	-
Fire Administration	-	-	-	1,300,000	-	1,300,000
Fleet Maintenance	21,500	21,500	-	45,000	-	88,000
Highways & Streets	213,000	91,500	171,500	220,000	59,500	755,500
Information Technology	-	-	-	-	-	-
Keep Smyrna Beautiful	-	-	-	-	-	-
Library	-	-	-	-	-	-
Parks Administration	32,000	-	-	-	21,500	53,500
Parks Athl/Aquatics	-	-	-	-	-	-
Parks Brawner Hall	-	-	32,000	-	-	32,000
Parks Programs	-	-	-	-	-	-
Police Admin	326,000	296,000	287,500	547,500	308,000	1,765,000
Police - Jail	-	-	45,000	-	-	45,000
Recycling	-	-	-	-	135,000	135,000
Sanitation	285,000	-	423,000	84,000	152,000	944,000
Traffic Engineering	-	-	-	-	150,000	150,000
<b>Total General Fund</b>	<b>927,500</b>	<b>409,000</b>	<b>995,000</b>	<b>2,196,500</b>	<b>847,500</b>	<b>5,375,500</b>

<b>Water/Sewer Fund</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>
Water Administration	-	-	-	-	-	-
Water Distribution	21,500	675,500	21,500	21,500	155,000	895,000
<b>Total Water/Sewer Fund</b>	<b>21,500</b>	<b>675,500</b>	<b>21,500</b>	<b>21,500</b>	<b>155,000</b>	<b>895,000</b>

<b>Transfers In</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>
Transfers In - General Fund	850,000	850,000	850,000	850,000	850,000	4,250,000
Transfers In - Water/Sewer Fund	100,000	100,000	100,000	100,000	100,000	500,000
<b>Total Transfers In</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>950,000</b>	<b>4,750,000</b>

<b>Net Change to Fund Balance</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>Total</b>
Total Transfers In	950,000	950,000	950,000	950,000	950,000	4,750,000
Total Expenditures	949,000	1,084,500	1,016,500	2,218,000	1,002,500	6,270,500
<b>Net Change to Fund Balance</b>	<b>1,000</b>	<b>(134,500)</b>	<b>(66,500)</b>	<b>(1,268,000)</b>	<b>(52,500)</b>	<b>(1,520,500)</b>

**Vehicle Replacement Fund**  
Replacement Schedule - FY 2017 to FY 2021

<b>GENERAL GOVERNMENT</b>								
Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Bldg/Plant	3011	1998 FORD E-250	Scheduled			36,000		
Comm Dev		FORD F-150	Requested <sup>1</sup>	-				
Comm Dev		FORD ESCAPE	Requested <sup>2</sup>	25,000				
Comm Dev	6631	2005 FORD TAURUS	Early Repl <sup>3</sup>	25,000				
Comm Dev	4310	2000 FORD F-150	Scheduled					21,500
Info Syst		FORD ESCAPE	Requested <sup>4</sup>	-				
<b>Total General Government</b>				<b>50,000</b>	<b>-</b>	<b>36,000</b>	<b>-</b>	<b>21,500</b>

<b>PARKS &amp; RECREATION</b>								
Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Parks Admin	4718	2002 FORD WINDSTAR	Scheduled	32,000				
Parks Admin	6497	2000 FORD F-150	Scheduled					21,500
Parks Brwnr	9482	1998 FORD WINDSTAR	Scheduled			32,000		
<b>Total Parks &amp; Recreation</b>				<b>32,000</b>	<b>-</b>	<b>32,000</b>	<b>-</b>	<b>21,500</b>

<b>PUBLIC SAFETY</b>								
Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Fire Admin		FORD EXPLORER	Requested <sup>5</sup>	-				
Fire Admin	3072	1999 FREIGHTLINER FIRE TRUCK	Scheduled				650,000	
Fire Admin	3073	1999 AMERICAN LAFRANCE	Scheduled				650,000	
Police - Jail	8106	1996 FORD E-350	Scheduled			45,000		
Police Admin	8762	1996 FORD E-250	Scheduled <sup>6</sup>	-				
Police Admin	4389	2008 FORD CROWN VIC	Scheduled	38,500				
Police Admin	5645	2005 FORD CROWN VIC	Scheduled	38,500				
Police Admin	7275	2004 FORD CROWN VIC	Scheduled	38,500				
Police Admin	8300	2007 FORD CROWN VIC	Scheduled	38,500				
Police Admin	1976	2011 FORD CROWN VIC	Scheduled	38,500				
Police Admin	8653	2007 FORD CROWN VIC	Scheduled	38,500				
Police Admin		FORD EXPLORER	Requested <sup>7</sup>	-				
Police Admin		FARBER E-450 CUTAWAY 23	Requested <sup>6</sup>	95,000				

Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Police Admin	9955	2003 FORD EXPEDITION	Scheduled		35,000			
Police Admin	4396	2008 FORD CROWN VIC	Scheduled		38,500			
Police Admin	5643	2005 FORD CROWN VIC	Scheduled		38,500			
Police Admin	8297	2007 FORD CROWN VIC	Scheduled		38,500			
Police Admin	8299	2007 FORD CROWN VIC	Scheduled		38,500			
Police Admin	8655	2007 FORD CROWN VIC	Scheduled		38,500			
Police Admin	9690	2009 FORD CROWN VIC	Scheduled		38,500			
Police Admin	1272	2003 FORD CROWN VIC	Scheduled			30,000		
Police Admin	3001	2005 FORD EXPLORER	Scheduled			30,000		
Police Admin	4028	2008 FORD CROWN VIC	Scheduled			35,000		
Police Admin	4394	2008 FORD CROWN VIC	Scheduled			38,500		
Police Admin	4397	2008 FORD CROWN VIC	Scheduled			38,500		
Police Admin	8302	2007 FORD CROWN VIC	Scheduled			38,500		
Police Admin	9694	2009 FORD CROWN VIC	Scheduled			38,500		
Police Admin	9696	2009 FORD CROWN VIC	Scheduled			38,500		
Police Admin	972	2010 MERCURY GRAND MARQUIS	Scheduled				30,000	
Police Admin	3056	2005 FORD CROWN VIC	Scheduled				30,000	
Police Admin	9943	1999 FORD CROWN VIC	Scheduled				30,000	
Police Admin	1974	2011 FORD CROWN VIC	Scheduled				38,500	
Police Admin	4391	2008 FORD CROWN VIC	Scheduled				38,500	
Police Admin	4395	2008 FORD CROWN VIC	Scheduled				38,500	
Police Admin	9692	2009 FORD CROWN VIC	Scheduled				38,500	
Police Admin	9695	2009 FORD CROWN VIC	Scheduled				38,500	
Police Admin	4578	2010 CHEVROLET TAHOE	Scheduled				40,000	
Police Admin		Mobile Command Vehicle	Scheduled				225,000	
Police Admin	1960	2010 FORD CROWN VIC	Scheduled					38,500
Police Admin	1961	2010 FORD CROWN VIC	Scheduled					38,500
Police Admin	4390	2008 FORD CROWN VIC	Scheduled					38,500
Police Admin	4392	2008 FORD CROWN VIC	Scheduled					38,500
Police Admin	5377	2011 FORD CROWN VIC	Scheduled					38,500
Police Admin	8652	2007 FORD CROWN VIC	Scheduled					38,500
Police Admin	9691	2009 FORD CROWN VIC	Scheduled					38,500
Police Admin	9699	2009 FORD CROWN VIC	Scheduled					38,500
Police Admin	235	2010 DODGE CHARGER	Scheduled		30,000			
<b>Total Public Safety</b>				<b>326,000</b>	<b>296,000</b>	<b>332,500</b>	<b>1,847,500</b>	<b>308,000</b>

**PUBLIC WORKS**

Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Maint/Shop	4	1997 FORD F-150	Scheduled	21,500				
Maint/Shop	6359	1997 FORD F-150	Scheduled		21,500			
Maint/Shop	8848	2004 FORD F-550	Scheduled				45,000	
Hways/Sts	8030	2005 FORD EXPLORER	Scheduled	28,000				
Hways/Sts	2701	2006 GMC 5500	Scheduled	55,000				
Hways/Sts	2262	2001 FORD F-450 SUPERDUTY	Scheduled	65,000				
Hways/Sts	2265	2001 FORD F-450	Scheduled	65,000				
Hways/Sts	2	1997 FORD F-150	Scheduled		21,500			
Hways/Sts	2179	2007 UD 1400	Scheduled		70,000			
Hways/Sts	2000	2001 FORD F-150	Scheduled			21,500		
Hways/Sts	5850	2003 FORD F-650	Scheduled			75,000		
Hways/Sts	5851	2003 FORD F-750	Scheduled			75,000		
Hways/Sts	6610	2005 JOHN DEERE 644J LOADER	Scheduled				220,000	
Hways/Sts	9700	2000 FORD F-150	Scheduled					21,500
Hways/Sts	2606	2005 FORD F-250 SD	Scheduled					38,000
Recycling	5742	2007 INTERNATIONAL 4300	Scheduled					135,000
Sanitation	4216	2004 MACK GARBAGE TRUCK	Scheduled	140,000				
Sanitation	2664	2003 MACK MR688S	Scheduled	145,000				
Sanitation	4305	2005 GMC T7500	Scheduled			138,000		
Sanitation	4574	2006 MACK GARBAGE TRUCK	Scheduled			140,000		
Sanitation	2263	2003 MACK MR688S	Scheduled			145,000		
Sanitation	6218	1998 GMC T7500 SAND SPREADER	Scheduled				84,000	
Sanitation	4352	2005 GMC T7500	Scheduled					82,000
Sanitation	5002	2005 UD DUMP TRUCK	Scheduled					70,000
Traffic Eng	5503	2006 FORD F-550 BUCKET TRUCK	Scheduled					150,000
Water Dist	7513	2001 FORD F-150	Scheduled	21,500				
Water Dist	6279	2004 FORD F-150	Scheduled		21,500			
Water Dist	8660	1997 FORD F-150	Scheduled		34,000			
Water Dist	3377	2005 FORD F-550	Scheduled		65,000			
Water Dist	1247	2004 STERLING	Scheduled		230,000			
Water Dist	9277	2002 VAC-CON	Scheduled		300,000			
Water Dist		Gator ORV	Scheduled		25,000			
Water Dist	1063	2000 FORD F-150	Scheduled			21,500		
Water Dist	7512	2001 FORD F-150	Scheduled				21,500	
Water Dist	3045	2001 FORD RANGER	Scheduled					25,000

Dept Name	Veh. #	Description	Status	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Water Dist	5092	2005 JOHN DEERE 410G BACKHOE	Scheduled					130,000
<b>Total Public Works</b>				<b>541,000</b>	<b>788,500</b>	<b>616,000</b>	<b>370,500</b>	<b>651,500</b>
<b>TOTALS</b>				<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
Scheduled Replacements				879,000	1,084,500	1,016,500	2,218,000	1,002,500
New Requests <sup>8</sup>				70,000				
<b>Proposed Vehicle Expenditures</b>				<b>949,000</b>	<b>1,084,500</b>	<b>1,016,500</b>	<b>2,218,000</b>	<b>1,002,500</b>

**NOTES**

- <sup>1</sup> Dept proposed \$22K truck for new Building Inspector. Instead, Finance recommends use of the truck currently being used as the Dept pool car.
- <sup>2</sup> New pool car recommended for shared use by Community Development and Info Systems.
- <sup>3</sup> Dept requested early replacement of Director's vehicle due to mechanical issues; to be replaced with a Ford Edge.
- <sup>4</sup> Dept proposed an additional \$25K pool car for growing staff. Not recommended. Finance recommends shared use of Comm Dev pool car.
- <sup>5</sup> Dept proposed new \$28,500 car for Administrative staff. Not recommended.
- <sup>6</sup> Dept requested increase from \$50K to \$95K for upsized replacement of #8762 (SWAT vehicle) with new Farber E-450. Finance recommends.
- <sup>7</sup> Dept requested \$38,500 for new patrol vehicle. Not recommended since Dept using surplus operating funds in FY16 to purchase additional vehicle.
- <sup>8</sup> Includes \$25K Comm Dev vehicle and \$45K additional funds for upsized SWAT vehicle.

## 2011 SPLOST Fund

### Expenditures FY 2012 to FY 2018

TRANSPORTATION PROJECTS								
Proj #	Project	Prior Year Actuals	FY 2015 Actuals	FY 2016 Projected*	FY 2017 Projected*	FY 2018 Projected*	FY 2019 Projected*	Total
1-001	Concord Road Improvements	5,956,507	3,256,189	947,303			-	10,160,000
1-002	Windy Hill Road (Joint Project w/ County)	311,913	825,432	1,500,000	1,362,654		-	4,000,000
1-003	Belmont Hills Connector Road	2,323,000	-				-	2,323,000
1-004	Ward Street Improvements	1,231,239	10,647				-	1,241,885
1-005	Village Parkway Improvements	62,865	162,881	839,254			-	1,065,000
1-006	Reed Road Improvements	371,149	-				-	371,149
1-007	Intersection Improvements	122,908	1,002,808	4,969,691			-	6,095,407
1-008	Congestion Relief Improvements	24,588	37,836	277			-	62,701
1-009	Paths/Sidewalks	37,952	59,734	521,314			-	619,000
1-010	Resurfacing	1,869,992	2,401,809	1,639,199			-	5,911,000
1-011	Pavement Markings	3,452	94,347	41,201			-	139,000
1-012	Curb & Gutter	26,514	8,086	100,000			-	134,600
1-013	Bridge Rehabilitation	208,171	1,998,566	775,762			-	2,982,500
1-014	Studies	135,751	8,805				-	144,556
<b>Total Transportation Projects</b>		<b>12,686,001</b>	<b>9,867,141</b>	<b>11,334,002</b>	<b>1,362,654</b>	<b>-</b>	<b>-</b>	<b>35,249,798</b>

PARKS PROJECTS								
Proj #	Project	Prior Year Actuals	FY 2015 Actuals	FY 2016 Projected*	FY 2017 Projected*	FY 2018 Projected*	FY 2019 Projected*	Total
1-015	Park Improvements	644,847.83	1,093,448	398,704	-	-	-	2,137,000
<b>Total Parks Projects</b>		<b>644,848</b>	<b>1,093,448</b>	<b>398,704</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,137,000</b>

PUBLIC SAFETY PROJECTS								
Proj #	Project	Prior Year Actuals	FY 2015 Actuals	FY 2016 Projected*	FY 2017 Projected*	FY 2018 Projected*	FY 2019 Projected*	Total
1-016	Public Safety Facility Improvements	493,321	109,118	580,000	-	-	-	1,182,438
1-017	Public Safety Equipment	16,876	977,246	30,878	-	-	-	1,025,000
<b>Total Public Safety Projects</b>		<b>510,197</b>	<b>1,086,363</b>	<b>610,878</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,207,438</b>

KEEP SMYRNA BEAUTIFUL PROJECTS								
Proj #	Project	Prior Year Actuals	FY 2015 Actuals	FY 2016 Projected*	FY 2017 Projected*	FY 2018 Projected*	FY 2019 Projected*	Total
1-018	Recycling Facility Improvements	622,341	1,359,284	40,051	-	-	-	2,021,676
<b>Total Keep Smyrna Beautiful Projects</b>		<b>622,341</b>	<b>1,359,284</b>	<b>40,051</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,021,676</b>

<b>Total Expenditures</b>		<b>14,463,386</b>	<b>13,406,237</b>	<b>12,383,635</b>	<b>1,362,654</b>	<b>-</b>	<b>-</b>	<b>41,615,912</b>
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\*Projected budgets are subject to change.

## 2016 SPLOST Fund

Projected 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)	300,000	7,700,000	9,000,000	10,000,000	10,000,000	1,000,000			38,000,000
1-602	Church Street Improvements	10,000	10,000	430,000	450,000					900,000
1-603	Pat Mell Road Improvements	1,000	2,000	447,000	450,000					900,000
1-604	Spring Road and Cumberland Blvd Impr	1,500,000	2,500,000							4,000,000
1-605	Intersection Impr at Five Points		2,000	498,000	500,000					1,000,000
1-606	Concord Rd at S Cobb Dr Intersection Impr	10,000	10,000	1,480,000	1,500,000					3,000,000
1-607	Riverview Rd at S Cobb Dr Intersection Impr	1,000	149,000							150,000
1-608	Oakdale Road Improvements	1,000	749,000	750,000						1,500,000
1-609	Dickerson Drive Improvements		500,000	500,000						1,000,000
1-610	Pedestrian Access Improvements		10,000	740,000	750,000	1,000,000				2,500,000
1-611	Gann Road Culvert Replacement		10,000	190,000	400,000					600,000
1-612	Congestion Relief Improvements	100,000	300,000	300,000	300,000	300,000	300,000	300,000	373,000	2,273,000
1-613	Traffic Calming	1,000	99,000	100,000						200,000
1-614	Traffic and Pedestrian Xing Signal Upgrades	3,000	147,000							150,000
1-615	Street Signage and Signal Pole Upgrades	1,000	299,000							300,000
1-616	Paths / Sidewalks	25,000	150,000	150,000	150,000	150,000	150,000	150,000	75,000	1,000,000
1-617	Resurfacing	15,000	560,000	575,000	575,000	575,000	575,000	575,000	550,203	4,000,203
1-618	Pavement Marking	30,000	30,000	30,000	30,000	30,000	30,000	30,000	40,000	250,000
1-619	Curb and Gutter	75,000	75,000	75,000	75,000	75,000	75,000	50,000		500,000
1-620	Stormwater Drainage Rehabilitation	2,000	48,000	50,000	50,000	50,000	50,000	50,000		300,000
1-621	Studies	1,000	49,000	50,000	50,000	50,000	50,000			250,000
<b>Total Transportation Projects</b>		<b>2,076,000</b>	<b>13,399,000</b>	<b>15,365,000</b>	<b>15,280,000</b>	<b>12,230,000</b>	<b>2,230,000</b>	<b>1,155,000</b>	<b>1,038,203</b>	<b>62,773,203</b>

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	1,000.00	249,000	250,000	500,000	1,500,000	1,390,000			3,890,000
<b>Total Parks Projects</b>		<b>1,000</b>	<b>249,000</b>	<b>250,000</b>	<b>500,000</b>	<b>1,500,000</b>	<b>1,390,000</b>	<b>-</b>	<b>-</b>	<b>3,890,000</b>

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	2,000	998,000	1,000,000						2,000,000
1-624	Public Safety Equipment	860,000	300,000	300,000	300,000	300,000	50,000			2,110,000
<b>Total Public Safety Projects</b>		<b>862,000</b>	<b>1,298,000</b>	<b>1,300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>4,110,000</b>

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	312,300	312,300	312,300	8,119,800	7,963,650		17,072,408
<b>Total Bond Repayment</b>		<b>-</b>	<b>52,058</b>	<b>312,300</b>	<b>312,300</b>	<b>312,300</b>	<b>8,119,800</b>	<b>7,963,650</b>	<b>-</b>	<b>17,072,408</b>

<b>Total Expenditures</b>		<b>2,939,000</b>	<b>14,998,058</b>	<b>17,227,300</b>	<b>16,392,300</b>	<b>14,342,300</b>	<b>11,789,800</b>	<b>9,118,650</b>	<b>1,038,203</b>	<b>87,845,611</b>
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\*Projected budgets are subject to change.

## FY 2017 BUDGET - TOTAL EXPENDITURES BY DEPARTMENT

Page	General Fund	FY14 Actuals	FY15 Actuals	FY16 Revised	FY17 Request	FY17 Recomm	FY17/16 Difference	% Diff
89	<a href="#">Administration</a>	540,947	591,487	640,781	682,131	702,293	61,512	9.6%
99	<a href="#">Buildings &amp; Plant</a>	1,762,547	1,848,268	1,965,146	2,033,798	1,856,753	(108,393)	-5.5%
107	<a href="#">Community Development</a>	975,525	989,551	1,042,224	1,216,271	1,245,379	203,155	19.5%
131	<a href="#">Court</a>	421,235	362,095	374,049	379,554	379,354	5,306	1.4%
147	<a href="#">Emergency Management</a>	36,445	33,104	41,854	87,404	45,141	3,287	7.9%
153	<a href="#">Finance</a>	489,909	521,052	586,043	573,520	572,320	(13,723)	-2.3%
161	<a href="#">Fire Administration</a>	4,270,689	4,549,357	4,692,169	4,898,329	4,801,481	109,312	2.3%
173	<a href="#">Fire Prevention</a>	227,210	218,495	276,339	365,831	303,743	27,404	9.9%
183	<a href="#">Fire Training</a>	186,163	187,412	212,209	231,892	228,692	16,483	7.8%
191	<a href="#">General Govt &amp; Allocations</a>	10,648,694	16,149,746	13,028,369	14,223,698	14,311,466	1,283,097	9.8%
197	<a href="#">Governing Body</a>	321,057	341,827	417,817	394,941	394,941	(22,876)	-5.5%
209	<a href="#">Highways &amp; Streets</a>	2,323,483	2,426,696	2,435,106	2,238,126	2,245,902	(189,204)	-7.8%
217	<a href="#">Human Resources</a>	348,243	352,427	383,706	470,431	425,281	41,575	10.8%
225	<a href="#">Information Systems</a>	678,032	761,111	909,175	903,322	901,322	(7,853)	-0.9%
237	<a href="#">Keep Smyrna Beautiful</a>	182,220	194,280	228,405	278,016	248,234	19,829	8.7%
245	<a href="#">Library</a>	630,000	674,576	719,568	763,334	751,611	32,043	4.5%
255	<a href="#">Maintenance &amp; Shop</a>	302,618	317,167	351,645	354,269	347,269	(4,376)	-1.2%
263	<a href="#">Parks Administration</a>	1,142,395	1,033,328	1,059,704	1,097,120	1,120,320	60,616	5.7%
273	<a href="#">Parks Athletics &amp; Aquatics</a>	211,462	204,972	284,022	300,738	300,737	16,715	5.9%
283	<a href="#">Parks Brawner Hall</a>	157,518	152,748	178,714	208,419	200,775	22,061	12.3%
291	<a href="#">Parks Maintenance</a>	-	-	-	670,102	632,120	632,120	N/A
299	<a href="#">Parks Programs</a>	386,293	405,166	438,677	348,058	434,692	(3,985)	-0.9%
309	<a href="#">Police Administration</a>	6,236,855	6,320,963	6,745,157	6,856,393	6,665,755	(79,402)	-1.2%
323	<a href="#">Police - Jail Operations</a>	1,049,343	1,065,723	1,147,084	1,136,968	1,132,968	(14,116)	-1.2%
331	<a href="#">Recycling</a>	186,045	187,123	289,081	389,270	354,461	65,380	22.6%
337	<a href="#">Sanitation</a>	3,248,105	3,407,705	3,372,234	3,557,007	3,499,887	127,653	3.8%
345	<a href="#">Traffic Engineering</a>	162,744	131,247	332,295	401,929	373,786	41,491	12.5%
	<b>Total General Fund</b>	<b>37,125,778</b>	<b>43,427,625</b>	<b>42,151,572</b>	<b>45,060,871</b>	<b>44,476,683</b>	<b>2,325,111</b>	<b>5.5%</b>

Page	E-911 Fund	FY14 Actuals	FY15 Actuals	FY16 Revised	FY17 Request	FY17 Recomm	FY17/16 Difference	% Diff
139	<a href="#">E-911</a>	1,316,940	1,465,511	1,455,304	1,506,746	1,505,612	50,308	3.5%
	<b>Total E-911 Fund</b>	<b>1,316,940</b>	<b>1,465,511</b>	<b>1,455,304</b>	<b>1,506,746</b>	<b>1,505,612</b>	<b>50,308</b>	<b>3.5%</b>

Page	Hotel/Motel Fund	FY14 Actuals	FY15 Actuals	FY16 Revised	FY17 Request	FY17 Recomm	FY17/16 Difference	% Diff
119	<a href="#">Community Relations</a>	1,085,767	1,175,446	1,176,915	1,365,000	1,509,479	332,564	28.3%
	<b>Total Hotel/Motel Fund</b>	<b>1,085,767</b>	<b>1,175,446</b>	<b>1,176,915</b>	<b>1,365,000</b>	<b>1,509,479</b>	<b>332,564</b>	<b>28.3%</b>

Page	Water/Sewer Fund	FY14 Actuals	FY15 Actuals	FY16 Revised	FY17 Request	FY17 Recomm	FY17/16 Difference	% Diff
351	<a href="#">Water Administration</a>	395,785	398,539	388,567	408,324	362,491	(26,076)	-6.7%
359	<a href="#">Water Debt Service</a>	81,740	62,780	583,152	605,832	605,832	22,680	3.9%
365	<a href="#">Water Distribution</a>	4,148,681	5,284,227	5,990,324	7,462,598	6,571,037	580,713	9.7%
375	<a href="#">Water Renewal &amp; Extension</a>	129,648	-	-	-	-	-	N/A
379	<a href="#">Water Supply</a>	10,475,766	11,175,773	10,875,703	12,837,393	11,647,559	771,856	7.1%
	<b>Total Water/Sewer Fund</b>	<b>15,231,620</b>	<b>16,921,319</b>	<b>17,837,746</b>	<b>21,314,147</b>	<b>19,186,919</b>	<b>1,349,173</b>	<b>7.6%</b>

## **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, Executive Assistant to the City Administrator, City Hall Receptionist and Management Fellow positions are budgeted here.

The City Administrator 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.

The Executive Assistant to the City Administrator provides executive level support to the City Administrator and senior staff.

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

The Management Fellow provides support to the City Administrator and Assistant City Administrator and participates in meaningful and important City projects.

### **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.

## **Performance Measures**

- Citizen satisfaction with City services
- Economic Development efforts completed
- Major projects completed
- Open records and information requests processed
- Increased visibility for the City of Smyrna

**ADMINISTRATION - 13200**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	474,382	491,614	559,746	578,349	594,246	34,500	6.2%
OTHER OPERATING	66,565	99,873	81,035	103,782	108,047	27,012	33.3%
<b>TOTAL EXPENDITURES</b>	<b>540,947</b>	<b>591,487</b>	<b>640,781</b>	<b>682,131</b>	<b>702,293</b>	<b>61,512</b>	<b>9.6%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	7.63	8.00	9.00	9.88	9.25

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - ADMINISTRATION**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01113201	511100		REG/FULL TIME EMPLOYEES	398,907	458,359	473,399	486,809	486,809	13,410	2.8%
01113201	511101		PART TIME EMPLOYEES	11,543	420	-	15,600	30,368	30,368	N/A
01113201	511200		TEMPORARY EMPLOYEES	25,368	3,258	40,000	40,000	40,000	-	0.0%
01113201	511300		OVERTIME	79	-	-	-	-	-	N/A
01113201	512200		SOC SEC/FICA CONTRIB	30,963	29,077	37,247	35,940	37,069	(178)	-0.5%
01113201	512400		RETIREMENT CONTRIBS	7,521	500	9,100	-	-	(9,100)	-100.0%
01113201	512900		OTHER EMPLOYEE BENEFIT		-	-	-	-	-	N/A
01113201	521200		PURCH PROFESSIONAL SVC	13,420	43,045	14,300	25,300	38,100	23,800	166.4%
01113201	521300		PURCH TECHNICAL SVCS	16,715	16,005	18,495	19,050	12,750	(5,745)	-31.1%
01113201	521400		PURCH SOFTWARE		737	-	-	-		
01113201	522200		REPAIRS & MAINTENANCE	3,167	6,443	5,660	5,460	5,460	(200)	-3.5%
01113201	523200		COMMUNICATIONS	3,640	3,414	4,000	3,750	3,750	(250)	-6.3%
01113201	523300		ADVERTISING	-	446	-	100	100	100	N/A
01113201	523400		PRINTING & BINDING	7,867	4,448	5,100	5,100	5,100	-	0.0%
01113201	523500		TRAVEL	8,157	12,207	12,900	25,982	23,382	10,482	81.3%
01113201	523600		DUES & FEES	2,454	1,444	2,750	3,200	3,200	450	16.4%
01113201	523700		EDUCATION & TRAINING	4,288	4,802	8,660	9,210	8,175	(485)	-5.6%
01113201	523850		CONTRACT LABOR		-	-	-	-	-	N/A
01113201	531100		GEN SUPPLIES & MATERIALS	2,404	5,307	6,040	4,320	5,720	(320)	-5.3%
01113201	531270		ENERGY-GASOLINE/DIESEL	2,201	1,227	2,100	1,000	1,000	(1,100)	-52.4%
01113201	531300		FOOD	1,656	198	500	750	750	250	50.0%
01113201	531400		BOOKS & PERIODICALS	595	150	530	560	560	30	5.7%
01113201	531700		OTHER SUPPLIES	-	-	-	-	-	-	N/A
01113201	542400		CAP OUTLAY-COMPUTERS	-	-	-	-	-	-	N/A
<b>ADMINISTRATION</b>				<b>540,947</b>	<b>591,487</b>	<b>640,781</b>	<b>682,131</b>	<b>702,293</b>	<b>61,512</b>	<b>9.6%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

P 1  
bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01113201 521200 - 13200 PURCH PROFESSIONAL SVC					38,100.00
Cochran and Edwards legal fees		1.00	15,000.00		15,000.00
GMA Cable & Telecommunications Management Services		1.00	6,000.00		6,000.00
Facilitator for Council-Department Head Retreat		1.00	4,300.00		4,300.00
Annual cost for scheduled document destruction		1.00	800.00		800.00
Diversity consultant		1.00	12,000.00		12,000.00
01113201 521300 - 13200 PURCH TECHNICAL SVCS					12,750.00
E-Gov Link- Central Records Management support fee		1.00	6,300.00		6,300.00
Laserfiche- annual support fee		1.00	9,000.00		9,000.00
Municode- web accessible municipal code annual fee		1.00	950.00		950.00
FOIA- open records software annual fee		1.00	2,800.00		2,800.00
Move E-Gov fee to Water Dist (05444401)		1.00	6,300.00		-6,300.00
01113201 521400 - 13200 PURCH SOFTWARE					.00
01113201 522200 - 13200 REPAIRS & MAINTENANCE					5,460.00
Maintenance for '16 Ford Edge and '00 Ford Taurus		1.00	400.00		400.00
Copier monthly cost \$275 (lease \$162, individual copier charges ~\$110)		1.00	3,300.00		3,300.00
City Hall security camera system quarterly fee \$190		1.00	760.00		760.00
Upgrades to Deputy City Clerk desk area		1.00	1,000.00		1,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

P 2  
bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01113201 523200 - 13200 COMMUNICATIONS		1.00	250.00		3,750.00 250.00
Postage		1.00	3,500.00		3,500.00
Monthly payments for current service for 2 mobile phones and 2 MiFis, and addition of 1 mobile phone Phones Clerk, Asst. Admin, Comm. Liaison					
01113201 523300 - 13200 ADVERTISING		1.00	100.00		100.00 100.00
Misc. legal advertisements					
01113201 523400 - 13200 PRINTING & BINDING		1.00	4,500.00		5,100.00 4,500.00
Municode supplements printed due to city code revisions		1.00	600.00		600.00
Misc. items printed annually (e.g. business cards, informational signs)					
01113201 523500 - 13200 TRAVEL		1.00	8,750.00		23,382.00 8,750.00
Half the cost of annual Council-Dept. Head retreat lodging (split w. Mayor/Council)		1.00	5,400.00		5,400.00
GMA Conference travel, lodging & meals for City Admin, Asst. City Admin, City Clerk, 1 dept. head		1.00	5,930.00		5,930.00
ICMA Conference Kansas City travel, lodging & meals for City Admin, Asst. City Admin & Fellow		1.00	1,222.00		1,222.00
AWWA Conference Philadelphia travel, lodging & meals for City Admin.		1.00	1,460.00		1,460.00
WEF Conference New Orleans travel, lodging & meals for City Admin.		1.00	600.00		600.00
GCCMA Fall Conference Callaway Gardens lodging for Asst. City					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

P 3  
bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Admin. & Management Fellow		1.00	720.00		720.00
GCCMA Spring Conference Athens lodging for City Admin., Asst. City Admin & Management Fellow		1.00	1,200.00		1,200.00
Clerk Conference travel, lodging, & meals for City Clerk & Deputy City Clerk		1.00	200.00		200.00
Misc. travel expenses for Community Liaison		1.00	500.00		500.00
Misc. departmental travel expenses		1.00	1,590.00		-1,590.00
Finance Recommendation		1.00	1,010.00		-1,010.00
01113201 523600 - 13200 DUES & FEES		1.00	2,020.00		3,200.00
Annual ICMA dues for City Admin., Asst. City Admin		1.00	375.00		375.00
Annual GCCMA dues for City Admin., Asst. City Admin., Management Fellow		1.00	315.00		315.00
Annual IIMC dues for City Clerk, Deputy City Clerk		1.00	200.00		200.00
Annual GMCFOA dues for City Clerk, Deputy City Clerk		1.00	50.00		50.00
Annual Leadership Cobb dues for Asst. City Admin.		1.00	40.00		40.00
Annual GA Records Association dues for City Clerk, Deputy City Clerk		1.00	200.00		200.00
Misc. dues for use by Community Liaison					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

01113201 523700 - 13200 EDUCATION & TRAINING

GMA \$350 registration fee plus  
8 \$130 classes for City Admin,  
Asst. City Admin, Clerk & 1  
dept. head

ICMA conference \$685  
registration fee plus 2 \$195  
workshop for City Admin, Asst.  
City Admin

GCCMA fall conference \$425  
registration fee for Asst. City  
Admin, Management Fellow

GCCMA spring conference \$425  
registration fee for City  
Admin, Asst. City Admin,  
Management Fellow

American Water Works  
Association conference \$145  
registration fee for City Admin

Water Environmental Federation  
conference \$700 registration  
fee for City Admin.

GMCFOA/Carl Vinson Inst  
mandatory training \$600  
registration fee for City  
Clerk, Deputy City Clerk

Smyrna Business Association \$12  
per person monthly meeting

Cobb Chamber monthly first  
Monday breakfast

Smyrna Area Council quarterly  
meetings

Finance Recommendation

VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
	1.00	2,444.00		8,175.00 2,444.00
	1.00	1,760.00		1,760.00
	1.00	850.00		850.00
	1.00	1,275.00		1,275.00
	1.00	145.00		145.00
	1.00	700.00		700.00
	1.00	1,200.00		1,200.00
	1.00	576.00		576.00
	1.00	180.00		180.00
	1.00	80.00		80.00
	1.00	1,035.00		-1,035.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01113201 523850 - 13200 CONTRACT LABOR					.00
01113201 531100 - 13200 GEN SUPP & MATERIALS					5,720.00
Supplies for 8 employees (e.g. legal pads, pens, printer toner)		1.00	1,300.00		1,300.00
Printer paper \$60 per month		1.00	720.00		720.00
Christmas/winter holiday supplies		1.00	750.00		750.00
Coffee supplies		1.00	300.00		300.00
Warehouse goods (e.g. paper towels, tissue, cups)		1.00	1,500.00		1,500.00
1 polo shirt with city logo/name per Admin staff		1.00	650.00		650.00
Vision Plan implementation		1.00	500.00		500.00
01113201 531270 - 13200 ENERGY-GASOLINE/DIESEL					1,000.00
Gasoline for '16 Ford Edge and '00 Ford Taurus		1.00	1,000.00		1,000.00
01113201 531300 - 13200 FOOD					750.00
To cover food for meetings (e.g. COW, annual hosting of regional city manager's luncheon)		1.00	750.00		750.00
01113201 531400 - 13200 BOOKS & PERIODICALS					560.00
Lexis Nexis updates to legal textbooks		1.00	200.00		200.00
Marietta Daily Journal subscriptions		1.00	160.00		160.00
Various periodicals		1.00	200.00		200.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01113201 531700 - 13200 OTHER SUPPLIES					.00
01113201 542400 - 13200 CAP OUTLAY-COMPUTERS					.00

TOTAL GENERAL FUND 108,047.00

GRAND TOTAL 108,047.00

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

## **BUILDINGS & PLANT**

### **Function**

Division 15650 is responsible for maintain 12 city buildings & grounds and maintenance of City Right-of-Ways on Windy Hill Road and Spring Road Linear Park.

### **Major Goals & Objectives**

- Provide repairs and maintenance for city buildings, grounds and right-of-ways.

### **Performance Measures**

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

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**BUILDINGS & PLANT - 15650**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	210,886	152,653	160,544	183,369	153,564	(6,980)	-4.3%
OTHER OPERATING	1,551,661	1,695,614	1,804,602	1,850,429	1,703,189	(101,413)	-5.6%
<b>TOTAL EXPENDITURES</b>	<b>1,762,547</b>	<b>1,848,268</b>	<b>1,965,146</b>	<b>2,033,798</b>	<b>1,856,753</b>	<b>(108,393)</b>	<b>-5.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	6.00	4.00	4.00	5.00	4.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - BUILDINGS & PLANT**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01115601	511100		REG/FULL TIME EMPLOYEES	195,870	141,261	149,121	169,561	142,375	(6,746)	-4.5%
01115601	511101		PART TIME EMPLOYEES		-	-	-	-	-	N/A
01115601	511200		TEMPORARY EMPLOYEES		-	-	-	-	-	N/A
01115601	511300		OVERTIME	1,631	1,543	1,000	1,500	1,000	-	0.0%
01115601	512200		SOC SEC/FICA CONTRIB	13,385	9,850	10,424	12,308	10,189	(235)	-2.3%
01115601	512400		RETIREMENT CONTRIBS		-	-	-	-	-	N/A
01115601	521200		PURCH PROFESSIONAL SVC		28,380	36,000	81,440	63,000	27,000	75.0%
01115601	521300		PURCH TECHNICAL SVCS		-	-	-	-	-	N/A
01115601	522100		PURCH PROF SVC-CLEANG		-	-	-	-	-	N/A
01115601	522130		PURCH SVC-CUSTODIAL	130,839	152,043	194,000	243,940	210,940	16,940	8.7%
01115601	522140		PURCH SVC-LAWN CARE	582,264	706,874	712,664	759,880	749,080	36,416	5.1%
01115601	522200		REPAIRS & MAINTENANCE	619,105	567,404	625,000	580,760	505,760	(119,240)	-19.1%
01115601	522320		RENTAL OF EQUIP & VEH	9,738	8,641	12,220	-	-	(12,220)	-100.0%
01115601	523200		COMMUNICATIONS	5,010	3,600	3,228	3,459	3,459	231	7.2%
01115601	523300		ADVERTISING		-	-	-	-	-	N/A
01115601	523600		DUES & FEES		-	-	-	-	-	N/A
01115601	523700		EDUCATION & TRAINING		-	-	-	-	-	N/A
01115601	523850		CONTRACT LABOR		-	-	-	-	-	N/A
01115601	531100		GEN SUPPLIES & MATERIALS	92,718	76,889	95,000	50,000	40,000	(55,000)	-57.9%
01115601	531111		INVENTORY WRITEOFF	(221)	15,581	-	-	-	-	N/A
01115601	531210		ENERGY-WATER/SEWERAGE	7,871	25,152	18,000	19,200	19,200	1,200	6.7%
01115601	531220		ENERGY-NATURAL GAS	5,526	5,357	5,520	5,400	5,400	(120)	-2.2%
01115601	531230		ENERGY-ELECTRICITY	91,432	94,403	90,000	99,600	99,600	9,600	10.7%
01115601	531270		ENERGY-GASOLINE/DIESEL	4,472	2,970	4,550	3,900	3,900	(650)	-14.3%
01115601	531600		SMALL EQUIPMENT		4,906	5,000	750	750	(4,250)	-85.0%
01115601	531700		OTHER SUPPLIES	2,907	3,416	3,420	2,100	2,100	(1,320)	-38.6%
01115601	611000		OPER TRANS OUT-GEN FUND		-	-	-	-	-	N/A
<b>BUILDINGS &amp; PLANT</b>				<b>1,762,547</b>	<b>1,848,268</b>	<b>1,965,146</b>	<b>2,033,798</b>	<b>1,856,753</b>	<b>(108,393)</b>	<b>-5.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

P 1  
bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115601 521200 - 15650 PURCH PROFESSIONAL SVC					63,000.00
Elevator Inspections (TKE)		1.00	10,000.00		10,000.00
Fire System Inspections (Office of Insurance)		12.00	120.00		1,440.00
Locksmith (B & G Only)		1.00	7,000.00		7,000.00
Fence Repairs (B & G only)		1.00	3,000.00		3,000.00
Northwest Exterminating (B & G only)		1.00	30,000.00		30,000.00
Fire Suppression Systems Inspections and repairs		1.00	30,000.00		30,000.00
Finance Recommendation		1.00	16,440.00		-16,440.00
Move \$2K to new Parks Maintenance division		1.00	2,000.00		-2,000.00
01115601 521300 - 15650 PURCH TECHNICAL SVCS					.00
01115601 522100 - 15650 PURCH PROP SVC-CLEANG					.00
01115601 522130 - 15650 PURCH SVC-CUSTODIAL					210,940.00
Custodial Services (ICS)		12.00	15,420.00		185,040.00
Cintas (mats)		12.00	75.00		900.00
Emergency Cleaning for city buildings		1.00	8,000.00		8,000.00
Duct Cleaning to city buildings.		1.00	50,000.00		50,000.00
Finance Recommendation		1.00	8,000.00		-8,000.00
Split duct cleaning over two years.		1.00	25,000.00		-25,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115601 522140 - 15650 PURCH SVC-LAWN CARE		12.00	58,840.00		749,080.00
Ground Maintenance contract		1.00	40,000.00		40,000.00
Re-sod ball fields - sod contract with Ashford Gardners		1.00	3,000.00		3,000.00
Add-ons to contract, extra mulch		1.00	10,800.00		10,800.00
Add to contract Fire Stations 4 and 5		1.00	10,800.00		-10,800.00
Finance Recommendation - cut addition of Fire Stations 4 and 5					
01115601 522200 - 15650 REPAIRS & MAINTENANCE		1.00	170,760.00		505,760.00
Johnson Control annual contract payment		1.00	10,000.00		10,000.00
Vehicle R & M		1.00	75,000.00		75,000.00
Annual Painting of all Buildings		1.00	25,000.00		25,000.00
Drainage system for Museums		1.00	200,000.00		200,000.00
General Repairs to City Buildings and Grounds (Elec., Plumbing, roofing, Gutters, Refinishing floors)		1.00	50,000.00		50,000.00
Pressure Washing (Buildings, Pavers and sidewalks)		1.00	50,000.00		50,000.00
Johnson Control Premium service (Repairs to HVAC)		1.00	75,000.00		-75,000.00
Finance Recommendation					
01115601 522320 - 15650 RENTAL OF EQUIP & VEH					.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

P 3  
bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115601 523200 - 15650 COMMUNICATIONS					3,459.00
VERIZON CELL PHONES		12.00	165.00		1,980.00
CHARTER TV		12.00	24.27		291.24
TELOGIS GPS		12.00	99.00		1,188.00
Finance Recommendation		1.00	.24		-.24
01115601 523300 - 15650 ADVERTISING					.00
01115601 523600 - 15650 DUES & FEES					.00
01115601 523700 - 15650 EDUCATION & TRAINING					.00
01115601 523850 - 15650 CONTRACT LABOR					.00
		1.00	.00		.00
01115601 531100 - 15650 GEN SUPP & MATERIALS					40,000.00
LIGHT BULB REPLACEMENT, BALAST/FIXTURE REPLACEMENTS		1.00	15,000.00		15,000.00
PLUMBING SUPPLIES		1.00	4,000.00		4,000.00
Concrete, Top Soil, Nails, Screws, Bolts, Glue, Tape Lumber, Brick,		1.00	11,000.00		11,000.00
Drill Bits, Electrical Supplies, Wire, Cable, Paint and Paint Removers		1.00	7,000.00		7,000.00
Sand paper, Screw drivers, Hand saws, Wrenches, Hammers, Etc.		1.00	5,000.00		5,000.00
PVC Pipe, valves, Metal pipe, for irrigation repairs, Buckets, Skimmers for fountains.		1.00	5,000.00		5,000.00
Christmas Decoration New and Replacements.		1.00	3,000.00		3,000.00
Finance Recommendation		1.00	10,000.00		-10,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115601 531111 - 15650 INVENTORY WRITEOFF					.00
01115601 531210 - 15650 ENERGY-WATER/SEWERAGE					19,200.00
Water Utilities for Riverline Park (2 meters)		12.00	1,600.00		19,200.00
01115601 531220 - 15650 ENERGY-NATURAL GAS					5,400.00
Natural Gas fees		12.00	450.00		5,400.00
01115601 531230 - 15650 ENERGY-ELECTRICITY					99,600.00
Ga. Power costs.		12.00	8,300.00		99,600.00
01115601 531270 - 15650 ENERGY-GASOLINE/DIESEL					3,900.00
Unleaded Fuel		1,300.00	3.00		3,900.00
01115601 531600 - 15650 SMALL EQUIPMENT					750.00
Hand Saw Replacements		1.00	50.00		50.00
Drill Replacements		1.00	500.00		500.00
Basic Tool Replacement.		1.00	200.00		200.00
01115601 531700 - 15650 OTHER SUPPLIES					2,100.00
Pants, Shirts, Jacket and Boots		3.00	450.00		1,350.00
Summer Tee Shirts and safety jackets		1.00	250.00		250.00
Set up charges for new employees		2.00	250.00		500.00
01115601 611000 - OPER TRANS OUT-GEN FUND (101)					.00
TOTAL GENERAL FUND					1,703,189.00
GRAND TOTAL					1,703,189.00

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

## **COMMUNITY DEVELOPMENT**

### **Function**

The Community Development department contains five sections including Planning and Zoning, Building Inspections, Code Compliance, Business Licenses and Economic Development. 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, soil erosion, sign, property maintenance and zoning 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 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 Economic Development division assists in development along with retention and recruitment of businesses as well as economic incentives. 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 engineering, and economic development related matters.
- 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 and other appropriate parties associate with the development of SunTrust Park.
- Establish an overlay district (or something similar) to better address development pressures associated with the Braves/SunTrust Park "halo" effect.
- Begin and complete Comprehensive Plan Update.
- Begin and complete Spring Road study using LCI funds that are already approved.
- Request and hire an additional Building Inspector.
- 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 and complete corridor study for South Cobb Drive using STP funds that are already approved.
- Provide Planning Commission training to the three (3) new board members.

- Continue to work closely with Downtown Redevelopment and applicable city boards and committees.
- Continue to ensure that the Market Village area is properly maintained.
- Continue assisting in the implementation of the City's Vision where needed and coordinate where appropriate.
- Begin working with new Community Liaison position.
- Continue staff cross-training where appropriate and promote a team approach.
- Continue to make improvements in staff presentations so that they are more clear, to the point, and effective.
- Continue the effective use of today's technology.
- Update the Department's page on the City's website once the new website is launched.
- Continue working towards increasing the responsibilities of both the Senior Planner and Planner II positions.

### **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.
- Increase the in clarity of development presentations.
- Number of development plans that are and are not reviewed and returned to applicant within two weeks (or less) of original submittal date.
- Establish an overlay district for the eastern end of Spring Road plus Cumberland Blvd and a portion of Cobb Parkway, to assist in addressing the Braves "halo" effect.

**COMMUNITY DEVELOPMENT - 72100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	753,032	752,237	890,921	863,392	888,980	(1,941)	-0.2%
OTHER OPERATING	222,493	237,314	151,303	352,879	356,399	205,096	135.6%
<b>TOTAL EXPENDITURES</b>	<b>975,525</b>	<b>989,551</b>	<b>1,042,224</b>	<b>1,216,271</b>	<b>1,245,379</b>	<b>203,155</b>	<b>19.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	14.00	15.00	15.00	15.00	15.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COMMUNITY DEVELOPMENT**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01672101	511100		REG/FULL TIME EMPLOYEES	704,819	699,656	833,071	808,401	832,170	(901)	-0.1%
01672101	511300		OVERTIME	145	-	-	-	-	-	N/A
01672101	512200		SOC SEC/FICA CONTRIB	48,069	52,581	57,851	54,991	56,810	(1,041)	-1.8%
01672101	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01672101	521200		PURCH PROFESSIONAL SVC	154,305	167,852	62,500	247,000	257,000	194,500	311.2%
01672101	521300		PURCH TECHNICAL SVCS	4,100	11,437	4,800	4,800	4,800	-	0.0%
01672101	522100		PURCH PROP SVC-CLEANG	-	-	-	-	-	-	N/A
01672101	522110		PURCH SVC-DISPOSAL	-	-	-	-	-	-	N/A
01672101	522200		REPAIRS & MAINTENANCE	6,037	3,956	6,700	7,000	6,600	(100)	-1.5%
01672101	523200		COMMUNICATIONS	14,582	12,603	13,632	16,868	20,068	6,436	47.2%
01672101	523300		ADVERTISING	5,591	4,444	9,435	10,000	7,500	(1,935)	-20.5%
01672101	523400		PRINTING & BINDING	5,629	4,116	7,000	14,250	10,250	3,250	46.4%
01672101	523500		TRAVEL	1,686	3,513	9,100	13,300	13,300	4,200	46.2%
01672101	523600		DUES & FEES	2,500	3,387	4,420	6,355	5,740	1,320	29.9%
01672101	523700		EDUCATION & TRAINING	7,014	5,900	12,016	13,061	13,061	1,045	8.7%
01672101	531100		GEN SUPPLIES & MATERIALS	5,317	7,824	7,500	8,515	7,200	(300)	-4.0%
01672101	531270		ENERGY-GASOLINE/DIESEL	12,175	8,303	11,000	6,750	6,700	(4,300)	-39.1%
01672101	531300		FOOD	64	44	-	-	-	-	N/A
01672101	531400		BOOKS & PERIODICALS	853	150	400	1,000	400	-	0.0%
01672101	531700		OTHER SUPPLIES	1,683	2,325	2,800	3,980	3,780	980	35.0%
01672101	575300		OVER/SHORT BUS LICENSE	958	868	-	-	-	-	N/A
01672101	542300		CAP OUTLAY-OFF FURN & EQ	-	592	-	-	-	-	N/A
<b>COMMUNITY DEV.</b>				<b>975,525</b>	<b>989,551</b>	<b>1,042,224</b>	<b>1,216,271</b>	<b>1,245,379</b>	<b>203,155</b>	<b>19.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01672101 521200 - 72100 PURCH PROFESSIONAL SVC					257,000.00
City Attorney		1.00	50,000.00		50,000.00
Contract with City Arborist		1.00	12,000.00		12,000.00
Comprehensive Plan Update - Consultant		1.00	125,000.00		125,000.00
GA Tech Market Study/Analysis and Assistance with determining the extent of the Braves "Halo" effect		1.00	60,000.00		60,000.00
\$10K extra for GA Tech Market Study		1.00	10,000.00		10,000.00
01672101 521300 - 72100 PURCH TECHNICAL SVCS					4,800.00
Planning Commission (8 X 50 X 12)		12.00	400.00		4,800.00
01672101 522100 - 72100 PURCH PROP SVC-CLEANG					.00
01672101 522110 - 72100 PURCH SVC-DISPOSAL					.00
01672101 522200 - 72100 REPAIRS & MAINTENANCE					6,600.00
Copier, toner, supplies & overage		1.00	2,500.00		2,500.00
Vehicles (9 X 500)		9.00	500.00		4,500.00
Veh maintenance for new BUILDING INSPECTOR		1.00	100.00		100.00
Reduce vehicle R&M by one (German moved to Water Dist)		1.00	500.00		-500.00
01672101 523200 - 72100 COMMUNICATIONS					20,068.00
GPS Tracking Softward (\$33 X 8 X 12)		8.00	396.00		3,168.00
Cellphones (field personnel \$40 X 5 X12)		5.00	480.00		2,400.00
Smartphones (\$50 X 6 X 12)		6.00	600.00		3,600.00
General Postage (mainly		1.00	4,500.00		4,500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
business and alcohol license mailing)		2.00	1,600.00		3,200.00
Police type radios to give marshals a dedicated unit for constant contact with Smyrna PD.		1.00	480.00		480.00
Cell phone for new BUILDING INSPECTOR		1.00	396.00		396.00
GPS veh tracking for new BUILDING INSPECTOR		2.00	1,600.00		3,200.00
Two additional radios (one per marshal)		1.00	396.00		-396.00
Reduce GPS by one (German moved to Water Dist)		1.00	480.00		-480.00
Reduce cell phone by one (German moved to Water Dist)					
01672101 523300 - 72100 ADVERTISING		1.00	7,500.00		7,500.00
Ads - zon, amend, var, bus/alc lic. Additional ads for corridor studies & overlay development We will need to advertise in some fashion the 2 corridor studies and the overlay development.		1.00	2,500.00		2,500.00
General Economic Development & Annexation Promotional Material Printing and updating of annexation flyer, Market Village Color Palette and other material.		1.00	2,500.00		-2,500.00
Finance Recommendation					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01672101 523400 - 72100 PRINTING & BINDING		1.00	6,750.00		10,250.00 6,750.00
Printing of forms, door hangers, letterhead, permits, signs and citations Increase of \$750. Line item is at 95% spent at 8 months.					
Printing of 1000 educational brochures to provide residents/business owners a brief overview of the most commonly found code violations		1,000.00	7.50		7,500.00
Finance Recommendation Design brochures in-house		1.00	4,000.00		-4,000.00
01672101 523500 - 72100 TRAVEL					13,300.00
Travel, lodging & meals to GPA Annual Conference (JS or RM)		1.00	675.00		675.00
Travel, lodging & meals to GAZA State Conference (JS)		1.00	675.00		675.00
Travel & appropriate meal costs to general training within Metro area		1.00	250.00		250.00
Travel & appropriate meals to APA National Conference (JS)		1.00	1,650.00		1,650.00
Travel, lodging & meals to ICC National Conference (TH)		1.00	1,200.00		1,200.00
Travel, lodging & meals to National Economic Development Conference (KS)		1.00	1,300.00		1,300.00
Travel, lodging & meals to Georgia Association of Code Enforcement Conference (SC, PL & GM)		3.00	1,050.00		3,150.00
Travel, lodging and meals to GEDA Conference (TB)		1.00	1,000.00		1,000.00
Travel, lodging and meals to National Conference on Reclaiming Vacant Properties (SC or PL)		1.00	1,100.00		1,100.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Travel, lodging and meals to Spring & Fall annual GA Assoc of Bus Tax Officials (GABTO) (JC)		2.00	450.00		900.00
Travel, lodging and meals to American Association of Code Enforcement (ACE) Conference (TH)		1.00	1,400.00		1,400.00
01672101 523600 - 72100 DUES & FEES					5,740.00
Urban Land Institute		1.00	440.00		440.00
International Economic Development Council (IEDC) - Spring & Fall		2.00	345.00		690.00
Georgia Economic Development Assoc. (GEDA) (TB & WS)		2.00	400.00		800.00
GACE membership (TH, SC, PL,TF, GM)		5.00	50.00		250.00
APA National & Georgia Dues (RM, JS)		2.00	380.00		760.00
APA National & Georgia Dues (KS)		1.00	385.00		385.00
Planning Advisory Service Dues		1.00	845.00		845.00
APA Division Dues		3.00	25.00		75.00
SAVE monthly membership (required)		12.00	50.00		600.00
Property search subscription service		12.00	30.00		360.00
ACE Membership (TH, SC, PL, TF))		4.00	75.00		300.00
APA Planning Commissioner membership		8.00	62.50		500.00
ICC Memberships for Chief Building Official and multiple City Marshals		1.00	350.00		350.00
Finance Recommendation		1.00	615.00		-615.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01672101 523700 - 72100 EDUCATION & TRAINING					13,061.00
GPA Spring & Fall State Conference Registrations (JS or RM)		2.00	200.00		400.00
GAZA State Conference Registration (JS or RM)		1.00	450.00		450.00
GACE State Conference Registration (SC, PL & GM)		3.00	450.00		1,350.00
APA National Conference Registration (JS)		1.00	800.00		800.00
To retain or obtain certifications (RB, WH, GM, BT)		4.00	129.00		516.00
General Training in Metro area		1.00	200.00		200.00
IEDC Economic Development (WS - 2 sessions)		2.00	300.00		600.00
Urban Land Institute Quaterly Training Events		4.00	50.00		200.00
Continued on-line training for Chief Building Official (RB)		1.00	600.00		600.00
Registration for Vacant Properties Conference (SC or PL)		1.00	400.00		400.00
Registration for Georgia Economic Development Conference (TB)		1.00	300.00		300.00
Registration for GEDA Spring and Fall conferences (TB)		2.00	400.00		800.00
Registration for ICC Property Maintenance Training (TH)		1.00	800.00		800.00
IBC courses to improve cross-training		1.00	250.00		250.00
Registrations for GABTO Spring & Fall conferences (JC)		2.00	135.00		270.00
Registration for ICC - Plan Review Institute (WH)		1.00	900.00		900.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Registration for ACE conference (TH)		1.00	600.00		600.00
Registration for ICC National Conference (TH)		1.00	850.00		850.00
Registration for ICC property Maintenance Certification test (one city marhsal)		1.00	100.00		100.00
Prospect & Economic Dev. Partner Expenses (TB & WS) Monthly meetings such as SBA, Chamber Breakfasts, Quarterly workshops, annual business meetings with Chamber and with Cobb Co., Data Symposium, plus lunch meetings with existing & proposed businesses (when appropriate). Both TB & WS attend.		2.00	1,000.00		2,000.00
Planning Commissioner training (provided by ARC - class in fall, 2016)		3.00	225.00		675.00
01672101 531100 - 72100 GEN SUPP & MATERIALS					
General Office and field supplies		1.00	7,500.00		7,200.00
Turbidity Monitor for soil erosion & drainage issues		1.00	1,015.00		1,015.00
Finance Recommendation - pay for turbidity monitor from CD Records Mgt		1.00	2,015.00		-2,015.00
Desk, chair, general supplies for new BUILDING INSPECTOR		1.00	700.00		700.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01672101 531270 - 72100 ENERGY-GASOLINE/DIESEL					6,700.00
Gas for 7 trucks and 2 cars		9.00	750.00		6,750.00
Gas for new BUILDING INSPECTOR		1.00	700.00		700.00
Reduce gas by one (German moved to Water Dist)		1.00	750.00		-750.00
01672101 531300 - 72100 FOOD					.00
01672101 531400 - 72100 BOOKS & PERIODICALS					400.00
Books & publications related to planning, building inspection, property maintenance, erosion, etc.		1.00	650.00		650.00
Property maintenance code books for code compliance division		1.00	350.00		350.00
Finance Recommendation		1.00	600.00		-600.00
01672101 531700 - 72100 OTHER SUPPLIES					3,780.00
Uniforms for internal office staff		8.00	60.00		480.00
Uniforms and protective gear for external field staff		7.00	500.00		3,500.00
Uniform for new BUILDING INSPECTOR		1.00	300.00		300.00
Reduce clothing by one (German moved to Water Dist)		1.00	500.00		-500.00
01672101 542300 - 72100-CAP OUTLAY-OFF FURN & EQ					.00
01672101 575300 - OVER/SHORT BUSINESS LICENSE					.00
TOTAL GENERAL FUND					356,399.00
GRAND TOTAL					356,399.00

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## **COMMUNITY RELATIONS**

### **Function**

The 15700 account funds the Community Relations Department. The department articulates complex processes, ideas and governmental actions for productive communication with citizens, image outcomes and community improvement/growth – accomplished through various and changing ways. The department manages 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 media relations, social media management and delivery, and proactive crisis avoidance and communication. The department has substantial emphasis on and input in management of public relations matters of the City of Smyrna.

Tools and mechanisms of department service delivery include (but are not limited to) creative solutions, advertising, marketing, strategic events creation and/or management, social media management (including overall strategy and standards) and delivery, and website development and management (including overall strategy and standards).

Department Head provides public relations counsel to administration, elected officials as well as staff and departments for overall City of Smyrna concerns.

The department is assigned and/or participates in special high-profile projects such as the Google Fiber project and the 10-year Vision process.

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 that drives interest in and enjoyment of the Smyrna Community and provides support to economic development objectives, and promotional and recreational objectives of the City of Smyrna.

Other events managed and/or delivered by the department include festivals, a road race, a summer concert series, the annual City Birthday Celebration with fireworks, as well as other special events of substantial marketing value.

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, advertising design and placement, and team lead as needed on various projects. The department provides in-house design, writing and editorial for most materials produced by the department and is the City brand originator and manager.

### **Major Goals & Objectives**

- To deliver and reinforce image development through brand adaptation with strategic and targeted as well as general messaging through various events and activities as well as media

(new and 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.

- To provide and manage media relations for the City and provide proactive crisis avoidance and crisis communications.
- To ensure proper coordination and promotion of various special events and activities.
- To manage/direct the standards, design, structure (and/or visual presentation/appeal in line with brand and standards) and deployment of brand, marks, communication, communication materials and citizen web-based services such as the City website and social media/new media (citizen communication channels).

### **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 and social media and other media services
- Quality, execution and relevance of events and activities

**COMMUNITY RELATIONS - 61720**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	161,769	179,573	170,335	179,011	179,666	9,331	5.5%
OTHER OPERATING	923,998	995,872	1,006,580	1,185,989	1,329,813	323,233	32.1%
<b>TOTAL EXPENDITURES</b>	<b>1,085,767</b>	<b>1,175,446</b>	<b>1,176,915</b>	<b>1,365,000</b>	<b>1,509,479</b>	<b>332,564</b>	<b>28.3%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	2.00	2.06	2.06	2.06	2.06

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COMMUNITY RELATIONS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
75561701	511100		REG/FULL TIME EMPLOYEES	116,238	118,739	122,936	125,051	125,051	2,115	1.7%
75561701	511200		TEMPORARY EMPLOYEES	-	566	1,980	1,815	1,815	(165)	-8.3%
75561701	511300		OVERTIME	-	1,133	-	-	-	-	N/A
75561701	512100		GROUP INSURANCE	15,763	20,930	18,000	23,693	24,353	6,353	35.3%
75561701	512110		COMM HEALTH NETWORK	230	694	788	788	788	-	0.0%
75561701	512111		PRESCRIPTIONS	7,752	7,378	7,428	7,800	7,800	372	5.0%
75561701	512200		SOC SEC/FICA CONTRIB	8,238	8,458	8,712	8,757	8,757	45	0.5%
75561701	512400		RETIREMENT CONTRIBS	13,315	20,441	10,200	10,743	10,743	543	5.3%
75561701	512450		RETIREMENT 401A CONTRIB	233	1,234	291	364	359	68	23.4%
75561701	512700		WORKER'S COMPENSATION	-	-	-	-	-	-	N/A
75561701	521200		PURCH PROFESSIONAL SVC	92,881	52,422	97,733	46,448	96,447	(1,286)	-1.3%
75561701	521400		PURCH SOFTWARE	1,698	-	312	1,680	1,680	1,368	438.5%
75561701	522200		REPAIRS & MAINTENANCE	-	-	-	-	-	-	N/A
75561701	522320		RENTAL OF EQUIP & VEH	6,603	5,358	7,548	10,290	10,290	2,742	36.3%
75561701	523200		COMMUNICATIONS	1,559	1,564	2,604	1,560	1,560	(1,044)	-40.1%
75561701	523300		ADVERTISING	47,260	51,988	60,790	81,540	81,540	20,750	34.1%
75561701	523400		PRINTING & BINDING	10,701	10,403	35,300	42,150	35,300	-	0.0%
75561701	523500		TRAVEL	-	-	1,000	1,000	1,000	-	0.0%
75561701	523600		DUES & FEES	6,244	6,184	6,339	6,488	6,488	149	2.4%
75561701	523700		EDUCATION & TRAINING	10	66	3,000	3,147	3,147	147	4.9%
75561701	523850		CONTRACT LABOR	21,807	10,759	21,550	31,690	27,390	5,840	27.1%
75561701	531100		GEN SUPPLIES & MATERIALS	1,215	1,047	1,800	1,800	1,800	-	0.0%
75561701	531300		FOOD	105	264	920	960	960	40	4.3%
75561701	531400		BOOKS & PERIODICALS	453	625	884	784	784	(100)	-11.3%
75561701	531590		INVENTORY PURCH FOR RESALE	-	-	1,000	1,000	1,000	-	0.0%
75561701	531600		SMALL EQUIPMENT	716	1,308	1,800	1,800	1,800	-	0.0%
75561701	531700		OTHER SUPPLIES	1,000	-	2,000	4,000	4,000	2,000	100.0%
75561701	572000		PMTS AGENCIES-COBB GALL	453,346	520,226	462,000	554,400	529,627	67,627	14.6%
75561701	579000		CONTINGENCIES	-	-	-	-	-	-	N/A
75561701	611000		OPER TRANS OUT-GEN FUND	278,400	333,659	300,000	395,253	525,000	225,000	75.0%
<b>COMMUNITY RELATIONS</b>				<b>1,085,767</b>	<b>1,175,446</b>	<b>1,176,915</b>	<b>1,365,000</b>	<b>1,509,479</b>	<b>332,564</b>	<b>28.3%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
75561701 521200 - 275 PURCH PROFESSIONAL SVCS		12.00	191.25		96,447.00 2,295.00
Mood (formerly Muzak) - on-hold messages for phone system Billed monthly or periodic		2.00	1,750.00		3,500.00
Large bridge banners for up to two new City and/or partnered events (Woofstock and other proposed) Cost of banners only		3.00	2,000.00		6,000.00
Repairs and replacement costs for existing banners (includes posting and removing for these and new) Includes storage, up & down		1.00	340.00		340.00
ASCAP - annual required licensing for music played in buildings and on grounds Required license		1.00	702.00		702.00
BMI - annual required licensing for music played in buildings and on grounds Required license		1.00	1,328.50		1,328.50
SESAC - required annual licensing for music played in buildings and on grounds Required license		1.00	500.00		500.00
Professional photography sessions for promotional images / ads, documents, presentation and website Professional Photography		5.00	450.00		2,250.00
Pedestrian-level signage for up to five events (as needed) Commercial production		1.00	15,000.00		15,000.00
Fireworks display for City Birthday (August event) - assigned to vendor through previous bid Atlanta Pyrotechnics		12.00	45.00		540.00
Misc. Expenses (materials specific to event delivery / production (unspecified materials)					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Based on actual		12.00	750.00		9,000.00
Website host & assoc. website fees (base at 7640.33 base plus up to 500+ program/375+ training contracted rates / 5% increase each year		12.00	416.00		4,992.00
Outsourcing assistance for new and special projects (web ads, video, archeological, various) unspecified - only if needed		1.00	.50		-.50
Finance Recommendation		1.00	50,000.00		50,000.00
Council Addition - \$50K to assist mgt transition at the Smyrna Museum					
75561701 521400 - 275 PURCH SOFTWARE		12.00	139.99		1,680.00 1,679.88
Adobe Creative Cloud All Apps (subscription) for staff (2 licenses)		1.00	.12		.12
New					
Finance Recommendation					
75561701 522200 - 275 REPAIRS & MAINTENANCE					.00
75561701 522320 - 275 RENTAL OF EQUIP & VEHICLE		1.00	1,000.00		10,290.00 1,000.00
Tent Rental (Memorial Day) Existing		1.00	1,000.00		1,000.00
Tent Rental addition to Artist section of Festivals (specific to Vision / SACC participation) New		1.00	3,500.00		3,500.00
Table, Chairs and Tent for stage for City Birthday Celebration Existing		2.00	1,820.00		3,640.00
Tents for stage, chairs, table rentals for 2 summer concerts (Parks & Recreation keeps proceeds) Existing		1.00	575.00		575.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Generator / power box(es) rental(s) for City Birthday Celebration Existing		1.00	575.00		575.00
Portabale restroom rentals for City Birthday Celebration Existing					
75561701 523200 - 275 COMMUNICATIONS					1,560.00
Cell / portable device service for two department employees		12.00	115.00		1,380.00
Monthly postage costs for misc mailed items (items requested by citizens / visitors etc.)		12.00	15.00		180.00
75561701 523300 - 275 ADVERTISING					81,540.00
AJC online ads (specific to Concerts and larger events)		4.00	1,900.00		7,600.00
Living Northside (AJC) lifestyle		4.00	1,600.00		6,400.00
Cobb County Tour Manual		1.00	4,000.00		4,000.00
Cobb County Eco Development Publication		1.00	4,000.00		4,000.00
Cobb InFocus		6.00	1,200.00		7,200.00
Guide to Georgia (Festivals)		2.00	625.00		1,250.00
Local event reach (BrightSide)		4.00	560.00		2,240.00
Know Atlanta (relocation at 15% or better discount continued)		3.00	2,000.00		6,000.00
MDJ ad sets when needed and annual Progress Edition ad (events)		4.00	1,050.00		4,200.00
Newcomer Magazine (relocation and community amenties)		6.00	1,300.00		7,800.00
OurTown Magazine (local special / arts events and new events)		2.00	650.00		1,300.00
Community Profiles (result of		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: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Radio interviews with Mayor)		1.00	1,500.00		1,500.00
Cobb Chamber Insight (co-op specific to Food Truck Tuesday / Tourism / Lifestyle)		12.00	1,500.00		18,000.00
ReachLocal - expand link between website and online ads / discount placement bid service/ad placeing		6.00	1,175.00		7,050.00
Southern Distinction / full page advitorials (events, lifestyle, facilities) high-end reach arts, food, music, weddings					
75561701 523400 - 275 PRINTING & BINDING					35,300.00
Street Banners - Market Village, Concord & Atlanta Rd (twice - spring/summer & fall/winter) lowest cost / best production		2.00	3,000.00		6,000.00
Special "Citizen Guide" (design/file service, print and associated charges - Jan/Feb publication) Design 1,400 / print est. 1,800		1.00	3,500.00		3,500.00
inserts for new events and two standby for Water Bill / supplemental mailings		4.00	450.00		1,800.00
Newsletters (up to four with standard as two) - Water bill and supplemental mailings		4.00	4,500.00		18,000.00
Memorial Day Programs		1.00	850.00		850.00
Memorial Day Lapel Pins		1.00	1,200.00		1,200.00
Produce Market handbills / Market Cards (as needed)		1.00	500.00		500.00
Event Calender (water bill/supplemental mailings and other distribution		1.00	1,200.00		1,200.00
iStock images (for designs and promotional images) purchased		10.00	35.00		350.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
in credits applied to purchase		1.00	3,000.00		3,000.00
Design services for new or for move to outsourcing design of existing		1.00	750.00		750.00
Misc event-related printing (convert invitations and envelopes from previous Memorial Day assign)		1.00	5,000.00		5,000.00
Designer and limited print of shortened annual report or other special need brochure(s) unspecified - as needed / need develops		1.00	6,850.00		-6,850.00
Finance Recommendation					
75561701 523500 - 275 TRAVEL		1.00	1,000.00		1,000.00
unspecified location (2016 fall conference not yet confirmed)					
75561701 523600 - 275 DUES & FEES		1.00	5,000.00		6,488.00
Cobb Travel & Tourism Membership		1.00	50.00		50.00
Leadership Cobb Alumni Association Dues		1.00	50.00		50.00
Honorary Commanders Alumni Association Dues		1.00	390.00		390.00
3CMA annual dues		1.00	303.60		303.60
IABC annual dues		1.00	299.00		299.00
ISES annual dues		1.00	395.00		395.00
PRSA annual dues		1.00	.40		.40
Finance Recommendation					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
75561701 523700 - 275 EDUCATION & TRAINING					
Social Media Certification (Kennesaw State University)		1.00	1,249.00		3,147.00 1,249.00
Digital Analytics & Conversion Professional Certification (KSU)		1.00	1,898.00		1,898.00
75561701 523850 - 275 CONTRACT LABOR					27,390.00
Band for June concert (to include rider needs, travel & lodging if needed)		1.00	4,000.00		4,000.00
Band for July concert (to include rider needs, travel & lodging if needed)		1.00	4,000.00		4,000.00
Headliner for City Birthday Celebration (band fees only - local - no travel or lodging)		1.00	5,000.00		5,000.00
Opening band for Birthday Celebration (may include other fees, but not to exceed budget)		1.00	2,500.00		2,500.00
(Carrie McQueen services - stilt walkers, face painting etc for events - adding up to one for new)		4.00	660.00		2,640.00
"Like the Dickens" choral performers for City Holiday Event (Coming Home for the Holidays) costumed, roaming singers		1.00	700.00		700.00
Sound production for two summer concerts and City Birthday Celebration		3.00	1,000.00		3,000.00
Sound production/equipment for up to two "porch" (small) concerts at Brawner proposed joint event with SACC		2.00	950.00		1,900.00
Band/performer fees for up to two "porch" (small) concerts at Brawner proposed joint event with SACC		2.00	1,200.00		2,400.00
		1.00	1,800.00		1,800.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Sound production (sponsorship) for Memorial Day Event (arranged through P&R)		5.00	750.00		3,750.00
Up to five bands/musicians for varied performances day of Taste of Smyrna proposed joint with SACC -showcase local		1.00	4,300.00		-4,300.00
Finance Recommendation					
75561701 531100 - 275 GENERAL SUPP & MATERIALS					1,800.00
Office Supplies		1.00	1,500.00		1,500.00
Warehouse Supplies		1.00	300.00		300.00
75561701 531300 - 275 FOOD					960.00
Estimated for band meals & fluids costs / meetings (attending and hosting smaller qty/unit not IDed) new propsed - push to sponsorships SACC		8.00	120.00		960.00
75561701 531400 - 275 BOOKS & PERIODICALS					784.00
Atlanta Business Chronicle		1.00	221.00		221.00
Atlanta Journal (AJC)		1.00	115.00		115.00
Marietta Daily Journal		1.00	150.00		150.00
PR Week		1.00	298.00		298.00
75561701 531590 - 275 INVENTORY PURCH FOR RESALE					1,000.00
Replacement costs for license plates with City branding (rev does not return to dept) sales remain in general fund		1.00	1,000.00		1,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

HOTEL / MOTEL TAX FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
75561701 531600 - 275 SMALL EQUIPMENT		1.00	1,800.00		1,800.00
Replacement costs for various or new tech for department					
75561701 531700 - 275 OTHER SUPPLIES		1.00	2,000.00		4,000.00
Purchase of premium items with City branding for distribution (lapel pins etc.)					
		1.00	2,000.00		2,000.00
Other items to be determined (such as replacement for "Smyrna Bears") - other premium items					
75561701 572000 - 275 PMTS AGENCIES-COBB GALL		1.00	529,627.00		529,627.00
Estimated payment to Cobb-Marietta Coliseum and Exhibit Hall Authority					
75561701 579000 - 275 CONTINGENCIES					.00
75561701 611000 - OPER TRANS OUT-GEN FUND		1.00	525,000.00		525,000.00
37.5% of estimated tax revenues					
TOTAL HOTEL / MOTEL TAX FUND					1,329,813.00
GRAND TOTAL					1,329,813.00

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## **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. Court is conducted twice weekly on Tuesdays and Thursdays with dockets averaging 200 cases each day. Trial court is conducted twice monthly, with approximately 40 cases being heard each day.

### **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

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**COURT - 25000**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	358,423	303,351	314,937	319,919	319,919	4,983	1.6%
OTHER OPERATING	62,812	58,744	59,112	59,635	59,435	323	0.5%
<b>TOTAL EXPENDITURES</b>	<b>421,235</b>	<b>362,095</b>	<b>374,049</b>	<b>379,554</b>	<b>379,354</b>	<b>5,306</b>	<b>1.4%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	7.90	6.90	6.90	6.90	6.90

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - COURT**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01225001	511100		REG/FULL TIME EMPLOYEES	267,014	234,140	241,346	244,759	244,759	3,413	1.4%
01225001	511101		PART TIME EMPLOYEES	67,951	49,471	53,575	54,745	54,745	1,170	2.2%
01225001	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
01225001	511300		OVERTIME	143	215	-	-	-	-	N/A
01225001	512200		SOC SEC/FICA CONTRIB	23,315	19,525	20,015	20,415	20,415	400	2.0%
01225001	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01225001	512900		OTHER EMPLOYEE BENEFIT	-	-	-	-	-	-	N/A
01225001	521200		PURCH PROFESSIONAL SVC	38,897	39,513	36,000	33,000	33,000	(3,000)	-8.3%
01225001	521300		PURCH TECHNICAL SVCS	-	155	-	-	-	-	N/A
01225001	522110		PURCH SVC-DISPOSAL	-	-	-	150	150	150	N/A
01225001	522200		REPAIRS & MAINTENANCE	2,806	3,461	5,200	4,200	4,200	(1,000)	-19.2%
01225001	523200		COMMUNICATIONS	5,235	4,035	3,300	3,400	3,400	100	3.0%
01225001	523300		ADVERTISING	45	23	75	75	75	-	0.0%
01225001	523400		PRINTING & BINDING	1,505	434	750	1,000	1,000	250	33.3%
01225001	523500		TRAVEL	1,801	2,469	1,800	3,000	3,000	1,200	66.7%
01225001	523600		DUES & FEES	971	250	860	860	860	-	0.0%
01225001	523700		EDUCATION & TRAINING	625	859	2,000	3,200	2,000	-	0.0%
01225001	523800		PROFESSIONAL LICENSES	52	25	50	50	50	-	0.0%
01225001	523850		CONTRACT LABOR	-	-	-	-	-	-	N/A
01225001	531100		GEN SUPPLIES & MATERIALS	5,784	5,117	6,000	6,000	6,000	-	0.0%
01225001	531270		ENERGY-GASOLINE/DIESEL	2,131	75	100	200	200	100	100.0%
01225001	531400		BOOKS & PERIODICALS	2,582	2,329	2,977	3,500	3,500	523	17.6%
01225001	531600		SMALL EQUIPMENT	-	-	-	-	-	-	N/A
01225001	531700		OTHER SUPPLIES	379	-	-	1,000	2,000	2,000	N/A
<b>COURT</b>				<b>421,235</b>	<b>362,095</b>	<b>374,049</b>	<b>379,554</b>	<b>379,354</b>	<b>5,306</b>	<b>1.4%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01225001 521200 - 25000 PURCH PROFESSIONAL SVC					33,000.00
Cochran & Edwards--For Legal Services		1.00	5,000.00		5,000.00
Spanish Interpretor Fees State Mandated Requirement		1.00	15,000.00		15,000.00
Indigent Defense Attorney Fees State Mandated Requirement		1.00	13,000.00		13,000.00
01225001 521300 - 25000 PURCH TECHNICAL SVCS					.00
01225001 522110 - 25000 PURCH SVC-DISPOSAL					150.00
Destruction of records according to the records retention schedule 30 boxes to destroy yearly		1.00	150.00		150.00
01225001 522200 - 25000 REPAIRS & MAINTENANCE					4,200.00
Copier Lease Agreement and cost of Copies - Konica		1.00	4,200.00		4,200.00
01225001 523200 - 25000 COMMUNICATIONS					3,400.00
Postage for FTA Notices		1.00	1,800.00		1,800.00
Phones for solicitor and Judge		1.00	1,600.00		1,600.00
01225001 523300 - 25000 ADVERTISING					75.00
Ads for Defendants Offenses DUIs, etc.		1.00	75.00		75.00
01225001 523400 - 25000 PRINTING & BINDING					1,000.00
Legal Forms, Forms Stationary, Envelopes, etc.		1.00	1,000.00		1,000.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01225001 523500 - 25000 TRAVEL		1.00	3,000.00		3,000.00
Travel expenses for meetings, seminars, conferences for clerks, judges and solicitor Including Lodging, mileage adn meals					
01225001 523600 - 25000 DUES & FEES		1.00	250.00		860.00
Georgia Council for Court Administration					
		1.00	500.00		500.00
Municipal Court Judges County Memberships for 2 Judges					
		1.00	110.00		110.00
Membership Court Association for Cardi McManus and Terri Graham					
01225001 523700 - 25000 EDUCATION & TRAINING		1.00	500.00		2,000.00
Training for municipal court clerks (State Mandate)					
		1.00	2,500.00		500.00
Required Training for Judges and Associate Judges (State Mandate)					
		1.00	200.00		200.00
Court Administrators Conference City Clerk GCCA (State Mandate)					
		1.00	1,200.00		-1,200.00
Finance Recommendation					
01225001 523800 - 25000 PROFESSIONAL LICENSES		1.00	50.00		50.00
Notaries					
01225001 523850 - 25000 CONTRACT LABOR					.00
01225001 531100 - 25000 GEN SUPP & MATERIALS		1.00	1,000.00		6,000.00
Office Supplies					
		1.00	4,200.00		1,000.00
Copier paper, files, and supplies					
		1.00	500.00		4,200.00
Coffee Supplies					
		1.00	300.00		500.00
Warehouse Supplies					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01225001 531270 - 25000 ENERGY-GASOLINE/DIESEL					200.00
Energy - Gasoline/Diesel		1.00	200.00		200.00
01225001 531400 - 25000 BOOKS & PERIODICALS					3,500.00
Juges Daily Report		1.00	425.00		425.00
Lexis Nexus Online		1.00	2,525.00		2,525.00
Lexis Nexus Matthew Bender		1.00	275.00		275.00
GA Attorney/Paralegal Books		1.00	275.00		275.00
01225001 531600 - 25000 SMALL EQUIPMENT					.00
01225001 531700 - 25000 OTHER SUPPLIES					2,000.00
Logo Polo or Button up shirts for uniform daily wear for 5 employees 10 shirts per employee		1.00	2,000.00		2,000.00
TOTAL GENERAL FUND					59,435.00
GRAND TOTAL					59,435.00

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## **E-911 COMMUNICATIONS**

### **Function**

The 38000 Division funds the 911/Public Safety Communications Center. The 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.

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 Smyrna 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.
- Continue and increase the training for our dispatchers and supervisors to maintain and improve the services we provide to our employees and the citizens of the City of Smyrna.

### **Performance Measures**

- Number of 911 calls processed
- Number of Administrative calls processed
- Total number of Police and Fire calls dispatched
- Number 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
- \$ expenditure per call received

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**E-911 - 38000**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	1,096,402	1,180,344	1,116,667	1,157,901	1,162,267	45,600	4.1%
OTHER OPERATING	220,539	285,167	338,637	348,845	343,345	4,708	1.4%
<b>TOTAL EXPENDITURES</b>	<b>1,316,940</b>	<b>1,465,511</b>	<b>1,455,304</b>	<b>1,506,746</b>	<b>1,505,612</b>	<b>50,308</b>	<b>3.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	18.36	18.36	18.36	18.36	18.36

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - E-911**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
15338001	511100		REG/FULL TIME EMPLOYEES	703,826	684,128	686,125	734,657	734,657	48,532	7.1%
15338001	511101		PART TIME EMPLOYEES	12,474	12,094	13,174	12,258	12,258	(916)	-7.0%
15338001	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
15338001	511300		OVERTIME	58,143	80,306	102,000	52,000	52,000	(50,000)	-49.0%
15338001	512100		GROUP INSURANCE	109,675	139,533	120,000	157,956	162,356	42,356	35.3%
15338001	512110		COMM HEALTH NETWORK	1,534	4,625	5,250	5,250	5,250	-	0.0%
15338001	512111		PRESCRIPTIONS	51,683	49,188	49,520	52,000	52,000	2,480	5.0%
15338001	512200		SOC SEC/FICA CONTRIB	54,128	53,844	55,658	53,735	53,735	(1,923)	-3.5%
15338001	512400		RETIREMENT CONTRIBS	88,765	136,275	68,000	71,619	71,619	3,619	5.3%
15338001	512450		RETIREMENT 401A CONTRIB	1,557	8,228	1,940	2,426	2,392	452	23.3%
15338001	512700		WORKER'S COMPENSATION	14,086	12,123	15,000	16,000	16,000	1,000	6.7%
15338001	512900		OTHER EMPLOYEE BENEFITS	531	-	-	-	-	-	N/A
15338001	521200		PURCH PROFESSIONAL SVCS	-	51,411	50,000	52,000	52,000	2,000	4.0%
15338001	522100		PURCH PROP SVC-CLEANING	-	-	-	-	-	-	N/A
15338001	522200		REPAIRS & MAINTENANCE	6,800	9,534	28,444	29,760	27,760	(684)	-2.4%
15338001	522320		RENTAL OF EQUIP & VEHICLE	62,853	50,601	86,238	87,645	87,645	1,407	1.6%
15338001	523200		COMMUNICATIONS	131,981	145,400	146,500	141,700	141,700	(4,800)	-3.3%
15338001	523400		PRINTING & BINDING	451	-	475	550	550	75	15.8%
15338001	523500		TRAVEL	1,668	1,435	2,500	6,000	6,000	3,500	140.0%
15338001	523600		DUES & FEES	603	424	400	550	550	150	37.5%
15338001	523700		EDUCATION & TRAINING	5,920	5,175	4,730	11,230	11,230	6,500	137.4%
15338001	531100		GEN SUPPLIES & MATERIALS	7,785	6,865	9,500	7,500	7,500	(2,000)	-21.1%
15338001	531300		FOOD	-	373	700	750	750	50	7.1%
15338001	531600		SMALL EQUIPMENT	599	5,365	6,250	6,000	2,500	(3,750)	-60.0%
15338001	531700		OTHER SUPPLIES	1,879	2,606	2,900	5,160	5,160	2,260	77.9%
15338001	542300		CAP OUTALY-OFF FURN & EQ	-	5,977	-	-	-	-	N/A
<b>E-911</b>				<b>1,316,940</b>	<b>1,465,511</b>	<b>1,455,304</b>	<b>1,506,746</b>	<b>1,505,612</b>	<b>50,308</b>	<b>3.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
15338001 521200 - 215 PURCH PROF SVCS		1.00	52,000.00		52,000.00
30% Fees returned to providers					
15338001 522100 - 215 PURCH PROP SVC-CLEANING					.00
15338001 522200 - 215 REPAIRS & MAINTENANCE		1.00	4,816.00		27,760.00
VoicePrint Voice and Data Recorder Service Agreement		1.00	4,000.00		4,816.00
Radio Repair and Maintenance (800MHz)		1.00	1,000.00		4,000.00
Radio Repair Parts for In-House Repairs		1.00	1,000.00		1,000.00
i3 E-911 Phone System Maintenance Agreement		1.00	19,944.00		19,944.00
Finance Recommendation - reduce radio repair		1.00	2,000.00		-2,000.00
15338001 522320 - 215 RENTAL OF EQUIP & VEHICLE		1.00	2,000.00		87,645.00
Konica/Minolta Copier Lease		1.00	350.00		2,000.00
Konica/Minolta Per Click Fees		1.00	69,000.00		350.00
Cobb 800MHz Radio User Fees		1.00	16,295.00		69,000.00
Cobb 800 MHz annual contrib for software upgrades thru 2026		1.00			16,295.00
15338001 523200 - 215 COMMUNICATIONS		1.00	65,000.00		141,700.00
AT&T 911 Phone Line Charges		1.00	62,000.00		65,000.00
Verizon Cellular Charges for Police Cellular Phones and HotSpots		1.00	12,000.00		62,000.00
Zayo T-1 Line		1.00	2,000.00		12,000.00
Language Line Interpretation Services for 911		1.00	700.00		2,000.00
GCIC Postage		1.00			700.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
15338001 523400 - 215 PRINTING & BINDING		1.00	550.00		550.00
E-911 Mailers (To remind citizens to check their cellular bills for correct routing of 911 fees)					
15338001 523500 - 215 TRAVEL		1.00	1,000.00		6,000.00
Metra Wearing GCIC TAC Conference					
Georgia 911 Conference (1 Communications Supervisor)					
GPSTC Meal Cards for basic Communications Officer Training					
EMD off-site training food and lodging					
Supervisor Belinda Morris Command College					
Miscellaneous Travel Expenses					
15338001 523600 - 215 DUES & FEES		1.00	200.00		550.00
National Emergency Number Association yearly dues					
Association of Public Communications Officials yearly dues					
Georgia 911 Director's Association yearly dues					
Lt. Maroney LEEDS yearly dues					
15338001 523700 - 215 EDUCATION & TRAINING		1.00	7,230.00		11,230.00
Miscellaneous E-911 Training (\$482/Communications Officer)					
Supervisor Belinda Morris Command College					
		1.00	.00		.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
EMERGENCY 911 FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
15338001 531100 - 215 GENERAL SUPP & MATERIALS		1.00	7,500.00		7,500.00
Miscellaneous Operating Supplies for E-911 and GCIC					
15338001 531300 - FOOD		1.00	500.00		750.00
Training Refreshments for hosted training classes					
		1.00	250.00		250.00
911 Week Meal for all shifts					
15338001 531600 - 215 SMALL EQUIPMENT		1.00	1,000.00		2,500.00
New Replacement Headsets					
		1.00	500.00		500.00
2 Replacement Wireless Receivers for Consoles					
		1.00	1,000.00		1,000.00
Misc. Small Equipment (Console equipment, printers, keyboards, mice, etc)					
		1.00	3,000.00		3,000.00
Sound Bars for Monitors					
		1.00	500.00		500.00
GCIC Printer for Police Position					
		1.00	1,000.00		-1,000.00
Finance Recommendation - cut misc small equipment					
		1.00	2,500.00		-2,500.00
Cut per Dept advice.					
15338001 531700 - 215 OTHER SUPPLIES		15.00	300.00		5,160.00
Uniform Allowance for Communications Officers					
		1.00	160.00		160.00
Uniform Shirts for Part-Time Communications Officers					
		1.00	500.00		500.00
E-911 Lieutenant Uniform Allowance					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
EMERGENCY 911 FUND

15338001 542300 - 215 CAP OUT-OFFICE FURN & EQ

VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
				.00

TOTAL EMERGENCY 911 FUND

343,345.00

GRAND TOTAL

343,345.00

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

## **EMERGENCY MANAGEMENT**

### **Function**

Emergency Management functions principally as a coordinating activity 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 account is managed by a full-time Director 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**

- Continue to ensure that the City is adequately prepared in the event of an emergency.
- Continue community preparedness activities through *Ready-Smyrna*.
- Plan and carry out mock disasters and drills to test the readiness of the City of an emergency situation.
- 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.

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**EMERGENCY MANAGEMENT - 39200**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	29,263	23,850	30,600	76,850	35,087	4,487	14.7%
OTHER OPERATING	7,181	9,254	11,254	10,554	10,054	(1,200)	-10.7%
<b>TOTAL EXPENDITURES</b>	<b>36,445</b>	<b>33,104</b>	<b>41,854</b>	<b>87,404</b>	<b>45,141</b>	<b>3,287</b>	<b>7.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	1.00	1.00	1.00	2.00	1.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - EMERGENCY MANAGEMENT**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01339201	511100		REG/FULL TIME EMPLOYEES	27,342	22,290	28,633	71,594	32,800	4,167	14.6%
01339201	511300		OVERTIME	-	-	-	-	-	-	N/A
01339201	512200		SOC SEC/FICA CONTRIB	1,922	1,561	1,967	5,256	2,287	320	16.3%
01339201	521200		PURCH PROFESSIONAL SVC	-	-	1,000	1,000	1,000	-	0.0%
01339201	522200		REPAIRS & MAINTENANCE	2,647	1,332	2,500	-	-	(2,500)	-100.0%
01339201	522320		RENTAL OF EQUIP & VEHICLE	-	-	-	-	-	-	N/A
01339201	523200		COMMUNICATIONS	-	-	-	-	-	-	N/A
01339201	523400		PRINTING & BINDING	-	-	2,500	2,500	2,500	-	0.0%
01339201	523500		TRAVEL	650	1,713	1,000	1,000	1,000	-	0.0%
01339201	523600		DUES & FEES	75	150	150	150	150	-	0.0%
01339201	523700		EDUCATION & TRAINING	711	-	500	500	500	-	0.0%
01339201	531100		GEN SUPPLIES & MATERIALS	515	3,306	1,000	1,800	1,800	800	80.0%
01339201	531230		ENERGY-ELECTRICITY	2,583	2,753	2,604	2,604	2,604	-	0.0%
01339201	531400		BOOKS & PERIODICALS	-	-	-	-	-	-	N/A
01339201	531600		SMALL EQUIPMENT	-	-	-	-	-	-	N/A
01339201	531700		OTHER SUPPLIES	-	-	-	1,000	500	500	N/A
<b>EMER MANAGEMENT</b>				<b>36,445</b>	<b>33,104</b>	<b>41,854</b>	<b>87,404</b>	<b>45,141</b>	<b>3,287</b>	<b>7.9%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01339201 521200 - 39200 PURCH PROFESSIONAL SVC		1.00	1,000.00		1,000.00
Webpage Preparedness webpage, app maintenance					
01339201 522200 - 39200 REPAIRS & MAINTENANCE		.00	.00		.00
Repairs and Maitenance Maintenance for weather sirens					
01339201 522320 - 39200 RENTAL OF EQUIP & VEH					.00
01339201 523200 - 39200 COMMUNICATIONS					.00
01339201 523400 - 39200 PRINTING & BINDING		1.00	2,500.00		2,500.00
Printing of materials Publishing materials needed for annual preparedness efforts					
01339201 523500 - 39200 TRAVEL		1.00	1,000.00		1,000.00
Conference					
01339201 523600 - 39200 DUES & FEES		1.00	150.00		150.00
Professional dues and fees Annual EMA association dues EMAG dues					
01339201 523700 - 39200 EDUCATION & TRAINING		1.00	500.00		500.00
Cert and Annual training for instructors CERT training for instructors and annual training classes to maintain EMA certification					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01339201 531100 - 39200 GEN SUPP & MATERIALS		1.00	1,800.00		1,800.00
General supplies PrepareAthon banners, smoke detectors, weather warning radios, and CERT program materials.					
01339201 531230 - 39200 ENERGY-ELECTRICITY		1.00	2,604.00		2,604.00
Electricity for weather sirens Electricity for weather sirens					
01339201 531270 - 39200 ENERGY-GASOLINE/DIESEL					.00
01339201 531400 - 39200 BOOKS & PERIODICALS					.00
01339201 531600 - 39200 SMALL EQUIPMENT					.00
01339201 531700 - 39200 OTHER SUPPLIES		2.00	500.00		500.00
Uniforms for two EMA employees Uniform allowance for one (1) EMA Assistant and one (1) EMA Office Clerk.					
		1.00	500.00		-500.00
Finance Recommendation					
TOTAL GENERAL FUND					10,054.00
GRAND TOTAL					10,054.00

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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
- Compliance with State Purchasing Laws
- Water Utility Services

### **Major Goals & Objectives**

- Compliance with GASB reporting requirements.
- Continued focus on improvement of internal control structure of the City as a whole.
- Assist with city redevelopment plans (forecasting revenue growth, demand on services and debt issuance).
- Maintaining and/or improvement of Bond Rating.
- Responsible budgeting and spending to maintain reserves.

### **Performance Measures**

- Awards Received for Budget & CAFR
- Unqualified Audit Opinion
- Council Approved Budget
- Property Tax Collection Rate (in percent)
- Bond Rating (Moody's and S&P)

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**FINANCE - 15100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	409,926	439,975	492,989	476,255	476,255	(16,734)	-3.4%
OTHER OPERATING	79,983	81,077	93,054	97,265	96,065	3,011	3.2%
<b>TOTAL EXPENDITURES</b>	<b>489,909</b>	<b>521,052</b>	<b>586,043</b>	<b>573,520</b>	<b>572,320</b>	<b>(13,723)</b>	<b>-2.3%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	6.00	7.00	7.00	7.00	7.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FINANCE**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01115101	511100		REG/FULL TIME EMPLOYEES	383,150	411,372	460,703	444,802	444,802	(15,901)	-3.5%
01115101	511101		PART TIME EMPLOYEES		-	-	-	-	-	N/A
01115101	511200		TEMPORARY EMPLOYEES		-	-	-	-	-	N/A
01115101	511300		OVERTIME		-	-	-	-	-	N/A
01115101	512100		GROUP INSURANCE		-	-	-	-	-	N/A
01115101	512200		SOC SEC/FICA CONTRIB	26,776	28,603	32,286	31,453	31,453	(833)	-2.6%
01115101	512400		RETIREMENT CONTRIBS		-	-	-	-	-	N/A
01115101	521200		PURCH PROFESSIONAL SVC	39,349	37,931	37,000	41,000	41,000	4,000	10.8%
01115101	521300		PURCH TECHNICAL SVCS	525	525	525	525	525	-	0.0%
01115101	522200		REPAIRS & MAINTENANCE	5,931	4,257	5,100	300	300	(4,800)	-94.1%
01115101	522320		RENTAL OF EQUIP & VEH	717	520	550	6,550	5,350	4,800	872.7%
01115101	523200		COMMUNICATIONS	13,493	14,016	15,900	15,800	15,800	(100)	-0.6%
01115101	523300		ADVERTISING	939	2,539	3,300	3,500	3,500	200	6.1%
01115101	523400		PRINTING & BINDING	5,311	5,329	12,200	10,000	10,000	(2,200)	-18.0%
01115101	523500		TRAVEL	2,967	2,232	5,050	5,400	5,400	350	6.9%
01115101	523600		DUES & FEES	2,475	2,235	2,675	2,600	2,600	(75)	-2.8%
01115101	523700		EDUCATION & TRAINING	1,787	2,477	3,429	3,690	3,690	261	7.6%
01115101	531100		GEN SUPPLIES & MATERIALS	5,700	8,044	6,675	6,650	6,650	(25)	-0.4%
01115101	531220		ENERGY-NATURAL GAS		-	-	-	-	-	N/A
01115101	531230		ENERGY-ELECTRICITY		-	-	-	-	-	N/A
01115101	531400		BOOKS & PERIODICALS		-	200	250	250	50	25.0%
01115101	531600		SMALL EQUIPMENT	(343)	910	450	1,000	1,000	550	122.2%
01115101	531700		OTHER SUPPLIES		62	-	-	-	-	N/A
01115101	542300		CAP OUTLAY-OFF FURN & EQ	1,130	-	-	-	-	-	N/A
<b>FINANCE</b>				<b>489,909</b>	<b>521,052</b>	<b>586,043</b>	<b>573,520</b>	<b>572,320</b>	<b>(13,723)</b>	<b>-2.3%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115101 521200 - 15100 PURCH PROFESSIONAL SVC		1.00	32,000.00		41,000.00
ANNUAL FINANCIAL AUDIT		1.00	2,000.00		32,000.00
LEGAL SERVICES		1.00	3,000.00		2,000.00
FIFA FILINGS		1.00	4,000.00		3,000.00
ANNUAL DISCLOSURE FOR BONDS		1.00			4,000.00
01115101 521300 - 15100 PURCH TECHNICAL SVCS		1.00	525.00		525.00
NIGP-COMMODITY CODES					525.00
01115101 522200 - 15100 REPAIRS & MAINTENANCE		1.00	300.00		300.00
MISC R&M					300.00
01115101 522320 - 15100 RENTAL OF EQUIP & VEH		12.00	400.00		5,350.00
COPIER RENTAL, MAINTENANCE, AND USEAGE CHARGES		1.00	550.00		4,800.00
MAIL BOX					550.00
01115101 523200 - 15100 COMMUNICATIONS		12.00	100.00		15,800.00
VERIZON		1.00	14,500.00		1,200.00
POSTAGE FOR DELINQUENT TAX NOTICES, TAX NOTICES, AP MAILINGS, FALSE ALARM BILLINGS		1.00	100.00		14,500.00
FEDEX CHARGES					100.00
01115101 523300 - 15100 ADVERTISING		1.00	3,000.00		3,500.00
TAX ADS		1.00	500.00		3,000.00
BUDGET ADS					500.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115101 523400 - 15100 PRINTING & BINDING		1.00	5,000.00		10,000.00
PROPERTY TAX		1.00	3,500.00		5,000.00
TYLER FORMS		1.00	1,500.00		3,500.00
ENVELOPES, LETTERHEAD, BUSINESS CARDS					1,500.00
01115101 523500 - 15100 TRAVEL		2.00	850.00		5,400.00
GGFOA		1.00	1,500.00		1,700.00
GFOA/ AICPA		1.00	1,000.00		1,500.00
LOCAL TRAVEL FOR TRAINING-FINANCE		1.00	1,200.00		1,000.00
LOCAL TRAVEL FOR TRAINING-PURCHASING					1,200.00
01115101 523600 - 15100 DUES & FEES		2.00	355.00		2,600.00
AICPA MEMBERSHIP AND CGMA DESIGNATION-FINANCE DIRECTOR AND CONTROLLER		2.00	245.00		710.00
GEORGIA SOCIETY OF CPAS-FINANCE DIRECTOR AND CONTROLLER		2.00	100.00		490.00
CPA LICENSURE RENEWALS-FINANCE DIRECTOR AND CONTROLLER		2.00	50.00		200.00
GGFOA MEMBERSHIPS		3.00	50.00		150.00
COSTCO MEMBERSHIP		1.00	110.00		110.00
NGIP MEMBERSHIP DUES-PURCHASING MANAGER AND BUYER		1.00	240.00		240.00
GPAG MEMBERSHIPS		2.00	25.00		50.00
ISM MEMBERSHIP DUES-PURCHASING MANAGER		1.00	200.00		200.00
GFOA MEMBERSHIPS		3.00	150.00		450.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115101 523700 - 15100 EDUCATION & TRAINING					3,690.00
DUNWOODY CONFERENCE-FINANCE DIRECTOR AND CONTROLLER		2.00	150.00		300.00
GGFOA CONFERENCE		2.00	345.00		690.00
GFOA/AICPA CONFERENCE FINANCE DIRECTOR		1.00	500.00		500.00
CPE FINANCE DIRECTOR AND CONTROLLER (40 HRS REQUIRED ANNUALLY)		2.00	600.00		1,200.00
SBA MEMBERSHIP		1.00	200.00		200.00
GPAG CONFERNCE		2.00	275.00		550.00
CARL VINSON TRAINIING-PURCHASING		1.00	250.00		250.00
01115101 531100 - 15100 GEN SUPP & MATERIALS					6,650.00
COPY PAPER		1.00	3,000.00		3,000.00
DOCUMENT DESTRUCTION		12.00	50.00		600.00
OFFICE SUPPLIES FOR FINANCE AND PURCHASING		1.00	1,200.00		1,200.00
COFFEEE SERVICE		1.00	350.00		350.00
RECORD RETENTION BOXES		1.00	500.00		500.00
TONER		1.00	500.00		500.00
WAREHOUSE SUPPLIES					
01115101 531220 - 15100 ENERGY-NATURAL GAS					.00
01115101 531230 - 15100 ENERGY-ELECTRICITY					.00
01115101 531400 - 15100 BOOKS & PERIODICALS					250.00
MISC REFERENCE BOOKS		1.00	250.00		250.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115101 531600 - 15100 SMALL EQUIPMENT		1.00	500.00		1,000.00
COMPUTER EQUIPMENT					500.00
CONTROLLER NEW OFFICE CHAIR		1.00	500.00		500.00
01115101 531700 - 15100 OTHER SUPPLIES					.00
01115101 542300 - 15100 CAP OUTLAY-OFF FURN & EQ					.00
TOTAL GENERAL FUND					96,065.00
GRAND TOTAL					96,065.00

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

## **FIRE ADMINISTRATION**

### **Function**

The Fire Admin department includes both the Administration and Operations functions of the Smyrna Fire Department. The Administration function includes the Fire Chief, Deputy Fire Chief/Emergency Management Director and the Administrative Services Coordinator. The Administration function is responsible for the management and supervision of all department services, programs and policies. This entails managing the budget, training, hiring new personnel, payroll records and reporting, purchasing, inventory control, labor relations and clerical support services.

The Deputy Chief directs the Operations function in which 3 Battalion Chiefs and the Training Chief report accordingly. The Deputy Chief also performs as the head of the fire department in the absence of the Fire Chief.

The Operations function operates five (5) fire stations. Four are staffed with a minimum of one (1) Lieutenant, one Driver and one Firefighter and one is staffed with a minimum of one (1) Lieutenant, 2 Engineers, and 2 Firefighters. All stations are staffed 365 days a year. One (1) Battalion Chief (BC) is on duty for each shift and is in charge of operations for the shift. A minimum of 18 firefighters are on duty each shift.

The Fire Admin department provides the following services: fire suppression, basic and advanced level emergency medical care, rescue and extrication of trapped persons, vehicle extraction due to motor vehicle accidents, and numerous other related emergency and non-emergency calls.

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

### **Major Goals & Objectives**

- 1) Continue to increase administrative and operational efficiency.
  - Creation of a new position; "Support Services Manager".
  - Provide additional educational opportunities.
  - Assist with SFD's expanding organizational missions: emergency medical services, hazardous material response, technical rescue, fire prevention, pre-planning and public education.
- 2) With a minimal increase to our FY17 budget; prioritize a replacement of, or refurbishment of, equipment.
  - Cosmetic maintenance to facilities.
  - Additional small equipment.
  - Breathing apparatus masks.
  - Turn-out gear.
  - Station uniforms.

- 3) Oversee construction of Fire Station 2, SPLOST project.
- 4) Identify facility/facilities capable of housing additional needed office space and the Emergency Operations Center (EOC).

### **Performance Measures**

- ISO Rating
- Total Structure Fire Incidents
- % of Incidents with Flame spread confined to object or room of origin
- Number of False Alarms
- Number of Arsons
- % of Arson Cases Cleared
- Response Time – Call Entry to Arrival on Scene was 5 minutes or less
- Response Time – Call Entry to Arrival on Scene was 8 minutes or less
- Number of EMS Responses

**FIRE ADMIN - 35100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	3,771,077	3,945,466	4,029,573	4,157,037	4,105,264	75,691	1.9%
OTHER OPERATING	499,612	603,891	662,596	741,292	696,217	33,621	5.1%
<b>TOTAL EXPENDITURES</b>	<b>4,270,689</b>	<b>4,549,357</b>	<b>4,692,169</b>	<b>4,898,329</b>	<b>4,801,481</b>	<b>109,312</b>	<b>2.3%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	72.00	72.00	72.00	74.00	73.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE ADMIN**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01335101	511100		REG/FULL TIME EMPLOYEES	3,355,036	3,563,650	3,687,208	3,811,447	3,763,354	76,146	2.1%
01335101	511300		OVERTIME	169,583	129,839	83,500	81,600	81,600	(1,900)	-2.3%
01335101	512200		SOC SEC/FICA CONTRIB	246,279	251,977	258,866	263,990	260,310	1,444	0.6%
01335101	512400		RETIREMENT CONTRIBS		-	-	-	-	-	N/A
01335101	512900		OTHER EMPLOYEE BENEFIT	180	-	-	-	-	-	N/A
01335101	521200		PURCH PROFESSIONAL SVC	50,135	46,655	46,200	71,250	71,250	25,050	54.2%
01335101	521300		PURCH TECHNICAL SVCS	853	1,195	9,000	9,000	9,000	-	0.0%
01335101	522200		REPAIRS & MAINTENANCE	108,723	97,740	120,000	130,000	130,000	10,000	8.3%
01335101	522320		RENTAL OF EQUIP & VEH	3,356	116,887	117,967	115,467	115,467	(2,500)	-2.1%
01335101	523200		COMMUNICATIONS	23,757	23,959	25,280	25,280	25,280	-	0.0%
01335101	523400		PRINTING & BINDING	369	598	600	600	600	-	0.0%
01335101	523500		TRAVEL	6,308	8,140	5,400	5,700	5,700	300	5.6%
01335101	523600		DUES & FEES	2,394	5,069	8,500	8,500	8,500	-	0.0%
01335101	523700		EDUCATION & TRAINING	18,656	8,704	23,000	34,771	29,771	6,771	29.4%
01335101	531100		GEN SUPPLIES & MATERIALS	96,833	100,038	101,000	111,000	106,000	5,000	5.0%
01335101	531110		RECORDS MANAGEMENT		-	-	-	-	-	N/A
01335101	531220		ENERGY-NATURAL GAS	19,021	19,213	13,518	13,518	13,518	-	0.0%
01335101	531230		ENERGY-ELECTRICITY	64,010	69,546	58,386	58,386	58,386	-	0.0%
01335101	531270		ENERGY-GASOLINE/DIESEL	43,883	40,036	45,000	45,000	45,000	-	0.0%
01335101	531300		FOOD	1,779	2,921	2,000	2,500	2,500	500	25.0%
01335101	531400		BOOKS & PERIODICALS	175	1,410	245	245	245	-	0.0%
01335101	531600		SMALL EQUIPMENT	20,474	18,922	35,000	58,575	25,000	(10,000)	-28.6%
01335101	531700		OTHER SUPPLIES	38,885	42,859	51,500	51,500	50,000	(1,500)	-2.9%
<b>FIRE ADMIN</b>				<b>4,270,689</b>	<b>4,549,357</b>	<b>4,692,169</b>	<b>4,898,329</b>	<b>4,801,481</b>	<b>109,312</b>	<b>2.3%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335101 521200 - 35100 PURCH PROFESSIONAL SVC		1.00	26,500.00		71,250.00 26,500.00
Physicals Physical exams, blood work, fitness test for all SFD personnel. Includes CT scans for males over 40.		1.00	16,000.00		16,000.00
Medical Director Annual fees needed to sign off on EMS protocol and approve treatment/drug use.		1.00	20,000.00		20,000.00
Promotional Process and Legal Fees Fees associated with the promotional process and legal fees.		1.00	5,250.00		5,250.00
Turnout Gear Turnout gear repair and cleaning for all SFD suppression personnel according to NFPA standards.		1.00	3,500.00		3,500.00
Service Testing Ladder testing, pump service testing, SCBA service testing according to NFPA standards.		1.00	9,000.00		9,000.00 9,000.00
01335101 521300 - 35100 PURCH TECHNICAL SVCS		1.00	9,000.00		9,000.00 9,000.00
Target Solutions This program provides policy and procedure accountability, EMS training accountability, and Fire Training accountability. The subscription absorbs a cost that we would pay for all paramedic certifications through the GA EMS Academy. The program also allows for better tracking and documentation in all areas described above.					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335101 522200 - 35100 REPAIRS & MAINTENANCE					
Repairs and Maitenance All apparatus fleet and administration vehicles. Repairs and maintenance for all five stations including office updates.		1.00	119,500.00		130,000.00 119,500.00
Kitchen renovation for Station One Renovate kitchen in Station One		1.00	4,500.00		4,500.00
Preventative Maitenance for all bay doors Provides preventative maintenance for all station bay doors to help limit costly repairs.		1.00	6,000.00		6,000.00
01335101 522320 - 35100 RENTAL OF EQUIP & VEH					
Existing lease for fire truck 4. (purchased in 2009)		1.00	113,432.00		115,467.00 113,432.00
Biz Hub Copier rental for offices		1.00	2,035.00		2,035.00
01335101 523200 - 35100 COMMUNICATIONS					
Cell phones, postage, GPS monitoring, cable television, and Verizon Air Cards		1.00	25,280.00		25,280.00 25,280.00
01335101 523400 - 35100 PRINTING & BINDING					
Printing of materials Business cards, letterhead, envelopes, and support of all outreach programs and services.		1.00	600.00		600.00 600.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335101 523500 - 35100 TRAVEL		1.00	5,200.00		5,700.00 5,200.00
Fire Conferences GFC conference, IAFC, Fire Safety Symposium, Firehouse Conference, Chief Officer Institute, Fire Department Instructors Conference (Indianapolis, IN)					
		1.00	500.00		500.00
National Fire Academy This training will provide higher education and exposure to industry leaders.					
01335101 523600 - 35100 DUES & FEES		1.00	2,800.00		8,500.00 2,800.00
Professional dues and fees GA Fire Chiefs, Chief Fire Officer, Metro Atlanta Fire Chiefs					
		1.00	5,700.00		5,700.00
Paramedic Annual Recertification Paramedic Annual recertification for all personnel to maintain updated certification.					
01335101 523700 - 35100 EDUCATION & TRAINING		3.00	3,667.00		29,771.00 11,001.00
Paramedic School Allows the department to sustain paramedics with retirements and turnover. Hosted by Metro Ambulance					
		1.00	9,175.00		9,175.00
Georgia Public Safety Provides training for all divisions to include hands on and lecture.					
		1.00	3,000.00		3,000.00
Formal Education (WGTC) Program designed to equip command staff with the tools					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
necessary to successfully influence and manage the future, to be prepared to analyze current issues, study probabilities of the future, and have the ability to influence the future of public safety in Smyrna.		2.00	675.00		1,350.00
Fire Department Instructors Conference					
Fire Department Instructors Conference (Indianapolis, IN)		1.00	445.00		445.00
Firehouse Software Education and Training Seminar		1.00	4,800.00		4,800.00
Step Up and Lead Lecture		1.00	5,000.00		5,000.00
Organizational Development Seminar		1.00	5,000.00		-5,000.00
Finance Recommendation					
01335101 531100 - 35100 GEN SUPP & MATERIALS		1.00	111,000.00		106,000.00 111,000.00
General Supplies					
To include five stations and administration offices.		1.00	.00		.00
Medical Supplies for stations					
Inventory and re-stocking of all medical supplies at five stations.		1.00	.00		.00
Updating office furniture for Centennial Room					
Updating tables and chairs for the Centennial training room at St 1.		1.00	5,000.00		-5,000.00
Finance Recommendation					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335101 531110 - 35100 RECORDS MANAGEMENT					.00
01335101 531220 - 35100 ENERGY-NATURAL GAS					13,518.00
Natural Gas		1.00	13,518.00		13,518.00
01335101 531230 - 35100 ENERGY-ELECTRICITY					58,386.00
Electrical		1.00	58,386.00		58,386.00
01335101 531270 - 35100 ENERGY-GASOLINE/DIESEL					45,000.00
Gasoline/Diesel		1.00	45,000.00		45,000.00
01335101 531300 - 35100 FOOD					2,500.00
Food		1.00	2,500.00		2,500.00
Food for special events, retirements, testing processes, meetings, and long operational periods.					
01335101 531400 - 35100 BOOKS & PERIODICALS					245.00
Books		1.00	245.00		245.00
Books and periodicals for administration.					
01335101 531600 - 35100 SMALL EQUIPMENT					25,000.00
Firehouse Innovations Forcible Entry Simulator		1.00	6,900.00		6,900.00
This training system is the most realistic and versatile forcible-entry training device on the market today. This will afford us the ability to train our members using every technique which applies to inward-opening doors, outward-opening doors, left-hand and right-hand swinging door, with metal or wood jambs, using halligan and flat head axe.					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Turnout Gear		8.00	2,200.00		17,600.00
Structural Firefighter Boot Replacement Replacement of boots that have reached their end of service life per NFPA.		15.00	350.00		5,250.00
Rescue Strut Stabilization System / Extrication Struts This equipment is needed to use when the advanced stabilization of a vehicle is necessary prior to rescuing the victim. Example: Overturned motor vehicle, vehicle into a building, etc.		1.00	7,000.00		7,000.00
BullEx BullsEye Fire Extinguisher Trainer and R.A.C.E. Trainer BullsEye uses advanced laser technology to simulate the discharge of actual extinguishers for a completely clean, safe and cost effective training experience. The R.A.C.E. station expands fire prevention training beyond basic fire extinguisher training by incorporating all of the element the elements of response to a fire.		1.00	13,500.00		13,500.00
EZ-IO Interosseous Injection Bone Gun Kits The EZ-IO Intraosseous Vascular Access System is a complete solution for fast vascular access - whether you're facing difficult vascular access challenges or need fast intraosseous access for critical situations and life-threatening emergencies.		9.00	925.00		8,325.00
Finance Recommendation		1.00	33,575.00		-33,575.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335101 531700 - 35100 OTHER SUPPLIES					
Uniforms					
Uniform allowance for 69 firefighters, and 3 administrative personnel, as well as class A uniforms for the Honor Guard		1.00	51,500.00		50,000.00 51,500.00
Finance Recommendation - exclude uniforms for 3 admin personnel.		1.00	1,500.00		-1,500.00
01335101 542200 - CAP OUTLAY-VEHICLES					.00
TOTAL GENERAL FUND					696,217.00
GRAND TOTAL					696,217.00

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## **FIRE PREVENTION**

### **Function**

The Fire Prevention department is under the direction of the Fire Marshal who reports directly to the Fire Chief. The department is responsible for conducting plan reviews of all new construction projects and remodels concerning fire and life systems. Being an integral part of the city's development team, the department participates in all appropriate meetings and other activities that provide the citizens with one stop permitting and coordination for all types of construction. The department conducts field inspections of all approved construction projects and is dictated by state law with conducting on-site inspections annually on the following existing occupancies:

- Assemblies with an occupant load greater than 300;
- Apartments;
- Hotels/Motels;
- Daycares;
- Assisted Living Facilities;
- Schools; and,
- Any retail space larger than 25,000 square feet.

In addition, working directly with the Business License Office, the department also inspects all new business locations for fire and life safety compliance. All inspections are conducted to ensure compliance with local ordinances and adopted codes, take appropriate measures to correct any unsafe conditions and document all findings and final disposition of the findings. The department also receives and responds to citizen complaints and takes action to resolve all complaints in a timely manner.

Another responsibility of the department is the investigation of every undetermined or incendiary fire occurring within the City. The department's arson investigators, through final disposition of arrest and prosecution, investigate fires of criminal origin. All investigators are members of the Metro Arson Task Force and if the need arises can provide mutual aid to surrounding jurisdictions.

### **Major Goals & Objectives**

- Continue training program for future Fire Prevention replacement personnel. With a minimum of 688 hours of training required for all Fire Prevention employees for an entry position of Fire Inspector/Investigator, this training can take up to three years to complete.
- Encourage completion of more advanced Inspector/Investigator training offered in surrounding states' fire academies. The State of Georgia does not currently offer any NPQ advanced certifications. The Alabama Fire College offers these NPQ certifications in variety of disciplines. All of these classes are given reciprocity by the Firefighter Standards and Training Council of the State of Georgia.

- Continue research for a functional electronic field reporting system of inspections to increase staff efficiency and records management. The system shall be compatible with the current Fire House software and shall be capable of field signature capture and report generation.
- Determine the feasibility of adding an administrative assistant for FY18.
- Continue development of “Community Risk Reduction” efforts.

**Performance Measures**

- Number of inspections performed
- Plans review requests
- Certificates of Occupancies issued
- Number of Fire Safety contacts

**FIRE PREVENTION - 35300**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	218,819	205,673	262,924	341,624	281,611	18,687	7.1%
OTHER OPERATING	8,390	12,821	13,415	24,207	22,132	8,717	65.0%
<b>TOTAL EXPENDITURES</b>	<b>227,210</b>	<b>218,495</b>	<b>276,339</b>	<b>365,831</b>	<b>303,743</b>	<b>27,404</b>	<b>9.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	3.00	3.00	4.05	5.00	4.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE PREVENTION**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01335301	511100		REG/FULL TIME EMPLOYEES	202,604	190,076	240,564	315,431	259,684	19,120	7.9%
01335301	511200		TEMP EMPLOYEES	-	-	2,973	-	-	(2,973)	-100.0%
01335301	511300		OVERTIME	2,143	2,407	2,000	4,000	4,000	2,000	100.0%
01335301	512200		SOC SEC/FICA CONTRIB	14,072	13,191	17,387	22,193	17,927	540	3.1%
01335301	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01335301	521200		PURCH PROFESSIONAL SVC	185	839	550	850	850	300	54.5%
01335301	522200		REPAIRS & MAINTENANCE	-	503	-	-	-	-	N/A
01335301	523400		PRINTING & BINDING	230	435	575	600	600	25	4.3%
01335301	523500		TRAVEL	2,033	2,510	1,450	7,262	7,262	5,812	400.8%
01335301	523600		DUES & FEES	1,831	855	2,105	3,175	3,175	1,070	50.8%
01335301	523700		EDUCATION & TRAINING	633	1,005	1,535	2,695	2,695	1,160	75.6%
01335301	531100		GEN SUPPLIES & MATERIALS	1,203	3,910	4,250	6,325	4,250	-	0.0%
01335301	531400		BOOKS & PERIODICALS	625	1,097	1,300	1,300	1,300	-	0.0%
01335301	531700		OTHER SUPPLIES	1,650	1,667	1,650	2,000	2,000	350	21.2%
<b>FIRE PREVENTION</b>				<b>227,210</b>	<b>218,495</b>	<b>276,339</b>	<b>365,831</b>	<b>303,743</b>	<b>27,404</b>	<b>9.9%</b>

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335301 521200 - 35300 PURCH PROFESSIONAL SVC		1.00	850.00		850.00
Lab Testing / Background Investigations Increase reflects a \$25.00 per month cost increase for accessing background investigation information.					
01335301 522200 - 35300 REPAIRS & MAINTENANCE					.00
01335301 523400 - 35300 PRINTING & BINDING		1.00	600.00		600.00
Printing of various inspection forms & business cards Printing of various inspection forms & business cards					
01335301 523500 - 35300 TRAVEL		1.00	1,150.00		7,262.00
Georgia Fire Investigators Assoc. Arson Conference-Savannah GA Associated travel and lodging costs for G.F.I.A Arson conference for professional development.					
		4.00	100.00		400.00
Georgia Fire Investigators Assoc. Arson Conference-McDonough, GA Associated travel and food costs for G.F.I.A. Arson conference for professional development					
		1.00	900.00		900.00
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	1,000.00		1,000.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
National Fire Protection Association (N.F.P.A.) Conference- Boston, MA		1.00	1,000.00		1,000.00
International Code Council (I.C.C.) Conference Las Vegas N.V. Associated travel and lodging costs for ICC conference for professional development Las Vegas N.V.		2.00	575.00		1,150.00
Georgia Public Training Center Forsyth Ga. Associated food and lodging for one week (6 days) of National Fire Academy training for Plans Review.		1.00	1,212.00		1,212.00
Georgia Public Training Center Forsyth Ga. Associated lodging and food costs for 2 weeks for Arson II training to obtain National Certification (NPQ) as a Fire Investigator		1.00	450.00		450.00
Georgia Public Training Center Forsyth Ga. Associated travel and food costs for the Fire Safety Symposium for professional development.					
01335301 523600 - 35300 DUES & FEES		1.00	500.00		3,175.00 500.00
MCCI LaserFiche Fees associated with scanning and electronic archiving of Fire Protection design plans.		1.00	550.00		550.00
International Code Council (ICC) 3 yr. membership fee for all					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
access to International Fire Code, Building Code & Residential Code.		1.00	175.00		175.00
National Fire Protection Association (N.F.P.A.) Professional dues associated with membership.		1.00	1,350.00		1,350.00
National Fire Protection Association (N.F.P.A.) Online all access subscription to adopted national fire codes.		4.00	25.00		100.00
Georgia Fire Investigators Association (G.F.I.A.) Professional dues associated with membership		4.00	25.00		100.00
Metro Fire Investigators Association Professional dues associated with membership		4.00	100.00		400.00
International Association of Arson Investigators (I.A.A.I.) Professional dues associated with membership		1.00	475.00		2,695.00 475.00
01335301 523700 - 35300 EDUCATION & TRAINING Alabama Fire College Tuscaloosa AL. Fire Inspector II Class registration fee for Fire Inspector II (Professional Development)		1.00	200.00		200.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Georgia Fire Investigators Assoc. Arson Conference-Savannah GA		3.00	40.00		120.00
Georgia Fire Investigators Assoc. Arson Conference-McDonough, GA					
Associated registration fee for annual renewals of Fire Investigator Certification		1.00	1,100.00		1,100.00
National Fire Protection Association Conference- Boston, MA					
Associated registration fee for N.F.P.A. training		1.00	800.00		800.00
International Code Council (I.C.C.)					
Associated registration fee for ICC training conference for ICC Inspector Certification Renewal.					
01335301 531100 - 35300 GEN SUPP & MATERIALS		1.00	375.00		4,250.00 375.00
Misc. Tools & Office Supplies					
Cost for replacement of required tools and needed office supplies		1.00	800.00		800.00
Targets & Ammunition					
Practice ammunition and targets in preparation for semiannual firearms qualification.		1.00	800.00		800.00
Body Armor					
Body Armor for replacement personnel		1.00	800.00		800.00

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Vehicle Gun Safe		3.00	130.00		390.00
Arrowhead 385nm Accelerant Detector		3.00	300.00		900.00
To aid in Origin & Cause Investigations for the detection of accelerants IE: Gasoline, Diesel & Kerosene		3.00	940.00		2,820.00
Battery Operated Scene Lights					
Enables personnel to investigate origin & cause of fires without cross contamination caused by gas powered equipment.					
Tyvex Protection Suits		4.00	60.00		240.00
Body protection against contamination during fire investigations.					
Finance Recommendation		1.00	2,075.00		-2,075.00
01335301 531400 - 35300 BOOKS & PERIODICALS					
NFPA/ICC Code Books		1.00	1,300.00		1,300.00
Associated costs to purchase newly adopted code books.					
01335301 531700 - 35300 OTHER SUPPLIES					
Uniforms and Accessories for BOFP Personnel		4.00	500.00		2,000.00
Costs to purchase uniforms and accessories for all BOFP staff members.					
TOTAL GENERAL FUND					22,132.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
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GRAND TOTAL				22,132.00
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## **FIRE TRAINING**

### **Function**

Through the staff of a Training Division Battalion Chief, an EMS Director, Training Officer, and the assistance of operations 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**

- Officer/Leadership development implementation.
  - Provide at least two leadership/management training courses for supervisors.
  - Implement *Blue Card Command* program for all Fire Officers.
- Conduct evaluation for the establishment of a fire department training center.
  - Research possible location(s)
  - Refine needs / capabilities
  - Create implementation timeline based off of CIP FY.
- Continue implementation of position qualification taskbooks.
- Acquire training equipment to enhance service provision.
- Monitor feasibility planning for EMT-to-Paramedic class
  - Given locally by Metro Atlanta Ambulance
- Revise/update job descriptions within division

### **Performance Measures**

- Certified Paramedics
- Weeks of EMS and Fire training
- Number of CPR instructors certified

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**FIRE TRAINING - 35400**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	177,195	175,676	191,039	201,200	201,200	10,161	5.3%
OTHER OPERATING	8,968	11,736	21,170	30,692	27,492	6,322	29.9%
<b>TOTAL EXPENDITURES</b>	<b>186,163</b>	<b>187,412</b>	<b>212,209</b>	<b>231,892</b>	<b>228,692</b>	<b>16,483</b>	<b>7.8%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	3.00	3.00	3.00	3.00	3.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - FIRE TRAINING**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01335401	511100		REG/FULL TIME EMPLOYEES	162,436	164,216	179,411	185,835	185,835	6,424	3.6%
01335401	511300		OVERTIME	3,501	719	-	2,500	2,500	2,500	N/A
01335401	512200		SOC SEC/FICA CONTRIB	11,257	10,742	11,628	12,865	12,865	1,237	10.6%
01335401	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01335401	521200		PURCH PROFESSIONAL SVC	-	-	-	-	-	-	N/A
01335401	523200		COMMUNICATIONS	-	255	-	-	-	-	N/A
01335401	523500		TRAVEL	1,464	2,172	5,890	7,165	7,165	1,275	21.6%
01335401	523600		DUES & FEES	210	125	410	410	410	-	0.0%
01335401	523700		EDUCATION & TRAINING	632	513	9,920	10,325	10,325	405	4.1%
01335401	531100		GEN SUPPLIES & MATERIALS	942	675	700	1,000	1,000	300	42.9%
01335401	531400		BOOKS & PERIODICALS	1,346	769	450	450	450	-	0.0%
01335401	531600		SMALL EQUIPMENT	3,113	5,732	2,300	9,842	6,642	4,342	188.8%
01335401	531700		OTHER SUPPLIES	1,260	1,494	1,500	1,500	1,500	-	0.0%
<b>FIRE TRAINING</b>				<b>186,163</b>	<b>187,412</b>	<b>212,209</b>	<b>231,892</b>	<b>228,692</b>	<b>16,483</b>	<b>7.8%</b>

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335401 521200 - 35400 PURCH PROFESSIONAL SVC					.00
01335401 523200 - 35400 COMMUNICATIONS					.00
01335401 523500 - 35400 TRAVEL					7,165.00
EMS World Expo Conference Associated travel and lodging costs for EMS World Expo professional development conference.		1.00	1,336.00		1,336.00
Blue Card Command TtT Associated travel and lodging costs for Blue Card Command Train-the-Trainer course.		1.00	1,529.00		1,529.00
GA EMS Instructors Conference (Savannah) Associated travel and lodging costs for EMS instructor's conference.		2.00	900.00		1,800.00
Command College Program (Columbus, GA) Associated travel and lodging for Command College (Total of 5 weeks).		1.00	2,500.00		2,500.00
01335401 523600 - 35400 DUES & FEES					410.00
International Society of Fire Service Instructors Professional dues and fees associated with ISFSI.		1.00	125.00		125.00
Fire Department Safety Officers Association Professional dues and fees associated with FDSOA.		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

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
International Association of Fire Chiefs		1.00	120.00		120.00
01335401 523700 - 35400 EDUCATION & TRAINING					10,325.00
EMS World Expo Registration Fee		1.00	525.00		525.00
Associated registration fee for EMS World EXPO professional development conference.					
Blue Card Command TtT Registration Fee		1.00	4,500.00		4,500.00
Associated registration fee for Blue Card Command Train-the-Trainer course.					
GA EMS Instructors Conference Fee		2.00	150.00		300.00
Associated registration fee for EMS instructor's update.					
Command College		1.00	5,000.00		5,000.00
Associated registration fee for Command College program (total of 5 courses).					
01335401 531100 - 35400 GEN SUPP & MATERIALS					1,000.00
General Supplies / Building Materials		1.00	700.00		700.00
Cost to purchase building materials for the construction and maintenance of various training props and training aids.					
BulleX Smoke Generator Accessories		1.00	300.00		300.00
Cost of BulleX liquid smoke for smoke generator					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335401 531400 - 35400 BOOKS & PERIODICALS		1.00	450.00		450.00 450.00
Fire / EMS Textbooks Associated costs to purchase Fire / EMS educational resources associated with various training programs.					
01335401 531600 - 35400 SMALL EQUIPMENT		2.00	1,296.00		6,642.00 2,592.00
Simulaids Model 1475 IAFF Rescue Randy (reinforced) 6' 1" 165lbs. Rescue Randy is intended to mimic lifelike adult or juvenile victim handling, transportation, and extrication training. These manikins can be safely used in situations too hazardous or uncomfortable for human volunteers.					
		1.00	850.00		850.00
Rescue Jennifer Manikin 4' 16lbs Child version of Rescue Randy.					
		1.00	3,200.00		3,200.00
BullEx Firefighter Training Smoke Generator - 4000 and wireless remote Smoke Generators create the most realistic fire training scenarios by generating the thickest, densest theatrical smoke to recreate the actual experiences a firefighter will face.					
		1.00	3,200.00		3,200.00
CPR/First Aid Training Manikin Realistic, inexpensive, and lightweight CPR learning manikin. (complete set of adult/infant)					
		1.00	3,200.00		-3,200.00
Finance Recommendation					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01335401 531700 - 35400 OTHER SUPPLIES					1,500.00
Uniforms and Accessories for Training Division Personnel Costs to purchase uniforms and accessories for all training division staff members.		3.00	500.00		1,500.00

TOTAL GENERAL FUND

27,492.00

GRAND TOTAL

27,492.00

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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

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**GENERAL GOVERNMENT & ALLOCATIONS - 15700**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	6,025,841	7,843,232	5,980,975	7,017,738	7,128,700	1,147,725	19.2%
OTHER OPERATING	4,622,854	8,306,514	7,047,394	7,205,960	7,182,766	135,372	1.9%
<b>TOTAL EXPENDITURES</b>	<b>10,648,694</b>	<b>16,149,746</b>	<b>13,028,369</b>	<b>14,223,698</b>	<b>14,311,466</b>	<b>1,283,097</b>	<b>9.8%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	0.00	0.00	0.00	0.00	0.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - GENERAL GOVT & ALLOCATIONS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01115701	512100		GROUP INSURANCE	2,329,463	2,981,766	2,700,000	3,554,021	3,646,448	946,448	35.1%
01115701	512110		COMM HEALTH NETWORK	65,767	104,063	118,125	118,125	118,125	-	0.0%
01115701	512111		PRESCRIPTIONS	1,162,872	1,106,712	1,114,200	1,170,000	1,170,000	55,800	5.0%
01115701	512400		RETIREMENT CONTRIBS	1,997,205	3,226,109	1,530,000	1,629,017	1,644,224	114,224	7.5%
01115701	512450		RETIREMENT 401A CONTR	35,023	37,614	43,650	54,575	57,903	14,253	32.7%
01115701	512600		UNEMPLOYMENT INSUR	3,528	4,978	15,000	12,000	12,000	(3,000)	-20.0%
01115701	512700		WORKER'S COMPENSATION	431,982	381,990	460,000	480,000	480,000	20,000	4.3%
01115701	521200		PURCH PROFESSIONAL SVC	-	10,949	-	-	-	-	N/A
01115701	521450		CREDIT CARD FEES	82,583	49,620	65,000	25,000	25,000	(40,000)	-61.5%
01115701	523100		INS OTHER THAN EE BEN	382,299	449,277	460,783	470,348	470,348	9,565	2.1%
01115701	541100		LAND	-	1,804,699	-	-	-	-	N/A
01115701	571000		INTERGOV COSTS	-	-	-	-	-	-	N/A
01115701	575000		LOSS-DISP-FIXED ASSETS	-	-	-	-	-	-	N/A
01115701	579000		CONTINGENCIES	-	-	487,252	500,000	608,783	121,531	24.9%
01115701	581200		PRINCIPAL-CAP LEASE	-	-	-	-	-	-	N/A
01115701	581300		PRINCIPAL-OTHER DEBT	-	-	-	-	-	-	N/A
01115701	581800		FUTURE DEBT OBLIGATIONS	90,913	-	-	-	-	-	N/A
01115701	582200		INTEREST-CAPITAL LEASE	22,519	-	-	-	-	-	N/A
01115701	582300		INTEREST-OTHER DEBT	-	-	-	-	-	-	N/A
01115701	583000		FISCAL AGENT'S FEES	2,574	6,600	-	-	-	-	N/A
01115701	611001		OPER TRN OUT-E911(215)	305,730	370,900	178,804	223,746	212,612	33,808	18.9%
01115701	611002		OPER TRN OUT-CIP(370)	500,000	846,800	1,185,850	1,097,500	1,032,500	(153,350)	-12.9%
01115701	611003		OPER TRN OUT-CIP07(351)	-	-	-	-	-	-	N/A
01115701	611005		OPER TRN OUT-BONDS(420)	3,236,236	3,922,669	3,969,705	4,089,366	3,983,523	13,818	0.3%
01115701	611007		OPER TRN OUT-SMY COMM	-	-	-	-	-	-	N/A
01115701	611008		OPER TRN OUT-DDA	-	-	-	-	-	-	N/A
01115701	611009		OPER TRN OUT-FS #5	-	-	-	-	-	-	N/A
01115701	611010		OPER TRN OUT-FUND 280	-	-	-	-	-	-	N/A
01115701	611013		OPER TRN OUT - 381	-	-	-	-	-	-	N/A
01115701	611014		OPER TRN OUT - E911 CIP	-	210,000	-	-	-	-	N/A
01115701	611015		OPER TRN OUT - VEH REPLC	-	635,000	700,000	800,000	850,000	150,000	21.4%
<b>GEN GOVT &amp; ALLOCATIONS</b>				<b>10,648,694</b>	<b>16,149,746</b>	<b>13,028,369</b>	<b>14,223,698</b>	<b>14,311,466</b>	<b>1,283,097</b>	<b>9.8%</b>

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115701 521200 - 15700 PURCH PROFESSIONAL SVCS					.00
01115701 521450 - 15700 CREDIT CARD FEES		1.00	25,000.00		25,000.00
Credit card fees					25,000.00
01115701 523100 - 15700 INS OTHER THAN EE BEN		1.00	470,348.00		470,348.00
Property/Liability Insurance Premiums and Deductibles					470,348.00
01115701 541100 - CAP OUTLAY-LAND					.00
01115701 571000 - 15700 INTERGOV COSTS					.00
01115701 575000 - 15700 LOSS-DISP-FIXED ASSETS					.00
01115701 579000 - 15700 CONTINGENCIES		1.00	608,783.00		608,783.00
GF Contingency					608,783.00
01115701 581200 - 15700 PRINCIPAL-CAP LEASE					.00
01115701 581300 - 15700 PRINCIPAL-OTHER DEBT					.00
01115701 581800 - 15700 FUTURE DEBT OBLIGATIONS					.00
01115701 582200 - 15700 INTEREST-CAPITAL LEASE					.00
01115701 582300 - 15700 INTEREST-OTHER DEBT					.00
01115701 583000 - 15700 FISCAL AGENT'S FEES					.00
01115701 611001 - 15700 OPER TRN OUT-E911(215)		1.00	212,612.00		212,612.00
Amount needed to balance E-911 Fund					212,612.00
01115701 611002 - 15700 OPER TRN OUT-CIP(370)		1.00	1,032,500.00		1,032,500.00
GF transfer to CIP Requires a manual TFR of budgeted funds.					1,032,500.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115701 611003 - 15700 OPER TR OUT-CIP07(351)					.00
01115701 611004 - 15700 OPER TRN OUT-HICK(376)					.00
01115701 611005 - 15700 OPER TR OUT-BONDS(420)				3,983,523.00	3,983,523.00
FY17 Bond Payments		1.00	3,983,523.00		3,983,523.00
01115701 611006 - 15700 OPER TRN OUT-DONS(280)					.00
01115701 611007 - 15700 OPER TRN OUT-SMY COMM					.00
01115701 611008 - 15700 OPER TRANS OUT-DDA					.00
01115701 611009 - 15700 OPER TRANS OUT-FS#5					.00
01115701 611010 - 15700 OPER TRANS OUT-280					.00
01115701 611013 - 15700 OPER TRANS OUT - 381					.00
01115701 611014 - 15700 OPER TRANS OUT - 216					.00
No E-911 CIP projects planned for FY17		1.00	.00		.00
01115701 611015 - 15700 OPER TRANS OUT - 612				850,000.00	850,000.00
GF contribution to VRF Requires a manual TFR of budgeted funds.		1.00	850,000.00		850,000.00

TOTAL GENERAL FUND

7,182,766.00

GRAND TOTAL

7,182,766.00

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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 health, safety and welfare of its citizens.

### **Major Goals & Objectives**

- Continue supporting the **Vision** process and aiding the citizen-led process through the ongoing work of the working groups, but, most specifically, the Executive Committee and designated and responsible City Staff and elected officials.
- Continue a proactive policy of annexation.
- Stimulate business and residential growth through economic development incentives.
- Conduct a citizen satisfaction survey to objectively measure public opinion on the delivery of major City services and identify priorities among residents as part of the City's budgeting and planning processes.
- Improve customer service to our citizens and involve citizen groups in policy-making decisions.
- Continue revitalization in downtown area through office and retail developments.
- Fiscal responsibility through maintaining the current property tax millage rate.
- Continue to provide high levels of services at the least possible cost to the citizens.
- Target, encourage and generate redevelopment that benefits the entire community.

### **Performance Measures**

- Number of Council Committee Meetings
- Ordinances and Resolutions Adopted
- Acres of Land Annexed
- Training Seminars / Retreats

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**GOVERNING BODY - 11100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	211,356	218,360	223,609	222,051	222,051	(1,558)	-0.7%
OTHER OPERATING	109,701	123,467	194,208	172,890	172,890	(21,318)	-11.0%
<b>TOTAL EXPENDITURES</b>	<b>321,057</b>	<b>341,827</b>	<b>417,817</b>	<b>394,941</b>	<b>394,941</b>	<b>(22,876)</b>	<b>-5.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	9.25	9.25	9.25	9.25	9.25

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - GOVERNING BODY**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01111101	511100		REG/FULL TIME EMPLOYEES	199,526	205,794	211,039	208,145	208,145	(2,894)	-1.4%
01111101	511101		PART TIME EMPLOYEES	7,920	8,460	8,360	9,560	9,560	1,200	14.4%
01111101	511300		OVERTIME		-	-	-	-	-	N/A
01111101	512200		SOC SEC/FICA CONTRIB	3,909	4,107	4,210	4,346	4,346	136	3.2%
01111101	512900		OTHER EMPLOYEE BENEFIT		-	-	-	-	-	N/A
01111101	521100		PURCH OFFICIAL/ADMIN	-	-	40,000	-	-	(40,000)	-100.0%
01111101	521200		PURCH PROFESSIONAL SVC	29,697.50	32,754	30,000	30,000	30,000	-	0.0%
01111101	523200		COMMUNICATIONS	8,889	8,525	32,200	32,000	32,000	(200)	-0.6%
01111101	523300		ADVERTISING	-	548	350	550	550	200	57.1%
01111101	523400		PRINTING & BINDING	2,337	1,688	1,680	2,035	2,035	355	21.1%
01111101	523500		TRAVEL	18,407	21,972	30,000	39,150	39,150	9,150	30.5%
01111101	523600		DUES & FEES	25,618	26,643	26,178	26,925	26,925	747	2.9%
01111101	523700		EDUCATION & TRAINING	12,738	18,518	18,000	26,400	26,400	8,400	46.7%
01111101	523850		CONTRACT LABOR	680	-	-	-	-	-	N/A
01111101	531100		GEN SUPPLIES & MATERIALS	1,211	1,228	2,150	2,650	2,650	500	23.3%
01111101	531300		FOOD	9,860	11,488	13,400	13,000	13,000	(400)	-3.0%
01111101	531400		BOOKS & PERIODICALS	263	103	250	180	180	(70)	-28.0%
01111101	542400		CAP OUTLAY-COMPUTERS	-	-	-	-	-	-	N/A
<b>GOVERNING BODY</b>				<b>321,057</b>	<b>341,827</b>	<b>417,817</b>	<b>394,941</b>	<b>394,941</b>	<b>(22,876)</b>	<b>-5.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 521100 - 11100 PURCH OFFICIAL/ADMIN					.00
01111101 521200 - 11100 PURCH PROFESSIONAL SVC					30,000.00
Attorney Fees/Scott Cochran Professional Fees		1.00	30,000.00		30,000.00
01111101 523200 - 11100 COMMUNICATIONS					32,000.00
Phones for Council \$60 per phone x 8 ppl x 12 months		1.00	5,760.00		5,760.00
iPad Wifi Air Card \$40 per iPad x 8 ppl x 12 months		1.00	3,840.00		3,840.00
Postage M&C Misc Mailings		1.00	400.00		400.00
Supplemental mailings for residential ind. water bills		1.00	22,000.00		22,000.00
01111101 523300 - 11100 ADVERTISING					550.00
CHS Sports Program Ad for M&C		1.00	350.00		350.00
Promotional Items for City/Items for Mayor (shirts/hats/bears)		1.00	200.00		200.00
01111101 523400 - 11100 PRINTING & BINDING					2,035.00
Jonquil for CHS Homecoming Queen (October)		1.00	135.00		135.00
Framing of Proclamations \$100 each x 2		1.00	200.00		200.00
Mayor's Education Awards Pins for honorees (2x per year) \$250 for 2x awards		1.00	500.00		500.00
Mayor's Education Awards Supplies (Certificates, folders, seals, etc) \$250 for 2x awards		1.00	500.00		500.00
Printing Letterhead M&C		1.00	500.00		500.00
Business Cards M&C		1.00	200.00		200.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 523500 - 11100 TRAVEL		1.00	8,750.00		8,750.00
Retreat M&C and Dept Heads; Offsite and Local (share costs with Admin)					
01111101 523500 - 11001 TRAVEL-MAYOR		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11002 TRAVEL-WARD1		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11003 TRAVEL-WARD2		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11004 TRAVEL-WARD3		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11005 TRAVEL-WARD4		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 523500 - 11006 TRAVEL-WARD5		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11007 TRAVEL-WARD6		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					
01111101 523500 - 11008 TRAVEL-WARD7		1.00	3,800.00		3,800.00 *
Travel costs for conventions, seminars, training, retreats, etc. GMA \$1600; NLC \$1700; Misc \$500					
01111101 523600 - 11100 DUES & FEES		1.00	14,500.00		26,925.00
GMA Annual Dues (due July)					
		1.00	6,800.00		6,800.00
Cobb Chamber Annual Dues - Chairman's Club (due April)					
		1.00	4,500.00		4,500.00
Nat'l League of Cities Annual Dues (due May)					
		1.00	500.00		500.00
Cobb Municipal Assn Annual Dues (due January)					
		1.00	225.00		225.00
Urban Land Institute Annual Dues (due May)					
		1.00	150.00		150.00
GA Downtown Assn Annual Dues (due Dec)					
		1.00	100.00		100.00
Smyrna Business Assn Annual Dues (due Aug)					
		1.00	100.00		100.00
Int'l Cncl of Shopping Centers Annual Dues (due Sept)					
		1.00	50.00		50.00
Honorary Commanders Alumni Dues for Mayor (due Feb)					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 523700 - 11100 EDUCATION & TRAINING					.00
01111101 523700 - 11009 EDUCATION & TRAINING-MAYOR		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523700 - 11010 EDUCATION & TRAINING-WARD1		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523700 - 11011 EDUCATION & TRAINING-WARD2		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 523700 - 11012 EDUCATION & TRAINING-WARD3		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523700 - 11013 EDUCATION & TRAINING-WARD4		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523700 - 11014 EDUCATION & TRAINING-WARD5		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

GENERAL FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01111101 523700 - 11015 EDUCATION & TRAINING-WARD6		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523700 - 11016 EDUCATION & TRAINING-WARD7		1.00	3,300.00		3,300.00 *
Registrations, Classes, etc: GMA Savannah, NLC, Mayors Day, Misc Local & GMA Training GMA \$1000 NLC \$750 Mayors Day \$550 Misc Local Training (SBA, Cobb Chamber etc) \$500 Misc GMA Training (Spring/Fall) \$500					
01111101 523850 - 11100 CONTRACT LABOR					.00
01111101 531100 - 11100 GEN SUPP & MATERIALS		1.00	2,500.00		2,650.00
Office Supplies					
		1.00	150.00		150.00
Warehouse Supplies					
01111101 531300 - 11100 FOOD		1.00	4,500.00		13,000.00
CHS Teacher Appreciation Luncheon (The Varsity); August					
		1.00	4,000.00		4,500.00
State of City Address (Jim 'n Nicks); June					
		1.00	1,000.00		1,000.00
Cobb Municipal Assn Dinner					
		1.00	1,500.00		1,500.00
Mayor lunches/dinners with clients					
		1.00	1,300.00		1,300.00
Mayor's Education Awards					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Reception Food (\$650 2x per year)		1.00	700.00		700.00
Refreshments for Meetings					
01111101 531400 - 11100 BOOKS & PERIODICALS		1.00	75.00		180.00
Various Publications for M&C		1.00	105.00		75.00
Atlanta Business Chronicle (March)					105.00
01111101 542400 - 11100 CAP OUTLAY-COMPUTERS					.00
TOTAL GENERAL FUND					172,890.00
GRAND TOTAL					172,890.00

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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 maintain about 160 miles of roadways. Those specific roadway related responsibilities include all paving work, maintaining the right of ways, curbs, gutters, sidewalks and drainage systems in the City. This department also maintains and dispenses an inventory of operating supplies and operates the gas pumps. 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.
- Maintain seasonal mosquito larvacide application.
- Provide yearly catch basin and storm pipe cleaning.
- Implement storm drain inventory including GPS.

### **Performance Measures**

- Miles of City Streets Maintained

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**HIGHWAYS & STREETS - 42100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	1,216,917	1,302,371	1,277,746	1,055,823	1,110,600	(167,146)	-13.1%
OTHER OPERATING	1,106,566	1,124,324	1,157,360	1,182,303	1,135,302	(22,058)	-1.9%
<b>TOTAL EXPENDITURES</b>	<b>2,323,483</b>	<b>2,426,696</b>	<b>2,435,106</b>	<b>2,238,126</b>	<b>2,245,902</b>	<b>(189,204)</b>	<b>-7.8%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	29.00	32.00	31.60	26.00	26.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - HIGHWAYS & STREETS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01442101	511100		REG/FULL TIME EMPLOYEES	1,120,538	1,206,098	1,179,256	982,642	1,034,097	(145,159)	-12.3%
01442101	511101		PART TIME EMPLOYEES	-	-	10,661	-	-	(10,661)	-100.0%
01442101	511300		OVERTIME	19,358	16,780	5,000	5,000	4,500	(500)	-10.0%
01442101	512200		SOC SEC/FICA CONTRIB	77,021	79,493	82,829	68,181	72,003	(10,826)	-13.1%
01442101	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01442101	521200		PURCH PROFESSIONAL SVC	13,323	22,218	12,000	26,000	26,000	14,000	116.7%
01442101	521300		PURCH TECHNICAL SVCS	-	66	-	-	-	-	N/A
01442101	522200		REPAIRS & MAINTENANCE	80,005	73,412	76,500	82,500	62,500	(14,000)	-18.3%
01442101	522320		RENTAL OF EQUIP & VEHICLE	3,637	2,940	6,400	6,330	6,330	(70)	-1.1%
01442101	523200		COMMUNICATIONS	19,559	19,243	21,144	19,548	17,172	(3,972)	-18.8%
01442101	523400		PRINTING & BINDING	-	-	-	500	500	500	N/A
01442101	523600		DUES & FEES	212	162	300	400	400	100	33.3%
01442101	523700		EDUCATION & TRAINING	2,098	1,378	2,500	2,725	2,725	225	9.0%
01442101	531100		GEN SUPPLIES & MATERIALS	126,347	134,382	140,075	146,250	140,075	-	0.0%
01442101	531220		ENERGY-NATURAL GAS	16,536	17,145	14,520	13,200	13,200	(1,320)	-9.1%
01442101	531230		ENERGY-ELECTRICITY	759,128	785,152	759,996	781,200	781,200	21,204	2.8%
01442101	531270		ENERGY-GASOLINE/DIESEL	71,749	53,040	70,000	66,900	51,150	(18,850)	-26.9%
01442101	531600		SMALL EQUIPMENT	3,888	7,104	12,025	8,600	8,600	(3,425)	-28.5%
01442101	531700		OTHER SUPPLIES	10,086	8,082	10,000	15,150	12,450	2,450	24.5%
01442101	542100		CAP OUTLAY-MACH & EQ	-	-	31,900	13,000	13,000	(18,900)	-59.2%
<b>HIGHWAYS &amp; STREETS</b>				<b>2,323,483</b>	<b>2,426,696</b>	<b>2,435,106</b>	<b>2,238,126</b>	<b>2,245,902</b>	<b>(189,204)</b>	<b>-7.8%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01442101 521200 - 42100 PURCH PROFESSIONAL SVC					26,000.00
Legal Fees ( Cochran and Edwards)		1.00	6,000.00		6,000.00
Tree Service (Cutting down, haul off, stump grinding)		1.00	15,000.00		15,000.00
Fence repairs		1.00	5,000.00		5,000.00
01442101 521300 - 42100 PURCH TECHNICAL SVCS					.00
01442101 522200 - 42100 REPAIRS & MAINTENANCE					62,500.00
General Maintenance to vehicle and equipment. (brakes, oil and fluid changes, tires)		1.00	75,000.00		75,000.00
General repairs to Building (doors, floors, windows/screens)		1.00	5,000.00		5,000.00
Replacement tracks for mini excavator.		1.00	2,500.00		2,500.00
Finance Recommendation		1.00	5,000.00		-5,000.00
Move R&M for 6 vehicles to Parks Maintenance		1.00	15,000.00		-15,000.00
01442101 522320 - 42100 RENTAL OF EQUIP & VEH					6,330.00
Copier Lease (Konica Minolta)		12.00	177.50		2,130.00
Copy Count (Black and White & Color)		12.00	100.00		1,200.00
Rental of equipment (Packers, Lifts, etc.)		1.00	3,000.00		3,000.00
01442101 523200 - 42100 COMMUNICATIONS					17,172.00
Postage		1.00	300.00		300.00
Base Radio - to vehicle- (Northside Elec)		12.00	540.00		6,480.00
GPS		12.00	594.00		7,128.00
Verizon Wireless		12.00	400.00		4,800.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
	Smart Phone -Scott Stokes	12.00	70.00		840.00
	Move GPS for 6 vehicles to Parks Maintenance	1.00	2,376.00		-2,376.00
01442101 523400 - 42100 PRINTING & BINDING					500.00
	Door hangers for conveying information to customers.	2.00	250.00		500.00
01442101 523600 - 42100 DUES & FEES					400.00
	Dues and fees for Public Works Assoc.- Scott Stokes, Purchasing Buyer Dues, GGFOA, Elec. Insp.	1.00	400.00		400.00
01442101 523700 - 42100 EDUCATION & TRAINING					2,725.00
	CDL License and Test fee	13.00	75.00		975.00
	Flagging/Erosion Control Classes, Work Zone, Excavating, etc	10.00	125.00		1,250.00
	Purchasing Classes- Bonnie	1.00	500.00		500.00
01442101 531100 - 42100 GEN SUPP & MATERIALS					140,075.00
	General Office Supplies per desk	15.00	150.00		2,250.00
	Printer toners, coffee, cleaners, copy paper, paper goods.	1.00	10,000.00		10,000.00
	Grass seed. Sod, Hydro mulch, Trees, Shrubs, Pine Straw and Wheat Straw, Fertilizers	1.00	25,000.00		25,000.00
	Concrete, Cement, Concrete Blocks, Red Brick	1.00	26,000.00		26,000.00
	Asphalt Patching, Cold Mix,	1.00	35,000.00		35,000.00
	Stone, Dirt, Rip Rap, Crush Stone, Sand, Etc.	1.00	15,000.00		15,000.00
		1.00	8,000.00		8,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Cleaners, Degreasers, Weed Killers,		1.00	10,000.00		10,000.00
Nails, Screws, Bolts, Wooden stakes, Tape Dusk Masks, Gloves, Back Supports, Hip boots, Irrigation S		1.00	10,000.00		10,000.00
Metal poles, pipe, bands, LP for Forklift.		1.00	5,000.00		5,000.00
Orange safety Cones.		1.00	6,175.00		-6,175.00
Finance Recommendation					
01442101 531220 - 42100 ENERGY-NATURAL GAS		12.00	1,100.00		13,200.00
Natural gas					13,200.00
01442101 531230 - 42100 ENERGY-ELECTRICITY		12.00	63,000.00		781,200.00
Ga. Power- Street Lights		12.00	400.00		4,800.00
Ga. Power PWC		12.00	200.00		2,400.00
Cobb EMC Street Lights		12.00	1,500.00		18,000.00
Greystone Street Lights					
01442101 531270 - 42100 ENERGY-GASOLINE/DIESEL		7,300.00	3.00		51,150.00
Unleaded Fuel		15,000.00	3.00		21,900.00
Diesel		1.00	10,000.00		45,000.00
Finance Recommendation		1.00	10,000.00		-10,000.00
Move fuel for 6 vehicles to Parks Maintenance		1.00	5,750.00		-5,750.00
01442101 531600 - 42100 SMALL EQUIPMENT		2.00	2,500.00		8,600.00
2 Floor Saws with attachments (Kwik-Kut Saws) TS 800		2.00	300.00		5,000.00
Chain saws		2.00	1,500.00		600.00
Replacement push mowers, Weed Eaters, Blowers		2.00	1,500.00		3,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01442101 531700 - 42100 OTHER SUPPLIES					12,450.00
Pants, Shirts, Jacket and Boots		27.00	450.00		12,150.00
Reorder of Summer Tee Shirts		1.00	2,500.00		2,500.00
Up-charge for new employees		2.00	250.00		500.00
Move 6 units of clothing allowance to Parks Maintenance		6.00	450.00		-2,700.00
01442101 541200 - 42100 CAP OUTLAY-LAND IMPROV					.00
01442101 542100 - 42100 CAP OUTLAY-MACH & EQUIP					13,000.00
Replacement John Deere Backhoe Buckets		2.00	6,500.00		13,000.00
TOTAL GENERAL FUND					1,135,302.00
GRAND TOTAL					1,135,302.00

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

## **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**

- 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.
- Implementation of an upgrade to Kronos timekeeping system.
- Continued focus on the "results-based" wellness program; increase participation in activities and screenings. Over 90% of our eligible employees received health screenings in 2015.
- 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.

### **Performance Measures**

- Maintaining current low unemployment claims costs
- Reduction of at-fault property claims
- Reduction of worker's compensation claims

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**HUMAN RESOURCES - 15400**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	285,686	278,501	305,790	355,855	309,406	3,616	1.2%
OTHER OPERATING	62,557	73,926	77,916	114,576	115,875	37,959	48.7%
<b>TOTAL EXPENDITURES</b>	<b>348,243</b>	<b>352,427</b>	<b>383,706</b>	<b>470,431</b>	<b>425,281</b>	<b>41,575</b>	<b>10.8%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	4.00	4.00	4.00	5.14	4.14

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - HUMAN RESOURCES**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01115401	511100		REG/FULL TIME EMPLOYEES	210,352	209,705	230,480	273,957	230,810	330	0.1%
01115401	511101		PART TIME EMPLOYEES	-	-	-	-	-	-	N/A
01115401	511200		TEMPORARY EMPLOYEES	-	-	-	3,000	3,000	3,000	N/A
01115401	511300		OVERTIME	3	-	-	-	-	-	N/A
01115401	512200		SOC SEC/FICA CONTRIB	14,944	14,896	16,655	20,090	16,788	133	0.8%
01115401	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01115401	512500		TUITION REIMBURSEMENT	7,426	3,061	7,500	9,000	9,000	1,500	20.0%
01115401	512900		OTHER EMPLOYEE BENEFIT	52,960	50,839	51,155	49,808	49,808	(1,347)	-2.6%
01115401	521200		PURCH PROFESSIONAL SVC	45,896	58,339	41,502	58,982	60,282	18,780	45.3%
01115401	521300		PURCH TECHNICAL SVCS	4,956	4,956	12,542	30,500	30,500	17,958	143.2%
01115401	522200		REPAIRS & MAINTENANCE	-	-	-	-	-	-	N/A
01115401	522320		RENTAL OF EQUIP & VEH	836	1,853	1,968	1,968	1,968	-	0.0%
01115401	523200		COMMUNICATIONS	1,156	1,124	1,472	1,400	1,400	(72)	-4.9%
01115401	523300		ADVERTISING	-	-	350	300	300	(50)	-14.3%
01115401	523400		PRINTING & BINDING	1,055	941	900	1,600	1,600	700	77.8%
01115401	523500		TRAVEL	2,740	1,969	3,679	5,342	5,341	1,662	45.2%
01115401	523600		DUES & FEES	1,775	1,619	2,364	1,930	1,930	(434)	-18.4%
01115401	523700		EDUCATION & TRAINING	2,745	2,239	5,110	4,525	4,525	(585)	-11.4%
01115401	531100		GEN SUPPLIES & MATERIALS	968	788	1,200	1,200	1,200	-	0.0%
01115401	531300		FOOD	-	97	6,400	6,400	6,400	-	0.0%
01115401	531400		BOOKS & PERIODICALS	429	-	429	429	429	-	0.0%
01115401	531700		OTHER SUPPLIES	-	-	-	-	-	-	N/A
<b>HUMAN RESOURCES</b>				<b>348,243</b>	<b>352,427</b>	<b>383,706</b>	<b>470,431</b>	<b>425,281</b>	<b>41,575</b>	<b>10.8%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115401 521200 - 15400 PURCH PROFESSIONAL SVC					60,282.00
Stone & Associates (pre-employment and fitness for duty psychs)		52.00	275.00		14,300.00
Laborchex (out of state driver checks and credit checks)		12.00	10.00		120.00
OPEB valuation (off-year)		1.00	7,000.00		7,000.00
Artimes (pre-employment, random and post accident drug/alcohol screens + after hour charges		1.00	14,750.00		14,750.00
Cochran and Edwards (legal for HR and employment-related services for all departments)		1.00	15,000.00		15,000.00
Concentra & Wellstar Urgent Care (post-accident medical)		1.00	200.00		200.00
SiteMed (pre-employment medical evaluations - Fire, Police, 911, Jail)		1.00	6,000.00		6,000.00
New Job Description or Reclassification Reviews (Archer Company)		4.00	200.00		800.00
Personality Profiles (New hires PD)		24.00	88.00		2,112.00
01115401 521300 - 15400 PURCH TECHNICAL SVCS					30,500.00
Kronos - Annual maintenance agreement		1.00	13,500.00		13,500.00
Kronos - Technical services to upgrade to latest version - eliminates JAVA issues		1.00	17,000.00		17,000.00
01115401 522200 - 15400 REPAIRS & MAINTENANCE					.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115401 522320 - 15400 RENTAL OF EQUIP & VEH		12.00	164.00		1,968.00
Copier Rental					1,968.00
01115401 523200 - 15400 COMMUNICATIONS		12.00	50.00		1,400.00
Verizon - Kay's work phone					600.00
Postage (includes \$50/mo plus add'l mailing 1095 form - about 450)		1.00	800.00		800.00
01115401 523300 - 15400 ADVERTISING		1.00	300.00		300.00
Job posting costs					300.00
01115401 523400 - 15400 PRINTING & BINDING		12.00	100.00		1,600.00
Avg \$100/mo normal printing					1,200.00
1095 forms and envelopes		1.00	400.00		400.00
01115401 523500 - 15400 TRAVEL		11.00	159.00		5,341.00
11 nts lodging (GLGPA conf. - 2 ees/2nts/fall, 2ees/3nts spring, 1ee/1nt/midyr)					1,749.00
4 nts lodging (Tyler Munis conf - 1 ee)		4.00	199.00		796.00
4 nts lodging (GAPrima conf - 2 ees/2nts)		4.00	159.00		636.00
Mileage to Savannah (3 conf), Macon (1 conf), retreat, and various local conf.		2,520.00	.54		1,360.80
Flight to Tyler Munis Conference		1.00	400.00		400.00
Meals not covered by conference fees		1.00	200.00		200.00
Parking fees (conf., airport, etc)		1.00	200.00		200.00
Finance Recommendation		1.00	.80		-.80

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115401 523600 - 15400 DUES & FEES					1,930.00
GLGPA Annual Membership (covers all HR staff)		1.00	150.00		150.00
SHRM National Membership (Kay)		1.00	190.00		190.00
SHRM Atlanta Membership (Megan and Rachelle)		2.00	190.00		380.00
GA PRIMA (Kay and Megan)		2.00	50.00		100.00
PRIMA National (Kay)		1.00	180.00		180.00
Survey Monkey		1.00	210.00		210.00
Civil Service - 4 reg mtgs (\$30/pp/mtg) + 2 hearings		24.00	30.00		720.00
01115401 523700 - 15400 EDUCATION & TRAINING					4,525.00
GLGPA conferences (2 ees/2 conf)		4.00	395.00		1,580.00
GLGPA mid-year conference (1 ee)		1.00	245.00		245.00
GA Prima conference (2 ees)		2.00	50.00		100.00
SHRM Atlanta conference (1 ee)		1.00	400.00		400.00
Tyler Munis Conference (1 ee)		1.00	900.00		900.00
COS Supervisory Training		1.00	1,000.00		1,000.00
Work comp Training (conducted by State WC Board)		1.00	300.00		300.00
01115401 531100 - 15400 GEN SUPP & MATERIALS					1,200.00
File folders, ID badge supplies, toners, gen office supplies (appr. \$300/pp)		1.00	1,200.00		1,200.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115401 531300 - 15400 FOOD					6,400.00
Holiday Luncheon and Employee Picnic		2.00	3,200.00		6,400.00
01115401 531400 - 15400 BOOKS & PERIODICALS					429.00
FLSA Handbook subscription renewal		1.00	429.00		429.00
01115401 531700 - 15400 OTHER SUPPLIES					.00
TOTAL GENERAL FUND					115,875.00
GRAND TOTAL					115,875.00

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

## **INFORMATION SYSTEMS**

### **Function**

Division 15350 funds the administrative and operational functions of the Information Systems department of the City of Smyrna. The Manager of Information Systems, two Server Administrators, GIS Technician 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. Some of the responsibilities assigned include:

- Network infrastructure/network design, implementation and maintenance
- 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 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 maintains the City's GIS data.
- Council chamber audio/video systems
- Video storage for police car and body cameras

The Manager is responsible for planning short and long term goals for the City's information systems and managing the staff of the department. The Server Administrators monitor and maintains the City's server farm and major software systems. The Systems Support Specialist provides front line support and implementation as well as server monitoring and maintenance. The GIS Specialist supports GIS information sources. 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.
- Maintain viable system backups
- Support the CommunityView/GovClarity web based GIS portal.
- Support the completion of the Munis implementation.
- Replace the VoIP phone routers
- Replace the Hyper-V cluster host servers

## 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 SYSTEMS - 15350**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	233,743	254,898	306,685	335,582	335,582	28,897	9.4%
OTHER OPERATING	444,289	506,213	602,490	567,740	565,740	(36,750)	-6.1%
<b>TOTAL EXPENDITURES</b>	<b>678,032</b>	<b>761,111</b>	<b>909,175</b>	<b>903,322</b>	<b>901,322</b>	<b>(7,853)</b>	<b>-0.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	4.00	5.00	5.00	5.00	5.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - INFORMATION SYSTEMS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01115301	511100		REG/FULL TIME EMPLOYEES	218,245	238,133	282,388	313,255	313,255	30,867	10.9%
01115301	511300		OVERTIME		-	-	-	-	-	N/A
01115301	512200		SOC SEC/FICA CONTRIB	15,498	16,765	24,296	22,327	22,327	(1,969)	-8.1%
01115301	521200		PURCH PROFESSIONAL SVC	550	7,055	6,500	5,000	5,000	(1,500)	-23.1%
01115301	521300		PURCH TECHNICAL SVCS	6,132	3,900	27,000	24,800	24,800	(2,200)	-8.1%
01115301	521400		PURCH SOFTWARE	8,921	28,671	22,000	13,000	13,000	(9,000)	-40.9%
01115301	522200		REPAIRS & MAINTENANCE	280,058	305,613	367,550	385,950	385,950	18,400	5.0%
01115301	523200		COMMUNICATIONS	91,148	109,331	96,400	86,400	86,400	(10,000)	-10.4%
01115301	523500		TRAVEL		46	4,800	8,700	6,700	1,900	39.6%
01115301	523600		DUES & FEES	394	379	190	240	240	50	26.3%
01115301	523700		EDUCATION & TRAINING	4,872	11,539	20,250	27,250	27,250	7,000	34.6%
01115301	523900		OTHER PURCHASED SVCS		-	-	-	-	-	N/A
01115301	531100		GEN SUPPLIES & MATERIALS	17,040	1,311	4,500	3,000	3,000	(1,500)	-33.3%
01115301	531270		ENERGY-GASOLINE/DIESEL	1,141	558	500	400	400	(100)	-20.0%
01115301	531400		BOOKS & PERIODICALS	568	-	-	-	-	-	N/A
01115301	531600		SMALL EQUIPMENT	29,320	37,539	28,600	13,000	13,000	(15,600)	-54.5%
01115301	531700		OTHER SUPPLIES	32	-	-	-	-	-	N/A
01115301	542300		CAP OUTLAY-OFF FURN & EQ	2,153	271	2,000	-	-	(2,000)	-100.0%
01115301	542400		CAP OUTLAY-COMPUTERS	1,961	-	22,200	-	-	(22,200)	-100.0%
<b>INFORMATION TECH.</b>				<b>678,032</b>	<b>761,111</b>	<b>909,175</b>	<b>903,322</b>	<b>901,322</b>	<b>(7,853)</b>	<b>-0.9%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115301 521200 - 15350 PURCH PROFESSIONAL SVC		1.00	5,000.00		5,000.00
<p>Consulting for network or server related support that cannot be handled by the IT department staff.</p> <p>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.</p>					
01115301 521300 - 15350 PURCH TECHNICAL SVCS		1.00	24,800.00		24,800.00
<p>GovClarity and Community View online mapping used by city employees and public to access our GIS</p> <p>We have been using GovClarity and Community View for a year and a half to provide access to our GIS data. Internally, we use GovClarity to allow permissions based access to parcel data, infrastructure information and other location based information. Externally, we use Community View to provide public access to our GIS data via an interactive map on our website. Without this service, we would have to hire a GIS developer to provide and maintain the same level of service.</p>					
01115301 521400 - 15350 PURCH SOFTWARE		1.00	6,000.00		13,000.00
<p>Miscellaneous software purchases for desktop OS upgrades, application upgrades, and new software needs</p> <p>During the year there are always unforeseen and unexpected software needs.</p>					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
This item provides funds for those needs.					
Microsoft SQL Server 2014 Standard needed for Munis version 11 upgrade		1.00	7,000.00		7,000.00
01115301 522200 - 15350 REPAIRS & MAINTENANCE					385,950.00
Annual Maintenance of Varonis Security and Compliance Monitoring System		1.00	5,000.00		5,000.00
This is a system that provide proactive, online monitoring of the security and content of our file server. During testing of the system it found several folders with access to people who did not need and should not have had access to the folder. It also identified files in our system that had personal information that could be retrieved in the event of hacking. The system provides a dashboard to monitor access, reports suspicious activity, and simplify the task of providing and removing file access to our users.					
Annual Software Maintenance for OSSI public safety systems (Police, Jail, Records, Fire)		1.00	138,000.00		138,000.00
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 Firehouse software used by the fire department.					
Software and hardware		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: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
maintenance for Cistera VoIP call recording system		1.00	110,000.00		110,000.00
Software maintenance contract for Munis Required for support and updates from Tyler Technologies for our Munis systems		1.00	10,000.00		10,000.00
Annual software maintenance contract for Panasonic Arbitrator system (police car video management system) Needed for continued use of the system.		1.00	7,000.00		7,000.00
Cisco smartnet for phone system servers This provides software support and hardware service for our phone system servers and software.		1.00	2,000.00		2,000.00
Annual software maintenance for the PRTG network and sytem 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	4,000.00		4,000.00
Software maintenance for GFI Mail Security Suite (spam filter, malware scanner, archiver) Annual subscription for software used to protect our email infrastucture.		1.00	5,000.00		5,000.00
Software supprort/maintenance for Vipre virus/malware scanner for workstations and servers Required to keep our desktop		1.00			

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
and server virus/malware protection up to date.		1.00	8,000.00		8,000.00
Software maintenance for Netmotion (police car secure VPN to dispatch) This software is used by the police and fire departments to connect their mobile equipment to our network. It provides application persistence to insure continuous operation, and a high level of security required by the federal CJIS standards.		1.00	4,600.00		4,600.00
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 treat information to keep the firewall effect in protecting our network from outside threats.		1.00	2,000.00		2,000.00
Annual license maintenance of Meraki WiFi access points The Meraki WiFi access points we use have Cloud based management. This annual fee provides hardware support/replacement and web based management of the city's WiFi network.		1.00	5,000.00		5,000.00
Miscellaneous phone system repairs and maintenance, cable repairs, moves.		1.00	34,800.00		34,800.00
Annual software/hardware maintenance of the hybrid onsite/offsite backup system Required to maintain the backing up of our systems.		1.00			

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Annual software/hardware maintenance for the Dell Kace 1000 Help desk/update management appliance		1.00	3,600.00		3,600.00
Server room under floor cleaning The area under the raised floor in the police station server room and 911 center need to be cleaned annually.		1.00	2,000.00		2,000.00
Annual software maintenance for the Sophos Safeguard disk encryption system Needed to be compliant with federa CJIS rules.		1.00	1,850.00		1,850.00
Annual software subscription for the 2FA authentication software used by police car laptops Needed to be compliant with federa CJIS rules.		1.00	800.00		800.00
Annual software subscription for SSRPM self service password reset system Needed to be compliant with federa CJIS rules.		1.00	300.00		300.00
Replacement batteries for the main UPS in the server room The batteries in the main server room UPS are end of life and need to be replaced.		1.00	5,300.00		5,300.00
Annual maintenance contract for the main UPS in the server room This contract will provide for needed periodic maintenance of the main server room UPS.		1.00	1,700.00		1,700.00
Replacement batteries for the smaller UPS's in network		1.00	5,000.00		5,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
closets in various buildings		1.00	15,000.00		15,000.00
Miscellaneous hardware repairs of servers, network gear, routers, printers, etc.		1.00	9,000.00		9,000.00
Annual software maintenance contract for ESRI GIS software Provides software support and upgrades for 4 workstations and one server of the ESRI ArcGIS software.					
01115301 523200 - 15350 COMMUNICATIONS		12.00	1,100.00		86,400.00
Primary Internet Provider monthly charge		12.00	1,100.00		13,200.00
Secondary Internet Provider monthly charge		12.00	1,100.00		13,200.00
VoIP phone trunk lines		12.00	3,500.00		42,000.00
Analog phone lines used at small facilities not on our network that we can't use VoIP There is still the need for analog lines at parks, and other remote facilities for safety reasons, i.e. to call 911. Also, even in our main buildings, there is a need to provide backup to the network, for the same reason. Also, building alarms and elevators are not served by our VoIP system.		12.00	400.00		4,800.00
Cell phones and mobile hotspots for IT staff					

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01115301 523500 - 15350 TRAVEL					6,700.00
Travel expenses for GA GMIS training conference		4.00	1,400.00		5,600.00
Travel expenses for GMIS International conference		1.00	1,600.00		1,600.00
Travel expenses for Southeastern ESRI users group meeting		1.00	1,500.00		1,500.00
Finance Recommendation		1.00	2,000.00		-2,000.00
01115301 523600 - 15350 DUES & FEES					240.00
GA URISA membership dues (GA GIS organization)		1.00	40.00		40.00
GMIS International Dues (Government Management Information Sciences)		1.00	200.00		200.00
01115301 523700 - 15350 EDUCATION & TRAINING					27,250.00
Conference fee for Georgia GMIS conference		4.00	425.00		1,700.00
Conference fee for GMIS International conference		1.00	450.00		450.00
Professional training for each member of the department		5.00	4,000.00		20,000.00
Annual subscription to the ThreatSim user training system This system provides end user training on how to recognise and avoid various email scams and phishing attacks. It does so by 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		1.00	5,100.00		5,100.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
they can access.					
01115301 523900 - 15350 OTHER PURCHASED SVCS					.00
01115301 531100 - 15350 GEN SUPP & MATERIALS		1.00	3,000.00		3,000.00
Office supplies, computer supplies, cables, media converters, surge protectors, etc.					
01115301 531270 - 15350 ENERGY-GASOLINE/DIESEL		1.00	400.00		400.00
Estimated fuel costs					400.00
01115301 531400 - 15350 BOOKS & PERIODICALS					.00
01115301 531600 - 15350 SMALL EQUIPMENT		10.00	750.00		13,000.00
Upgraded and additional WiFi access points needed to replace and augment existing units		1.00	5,000.00		7,500.00
Replace A/V equipment in the IT training room		1.00	5,000.00		5,000.00
Large format TV to displace realtime network status in IT office		1.00	500.00		500.00
01115301 531700 - 15350 OTHER SUPPLIES					.00
01115301 542300 - 15350-CAP OUTLAY-OFF FURN & EQ					.00
01115301 542400 - 15350-CAP OUTLAY-COMPUTERS					.00
TOTAL GENERAL FUND					565,740.00
GRAND TOTAL					565,740.00

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## **KEEP SMYRNA BEAUTIFUL**

### **Function**

Division 45800 – 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, annual 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 Fresh Market, the Keep Smyrna Beautiful Community Garden (V.P. 3.3.4) and the Saturday Community Service Program (V.P. 3.3.3 - roadways are distinctively litter-free). KSB also actively promotes the City's Biodiesel collection program by recruiting cooking oil sources and household recycling of cooking oil (V.P. 3.3.4). 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 improvement. The purpose of this division is to promote the advantages of 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. They also provide graffiti prevention education and graffiti removal on public lands (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**

- Reinforce image development by coordinating beautification projects, promoting best practices in gardening and tree management, and by graffiti abatement and prevention, 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.
- 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 the value and care of trees and the prevention of non-point source water pollution.

**Performance Measures**

- Volunteer hours
- Solid waste recycled (residential)
- Educational materials distributed and messages delivered in social media and other media
- Presentations

**KEEP SMYRNA BEAUTIFUL - 45800**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	176,822	187,581	215,033	264,941	235,159	20,126	9.4%
OTHER OPERATING	5,399	6,698	13,372	13,075	13,075	(297)	-2.2%
<b>TOTAL EXPENDITURES</b>	<b>182,220</b>	<b>194,280</b>	<b>228,405</b>	<b>278,016</b>	<b>248,234</b>	<b>19,829</b>	<b>8.7%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	3.30	4.00	4.00	5.30	4.55

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - KEEP SMYRNA BEAUTIFUL**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01445801	511100		REG/FULL TIME EMPLOYEES	158,812	164,700	169,849	206,834	171,371	1,522	0.9%
01445801	511101		PART TIME EMPLOYEES	6,474	10,529	31,080	40,440	48,240	17,160	55.2%
01445801	511200		TEMPORARY EMPLOYEES		53	-	-	-	-	N/A
01445801	511300		OVERTIME		-	-	-	-	-	N/A
01445801	512200		SOC SEC/FICA CONTRIB	11,536	12,300	14,104	17,667	15,548	1,444	10.2%
01445801	512400		RETIREMENT CONTRIBS		-	-	-	-	-	N/A
01445801	521200		PURCH PROFESSIONAL SVC		70	-	-	-	-	N/A
01445801	522110		PURCH SVC-DISPOSAL		-	-	-	-	-	N/A
01445801	522140		PURCH SVC-LAWN CARE		-	2,000	1,750	1,750	(250)	-12.5%
01445801	522200		REPAIRS & MAINTENANCE	361	241	384	1,084	1,084	700	182.3%
01445801	523200		COMMUNICATIONS	1,301	938	1,200	1,680	1,680	480	40.0%
01445801	523300		ADVERTISING	-	-	150	150	150	-	0.0%
01445801	523400		PRINTING & BINDING	-	-	909	909	909	-	0.0%
01445801	523500		TRAVEL	960	2,043	3,265	3,028	3,028	(237)	-7.3%
01445801	523600		DUES & FEES	175	175	175	175	175	-	0.0%
01445801	523700		EDUCATION & TRAINING	828	1,256	2,484	2,645	2,645	161	6.5%
01445801	531100		GEN SUPPLIES & MATERIALS	739	1,136	1,499	854	854	(645)	-43.0%
01445801	531270		ENERGY-GASOLINE/DIESEL	1,035	839	1,306	800	800	(506)	-38.7%
01445801	531600		SMALL EQUIPMENT		-	-	-	-	-	N/A
01445801	531700		OTHER SUPPLIES		-	-	-	-	-	N/A
<b>KSB</b>				<b>182,220</b>	<b>194,280</b>	<b>228,405</b>	<b>278,016</b>	<b>248,234</b>	<b>19,829</b>	<b>8.7%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01445801 521200 - 45800 PURCH PROFESSIONAL SVC					.00
01445801 522110 - 45800 PURCH SVC-DISPOSAL					.00
01445801 522140 - 45800 PURCH SVC-LAWN CARE					1,750.00
Bales of pine straw for schools		500.00	3.50		1,750.00
01445801 522200 - 45800 REPAIRS & MAINTENANCE					1,084.00
Oil changes for 2 vehicles		4.00	21.00		84.00
Unexpected repairs		1.00	1,000.00		1,000.00
01445801 523200 - 45800 COMMUNICATIONS					1,680.00
Cell phone usage for Ann Kirk and Virginia Davis		12.00	140.00		1,680.00
01445801 523300 - 45800 ADVERTISING					150.00
Mailing of insert for the water bills		15,000.00	.01		150.00
01445801 523400 - 45800 PRINTING & BINDING					909.00
Printing of 15,000 flyers for the water bill		1.00	909.00		909.00
01445801 523500 - 45800 TRAVEL					3,028.00
Georgia Recycling Coalition Conference hotel room 2 nights, St. Simons		1.00	286.00		286.00
Keep Georgia Beautiful Spring Conference hotel, 2 nights Jekyll Island		2.00	296.00		592.00
Food, fuel, tips KGB Conference		2.00	130.00		260.00
Hotel room for Keep America Beautiful Conference, Washington DC, 2 nights		2.00	440.00		880.00
Food, ground transportation, tips, Keep America Beautiful Conference		2.00	155.00		310.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Airline tickets to DC for Keep America Beautiful Conference, Washington, DC		2.00	350.00		700.00
01445801 523600 - 45800 DUES & FEES					175.00
Dues for Georgia Recycling Coalition for recycling market contacts and updates		1.00	175.00		175.00
01445801 523700 - 45800 EDUCATION & TRAINING					2,645.00
Registration Fees for Keep America Beautiful National Conference and Awards, Feb. 2017		2.00	525.00		1,050.00
Keep Georgia Beautiful Spring Conference Registration		2.00	185.00		370.00
Keep Georgia Beautiful Fall Conference and Awards Registration		2.00	225.00		450.00
Georgia Recycling Coalition Conference		2.00	305.00		610.00
SBA lunches		11.00	15.00		165.00
01445801 531100 - 45800 GEN SUPP & MATERIALS					854.00
Cases of 30% Recycled Copy Paper		5.00	28.29		141.45
XL Black Ink cartridges for printers		4.00	41.99		167.96
XL Color Ink cartridges for printers		12.00	28.99		347.88
Orange can liners for litter pickup		1.00	40.00		40.00
Case toilet paper		1.00	77.00		77.00
Cases paper towels		2.00	40.00		80.00
Finance Recommendation		1.00	.29		-.29

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01445801 531270 - 45800 ENERGY-GASOLINE/DIESEL					800.00
		1.00	800.00		800.00
Fuel for KSB hybrid and Community Service Van					
01445801 531600 - 45800 SMALL EQUIPMENT					.00
01445801 531700 - 45800 OTHER SUPPLIES					.00
TOTAL GENERAL FUND					13,075.00
GRAND TOTAL					13,075.00

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# **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. A developing "Smyrna Collection" provides books, articles, photographs and ephemera which connect us to Smyrna's past. Events such as story times, author readings, 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 and social media outlets to engage our physical and virtual customers with the Library and with each other.

## **Performance Measures**

- 5% increase in annual circulation of materials
- 5% increase in active, registered borrowers
- 5% increase in attendance to library programs
- 5% increase in library attendance
- 10% increase in subscribers to Library newsletters and social media followers

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**LIBRARY - 65100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	441,363	471,264	507,283	544,845	538,122	30,839	6.1%
OTHER OPERATING	188,637	203,312	212,285	218,489	213,489	1,204	0.6%
<b>TOTAL EXPENDITURES</b>	<b>630,000</b>	<b>674,576</b>	<b>719,568</b>	<b>763,334</b>	<b>751,611</b>	<b>32,043</b>	<b>4.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	10.53	10.70	11.13	12.13	12.13

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - LIBRARY**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01565101	511100		REG/FULL TIME EMPLOYEES	327,307	335,399	344,997	326,514	325,720	(19,277)	-5.6%
01565101	511101		PART TIME EMPLOYEES	85,558	104,372	128,531	182,002	176,551	48,020	37.4%
01565101	511300		OVERTIME	37	-	-	-	-	-	N/A
01565101	512200		SOC SEC/FICA CONTRIB	28,461	31,493	33,755	36,329	35,851	2,096	6.2%
01565101	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01565101	512900		OTHER EMPLOYEE BENEFIT	-	-	-	-	-	-	N/A
01565101	521200		PURCH PROFESSIONAL SVC	175	140	-	-	-	-	N/A
01565101	521300		PURCH TECHNICAL SVCS	2,447	3,283	4,000	4,050	4,050	50	1.3%
01565101	522200		REPAIRS & MAINTENANCE	3,943	892	1,000	1,200	1,200	200	20.0%
01565101	522320		RENTAL OF EQUIP & VEH	4,888	4,928	5,000	6,100	6,100	1,100	22.0%
01565101	523200		COMMUNICATIONS	1,456	1,329	1,620	1,200	1,200	(420)	-25.9%
01565101	523300		ADVERTISING	2,400	1,885	2,780	2,500	2,500	(280)	-10.1%
01565101	523400		PRINTING & BINDING	38	121	760	460	460	(300)	-39.5%
01565101	523500		TRAVEL	1,530	1,870	600	1,250	1,250	650	108.3%
01565101	523600		DUES & FEES	30,030	35,877	30,651	31,473	31,473	822	2.7%
01565101	523700		EDUCATION & TRAINING	964	433	700	200	200	(500)	-71.4%
01565101	523800		PROFESSIONAL LICENSES	-	-	-	-	-	-	N/A
01565101	523850		CONTRACT LABOR	500	1,100	900	-	-	(900)	-100.0%
01565101	531100		GEN SUPPLIES & MATERIALS	12,827	15,641	21,674	16,456	16,006	(5,668)	-26.2%
01565101	531230		ENERGY-ELECTRICITY	39,930	40,457	40,000	40,000	40,000	-	0.0%
01565101	531400		BOOKS & PERIODICALS	81,488	95,356	102,600	113,600	108,600	6,000	5.8%
01565101	531600		SMALL EQUIPMENT	1,712	-	-	-	-	-	N/A
01565101	531700		OTHER SUPPLIES	-	-	-	-	450	450	N/A
01565101	542300		CAP OUTLAY-OFF FURN & EQ	3,109	-	-	-	-	-	N/A
01565101	542450		CAP OUTLAY-SOFTWARE	1,200	-	-	-	-	-	N/A
<b>LIBRARY</b>				<b>630,000</b>	<b>674,576</b>	<b>719,568</b>	<b>763,334</b>	<b>751,611</b>	<b>32,043</b>	<b>4.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01565101 521200 - 65100 PURCH PROFESSIONAL SVC					.00
01565101 521300 - 65100 PURCH TECHNICAL SVCS					4,050.00
TLC LS2 Catalog Enhancements (online catalog of books and materials)		1.00	1,300.00		1,300.00
SIP2 Maintenance (communications protocol for online catalog)		1.00	500.00		500.00
TLC LS2 Catalog eBook Integration		1.00	1,500.00		1,500.00
Envisionware Maintenance for 18 public computers (reservation system and print management system)		1.00	750.00		750.00
01565101 522200 - 65100 REPAIRS & MAINTENANCE					1,200.00
Basic repairs		1.00	600.00		600.00
Fabric cleaning for lounge furniture		1.00	600.00		600.00
01565101 522320 - 65100 RENTAL OF EQUIP & VEH					6,100.00
Rental agreement for copiers/printers		1.00	6,100.00		6,100.00
01565101 523200 - 65100 COMMUNICATIONS					1,200.00
Monthly data plan for director's mobile phone		12.00	50.00		600.00
Monthly postage for letters and packages		12.00	50.00		600.00
01565101 523300 - 65100 ADVERTISING					2,500.00
Display and promotional materials; and advertisements		1.00	400.00		400.00
LibraryAware service for promotional newsletters, materials, social media posts		1.00	2,100.00		2,100.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01565101 523400 - 65100 PRINTING & BINDING					460.00
Business cards		1.00	160.00		160.00
Bookbinding		1.00	300.00		300.00
01565101 523500 - 65100 TRAVEL					1,250.00
Airfare from Atlanta airport to Phoenix, AZ, airport for TLCU Annual Conference (Ruth Hayden)		1.00	250.00		250.00
Hotel room for four nights in Tempe, AZ, for TLCU Annual Conference (Ruth Hayden)		1.00	800.00		800.00
Food & incidentals for TLCU Annual Conference (Ruth Hayden)		1.00	200.00		200.00
01565101 523600 - 65100 DUES & FEES					31,473.00
Smyrna Historical Society annual dues for Smyrna Library		1.00	100.00		100.00
Cobb Landmarks & Historical Society annual dues for Smyrna Library		1.00	50.00		50.00
North Georgia Associated Libraries consortium dues for Smyrna Library		1.00	35.00		35.00
Georgia Genealogy Society annual dues for Smyrna Library		1.00	100.00		100.00
South Carolina Genealogical Research and Records annual dues for Smyrna Library		1.00	35.00		35.00
TLC Integrated Library System (circulation and cataloging systems)		1.00	8,064.00		8,064.00
OCLC FirstSearch (interlibrary loan database and service)		1.00	157.09		157.09
Mango Languages - Little Pim foreign language learning		1.00	1,072.00		1,072.00
Zinio digital magazine platform		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: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Axis360 eBook and eAudiobook platform		1.00	2,000.00		2,000.00
lynda.com online tutorial database		1.00	13,125.00		13,125.00
Movie licenses - public performance rights		1.00	1,000.00		1,000.00
American Ancestors genealogy database		1.00	200.00		200.00
Traveling Exhibit on Mary Shelley and Frankenstein		1.00	200.00		200.00
OnePlay digital database		1.00	1,675.00		1,675.00
MyHeritage genealogy database		1.00	1,350.00		1,350.00
Georgia Library Association annual dues		1.00	35.00		35.00
American Library Association annual dues		1.00	275.00		275.00
Finance Recommendation.		1.00	.09		-.09
01565101 523700 - 65100 EDUCATION & TRAINING					200.00
TLCU Annual Registration fee for Ruth Hayden		1.00	200.00		200.00
01565101 523800 - 65100 PROFESSIONAL LICENSES					.00
01565101 523850 - 65100 CONTRACT LABOR					.00
01565101 531100 - 65100 GEN SUPP & MATERIALS					16,006.00
Smyrna Library golf shirts for staff members		15.00	30.00		450.00
Volunteer appreciation gifts		1.00	200.00		200.00
Holiday decorations		1.00	250.00		250.00
Technical processing: barcodes, labels, tape, book covers, DVD and BookCD cases, stickers, bags		1.00	7,000.00		7,000.00
Approximately 8700 items added in 2015					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Toner and ink cartridges		1.00	500.00		500.00
Copy paper for public and staff printer/copiers		1.00	1,500.00		1,500.00
Thermal paper for due date slip receipts		1.00	375.00		375.00
Envelopes for letters and packages		1.00	200.00		200.00
Laminating film		1.00	125.00		125.00
Light bulbs		1.00	1,000.00		1,000.00
Monthly paper towel supply		12.00	87.92		1,055.04
Monthly toilet paper supply		12.00	87.60		1,051.20
Bi-monthly soap supply		6.00	59.50		357.00
Monthly trash can liner and trash bag supply		12.00	32.74		392.88
Craft supplies for children's, teen and adult programming		1.00	2,000.00		2,000.00
Finance Recommendation		1.00	.12		-.12
Move 'Smyrna Library golf shirts for staff members' to Other Supplies		1.00	450.00		-450.00
01565101 531230 - 65100 ENERGY-ELECTRICITY					
Electricity for Smyrna Library		1.00	40,000.00		40,000.00
01565101 531400 - 65100 BOOKS & PERIODICALS					
Adult print books (fiction, non-fiction, biography, large print, graphic novels)		1.00	39,000.00		108,600.00
Juvenile print books (fiction, non-fiction, biography, reference, board books)		1.00	18,000.00		18,000.00
Young Adult print books (fiction, non-fiction, biography, graphic novels)		1.00	7,000.00		7,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Adult Reference and Genealogy print books		1.00	600.00		600.00
DVDs (adult, family, foreign films, documentaries)		1.00	9,000.00		9,000.00
Books on CD		1.00	4,000.00		4,000.00
Newspapers (print) and Magazines (print and digital)		1.00	8,000.00		8,000.00
hoopla downloadables (ebooks, eAudio, movies, TV, comics, music)		1.00	14,000.00		14,000.00
Axis360 ebooks and eAudiobooks		1.00	14,000.00		14,000.00
Finance Recommendation		1.00	5,000.00		-5,000.00
01565101 531600 - 65100 SMALL EQUIPMENT					.00
01565101 531700 - 65100 OTHER SUPPLIES					450.00
Smyrna Library golf shirts for staff members		1.00	450.00		450.00
01565101 542300 - 65100-CAP OUTLAY-OFF FURN & EQ					.00
01565101 542450 - 651000-CAP OUTLAY-SOFTWARE					.00
TOTAL GENERAL FUND					213,489.00
GRAND TOTAL					213,489.00

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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 6 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. It is also responsible for the City's Bio-Diesel production.

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
- Continue the operation and production of bio-diesel fuel
- 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

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**MAINTENANCE & SHOP - 49000**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	274,778	293,139	306,461	310,669	310,669	4,208	1.4%
OTHER OPERATING	27,840	24,029	45,184	43,600	36,600	(8,584)	-19.0%
<b>TOTAL EXPENDITURES</b>	<b>302,618</b>	<b>317,167</b>	<b>351,645</b>	<b>354,269</b>	<b>347,269</b>	<b>(4,376)</b>	<b>-1.2%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	7.00	7.00	7.00	7.00	7.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - MAINTENANCE & SHOP**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01449001	511100		REG/FULL TIME EMPLOYEES	254,393	273,658	286,035	289,959	289,959	3,924	1.4%
01449001	511300		OVERTIME	2,897	905	1,000	1,000	1,000	-	0.0%
01449001	512200		SOC SEC/FICA CONTRIB	17,487	18,576	19,425	19,710	19,710	285	1.5%
01449001	521300		PURCH TECHNICAL SVCS	3,167	1,351	-	-	-	-	N/A
01449001	521400		PURCH SOFTWARE	2,205	2,148	13,500	2,700	2,700	(10,800)	-80.0%
01449001	522110		PURCH SVC-DISPOSAL	800	600	1,600	1,800	1,800	200	12.5%
01449001	522200		REPAIRS & MAINTENANCE	1,388	1,116	2,500	2,500	2,500	-	0.0%
01449001	523200		COMMUNICATIONS	369	449	804	900	900	96	11.9%
01449001	523600		DUES & FEES	140	140	1,035	1,000	1,000	(35)	-3.4%
01449001	523700		EDUCATION & TRAINING		-	1,000	1,000	1,000	-	0.0%
01449001	523900		OTHER PURCHASED SVCS	-	-	-	-	-	-	N/A
01449001	531100		GEN SUPPLIES & MATERIALS	6,158	6,927	11,000	12,500	12,500	1,500	13.6%
01449001	531270		ENERGY-GASOLINE/DIESEL	3,898	3,179	4,445	3,810	3,810	(635)	-14.3%
01449001	531600		SMALL EQUIPMENT	6,857	5,787	6,300	13,890	6,890	590	9.4%
01449001	531650		CORE CHARGES		-	-	-	-	-	N/A
01449001	531700		OTHER SUPPLIES	2,860	2,330	3,000	3,500	3,500	500	16.7%
<b>FLEET MAINTENANCE</b>				<b>302,618</b>	<b>317,167</b>	<b>351,645</b>	<b>354,269</b>	<b>347,269</b>	<b>(4,376)</b>	<b>-1.2%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01449001 521300 - 49000 PURCH TECHNICAL SVCS		1.00	.00		.00
01449001 521400 - 49000 PURCH SOFTWARE		1.00	1,200.00		2,700.00
Vehicle/Equipment Scanner updates		1.00	1,500.00		1,500.00
Fuel Master Software Maintenance					
01449001 522110 - 49000 PURCH SVC-DISPOSAL		2.00	500.00		1,800.00
Disposal of used tires		8.00	100.00		1,000.00
Disposal of used motor oil					800.00
01449001 522200 - 49000 REPAIRS & MAINTENANCE		2.00	500.00		2,500.00
2 brakes jobs, fluid changes, replacement tires, etc.		2.00	500.00		1,000.00
Pool cars general services and tires		2.00	250.00		500.00
Small engine repairs					
01449001 523200 - 49000 COMMUNICATIONS		12.00	40.00		900.00
GPS UNITS (TELOGIS)		12.00	35.00		480.00
VERIZON WIRELESS					420.00
01449001 523600 - 49000 DUES & FEES		1.00	1,000.00		1,000.00
Underground tank inspection					1,000.00
01449001 523700 - 49000 EDUCATION & TRAINING		1.00	1,000.00		1,000.00
Education CEU and on new model vehicles					1,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01449001 523900 - 49000 OTHER PURCHASED SVCS					.00
01449001 531100 - 49000 GEN SUPP & MATERIALS					12,500.00
FLUIDS-HYDRAULIC, OIL, GREASE, ETC		1.00	3,500.00		3,500.00
CLEANERS, DEGREASERS, ETC.		1.00	2,000.00		2,000.00
REPAIR PARTS FOR SHOP (ELECTRICAL, BULBS, METAL, DIAMOND BLADES)		1.00	4,500.00		4,500.00
OFFICE SUPPLIES		1.00	300.00		300.00
SCREWS, BOLTS, WELDING SUPPLIES, GAS FOR WELDING ETC.		1.00	1,000.00		1,000.00
METHANOL AND KOH FLAKE FOR PRODUCING BIO-DIESEL		1.00	1,200.00		1,200.00
01449001 531270 - 49000 ENERGY-GASOLINE/DIESEL					3,810.00
UNLEADED FUEL (MILEAGE BASED ON HISTORICAL INFO)		1,100.00	3.00		3,300.00
DIESELBB(MILEAGE BASED ON HISTORICAL INFO)		170.00	3.00		510.00
01449001 531600 - 49000 SMALL EQUIPMENT					6,890.00
1/2 " Impact guns (replacements)		8.00	1,080.00		8,640.00
3/4 " Impact guns (replacements)		2.00	1,300.00		2,600.00
1 " Driver Impact gun (replacement)		1.00	1,200.00		1,200.00
Shop Grinders (replacements)		2.00	300.00		600.00
3 Ton Portable Jack (replacement)		1.00	450.00		450.00
Truck Tool Box (New)		1.00	400.00		400.00
Finance Recommendation		1.00	7,000.00		-7,000.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01449001 531650 - 49000 CORE CHARGES					.00
01449001 531700 - 49000 OTHER SUPPLIES					3,500.00
PANTS, SHIRTS, JACKET AND BOOTS		7.00	450.00		3,150.00
SUMMER TEE SHIRTS-REPLACEMENT JACKETS		7.00	50.00		350.00

TOTAL GENERAL FUND

36,600.00

GRAND TOTAL

36,600.00

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## **PARKS ADMINISTRATION**

### **Function**

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

This division performs varied 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 liaison 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**

- Complete FY17 planned functional and aesthetic upgrades at the Community Center.
- Implement a Connectivity and Trails Plan. Plan improved access to parks with better connections.
- Improve coordination of planned park improvements and maintenance through better communications and quality control.

### **Performance Measures**

- Community Center and park facility rentals

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**PARKS ADMIN - 61100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	607,814	466,696	477,571	488,499	488,499	10,928	2.3%
OTHER OPERATING	534,581	566,633	582,133	608,621	631,821	49,688	8.5%
<b>TOTAL EXPENDITURES</b>	<b>1,142,395</b>	<b>1,033,328</b>	<b>1,059,704</b>	<b>1,097,120</b>	<b>1,120,320</b>	<b>60,616</b>	<b>5.7%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	13.68	10.83	11.33	11.60	11.60

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS ADMIN**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01561101	511100		REG/FULL TIME EMPLOYEES	431,855	321,354	322,401	326,565	326,565	4,164	1.3%
01561101	511101		PART TIME EMPLOYEES	135,273	115,069	117,323	129,892	129,892	12,569	10.7%
01561101	511300		OVERTIME	21	-	-	-	-	-	N/A
01561101	512200		SOC SEC/FICA CONTRIB	40,665	30,273	31,513	32,042	32,042	529	1.7%
01561101	512400		RETIREMENT CONTRIBS	-	-	6,334	-	-	(6,334)	-100.0%
01561101	521200		PURCH PROFESSIONAL SVC	15,533	5,031	2,000	2,000	29,200	27,200	1360.0%
01561101	521300		PURCH TECHNICAL SVCS	-	-	-	-	-	-	N/A
01561101	521450		ACTIVE NET FEES	-	43,250	31,000	31,000	31,000	-	0.0%
01561101	522110		PURCH SVC-DISPOSAL	-	-	240	240	240	-	0.0%
01561101	522200		REPAIRS & MAINTENANCE	21,955	17,348	19,900	22,000	22,000	2,100	10.6%
01561101	522320		RENTAL OF EQUIP & VEH	4,074	4,278	5,106	35,480	35,480	30,374	594.9%
01561101	523200		COMMUNICATIONS	6,055	2,491	2,756	3,176	3,176	420	15.2%
01561101	523300		ADVERTISING	-	150	-	-	-	-	N/A
01561101	523400		PRINTING & BINDING	1,018	1,321	1,820	2,625	2,625	805	44.2%
01561101	523500		TRAVEL	674	4,160	2,865	2,500	2,500	(365)	-12.7%
01561101	523600		DUES & FEES	1,964	1,149	1,550	1,550	1,550	-	0.0%
01561101	523700		EDUCATION & TRAINING	997	3,625	2,550	2,000	2,000	(550)	-21.6%
01561101	523850		CONTRACT LABOR	-	-	-	-	-	-	N/A
01561101	531100		GEN SUPPLIES & MATERIALS	28,913	31,249	34,585	37,750	37,750	3,165	9.2%
01561101	531210		ENERGY-WATER/SEWERAGE	-	-	-	-	-	-	N/A
01561101	531220		ENERGY-NATURAL GAS	25,429	27,306	27,000	27,000	27,000	-	0.0%
01561101	531230		ENERGY-ELECTRICITY	404,591	417,848	433,211	425,000	425,000	(8,211)	-1.9%
01561101	531270		ENERGY-GASOLINE/DIESEL	13,593	2,814	11,550	8,000	4,000	(7,550)	-65.4%
01561101	531300		FOOD	493	635	1,500	2,200	2,200	700	46.7%
01561101	531400		BOOKS & PERIODICALS	-	-	-	-	-	-	N/A
01561101	531590		INV PURCH FOR RESALE	-	-	-	2,000	2,000	2,000	N/A
01561101	531600		SMALL EQUIPMENT	5,539	1,838	2,000	2,100	2,100	100	5.0%
01561101	531700		OTHER SUPPLIES	3,753	2,139	2,500	2,000	2,000	(500)	-20.0%
01561101	542300		CAP OUTLAY -OFF FURN & EQ	-	-	-	-	-	-	N/A
01561101	542400		CAP OUTLAY-COMPUTERS	-	-	-	-	-	-	N/A
<b>PARKS ADMIN</b>				<b>1,142,395</b>	<b>1,033,328</b>	<b>1,059,704</b>	<b>1,097,120</b>	<b>1,120,320</b>	<b>60,616</b>	<b>5.7%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561101 521200 - 61100 PURCH PROFESSIONAL SVC					29,200.00
Legal Fees		1.00	2,000.00		2,000.00
Consulting fees for retired dept director.		1.00	27,200.00		27,200.00
01561101 521300 - 61100 PURCH TECHNICAL SVCS					.00
		1.00	.00		.00
01561101 521450 - 61100 ACTIVE NET FEES					31,000.00
Active Net Fees		1.00	31,000.00		31,000.00
01561101 522110 - 61100 PURCH PROP SVC-DISPOSAL					240.00
Georgia Document Destruction @ \$20 per month		1.00	240.00		240.00
01561101 522200 - 61100 REPAIRS & MAINTENANCE					22,000.00
General building repair & maintenance for Community Center		1.00	5,000.00		5,000.00
Large gym bleacher repair & maintenance		1.00	500.00		500.00
Service scoreboards in gyms Annual repair/maintenance cost		1.00	1,000.00		1,000.00
Basketball backboard motor maintenance Annual repair/maintenance cost		1.00	500.00		500.00
Piano tuning in CC Annual tuning cost		1.00	500.00		500.00
Camera monitoring system in CC Maintenance		1.00	1,500.00		1,500.00
Kitchen and appliance repairs in CC Emergency repairs/maintenance		1.00	500.00		500.00
Director's Van maintenance Annual cost per PW		1.00	500.00		500.00
P&R Department Truck		1.00	500.00		500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Maintenance Annual cost per PW		1.00	1,000.00		1,000.00
Sound/media equipment repair Damage during rentals/repair/maintenance		1.00	2,000.00		2,000.00
Contracted repairs for CC Emergency repairs		1.00	3,000.00		3,000.00
Community Center window cleaning Annual cleaning of all windows		1.00	5,000.00		5,000.00
Large gym, small gym, racquetball courts, stage, dance studio floor refinish. Required annual finish of floors.		1.00	500.00		500.00
Maintenance of pool tables in CC recreation room Refelt, repair, maintain					
01561101 522320 - 61100 RENTAL OF EQUIP & VEH					35,480.00
Konica Minolta Copier Annual Contract \$215 per month x 12 months		12.00	215.00		2,580.00
Rental of lift for CC large gym, lighting maintenance 2 times per year @ \$850 each time		2.00	850.00		1,700.00
Maintenance for Fifth Bike Station New Station		1.00	6,240.00		6,240.00
Continuation Service for Four Original Bike Stations Maintenance		1.00	24,960.00		24,960.00
01561101 523200 - 61100 COMMUNICATIONS					3,176.00
Cell phones for Director and Assistant Director Annual contract fees		12.00	150.00		1,800.00
1st Class Postage Annual postage requirements		1.00	500.00		500.00
Air Card for Department Tablet		12.00	40.00		480.00
		12.00	33.00		396.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
	Telogis Inc. GPS Monitoring for City Vehicle				
01561101 523300 - 61100 ADVERTISING					.00
01561101 523400 - 61100 PRINTING & BINDING					2,625.00
Business cards for Administrative Staff		7.00	55.00		385.00
Monthly copies for CC		12.00	120.00		1,440.00
Signs for various events		1.00	800.00		800.00
01561101 523500 - 61100 TRAVEL					2,500.00
Meals for 1 Staff at GRPA Conference		1.00	200.00		200.00
Meals for 2 Staff at NRPA Conference		1.00	400.00		400.00
Fuel for staff travel to GRPA Conference		1.00	100.00		100.00
Airfare for 2 Staff to NRPA Conference		2.00	300.00		600.00
Housing for staff at GRPA Conference		1.00	300.00		300.00
Housing for staff at NRPA Conference		1.00	900.00		900.00
01561101 523600 - 61100 DUES & FEES					1,550.00
Georgia Recreation & Parks Association Annual membership for staff		1.00	900.00		900.00
Georgia Recreation & Parks Association 5th District Dues Annual Required Dues		1.00	150.00		150.00
National Recreation & Parks Association Annual dues		1.00	500.00		500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561101 523700 - 61100 EDUCATION & TRAINING					2,000.00
GRPA Annual Conference Registration		1.00	200.00		200.00
NRPA Annual Conference Registration		2.00	400.00		800.00
Various GRPA & NRPA training for staff to acquire CEU's to maintain certifications Mandatory for CEU maintenance		1.00	1,000.00		1,000.00
01561101 523850 - 61100 CONTRACT LABOR					.00
01561101 531100 - 61100 GEN SUPP & MATERIALS					37,750.00
Paper goods for CC, including toilet tissue, multifold towels, etc Annual needs		1.00	5,000.00		5,000.00
Trash liners for CC		1.00	2,000.00		2,000.00
Light bulbs for CC Annual needs		1.00	6,000.00		6,000.00
Cleaning supplies for CC Annual nees		1.00	5,000.00		5,000.00
Office supplies, printer cartridges, etc Admin offices, front desk		1.00	5,000.00		5,000.00
Paper supply for CC for contracts, copies, fax, receipts, etc 4 deliveries x \$350		4.00	350.00		1,400.00
Home Depot, Vickery, etc Miscellaneous hardware		1.00	2,000.00		2,000.00
Kitchen supplies for CC Grill cleaner, pot scrubb, soap, etc		1.00	1,000.00		1,000.00
Recreational supplies, pool cues, ping pong, racquetball, etc Annual replacement needs		1.00	500.00		500.00
Registration supplies Blank ID cards, ribbons, etc		1.00	3,000.00		3,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Wet towelettes for fitness area Promotes cleanliness		1.00	3,000.00		3,000.00
Ceiling tiles for CC replacement Emergency		1.00	2,500.00		2,500.00
Wristbands for CC fitness area users during visits Plastic cards are lost		3.00	450.00		1,350.00
		1.00	.00		.00
01561101 531210 - 61100 ENERGY-WATER/SEWERAGE					.00
01561101 531220 - 61100 ENERGY-NATURAL GAS		1.00	27,000.00		27,000.00
01561101 531230 - 61100 ENERGY-ELECTRICITY		1.00	425,000.00		425,000.00
01561101 531270 - 61100 ENERGY-GASOLINE/DIESEL		1.00	8,000.00		4,000.00
Finance Recommendation		1.00	4,000.00		-4,000.00
01561101 531300 - 61100 FOOD		12.00	100.00		2,200.00
Crystal Springs Coffee service		1.00	1,000.00		1,200.00
Light refreshments for Open House event at CC - after all work is complete (floors, restrooms, etc) Promote community center					
01561101 531400 - 61100 BOOKS & PERIODICALS					.00
01561101 531590 - 32100 INV PURCH FOR RESALE		1.00	2,000.00		2,000.00
Bike Share Station Installation New Station					2,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561101 531600 - 61100 SMALL EQUIPMENT					2,100.00
Department Tablet		1.00	1,600.00		1,600.00
Secondary					
Replacement, refresh batteries		1.00	500.00		500.00
for radios					
01561101 531700 - 61100 OTHER SUPPLIES					2,000.00
Community Center Supervisors		1.00	500.00		500.00
Annual uniform needs					
Community Center Maintenance		1.00	500.00		500.00
Annual uniform needs					
Community Center Admin		1.00	1,000.00		1,000.00
01561101 542300 - 61100 CAP OUT-OFFICE FURN & EQ					.00
01561101 542400 - 61100 CAP OUTLAY-COMPUTERS					.00
TOTAL GENERAL FUND					631,821.00
GRAND TOTAL					631,821.00

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

## **PARKS ATHLETICS & AQUATICS**

### **Function**

The Parks Athletics & Aquatics Division is responsible for the supervision of department-based athletics and sports activities in parks and at the Community Center. This Division is staffed by one Coordinator, seasonal softball and basketball supervisors, scorekeepers, as well as seasonal lifeguard instructors for the outdoor Tolleson Pool. The Coordinator is responsible for hiring, training, and budgeting for staff in this division.

This division oversees privately managed youth sports organizations including baseball, football, cheer, track, swimming/diving, soccer, lacrosse, basketball, and t-ball in accordance with the Coordinator for activation of City services and facility needs. Facility use agreements and related contracts with private, volunteer based organizations and associations are maintained by this office. Examples of some of the traditional programs planned and directly managed each year include adult and senior softball leagues, adult basketball, adult volleyball, adult kickball and dodge ball.

The Coordinator also assists in facilitating the Chattahoochee Tech intramural basketball program hosted at the Community Center. Youth swim/dive meets, gymnastics, and lacrosse are added programs that require coordination by this office. In addition to these activities, this division also provides scheduling for tennis and volleyball courts, open-gym basketball, all gym rentals/scheduling, and coordinates athletic field permits/requests. Related research, purchases, and maintenance of the equipment in the Community Center Fitness Area is a responsibility of this office.

### **Major Goals & Objectives**

- Hire and recruit guard staff to jointly provide reception and maintenance of Tolleson Pool. Provide oversight of the seasonal pool staff and swim programming.
- Improve efficiency and coordination of youth association facility needs.
- Help facilitate improved communications and direct support by the Public Works park maintenance staff in service delivery to youth associations.
- Initiate permitting and limited public access of the Smyrna Elementary School Field through use of the City's agreement with the School District .
- Implement a youth cross country program at River Line Park.
- Implement a youth fencing program at the Community Center.

### **Performance Measures**

- Adult league participation
- Swimming lesson participants (general public)
- Youth sports participation
- Repeat permit holders (repeat customers)

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**PARKS ATHLETICS & AQUATICS - 61300**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	115,939	103,409	151,489	166,383	166,383	14,894	9.8%
OTHER OPERATING	95,523	101,562	132,533	134,355	134,354	1,821	1.4%
<b>TOTAL EXPENDITURES</b>	<b>211,462</b>	<b>204,972</b>	<b>284,022</b>	<b>300,738</b>	<b>300,737</b>	<b>16,715</b>	<b>5.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	5.38	6.00	6.25	5.85	5.85

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS ATHLETICS & AQUATICS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01561301	511100		REG/FULL TIME EMPLOYEES	38,628	40,602	42,371	43,100	43,100	729	1.7%
01561301	511101		PART TIME EMPLOYEES	56,721	50,778	80,320	-	-	(80,320)	-100.0%
01561301	511200		TEMPORARY EMPLOYEES	12,093	4,635	18,343	98,379	98,379	80,036	436.3%
01561301	511300		OVERTIME		-	-	13,333	13,333	13,333	N/A
01561301	512200		SOC SEC/FICA CONTRIB	8,497	7,394	10,455	11,571	11,571	1,116	10.7%
01561301	512400		RETIREMENT CONTRIBS		-	-	-	-	-	N/A
01561301	522200		REPAIRS & MAINTENANCE	14,154	20,093	19,500	19,560	19,560	60	0.3%
01561301	523200		COMMUNICATIONS		-	600	600	600	-	0.0%
01561301	523400		PRINTING & BINDING		-	200	200	200	-	0.0%
01561301	523500		TRAVEL	131	63	670	1,000	1,000	330	49.3%
01561301	523600		DUES & FEES	810	1,062	1,185	2,016	2,016	831	70.1%
01561301	523700		EDUCATION & TRAINING		272	1,000	700	700	(300)	-30.0%
01561301	523850		CONTRACT LABOR	60,642	56,532	76,291	76,291	76,291	-	0.0%
01561301	531100		GEN SUPPLIES & MATERIALS	18,828	21,654	26,867	26,868	26,867	-	0.0%
01561301	531300		FOOD		43	100	100	100	-	0.0%
01561301	531600		SMALL EQUIPMENT	-	1,645	5,000	5,900	5,900	900	18.0%
01561301	531700		OTHER SUPPLIES	959	197	1,120	1,120	1,120	-	0.0%
01561301	541350		CAP OUTLAY-BLDG IMPROV		-	-	-	-	-	N/A
<b>PARKS ATHL/AQUATICS</b>				<b>211,462</b>	<b>204,972</b>	<b>284,022</b>	<b>300,738</b>	<b>300,737</b>	<b>16,715</b>	<b>5.9%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561301 522200 - 61300 REPAIRS & MAINTENANCE					19,560.00
Fitness Equipment R&M		1.00	5,300.00		5,300.00
Aquatic R&M for Tolleson Pool (pump/tile/divingboard/grating/ deck repairs, and other mechanical)		1.00	12,000.00		12,000.00
Ready Fitness Preventative Maint plan (lubing machines, misc repairs done quarterly by service tech)		4.00	315.00		1,260.00
Misc electrical work provided by Public Works(field lighting, pool lighting, building light repairs)		1.00	1,000.00		1,000.00
01561301 523200 - 61300 COMMUNICATIONS					600.00
Verizon cell phone for Ath/Aq Coord		12.00	50.00		600.00
01561301 523400 - 61300 PRINTING & BINDING					200.00
Seasonal Pool Passes for Tolleson Pool		1.00	200.00		200.00
01561301 523500 - 61300 TRAVEL					1,000.00
Youth State Track Meet GRPA lodging		1.00	200.00		200.00
Adult State Basketball or Softball GRPA lodging		1.00	200.00		200.00
GRPA Conference Lodging		1.00	200.00		200.00
GRPA BOT Meetings and other committee workshops		4.00	100.00		400.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561301 523600 - 61300 DUES & FEES		60.00	10.00		2,016.00 600.00
Youth Track GRPA District/State entry fees		5.00	125.00		625.00
Youth Basketball GRPA District/State entry fees		1.00	60.00		60.00
GRPA annual membership fee for Athletic/Aquatic Coordinator		1.00	150.00		150.00
GRPA annual Lifeguard competition with fellow lifeguards from other agencies in GA		1.00	100.00		100.00
NRPA annual membership fee for Athletic/Aquatic Coordinator		13.00	37.00		481.00
Red Cross certification renewal fee for lifeguard recertification					
01561301 523700 - 61300 EDUCATION & TRAINING		1.00	500.00		700.00 500.00
WSIT class (Water Safety Instructor trainer - I will be able to train staff to be WSI)		1.00	200.00		200.00
GRPA conference registration					
01561301 523850 - 61300 CONTRACT LABOR		44.00	785.00		76,291.00 34,540.00
Softball Umpires for adult and senior softball leagues (Fall and Spring)		3.00	7,827.00		23,481.00
Basketball officials for adult basketball leagues (3 sessions)		42.00	435.00		18,270.00
Volleyball officials for indoor and outdoor volleyball leagues					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

01561301 531100 - 61300 GEN SUPP & MATERIALS	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
		5.00	50.00		26,867.00 250.00
Leather basketballs for Adult League play		5.00	20.00		100.00
Rubber basketballs for open gym play		20.00	7.00		140.00
Scorekeeping scorebooks for Adult Basketball league		600.00	7.00		4,200.00
Adult Basketball Award Smyrna league champion t-shirts		50.00	35.63		1,781.50
Fifty dozen softballs for Adult and Senior softball leagues (Fall and Spring)		25.00	7.00		175.00
Softball scorebooks for scorekeeping in Adult softball (Fall and Spring)		30.00	9.00		270.00
Swim diapers for IPAP lessons and open swim patrons		12.00	1,000.00		12,000.00
Pulsar Pellets (chlorine for Tolleson Pool) (pallet of 12-50lb buckets)		8.00	75.00		600.00
C02 pH control system		8.00	10.00		80.00
Volleyballs for Adult volleyball league		2.00	125.00		250.00
Volleyball nets for Adult volleyball league		12.00	8.00		96.00
Basketball nets for Adult basketball		2.00	250.00		500.00
Cleaning supplies (trash bags, paper towels, toilet paper, cleaning fluids, urinal cakes, etc)		5.00	45.00		225.00
Rescue tubes for lifeguards on duty - required for use on stand		4.00	50.00		200.00
Ring Bouys (required by Health Dept to hang from lifeguard stand)		20.00	10.00		200.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Life vests for open swim patrons, swim lesson kids, and summer camp participants		25.00	8.00		200.00
Whistles and lanyards for new lifeguard hires		1.00	200.00		200.00
Telescopic pole for Tolleson Pool that includes a net for cleaning debris out of the pool		1.00	300.00		300.00
Chalk for Gymnastics program (year round program)		1.00	2,000.00		2,000.00
Tolleson Pool water conditioner (chemical to treat the heavy bather load - helps water clarity)		4.00	175.00		700.00
replacement speakers for outside mounted sound system at Tolleson Pool		3.00	100.00		300.00
replacement solenoids for Tolleson Pool Spray Park system		300.00	7.00		2,100.00
Softball Award championship t-shirts		1.00	.50		-.50
Finance Recommendation					
01561301 531300 - 61300 FOOD					100.00
Youth District and State Track meals (weekend events)		1.00	50.00		50.00
Youth District and State Swimming meals (weekend events)		1.00	50.00		50.00
01561301 531600 - 61300 SMALL EQUIPMENT					5,900.00
Replace old and moldy broken chairs at Tolleson Pool		59.00	100.00		5,900.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561301 531700 - 61300 OTHER SUPPLIES		60.00	7.00		1,120.00 420.00
Tolleson Pool Staff shirts/uniforms		12.00	25.00		300.00
Tolleson Pool Staff shorts/uniforms		20.00	20.00		400.00
Athletic Department Staff shirts/uniforms for scorekeepers					
01561301 541350 - 61300 CAP OUT--BLDG IMPROVMTS					.00
TOTAL GENERAL FUND					134,354.00
GRAND TOTAL					134,354.00

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

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## **PARKS BRAWNER HALL**

### **Function**

The Facility Event Coordinator is responsible for pre-event consultation, event planning, reservations and post-event follow up for all rentals at Brawner Hall, the Taylor-Brawner House, and the Smyrna Welcome Center (Aunt Fannie's Cabin). Staff maintains effective relationships with clients, vendors and the business community. Business strategies and policies for rental growth are studied and recommended by the Coordinator.

This division schedules the previously mentioned facilities through a web-based facility reservation software program that also allows staff to process payments, refund requests and alcohol permits. Part-time staff are managed to assure proper delivery of event set-up and breakdown services, janitorial and maintenance, and event customer care.

The Coordinator markets and advertises the various rental product options with printed media and online sites. This position promotes department services while attending civic meetings, Cobb Travel & Tourism, Georgia Meeting Professionals International and like opportunities to market for increased business purposes.

### **Major Goals & Objectives**

- Effectively and efficiently manage the facilities and rentals of Brawner Hall, the Taylor-Brawner House, Aunt Fanny's Cabin and amenities in Taylor-Brawner Park.
- In the later part of the fiscal period, begin management of the City owned historic Reed House as a public rental facility. Market and advertise this unique space accordingly.
- Expand brand awareness for Smyrna's historic properties by attending business & organizational events, exhibiting at trade shows, advertising in appropriate magazines/periodicals, partnering with suitable businesses, etc.

### **Measuring Performance**

- Increase rentals of the City's historic facilities

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**PARKS BRAWNER HALL - 61400**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	124,376	119,605	143,696	163,060	160,816	17,120	11.9%
OTHER OPERATING	33,142	33,143	35,018	45,359	39,959	4,941	14.1%
<b>TOTAL EXPENDITURES</b>	<b>157,518</b>	<b>152,748</b>	<b>178,714</b>	<b>208,419</b>	<b>200,775</b>	<b>22,061</b>	<b>12.3%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	3.57	3.61	4.05	4.49	4.49

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS BRAUNER HALL**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01561401	511100		REG/FULL TIME EMPLOYEES	40,514	43,487	45,573	46,357	46,357	784	1.7%
01561401	511101		PART TIME EMPLOYEES	75,411	68,074	88,404	105,660	103,575	15,171	17.2%
01561401	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
01561401	511300		OVERTIME	22	84	-	-	-	-	N/A
01561401	512200		SOC SEC/FICA CONTRIB	8,428	7,959	9,719	11,043	10,884	1,165	12.0%
01561401	521200		PURCH PROFESSIONAL SVCS	8,124	-	-	-	-	-	N/A
01561401	521300		PURCH TECHNICAL SVCS	-	-	-	-	-	-	N/A
01561401	522200		REPAIRS & MAINTENANCE	768	1,275	1,150	2,350	2,350	1,200	104.3%
01561401	523200		COMMUNICATIONS	679	1,200	600	996	996	396	66.0%
01561401	523300		ADVERTISING	6,073	17,019	17,240	17,225	17,225	(15)	-0.1%
01561401	523400		PRINTING & BINDING	109	230	2,200	2,265	1,765	(435)	-19.8%
01561401	523500		TRAVEL	-	-	100	100	100	-	0.0%
01561401	523600		DUES & FEES	30	1,372	300	1,085	1,085	785	261.7%
01561401	523700		EDUCATION & TRAINING	-	-	-	200	200	200	N/A
01561401	523850		CONTRACT LABOR	2,880	-	-	-	-	-	N/A
01561401	531100		GEN SUPPLIES & MATERIALS	7,785	7,011	7,150	13,978	9,978	2,828	39.6%
01561401	531270		ENERGY-GASOLINE/DIESEL	186	297	443	300	300	(143)	-32.3%
01561401	531300		FOOD	262	120	500	2,125	2,125	1,625	325.0%
01561401	531590		INVEN PURCH FOR RESALE	-	-	4,200	-	-	(4,200)	-100.0%
01561401	531600		SMALL EQUIPMENT	-	4,619	535	4,135	3,235	2,700	504.7%
01561401	531700		OTHER SUPPLIES	100	-	600	600	600	-	0.0%
01561401	542100		CAP OUTLAY-MACH & EQ	-	-	-	-	-	-	N/A
01561401	542300		CAP OUTLAY-OFF FURN & EQ	6,147	-	-	-	-	-	N/A
<b>PARKS BRAUNER HALL</b>				<b>157,518</b>	<b>152,748</b>	<b>178,714</b>	<b>208,419</b>	<b>200,775</b>	<b>22,061</b>	<b>12.3%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561401 521200 - 61400 PURCH PROF SVCS					.00
01561401 521300 - 61400 PURCH TECHNICAL SVCS					.00
01561401 522200 - 61400 REPAIRS & MAINTENANCE					2,350.00
General repairs of Brawner Hall, the Taylor-Brawner House and Aunt Fanny's Cabin		1.00	600.00		600.00
Repairs of A/V systems, alarm systems and elevator		1.00	750.00		750.00
Repairs/maintenance of Brawner van		1.00	1,000.00		1,000.00
01561401 523200 - COMMUNICATIONS					996.00
GPS Monitoring of Brawner van		12.00	33.00		396.00
Verizon wireless for Event Coordinator cell phone		12.00	50.00		600.00
01561401 523300 - 61400 ADVERTISING					17,225.00
Cobb Life Magazine		11.00	300.00		3,300.00
Cobb Life Bridal issue		1.00	600.00		600.00
Bright Side newspaper - Smyrna/Vinings & South Cobb editions		11.00	600.00		6,600.00
Bright Side December issue		1.00	750.00		750.00
Elite Bridal website upgrade		1.00	450.00		450.00
Wedding Wire online advertising/website		12.00	275.00		3,300.00
Signage for Brawner Hall, Aunt Fanny's Cabin and the Taylor-Brawner House		1.00	500.00		500.00
Special event - Christmas at Brawner		1.00	625.00		625.00
Cobb Chamber of Commerce Summer Jam Business Expo		1.00	500.00		500.00
Borrowed & Blue online		12.00	50.00		600.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
advertising/website					
01561401 523400 - 61400 PRINTING & BINDING		3.00	55.00		1,765.00 165.00
Event coordinator business cards		3.00	150.00		450.00
Printing brochures, etc. for business expos		2.00	150.00		300.00
Printing postcards, price sheets, brochures, etc. for general advertising		3.00	450.00		1,350.00
Printer cartridges for Event Office printer		1.00	500.00		-500.00
Finance Recommendation					
01561401 523500 - 61400 TRAVEL		1.00	100.00		100.00 100.00
Gas, misc. expenses for Event Coordinator to attend business meetings, expos, etc.					
01561401 523600 - 61400 DUES & FEES		1.00	395.00		1,085.00 395.00
Meeting Professionals International (MPI) dues		4.00	45.00		180.00
Meeting Professionals International meetings		12.00	20.00		240.00
Various business association meetings (Vinings, South Cobb, etc.)		6.00	15.00		90.00
Cobb Chamber of Commerce Area Council meetings		12.00	15.00		180.00
Smyrna Business Association meetings					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561401 523700 - 61400 EDUCATION & TRAINING					200.00
Meeting Professionals International Conference		1.00	200.00		200.00
01561401 523850 - 61400 CONTRACT LABOR					.00
01561401 531100 - 61400 GEN SUPP & MATERIALS					9,978.00
Warehouse orders - paper goods & janitorial supplies for Brawner Hall, AFCabin, TBHouse and TBPark		12.00	894.00		10,728.00
Misc. supplies - chair leg stoppers, Christmas items/storage, etc.		1.00	250.00		250.00
Materials to maintain newly refinished hardwood floors		12.00	50.00		600.00
Misc. office supplies		12.00	25.00		300.00
Warehouse orders - Reed House		12.00	175.00		2,100.00
Finance Recommendation		1.00	4,000.00		-4,000.00
01561401 531270 - 61400-ENERGY-GASOLINE/DIESEL					300.00
Fuel for Brawner van		1.00	300.00		300.00
01561401 531300 - 61400 FOOD					2,125.00
Taylor-Brawner Park with Art		1.00	100.00		100.00
Smyrna Business Assoc. Business Expos @ Brawner Hall		2.00	50.00		100.00
Christmas at Brawner Coat Drive		1.00	350.00		350.00
Brawner Open House		1.00	75.00		75.00
Reed House Open House		1.00	1,500.00		1,500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561401 531590 - 61400 INVEN PURCH FOR RESALE					.00
01561401 531600 - 61400 SMALL EQUIPMENT					3,235.00
Portable, wireless microphone and speaker for outdoor wedding ceremonies, etc.		1.00	1,500.00		1,500.00
Portable projector for rental in Studio rooms		1.00	600.00		600.00
Portable commercial coffee/hot chocolate maker for sponsored events (Biz expo, Christmas at Brawner)		1.00	150.00		150.00
Replace commercial microwave oven in Brawner Hall kitchen		1.00	500.00		500.00
Replace commercial coffee pot in Brawner Hall kitchen		1.00	550.00		550.00
Equipment to boost wireless signal in Brawner banquet hall		1.00	535.00		535.00
Vacuum cleaner for Taylor-Brawner House		1.00	300.00		300.00
Finance Recommendation		1.00	900.00		-900.00
01561401 531700 - 61400 OTHER SUPPLIES					600.00
Staff uniforms		4.00	150.00		600.00
01561401 542100 - 61400 CAP OUTLAY-MACH & EQUIP					.00
01561401 542300 - 61400 CAP OUTLAY-OFF FURN & EQ					.00
TOTAL GENERAL FUND					39,959.00
GRAND TOTAL					39,959.00

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## **PARKS MAINTENANCE**

### **Function**

The Parks Maintenance Division is funded through the 61500 account. By providing ground maintenance to the City's 36 recreation sites on 321 acres, this division supplies the means for Smyrna citizens to enjoy the outdoors in safe, clean surroundings. 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.

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**PARKS MAINTENANCE - 61500**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	-	-	-	313,210	282,662	282,662	N/A
OTHER OPERATING	-	-	-	356,892	349,458	349,458	N/A
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>670,102</b>	<b>632,120</b>	<b>632,120</b>	<b>N/A</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	0.00	0.00	0.00	8.60	8.60

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS MAINTENANCE**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01561501	511100		REG/FULL TIME EMPLOYEES	-	-	-	275,464	244,671	244,671	N/A
01561501	511101		PART TIME EMPLOYEES	-	-	-	18,214	18,214	18,214	N/A
01561501	511300		OVERTIME	-	-	-	-	1,000	1,000	N/A
01561501	512200		SOC SEC/FICA CONTRIB	-	-	-	19,532	18,777	18,777	N/A
01561501	521200		PURCH PROF SVC	-	-	-	5,000	7,000	7,000	N/A
01561501	522200		REPAIRS & MAINTENANCE	-	-	-	243,500	234,240	234,240	N/A
01561501	522320		RENTAL OF EQUIP & VEH	-	-	-	9,100	9,100	9,100	N/A
01561501	523200		COMMUNICATIONS	-	-	-	792	3,168	3,168	N/A
01561501	523700		EDUCATION & TRAINING	-	-	-	2,000	2,000	2,000	N/A
01561501	531100		GEN SUPP & MATERIALS	-	-	-	87,000	76,000	76,000	N/A
01561501	531270		ENERGY-GASOLINE/DIESEL	-	-	-	-	5,750	5,750	N/A
01561501	531600		SMALL EQUIPMENT	-	-	-	9,500	9,500	9,500	N/A
01561501	531700		OTHER SUPPLIES	-	-	-	-	2,700	2,700	N/A
<b>PARKS ADMIN</b>				-	-	-	<b>670,102</b>	<b>632,120</b>	<b>632,120</b>	<b>N/A</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561501 521200 - 61100 PURCH PROFESSIONAL SVC					
Tree Removal Service (B & G only)		1.00	5,000.00		7,000.00
Locksmith (moved from 01115601)		1.00	2,000.00		5,000.00
01561501 522200 - 61100 REPAIRS & MAINTENANCE					
General repairs to City Parks (Restrooms, Concessions, Roofs, floors. etc.) , Windscreens, toilet replacements, sinks, fountains.		1.00	100,000.00		234,240.00
Elec., Plumbing, Irrigation repairs.		1.00	25,000.00		100,000.00
Repairs to Trails, Sidewalks, Pavilions and parking lots.		1.00	30,000.00		25,000.00
Repairs/replacement of playground equipment.		1.00	10,000.00		30,000.00
Painting of all buildings in the Parks. (11 Bldgs)		1.00	50,000.00		10,000.00
Pressure washing of park facilities and sidewalks.		1.00	20,000.00		20,000.00
Antifreeze fire suspression system at Chuck Camp Park		1.00	8,500.00		8,500.00
Finance Recommendation		1.00	24,260.00		-24,260.00
Vehicle maintenance - brakes, oil and fluid changes, tires - moved from Streets		1.00	15,000.00		15,000.00
01561501 522320 - 61100 RENTAL OF EQUIP & VEH					
Rental for Lifts for Christmas Light installations/decorations		1.00	3,100.00		9,100.00
Portable Toilets ( Cooperlake Park, Burger Park and Campbell Middle School )		12.00	500.00		3,100.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561501 523200 - 61100 COMMUNICATIONS		12.00	66.00		3,168.00 792.00
Sprint cell phone (Bert Turnell)		1.00	2,376.00		2,376.00
GPS moved from Streets (\$33/mo. x 12 mos x 6 vehicles)					
01561501 523700 - 61100 EDUCATION & TRAINING		1.00	2,000.00		2,000.00 2,000.00
Training for Playground safety.					
01561501 531100 - 61100 GEN SUPP & MATERIALS		1.00	5,000.00		76,000.00 5,000.00
Baseball Fields Supplies, Pitching rubber, Bases, Fencing		1.00	10,000.00		10,000.00
Playground Mulch		1.00	10,000.00		10,000.00
Nail, Screws, Bolts, Chains, Wire, Cleaning Supplies, Paper and Plastic Supplies		1.00	10,000.00		10,000.00
Painting Supplies for Park facility buildings and equipment		1.00	1,000.00		1,000.00
Key replacements		1.00	1,000.00		1,000.00
Pipe, Metal and PVC.		1.00	40,000.00		40,000.00
Sand, Gravel, Concrete, Asphalt, Mulch, Slate, Infield mix, sod and algae side treatment for (Pond)		1.00	10,000.00		10,000.00
Lumber, Sign Replacements, Mops, Brooms, Hand Soaps, Sprays, Etc.		1.00	11,000.00		-11,000.00
Finance Recommendation					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561501 531270 - 61100 ENERGY-GASOLINE/DIESEL		1.00	5,750.00		5,750.00
Fuel for 6 vehicles - moved from Streets					
01561501 531600 - 61100 SMALL EQUIPMENT		1.00	2,000.00		9,500.00
Infield grooming attachment/trimmer					
		1.00	2,500.00		2,500.00
Replacement Swings, small playground equipment.					
		1.00	5,000.00		5,000.00
Shelving for Truck used by Parks. (Jess's truck)					
01561501 531700 - 61100 OTHER SUPPLIES		6.00	450.00		2,700.00
Pants, Shirt, Jacket and Boots					
TOTAL GENERAL FUND					349,458.00
GRAND TOTAL					349,458.00

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## **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 interest and age groups. Instructional classes at the Community Center and Aline Wolfe Adult Recreation Center and Pool are open to the general public and are promoted and coordinated by Program Division staff. Educational and athletic class offerings are advertised and promoted through the use of printed and electronic newsletters. Youth summer camp is planned and coordinated by this division. Two full time Coordinators, 3 FT lifeguard staff, a PT receptionist and a host of aquatic and classroom instructors and trainers work jointly to deliver programming to the community.

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 service the City's Flashlight Easter Egg Hunt, Casper's Friendly Castle Halloween Event, Coming Home for the Holidays and Tree Lighting event, Highlights of the Nutcracker – a collaborative with the International City School of Ballet - and the Movies by Moonlight series at Taylor-Brawner Park amphitheater. The Division is headquartered at the Aline Wolfe Adult Recreation Center at Church Street Park.

### **Major Goals & Objectives**

- Modifying and improving adult fitness classes at the Community Center and expansion of community programming
- Expansion of Wolfe Therapy Pool class offerings for senior adults and implementation of a special population aquatic program.
- Plan expansion of senior adult program offerings at the Aline Wolfe Adult Recreation Center

### **Performance Measures**

- Department special event participation and assessment
- Wolfe Center and Pool membership
- Senior adult classes and participation

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**PARKS PROGRAMS - 61200**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	207,516	223,315	253,440	147,948	241,218	(12,222)	-4.8%
OTHER OPERATING	178,776	181,850	185,237	200,110	193,474	8,237	4.4%
<b>TOTAL EXPENDITURES</b>	<b>386,293</b>	<b>405,166</b>	<b>438,677</b>	<b>348,058</b>	<b>434,692</b>	<b>(3,985)</b>	<b>-0.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	5.71	6.21	6.23	6.22	6.22

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - PARKS PROGRAMS**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01561201	511100		REG/FULL TIME EMPLOYEES	141,554	143,958	152,825	85,804	172,443	19,619	12.8%
01561201	511101		PART TIME EMPLOYEES	52,441	64,724	83,530	52,396	52,396	(31,134)	-37.3%
01561201	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
01561201	511300		OVERTIME	-	128	-	-	-	-	N/A
01561201	512200		SOC SEC/FICA CONTRIB	13,521	14,505	17,085	9,748	16,379	(706)	-4.1%
01561201	521200		PURCH PROFESSIONAL SVC	-	5,263	2,150	2,150	2,150	-	0.0%
01561201	522200		REPAIRS & MAINTENANCE	6,704	3,279	6,000	6,564	6,564	564	9.4%
01561201	522320		RENTAL OF EQUIP & VEH	6,281	3,668	5,150	5,850	5,850	700	13.6%
01561201	523200		COMMUNICATIONS	608	-	1,656	1,800	1,800	144	8.7%
01561201	523300		ADVERTISING	766	-	-	1,500	1,500	1,500	N/A
01561201	523400		PRINTING & BINDING	6,644	4,306	6,200	-	-	(6,200)	-100.0%
01561201	523500		TRAVEL	859	25	1,110	1,110	1,110	-	0.0%
01561201	523600		DUES & FEES	-	160	280	300	300	20	7.1%
01561201	523700		EDUCATION & TRAINING	240	675	705	820	820	115	16.3%
01561201	523800		PROFESSIONAL LICENSES	3,073	2,252	2,350	2,000	2,000	(350)	-14.9%
01561201	523850		CONTRACT LABOR	135,641	141,437	138,951	146,705	145,205	6,254	4.5%
01561201	531100		GEN SUPPLIES & MATERIALS	12,387	17,352	16,100	20,786	16,100	-	0.0%
01561201	531270		ENERGY-GASOLINE/DIESEL	438	279	535	450	450	(85)	-15.9%
01561201	531300		FOOD	2,323	2,048	1,950	3,370	3,370	1,420	72.8%
01561201	531400		BOOKS & PERIODICALS	-	-	-	-	-	-	N/A
01561201	531600		SMALL EQUIPMENT	2,417	1,106	1,750	6,355	5,905	4,155	237.4%
01561201	531700		OTHER SUPPLIES	395	-	350	350	350	-	0.0%
<b>PARKS PROGRAMS</b>				<b>386,293</b>	<b>405,166</b>	<b>438,677</b>	<b>348,058</b>	<b>434,692</b>	<b>(3,985)</b>	<b>-0.9%</b>

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561201 521200 - 61200 PURCH PROFESSIONAL SVC		1.00	2,150.00		2,150.00
Sound on Site - Equipment for sound and labor for Coming Home for the Holidays					
01561201 522200 - 61200 REPAIRS & MAINTENANCE		1.00	1,064.00		6,564.00
Annual Preventitive Maintenance on Fitness Center Equipment at Wolfe Center					
		1.00	750.00		750.00
pressure wash outside of Wolfe Center and Pavillion					
		1.00	1,500.00		1,500.00
repairs and maintenance on Fitness Center Equipment at Wolfe Center					
		1.00	1,500.00		1,500.00
repairs and maintenance on pool systems					
		1.00	1,750.00		1,750.00
repairs and maintenance on bus and van					
01561201 522320 - 61200 RENTAL OF EQUIP & VEH		12.00	200.00		5,850.00
Monthly lease on Wolfe Center Copier					
		4.00	500.00		2,000.00
Inflatable Movie Screen for outdoor movies					
		6.00	75.00		450.00
five costume rentals for Coming Home for the Holidays and one costume rental for Easter Egg Hunt					
		1.00	1,000.00		1,000.00
Inflatables for events					
01561201 523200 - 61200 COMMUNICATIONS		12.00	150.00		1,800.00
Charter Cable					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561201 523300 - 61200 ADVERTISING		1.00	1,500.00		1,500.00
posters/programs and design; Brightside advertisement - for Nutcracker presentation					
01561201 523400 - 61200 PRINTING & BINDING					.00
01561201 523500 - 61200 TRAVEL		1.00	1,110.00		1,110.00
Travel Expense to and from work related trainings					
01561201 523600 - 61200 DUES & FEES		1.00	300.00		300.00
GRPA District and State Dues					
01561201 523700 - 61200 EDUCATION & TRAINING		2.00	250.00		820.00
CPO Certification for staff					
		2.00	160.00		320.00
GRPA State Conference					
01561201 523800 - 61200 PROFESSIONAL LICENSES		4.00	500.00		2,000.00
Swank Motion picture movie rental fees					
01561201 523850 - 61200 CONTRACT LABOR		385.00	35.00		145,205.00
Wolfe Center Land Fitness Classes (based on 35 weekly classes times 11 months)					
		1.00	350.00		350.00
Yellow Rose Carriage - carriage for Santa Coming Home for the Holidays					
		1.00	500.00		500.00
Buck Perry - Santa Coming Home for the Holidays					
		1.00	400.00		400.00
Kim Duggins - Festival of Music Director Coming Home for the Holidays					
		22.00	40.00		880.00
Ford Dodd - Aunt Fanny's Cabin Santa					
		6.00	200.00		1,200.00

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Good Measure Meals Wellness Presentations at Wolfe Center		12.00	400.00		4,800.00
Just Wellness - Adult Group Fitness Classes at Community Center		12.00	300.00		3,600.00
Juanita Barlow - Music Program at Community Center		12.00	5,000.00		60,000.00
Rita Matazinsky - Gymnastics Program at Community Center		12.00	2,200.00		26,400.00
Mary McGehee - Dance Program at Community Center		12.00	175.00		2,100.00
Janice Metzler - Kundalina and Hatha Yoga at Community Center		12.00	1,700.00		20,400.00
Jinsue Park - Tae Kwon Do		12.00	550.00		6,600.00
Rudi Caruthers - Personal Training at Wolfe Center		12.00	500.00		6,000.00
Patrick Pendergast - children art classes		1.00	1,500.00		-1,500.00
Finance recommendation for art class expenditures.					
01561201 531100 - 61200 GEN SUPP & MATERIALS		12.00	300.00		16,100.00 3,600.00
Konica Minolta Wolfe Center copies		1.00	500.00		500.00
Office Max - office supplies		12.00	80.00		960.00
Airgas National - CO2 for Wolfe Center Pool		24.00	13.85		332.40
Apriza for Wolfe Center		.00	.00		.00
Black Trash Can Liners - Wolfe Center		24.00	12.74		305.76
C-Fold Towels - Wolfe Center		2.00	16.46		32.92
Clear Trash Bags - Wolfe Center		2.00	42.82		85.64
Cone Water Cups - Wolfe Center		8.00	10.95		87.60
DZ7 - Wolfe Center					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
16 oz Foam Cups - Wolfe Center		2.00	16.50		33.00
Glass Cleaner		6.00	2.41		14.46
Green Scrubbing Pads		20.00	.36		7.20
Hand Soap		12.00	4.95		59.40
Kleenex		24.00	.55		13.20
Mop Heads		36.00	8.00		288.00
Paper Towels		12.00	17.25		207.00
Plastic Gloves		24.00	6.19		148.56
Toilet Paper		16.00	36.65		586.40
White Trash Bags		8.00	14.48		115.84
Zep Wipes		42.00	58.99		2,477.58
Easter Egg for Easter Egg Hunt		10,000.00	.15		1,500.00
Monthly Luncheon paper products for Wolfe Center		12.00	50.00		600.00
Mexican Train Dominoes		2.00	45.00		90.00
Card Games - phase 10, uno, skip boe for Wolfe Center		5.00	10.00		50.00
Halloween Bags for Casper's Friendly Castle		1.00	600.00		600.00
Chlorine Pellets for Wolfe Center Therapy Pool		1.00	7,000.00		7,000.00
Craft Program Supplies at Wolfe Center		6.00	75.00		450.00
Wolfe Center Membership Cards		3.00	65.00		195.00
Cleaning Kits for Card Printer at Wolfe Center		3.00	32.00		96.00
Copy Paper for Wolfe Center		1.00	350.00		350.00
Finance Recommendation		1.00	4,686.00		-4,686.00
Finance Recommendation		1.00	.04		.04

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01561201 531270 - 61200 ENERGY-GASOLINE/DIESEL					450.00
Gas for bus and van		1.00	450.00		450.00
01561201 531300 - 61200 FOOD					3,370.00
Easter Egg Hunt Candy for Easter Bunny to hand out		1.00	150.00		150.00
Santa House candy canes and tree lighting ceremony		1.00	150.00		150.00
game day activities at Wolfe Center		10.00	25.00		250.00
bimonthly lunch and learns at Wolfe Cneter		6.00	70.00		420.00
May member appreciation luncheon at Wolfe Center		1.00	550.00		550.00
monthly lunches at Wolfe Center		11.00	100.00		1,100.00
Supper with Santa New program		1.00	750.00		750.00
01561201 531400 - 61200 BOOKS & PERIODICALS					.00
01561201 531600 - 61200 SMALL EQUIPMENT					5,905.00
Portable AED for Wolfe Center trips		1.00	1,525.00		1,525.00
Portable gas grill for Wolfe Center programs		1.00	400.00		400.00
Stackable Plastic Chairs for Wolfe Center exercise classes		12.00	40.00		480.00
New card printer for the Wolfe Adult Recreation Center		1.00	3,500.00		3,500.00
TV for Wolfe Center Lobby		1.00	850.00		850.00
Finance Recommendation		1.00	850.00		-850.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

01561201 531700 - 61200 OTHER SUPPLIES  
lifeguard shirts

VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
	1.00	350.00		350.00

TOTAL GENERAL FUND

193,474.00

GRAND TOTAL

193,474.00

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

## **POLICE ADMINISTRATION**

### **Function**

Division 32100 serves as the Administrative center for the Police Department and is responsible for planning, directing and coordinating police operations. This account also funds the Records and Identification Section, Training Section, Permits and Privilege License Section, Criminal Investigation Division, Property and Evidence Section, Uniform Patrol Division, Special Operations Division, and Internal Affairs.

### **Major Goals & Objectives**

- To provide quality protection for all of the citizens and visitors of Smyrna consistent with the efficient and effective delivery of general police services through the above functions.
- To provide effective law enforcement and successfully prosecute persons charged with committing criminal acts within the City of Smyrna.
- To support Homeland Security and cooperate with all local, state and federal agencies charged with maintaining the security of our nation.
- Add one Open Records Coordinator position. This position will be a civilian position tasked with all Freedom of Information requests processed through the Police Department

### **Performance Measures**

- Number of citations issued
- Number of adults arrested
- Number of juveniles arrested
- Number of Part 1 Crimes committed
- Number of criminal investigations cases cleared

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**POLICE ADMIN - 32100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	5,353,638	5,501,285	5,763,656	5,796,294	5,728,356	(35,300)	-0.6%
OTHER OPERATING	883,216	819,679	981,501	1,060,099	937,399	(44,102)	-4.5%
<b>TOTAL EXPENDITURES</b>	<b>6,236,855</b>	<b>6,320,963</b>	<b>6,745,157</b>	<b>6,856,393</b>	<b>6,665,755</b>	<b>(79,402)</b>	<b>-1.2%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	102.00	106.00	106.11	111.09	108.09

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - POLICE ADMIN**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01332101	511100		REG/FULL TIME EMPLOYEES	4,956,753	5,053,201	5,266,546	5,334,347	5,268,601	2,055	0.0%
01332101	511101		PART TIME EMPLOYEES	-	7,952	5,170	4,174	4,174	(996)	-19.3%
01332101	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
01332101	511300		OVERTIME	58,534	88,814	123,200	90,000	90,000	(33,200)	-26.9%
01332101	512200		SOC SEC/FICA CONTRIB	337,132	350,936	368,740	367,773	365,581	(3,159)	-0.9%
01332101	512400		RETIREMENT CONTRIBS	(28)	-	-	-	-	-	N/A
01332101	512900		OTHER EMPLOYEE BENEFIT	1,248	382	-	-	-	-	N/A
01332101	521200		PURCH PROFESSIONAL SVC	52,966	55,044	48,440	34,240	34,240	(14,200)	-29.3%
01332101	521300		PURCH TECHNICAL SVCS	15,903	22,394	74,394	64,645	44,445	(29,949)	-40.3%
01332101	522200		REPAIRS & MAINTENANCE	131,524	112,327	122,000	156,600	153,600	31,600	25.9%
01332101	522310		RENTAL OF LAND & BLDGS	2,572	2,435	3,000	-	-	(3,000)	-100.0%
01332101	522320		RENTAL OF EQUIP & VEH	14,458	18,411	17,600	17,600	17,600	-	0.0%
01332101	523200		COMMUNICATIONS	18,647	23,390	25,465	24,900	24,900	(565)	-2.2%
01332101	523300		ADVERTISING	-	-	-	-	-	-	N/A
01332101	523400		PRINTING & BINDING	3,837	5,640	6,000	9,000	7,000	1,000	16.7%
01332101	523500		TRAVEL	19,631	14,137	19,175	29,000	24,300	5,125	26.7%
01332101	523600		DUES & FEES	1,229	1,944	2,000	2,324	2,324	324	16.2%
01332101	523700		EDUCATION & TRAINING	35,427	40,704	38,895	51,710	43,910	5,015	12.9%
01332101	523800		PROFESSIONAL LICENSES	-	-	-	-	-	-	N/A
01332101	523850		CONTRACT LABOR	-	-	-	-	-	-	N/A
01332101	531100		GEN SUPPLIES & MATERIALS	69,324	66,249	71,500	92,430	79,430	7,930	11.1%
01332101	531220		ENERGY-NATURAL GAS	13,786	13,040	14,000	14,000	14,000	-	0.0%
01332101	531230		ENERGY-ELECTRICITY	92,340	104,539	100,000	100,000	100,000	-	0.0%
01332101	531270		ENERGY-GASOLINE/DIESEL	298,413	233,660	179,250	280,000	240,000	60,750	33.9%
01332101	531300		FOOD	136	2,985	1,000	5,000	3,500	2,500	250.0%
01332101	531400		BOOKS & PERIODICALS	150	591	-	-	-	-	N/A
01332101	531600		SMALL EQUIPMENT	54,879	43,291	118,178	91,650	71,150	(47,028)	-39.8%
01332101	531700		OTHER SUPPLIES	47,006	58,900	104,750	87,000	77,000	(27,750)	-26.5%
01332101	542200		CAP OUTLAY-VEHICLES	1,824	-	35,854	-	-	(35,854)	-100.0%
01332101	542300		CAP OUTLAY-OFF FURN & EQ	9,165	-	-	-	-	-	N/A
<b>POLICE ADMIN</b>				<b>6,236,855</b>	<b>6,320,963</b>	<b>6,745,157</b>	<b>6,856,393</b>	<b>6,665,755</b>	<b>(79,402)</b>	<b>-1.2%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

ACCOUNTS FOR: GENERAL FUND	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01332101 521200 - 32100 PURCH PROFESSIONAL SVC		1.00	20,000.00		34,240.00 20,000.00
Yearly Legal Fees to Cochran's Law Group (FY16 Average 1283/Mo.)		1.00	120.00		120.00
Office of Insurance commissioner (Yearly Elevator Inspection)		1.00	2,000.00		2,000.00
LaborChex (Pre Employment Background Screening Paid Per Use) FY16 Average 213/Mo.		1.00	1,320.00		1,320.00
Cintas (Rug Service at Headquarters) 110/Mo		1.00	2,000.00		2,000.00
Police K-9 Miscellaneous Veterinary Services		1.00	1,500.00		1,500.00
Howards Per Use Wrecker Charges FY16 Average 125/Mo		1.00	600.00		600.00
TransUnion (Pay Per Use CID Background Investigations Database)		1.00	3,000.00		3,000.00
A Peal Agency (Pre Employment Polygraph Services) FY16 Average 250/Mo		1.00	2,750.00		2,750.00
LEADS Online (Pawn Shop Online Database) Yearly Fee		1.00	150.00		150.00
Miscellaneous Shipping Charges (UPS Campus Ship)		1.00	800.00		800.00
Northwest Exterminating (Yearly Fee for Rodent Control in Vehicle Processing Building)					
01332101 521300 - 32100 PURCH TECHNICAL SVCS		1.00	2,400.00		44,445.00 2,400.00
Georgia Technology Authority (GCIC Portal) 200/Month		1.00	900.00		900.00
Crash Data Group (Vehicle Black Box Retrieval Software) Yearly Software Fee		1.00	2,000.00		2,000.00
Microception (CID Interview Room Cameras) Yearly Software					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Fees		1.00	5,000.00		5,000.00
Power DMS (Policy Software) Yearly Software Agreement		1.00	2,000.00		2,000.00
Palatine Systems (Electronic Warrant Interchange) Yearly Software Fee		1.00	3,300.00		3,300.00
Cellbrite (Cellular Phone Forensic Software) Yearly Software Fee		1.00	4,150.00		4,150.00
Eagle Advantage (Electronic Fingerprint System for Permits) Yearly Fee		1.00	250.00		250.00
Rite Weight (Forensic Scale Calibration) Yearly Fee		1.00	5,000.00		5,000.00
NIXLE (Public Notification system) Yearly Fee		1.00	3,300.00		3,300.00
RadarSign (Speed Detection Signage) Required Software Upgrade		1.00	3,200.00		3,200.00
CrashZone (STEP Accident Drawing Software) New Version of Software Needed		1.00	300.00		300.00
SOKIA (Surveying Equipment Used for Measuring Accident Scenes) Yearly Calibration		1.00	1,845.00		1,845.00
ELSAG (License Plate Reader) Yearly Software Maintenance Agreement		1.00	25,000.00		25,000.00
Additional Body Camera Storage Blades Requested by Chris Addicks		1.00	6,000.00		6,000.00
SnapTrends (Crime Analyst Social Media Mining Software) Yearly Software Agreement		1.00	4,800.00		4,800.00
Georgia Technology Authority (GCIC Portal) Router Access (\$400/mo)		1.00	25,000.00		-25,000.00
Move Body Camera Storage to CIP.					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01332101 522200 - 32100 REPAIRS & MAINTENANCE					153,600.00
Diversified Electronics (Misc. Laser and Radar Recertifications and Radio Repairs)		1.00	3,500.00		3,500.00
FastTrac Car Wash (Fleet Vehicle Washes)		1.00	10,000.00		10,000.00
Front Statue Cleaning (Has never been cleaned and has tarnished. Needs cleaned and re-sealed)		1.00	2,000.00		2,000.00
STEP Enclosed Trailer Refurbish (Enclosed Cone Trailer is in need of total refurb)		1.00	3,000.00		3,000.00
Taser TAP Program (Program was agreed upon in FY17 CIP Committee meetings)		1.00	19,000.00		19,000.00
Police Bicycle Yearly Maintenance		1.00	600.00		600.00
Yearly Fleet Maintenance (Carried out by City garage)		1.00	118,500.00		118,500.00
Cut per Dept advice.		1.00	3,000.00		-3,000.00
01332101 522310 - 32100 RENTAL OF LAND & BLDGS		.00	.00		.00
Compass Self Storage (Off-Site Evidence Storage)					.00
01332101 522320 - 32100 RENTAL OF EQUIP & VEH					17,600.00
Konica Minolta Copiers Yearly Lease Fees		1.00	11,000.00		11,000.00
Konica Minolta Per Click Charges		1.00	6,600.00		6,600.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01332101 523200 - 32100 COMMUNICATIONS					24,900.00
Verizon (CID Surveillance, Dept. Tablets) Average 1376/Month		1.00	18,000.00		18,000.00
Charter Communications (HQ Cable Service)		1.00	2,400.00		2,400.00
GBI Fingerprinting Charges for Permits		1.00	2,100.00		2,100.00
Postage Fees for Records Division		1.00	2,400.00		2,400.00
01332101 523300 - 32100 ADVERTISING					.00
01332101 523400 - 32100 PRINTING & BINDING					7,000.00
Misc. Printing Charges for Business Cards and Forms		1.00	6,000.00		6,000.00
Misc. Printing Charges for Crime Prevention and PR Documents		1.00	3,000.00		3,000.00
Finance Recommendation		1.00	2,000.00		-2,000.00
01332101 523500 - 32100 TRAVEL					24,300.00
Chief Lee and Captain Bennett FBINA Conferences		1.00	1,500.00		1,500.00
Two Officers Attending the DOJ Gatlinburg Conference		1.00	1,500.00		1,500.00
Lt. James Command College for FY17		1.00	2,000.00		2,000.00
Chief Lee IACP Conference		1.00	2,500.00		2,500.00
STEP Training for FY17		1.00	2,000.00		2,000.00
Annual Gang Conference in Chicago for 2 Street Crimes Officers		1.00	2,700.00		2,700.00
STEP Lifesavers Conference		1.00	2,000.00		2,000.00
CID Surveillance Class (Level 2 Bucket Truck Training)		1.00	2,000.00		2,000.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
GSIN Conference for CID		1.00	500.00		500.00
Chief Lee GACP Conferences		1.00	1,300.00		1,300.00
CID Training for FY17		1.00	4,000.00		4,000.00
Police Explorer Competitions		1.00	2,500.00		2,500.00
CID Persons Detectives IHIA Conference		1.00	2,500.00		2,500.00
Other Miscellaneous Training Travel for FY17		1.00	2,000.00		2,000.00
Eliminate Gang Conference and STEP Lifesavers Conference		1.00	4,700.00		-4,700.00
01332101 523600 - 32100 DUES & FEES					2,324.00
Det. Singleton NATIA Dues		1.00	25.00		25.00
Det. Waddell IHIA Dues		1.00	25.00		25.00
Det. Turner IHIA Dues		1.00	25.00		25.00
Rosemary Pinella Certified Interpreter Dues		1.00	125.00		125.00
Chief Lee IACP Dues		1.00	150.00		150.00
Chief Lee GACP Dues		1.00	100.00		100.00
Chief Lee and Capt. Bennett FBINA Dues		1.00	210.00		210.00
Capt. Bennett GACP Dues		1.00	100.00		100.00
DC Harvey IACP Dues		1.00	150.00		150.00
MPO Defense NIOA Dues		1.00	84.00		84.00
Det. Sherwood IABPA Dues		1.00	70.00		70.00
Det. Sherwood IABPA Dues		1.00	40.00		40.00
Off. Cole NAPWD Dues		1.00	45.00		45.00
SWAT NTOA Dues		1.00	150.00		150.00
SWAT GTOA Dues		1.00	225.00		225.00
		1.00	300.00		300.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
CID ROCIC Dues		1.00	500.00		500.00
Misc. Dues and Fees for FY17		1.00	.00		.00
01332101 523700 - 32100 EDUCATION & TRAINING					43,910.00
Chief Lee and Captain Bennett FBINA Conference Fees		1.00	600.00		600.00
2 Officers Fees for Gatlinburg Conference		1.00	500.00		500.00
Lt. James Command college classes for FY17		1.00	5,000.00		5,000.00
IHIA Conference Fee		1.00	495.00		495.00
2 Officers Registration Fees for Gang Conference		1.00	1,800.00		1,800.00
STEP Training for FY17		1.00	3,000.00		3,000.00
NCGLEA Yearly Fee (\$100/Certified Officer)		1.00	9,800.00		9,800.00
GAPOST Certification Fees		1.00	3,500.00		3,500.00
Yearly Fees for Using Paulding County Firing Range		1.00	1,200.00		1,200.00
SWAT Round-Up		1.00	1,000.00		1,000.00
K-9 Certification Workshop		1.00	200.00		200.00
K-9 Legal Update		1.00	35.00		35.00
K-9 NNDDA Certification		1.00	55.00		55.00
Lifesaver Conference Fees		1.00	2,000.00		2,000.00
Bike Unit Certification		1.00	500.00		500.00
First Tee Program Start-Up Costs (Community Golfing Program for Underprivileged Kids)		1.00	4,000.00		4,000.00
Surveillance Bucket Class		1.00	2,000.00		2,000.00
Rosemary Pinella Research Methods Class for Analyst		1.00	525.00		525.00

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Certification		1.00	500.00		500.00
Shannon Pope GSIN Conference Fees		1.00	11,000.00		11,000.00
Miscellaneous Training for FY17		1.00	2,000.00		2,000.00
CID CAC Cornerstone Course for Child Crimes Investigations		1.00	2,000.00		2,000.00
Police Explorer Competitions Entry Fees		1.00	3,800.00		-3,800.00
Eliminate Gang Conference and STEP Lifesavers Conference		1.00	4,000.00		-4,000.00
Cut per Dept advice.					
01332101 523800 - 32100 PROFESSIONAL LICENSES					.00
01332101 523850 - 32100 CONTRACT LABOR					.00
01332101 531100 - 32100 GEN SUPP & MATERIALS					79,430.00
Forensic Supplies		1.00	1,000.00		1,000.00
Surveillance Supplies		1.00	1,500.00		1,500.00
Mobile Field Force Less Lethal Munitions		1.00	8,000.00		8,000.00
Crime Prevention and RAD Self Defense Class supplies		1.00	5,000.00		5,000.00
STEP Building Water Service		1.00	180.00		180.00
Police HQ Coffee Service		1.00	3,000.00		3,000.00
Police HQ Warehouse Supplies		1.00	3,600.00		3,600.00
Operating Supplies and Materials		1.00	7,500.00		7,500.00
Stationers (Officer Notebooks)		1.00	1,000.00		1,000.00
Batteries for Miscellaneous Electronic Devices		1.00	250.00		250.00
Flex Imaging Printer Cartridges		1.00	2,400.00		2,400.00
Lamination Services Inc. (Permits Card Stock and Printer		1.00	1,000.00		1,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Ribbons)		1.00	500.00		500.00
K-9 Dog Food		1.00	3,000.00		3,000.00
Copy Paper		1.00	4,000.00		4,000.00
Insight Public Sector (Citation Printing Paper for In-Car Printers)		1.00	500.00		500.00
CPR Card Stock for CPR Recertification		1.00	50,000.00		50,000.00
Yearly Ammunition and Range Gear		1.00	8,000.00		-8,000.00
Finance Recommendation		1.00	5,000.00		-5,000.00
Cut per Dept advice.					
01332101 531220 - 32100 ENERGY-NATURAL GAS		1.00	14,000.00		14,000.00
Gas South (Yearly Natural Gas Service)					14,000.00
01332101 531230 - 32100 ENERGY-ELECTRICITY		1.00	100,000.00		100,000.00
Georgia Power (Yearly Electricity Service)					100,000.00
01332101 531270 - 32100 ENERGY-GASOLINE/DIESEL		1.00	280,000.00		240,000.00
Yearly Fuel for Police Fleet		1.00	40,000.00		280,000.00
Finance Recommendation					-40,000.00
01332101 531300 - 32100 FOOD		1.00	5,000.00		3,500.00
Food for Quarterly Luncheons, Dept. Sponsored Luncheons, and 1 Department Picnic		1.00	1,500.00		5,000.00
Finance Recommendation					-1,500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01332101 531400 - 32100 BOOKS & PERIODICALS					.00
01332101 531600 - 32100 SMALL EQUIPMENT					71,150.00
Shannon Pope Crime Analyst Laptop		1.00	1,500.00		1,500.00
Miscellaneous Audio and Video Surveillance Equipment		1.00	11,500.00		11,500.00
3 Additional Speed Data Collection Signs for STEP Unit		1.00	7,600.00		7,600.00
100 New Traffic cones for STEP Unit		1.00	2,600.00		2,600.00
Miscellaneous Leads, Harnesses, and Leashes for K-9		1.00	200.00		200.00
Defensive Tactics Training Equipment		1.00	2,000.00		2,000.00
Trailer for Department Side by Side		1.00	2,000.00		2,000.00
3 New Lasers for Uniform Patrol Division		1.00	9,000.00		9,000.00
2 Additional Alco-Sensors for Uniform Patrol Division		1.00	750.00		750.00
New Office Chairs for Police Headquarters X 10		1.00	3,000.00		3,000.00
2 Less Lethal Launchers for the Mobile Field Force		1.00	4,500.00		4,500.00
New Forensics Lab Workstation		1.00	15,500.00		15,500.00
65 Optics for Patrol Rifles		1.00	24,500.00		24,500.00
Patrol Rifle Cases		1.00	7,000.00		7,000.00
Cut per Dept advice.		1.00	20,500.00		-20,500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01332101 531700 - 32100 OTHER SUPPLIES		1.00	49,000.00		77,000.00
Officer Yearly Uniform Allowance (98X500)		1.00	20,000.00		20,000.00
New Officer Uniforms and Gear		1.00	10,000.00		10,000.00
New Honor Guard Uniforms		1.00	3,000.00		3,000.00
New Detective Allowance (2X1500)		1.00	5,000.00		5,000.00
Replacement Body Armor		1.00	10,000.00		-10,000.00
Will buy Honor Guard Uniforms with leftover FY16 funds.					
01332101 542200 - 32100 CAP OUTLAY-VEHICLES					.00
01332101 542300 - 32100 CAP OUTLAY-OFF FURN & EQ					.00
TOTAL GENERAL FUND					937,399.00
GRAND TOTAL					937,399.00

\*\* 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 as well as the probation and court officer functions.

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.

The Court 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 reporting probationers
- Number of City warrants served

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**POLICE - JAIL OPERATIONS - 33250**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	896,799	922,864	974,384	965,894	965,894	(8,490)	-0.9%
OTHER OPERATING	152,543	142,859	172,700	171,074	167,074	(5,626)	-3.3%
<b>TOTAL EXPENDITURES</b>	<b>1,049,343</b>	<b>1,065,723</b>	<b>1,147,084</b>	<b>1,136,968</b>	<b>1,132,968</b>	<b>(14,116)</b>	<b>-1.2%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	21.50	21.62	21.48	21.50	21.50

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - POLICE - JAIL**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01333201	511100		REG/FULL TIME EMPLOYEES	806,085	831,602	877,872	868,110	868,110	(9,762)	-1.1%
01333201	511101		PART TIME EMPLOYEES	17,310	16,653	14,924	15,718	15,718	794	5.3%
01333201	511300		OVERTIME	16,702	16,708	20,000	20,000	20,000	-	0.0%
01333201	512200		SOC SEC/FICA CONTRIB	56,702	57,901	61,588	62,066	62,066	478	0.8%
01333201	512900		OTHER EMPLOYEE BENEFIT	-	-	-	-	-	-	N/A
01333201	521200		PURCH PROFESSIONAL SVC	27,122	27,750	32,000	48,000	48,000	16,000	50.0%
01333201	521300		PURCH TECHNICAL SVCS	3,575	4,150	5,000	3,550	3,550	(1,450)	-29.0%
01333201	522200		REPAIRS & MAINTENANCE	358	154	500	500	500	-	0.0%
01333201	522320		RENTAL OF EQUIP & VEH	-	-	-	-	-	-	N/A
01333201	523400		PRINTING & BINDING	2,035	1,693	2,200	2,200	2,200	-	0.0%
01333201	523500		TRAVEL	-	-	500	2,616	2,616	2,116	423.2%
01333201	523600		DUES & FEES	100	-	100	226	226	126	126.0%
01333201	523700		EDUCATION & TRAINING	298	295	2,400	740	740	(1,660)	-69.2%
01333201	531100		GEN SUPPLIES & MATERIALS	42,275	34,907	38,500	29,712	25,712	(12,788)	-33.2%
01333201	531270		ENERGY-GASOLINE/DIESEL	1,014	825	1,500	2,900	2,900	1,400	93.3%
01333201	531300		FOOD	62,774	65,614	68,000	70,000	70,000	2,000	2.9%
01333201	531400		BOOKS & PERIODICALS	-	-	-	-	-	-	N/A
01333201	531600		SMALL EQUIPMENT	9,364	3,203	16,500	3,250	3,250	(13,250)	-80.3%
01333201	531700		OTHER SUPPLIES	3,626	4,268	5,500	7,380	7,380	1,880	34.2%
<b>POLICE - JAIL</b>				<b>1,049,343</b>	<b>1,065,723</b>	<b>1,147,084</b>	<b>1,136,968</b>	<b>1,132,968</b>	<b>(14,116)</b>	<b>-1.2%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01333201 521200 - 33250 PURCH PROFESSIONAL SVC					48,000.00
Metro Ambulance (Inmate Emergency transport)		1.00	8,000.00		8,000.00
Carters Pharmacy (Inmate Pharmaceutical -Prescription and Non-Prescription		1.00	13,000.00		13,000.00
Bilingual Atlanta (Interpreter: Probation Reporting )		1.00	1,000.00		1,000.00
Inmate Emergency Dental ( Extractions Only - Dr. Pitts and Dr. Price		1.00	3,500.00		3,500.00
GIRMA ( Inmate Medical )		1.00	5,000.00		5,000.00
Secures ( Phone Cards Inmates)		1.00	17,500.00		17,500.00
01333201 521300 - 33250 PURCH TECHNICAL SVCS					3,550.00
Closed Circuit Video Maintenance (Loud Security / AE Security Group)		1.00	1,000.00		1,000.00
Live Scan License Fee ( Eagle Advantage Solutions- Data Processing /Computer Program)		1.00	2,550.00		2,550.00
01333201 522200 - 33250 REPAIRS & MAINTENANCE					500.00
Maintenance Vehicles ( Ford Van /Explorer/Taurus		1.00	500.00		500.00
01333201 522320 - 33250 RENTAL OF EQUIP & VEH					.00
01333201 523400 - 33250 PRINTING & BINDING					2,200.00
MLS Printing (Jail & Probation Book)		1.00	2,200.00		2,200.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01333201 523500 - 33250 TRAVEL					2,616.00
Georgia Public Safety Training Center (Meals Intox., Basic D.O. Supervision and other trainings)		1.00	500.00		500.00
GIRMA Jail Legal Update (2)		1.00	800.00		800.00
Probation Conference - Waycross - (2)		1.00	800.00		800.00
Georgia Jail Conference-		1.00	516.00		516.00
01333201 523600 - 33250 DUES & FEES					226.00
Georgia Jail Assoc.		2.00	15.00		30.00
American Jail Assoc.		2.00	48.00		96.00
American Jail Assoc. (Agency Membership)		1.00	100.00		100.00
01333201 523700 - 33250 EDUCATION & TRAINING					740.00
GIRMA - Jail Legal Update		2.00	150.00		300.00
Probation Legal Update - Waycross Ga.		2.00	150.00		300.00
Georgia Jail Conference		1.00	140.00		140.00
01333201 531100 - 33250 GEN SUPP & MATERIALS					25,712.00
Peoples Janitorial		1.00	150.00		150.00
Associated Bag		1.00	1,200.00		1,200.00
Warehouse Supplies -( Gloves ,bleach, Paper Products, and other General Supplies)		1.00	9,466.00		9,466.00
Bob Barker ( Inmate Supplies )		1.00	10,000.00		10,000.00
Flex Imaging ( Printer Cartridges )		1.00	4,000.00		4,000.00
Crystal Springs (Coffee Supplies)		1.00	660.00		660.00
		1.00	386.00		386.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Perimeter Office Supplies		30.00	22.50		675.00
White Paper ( Atlanta Printer Supplies )		10.00	47.50		475.00
Blue and Pink Paper ( Atlanta Printer Supplies )		1.00	1,800.00		1,800.00
Ecolab- Kitchen Supplies		1.00	300.00		300.00
CMI ( Intoximeter Machine Breath Tubes )		1.00	600.00		600.00
Drug Evaluation Kits - Probation Testing		1.00	4,000.00		-4,000.00
Finance Recommendation - assuming we won't need \$10K for Bob Barker					
01333201 531270 - 33250 ENERGY-GASOLINE/DIESEL		1.00	1,750.00		2,900.00
Ford Explorer (was not drawn from prior year budget)		1.00	1,000.00		1,000.00
Ford Taurus ( was not drawn from prior year budget)		1.00	150.00		150.00
Ford Van					
01333201 531300 - 33250 FOOD		1.00	62,000.00		70,000.00
U.S. Foods		1.00	8,000.00		8,000.00
Earthgrains ( Bread)					
01333201 531400 - 33250 BOOKS & PERIODICALS					.00
01333201 531600 - 33250 SMALL EQUIPMENT		1.00	150.00		3,250.00
Vacuum Cleaner		4.00	75.00		300.00
Leg Chains		2.00	175.00		350.00
Hand Held Metal Detector		1.00	500.00		500.00
Medical locking unit for medication in Medical Holding area		1.00	200.00		200.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Bag Sealer - Inmate Property		1.00	400.00		400.00
Commercial Grade Mixer (kitchen)		6.00	225.00		1,350.00
Office Chairs ( 2 book-in, 1 Lt. Office, 1 Captian Office, 2 Control Room					
01333201 531700 - 33250 OTHER SUPPLIES		18.00	300.00		7,380.00
Detention Officer Uniforms		3.00	500.00		1,500.00
Captain, Lieuteant and Officer Uniform Allowance		16.00	30.00		480.00
Polo Shirts for Front Desk Staff (4 Shirts Each)					
TOTAL GENERAL FUND					167,074.00
GRAND TOTAL					167,074.00

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

## **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 collection for the citizens of Smyrna. Expenditures within this division relate to personnel and operating costs for the residential recycling collection program.

The seven 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.

### **Performance Measures**

- Number of residential customers 14,644
- Number of commercial customers 87 (29 of these with city roll out service)

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**RECYCLING - 45400**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	141,369	135,308	198,368	288,292	209,863	11,495	5.8%
OTHER OPERATING	44,676	51,815	90,713	100,978	144,598	53,885	59.4%
<b>TOTAL EXPENDITURES</b>	<b>186,045</b>	<b>187,123</b>	<b>289,081</b>	<b>389,270</b>	<b>354,461</b>	<b>65,380</b>	<b>22.6%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	5.00	5.00	7.00	10.00	7.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - RECYCLING**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01445401	511100		REG/FULL TIME EMPLOYEES	131,997	125,726	184,508	268,560	195,708	11,200	6.1%
01445401	511300		OVERTIME	896	1,065	800	800	800	-	0.0%
01445401	512200		SOC SEC/FICA CONTRIB	8,476	8,517	13,060	18,932	13,355	295	2.3%
01445401	522110		PURCH SVC - DISPOSAL	-	-	-	-	57,120	57,120	N/A
01445401	522200		REPAIRS & MAINTENANCE	13,476	18,099	30,000	31,200	25,200	(4,800)	-16.0%
01445401	522320		RENTAL OF EQUIP & VEH	-	-	-	-	-	-	N/A
01445401	523200		COMMUNICATIONS	1,170	1,178	1,188	1,440	1,440	252	21.2%
01445401	531100		GEN SUPPLIES & MATERIALS	2,344	7,398	17,275	16,900	16,900	(375)	-2.2%
01445401	531270		ENERGY-GASOLINE/DIESEL	25,992	24,605	40,000	37,500	30,000	(10,000)	-25.0%
01445401	531600		SMALL EQUIPMENT	-	-	-	10,688	10,688	10,688	N/A
01445401	531700		OTHER SUPPLIES	1,693	535	2,250	3,250	3,250	1,000	44.4%
<b>RECYCLING</b>				<b>186,045</b>	<b>187,123</b>	<b>289,081</b>	<b>389,270</b>	<b>354,461</b>	<b>65,380</b>	<b>22.6%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01445401 522110 - 45400 PURCH PROP SVC-DISPOSAL		1.00	57,120.00		57,120.00
Recycling Tipping fees (Westrock Recycling)					
01445401 522200 - 45400 REPAIRS & MAINTENANCE		12.00	1,000.00		25,200.00
BRAKE REPLACEMENTS FOR (3) RECYCLING TRUCKS		6.00	500.00		3,000.00
TUNE UP FOR (3) RECYCLING TRUCKS		6.00	1,000.00		6,000.00
TIRE REPLACEMENTS		6.00	200.00		1,200.00
FLUID CHANGES		3.00	3,000.00		9,000.00
ENGINE-DRIVE TRAIN REPAIRS		1.00	.00		.00
Finance Recommendation		1.00	6,000.00		-6,000.00
01445401 522320 - 45400 RENTAL OF EQUIP & VEH					.00
01445401 523200 - 45400 COMMUNICATIONS		12.00	120.00		1,440.00
TELOGIS (GPS)					1,440.00
01445401 531100 - 45400 GEN SUPP & MATERIALS		1,250.00	8.00		16,900.00
REPLACEMENT RECYCLING BINS		50.00	3.00		150.00
REPLACEMENT GLOVES		15.00	50.00		750.00
PAPER GOODS (CASES)		40.00	25.00		1,000.00
REPLACEMENT SAFETY VESTS		100.00	50.00		5,000.00
COMMERCIAL SIZE RECYCLING CARTS					
01445401 531270 - 45400 ENERGY-GASOLINE/DIESEL		8,000.00	3.00		30,000.00
DEISEL FUEL (2) TRUCKS		4,500.00	3.00		13,500.00
DIESEL FUEL (THIRD TRUCK)		1.00	7,500.00		-7,500.00
Finance Recommendation					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01445401 531600 - 45400 SMALL EQUIPMENT					10,688.00
(3) Global Sensing System (Backup Warning units)		3.00	1,896.00		5,688.00
(4) Cart Dumpers (recycling)		4.00	1,250.00		5,000.00
01445401 531700 - 45400 OTHER SUPPLIES					3,250.00
PANTS, SHIRTS, JACKET AND BOOTS		5.00	450.00		2,250.00
New Employee set up charges		4.00	250.00		1,000.00
TOTAL GENERAL FUND					144,598.00
GRAND TOTAL					144,598.00

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

## **SANITATION**

### **Function**

Division 43100 represents the cost center for the Sanitation Division of the Public Works Department. Sanitation is responsible for performing a thankless but 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-one employees in Sanitation are responsible for performing garbage, trash and yard waste pickups once a week. This is accomplished by utilizing six 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.
- Encourage recycling in the community to save landfill space and reduce disposal costs.
- Continue to provide an in-house recycling service program.

### **Performance Measures**

- Number of residential customers: 14,644
- Number of commercial customers: 833

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**SANITATION - 43100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	644,812	690,918	716,550	685,865	685,865	(30,685)	-4.3%
OTHER OPERATING	2,603,293	2,716,787	2,655,684	2,871,142	2,814,022	158,338	6.0%
<b>TOTAL EXPENDITURES</b>	<b>3,248,105</b>	<b>3,407,705</b>	<b>3,372,234</b>	<b>3,557,007</b>	<b>3,499,887</b>	<b>127,653</b>	<b>3.8%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	21.00	21.00	21.00	21.00	21.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - SANITATION**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01443101	511100		REG/FULL TIME EMPLOYEES	595,978	639,262	665,351	636,871	636,871	(28,480)	-4.3%
01443101	511300		OVERTIME	7,666	8,045	6,000	6,000	6,000	-	0.0%
01443101	512200		SOC SEC/FICA CONTRIB	41,167	43,611	45,199	42,994	42,994	(2,205)	-4.9%
01443101	521200		PURCH PROFESSIONAL SVC		-	-	-	-	-	N/A
01443101	522100		PURCH PROF SVC-CLEANG	248	-	-	-	-	-	N/A
01443101	522110		PURCH SVC-DISPOSAL	2,345,975	2,438,626	2,300,000	2,540,688	2,483,568	183,568	8.0%
01443101	522200		REPAIRS & MAINTENANCE	105,051	107,745	110,000	126,000	126,000	16,000	14.5%
01443101	522320		RENTAL OF EQUIP & VEH		-	-	-	-	-	N/A
01443101	523200		COMMUNICATIONS	4,377	4,351	10,384	9,220	9,220	(1,164)	-11.2%
01443101	523400		PRINTING & BINDING	200	504	8,300	300	300	(8,000)	-96.4%
01443101	531100		GEN SUPPLIES & MATERIALS	31,168	65,328	90,000	73,000	73,000	(17,000)	-18.9%
01443101	531220		ENERGY-NATURAL GAS		-	-	-	-	-	N/A
01443101	531230		ENERGY-ELECTRICITY		-	-	-	-	-	N/A
01443101	531270		ENERGY-GASOLINE/DIESEL	106,914	84,637	110,000	93,600	93,600	(16,400)	-14.9%
01443101	531600		SMALL EQUIPMENT	2,405	6,000	17,500	16,584	16,584	(916)	-5.2%
01443101	531700		OTHER SUPPLIES	6,956	9,597	9,500	11,750	11,750	2,250	23.7%
<b>SANITATION</b>				<b>3,248,105</b>	<b>3,407,705</b>	<b>3,372,234</b>	<b>3,557,007</b>	<b>3,499,887</b>	<b>127,653</b>	<b>3.8%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01443101 521200 - 43100 PURCH PROFESSIONAL SVC					.00
01443101 522100 - 43100 PURCH PROP SVC-CLEANG					.00
01443101 522110 - 43100 PURCH SVC-DISPOSAL				2,483,568.00	2,016,000.00
COMMERICAL TIPPING FEES (ADVANCED DISPOSAL) 3% growth projection		12.00	168,000.00		
RESIDENTIAL TIPPING FEES (ADVANCED DISPOSAL)		12.00	35,000.00		420,000.00
Street Sweeping (Sweeping Corp. of America)		12.00	2,714.00		32,568.00
Recycling Tipping fees (Westrock Recycling)		12.00	4,760.00		57,120.00
C & D Disposal (Patterson Services)		12.00	1,250.00		15,000.00
Move Westrock Recycling to Recycling division.		1.00	57,120.00		-57,120.00
01443101 522200 - 43100 REPAIRS & MAINTENANCE					126,000.00
General maintenance: Brakes, Tires, tune-ups , fluid replacements, hydraulic repairs		1.00	66,000.00		66,000.00
Repairs to Truck Motors (3) per year		1.00	35,000.00		35,000.00
Repairs to truck beds including rails for packers		1.00	25,000.00		25,000.00
01443101 522320 - 43100 RENTAL OF EQUIP & VEH					.00
01443101 523200 - 43100 COMMUNICATIONS					9,220.00
Verizon Wireless		12.00	35.00		420.00
Telogis GPS units		12.00	300.00		3,600.00
General Postage		1.00	200.00		200.00
Sanitation mail out		1.00	5,000.00		5,000.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01443101 523400 - 43100 PRINTING & BINDING		500.00	.50		300.00 250.00
Door-hangers- Customer notification		1.00	50.00		50.00
Business card reprint		1.00	.00		.00
01443101 531100 - 43100 GEN SUPP & MATERIALS		150.00	50.00		73,000.00 7,500.00
96 gallon roll out carts for New Subdivisions		150.00	38.00		5,700.00
65 gallon roll out carts replacements		300.00	170.00		51,000.00
Replacement underground cans		300.00	16.00		4,800.00
Liner replacements for underground units		1.00	3,500.00		3,500.00
Bleach, sanitizers, gloves, cleaners, bolts, screws, paint for lids , etc		1.00	500.00		500.00
Brooms, Shovels, Pitch Forks replacements)					
01443101 531220 - 43100 ENERGY-NATURAL GAS					.00
01443101 531230 - 43100 ENERGY-ELECTRICITY					.00
01443101 531270 - 43100 ENERGY-GASOLINE/DIESEL		30,000.00	3.00		93,600.00 90,000.00
DIESEL FUEL		1,200.00	3.00		3,600.00
UNLEADED FUEL					
01443101 531600 - 43100 SMALL EQUIPMENT		4.00	1,896.00		16,584.00 7,584.00
(7) Global Sensing Systems (Back up warning units)		6.00	1,500.00		9,000.00
REPLACEMENT CART DUMPERS					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01443101 531700 - 43100 OTHER SUPPLIES		25.00	450.00		11,750.00
PANTS, SHIRTS, JACKET AND BOOTS		10.00	50.00		500.00
REPLACEMENT HEAVY DUTY JACKETS					

TOTAL GENERAL FUND 2,814,022.00

GRAND TOTAL 2,814,022.00

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## **TRAFFIC ENGINEERING**

### **Function**

Division 42700, Traffic Engineering, began operations in Fiscal Year 2003 and was created from the Highways & Streets division. The Traffic Engineering division is responsible for ensuring that traffic signals within the city limits are repaired and maintained. This division installs, repairs and replaced street, stop and information signs. Traffic Engineering also trims trees and branches that may cause traffic hazards.

### **Major Goals & Objectives**

- To provide safe and maintained traffic signals for the citizens of the City of Smyrna.
- To ensure correct street and traffic signs are repaired and maintained.
- To ensure new street and traffic signs are installed.
- Maintain signal timing.

### **Performance Measures**

- Right of Way Miles
- Traffic Signals

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**TRAFFIC ENGINEERING - 42700**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	87,387	54,864	231,307	284,447	258,304	26,997	11.7%
OTHER OPERATING	75,357	76,383	100,988	117,482	115,482	14,494	14.4%
<b>TOTAL EXPENDITURES</b>	<b>162,744</b>	<b>131,247</b>	<b>332,295</b>	<b>401,929</b>	<b>373,786</b>	<b>41,491</b>	<b>12.5%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	2.00	2.00	4.00	5.00	4.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - TRAFFIC ENGINEERING**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
01442701	511100		REG/FULL TIME EMPLOYEES	79,156	46,890	215,521	263,316	239,032	23,511	10.9%
01442701	511300		OVERTIME	1,298	726	700	2,000	2,000	1,300	185.7%
01442701	512200		SOC SEC/FICA CONTRIB	6,933	7,248	15,086	19,131	17,272	2,186	14.5%
01442701	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
01442701	521200		PURCH PROFESSIONAL SVC	298	-	-	-	-	-	N/A
01442701	522200		REPAIRS & MAINTENANCE	9,832	4,512	10,000	11,500	11,500	1,500	15.0%
01442701	523200		COMMUNICATIONS	1,120	1,245	2,888	2,982	2,982	94	3.3%
01442701	523600		DUES & FEES	-	-	150	150	150	-	0.0%
01442701	523700		EDUCATION & TRAINING	525	1,300	1,700	1,700	1,700	-	0.0%
01442701	523850		CONTRACT LABOR	15,971	-	15,000	30,000	30,000	15,000	100.0%
01442701	531100		GEN SUPPLIES & MATERIALS	39,925	56,504	61,350	61,250	61,250	(100)	-0.2%
01442701	531270		ENERGY-GASOLINE/DIESEL	6,619	5,838	7,000	7,000	5,000	(2,000)	-28.6%
01442701	531600		SMALL EQUIPMENT	-	6,324	2,000	2,000	2,000	-	0.0%
01442701	531700		OTHER SUPPLIES	1,068	660	900	900	900	-	0.0%
<b>TRAFFIC ENGINEERING</b>				<b>162,744</b>	<b>131,247</b>	<b>332,295</b>	<b>401,929</b>	<b>373,786</b>	<b>41,491</b>	<b>12.5%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01442701 521200 - 42700 PURCH PROFESSIONAL SVCS					.00
01442701 522200 - 42700 REPAIRS & MAINTENANCE					11,500.00
GENERAL REPAIRS FOR TRUCKS- OIL AND FLUID CHANGES, TIRES, BRAKES, REPAIRS TO BUCKET TRUCK.		1.00	11,000.00		11,000.00
ANNUAL INSPECTION OF BUCKET TRUCK		1.00	500.00		500.00
01442701 523200 - 42700 COMMUNICATIONS					2,982.00
TELOGIS GPS UNITS (2)		12.00	66.00		792.00
VERIZON WIRELESS TRAFFIC PHONE (2)		12.00	57.94		695.28
SMART PHONE FOR CITY ENGINEER		12.00	62.30		747.60
SMART PHONE FOR ASSIST. CITY ENGINEER		12.00	62.30		747.60
Finance Recommendation		1.00	.48		-.48
01442701 523600 - 42700 DUES & FEES					150.00
DUES AND FEES FOR CITY ENGINEER		1.00	150.00		150.00
01442701 523700 - 42700 EDUCATION & TRAINING					1,700.00
IMSA CLASSES (TRAFFIC SIGNAL LEVELS 1 AND 2)		2.00	700.00		1,400.00
CLASSES FOR CITY ENGINEER		1.00	300.00		300.00
01442701 523850 - 42700 CONTRACT LABOR					30,000.00
SUB CONTRACTOR WORK FOR SIGNAL AND POLE INSTALLATIONS/UPGRADES/REPAIRS, ATM SYSTEM FIBER SPLICING AND WINDY HILL ROAD POLE REPLACEMENT.		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: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
01442701 531100 - 42700 GEN SUPP & MATERIALS					61,250.00
CONTROLLERS		5.00	2,100.00		10,500.00
CAMERAS (VIDEO DETECTION)		5.00	750.00		3,750.00
VIDEO DETECTION COMPUTER CARDS		5.00	1,400.00		7,000.00
BATTERY BACK UPS FOR INTERSECTIONS 20% REPLACEMENTS UPS UNITS.		10.00	1,000.00		10,000.00
REPLACEMENT SIGNS, SIGNAL HEADS, LOOPS & CONDUIT, BULBS, CABINET BOXES, POLES, SIGN SUPPLIES.		1.00	30,000.00		30,000.00
01442701 531270 - 42700 ENERGY-GASOLINE/DIESEL					5,000.00
UNLEADED FUEL		800.00	3.50		2,800.00
DIESEL FUEL		1,200.00	3.50		4,200.00
Finance Recommendation		1.00	2,000.00		-2,000.00
01442701 531600 - 42700 SMALL EQUIPMENT					2,000.00
REPLACEMENT TOOLS FOR TRUCKS (DRILLS, WRENCHES, SAWS, ELEC. TESTERS)		1.00	2,000.00		2,000.00
01442701 531700 - 42700 OTHER SUPPLIES					900.00
PANTS, SHIRTS, JACKET AND BOOTS		2.00	450.00		900.00
TOTAL GENERAL FUND					115,482.00
GRAND TOTAL					115,482.00

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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 14,000 active accounts and also handles 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 or meter reading checks. Customer complaints, phone calls and data entry work are also a part of their daily tasks. In addition, this office receives payments for property taxes, business licenses and other revenues of the City.

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

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**WATER ADMIN - 44100**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	178,000	193,779	192,378	232,632	196,049	3,671	1.9%
OTHER OPERATING	217,784	204,760	196,189	175,692	166,442	(29,747)	-15.2%
<b>TOTAL EXPENDITURES</b>	<b>395,785</b>	<b>398,539</b>	<b>388,567</b>	<b>408,324</b>	<b>362,491</b>	<b>(26,076)</b>	<b>-6.7%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	4.00	4.00	4.00	5.00	4.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER ADMIN**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
05144101	511100		REG/FULL TIME EMPLOYEES	166,203	171,001	178,930	215,845	181,862	2,932	1.6%
05144101	511200		TEMPORARY EMPLOYEES	-	-	-	-	-	-	N/A
05144101	511300		OVERTIME	471	10,226	1,000	1,700	1,700	700	70.0%
05144101	512200		SOC SEC/FICA CONTRIB	11,326	12,552	12,448	15,087	12,487	39	0.3%
05144101	512900		OTHER EMPLOYEE BENEFITS	-	-	-	-	-	-	N/A
05144101	521200		PURCH PROFESSIONAL SVC	98,323	88,306	90,000	97,000	97,000	7,000	7.8%
05144101	521300		PURCH TECHNICAL SVCS	18,311	15,675	21,050	21,100	21,100	50	0.2%
05144101	521450		CREDIT CARD FEES	79,537	76,358	50,000	20,000	12,000	(38,000)	-76.0%
05144101	522200		REPAIRS & MAINTENANCE	3,999	3,956	6,000	8,250	7,000	1,000	16.7%
05144101	522320		RENTAL OF EQUIP & VEH	6,342	6,220	6,546	6,546	6,546	-	0.0%
05144101	523200		COMMUNICATIONS	3,559	3,972	4,400	4,400	4,400	-	0.0%
05144101	523400		PRINTING & BINDING	2,897	4,171	4,000	4,000	4,000	-	0.0%
05144101	523500		TRAVEL	470	731	1,079	1,062	1,062	(17)	-1.6%
05144101	523600		DUES & FEES	200	247	200	200	200	-	0.0%
05144101	523700		EDUCATION & TRAINING	322	325	914	934	934	20	2.2%
05144101	531100		GEN SUPPLIES & MATERIALS	3,055	3,928	4,500	4,750	4,750	250	5.6%
05144101	531270		ENERGY-GASOLINE/DIESEL	313	191	300	250	250	(50)	-16.7%
05144101	531600		SMALL EQUIPMENT	456	680	7,200	7,200	7,200	-	0.0%
05144101	531700		OTHER SUPPLIES	-	-	-	-	-	-	N/A
<b>WATER ADMIN</b>				<b>395,785</b>	<b>398,539</b>	<b>388,567</b>	<b>408,324</b>	<b>362,491</b>	<b>(26,076)</b>	<b>-6.7%</b>

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05144101 521200 - 44100 PURCH PROFESSIONAL SVC		1.00	95,000.00		97,000.00 95,000.00
PRINTING & MAILING OF WATER BILLS, INSERTS, NEWSLETTERS, WATER QUALITY REPORTS. BASED ON ACTUAL FY16		1.00	2,000.00		2,000.00
COLLECTION AGENCY COMMISSION PERCENTAGE BASED ON AMOUNT COLLECTED					
05144101 521300 - 44100 PURCH TECHNICAL SVCS		1.00	9,400.00		21,100.00 9,400.00
STATE OF GA EPD/DNR MANDATED DRINKING WATER TESTING PROGRAM		1.00	1,200.00		1,200.00
COBB COUNTY MARIETTA WATER AUTHORITY LAB TESTING WATER SAMPLES		7.00	600.00		4,200.00
TESTING AND CALIBRATION OF LARGE METERS		1.00	1,800.00		1,800.00
ANNUAL METER READING SOFTWARE MAINTENANCE CONTRACT		3.00	1,500.00		4,500.00
MUNIS UB PROGRAM ADDITIONS/ENHANCEMENTS REQUESTS					
05144101 521450 - 44100 CREDIT CARD FEES		1.00	20,000.00		12,000.00 20,000.00
CREDIT CARD AND BANKING FEES ANNUALIZED BASED ON MEETING WITH KRISTIN		1.00	8,000.00		-8,000.00
Finance Recommendation					
05144101 522200 - 44100 REPAIRS & MAINTENANCE		1.00	450.00		7,000.00 450.00
CUMMINS-ALLISON BILL COUNTER ANNUAL MAINTENANCE CONTRACT		1.00	1,000.00		1,000.00
DIEBOLD DRIVE-UP WINDOW ANNUAL MAINTENANCE CONTRACT		1.00	1,000.00		1,000.00
MISC MAINTENANCE ITEMS NOT UNDER CONTRACT: SAFES, TILL DRAWERS, ID BADGE PADS, POSTAGE MTR, ETC		1.00	800.00		800.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
VEHICLE MAINTENANCE PER MARK BRUGH		1.00	5,000.00		5,000.00
PARTS AND LABOR FOR LARGE METER REPAIRS.		1.00	1,250.00		-1,250.00
Finance Recommendation					
05144101 522320 - 44100 RENTAL OF EQUIP & VEH		1.00	5,136.00		6,546.00
PITNEY BOWES POSTAGE METER ANNUAL LEASE		1.00	1,410.00		5,136.00
TOSHIBA PRINTER/COPIER ANNUAL LEASE					1,410.00
05144101 523200 - 44100 COMMUNICATIONS		1.00	2,000.00		4,400.00
CELL PHONES. SAME AS FY 2015.		1.00	400.00		2,000.00
GPS MONITORING FEE. SAME AS FY 2015.		1.00	2,000.00		400.00
POSTAGE FOR LETTERS, FINAL BILLS, INACTIVE ACCTS, REFUNDS, ETC.		1.00	2,000.00		2,000.00
05144101 523400 - 44100 PRINTING & BINDING		1.00	2,500.00		4,000.00
LAYOUT AND PRINTING FOR STATE MANDATED EPD WATER QUALITY REPORT.		1.00	1,500.00		2,500.00
PRINTING CUSTOMER NOTIFICATIONS, BILL INSERTS, DOOR HANGERS, BUSINESS CARDS, ETC.					1,500.00
05144101 523500 - 44100 TRAVEL		1.00	75.00		1,062.00
GGFOA ANNUAL CONFERENCE. MEALS FOR 2 -3 DAYS. CONFERENCE IN STONE MOUNTAIN		1.00	179.00		75.00
MASTER METER / MASTER LINK SOFTWARE USERS CONFERENCE. LODGING FOR 1 NIGHT.		1.00	408.00		179.00
GA RURAL WATER ASSOC ANNUAL					408.00

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
CONFERENCE. 2 NIGHTS HOTEL (\$179 EA); MEALS (\$50).		1.00	400.00		400.00
MILEAGE ASSOCIATED WITH TRAVEL.					
05144101 523600 - 44100 DUES & FEES		1.00	150.00		200.00 150.00
GOVERNMENT FINANCE OFFICER'S ASSOC. ANNUAL MEMBERSHIP		1.00	50.00		50.00
GEORGIA GOVT FINANCE OFFICERS ASSOC. ANNUAL MEMBERSHIP					
05144101 523700 - 44100 EDUCATION & TRAINING		1.00	395.00		934.00 395.00
GGFOA ANNUAL CONFERENCE REGISTRATION. MAINTAIN CERTIFICATION.		1.00	370.00		370.00
GA RURAL WATER ASSOCIATION CONFERENCE REGISTRATION (INCR \$20)		1.00	169.00		169.00
GA ASSOC OF WATER PROFESSIONALS ANNUAL WORKSHOP FOR MANDATED EPD AUDIT REPORT					
05144101 531100 - 44100 GEN SUPP & MATERIALS		1.00	1,000.00		4,750.00 1,000.00
BREAKROOM SUPPLIES: PAPER TOWELS, FOAM CUPS, WATER FILTERS, COFFEE AND SUPPLIES		1.00	3,500.00		3,500.00
OFFICE SUPPLIES: POSTAGE & FAX MACHINE SUPPLIES, BATTERIES, RUBBER STAMPS, ENVELOPES, PAPER, PENS, ETC		1.00	250.00		250.00
DESK/OFFICE SUPPLIES FOR NEW POSITION.					

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05144101 531270 - 44100 ENERGY-GASOLINE/DIESEL		1.00	250.00		250.00
GASOLINE FOR ESCAPE HYBRID					
05144101 531600 - 44100 SMALL EQUIPMENT		1.00	2,000.00		7,200.00
REPLACEMENTS FOR CORDLESS PHONES, ADDING MACHINES, FAX MACHINE, UPS UNITS, MISC EQUIP					
DESK PRINTERS, MICROWAVE, TOASTER OVEN.					
		2.00	2,600.00		5,200.00
NEW/REPLACEMENT DMMR UNITS FOR ENHANCED METER READING SOFTWARE					
05144101 531700 - 44100 OTHER SUPPLIES					.00
TOTAL WATER AND SEWER FUND					166,442.00
GRAND TOTAL					166,442.00

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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 will be used to upgrade, expand and relocate portions of the City's water and sewer infrastructure. Lease payments for Johnson Controls are also included here. These lease payments are for an improved water meter reading system.

Each year the City pays semi-annual interest payments and redeems a portion of the outstanding revenue bonds on an annual basis. Various financial institutions are also paid fees to act as the paying agent for the City and handle the disbursement of interest payments and bond redemption. A pro rata portion of the funds needed are set aside monthly from the Water and Sewer Revenue account in accordance with the terms of the bond resolution to pay the debt service on the bonds.

### **Major Goals & Objectives**

- Systematically accumulate sufficient funds to meet the debt service requirements of the existing revenue bonds.
- Maintain compliance with all debt service funding requirements set forth in the bond resolutions.

### **Performance Measures**

- Percentage of bond covenants met

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**WATER DEBT SERVICE - 15200**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	-	-	-	-	-	-	N/A
OTHER OPERATING	81,740	62,780	583,152	605,832	605,832	22,680	3.9%
<b>TOTAL EXPENDITURES</b>	<b>81,740</b>	<b>62,780</b>	<b>583,152</b>	<b>605,832</b>	<b>605,832</b>	<b>22,680</b>	<b>3.9%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	0.00	0.00	0.00	0.00	0.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER DEBT SERVICE**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
05715201	522320		RENTAL OF EQUIP & VEH	81,740	62,780	583,152	605,832	605,832	22,680	3.9%
05715201	581100		PRINCIPAL - BONDS	-	-	-	-	-	-	N/A
05715201	582100		INTEREST - BONDS	-	-	-	-	-	-	N/A
05715201	583000		FISCAL AGENT'S FEES	-	-	-	-	-	-	N/A
<b>WATER DEBT SERVICE</b>				<b>81,740</b>	<b>62,780</b>	<b>583,152</b>	<b>605,832</b>	<b>605,832</b>	<b>22,680</b>	<b>3.9%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05715201 522320 - 15200 RENTAL OF EQUIP & VEH		1.00	605,832.00		605,832.00
Capital lease paymt - Johnson					
Controls meter reading equip					
05715201 581100 - 15200 PRINCIPAL-BONDS					.00
05715201 582100 - 15200 INTEREST-BONDS					.00
05715201 583000 - 15200 FISCAL AGENT'S FEES					.00
TOTAL WATER AND SEWER FUND					605,832.00
GRAND TOTAL					605,832.00

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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 23 employees that are budgeted here are responsible for maintaining 240 miles of water lines and 130 miles of sewer lines. Expenditures 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, and the replacement of older lines.

### **Major Goals & Objectives**

- To provide potable water service to the citizens.
- To provide sanitary sewer service to the citizens.
- Ten-percent system cleaning and video.
- Annual hydrant inspections.
- Provide storm water drainage to the citizens.
- Implement water main inventory including GPS.
- Continue sanitary sewer GPS.

### **Performance Measures**

- Miles of water lines maintained
- Miles of sewer lines maintained
- Active addresses with water service: 12,888
- Active addresses with sewer service: 12,463

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**WATER DISTRIBUTION - 44400**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	815,260	821,043	839,635	995,469	941,082	101,447	12.1%
OTHER OPERATING	3,333,421	4,463,184	5,150,689	6,467,129	5,629,955	479,266	9.3%
<b>TOTAL EXPENDITURES</b>	<b>4,148,681</b>	<b>5,284,227</b>	<b>5,990,324</b>	<b>7,462,598</b>	<b>6,571,037</b>	<b>580,713</b>	<b>9.7%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	23.00	23.00	23.00	26.00	25.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER DISTRIBUTION**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
05444401	511100		REG/FULL TIME EMPLOYEES	727,951	736,991	767,935	899,950	849,423	81,488	10.6%
05444401	511300		OVERTIME	36,311	32,062	18,000	30,000	30,000	12,000	66.7%
05444401	512200		SOC SEC/FICA CONTRIB	50,998	51,990	52,499	64,319	60,459	7,960	15.2%
05444401	512400		RETIREMENT CONTRIBS	-	-	-	-	-	-	N/A
05444401	512900		OTHER EMPLOYEE BENEFITS	-	-	1,200	1,200	1,200	-	0.0%
05444401	521200		PURCH PROFESSIONAL SVC	36,894	19,269	25,000	25,000	25,000	-	0.0%
05444401	521300		PURCH TECHNICAL SVCS	212,246	289,260	332,000	332,000	336,700	4,700	1.4%
05444401	521400		PURCH SOFTWARE	-	-	-	8,900	8,900	8,900	N/A
05444401	522200		REPAIRS & MAINTENANCE	63,739	65,965	80,000	82,500	83,000	3,000	3.8%
05444401	522210		R & M SEWER CLEAN UP	7,517	(25,304)	10,000	10,000	7,500	(2,500)	-25.0%
05444401	523200		COMMUNICATIONS	10,478	10,685	11,544	16,556	16,432	4,888	42.3%
05444401	523600		DUES & FEES	761	725	935	1,435	1,435	500	53.5%
05444401	523700		EDUCATION & TRAINING	7,867	5,238	6,400	9,600	7,600	1,200	18.8%
05444401	531100		GEN SUPPLIES & MATERIALS	167,644	175,664	180,600	180,500	175,500	(5,100)	-2.8%
05444401	531220		ENERGY-NATURAL GAS	1,756	1,210	1,740	480	480	(1,260)	-72.4%
05444401	531230		ENERGY-ELECTRICITY	2,432	3,301	2,820	2,820	2,820	-	0.0%
05444401	531270		ENERGY-GASOLINE/DIESEL	69,334	55,404	65,000	55,500	46,250	(18,750)	-28.8%
05444401	531300		FOOD	-	-	-	-	-	-	N/A
05444401	531600		SMALL EQUIPMENT	407,066	375,479	461,700	486,388	422,388	(39,312)	-8.5%
05444401	531700		OTHER SUPPLIES	10,638	9,533	10,950	10,950	11,450	500	4.6%
05444401	541300		CAP OUTLAY-BUILDINGS	-	-	-	-	-	-	N/A
05444401	541400		CAP OUTLAY-INFRASTRUCT	755,924	-	-	-	-	-	N/A
05444401	541450		CAP OUTLAY-DRAINAGE	148,520	-	-	-	-	-	N/A
05444401	541500		CAP-STORM WATER INFRA	-	(13,102)	-	-	-	-	N/A
05444401	542100		CAP OUTLAY-MACH & EQ	-	-	17,000	19,500	19,500	2,500	14.7%
05444401	542200		CAP OUTLAY-VEHICLES	-	-	-	-	-	-	N/A
05444401	561000		DEPRECIATION - HISTORY	-	-	-	-	-	-	N/A
05444401	561034		DEPRECIATION - INFRA	671,528	715,243	1,725,000	1,725,000	1,725,000	-	0.0%
05444401	561054		DEPRECIATION - M&E	755,333	770,870	-	-	-	-	N/A
05444401	561064		DEPRECIATION - VEH	3,744	3,744	-	-	-	-	N/A
05444401	562000		AMORTIZATION	-	-	-	-	-	-	N/A
05444401	611016		OPER TRN OUT - WATER CIP	-	2,000,000	2,220,000	3,500,000	2,740,000	520,000	23.4%
<b>WATER DISTRIBUTION</b>				<b>4,148,681</b>	<b>5,284,227</b>	<b>5,990,324</b>	<b>7,462,598</b>	<b>6,571,037</b>	<b>580,713</b>	<b>9.7%</b>

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05444401 521200 - 44400 PURCH PROFESSIONAL SVC		1.00	25,000.00		25,000.00
Project design/tree service/ locksmith					
05444401 521300 - 44400 PURCH TECHNICAL SVCS		1.00	150,000.00		336,700.00
Water System Mapping		1.00	150,000.00		150,000.00
Sewer TV and Cleaning		1.00	12,000.00		12,000.00
Underground Utility Locates		1.00	20,000.00		20,000.00
Easement Acquisitions		1.00	4,700.00		4,700.00
E-Gov Link - Annual license and Option pkg Moved here from Admin					
05444401 521400 - 44400 PURCH SOFTWARE		1.00	5,000.00		8,900.00
Software Upgrade to meter reading system		1.00	3,000.00		3,000.00
Upgrade to Munis (meter reading portion of billing module)		3.00	300.00		900.00
2010 Microsoft Office License					
05444401 522200 - 44400 REPAIRS & MAINTENANCE		1.00	20,000.00		83,000.00
Tires, Oil Changes, Fluid Changes, Etc. (Vehicles)		1.00	20,000.00		20,000.00
Tires, Oil Changes, Fluid Changes, Etc. (Equipment)		1.00	12,000.00		12,000.00
Repairs to sewer camera		1.00	5,000.00		5,000.00
Repairs to locator		1.00	13,000.00		13,000.00
Replacement sewer hoses for Vac-Con, Replacement pump for Sewer Jet.		1.00	10,000.00		10,000.00
Emergency repairs for large equipment and replacement bucket		1.00	2,500.00		2,500.00
Track for Mini Excavator					

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
		1.00	500.00		500.00
	Vehicle R&M for German Medina (moved from Comm Dev)				
05444401 522210 - 44400 R & M SEWER CLEAN UP		1.00	10,000.00		7,500.00 10,000.00
	Reimbursement for backwater, property damage caused by water or sewer back ups.				
	Finance Recommendation	1.00	2,500.00		-2,500.00
05444401 523200 - 44400 COMMUNICATIONS					16,432.00
	Telogis GPS	12.00	528.00		6,336.00
	AT&T Cell Phones	12.00	100.00		1,200.00
	Verizon cell phones	12.00	660.00		7,920.00
	Postage	1.00	200.00		200.00
	Replacement smart phones.	3.00	300.00		900.00
	Finance Recommendation	1.00	1,000.00		-1,000.00
	Cell phone for German Medina (moved from Comm Dev)	1.00	480.00		480.00
	Vehicle GPS for German Medina (moved from Comm Dev)	1.00	396.00		396.00
05444401 523600 - 44400 DUES & FEES					1,435.00
	Renewal of State License for Water Distribution Systems Operator. 5 Licensed	5.00	50.00		250.00
	Renewal of State License for Wastewater Systems Operator	1.00	50.00		50.00
	Georgia Rule Water Association Renewals 5 members	5.00	150.00		750.00
	American Water Works Assoc. dues	1.00	85.00		85.00
	Georgia Assoc. of Water Professionals 6 members	6.00	50.00		300.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05444401 523700 - 44400 EDUCATION & TRAINING					7,600.00
Recertification classes for state water licenses CEU 5 members		6.00	400.00		2,400.00
CDL Liccense		4.00	50.00		200.00
Erosion Control		5.00	50.00		250.00
Flagging Classes		5.00	50.00		250.00
Confined Space, Excavation Competent Person Training		1.00	1,500.00		1,500.00
New Training for Water and Wastewater License training and testing		1.00	3,000.00		3,000.00
AWWA Annual Conference		1.00	2,000.00		2,000.00
Finance Recommendation		1.00	2,000.00		-2,000.00
05444401 531100 - 44400 GEN SUPP & MATERIALS					175,500.00
Hip and Knee Boots, Latex Gloves, Brown and Blue Palm Gloves		1.00	5,000.00		5,000.00
Fescue Grass Seed, Pine and Wheat Straw,		1.00	13,000.00		13,000.00
Asphalt Patching, Red Bricks		1.00	12,000.00		12,000.00
Manhole Plugs, Manhole hooks, signs, U-Channel Alum. /MH Green Vinyl		1.00	20,000.00		20,000.00
MJ AAC Sets, Fire Hydrant Parts , Hyd. Extensions, Hyd guages,		1.00	20,000.00		20,000.00
Thred Rods		1.00	4,000.00		4,000.00
Quick Set Concrete Lime Hydrate, Hydraulic Cement		1.00	8,500.00		8,500.00
Sewer Aid, Sewer Dye, Sewer Smoke		1.00	8,000.00		8,000.00
Pipe, Risers, Boxes, Lids, Clamps, Bands, Shovels-sizes,		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: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
tools, First Aid supplies		1.00	50,000.00		50,000.00
Cleaners, Paper Goods, Glues, Degreasers, General Operating Supplies.		1.00	5,000.00		-5,000.00
Finance Recommendation					
05444401 531220 - 44400 ENERGY-NATURAL GAS		12.00	40.00		480.00
Monthly Natural Gas billings					480.00
05444401 531230 - 44400 ENERGY-ELECTRICITY		12.00	235.00		2,820.00
Eleec. for Belmont Lift Station					2,820.00
05444401 531270 - 44400 ENERGY-GASOLINE/DIESEL		10,000.00	3.00		46,250.00
Diesel Fuel		8,500.00	3.00		30,000.00
Unleaded Fuel		1.00	10,000.00		25,500.00
Finance Recommendation		1.00	750.00		-10,000.00
Fuel for German Medina (moved from Comm Dev)		1.00	750.00		750.00
05444401 531300 - 44400 FOOD					.00
05444401 531600 - 44400 SMALL EQUIPMENT		1.00	150,000.00		422,388.00
Replacement water meters		1.00	3,000.00		150,000.00
Replacement pipe cutters, heavy duty pipe wrenches and pipe saws		1.00	250.00		3,000.00
Replacement nozzels for sewer vacs		1.00	250.00		250.00
Replacement snow cables		1.00	250.00		250.00
Replacement meter dials/back flow/resetters		2,500.00	128.00		320,000.00
Replacement quickcut saws and attachments		2.00	1,200.00		2,400.00
(3) Replacement Panasonic		3.00	1,600.00		4,800.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
Toughbook 53 Elite Computers		3.00	1,896.00		5,688.00
(3) Global Sensing Units		1.00	64,000.00		-64,000.00
Finance Recommendation					
05444401 531700 - 44400 OTHER SUPPLIES					11,450.00
Pants, Shirts, Jacket and Boots		23.00	450.00		10,350.00
Safety jackets		5.00	40.00		200.00
Summer tee shirts		1.00	400.00		400.00
Clothing for German Medina (moved from Comm Dev)		1.00	500.00		500.00
05444401 541300 - 61302 44400 CAP OUTLAY-BUILDINGS					.00
05444401 541400 - 61204 44400 CAP OUTLAY-INFRASTRUC					.00
05444401 541400 - 61304 44400 CAP OUTLAY-INFRASTRUCT					.00
05444401 541400 - HSTRY 44400 CAP OUTLAY-INFRASTRUC					.00
05444401 541450 - 61205 44400 CAP OUTLAY-DRAINAGE					.00
05444401 541450 - 61305 44400 CAP OUTLAY-DRAINAGE					.00
05444401 541450 - HSTRY 44400 CAP OUTLAY-DRAINAGE					.00
05444401 541500 - 61206 44400 CAP-STORM WATER INFRA					.00
05444401 541500 - 61306 44400 CAP OUT-STORM WTR INFRA					.00
05444401 541500 - HSTRY 44400 CAP-STORM WATER INFRA					.00
05444401 542100 - CAP OUTLAY-MACHINERY & EQUIP					19,500.00
Trench Packing machine- for road cuts, water & sewer line repairs.		1.00	19,500.00		19,500.00

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City of Smyrna  
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05444401 542100 - 61202 44400 CAP OUTLAY-MACH & EQ					.00
05444401 542100 - 61203 44400 CAP OUTLAY-MACH & EQ					.00
05444401 542100 - HSTRY 44400 CAP OUTLAY-MACH & EQ					.00
05444401 542200 - 61201 44400 CAP OUTLAY-VEHICLES					.00
05444401 542200 - HSTRY 44400 CAP OUTLAY-VEHICLES					.00
05444401 561000 - 44400 DEPRECIATION-HISTRY ONLY					.00
05444401 561024 - 44400 DEPR-LAND IMPR-W/S					.00
05444401 561034 - 44400 DEPR-INFRA-W/S					1,725,000.00
Depreciation exp same every year		1.00	1,725,000.00		1,725,000.00
05444401 561044 - 44400 DEPR-BLDGS-W/S					.00
05444401 561054 - 44400 DEPR-M&E-W/S					.00
05444401 561064 - 44400 DEPR-VEH-W/S					.00
05444401 561074 - 44400 DEPR-COMP-W/S					.00
05444401 562000 - 44400 AMORTIZATION					.00
05444401 611016 - 44400 OPER TRANS OUT - 506					2,740,000.00
TFR for W/S Capital Projects		1.00	3,500,000.00		3,500,000.00
Requires a manual TFR of budgeted funds.					
Push water meter replacement program back one year.		1.00	560,000.00		-560,000.00
Push back one year planned increase for Infrastructure Improvements		1.00	200,000.00		-200,000.00
TOTAL WATER AND SEWER FUND					5,629,955.00
GRAND TOTAL					5,629,955.00

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**WATER RENEWAL & EXTENSION - 44300**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	-	-	-	-	-	-	N/A
OTHER OPERATING	129,648	-	-	-	-	-	N/A
<b>TOTAL EXPENDITURES</b>	<b>129,648</b>	-	-	-	-	-	N/A

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	0.00	0.00	0.00	0.00	0.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER RENEWAL & EXTENSION**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
05144301	541400		CAP OUTLAY-INFRASTRUCT	129,648	-	-	-	-	-	N/A
			<b>WATER R &amp; E</b>	<b>129,648</b>	-	-	-	-	-	<b>N/A</b>

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City of Smyrna  
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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:  
WATER AND SEWER FUND

05144301 541400 - 44300 CAP OUTLAY-INFRASTRUC

VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
				.00

TOTAL WATER AND SEWER FUND				.00
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GRAND TOTAL				.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

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**WATER SUPPLY - 44200**

<b>EXPENDITURES</b>	<b>Actual FY14</b>	<b>Actual FY15</b>	<b>Rev Budget FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>	<b>FY17/FY16 Difference</b>	<b>% Diff.</b>
TOTAL SALARIES/BENEFITS	364,900	433,800	355,359	416,614	426,780	71,421	20.1%
OTHER OPERATING	10,110,864	10,741,973	10,520,344	12,420,779	11,220,779	700,435	6.7%
<b>TOTAL EXPENDITURES</b>	<b>10,475,766</b>	<b>11,175,773</b>	<b>10,875,703</b>	<b>12,837,393</b>	<b>11,647,559</b>	<b>771,856</b>	<b>7.1%</b>

<b>STAFFING</b>	<b>FY14</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17 Request</b>	<b>FY17 Recomm</b>
PERSONNEL - FTE	0.00	0.00	0.00	0.00	0.00

**FY 2017 BUDGET TOTAL EXPENDITURES ACCOUNT DETAIL - WATER SUPPLY**

Org	Obj	Proj	Description	FY14 Actual	FY15 Actual	FY16 Rev Bud	FY17 Request	FY17 Recomm	FY17/FY16 Diff	% Diff
05144201	512100		GROUP INSURANCE	147,647	188,370	162,000	213,241	219,181	57,181	35.3%
05144201	512110		COMM HEALTH NETWORK	2,071	6,244	7,088	7,088	7,088	-	0.0%
05144201	512111		PRESCRIPTIONS	69,772	66,404	66,852	70,200	70,200	3,348	5.0%
05144201	512400		RETIREMENT CONTRIBS	119,832	149,669	91,800	96,685	100,053	8,253	9.0%
05144201	512450		RETIREMENT 401A CONTR	2,101	2,257	2,619	3,275	4,133	1,514	57.8%
05144201	512700		WORKER'S COMPENSATION	23,477	20,857	25,000	26,125	26,125	1,125	4.5%
05144201	521300		PURCH TECHNICAL SVCS	-	-	-	-	-	-	N/A
05144201	522100		PURCH PROP SVC-CLEANG	-	-	-	-	-	-	N/A
05144201	523100		INS OTHER THAN EE BEN	24,349	28,542	29,217	29,652	29,652	435	1.5%
05144201	531210		ENERGY-WATER/SEWERAGE	8,353,455	9,008,302	8,800,000	10,700,000	9,500,000	700,000	8.0%
05144201	574000		BAD DEBTS	141,933	19,002	-	-	-	-	N/A
05144201	579000		CONTINGENCIES	-	-	-	-	-	-	N/A
05144201	611000		OPER TRANS OUT-GEN FUND	1,591,127	1,591,127	1,591,127	1,591,127	1,591,127	-	0.0%
05144201	611015		OPER TRANS OUT - VEH REPLC	-	95,000	100,000	100,000	100,000	-	0.0%
<b>WATER SUPPLY</b>				<b>10,475,766</b>	<b>11,175,773</b>	<b>10,875,703</b>	<b>12,837,393</b>	<b>11,647,559</b>	<b>771,856</b>	<b>7.1%</b>

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 2017 FY2017 Operating Budget

ACCOUNTS FOR:

WATER AND SEWER FUND

	VENDOR	QUANTITY	UNIT COST	2017	PROPOSED
05144201 521300 - 44200 PURCH TECHNICAL SVCS					.00
05144201 522100 - 44200 PURCH PROP SVC-CLEANG					.00
05144201 523100 - 44200 INS OTHER THAN EE BEN					29,652.00
Property/Liability Premiums and est. deductibles		1.00	29,652.00		29,652.00
05144201 531210 - 44200 ENERGY-WATER/SEWERAGE					9,500,000.00
WATER AND SEWER CHARGES BASED ON FY16 ACTUAL 8 MOS. MAY VARY GREATLY BASED ON WEATHER AND GROWTH		1.00	10,700,000.00		10,700,000.00
Finance Recommendation		1.00	1,200,000.00		-1,200,000.00
05144201 574000 - 44200 BAD DEBTS					.00
05144201 579000 - 44200 CONTINGENCIES					.00
05144201 611000 - 44200 OPER TRNS OUT-GEN FUND					1,591,127.00
Same amount every year		1.00	1,591,127.00		1,591,127.00
05144201 611015 - 44200 OPER TRANS OUT - 612					100,000.00
W/S contribution to VRF		1.00	100,000.00		100,000.00
TOTAL WATER AND SEWER FUND					11,220,779.00
GRAND TOTAL					11,220,779.00

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

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