



# CITY COUNCIL SPECIAL CALL/ WORK SESSION

*Ted Terry – Mayor*

*YT Bell*

*Andrea Cervone*

*Jamie Carroll*

*Awet Eyasu*

*Ahmed Hassan*

*Mario Williams*

Robin I. Gomez – City Manager

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## AGENDA

**Tuesday, November 26, 2019 6:30 PM**

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### **A. CALL TO ORDER –SPECIAL CALL MEETING**

### **B. ROLL CALL**

### **C. OLD BUSINESS**

None

### **D. NEW BUSINESS**

D1) 2020 Budget Adoption

1) 2020 Budget Presentation – City Manager

2) Public Hearing – To take public comment on the 2020 Proposed Operating & Enterprise Fund Budget

### **ADJOURN SPECIAL CALL MEETING**

### **E. WORK SESSION - RESIDENT COMMENT POLICY**

Any member of the public may address questions or comments to the Council referencing only agenda items after the Mayor and Council have had the opportunity to discuss the agenda item. Each Attendee will be allowed 3 minutes for comments.

### **F. PRESENTATION/ ADMINISTRATIVE BUSINESS**

D1) Update 2020 US Census

### **G. OLD BUSINESS**

### **H. NEW BUSINESS**

F1) Approve GDOT Local Maintenance Improvement Grant 2020 Application in the amount of \$103,740.53, and 2018 & 2019 Grant Awards totaling \$172,753.20, 'roll-over' to 2020

F2) Discuss the Zoning RFP/RFQ

F3) Discuss a request by Title Max (TMX Finance) to amend Chapter 11, Article VII, Pawnbrokers, Clarkston City Code of Ordinances to Provide for Grandfathering of Previously Existing Pawnbrokers/Pawnshops with Regard to Location Restrictions

F4) Adopt Ordinance to Amend Chapter 3 Clarkston Code of Ordinances Regarding Alcohol, to Clarity That "Bona Fide Restaurants" Must Serve at Least Two (2) Meals Per Day.

F5) Downtown Development Authority Appointment

F6) Amend Youth Advisory Council Resolution to Appoint an Advisory Person

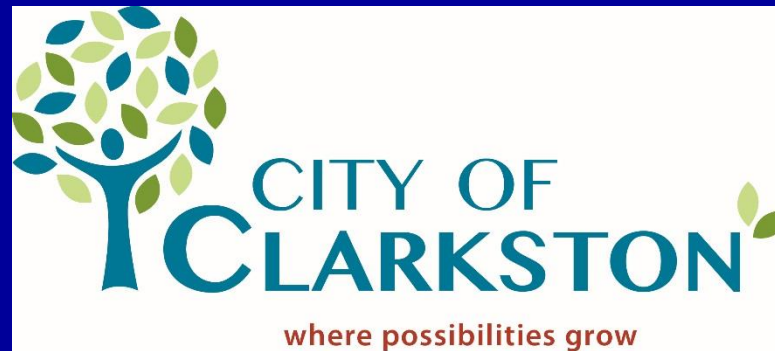
F7) Historic Preservation Commission Appointments

F8) Resolution to Commit the City of Clarkston to protect its Natural Environment through Regulation of Environmentally Acceptable Packaging and Products

F9) Adopt Resolution to Declare Property Surplus for City of Clarkston

### **J. ADJOURNMENT**

# FY 2020 BUDGET



**NOVEMBER 26, 2019**

# Process



- **Council and Public Input**
  - Oct 29, 2019, 7:00 pm Worksession
- **The Council will hold 2 PUBLIC HEARINGS**
  - **Nov 26, 2019, 6:30 pm Council Worksession Meeting**
  - Dec 3, 2019, 7:00 pm Council Regular Meeting
- **Adopt budget via ordinance at the City Council Regular Meeting – Dec 3, 2019**

# FIRST...

## A FEW DEFINITIONS



# FY 2020 Budget



- **Budget** - revenues (taxes, fees, fines) & expenditures (salaries, equip, materials)
- Must approve a **Balanced** Budget
- **Fiscal Year** – January 1 to December 31
- **General Fund** – general city services funded primarily by taxes & fees (admin, police, pw, parks, plan/zoning/code, finance)

# FY 2020 Budget



- ***Enterprise Fund*** – specific service/business-type operation paid by its users via set fees (sanitation, stormwater)
- ***Special Revenue Fund*** -revenue for a specific, restricted service (sales tax, URA, forfeiture)
- ***Debt Service*** – borrowing for projects via loan, bonds, or other financing method

# FY 2020 Budget



- **Tax** – levy/financial charge to fund a public expenditure (property, sales, vehicle, alcohol, business)
- **Fee** - financial charge to pay for a specific, restricted service (franchise, admissions, rentals, reports, utilities)
- **Permit** – regulatory request & approval to a specific activity/function (building

# NOW FOR THE NUMBERS...





# FY 2020 Budget



## FY 2020 ALL FUNDS BUDGET

**\$13,164,759**

# FY 2020 Budget



## FY 2020 ALL FUNDS

|                         |                     |              |
|-------------------------|---------------------|--------------|
| <b>General Fund</b>     | <b>\$ 6,758,858</b> | <b>51.3%</b> |
| <b>Federal Seizures</b> | <b>\$ 80,464</b>    | <b>0.6%</b>  |
| <b>Grants</b>           | <b>\$ 760,347</b>   | <b>5.8%</b>  |
| <b>HOST</b>             | <b>\$ 20,000</b>    | <b>0.2%</b>  |
| <b>Stormwater</b>       | <b>\$ 521,190</b>   | <b>3.9%</b>  |
| <b>Sanitation</b>       | <b>\$ 217,900</b>   | <b>1.7%</b>  |
| <b>SPLOST</b>           | <b>\$ 4,806,000</b> | <b>36.5%</b> |

# FY 2020 Budget



**The Total FY 2020 Budget of  
\$13,164,759  
a 13% decrease over  
the Total FY 2019 Budget of  
\$15,043,207**

# FY 2020 Budget



# GENERAL FUND

# FY 2020 Budget



## GENERAL FUND REVENUE

|   |                    |
|---|--------------------|
| <b>2020 Proposed</b>                          | <b>\$6,758,858</b> |
| Increase of \$376,390, 5.9% over 2019 Adopted |                    |
| <b>2019 Amended</b>                           | <b>\$7,795,072</b> |
| <b>2019 Adopted</b>                           | <b>\$6,382,468</b> |
| <b>2018 Actual</b>                            | <b>\$5,878,643</b> |

# FY 2020 Budget



## GEN FUND REVENUE HISTORY

|         |             |               |         |
|---------|-------------|---------------|---------|
| FY 2015 | \$4,781,746 |               |         |
| FY 2016 | \$4,700,147 | (\$171,599)   | 3.6%    |
| FY 2017 | \$5,641,381 | \$941,234     | 20.0%   |
| FY 2018 | \$5,935,613 | \$294,232     | 5.2%    |
| FY 2019 | \$7,795,072 | \$1,859,459   | 31.3%   |
| FY 2020 | \$6,758,858 | (\$1,036,214) | (13.2%) |

# FY 2020 Budget



## GENERAL FUND REVENUE

|                          |                          |              |
|--------------------------|--------------------------|--------------|
| <b>Property Tax</b>      | <b>\$3,730,963</b>       | <b>55.2%</b> |
| <b>Other Tax/Fees</b>    | <b>\$2,176,795</b>       | <b>32.2%</b> |
| <b>Permits</b>           | <b>\$ 91,100</b>         | <b>1.3%</b>  |
| <b>Fines/Forfeitures</b> | <b>\$ 539,000</b>        | <b>8.0%</b>  |
| <b>Debt Issuance</b>     | <b><u>\$ 221,000</u></b> | <b>3.3%</b>  |
| <b>TOTAL</b>             | <b>\$6,758,858</b>       |              |

# FY 2020 Budget



## GENERAL FUND EXPENDITURES

|                                   |                          |              |
|-----------------------------------|--------------------------|--------------|
| <b>Administration</b>             | <b>\$1,170,048</b>       | <b>17.3%</b> |
| <b>Buildings &amp; Ground</b>     | <b>\$ 143,624</b>        | <b>2.1%</b>  |
| <b>Planning &amp; Development</b> | <b>\$ 453,764</b>        | <b>6.7%</b>  |
| <b>Community Action Projects</b>  | <b>\$ 171,500</b>        | <b>2.5%</b>  |
| <b>Municipal Court</b>            | <b>\$ 518,368</b>        | <b>7.7%</b>  |
| <b>Police</b>                     | <b>\$2,135,699</b>       | <b>31.6%</b> |
| <b>Public Works</b>               | <b>\$ 892,693</b>        | <b>13.2%</b> |
| <b>Parks</b>                      | <b>\$ 112,350</b>        | <b>1.7%</b>  |
| <b>Debt Service</b>               | <b>\$ 840,812</b>        | <b>12.4%</b> |
| <b>Capital Projects-GF</b>        | <b><u>\$ 320,000</u></b> | <b>4.7%</b>  |
| <b>TOTAL</b>                      | <b>\$6,758,858</b>       |              |



# FY 2020 Budget



**Total FY 2020 GF Budget of  
\$6,758,858**

**a \$376,390, 5.9% increase**

**over**

**Total FY 2019 GF Budget of  
\$6,382,468**

# FY 2020 Budget



## GF INCREASE/(DECREASE) FY 2020

|  |                          |
|--|--------------------------|
| <b>Mayor/Council Pay Inc</b>           | <b>\$ 64,052</b>         |
| <b>3% Salary Increase</b>              | <b>\$ 72,371</b>         |
| <b>Salary/Payout Decrease</b>          | <b>\$ (125,896)</b>      |
| <b>Health/WC/Pension Inc</b>           | <b>\$ 74,852</b>         |
| <b>ClearGov Software Prog</b>          | <b>\$ 7,500</b>          |
| <b>Plan/Dev-Zoning Code/GIS</b>        | <b>\$ 80,000</b>         |
| <b>Capital Projects Budget Inc</b>     | <b>\$ 144,800</b>        |
| <b>City Court Fine Allocations Dec</b> | <b>\$ (45,900)</b>       |
| <b>Community Action Dev/Programs</b>   |                          |
| <b>Additions and Increase</b>          | <b><u>\$ 103,000</u></b> |
| <b>TOTAL</b>                           | <b>\$ 374,779</b>        |

# Tax Digest



- The value of all the property in an area
- Like your individual property, this figure is generally given at 40% of the total appraised value

# What is a “mil”?

A property tax levy of \$1.00 per \$1,000 of taxable property value

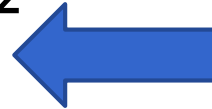
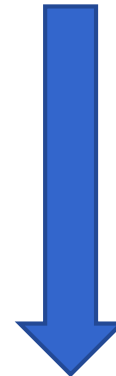
So, if the rate is *10 mils*, then you would owe 10 dollars for every \$1,000 of the *assessed* value for your house.



# 10 Year Gross Digest History

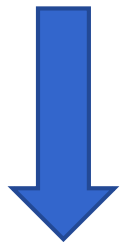


|             |                     |
|-------------|---------------------|
| 2010        | \$92,764,259        |
| 2011        | \$77,799,972        |
| 2012        | \$70,278,203        |
| <b>2013</b> | <b>\$64,729,727</b> |
| 2014        | \$70,738,477        |
| 2015        | \$108,965,588       |
| 2016        | \$147,124,307       |
| 2017        | \$165,727,732       |
| 2018        | \$166,859,487       |
| 2019        | \$209,105,296       |



## What's the Headline?

Clarkston lost 30% of its Gross Digest  
between 2010 and 2013



Clarkston Gross Digest has increased  
by 223% Between 2013 and 2019



➤ Increase due to Increased residential/commercial values

□ Residential Values up 16.29%

▣ 2018 = 49,458,208

▣ 2019 = 57,517,220

□ Commercial Values up 31.14%

▣ 2018 = 96,756,821

▣ 2019 = 126,889,001

# Millage Rate History



| <u>Fiscal Year</u> | <u>Millage Rate</u>   |
|--------------------|-----------------------|
| 2009               | 11                    |
| 2010               | 11.313                |
| 2011               | 14.00                 |
| 2012               | 17.95                 |
| 2013               | 17.95                 |
| 2014               | 21.11                 |
| 2015               | 17.11                 |
| 2016               | 15.89                 |
| 2017               | 15.89                 |
| 2018               | 15.89                 |
| 2019               | 15.89                 |
| <b>2020</b>        | <b>15.89 PROPOSED</b> |



# 2019 Millage Rates of DeKalb Cities



|                    |              |                |
|--------------------|--------------|----------------|
| □ Avondale Estates | 9.80         | (9.80)         |
| □ Brookhaven       | 2.74         | (2.74)         |
| □ Chamblee         | 6.25         | (6.25)         |
| □ Decatur          | 11.34        | (11.34)        |
| □ Doraville        | 10.00        | (10.00)        |
| □ Dunwoody         | 2.74         | (2.74)         |
| □ Lithonia         | 11.968       | (11.116)       |
| □ Pine Lake        | 21.53        | (21.53)        |
| □ Stone Mountain   | 21.0         | (22.0)         |
| □ <b>Clarkston</b> | <b>15.89</b> | <b>(15.89)</b> |

SO.....

What does this mean for  
the taxpayer?



# CLARKSTON PROPERTY TAX BILL



The 2019 tax bill includes a county Equalized Homestead Option Sales Tax (EHOST) credit. Application of the EHOST credit will reduce the gross ad valorem tax amount paid by qualified homeowners. O.C.G.A. §48-8-109.5 (d) (Provided by the Office of the DeKalb County CEO).

| County Government Taxes are levied by the Board of Commissioners and represent 5.09% of your tax statement<br>Board of Education School Taxes are levied by the Board of Education and represent 20.74% of your tax statement<br>State & City Taxes and other charges are levied as applicable by State, City, or County authorities and represent 74.17% of your tax statement |                    |   |                      |   |                         |   |                         |   |                             |   |                      |   |                    |
|---|--------------------|---|----------------------|---|-------------------------|---|-------------------------|---|-----------------------------|---|----------------------|---|--------------------|
| TAXING AUTHORITIES  | TAXABLE ASSESSMENT | x | MILLAGE              | = | GROSS TAX AMOUNT        | - | FROZEN EXEMPTION        | - | CONST-HMST EXEMPTION        | - | E-HOST CREDIT        | = | NET TAX DUE        |
| COUNTY OPNS   | 19,640             |   | .0093040             |   | 182.73                  |   | 0.00                    |   | 93.04                       |   | 89.05                |   | 0.64               |
| HOSPITALS   | 19,640             |   | .0006480             |   | 12.73                   |   | 0.00                    |   | 6.48                        |   | 6.21                 |   | 0.04               |
| COUNTY BONDS  | 19,640             |   | .0003620             |   | 7.12                    |   | 0.00                    |   | 0.00                        |   | 0.00                 |   | 7.12               |
| CLRK TAXDIST  | 19,640             |   | .0000000             |   | 0.00                    |   | 0.00                    |   | 0.00                        |   | 0.00                 |   | 0.00               |
| FIRE  | 19,640             |   | .0027090             |   | 53.20                   |   | 0.00                    |   | 27.10                       |   | 0.00                 |   | 26.10              |
| POLICE SERVC  | 19,640             |   | .0006740             |   | 13.24                   |   | 0.00                    |   | 6.74                        |   | 0.00                 |   | 6.50               |
| <b>COUNTY SUBTOTAL</b>  |                    |   |                      |   |                         |   |                         |   |                             |   |                      |   | <b>40.40</b>       |
| SCHOOL OPNS   | 19,640             |   | .0230800             |   | 453.29                  |   | 0.00                    |   | 288.49                      |   | 0.00                 |   | 164.80             |
| <b>SCHOOL SUBTOTAL</b>  |                    |   |                      |   |                         |   |                         |   |                             |   |                      |   | <b>164.80</b>      |
| STATE TAXES   | 19,640             |   | .0000000             |   | 0.00                    |   | 0.00                    |   | 0.00                        |   | 0.00                 |   | 0.00               |
| <b>CITY TAXES</b>   | <b>19,640</b>      |   | <b>.0158900</b>      |   | <b>312.08</b>           |   | <b>0.00</b>             |   | <b>0.00</b>                 |   | <b>0.00</b>          |   | <b>312.08</b>      |
| CITY SANI   | 1 UNIT(S)          |   | 213.21               |   | 213.21                  |   | 0.00                    |   | 0.00                        |   | 0.00                 |   | 213.21             |
| STORM WATER   | 1 UNIT(S)          |   | 63.96                |   | 63.96                   |   | 0.00                    |   | 0.00                        |   | 0.00                 |   | 63.96              |
| <b>OTHER SUBTOTAL</b>   |                    |   |                      |   |                         |   |                         |   |                             |   |                      |   | <b>589.25</b>      |
| <b>TOTAL PROPERTY TAXES</b>   |                    |   | <b>TOTAL MILLAGE</b> |   | <b>GROSS TAX AMOUNT</b> |   | <b>FROZEN EXEMPTION</b> |   | <b>CONST-HMST EXEMPTION</b> |   | <b>E-HOST CREDIT</b> |   | <b>NET TAX DUE</b> |
| <b>TOTAL DUE</b>  |                    |   | <b>0.052667</b>      |   | <b>1,311.56</b>         |   | <b>0.00</b>             |   | <b>421.85</b>               |   | <b>95.26</b>         |   | <b>794.45</b>      |

**SPECIAL NOTICE:** As required by state law O.C.G.A. 48-5-311, this is a **TEMPORARY** bill pending the resolution of your appeal. If an appeal had not been filed, your taxes would have been \$2,110.47 based on the original assessment of 50,400. This **TEMPORARY** bill of \$794.45 is based on an appeal assessment of 19,640. **Payments are still required by September 30th and November 15th.** The final amount will be adjusted when the appeal is resolved. If the appeal is resolved before November 15th, a bill will be issued for the balance due or a refund will be sent for any overpayment. Interest applies after November 15th.

YOUR TOTAL TAX SAVINGS FOR THIS YEAR IS \$517.11. A REDUCTION OF \$421.85 IS DERIVED FROM YOUR LOCAL CONSTITUTIONAL HOMESTEAD EXEMPTION(S). THE E-HOST CREDIT OF \$95.26 IS THE RESULT OF AN ADDITIONAL HOMESTEAD EXEMPTION FUNDED BY PROCEEDS FROM THE EQUALIZED HOMESTEAD OPTION SALES TAX.

# CLARKSTON PROPERTY TAX BILL



The 2019 tax bill includes a county Equalized Homestead Option Sales Tax (EHOST) credit. Application of the EHOST credit will reduce the gross ad valorem tax amount paid by qualified homeowners. O.C.G.A. §48-8-109.5 (d) (Provided by the Office of the DeKalb County CEO).

| <b>County Government Taxes are levied by the Board of Commissioners and represent 16.56% of your tax statement</b><br><b>Board of Education School Taxes are levied by the Board of Education and represent 0.00% of your tax statement</b><br><b>State &amp; City Taxes and other charges are levied as applicable by State, City, or County authorities and represent 83.44% of your tax statement</b> |                    |   |                 |   |                  |   |                  |   |                      |   |               |   |                 |
|--|--------------------|---|-----------------|---|------------------|---|------------------|---|----------------------|---|---------------|---|-----------------|
| TAXING AUTHORITIES   | TAXABLE ASSESSMENT | x | MILLAGE         | = | GROSS TAX AMOUNT | - | FROZEN EXEMPTION | - | CONST-HMST EXEMPTION | - | E-HOST CREDIT | = | NET TAX DUE     |
| COUNTY OPNS  | 65,240             |   | .0093040        |   | 606.99           |   | 40.57            |   | 93.04                |   | 470.08        |   | 3.30            |
| HOSPITALS  | 65,240             |   | .0006480        |   | 42.28            |   | 2.83             |   | 6.48                 |   | 32.73         |   | 0.24            |
| COUNTY BONDS   | 65,240             |   | .0003620        |   | 23.62            |   | 1.58             |   | 0.00                 |   | 0.00          |   | 22.04           |
| CLRK TAXDIST   | 65,240             |   | .0000000        |   | 0.00             |   | 0.00             |   | 0.00                 |   | 0.00          |   | 0.00            |
| FIRE   | 65,240             |   | .0027090        |   | 176.74           |   | 11.81            |   | 27.09                |   | 0.00          |   | 137.84          |
| POLICE SERVC   | 65,240             |   | .0006740        |   | 43.97            |   | 2.95             |   | 6.74                 |   | 0.00          |   | 34.28           |
| <b>COUNTY SUBTOTAL</b>   |                    |   |                 |   |                  |   |                  |   |                      |   |               |   | <b>197.70</b>   |
| SCHOOL OPNS  | 65,240             |   | .0230800        |   | 1,505.74         |   | 0.00             |   | 1,505.74             |   | 0.00          |   | 0.00            |
| <b>SCHOOL SUBTOTAL</b>   |                    |   |                 |   |                  |   |                  |   |                      |   |               |   | <b>0.00</b>     |
| STATE TAXES  | 65,240             |   | .0000000        |   | 0.00             |   | 0.00             |   | 0.00                 |   | 0.00          |   | 0.00            |
| <b>CITY TAXES</b>  | <b>65,240</b>      |   | <b>.0158900</b> |   | <b>1,036.66</b>  |   | <b>0.00</b>      |   | <b>317.80</b>        |   | <b>0.00</b>   |   | <b>718.86</b>   |
| CITY SANI  | 1 UNIT(S)          |   | 213.21          |   | 213.21           |   | 0.00             |   | 0.00                 |   | 0.00          |   | 213.21          |
| STORM WATER  | 1 UNIT(S)          |   | 63.96           |   | 63.96            |   | 0.00             |   | 0.00                 |   | 0.00          |   | 63.96           |
| <b>OTHER SUBTOTAL</b>  |                    |   |                 |   |                  |   |                  |   |                      |   |               |   | <b>996.03</b>   |
| <b>TOTAL PROPERTY TAXES</b>  |                    |   |                 |   |                  |   |                  |   |                      |   |               |   |                 |
| <b>TOTAL DUE</b>   |                    |   | <b>0.052667</b> |   | <b>3,713.17</b>  |   | <b>59.74</b>     |   | <b>1,956.89</b>      |   | <b>502.81</b> |   | <b>1,193.73</b> |

YOUR TOTAL TAX SAVINGS FOR THIS YEAR IS \$2,519.44. A REDUCTION OF \$1,956.89 IS DERIVED FROM YOUR LOCAL CONSTITUTIONAL HOMESTEAD EXEMPTION(S). THE E-HOST CREDIT OF \$502.81 IS THE RESULT OF AN ADDITIONAL HOMESTEAD EXEMPTION FUNDED BY PROCEEDS FROM THE EQUALIZED HOMESTEAD OPTION SALES TAX. THE PROPERTY TAX FREEZE EXEMPTION SAVED YOU \$59.74.

# How are my taxes computed?



|                            |                 |
|----------------------------|-----------------|
| Appraised Value            | 100,000         |
| Assessed Value             | 40,000          |
| <b>Taxable Value</b>       | <b>40,000</b>   |
| <br>                       |                 |
| Divided by 1,000           | 40              |
| X Millage Rate             | <b>15.89</b>    |
| <br>                       |                 |
| <b>City Property Taxes</b> | <b>\$635.60</b> |

# FY 2020 Budget



## CITY PERSONNEL - FTE

**Administration (CM, Clerk, Finance) 6.0**

-Admin includes Mayor & Council in budget, but not in FTE count

**Police 20.0**

**Municipal Court 4.0**

**Public Works 11.6**

**Planning & Development 3.0**

**TOTAL 44.6**

**Converting Public Works position from part to full-time.**

# FY 2020 Budget



## CITY VISION & MISSION

- PUBLIC SAFETY
- ECONOMIC DEVELOPMENT
- INFRASTRUCTURE
- EFFICIENT, EFFECTIVE SERVICES

# FY 2020 Budget



## □ ADMINISTRATION

- Legislative Authority (Mayor/Council)**
- Executive Authority (City Manager)**
- Responsible for Daily City Operation***
- Personnel, Projects Manager***



# FY 2020 Budget



## □ ADMINISTRATION

**-Mayor (1) & Council (6)**

**-Not included in FTE count**

**-Council Budget                    \$152,284**

**-Mayor Budget                    \$ 33,529**

**Salary increase by ord – Council \$12K, Mayor \$15K**

# FY 2020 Budget



## □ ADMINISTRATION

**-CM, Clerk, Finance**

**-6.0 FTE** (city manager, special projects, city clerk, administrative coordinator, finance director, accountant)

**-3% salary increase**

# FY 2020 Budget



## □ ADMINISTRATION

(includes Mayor /Council expenses in total)

|                     |                          |
|---------------------|--------------------------|
| <b>-\$1,168,202</b> | <b>total FY 20</b>       |
| <b>-\$ 636,779</b>  | <b>Personnel - Admin</b> |
| <b>-\$ 336,110</b>  | <b>Purchase/Cont Svc</b> |
| <b>-\$ 9,500</b>    | <b>Supplies</b>          |

# FY 2020 Budget



## □ ADMINISTRATION

**-Personnel cost reduction -2019  
*payouts for previous CM & Court  
Spv***

**-Infrastructure Projects**

# FY 2020 Budget



## □ ADMINISTRATION

**Oversee Contracts, Projects, Activ**

**-Attorneys \$89,000**

**-IT \$41,200**

**-Auditors \$36,000**

# FY 2020 Budget



## □ ADMINISTRATION

|                               |                 |
|-------------------------------|-----------------|
| <b>-Liability Ins (GIRMA)</b> | <b>\$40,000</b> |
| <b>-Annexation Study</b>      | <b>\$25,000</b> |
| <b>-Dues/Subscrips</b>        | <b>\$23,390</b> |
| <b>-Website Maint</b>         | <b>\$ 7,500</b> |
| <b>-Clear Gov</b>             | <b>\$ 7,500</b> |

# FY 2020 Budget



## □ ADMINISTRATION

|  |           |              |
|--|-----------|--------------|
| <b>-Municode Updates</b>                           | <b>\$</b> | <b>6,700</b> |
| <b>-Elections</b>                                  | <b>\$</b> | <b>5,000</b> |
| <b>-Equip Rental</b> <small>(postage/copy)</small> | <b>\$</b> | <b>4,800</b> |
| <b>-Tax billing/collec</b>                         | <b>\$</b> | <b>4,500</b> |
| <b>-Legal Advertising</b>                          | <b>\$</b> | <b>4,500</b> |

# FY 2020 Budget



## □ PUBLIC SAFETY

*-An extremely safe, secure City*

**-Office of the Chief**

**-Criminal Investigation**

**-Patrol**



# FY 2020 Budget



## □ PUBLIC SAFETY

**-community oriented**

**-professional & well-trained**

**-20 FTE's, fill vacancies, new AC**

**-1.54/1,000 residents**

# FY 2020 Budget



## □ PUBLIC SAFETY

**-\$2,135,699, 31.6% of FY 20**

**-3% salary increase**

**-10 new Hybrid Vehicles**

**-Enhanced service levels**

# FY 2020 Budget



## □ PUBLIC SAFETY

**-Officer safety**

**-Technology, equipment**

**-Training**

**-Continued public outreach/comm**

# FY 2020 Budget



## □ PLAN & ECONOMIC DEVELOP

- Continue Promoting Clarkston
- Marketing/Advertising/Outreach
- Encourage Develop/Redevelop
- Tell the Clarkston Story

# FY 2020 Budget



## □ PLAN & ECONOMIC DEVELOP

- Retain/Enhance Existing Business**
- Promote/Foster Diversity**
- City Center, Multi & Single Fam**
- Zoning Code Professional Review**
- Partners, Collaborators**

# FY 2020 Budget



## □ PLAN & ECONOMIC DEVELOP

**-Annexation**

**-Code Compliance-Enforcement**

**-Community Standards**

**-Beautification**

# FY 2020 Budget



## □ PLAN & ECON DEVELOP

**-\$453,764, 3% salary inc**

**-3 FTE's (Director, Engineer, Code)**

**-Contracts, plan review/inspections**

**-Planning & Zoning Board**

# FY 2020 Budget



## □ PUBLIC WORKS

- Ongoing/enhanced maintenance & beautification of streets, ROW, & parks**
- Litter control & abatement**
- Comprehensive lawn/weed/tree management**
- Street repairs, manage sweeping/paving**



# FY 2020 Budget



## □ PUBLIC WORKS

- Milam Park, FF, 40 Oaks Nature Preserve, additional maint**
- Alternative Landscaping – Urban Ag**
- Building Maintenance-oversee contracts-  
6 City facilities**
- Special Events**

# FY 2020 Budget



## □ PUBLIC WORKS

**-\$892,693**

**3% Salary Inc**

**-\$143,624**

**Bldgs & Grounds**

**-\$112,350**

**Parks**

**\$1,148,668**

**Total PW – 11.6 FTE**

# FY 2020 Budget



## □ PUBLIC WORKS-CAPITAL EXP

**\$ 17,000**

**Cameras-Milam Park  
& Pool Building**

**\$ 28,000**

**Ford F-150, repl 2003**

**\$ 86,000**

**Bucket Truck**

**\$135,000**

**Sanitation Truck**

# FY 2020 Budget



## □ PUBLIC WORKS-STORMWATER

**-Seasonal work in inspecting and maintaining storm water utility**

**-2 FTE (\$107,650) allocated to SW Fund**

**-Compliance with NPDES**

**-Street Sweeping Contract**

# FY 2020 Budget



## OTHER INFRASTRUCTURE

**-DeKalb County provides (services agreement):**

- **water, sewer utilities**
- fire rescue service**
- **emergency management**

# FY 2020 Budget



## □ COMMUNITY ACTION PROJECTS

|                         |          |                         |
|-------------------------|----------|-------------------------|
| -Urban Agriculture      | \$50,000 |                         |
| -5 Advisory/Task Groups | \$50,000 |                         |
| -Loveable Cities        | \$10,000 |                         |
| -2020 US Census         | \$10,000 |                         |
| -Recreation Programs    | \$10,000 |                         |
| -Special Events         | \$10,000 |                         |
| -Clarkston Comm Ctr     | \$10,000 |                         |
| -Culture Fest           | \$ 7,500 |                         |
| -Sagal Radio            | \$ 7,000 |                         |
| -CDF/Tell Me A Story    | \$ 7,000 |                         |
|                         |          | <b>TOTAL: \$171,500</b> |

# FY 2020 Budget



## □ EFFICIENT, EFFECTIVE SERVICES

- Technology, City processes, public access
- Perpetual expense review
- Collaboration/partnerships/grants
- Ensure we receive all revenue

# FY 2020 Budget



## □ DEBT SERVICE

**-\$342,459, close 2<sup>nd</sup> SRTA Construc loan**

**FY 19-\$155,664 & FY 20-\$186,795**

**-\$ 48,200, 3 PW trucks, 1 CM-Code**

**-\$ 12,000, TAN for \$700K**



# FY 2020 Budget



## □ SPLOST

**-\$1,202,936**    **FY 19 Actual**

**-\$1,800,000**    **FY 20 SPLOST Proceeds**

**-\$3,000,000**    **FY 20 BOND Issuance**

**-\$3,761,307**    **FY 20 Expenditures, with  
\$750,000 in bond principal and \$204,693 interest**

# FY 2020 Budget



## □ **STORMWATER**

- \$303,020            FY 20 Revenue**
- \$521,190            FY 20 Expenditures**
- Utilize fund balance of \$200,000 for 3 planned projects on DeBelle St, Clark St (Partitions), and Smith St**
- \$63.96 Equivalent Residential Unit (ERU)**
- FY 20 ending balance \$321,928**

# FY 2020 Budget



## □ SANITATION

**-\$217,900**      **FY 20 Revenue**

**-\$197,608**      **FY 20 Expenditures**

**residential collection for 1,070 addresses**

**-\$213.21 annual per unit**

# FY 2020 Budget



## □ GRANTS

|                   |                                      |
|-------------------|--------------------------------------|
| <b>\$760,347</b>  | <b>FY 20 Revenue – 3 grants</b>      |
| <b>\$ 4,000</b>   | <b>Police Protective Gear</b>        |
| <b>\$ 90,000</b>  | <b>Streets-Sidewalk Construction</b> |
| <b>\$ 666,347</b> | <b>Streetscape Project Construct</b> |

**US DOJ, GDOT, FHWA/ARC Streetscape**

# FY 2020 Budget



## FY 2020 ALL FUNDS BUDGET

**\$13,164,759**

# FY 2020 Budget



## FY 2020 ALL FUNDS

|                         |                     |              |
|-------------------------|---------------------|--------------|
| <b>General Fund</b>     | <b>\$ 6,758,858</b> | <b>51.3%</b> |
| <b>Federal Seizures</b> | <b>\$ 80,464</b>    | <b>0.6%</b>  |
| <b>Grants</b>           | <b>\$ 760,347</b>   | <b>5.8%</b>  |
| <b>HOST</b>             | <b>\$ 20,000</b>    | <b>0.2%</b>  |
| <b>Stormwater</b>       | <b>\$ 521,190</b>   | <b>3.9%</b>  |
| <b>Sanitation</b>       | <b>\$ 217,900</b>   | <b>1.7%</b>  |
| <b>SPLOST</b>           | <b>\$ 4,806,000</b> | <b>36.5%</b> |

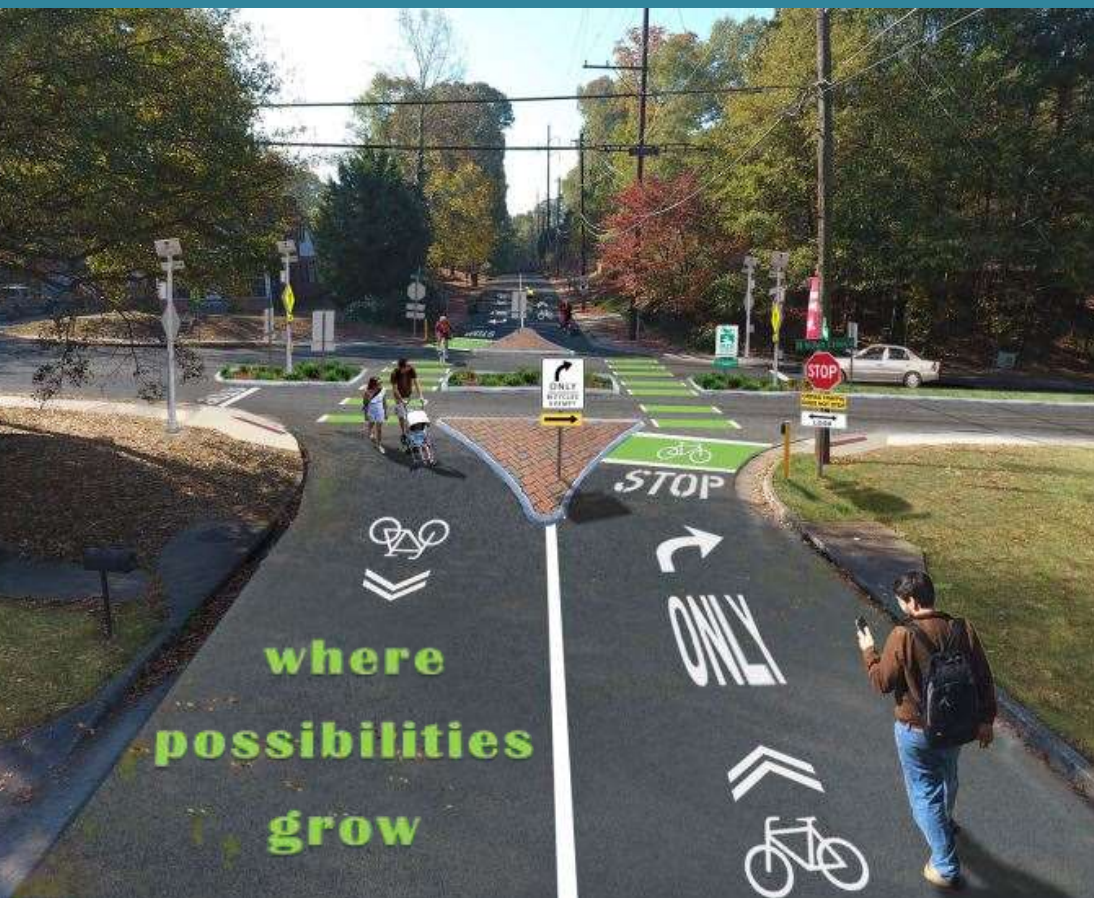
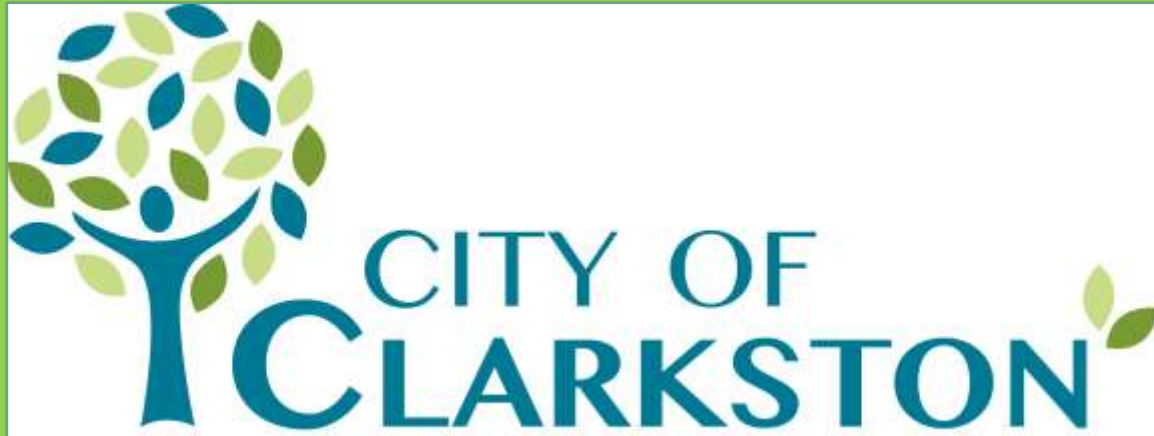
# FY 2020 PRELIMINARY BUDGET



**Questions ??**  
**Comments ...!!...**

**NOVEMBER 26, 2019**

# 2020 Proposed Operating & Enterprise Fund Budget



## 2020

Submitted 10-29-2019

City Manager

Robin Gomez





## MEMORANDUM

**To:** Mayor Ted Terry  
Councilwoman Yterenickia Bell  
Councilman James Carroll  
Councilwoman Andrea Cervone  
Councilman Awet Eyasu  
Councilman Ahmed Hassan  
Councilman Mario Williams

**From:** Robin Gomez, City Manager  
**Date:** November 19, 2019  
**Re:** Proposed 2020 Fiscal Year Budget

---

Please find attached the proposed FY 2020 City of Clarkston Budget for all funds. This budget was compiled with input and assistance from each department and the Finance Director. The proposed preliminary budget is balanced with revenues equaling expenditures, pursuant to Georgia State Code.

### **BUDGET OVERVIEW**

The total proposed FY 2020 Expenditure Budget for all funds is **\$13,164,759**. The total proposed FY 2020 Revenue Budget for all funds is \$13,164,759. Both the Expenditure and Revenue estimates represent a 13% decrease compared to FY 2019 amount of \$15,043,207.

The proposed FY 2020 General Fund Operating Budget of **\$6,758,858** represents a \$376,390 **increase** as compared to the FY 2019 amount of \$6,382,468.

### **Administration – 6.0 Full Time Equivalents (FTE)**

Total expenditures in the Administration Department have decreased from \$1,265,106 in FY 2019 to **\$1,170,048**, a decrease of \$95,058 proposed for FY 2020. This decrease is due to vacation and sick time payouts upon retirement in January 2019 of the former City Manager offset by increases in salary, health insurance, and retirement contributions in FY 2020. The Administration Department budget represents 17.3% of the total General Fund Budget.

Group Health Insurance premium costs for the City increased by 12% for FY 2020 after no increases the past two years. The budget for 2019 was \$385,960 and overall slightly increased by 2% to \$393,656 for FY 2020. We were able to offset the 12% increase in health premiums by changing our premium cost sharing plan for employees who choose the more expensive PPO plan over the HMO plan.

Health Insurance premium costs remain reasonable as this amount represents 5.8% of total General Fund Operating expenditures.

The City of Clarkston Defined Benefit Retirement Plan contribution costs increased overall by 14.4% from FY2019, \$428,713 to \$490,342 in FY 2020. The pension contribution cost as a percentage of gross salaries

increased to 18.75% in FY2020. Total Retirement Contributions for FY 2020 represent 7.25% of total General Fund Operating expenditures.

### **Police – 20.0 FTE**

Expenditures in Police department are budgeted at **\$2,135,699** for FY 2020 compared to \$2,017,811 in FY 2019 representing an overall increase of 5.8% from FY 2019. The Police department budget for FY 2020 represents 31.6% of the total General Fund budget.

For FY 2020, the Clarkston Police Department authorized and funded staffing level is recommended at twenty (20) full time personnel. After the 2015 annexation, staffing levels were increased to a total of 26 positions. In FY 2016 and FY 2017, the budget was reduced by unfunding two positions, likewise, in FY 2018, three positions were unfunded. In FY 2019, three additional unfunded Patrol Officer positions were added, for a total of six unfunded positions in FY 2019. This FY 2020 budget includes a total of six unfunded positions during the year.

Full-time personnel are organized as follows; a Police Chief responsible for management of the department, an Assistant Chief who commands the operational uniform and criminal investigations divisions, a Training and Certification Officer who serves as the department's accreditation and state certification manager and will also serve as the department's training officer to insure all personnel meet P.O.S.T certification requirements and a Captain that is currently assigned to a DEA Task force, three (3) detectives and thirteen (13) patrol officers, four (4) of whom are Sergeants serving as shift supervisors.

The recruitment of qualified and desirable candidates to fill our Patrol Officer positions has been a challenge for the past several years. There has been a reduction in the number of qualified individuals choosing law enforcement as a profession. Consequently competition to attract and employ qualified candidates has increased. Additionally, we continue to lose experienced officers once they have obtained two to three years of training to other agencies.

Despite efforts taken in 2017 to remain competitive such as; increasing the starting salary and providing signing bonuses for new officers, the police department continues to maintain an average of four to five vacant police officer positions at any given point in time over the past several years. Additionally to address our competitive disadvantage in recruiting police officers, we included in the FY 2019 budget the purchase of additional police vehicles through a five year lease purchase plan to be able to provide all police officers with take home vehicles. This program should be fully implemented by the end of FY 2019.

### **Municipal Court – 4.0 FTE**

In FY 2019, with the retirement of the longtime Chief Court Clerk in 2019 and declining court fines and forfeitures revenue, we eliminated one position from five (5) full time positions authorized in the Municipal Court Office to four positions. Over the past few years, revenues from court fines and citations has been reducing each year.

Expenditures in Municipal Court department are budgeted at **\$518,368** for FY 2020 compared to \$595,193 FY 2019 representing an overall decrease of 12.9% from FY 2019. The Municipal Court budget for FY 2020 represents 7.7% of the total General Fund budget.

### **Public Works/Building & Grounds/Parks- 11.6 FTE**

The FY 2020 operating budget for Public Works, Building & Grounds and Parks is **\$1,148,667** versus \$1,158,099 in FY 2019 and represents 17% of the total General Fund Expenditures budget. We have also

budgeted the following capital expenditure items for Public Works in FY 2020 to include, two (1) new Ford F-150 pickup truck (\$28,000) to replace a 2003 model, a bucket truck (\$86,000), a trash truck (\$135,000), security cameras for Milam Park and the Milam Park Pool building (\$17,000). We have also budgeted \$54,000 for improvements at 40 Oaks Nature Preserve.

Public Works staff continue to ensure the maintenance and care of the City's rights-of-way including streets, sidewalks, and small passive pocket-park areas, as well as our active (Milam) and passive (Friendship Forest and 40 Oaks Nature Preserve) parks. Staff performs a variety of maintenance, beautification, and improvement work including all mowing/weeding including the CSX right-of-way throughout our City limits, tree trimming/removal (parts are contracted out), trash/debris abatement and removal (from rights-of-ways and all City properties), and all other beautification maintenance as needed. Staff is housed out of the Public Works complex located at 3620 Montreal Creek Court.

### **Planning and Development – 3.0 FTE**

The Planning and Development department is responsible for all zoning, plan review, building inspection and permitting functions. The Planning & Development Director has been assigned to manage the activities of our technical consultants associated with these activities in addition to providing technical assistance to the Planning and Zoning Board, Mayor and City Council, and the City Manager. Professional fees for zoning, planning and building inspection services are currently budgeted in this department.

Effective code enforcement will continue to be critical to the future success of Clarkston's economic development efforts. Given the age of many of our commercial, retail and multi-family dwellings, the City will continue to focus on addressing property maintenance issues that continue to persist. Code enforcement staff have done an excellent job of bringing the many commercial and retail businesses and multi-family complexes obtained as a result of annexation, into compliance. Therefore, for FY 2020, the City will continue to provide code enforcement services utilizing a full time staff person employed directly by the City of Clarkston. Additionally, the City will continue to contract with a third party vendor to assist staff with providing construction plan review.

In FY 2019, we budgeted for a building inspector perform building inspections and business inspections as our development applications and permits have significantly increased over the past couple of years. We never filled that position in FY 2019. In the FY 2020, we updated that plan to change the position to a City Engineer. The total cost of this position including salary and benefits is \$78,678, which will be partially offset by the reduction of consulting fees paid to outside contractors previously budgeted under Professional Services.

The recommended FY 2020 budget for Planning and Development is **\$453,764** versus \$338,275 in FY 2019, an increase of \$115,489. This increase includes \$75,000 allocated to Professional Services for a Zoning Code Review, \$5,000 GIS software, plus \$25,344 increase in total personnel costs including salaries and all benefits. The FY 2019 Planning and Development budget represents 6.7% of the total General Fund Expenditures budget.

### **Community Action Projects**

The City of Clarkston believes that it is important to support programs and projects that enhance the quality of life for all residents. Therefore in FY 2020, this budget appropriates \$171,500 to support the following Community Action Projects:

- Urban Agriculture - \$50,000
- Senior Programs - \$10,000

- Public Arts Programs - \$10,000
- Health Advisory Task Force - \$10,000
- Early Learning Task Force \$10,000
- Youth Advisory Task Force \$10,000
- Loveable Cities Initiative \$10,000
- 2020 Census Complete Count \$10,000
- Recreation Programs - \$10,000
- Clarkston CultureFest Event - \$7,500
- Sagal Radio - \$7,000
- Clarkston Community Center - \$10,000
- Clarkston Special Events - \$10,000
- CDF-Tell Me A Story - \$7,000

Community Development projects budgeted at \$171,500 represents 2.5% of total general fund expenditures.

### **Debt Service**

The City will close out our second State Road and Tollway Authority (SRTA) construction loan in the amount \$1.7 million in the next few weeks and will begin making Debt Service payments on this loan in FY2020. We had previously budgeted this loan to close out in the 1<sup>st</sup> Quarter of FY 2019 and had budgeted a total of \$155,664 in debt service payments in 2019 that did not occur. We have budgeted a total of \$186,795 in FY 2020 for these new debt service payments.

The City anticipates the need to obtain a TAN, (Tax Anticipation Note) in FY 2020 as bridge funding until property tax revenues is obtained during the 4<sup>th</sup> quarter of 2020, in the amount of \$700,000. The estimated interest and loan origination fees amount is \$12,000 and has been included in the FY 2020 budget.

Capital lease payments associated with the purchase of a Bucket Truck (\$86,000) and a Trash Truck (\$135,000) totaling \$221,000 has been budgeted for FY2020, with total debt payments in FY2020 of \$48,200 annually of over the next five years.

The FY 2020 General Fund appropriation for Debt Service is **\$840,412** compared to \$764,284 budgeted in FY 2019. Debt Service Payments represent 12.4% of total general fund expenditures.

### **SPLOST Fund**

The SPLOST referendum was approved by the voters on November 7<sup>th</sup>, 2017. Expected SPLOST tax proceeds for FY 2020 are budgeted at \$1,800,000. In FY 2018, the City secured a SPLOST bond in the amount \$5,150,000 with the principal and interest payments to be paid from SPLOST tax proceeds over the next six years. For FY 2020, the City plans to issue another \$3,000,000 SPLOST Fund to continue funding completion of the SPLOST projects as soon as possible.

The SPLOST Fund expenditures budget for FY 2020 totals **\$3,761,307** and includes payment of bond principal in the amount of **\$750,000** and interest payments (on both bond issues) of **\$204,693** to be paid from the SPLOST tax revenues received. SPLOST construction projects for FY 2019 are expected to be \$3,761,307 and will be funded by the SPLOST bond proceeds and SPLOST tax revenues received.

### **Storm Water Utility Fund**

Storm Water Utility Revenue is expected to be **\$303,020 for FY 2020. The City will continue to address storm water maintenance issues throughout the City and implement the City's Storm Water Management Plan as required by the Georgia Environmental Protection Division. Total Storm Water expenditures for FY 2020 include three major repair/replacement projects totaling \$255,000 that will need to be addressed.** The City has also allocated \$107,650 in Salaries and payroll taxes to the Stormwater Fund from the Public Works department to cover the staff time spent during the late winter/early spring do annual stormwater maintenance and clearance of all storm water structures. Total Storm Water Fund Expenditures in FY 2020 are budgeted at **\$521,190** and we expect to draw down on our existing fund balance by approximately \$218,170 in order to balance the budget.

### **Sanitation Enterprise Fund**

The Sanitation Enterprise Fund continues to perform adequately. Expenditures and revenues for FY 2020 are projected at **\$217,900**. The contract with Waste Management provides for an annual increase commensurate with the CPI.

### **Grant Funds**

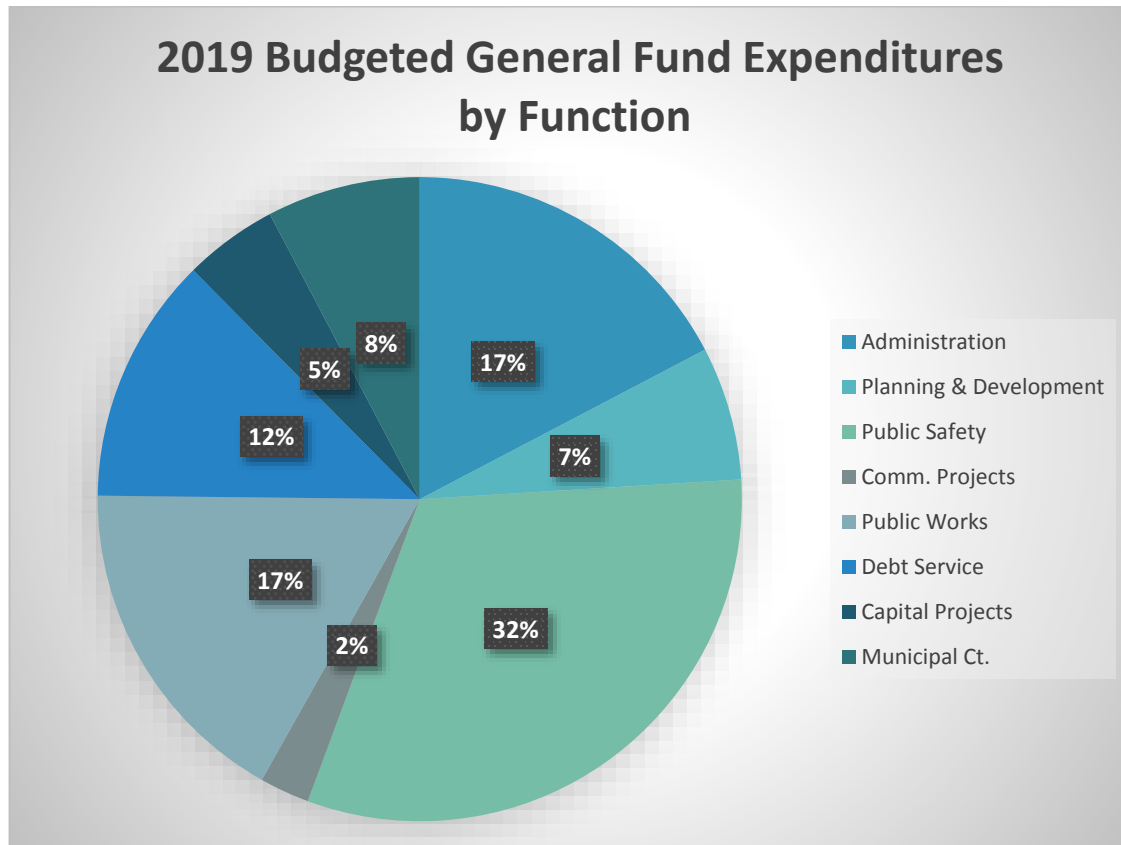
The City of Clarkston received funding from three (6) grant sources during the FY 2019 budget year. The City received \$88,635 from the Local Maintenance & Improvement (LMIG) state grant fund, \$4,226,266 from the FHWA Federal grant and ARC grants for the Streetscape construction project, and \$92,992 CDBG grant from Dekalb County for the EPDL/Church Sidewalks project. Other smaller grants include Ten Minute Walk Grant from the National Parks and Recreation Association with \$9,370 spent in FY 2019, Fulton/Dekalb Hospital Authority grant of \$9,249 to provide defibrillators for City Hall and the Police department, and \$700 from the US Department of Justice for police ballistic vests. The City expects to spend \$760,347 from grants in FY 2020, with \$666,347 from the FHWA/ARC grants for Streetscape, \$90,000 from GDOT LMIG grant and \$4,000 for US Department of Justice on ballistic vest reimbursements.

### **Expenditures Summary**

The total proposed FY 2020 Expenditure Budget for all funds is **\$13,164,759** which represents a decrease of \$1,878,448 as compared to \$15,043,207 in FY 2019. This decrease will be due to completion of the Streetscape and Friendship Forest construction projects.

The proposed FY 2020 General Fund operating budget of **\$6,758,858** represents a \$363,390 **increase** as compared to the FY 2019 amount of \$6,382,468.

As depicted in the chart below, the largest expenditure categories by percentage for General Fund Expenditures are; Public Safety 31.6%, Administration at 17.3% and Public Works 17% of the total expenditure budget. Debt service costs remain manageable at 12.4% of total FY 2019 expenditures.



**Revenues Summary**

The proposed FY 2020 Proposed General Fund Total Revenue budget of **\$6,758,858** represents an increase of \$376,390 or 5.9% as compared to \$6,382,468 in FY 2019.

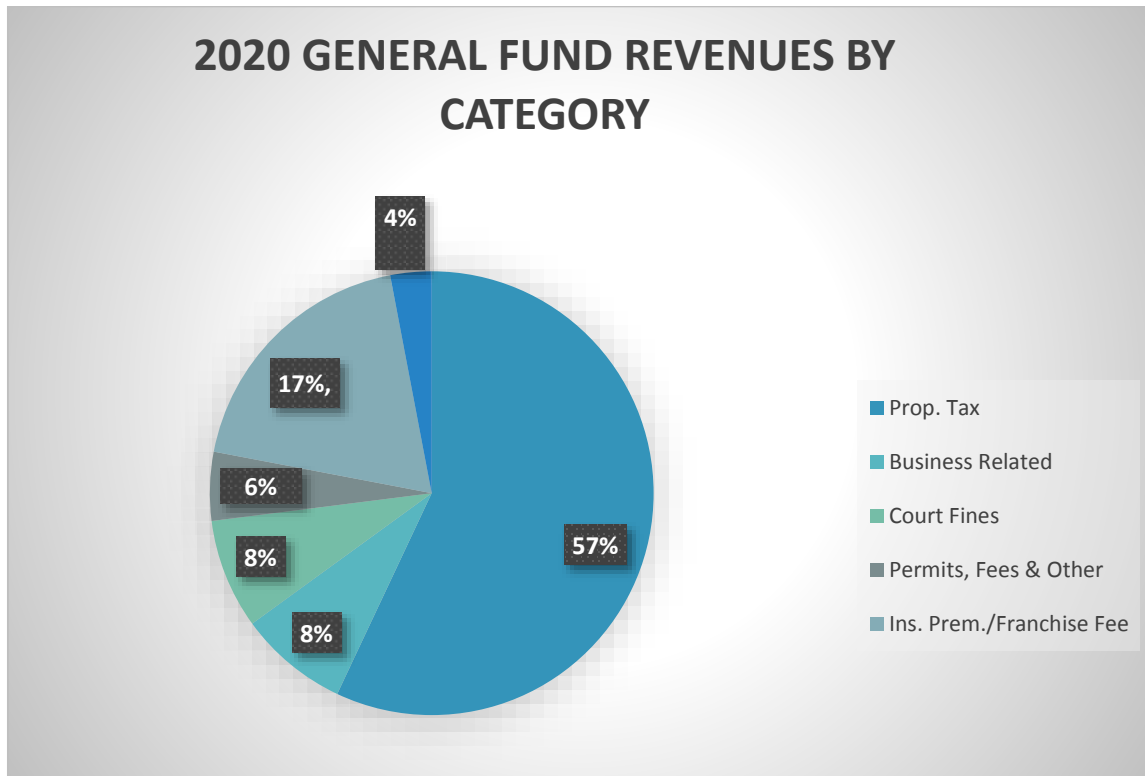
The City continues to benefit from the effects of our successful annexation efforts. Increases in several revenue categories have contributed to the higher revenue numbers. Additionally, these revenue estimates also include the proceeds from all capital leases, bond funding and loan proceeds which must be shown as revenue in the year in which they are received.

As depicted by the chart below, the largest revenue categories by percentage are; Real Property Taxes at 55% and proceeds from Insurance Premiums and Franchise Fees at 17% of General Fund budget. Municipal Court Fines Revenue has continued to decline as a pro-rata share of the general fund budget to 8%. In comparison, Municipal Court fine revenue represented 26% of the total general fund budget in FY 2015.

Additionally, significant increases in all business activity revenue categories have been realized, primarily as a result of acquiring new businesses and commercial properties through annexation as well as improved collection efficiencies. Revenue estimates for business activity related line items have

increased from representing only 2.8% of total revenue estimates in FY 2014, to 8% of total General Fund revenue estimates for FY 2020.

Strategies such as annexation and business development, in conjunction with an overall increases in the tax digest, have allowed the City to grow and diversify our revenue sources.



The proposed FY 2020 Budget will be transmitted to the Mayor and Council on October 29, 2019. Additionally, copies of this document will be available for public review at the Clarkston Branch Library, Clarkston City Hall and on the City of Clarkston website. A public hearing will be held to afford the public an opportunity to provide comments and feedback on the proposed budget at 7:00 pm on November 26, 2019 during the City Council Work Session. A second public hearing will be held at the Tuesday, December 3, 2019 Regular City Council Meeting followed by consideration and adoption at the City of Clarkston Council meeting on December 3, 2019.

Please let me know of any questions, comments, or other regarding this proposed FY 2020 budget.



## BUDGET SUMMARY

| As of September 11, 2019         | 2018<br>ACTUAL    | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED &<br>AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|----------------------------------|-------------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| <b>REVENUES</b>                  |                   |                           |                                       |                |  |                           |
| <b>General Fund</b>              | <b>5,878,643</b>  | <b>6,382,468</b>          | <b>5,503,406</b>                      | <b>86.2%</b>   | <b>7,795,072</b>                         | <b>6,758,858</b>          |
| <b>Other Funds:</b>              |                   |                           |                                       |                |  |                           |
| Federal Seizures Fund            | 377,553           | 103,180                   | 176,972                               | 171.5%         | 183,942                                  | 80,464                    |
| City Seizures Fund               | -                 | 1,000                     | -                                     | 0.0%           | 2,477                                    | -                         |
| Grants Fund                      | 846,664           | 89,370                    | 1,549,278                             | 1733.6%        | 4,427,212                                | 760,347                   |
| HOST Fund                        | 18,591            | 40,000                    | -                                     | 0.0%           | 71,194                                   | 20,000                    |
| Stormwater Fund                  | 303,379           | 303,020                   | 179,667                               | 59.3%          | 303,030                                  | 521,190                   |
| Sanitation Fund                  | 218,384           | 218,000                   | 125,127                               | 57.4%          | 217,900                                  | 217,900                   |
| Streetscape Construction Fund    | 1,418,277         | 3,240,000                 |                                       | 28.2%          |  | -                         |
| URA Friendship Forest Fund       | 82                | 400,918                   | 21                                    | 0.0%           | 657,000                                  | -                         |
| SPLOST Fund                      | 6,488,051         | 4,265,251                 | 1,202,936                             | 0              | 2,969,105                                | 4,806,000                 |
| <b>Total Revenue - All Funds</b> | <b>15,549,624</b> | <b>15,043,207</b>         | <b>8,737,406</b>                      | <b>58.1%</b>   | <b>16,626,932</b>                        | <b>13,164,759</b>         |

## EXPENDITURES

## GENERAL FUND EXPENDITURES

|  |                  |                   |                  |              |                   |                   |
|--|------------------|-------------------|------------------|--------------|-------------------|-------------------|
| Administration                         | 1,236,554        | 1,265,106         | 849,570          | 67.2%        | 1,136,670         | 1,170,048         |
| Buildings and Grounds                  | 138,070          | 143,000           | 107,924          | 75.5%        | 132,500           | 143,624           |
| Planning and Development               | 267,427          | 338,275           | 191,608          | 56.6%        | 286,238           | 453,764           |
| Community Action Projects              | 76,399           | 68,500            | 74,921           | 109.4%       | 98,500            | 171,500           |
| Municipal Court                        | 567,577          | 595,193           | 318,132          | 0.0%         | 478,767           | 518,368           |
| Police                                 | 1,889,178        | 2,017,811         | 1,434,285        | 0.0%         | 1,888,088         | 2,135,699         |
| Public Works                           | 823,501          | 908,519           | 560,629          | 61.7%        | 779,159           | 892,693           |
| Parks                                  | 99,928           | 106,580           | 95,694           | 89.8%        | 112,150           | 112,350           |
| Debt Service                           | 427,257          | 764,284           | 318,389          | 41.7%        | 567,889           | 840,812           |
| Capital Projects Fund - General Fund   | 409,721          | 175,200           | 979,928          | 559.3%       | 1,620,094         | 320,000           |
| <b>Total General Fund Expenditures</b> | <b>5,935,613</b> | <b>6,382,468</b>  | <b>4,931,081</b> | <b>77.3%</b> | <b>7,100,054</b>  | <b>6,758,858</b>  |
| <b>Other Funds Expenditures</b>        |                  |                   |                  |              |                   |                   |
| Federal Seizures Fund                  | 120,012          | 103,180           | 149,050          | 144.5%       | 183,942           | 80,464            |
| City Seizures Fund                     | 5,291            | 1,000             | 1,279            | 127.9%       | 2,477             | -                 |
| Grants Fund                            | 747,677          | 89,370            | 1,466,142        | 0.0%         | 4,427,212         | 760,347           |
| HOST Fund                              | -                | 40,000            | -                | 0.0%         | 71,194            | 20,000            |
| Streetscape Construction Fund          | -                | 3,240,000         |                  | 0.0%         | -                 | -                 |
| URA-Friendship Forest Fund             | 421,154          | 400,918           | 624,532          | 155.8%       | 657,000           | -                 |
| SPLOST Fund                            | 1,855,152        | 4,265,251         | 1,453,411        | 0            | 2,969,105         | 4,806,000         |
| Stormwater Fund                        | 142,230          | 303,020           | 235,443          | 77.7%        | 303,030           | 521,190           |
| Sanitation Fund                        | 195,370          | 218,000           | 149,147          | 68.4%        | 217,900           | 217,900           |
| <b>Total Expenditures - ALL FUNDS</b>  | <b>9,422,498</b> | <b>15,043,207</b> | <b>9,010,084</b> | <b>59.9%</b> | <b>15,931,914</b> | <b>13,164,759</b> |

General Fund Surplus/(Deficit)

695,017

0

## General Fund Expenditures Allocation by Function

|                                | 2019 Projected | % of Budget | 2020 Budget | % of Budget |
|--------------------------------|----------------|-------------|-------------|-------------|
| Administration                 | 1,136,670      | 16.0%       | 1,170,048   | 17.3%       |
| Planning & Development         | 286,238        | 4.0%        | 453,764     | 6.7%        |
| Public Safety                  | 1,888,088      | 26.6%       | 2,135,699   | 31.6%       |
| Municipal Court                | 478,767        | 6.7%        | 518,368     | 7.7%        |
| Community Development Projects | 98,500         | 1.4%        | 171,500     | 2.5%        |
| Public Works                   | 1,023,809      | 14.4%       | 1,148,668   | 17.0%       |
| Debt Service                   | 567,889        | 8.0%        | 840,812     | 12.4%       |
| Capital Projects               | 1,620,094      | 22.8%       | 320,000     | 4.7%        |
|                                | 7,100,054      | 100.0%      | 6,758,859   | 100.0%      |



## General Fund Budget Increases / (Decreases) for 2020 compared to 2019

|  |                   | Totals            |
|--|-------------------|-------------------|
| <b>Implementation of Increased Pay for City Council</b>                          |                   |                   |
| City Council Salaries  | \$ 51,000         |                   |
| City Council FICA Tax  | \$ 3,162          |                   |
| City Council Medicare Tax  | \$ 740            |                   |
| Total City Council Budget Increase   | \$ 54,902         | \$ 54,902         |
| <b>Implementation of Increased Pay for Mayor</b>                                 |                   |                   |
| Mayor Council Salaries   | \$ 8,500          |                   |
| Mayor Council FICA Tax   | \$ 527            |                   |
| Mayor Council Medicare Tax   | \$ 123            |                   |
| Total Mayor Budget Increase  | \$ 9,150          | \$ 9,150          |
| <b>3% Pay Increase for Employees in 2020</b>                                     |                   |                   |
| Salaries - Across all departments  | \$ 67,228         |                   |
| FICA Tax - Across all departments  | \$ 4,168          |                   |
| Medicare Tax - Across all departments  | \$ 975            |                   |
|  | \$ 72,371         | \$ 72,371         |
| <b>Reduction in Salaries/Retirement Payouts Budgeted in 2019</b>                 |                   |                   |
| Administration - Salaries  | \$ (109,456)      | \$ (109,456)      |
| Municipal Court - Salaries   | \$ (16,440)       | \$ (16,440)       |
| <b>Medical Healthcare Insurance Premium Increases</b>                            |                   |                   |
| Health Insurance - Across departments  | \$ 30,940         |                   |
| Change in Premium Cost Sharing on PPO vs. HMO                                    | \$ (26,000)       |                   |
| Net Increase in Healthcare Insurance Premiums                                    | \$ 4,940          | \$ 4,940          |
| <b>Worker's Compensation Insurance Premium Increases</b>                         |                   |                   |
| Worker's Compensation Insurance - Across departments                             | \$ 8,283          | \$ 8,283          |
| <b>Pension Contribution Increases</b>  |                   |                   |
| Pension Contribution - Across departments  | \$ 61,629         | \$ 61,629         |
| <b>Sub-Total Personnel Cost Increases for FY2020</b>                             |                   |                   |
|  | <b>\$ 85,379</b>  | <b>\$ 85,379</b>  |
| <b>Implementation of ClearGov Insights reporting</b>                             |                   |                   |
| Administration - Professional Services   | \$ 7,500          | \$ 7,500          |
| <b>Planning &amp; Development</b>  |                   |                   |
| Planning & Development - Professional Services-Zoning Code Review                | \$ 75,000         | \$ 75,000         |
| Planning & Development - IT Services - GIS ESRI Software                         | \$ 5,000          | \$ 5,000          |
| <b>Capital Projects Budget Increase over 2019</b>                                |                   |                   |
|  | \$ 144,800        | \$ 144,800        |
| <b>Municipal Court Fine Allocations Decrease due to Declining Revenues</b>       |                   |                   |
|  | \$ (45,900)       | \$ (45,900)       |
| <b>Increases / Decreases in Community Development Projects/Initiatives</b>       |                   |                   |
| Urban Agriculture  | \$ 50,000         |                   |
| CDF Tell Me A Story Event  | \$ 1,000          |                   |
| Recreation Programs  | \$ 2,000          |                   |
| Clarkston CultureFest  | \$ 3,500          |                   |
| Clarkston Community Center   | \$ (1,000)        |                   |
| Sagal Radio  | \$ (2,500)        |                   |
| Early Learning Task Force  | \$ 10,000         |                   |
| Youth Task Force   | \$ 10,000         |                   |
| 2020 Census Complete Count   | \$ 10,000         |                   |
| Loveable Cities Initiative   | \$ 10,000         |                   |
| Health Task Force  | \$ 10,000         |                   |
| <b>Total Increase / (Decrease) in Community Development Projects/Initiatives</b> | <b>\$ 103,000</b> | <b>\$ 103,000</b> |
| <b>Total Increase / (Decrease) from 2019 to 2020 Budgets</b>                     | <b>\$ 374,779</b> | <b>\$ 374,779</b> |

| EXPENDITURE   |        |                  | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED &<br>AMENDED<br>BUDGET | 2020 BUDGET<br>REQUEST |
|---|--------|------------------|---------------------------|------------------------------------|----------------|--|------------------------|
| As of September 11, 2019  |        | 2018 ACTUAL      |                           |                                    |                |  |                        |
| <b>GENERAL ADMINISTRATION - 10-1110, 1310, 1330, 1400, 1500</b> |        |                  |                           |                                    |                |  |                        |
| Council Salaries  | 511100 | 21,000           | 21,000                    | 21,000                             | 100.0%         | 21,000                                   | 72,000                 |
| Council Health Insurance  | 512100 | 37,961           | 46,656                    | 32,530                             | 69.7%          | 40,000                                   | 36,936                 |
| Council/FICA  | 512200 | 1,302            | 1,302                     | 1,281                              | 98.4%          | 1,302                                    | 4,464                  |
| Council Medicare  | 512300 | 305              | 305                       | 300                                | 98.2%          | 305                                      | 1,044                  |
| Council Retirement  | 512400 | 3,358            | 3,570                     | 2,654                              | 74.3%          | 3,570                                    | 13,500                 |
| Council/Travel  | 523500 | 7,255            | 8,000                     | 7,297                              | 91.2%          | 8,000                                    | 8,000                  |
| Council/Education/Training                                      | 523700 | 7,721            | 8,000                     | 4,480                              | 56.0%          | 8,000                                    | 8,000                  |
|   |        |                  |                           |                                    |                |  |                        |
| Mayor/ Salary   | 511100 | 6,500            | 6,500                     | 6,500                              | 100.0%         | 6,500                                    | 15,000                 |
| Mayor Health Insurance  | 512100 | 8,722            | 8,916                     | 7,268                              | 81.5%          | 8,916                                    | 7,356                  |
| Mayor/FICA  | 512200 | 403              | 403                       | 403                                | 100.0%         | 403                                      | 930                    |
| Mayor/Medicare  | 512300 | 94               | 95                        | 94                                 | 99.2%          | 95                                       | 218                    |
| Mayor Retirement  | 512400 | 1,040            | 1,105                     | 822                                | 74.3%          | 1,105                                    | 2,813                  |
| Mayor/Travel  | 523500 | 868              | 3,000                     | 734                                | 24.5%          | 3,000                                    | 3,000                  |
| Mayor Education/Training  | 523510 | 4,505            | 1,500                     | 1,050                              | 70.0%          | 1,500                                    | 1,500                  |
|   |        |                  |                           |                                    |                |  |                        |
| Gen Adm/Salaries  | 511100 | 640,691          | 589,152                   | 385,866                            | 65.5%          | 503,149                                  | 469,516                |
| Gen Adm/Group Ins   | 512100 | 45,308           | 46,716                    | 36,471                             | 78.1%          | 46,716                                   | 50,436                 |
| Gen Adm/FICA  | 512200 | 34,549           | 36,385                    | 20,112                             | 55.3%          | 27,350                                   | 29,110                 |
| Gen Adm/Medicare  | 512300 | 8,966            | 8,543                     | 5,350                              | 62.6%          | 7,075                                    | 6,808                  |
| Gen Adm/Retirement  | 512400 | 102,532          | 93,107                    | 74,461                             | 80.0%          | 99,284                                   | 88,034                 |
| Gen Adm/Work Comp   | 512700 | 1,848            | 2,946                     | 1,790                              | 60.8%          | 2,000                                    | 2,348                  |
| Tax Billing/Coll Svc  | 521100 | 3,784            | 4,500                     | 3,890                              | 86.4%          | 3,900                                    | 4,500                  |
| Gen Adm-Board Elections   | 521110 | -                | 5,000                     | -                                  | 0.0%           | 5,000                                    | 5,000                  |
| City Auditor  | 521200 | 26,000           | 32,000                    | 28,500                             | 89.1%          | 28,500                                   | 36,000                 |
| City Attorney   | 521210 | 67,013           | 70,000                    | 70,700                             | 101.0%         | 120,000                                  | 89,000                 |
| Gen Adm/Professional  | 521215 | 46,816           | 82,500                    | 7,500                              | 9.1%           | 7,500                                    | 40,000                 |
| Computer/Hard & Soft  | 521300 | 40,243           | 41,000                    | 31,431                             | 0.0%           | 46,000                                   | 52,050                 |
| Gen Adm-Repairs/Maint   | 522200 | -                | 2,000                     | 1,392                              | 69.6%          | 2,000                                    | 2,000                  |
| Equip/Rental/Lease  | 522320 | 4,176            | 4,800                     | 3,186                              | 66.4%          | 4,800                                    | 4,800                  |
| Prop/Liability Ins  | 523100 | 34,276           | 41,000                    | 36,826                             | 89.8%          | 40,000                                   | 40,000                 |
| Communications  | 523200 | 3,614            | 4,600                     | 1,396                              | 30.3%          | 3,600                                    | 3,600                  |
| Postage   | 523210 | 2,452            | 2,400                     | 2,032                              | 84.7%          | 3,000                                    | 3,600                  |
| Advertising   | 523300 | 2,623            | 4,500                     | 2,542                              | 56.5%          | 4,500                                    | 4,500                  |
| Printing Service  | 523400 | 17,291           | 19,900                    | 10,304                             | 51.8%          | 19,900                                   | 10,700                 |
| Travel  | 523500 | 5,206            | 5,800                     | 894                                | 15.4%          | 4,000                                    | 3,300                  |
| Dues & Fees   | 523600 | 19,096           | 24,560                    | 18,414                             | 75.0%          | 24,000                                   | 23,665                 |
| Education   | 523700 | 3,799            | 4,745                     | 855                                | 18.0%          | 2,000                                    | 2,920                  |
| Other Miscellaneous Expense                                     | 523910 | 7,239            | 4,000                     | 3,000                              | 75.0%          | 4,000                                    | 4,000                  |
| Bank/Finance Chgs   | 523920 | 8,798            | 13,500                    | 4,049                              | 30.0%          | 10,000                                   | 9,900                  |
| General Supplies  | 531100 | 4,541            | 5,000                     | 3,280                              | 65.6%          | 5,000                                    | 5,000                  |
| Books & Periodicals   | 531400 | -                | 400                       | -                                  | 0.0%           | 400                                      | 400                    |
| Small Equipment   | 531600 | 3,725            | 4,600                     | 8,723                              | 0.0%           | 9,000                                    | 3,000                  |
| Uniform   | 531700 | 520              | 600                       | -                                  | 0.0%           | -  | 600                    |
| Other Supplies  | 531710 | 415              | 500                       | 195                                | 39.0%          | 300                                      | 500                    |
| Furniture and Fixtures  | 542300 | -                | -                         | -                                  | -              | -  | -                      |
| Computer Equipment  | 542400 | -                | -                         | -                                  | 0.0%           | -  | -                      |
|   |        |                  |                           |                                    |                |  |                        |
| <b>TOTALS</b>   |        | <b>1,236,554</b> | <b>1,265,106</b>          | <b>849,570</b>                     | <b>67.2%</b>   | <b>1,136,670</b>                         | <b>1,170,048</b>       |

# CITY HALL- GENERAL ADMINISTRATION BUDGET 2020

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|             |                               |                  |
|-------------|-------------------------------|------------------|
| <b>1100</b> | <b>CITY COUNCIL</b>           |                  |
| 511100      | City Council Salaries         | \$72,000         |
| 512100      | City Council Health Insurance | \$36,936         |
| 512200      | City Council FICA             | \$4,464          |
| 512300      | City Council Medicare         | \$1,044          |
| 512400      | City Council Retirement       | \$13,500         |
| 523500      | City Council Travel           | \$8,000          |
| 523700      | City Council Training         | \$8,000          |
|             | <b>SUBTOTAL COUNCIL</b>       | <b>\$143,944</b> |

|             |                        |                 |
|-------------|------------------------|-----------------|
| <b>1300</b> | <b>MAYOR</b>           |                 |
| 511100      | Mayor Salaries         | \$15,000        |
| 512100      | Mayor Health Insurance | \$7,356         |
| 512200      | Mayor FICA             | \$930           |
| 512300      | Mayor Medicare         | \$218           |
| 512400      | Mayor Retirement       | \$2,813         |
| 523500      | Mayor Travel           | \$3,000         |
| 523700      | Mayor Training         | \$1,500         |
|             | <b>SUBTOTAL MAYOR</b>  | <b>\$30,817</b> |

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|                 |  |                  |
|-----------------|--|------------------|
| <b>01500</b>    | <b>GENERAL ADMINISTRATION</b>  |                  |
| <b>00051</b>    | <b>PERSONAL SERV. &amp; EMPLOYEE BEN.</b>  |                  |
| <b>511100</b>   | <b>Administration Full Time Salaries</b>   | <b>\$469,516</b> |
|                 | Funding for 6 positions: City Manager, City Clerk, Finance Director, Accountant, Admin Coordinator, Community Relations/Special Projects Coordinator |                  |
| <b>511200</b>   | <b>Administration Salaries Part Time</b> (none at this time)   | <b>\$0</b>       |
| <b>511300</b>   | <b>Administration Overtime</b>   | <b>\$0</b>       |
| <b>512100</b>   | <b>Administration Insurance- Health</b>  | <b>\$50,436</b>  |
| <b>512200</b>   | <b>Administration Social Security FICA (6.2%)</b>  | <b>\$29,110</b>  |
| <b>512300</b>   | <b>Administration Medicare (1.45%)</b>   | <b>\$6,808</b>   |
|                 | Total Salaries – Full-time 1.45% x total   |                  |
| <b>512400</b>   | <b>Administration Retirement Contributions</b>   | <b>\$88,034</b>  |
|                 | GMEMBS Pension Plan 18.75% of annual full-time salaries  |                  |
| <b>12500</b>    | <b>Administration Tuition Reimbursement</b>  | <b>\$0</b>       |
| <b>512700</b>   | <b>Administration Worker's Compensation (GMA)</b>  | <b>\$2,348</b>   |
| <b>SUBTOTAL</b> | <b>PERSONNEL/EMPLOYEE BENEFITS</b>   | <b>\$646,252</b> |
| <b>00052</b>    | <b>PURCHASED CONTRACTED SERVICES</b>   |                  |
| <b>521100</b>   | <b>Administration Tax Billing/Collection Services</b>  | <b>\$4,500</b>   |
|                 | Dekalb County Tax Commissioner Property Tax Billing  |                  |
| <b>521110</b>   | <b>Administration Board of Elections Services</b>  | <b>\$5,000</b>   |
|                 | Dekalb County Board of Elections Services  |                  |
| <b>521200</b>   | <b>Administration Audit Fees</b>   | <b>\$36,000</b>  |
|                 | Annual Audit \$29,000  |                  |
|                 | A133 Single Audit due to Federal Grants \$7,000  |                  |
| <b>521210</b>   | <b>Administration City Attorney Fees</b>   | <b>\$89,000</b>  |
|                 | City Attorney Fees \$7,000 monthly \$84,000  |                  |
|                 | Bond Attorney Fees – Tax Anticipation Note \$5,000   |                  |

|               |   |                 |
|---------------|---|-----------------|
| <b>521215</b> | <b>Administration Professional Services Fees</b>  | <b>\$40,000</b> |
|               | Diversifed Technology Consulting-Website Annual<br>Maintenance  | \$7,500         |
|               | City Annexation Studies   | \$25,000        |
|               | ClearGov Insight Implementation   | \$7,500         |
| <b>521300</b> | <b>Administration Information Technology Services</b>   | <b>\$52,050</b> |
|               | VC3, Inc – Info Tech Support Svcs \$1,600 x 12 mths =   | \$19,200        |
|               | VC3, Inc – NEW- Email Archiving   | \$4,410         |
|               | VC3, Inc – NEW- Office365 Threat Protection   | \$6,440         |
|               | INOVA Payroll Processing Fees   | \$12,000        |
|               | OpenRDA Accounting Software Support and<br>Maintenance Fees   | \$7,000         |
|               | Granicus – IQM2 = \$250 x 12 mths =   | \$3,000         |
| <b>522200</b> | <b>Administration-Repairs &amp; Maintenance</b>   | <b>\$2,000</b>  |
| <b>522320</b> | <b>Administration Equipment Rental</b>  | <b>\$4,800</b>  |
|               | Neopost Postage Machine Rental \$300/qtr =  | \$1,200         |
|               | Toshiba Copier \$300/mth =  | \$3,600         |
| <b>523100</b> | <b>Administration Insurance - (GIRMA)</b>   | <b>\$40,000</b> |
|               | Administration Liability Insurance  |                 |
| <b>523200</b> | <b>Administration Communications</b>  | <b>\$3,600</b>  |
|               | AT&T FirstNet Cell Phones/Wireless Devices \$300 per month =  | \$3,600         |
| <b>523210</b> | <b>Administration Postage &amp; Shipping</b>  | <b>\$3,600</b>  |
|               | United States Postal Service, UPS and FedEx charges.<br>\$300 per month                               |                 |
| <b>523300</b> | <b>Administration Advertising - Legal</b>   | <b>\$4,500</b>  |
|               | Cost for advertising public hearings, grant bids, RFPs,<br>and other state requirements.              |                 |
| <b>523400</b> | <b>Administration Printing &amp; Binding</b>  | <b>\$10,700</b> |
|               | Printing and copy costs associated with stationary, envelopes,<br>business cards, forms, etc. \$2,000 |                 |
|               | Municode updates \$6,700  |                 |
|               | Toshiba copier printing overage billings \$2,000  |                 |
| <b>523500</b> | <b>Administration Travel</b>  | <b>\$3,300</b>  |
|               | Hotel expense and travel reimbursement for conferences, mileage<br>reimbursements                     |                 |
|               | City Manager GMA Conferences \$1,000  |                 |
|               | City Clerk GMA Conferences & Mileage Reimbursement \$800  |                 |
|               | Finance Director GGFOA Conference \$1,000   |                 |
|               | Accountant/Receptionist/Other Staff Mileage Reimb \$500   |                 |

|                 |  |                  |
|-----------------|--|------------------|
| <b>523600</b>   | <b>Administration Dues &amp; Subscriptions</b>   | <b>\$23,665</b>  |
|                 | Dues for professional associations and subscriptions   |                  |
|                 | Dekalb Municipal Association   | \$9,000          |
|                 | GMA Telecom Fees   | \$7,200          |
|                 | GMA Membership Dues  | \$4,800          |
|                 | GMA Unemployment Services Fee  | \$100            |
|                 | National League of Cities Dues   | \$1,200          |
|                 | Dekalb Chamber of Commerce   | \$450            |
|                 | Institute of Mgmt Accountants Dues-Fin. Dir.   | \$295            |
|                 | GGFOA Dues – Finance Director  | \$50             |
|                 | IIMC Dues – City Clerk   | \$195            |
|                 | Welcoming America - Mayor  | \$50             |
|                 | GMC/FOA Dues – City Clerk  | \$50             |
|                 | National Civic League  | \$275            |
| <b>523700</b>   | <b>Administration Education &amp; Training</b>   | <b>\$2,920</b>   |
|                 | Total administrative costs associated with registration costs or conferences, certifications, and training for:                        |                  |
|                 | City Manager – GMA Conferences   | \$500            |
|                 | City Clerk – GMA City Clerk Conferences  | \$500            |
|                 | Finance Director – GGFOA Conference  | \$420            |
|                 | Accountant – Training/Conferences  | \$500            |
|                 | Other City wide training   | \$1,000          |
| <b>523910</b>   | <b>Administration Miscellaneous Expense</b>  | <b>\$4,000</b>   |
|                 | Drug testing, background checks, employee recognition pins, florist bills, and unforeseen administrative expenses.                     |                  |
|                 | Cost of meals for meetings   |                  |
| <b>523920</b>   | <b>Administration Bank Fees &amp; Charges</b>  | <b>\$9,900</b>   |
|                 | Wells Fargo Bank Analysis Fees \$200/mth = \$2,400   |                  |
|                 | Credit Card Processing Fees-ETS/Bankcard = \$600/mth = \$7,200   |                  |
|                 | Banking Supplies-Deposit slips, etc. = \$300   |                  |
| <b>SUBTOTAL</b> | <b>PURCHASED AND CONTRACT SERVICES</b>   | <b>\$339,535</b> |
| <b>00053</b>    | <b>SUPPLIES</b>  |                  |
| <b>531100</b>   | <b>Administration Office Supplies</b>  | <b>\$5,000</b>   |
|                 | Paper, pens, individual printers, printer cartridges, high quality documents, photos, copied material, folders, spiral notebooks, etc. |                  |
| <b>531400</b>   | <b>Administration Books &amp; Periodicals</b>  | <b>\$400</b>     |
|                 | Books, manuals, and other published information.   |                  |
| <b>531600</b>   | <b>Administration Small Equipment</b>  | <b>\$3,000</b>   |
|                 | Replacement Equipment as needed  | \$3,000          |

|   |   |                    |
|---|---|--------------------|
| <b>531700</b>                           | <b>Administration Uniforms</b>  | <b>\$600</b>       |
| <b>531710</b>                           | <b>Administration Other Supplies</b><br>Office Furnishings or replacement | <b>\$500</b>       |
| <b>SUBTOTAL SUPPLIES</b>                |   | <b>\$9,500</b>     |
| <b>TOTAL ADMINISTRATION (DEPT 1500)</b> |   | <b>\$995,287</b>   |
| <b>TOTAL 1110, 1310, AND 1500</b>       |   | <b>\$1,170,048</b> |

| EXPENDITURE                          |        |                  | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|--------------------------------------|--------|------------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019             |        | 2018 ACTUAL      |                           |                                    |                |  |                           |
| <b>POLICE DEPARTMENT - 30-3200</b>   |        |                  |                           |                                    |                |  |                           |
| Salaries-Full Time                   | 511100 | 1,027,780        | 1,097,806                 | 736,736                            | 67.1%          | 996,900                                  | 1,148,751                 |
| Salaries-Part Time                   | 511200 | -                | -                         |                                    |                | -  | -                         |
| Overtime                             | 511300 | 11,930           | 9,750                     | 21,148                             | 216.9%         | 27,368                                   | 12,000                    |
| DEA Task Force Overtime              | 511310 | 28,748           | 18,000                    | 22,704                             | 126.1%         | 30,000                                   | 18,000                    |
| Health Insurance                     | 512100 | 136,576          | 155,120                   | 103,740                            | 66.9%          | 123,740                                  | 159,720                   |
| FICA Contributions                   | 512200 | 63,216           | 69,784                    | 46,008                             | 65.9%          | 64,625                                   | 73,083                    |
| Medicare Contributions               | 512300 | 14,784           | 16,060                    | 10,760                             | 67.0%          | 15,157                                   | 16,798                    |
| Retirement Contribution              | 512400 | 199,102          | 191,345                   | 142,256                            | 74.3%          | 189,684                                  | 221,016                   |
| Tuition Reimbursement                | 512500 | -                | 4,000                     | -                                  | 0.0%           | -  | -                         |
| Workers Compensation Insurance - GMA | 512700 | 76,613           | 67,533                    | 69,047                             | 102.2%         | 70,000                                   | 70,725                    |
| Uniforms-Protective Gear             | 512905 | 3,949            | 5,800                     | 1,895                              | 32.7%          | 3,000                                    | 3,900                     |
| Uniforms                             | 512910 | 14,554           | 12,500                    | 12,294                             | 98.3%          | 16,800                                   | 18,035                    |
| Professional Services                | 521220 | 1,097            | 2,880                     | 2,500                              | 86.8%          | 3,000                                    | 3,880                     |
| Police Admin IT Fee                  | 521300 | 61,869           | 64,800                    | 42,981                             | 66.3%          | 68,000                                   | 97,220                    |
| Repairs/Maint                        | 522200 | 8,764            | 10,000                    | 7,734                              | 77.3%          | 10,000                                   | 10,000                    |
| Vehicle Repairs/Maint                | 522210 | 68,154           | 60,000                    | 58,912                             | 98.2%          | 70,000                                   | 30,000                    |
| Equip/Rental-Lease                   | 522320 | 3,200            | 3,600                     | 12,359                             | 343.3%         | 13,664                                   | 13,664                    |
| Liability Insurance -GIRMA           | 523100 | 68,013           | 80,000                    | 69,986                             | 87.5%          | 75,000                                   | 96,000                    |
| Communications                       | 523200 | 13,407           | 12,300                    | 9,303                              | 75.6%          | 13,000                                   | 13,107                    |
| Postage                              | 523210 | 61               | 250                       | 45                                 | 18.1%          | 250                                      | 250                       |
| Advertising                          | 523300 | 1,167            | 2,000                     | -                                  | 0.0%           | -  | 2,000                     |
| Printing                             | 523400 | 2,615            | 3,000                     | 1,018                              | 33.9%          | 2,000                                    | 3,000                     |
| Travel                               | 523500 | 6,026            | 6,000                     | 3,391                              | 56.5%          | 6,000                                    | 6,000                     |
| Dues & Fees                          | 523600 | 9,769            | 12,883                    | 12,403                             | 96.3%          | 13,000                                   | 15,450                    |
| Education/Training                   | 523700 | 2,360            | 4,000                     | 6,108                              | 152.7%         | 6,500                                    | 6,000                     |
| Other Expense                        | 523910 | 1,452            | 2,000                     | 1,119                              | 56.0%          | 2,000                                    | 2,000                     |
| Office Supplies                      | 531100 | 1,231            | 2,500                     | 2,618                              | 104.7%         | 2,500                                    | 2,500                     |
| Investigative Supplies - CID         | 531130 | 2,159            | 2,500                     | -                                  | 0.0%           | 2,500                                    | 2,500                     |
| Gas, Oil & Diesel                    | 531270 | 50,481           | 88,000                    | 29,376                             | 33.4%          | 50,000                                   | 72,000                    |
| Books & Periodicals                  | 531400 | 613              | 400                       | 178                                | 44.5%          | 400                                      | 400                       |
| Small Equipment                      | 531600 | 9,489            | 13,000                    | 7,664                              | 59.0%          | 13,000                                   | 17,700                    |
| Capital Equipment-Vehicles           | 542500 |                  |                           | -                                  |                |  |                           |
| Capital Equipment-Police Radios      | 542500 |                  | -                         |                                    |                |  |                           |
| <b>Totals</b>                        |        | <b>1,889,178</b> | <b>2,017,811</b>          | <b>1,434,285</b>                   | <b>71.1%</b>   | <b>1,888,088</b>                         | <b>2,135,699</b>          |



# Clarkston Police Department

## 2020 Budget

### Personnel Services & Employees

|               |   |                    |
|---------------|---|--------------------|
| <b>511100</b> | <b>Police Department Salaries Full Time</b><br>Annual base salaries for 20 total staff<br>2 - Police Chief & Assistant Police Chief<br>1 – Captain DEA Task Force<br>1 – Lieutenant-Training/Certification Officer<br>4 – Sergeants for Patrol<br>9 – Patrol Officers<br>3 - CID Staff<br>26 Approved positions, with 6 unfunded 2020   | <b>\$1,148,751</b> |
| <b>511300</b> | <b>Police Department Overtime</b><br>Used for proactive police operations, emergency situations, special events, and mandatory training.  | <b>\$12,000</b>    |
| <b>511310</b> | <b>Police Department DEA Taskforce Overtime</b>   | <b>\$18,000</b>    |
| <b>512110</b> | <b>Police Department Insurance (Health-Life-Dental)</b>   | <b>\$162,320</b>   |
| <b>512200</b> | <b>Police Department Social Security FICA (6.2%)</b><br>(6.2% of full, part-time, and overtime salaries)  | <b>\$73,083</b>    |
| <b>512300</b> | <b>Police Department Medicare</b><br>(1.45% of full, part-time & overtime salaries)   | <b>\$16,798</b>    |
| <b>512400</b> | <b>Police Department Employee Retirement Program</b><br>The rates are 18% of annual full-time salaries  | <b>\$221,016</b>   |
| <b>512500</b> | <b>Police Department Tuition Reimbursement</b>  | <b>\$0</b>         |
| <b>512700</b> | <b>Police Department Worker’s Comp Insurance (GMA)</b><br>6% of regular full-time and part-time salaries.   | <b>\$70,725</b>    |
| <b>512905</b> | <b>Police Department Uniforms – Protective Gear</b><br>Requesting 6 ballistic vests; (1) for normal replacement and (5) for new hires at \$650 per vest.  | <b>\$3,900</b>     |
| <b>512910</b> | <b>Police Department Uniforms</b> <ul style="list-style-type: none"> <li>• \$125 per officer (20) for one pair of boots = \$2,500</li> <li>• 5 vacant positions. To outfit a new officer cost is approximately \$950 for uniforms. 5 x \$950 = \$4,750</li> <li>• Duty gear for 5 vacant positons \$541 x 5 ==\$2,705</li> <li>• Carriers to carry our issued body cameras need to be replaced 9 x \$120 = \$1080.</li> </ul> | <b>\$18,035</b>    |

- Normal replacement of uniforms for 14 officers (excluding new hires who will receive new uniforms)  $\$500 \times 14 = \$7,000$

**Sub-total Personnel Service & Employees** **\$ 1,742,628**

**Purchased/Contracted Services**

|               |  |                 |
|---------------|--|-----------------|
| <b>521220</b> | <p><b>Police Department Professional Services</b><br/>Includes fees for applicant processing, consultants, testing and other professional services.<br/>Physical exams (<math>\\$85 \times 8 = \\$680</math>)<br/>Psychological exams (<math>\\$275 \times 8 = \\$2,200</math>)<br/>Polygraph exams (<math>\\$125 \times 8 = \\$1,000</math>)</p>                    | <b>\$3,880</b>  |
| <b>521300</b> | <p><b>Police Department Information Technology Support</b><br/>VC3, Inc. annual IT Support Fees - <math>\\$4,800 \times 12 = \\$57,600</math><br/>VC3, Inc. MDT Support Fees - <math>\\$2,210 \times 12 = \\$26,520</math><br/>VC3, Inc.-NEW-Premise Server Backups PD - <math>\\$7,100</math><br/>VC3, Inc.-NEW-NEW PD Server P2P-Tyler - <math>\\$6,000</math></p> | <b>\$97,220</b> |
| <b>522200</b> | <p><b>Police Department Equipment Repairs &amp; Maintenance</b><br/>Rite Weight, Inc <math>\\$350</math><br/>Mobile Comm-Dekalb <math>\\$2,000 \times 4</math> (per quarter) = <math>\\$8,000</math><br/>Dragoneye Technology <math>\\$400</math><br/>Other Equipment Repairs-Spotlights, Misc = <math>\\$1,250</math></p>   | <b>\$10,000</b> |
| <b>522210</b> | <p><b>Police Department Vehicle Repairs &amp; Maintenance</b><br/>Upkeep and repairs on our fleet of vehicles.<br/>Tires – Kauffman Tires<br/>Vehicle Repairs – RDS Automotive Services<br/>Vehicle Cleaning – Finish Line Car Wash</p>  | <b>\$30,000</b> |
| <b>522320</b> | <p><b>Police Department Equipment Rental/Lease Contracts</b><br/>Toshiba Copiers <math>\\$300/ \text{month} = \\$3,600</math><br/>AXON Tasers Annual Fees = <math>\\$3,200</math><br/>AXON Tasers Lease Payments = <math>\\$6,864</math></p>   | <b>\$13,664</b> |
| <b>523100</b> | <p><b>Police Department Insurance – GIRMA General</b><br/>Automobile Liability &amp; Physical Damage = <math>\\$45,000</math><br/>Law Enforcement Liability = <math>\\$46,000</math><br/>Deductibles Budget = <math>\\$5,000</math></p>  | <b>\$96,000</b> |
| <b>523200</b> | <p><b>Police Department Communications</b><br/>Includes:</p> <ul style="list-style-type: none"> <li>▪ AT&amp;T phones and air cards for vehicles</li> </ul>  | <b>\$13,107</b> |

|   |   |                  |
|---|---|------------------|
| <b>523210</b>                                 | <b>Police Department Postage</b>  | <b>\$250</b>     |
| <b>523300</b>                                 | <b>Police Department Advertising</b><br>Employment Recruiting Ads   | <b>\$2,000</b>   |
| <b>523400</b>                                 | <b>Police Department Printing</b><br>Includes funds for printing letterhead, business cards and other required forms. Update all business cards with cityofclarkston.com email address.   | <b>\$3,000</b>   |
| <b>523500</b>                                 | <b>Police Department Travel</b><br>Includes travel costs for seminars, conferences, conventions and other training programs. This includes the travel for command staff.  | <b>\$6,000</b>   |
| <b>523600</b>                                 | <b>Police Department Dues and Subscriptions</b> <ul style="list-style-type: none"> <li>▪ Georgia Association of Chiefs of Police \$250</li> <li>▪ International Association of Chiefs of Police \$300</li> <li>▪ International Association of Chiefs of Police NET- \$525</li> <li>▪ State Re-Certification Annual Fee \$300</li> <li>▪ Dekalb Chief's Association \$100</li> <li>▪ GA Assoc. Law Enforcement Firearms \$110</li> <li>▪ GPAC Membership \$200</li> <li>▪ Georgia Peace Officers Association \$75</li> <li>▪ Guardian Tracking-Employee Tracking \$1,400</li> <li>▪ Power DMS Annual Dues \$5,000</li> <li>▪ UTILITY Annual Dues \$4,000</li> <li>▪ Thomson Reuters Research Database Subscription \$2,640</li> <li>▪ National Internal Affairs Association \$100</li> <li>▪ Metropol \$150.00</li> <li>▪ Other \$300</li> </ul> | <b>\$15,450</b>  |
| <b>523700</b>                                 | <b>Police Department Education &amp; Training</b><br>Training for all department members includes symposiums and specialized classes that are not readily available at the State or Local Academy.  | <b>\$6,000</b>   |
| <b>523910</b>                                 | <b>Police Department Miscellaneous Expense</b><br>Allows for miscellaneous expenses not specified under other line items such as shipping costs, batteries, coffee, etc. Includes outreach programs currently sponsored by the department including community based programs, investigator meetings, and staff meetings. Identification cards for new hires.  | <b>\$2,000</b>   |
| <b>Subtotal Purchased/Contracted Services</b> |   | <b>\$298,571</b> |

**Supplies**

|                               |   |                    |
|-------------------------------|---|--------------------|
| <b>531100</b>                 | <b>Police Department Office Supplies</b><br>Based on history of usage and anticipated requirements, particularly in printer cartridges, paper and other computer supplies as well as office supplies normally used. Adjusted for thermal paper expenses.                  | <b>\$2,500</b>     |
| <b>531130</b>                 | <b>Investigative Supplies - CID</b><br>Equipment and supplies for proper criminal investigations. Including digital recording for witnesses, safety supplies and equipment, latent fingerprint collection kits and drug field testing refills, and translators as needed. | <b>\$2,500</b>     |
| <b>531270</b>                 | <b>Police Department Fuel and Oil</b><br>Increase due to addition of take home vehicles to be purchased in FY2019.  | <b>\$72,000</b>    |
| <b>531400</b>                 | <b>Police Department Books &amp; Periodicals</b>  | <b>\$400</b>       |
| <b>531600</b>                 | <b>Police Department Small Equipment</b><br>Includes ammunition and targets for firearm training to include targets. Taser unlimited live cartridges and PPM batteries, and ballistic shield.   | <b>\$17,700</b>    |
| <b>Sub-total Supplies</b>     |   | <b>\$95,100</b>    |
| <b>Total Operating Budget</b> |   | <b>\$2,135,699</b> |

| EXPENDITURE                          |        |                |                     |                              |              |                                 |                     |
|--------------------------------------|--------|----------------|---------------------|------------------------------|--------------|---------------------------------|---------------------|
| As of September 11, 2019             |        | 2018 ACTUAL    | 2019 ADOPTED BUDGET | 2019 ACTUAL AS OF 10/17/2019 | % OF BUDGET  | 2019 PROJECTED & AMENDED BUDGET | 2020 BUDGET REQUEST |
| <b>MUNICIPAL COURT - 20-2650</b>     |        |                |                     |                              |              |                                 |                     |
| Salaries                             | 511100 | 225,539        | 214,295             | 120,733                      | 56.3%        | 169,801                         | 192,256             |
| Part Time Salaries                   | 511200 |                | -                   | -                            |              |                                 | -                   |
| Overtime                             | 511300 | 3,297          | 3,000               | 1,216                        | 40.5%        | 2,500                           | 3,000               |
| Health Insurance                     | 512100 | 30,963         | 31,024              | 18,436                       | 59.4%        | 22,236                          | 31,524              |
| FICA Contributions                   | 512200 | 13,046         | 13,472              | 7,038                        | 52.2%        | 10,075                          | 12,106              |
| Medicare Contributions               | 512300 | 3,050          | 3,151               | 1,647                        | 52.3%        | 2,425                           | 2,831               |
| Retirement Contribution              | 512400 | 35,721         | 36,940              | 27,463                       | 74.3%        | 36,940                          | 36,610              |
| Tuition Reimbursement                | 512500 | -              | -                   | -                            |              |                                 |                     |
| Workers Compensation Insurance - GMA | 512700 | 841            | 1,086               | 770                          | 70.9%        | 1,086                           | 976                 |
| Uniforms                             | 512910 | 402            | 1,200               | 1,304                        | 108.7%       | 1,304                           | 1,200               |
| City Judge                           | 521200 | 24,935         | 24,000              | 18,227                       | 75.9%        | 24,000                          | 24,000              |
| City Solicitor                       | 521210 | 12,000         | 12,000              | 9,800                        | 81.7%        | 12,000                          | 12,000              |
| Public Defender                      | 521215 | 9,600          | 9,600               | 6,400                        | 66.7%        | 9,600                           | 9,600               |
| Professional Services                | 521220 | 4,198          | 5,800               | 3,365                        | 58.0%        | 5,800                           | 5,800               |
| Information Technology Services      | 521300 | 54,380         | 59,000              | 28,634                       | 48.5%        | 53,000                          | 55,760              |
| Equipment Rental                     | 522320 | 3,200          | 3,600               | 2,295                        | 63.8%        | 3,100                           | 3,600               |
| Communications                       | 523200 | 3,164          | 2,880               | 873                          | 30.3%        | 1,300                           | 1,560               |
| Printing                             | 523400 | 1,076          | 2,000               | 1,818                        | 90.9%        | 2,000                           | 2,000               |
| Travel                               | 523500 | 5,133          | 6,000               | 1,315                        | 21.9%        | 4,000                           | 5,900               |
| Dues & Fees                          | 523600 | 511            | 745                 | 301                          | 40.4%        | 700                             | 720                 |
| Education/Training                   | 523700 | 1,720          | 3,100               | 775                          | 25.0%        | 1,500                           | 1,525               |
| Other Expense                        | 523910 | 100            | 300                 | 86                           | 28.5%        | 300                             | 300                 |
| Office Supplies                      | 531100 | 2,416          | 4,000               | 1,451                        | 36.3%        | 3,000                           | 3,000               |
| Books & Periodicals                  | 531400 | -              | 200                 | -                            | 0.0%         | 200                             | 200                 |
| Small Equipment                      | 531600 | -              | 1,000               | 749                          | 74.9%        | 1,000                           | 1,000               |
| A & B Fund                           | 571000 | 21,823         | 25,000              | 10,351                       | 41.4%        | 17,000                          | 17,000              |
| Training Fund                        | 571010 | 38,075         | 45,000              | 18,418                       | 40.9%        | 30,000                          | 30,000              |
| Crime Victim Emer Fund               | 571020 | 21,650         | 25,000              | 10,289                       | 41.2%        | 18,000                          | 18,000              |
| Crime Victim DUI Fund                | 571030 | 210            | 600                 | 77                           | 12.9%        | 600                             | 600                 |
| Brain & Spinal Inj Fund              | 571040 | 661            | 1,600               | 148                          | 9.3%         | 500                             | 500                 |
| Indigent Defense Fund                | 571060 | 42,780         | 50,000              | 20,226                       | 40.5%        | 36,000                          | 36,000              |
| Crime Lab Fee                        | 571070 | 175            | 600                 | 75                           | 12.5%        | 600                             | 600                 |
| County Drug Treatment                | 571080 | 2,098          | 4,000               | 1,199                        | 30.0%        | 3,200                           | 3,200               |
| Drivers Ed/Tng                       | 571090 | 4,815          | 5,000               | 2,655                        | 53.1%        | 5,000                           | 5,000               |
|                                      |        |                |                     |                              |              |                                 |                     |
| <b>Totals</b>                        |        | <b>567,577</b> | <b>595,193</b>      | <b>318,132</b>               | <b>53.5%</b> | <b>478,767</b>                  | <b>518,368</b>      |

# Clarkston Municipal Court

## 2020 Budget

### Personnel Services & Employees

|  |   |                   |
|--|---|-------------------|
| <b>511100</b>                                      | <b>Municipal Court Salaries Full Time</b><br>Four full-time court staff                                   | <b>\$192,256</b>  |
| <b>511200</b>                                      | <b>Municipal Court Salaries Part Time</b>   | <b>\$0</b>        |
| <b>511300</b>                                      | <b>Municipal Court Overtime</b>   | <b>\$3,000</b>    |
| <b>512110</b>                                      | <b>Municipal Court Insurance (Health-Life-Dental)</b>   | <b>\$31,524</b>   |
| <b>512200</b>                                      | <b>Municipal Court Social Security FICA (6.2%)</b><br>(6.2% of full, part-time, and overtime salaries)    | <b>\$12,106</b>   |
| <b>512300</b>                                      | <b>Municipal Court Medicare</b><br>(1.45% of full, part-time & overtime salaries)                         | <b>\$2,831</b>    |
| <b>512400</b>                                      | <b>Municipal Court Employee Retirement Program</b><br>The rates are 17% of annual full-time salaries      | <b>\$36,610</b>   |
| <b>512500</b>                                      | <b>Municipal Court Tuition Reimbursement</b>  | <b>\$0</b>        |
| <b>512700</b>                                      | <b>Municipal Court Worker's Comp Insurance (GMA)</b><br>0.5% of regular full-time and part-time salaries. | <b>\$976</b>      |
| <b>512910</b>                                      | <b>Municipal Court Uniforms</b>   | <b>\$1,200</b>    |
| <b>Sub-total Personnel Service &amp; Employees</b> |   | <b>\$ 280,503</b> |

### Purchased/Contracted Services

|               |   |                 |
|---------------|---|-----------------|
| <b>521200</b> | <b>Municipal Court Judge</b><br>\$2,000 per month   | <b>\$24,000</b> |
| <b>521210</b> | <b>Municipal Court Solicitor</b><br>\$1,000 per month   | <b>\$12,000</b> |
| <b>521215</b> | <b>Municipal Court Public Defender</b><br>\$800 per month   | <b>\$9,600</b>  |
| <b>521220</b> | <b>Municipal Court Professional Services</b><br>Interpreters for Court \$4,000<br>Bailiff/Security-Tucker Court \$150 x 12= \$1,800 | <b>\$5,800</b>  |

|               |  |                 |
|---------------|--|-----------------|
| <b>521300</b> | <b>Municipal Court Information Technology Support</b><br>VC3, Inc. annual IT Support Fees \$1,200 per month x<br>12 months =\$12,000<br>Tyler Technologies – Incode Software Support Fees are<br>\$10 per citation with average 333 citations per month x<br>12 months = \$39,960<br>BadgePass Software Annual Support Fee \$1,400   | <b>\$53,360</b> |
| <b>522200</b> | <b>Municipal Court Equipment Repairs &amp; Maintenance</b>   | <b>\$0</b>      |
| <b>522320</b> | <b>Municipal Court Equipment Rental/Lease Contracts</b><br>Toshiba Copier Lease \$300/mth  | <b>\$3,600</b>  |
| <b>523200</b> | <b>Municipal Court Communications</b><br>Includes: <ul style="list-style-type: none"> <li>▪ GTA-GA Technology Authority (GCIC) \$40 x 12 = \$480</li> <li>▪ AT&amp;T First Net- Cell Phones \$90x12= \$1,080</li> </ul>  | <b>\$1,560</b>  |
| <b>523400</b> | <b>Municipal Court Printing</b><br>Includes funds for printing letterhead, business cards and other required forms for<br>court including court summons, arraignment forms, and subpoenas \$1,000<br>Card South Solutions – Card Stock for permit ID Card Printer \$1,000.   | <b>\$2,000</b>  |
| <b>523500</b> | <b>Municipal Court Travel</b><br>Judge Will-Municipal Judge Training \$500<br>Georgia Council of Court Administrators Conferences-<br>Chief Court Clerk – 2 conference annually May/September,<br>hotel, mileage, & food @ \$1,200 each = \$2,400<br>GCIC Symposium (TAC) Conference – Chief Court<br>Clerk + Court Clerk (August) = 2 @ \$1,200 = \$2,400<br>Georgia Municipal Court Clerk’s Council \$600  | <b>\$5,900</b>  |
| <b>523600</b> | <b>Municipal Court Dues and Subscriptions</b><br>Georgia Records Association (GRA)<br>(Dorothy/Amanda \$30 each) \$60<br>Georgia Council of Municipal Judges (Judge Will) \$100<br>GA Institute Continuing Judicial Education (Judge Will) \$325<br>Georgia Council of Court Administrators(GCCA)(Dorothy) \$100<br>Georgia Municipal Court Clerk’s Council (GMCCC)<br>(Dorothy) \$45 \$45<br>Georgia Terminal Agency Association (TAC)<br>(Dorothy & Amanda) \$20 each \$40<br>Notary Fees \$50 | <b>\$720</b>    |
| <b>523700</b> | <b>Municipal Court Education &amp; Training</b><br>ICJE-Georgia Municipal Court Clerks Council-<br>required annual Recertification training for<br>Chief Court Clerk \$225<br>Conference Registration (GCCA) (1@\$300) (DRJ) \$300<br>GCIC Symposium (TAC) (Amanda & DRJ - 2@\$225) \$450  | <b>\$1,525</b>  |

|               |  |                  |
|---------------|--|------------------|
|               | Georgia Records Association-DRJ or Amanda  | \$350            |
|               | Other Training for Records Clerks  | \$200            |
| <b>523910</b> | <b>Municipal Court Miscellaneous Expense</b>   | <b>\$300</b>     |
|               | Allows for miscellaneous expenses not specified under other line items such as shipping costs, batteries, coffee, etc. |                  |
|               | <b>Subtotal Purchased/Contracted Services</b>  | <b>\$122,765</b> |
|               | <b><u>Supplies</u></b>   |                  |
| <b>531100</b> | <b>Municipal Court Office Supplies</b>   | <b>\$3,000</b>   |
|               | Office supplies including printer cartridges, paper and other supplies.  |                  |
| <b>531400</b> | <b>Municipal Court Books &amp; Periodicals</b>   | <b>\$200</b>     |
| <b>531600</b> | <b>Municipal Court Small Equipment</b>   | <b>\$1,000</b>   |
|               | Replacement printers and other small office equipment  |                  |
|               | <b>Sub-total Supplies</b>  | <b>\$4,200</b>   |
|               | <b>Allocations of Municipal Court Fines &amp; Forfeitures</b>  |                  |
| <b>571000</b> | <b>Municipal Court Police Annuity &amp; Benefit Fund</b>   | <b>\$17,000</b>  |
| <b>571010</b> | <b>Municipal Court Police Training Fund</b>  | <b>\$30,000</b>  |
| <b>571020</b> | <b>Municipal Court Crime Victim's Emergency Fund</b>   | <b>\$18,000</b>  |
| <b>571030</b> | <b>Municipal Court Crime Victim's DUI Fund</b>   | <b>\$600</b>     |
| <b>571040</b> | <b>Municipal Court Brain &amp; Spinal Injury Fund</b>  | <b>\$500</b>     |
| <b>571060</b> | <b>Municipal Court Indigent Defense Fund</b>   | <b>\$36,000</b>  |
| <b>571070</b> | <b>Municipal Court Crime Lab Fee</b>   | <b>\$600</b>     |
| <b>571080</b> | <b>Municipal Court Dekalb County Drug Treatment Fund</b>   | <b>\$3,200</b>   |
| <b>571090</b> | <b>Municipal Court Driver Education Training Fund</b>  | <b>\$5,000</b>   |
|               | <b>TOTAL ALLOCATIONS – Court Fines &amp; Forfeitures</b>   | <b>\$110,900</b> |
|               | <b>Total Budget</b>  | <b>\$518,368</b> |



| EXPENDITURE   |        |                |                           |                                       |                |  |                           |
|---|--------|----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019  |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>PUBLIC WORKS - 40-4000</b>   |        |                |                           |                                       |                |  |                           |
| Salaries-Full time  | 511100 | 387,960        | 413,043                   | 207,651                               | 50.3%          | 318,576                                  | 375,518                   |
| Salaries - Part time  | 511200 | 29,150         | 31,128                    | 33,683                                | 108.2%         | 37,514                                   | 18,150                    |
| Overtime  | 511300 | 870            | 10,800                    | 1,093                                 | 10.1%          | 2,000                                    | 12,000                    |
| Health Insurance  | 512100 | 63,909         | 73,160                    | 57,552                                | 78.7%          | 70,152                                   | 80,916                    |
| FICA Contributions  | 512200 | 26,952         | 28,208                    | 14,860                                | 52.7%          | 22,703                                   | 25,151                    |
| Medicare Contributions  | 512300 | 6,303          | 6,597                     | 3,476                                 | 52.7%          | 5,478                                    | 5,882                     |
| Retirement Contribution   | 512400 | 67,750         | 72,053                    | 57,503                                | 79.8%          | 76,702                                   | 91,410                    |
| Tuition Reimbursement   | 512500 | 1,000          | -                         | -                                     |                | -  | -                         |
| Worker's Compensation   | 512700 | 26,096         | 39,080                    | 27,631                                | 70.7%          | 30,000                                   | 44,421                    |
| Uniform Rental  | 512910 | 8,286          | 9,250                     | 6,890                                 | 74.5%          | 9,000                                    | 9,850                     |
| Professional Services   | 521215 | 12,671         | 16,000                    | 1,170                                 | 7.3%           | 10,000                                   | 16,000                    |
| Computer Information Technology Support                                       | 521300 | 6,883          | 6,600                     | 7,034                                 | 106.6%         | 10,634                                   | 10,800                    |
| Landfill  | 522115 | 5,864          | 7,000                     | 3,021                                 | 43.2%          | 6,000                                    | 7,000                     |
| ROW Grass Cutting   | 522140 | 34,021         | 33,600                    | 26,080                                |                | 33,600                                   | 33,600                    |
| Repairs/Maintenance   | 522200 | 3,133          | 5,000                     | 3,762                                 | 75.2%          | 5,000                                    | 5,000                     |
| Vehicle/Repairs/Maint   | 522210 | 18,958         | 18,000                    | 12,954                                | 72.0%          | 18,000                                   | 17,500                    |
| Equipment/Rental  | 522320 | 15,353         | 14,000                    | 10,521                                | 75.2%          | 14,000                                   | 14,000                    |
| Liability Insurance - GIRMA   | 523100 | 5,348          | 6,500                     | 6,115                                 | 94.1%          | 6,500                                    | 6,500                     |
| Communication   | 523200 | 4,327          | 4,000                     | 1,187                                 | 29.7%          | 2,000                                    | 1,800                     |
| Travel  | 523500 | 611            | 2,000                     | 2,842                                 | 142.1%         | 3,000                                    | 3,000                     |
| Membership Dues and Fees  | 523600 | 536            | 550                       | 737                                   | 134.0%         | 800                                      | 745                       |
| Education and Training  | 523700 | 370            | 2,750                     | 1,150                                 | 41.8%          | 1,500                                    | 2,750                     |
| Other   | 523910 | 1,461          | 1,000                     | 1,567                                 | 156.7%         | 2,000                                    | 1,500                     |
| General Supplies  | 531100 | 5,499          | 6,000                     | 5,218                                 | 87.0%          | 6,000                                    | 6,000                     |
| Electricity   | 531230 | 69,917         | 79,200                    | 51,461                                | 65.0%          | 65,000                                   | 79,200                    |
| Gas, Oil & Diesel   | 531270 | 16,817         | 18,000                    | 12,094                                | 67.2%          | 18,000                                   | 18,500                    |
| Small Equipment   | 531600 | 3,458          | 5,000                     | 3,378                                 | 67.6%          | 5,000                                    | 5,500                     |
|   |        |                |                           |                                       |                |  |                           |
| Note: Capital Expenditure Items are included on " Capital Projects" Worksheet |        |                |                           |                                       |                |  |                           |
|   |        |                |                           |                                       |                |  |                           |
|   |        |                |                           |                                       |                |  |                           |
| <b>TOTALS</b>   |        | <b>823,501</b> | <b>908,519</b>            | <b>560,629</b>                        | <b>61.7%</b>   | <b>779,159</b>                           | <b>892,693</b>            |

## 2020 Public Works Budget Request

### PERSONNEL COSTS

|                 |  |                  |
|-----------------|--|------------------|
| <b>511100</b>   | <b>Salaries Full Time</b><br>Eleven Full-time employees<br>Note: \$100,000 of Public Works Salaries has been allocated to<br>The Stormwater Fund for 2020                                    | <b>\$375,518</b> |
| <b>511200</b>   | <b>Salaries Part Time</b><br>Includes two seasonal employees from April – August for<br>right-of-row grass maintenance.  | <b>\$18,150</b>  |
| <b>511300</b>   | <b>Over-Time</b><br>As needed for on-call personnel, emergency call-ins,<br>and special events.  | <b>\$12,000</b>  |
| <b>512110</b>   | <b>Insurance Health</b><br>11 Full-Time Employees  | <b>\$80,916</b>  |
| <b>512200</b>   | <b>Social Security FICA</b><br>6.2% of all salaries and overtime   | <b>\$25,151</b>  |
| <b>512300</b>   | <b>Medicare Contributions</b>  | <b>\$5,882</b>   |
| <b>512400</b>   | <b>Retirement Contributions</b>  | <b>\$91,410</b>  |
| <b>512700</b>   | <b>Workers Compensation</b>  | <b>\$44,421</b>  |
| <b>512910</b>   | <b>Uniforms</b><br>G&K Services-Weekly uniform cleaning/rental service<br>\$100/week = \$5,200<br>Boots, jackets and other items for employees @ \$400 = \$4,400<br>Seasonal Employees \$250 | <b>\$9,850</b>   |
| <b>Subtotal</b> | <b>Personnel &amp; Employee</b>  | <b>\$663,298</b> |
|                 | <b>Purchased &amp; Contract Services</b>   |                  |
| <b>521215</b>   | <b>Professional Services</b><br>Collaborative Infrastructure Services \$16,000   | <b>\$16,000</b>  |
| <b>521300</b>   | <b>Computer Information Technology Support</b><br>VC3 IT Support \$900 per month x 12 = \$10,800   | <b>\$10,800</b>  |

|               |  |                 |
|---------------|--|-----------------|
| <b>522115</b> | <b>Landfill Use</b><br>Landfill tipping fees<br>Roll off container disposal fees (yard waste & metal recycling)<br>Misc projects and removal of large items                                | <b>\$7,000</b>  |
| <b>522140</b> | <b>Right of Way Maintenance</b><br>Right of Way maintenance I-285 & Church St. Exit<br>\$2,200 x 12 mths = \$26,400<br>Montreal Rd/EPDL Landscaping \$600 x 12 = \$7,200                   | <b>\$33,600</b> |
| <b>522200</b> | <b>Public Works Repairs &amp; Maintenance</b><br>Repairs for Misc. Software  | <b>\$5,000</b>  |
| <b>522210</b> | <b>Vehicle Maintenance</b><br>Tires, Service, Emission Test, Supplies, Repairs Towing,<br>Accessories, Tags and Titles, Vehicle Cleaning   | <b>\$17,500</b> |
| <b>522320</b> | <b>Equipment Rental</b><br>Caterpillar Skid Steer Loader \$800/month = \$9,600<br>Toshiba Public Works copier \$300/month = \$3,600<br>Bucket Truck Rental for Holiday Decorations \$800   | <b>\$14,000</b> |
| <b>523100</b> | <b>GIRMA Liability</b><br>General Liability Coverages Allocated by Dept<br>Automobile Liability<br>Automobile Physical Damage<br>Property Buildings & Contents<br>Deductibles Budgeted     | <b>\$6,500</b>  |
| <b>523200</b> | <b>Communications</b><br>AT&T cell phones  | <b>\$1,800</b>  |
| <b>523400</b> | <b>Printing &amp; Binding</b><br>Letterhead& Envelopes<br>Sanitation Educational material  | <b>\$0</b>      |
| <b>523500</b> | <b>Travel</b><br>Mileage, Meals and Lodging  | <b>\$3,000</b>  |
| <b>523600</b> | <b>Dues &amp; Subscriptions</b><br>APWA Dues – \$200<br>GA Utility Contractors Association \$200<br>Sam’s Club Membership fee \$150<br>GA Sec of State – Water Certifications 3@\$65=\$195 | <b>\$745</b>    |
| <b>523700</b> | <b>Education &amp; Training</b><br>APWA Public Works Association<br>Certificate of Public Works Manager<br>GA Utility Contractors Association  | <b>\$2,750</b>  |

|                                  |   |                  |                    |
|----------------------------------|---|------------------|--------------------|
| <b>523910</b>                    | <b>Miscellaneous</b>  |                  | <b>\$1,500</b>     |
| <b>Subtotal</b>                  | <b>Purchased &amp; Contract Services</b>                        |                  | <b>\$120,195</b>   |
|                                  | <b>Supplies</b>   |                  |                    |
| <b>531100</b>                    | <b>General Supplies</b>   |                  | <b>\$6,000</b>     |
| <b>531230</b>                    | <b>Electricity-Street Lights</b>                                |                  | <b>\$79,200</b>    |
|                                  | Georgia Power Acct# 11732-85125 Street Lights                   |                  |                    |
|                                  | \$4,200/month = \$50,400  |                  |                    |
|                                  | Georgia Power Acct# 00034-11103 3921 Church St. Mtr & Gvt       |                  |                    |
|                                  | \$800/month = \$9,600   |                  |                    |
|                                  | Georgia Power Acct# 44694-04004 EPDL Lights                     |                  |                    |
|                                  | \$100/month = \$1,200   |                  |                    |
|                                  | Georgia Power Acct# 59997-86001 New Street Lights               |                  |                    |
|                                  | \$1,500/month = \$18,000  |                  |                    |
| <b>531270</b>                    | <b>Gasoline</b>   |                  | <b>\$18,500</b>    |
| <b>531600</b>                    | <b>Small Equipment Purchases</b>                                |                  | <b>\$5,500</b>     |
|                                  | Maintenance Equipment –trimmers, blowers, small power equipment |                  |                    |
| <b>Subtotal</b>                  | <b>Supplies</b>   |                  | <b>\$109,200</b>   |
| <b>Total Operating Budget</b>    |   |                  | <b>\$892,693</b>   |
|                                  | <b>Public Works Capital Purchases</b>                           |                  |                    |
| <b>542200</b>                    | <b>Vehicles</b>   |                  | <b>\$249,000</b>   |
|                                  | Ford F-150 Pickup Truck (replace 2003 F-150)                    | \$28,000         |                    |
|                                  | <i>(Purchases through 5 year capital lease)</i>                 |                  |                    |
|                                  | Bucket Truck (Capital Lease)                                    | \$86,000         |                    |
|                                  | Trash/Sanitation Truck (Capital Lease)                          | <u>\$135,000</u> |                    |
|                                  | <i>Total Purchases through Capital Lease</i>                    | <b>\$221,000</b> |                    |
| <b>Subtotal</b>                  | <b>Capital Purchases</b>  |                  | <b>\$249,000</b>   |
| <b>TOTAL PUBLIC WORKS BUDGET</b> |   |                  | <b>\$1,141,693</b> |

| EXPENDITURE                        |        |                |                           |                                       |                |  |                           |
|------------------------------------|--------|----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019           |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>BUILDINGS/GROUNDS - 15-1565</b> |        |                |                           |                                       |                |  |                           |
| Professional Svcs                  | 521215 | 29,305         | 31,800                    | 28,117                                | 88.4%          | 31,800                                   | 36,724                    |
| Pest Control                       | 522145 | 1,678          | 1,400                     | 1,396                                 | 99.7%          | 1,400                                    | 1,600                     |
| Repairs                            | 522200 | 25,042         | 22,000                    | 20,098                                | 91.4%          | 22,000                                   | 22,000                    |
| GIRMA Liability Insurance          | 523100 | 3,646          | 5,000                     | 4,254                                 | 85.1%          | 4,500                                    | 5,000                     |
| Communications                     | 523200 | 41,025         | 35,800                    | 29,465                                | 82.3%          | 35,800                                   | 35,800                    |
| Dues and Fees                      | 523600 | -              | -                         | -                                     |                | -  | -                         |
| Other Miscellaneous Expense        | 523910 | 1,266          | 3,500                     | 958                                   | 27.4%          | 2,500                                    | 3,500                     |
| General Supplies                   | 531100 | 13,057         | 15,000                    | 7,913                                 | 52.8%          | 12,000                                   | 15,000                    |
| Water/Sewer                        | 531210 | 4,154          | 5,000                     | 2,393                                 | 47.9%          | 3,000                                    | 4,000                     |
| Natural Gas                        | 531220 | 6,728          | 7,000                     | 4,513                                 | 64.5%          | 7,000                                    | 7,000                     |
| Electricity                        | 531230 | 9,886          | 13,000                    | 7,619                                 | 58.6%          | 9,000                                    | 9,000                     |
| Small Equipment                    | 531600 | 2,282          | 3,500                     | 1,197                                 | 34.2%          | 3,500                                    | 4,000                     |
| Site Improvements                  | 541200 | -              |                           |                                       |                |  |                           |
|                                    |        | -              |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
|                                    |        |                |                           |                                       |                |  |                           |
| <b>TOTALS</b>                      |        | <b>138,070</b> | <b>143,000</b>            | <b>107,924</b>                        | <b>75.5%</b>   | <b>132,500</b>                           | <b>143,624</b>            |

## 2020 Buildings & Grounds Budget Request

### Purchased & Contract Services

|                 |   |                  |
|-----------------|---|------------------|
| <b>521215</b>   | <b>Professional Services</b><br>Dwell, Inc. Janitorial Services - \$2,600/mth = \$26,400<br>Tree Removals – Average \$1,250/tree x 6 trees = \$7,500<br>Security First Alarm Monitoring & Service= \$2,824<br>CHA, City Hall, & Poolhouse Monitoring 4@\$456=\$1,824<br>Service Calls = \$1,000   | <b>\$36,724</b>  |
| <b>522145</b>   | <b>Pest Control</b><br>Skyline Pest Control<br>Annex, City Hall, Public Works, Woman’s Club   | <b>\$1,600</b>   |
| <b>522200</b>   | <b>Repairs &amp; Maintenance</b><br>General Repairs and Maintenance to city buildings to include HVAC systems, plumbing, electrical, light bulbs, equipment service and maintenance, door locks, etc.   | <b>\$22,000</b>  |
| <b>523100</b>   | <b>GIRMA Liability</b><br>General Liability Coverages Allocated by Department<br>Property Buildings & Contents Coverage \$4,000<br>Claim Deductibles \$1,000  | <b>\$5,000</b>   |
| <b>523200</b>   | <b>Communications</b><br>Comcast Acct# 8220-20-230-0196945 \$235/mth = \$2,820<br>Comcast Acct# 8220-20-230-0027322 \$225/mth = \$2,700<br>AT&T Uverse Acct# 133673882 \$180/mth = \$2,160<br>AT&T Acct# 404-299-5937 \$135/mth = \$1,620<br>AT&T Acct# 404-292-1642-0120358 \$1,200/mth = 14,400<br>AT&T Acct#404-298-9463 \$180/mth = \$2,160<br>AT&T Acct# 171-797-7633673 = \$700/mth = \$8,400<br>AT&T Mobility#287273482194 \$45/mth = \$540<br>CNP Technologies – Annual Support Fees \$1,000/year | <b>\$35,800</b>  |
| <b>523910</b>   | <b>Miscellaneous</b><br>CSX Annual Real Estate Taxes \$500<br>Dry Cleaning tablecloths for Woman’s Club \$500<br>Other Miscellaneous Items \$2,500  | <b>\$3,500</b>   |
| <b>Subtotal</b> | <b>Purchased &amp; Contract Services</b>  | <b>\$104,624</b> |
|                 | <b>Supplies</b>   |                  |
| <b>531100</b>   | <b>General Supplies</b><br>Custodial supplies, light bulbs, mulch, bedding plants,<br>Pot hole patch, nails, lumber, paint etc.   | <b>\$15,000</b>  |

|  |   |                  |
|--|---|------------------|
| <b>531210</b>  | <b>Water/Sewer</b>                              | <b>\$4,000</b>   |
|  | DeKalb County Water-Annex Cust#5739026          |                  |
|  | DeKalb County Water-City Hall Cust# 1020766     |                  |
|  | DeKalb County Water- Women's Club Cust#994888   |                  |
|  | DeKalb County Water- Pub Works Cust# 6168977    |                  |
|  | DeKalb County Water- Vaughan St Cust# 6785691   |                  |
|  | Quench USA \$45*12= \$540                       |                  |
|  | Pure Water Technologies \$375*4=\$1,500         |                  |
| <b>531220</b>  | <b>Natural Gas</b>                              | <b>\$7,000</b>   |
|  | Constellation Gas Women's Club Acct# 6963571473 |                  |
|  | Constellation Gas Annex Acct# 423795297         |                  |
|  | Constellation Gas City Hall Acct# 4011935545    |                  |
|  | Constellation Gas Public Works Acct# 701646356  |                  |
| <b>531230</b>  | <b>Electricity</b>                              | <b>\$9,000</b>   |
|  | Georgia Power City Hall Shed Acct# 59787-86001  |                  |
|  | Georgia Power Women's Club Acct# 59367-86001    |                  |
|  | Georgia Power Annex Acct# 61257-86036           |                  |
|  | Georgia Power Public Works Acct# 34088-90007    |                  |
| <b>531600</b>  | <b>Small Equipment Purchases</b>                | <b>\$4,000</b>   |
| <b>Subtotal Supplies</b>                             |   | <b>\$39,000</b>  |
| <b>Capital Purchases</b>                             |   |                  |
| <b>541300</b>  | <b>Buildings and Building Improvements</b>      | <b>\$0</b>       |
| <b>Subtotal Capital Purchases</b>                    |   | <b>\$0</b>       |
| <b>TOTAL BUILDING &amp; GROUNDS OPERATING BUDGET</b> |   | <b>\$143,624</b> |

| EXPENDITURE   |        |                |                           |                                    |                |  |                           |
|---|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019  |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>PARKS 60-6200</b>  |        |                |                           |                                    |                |  |                           |
| Professional Services   | 521215 | 8,871          | 9,000                     | 3,000                              | 33%            | 9,000                                    | 9,000                     |
| Pool Management   | 522150 | 47,594         | 45,000                    | 44,270                             | 98%            | 45,000                                   | 45,000                    |
| Repairs/Maintenance   | 522200 | 15,717         | 12,000                    | 12,488                             | 104%           | 14,000                                   | 13,000                    |
| Equipment Rental  | 522320 | -              |                           |                                    | 0%             | -  | 3,000                     |
| Communication   | 523200 | 603            | 1,080                     | 1,246                              | 115%           | 1,850                                    | 1,850                     |
| Other Miscellaneous Expense   | 523910 | 597            | 2,000                     | 750                                | 38%            | 2,000                                    | 2,500                     |
| General Supplies  | 531100 | 8,299          | 12,000                    | 10,352                             | 86%            | 12,000                                   | 12,500                    |
| Water/Sewer   | 531210 | 6,835          | 7,000                     | 557                                | 8%             | 2,000                                    | 5,000                     |
| Electricity   | 531230 | 9,296          | 14,000                    | 7,904                              | 56%            | 11,000                                   | 15,000                    |
| Small Equipment   | 531600 | 2,117          | 4,500                     | 4,628                              | 103%           | 4,800                                    | 5,500                     |
| Capital-Milam Park Water Line   | 541200 |                |                           | -                                  | 100%           |  |                           |
| Capital-Replace 4 Pool Filters  | 542100 |                |                           | 10,500                             |                | 10,500                                   |                           |
| Note: Capital Expenditure Items are included on " Capital Projects" Worksheet |        |                |                           |                                    |                |  |                           |
|   |        |                |                           |                                    |                |  |                           |
|   |        |                |                           |                                    |                |  |                           |
|   |        |                |                           |                                    |                |  |                           |
| <b>TOTALS</b>   |        | <b>99,928</b>  | <b>106,580</b>            | <b>95,694</b>                      | <b>90%</b>     | <b>112,150</b>                           | <b>112,350</b>            |



## 2020 PARKS Budget Request

### Purchased & Contract Services

|                 |   |                 |
|-----------------|---|-----------------|
| <b>521215</b>   | <b>Professional Services</b><br>Tree removal services \$6,000<br>South Atlanta Tennis Summer Program \$3,000                                | <b>\$9,000</b>  |
| <b>522150</b>   | <b>Pool Management</b><br>Sears Pool Management   | <b>\$45,000</b> |
| <b>522200</b>   | <b>Repairs &amp; Maintenance</b><br>Pavilions, picnic tables, grills, trash cans, electrical repairs<br>Increased 20% for Friendship Forest | <b>\$13,000</b> |
| <b>522320</b>   | <b>Equipment Rental</b><br>Portable toilet rental for 40 Oaks 12@\$250= \$3000  | <b>\$3,000</b>  |
| <b>523200</b>   | <b>Communications</b><br>AT&T Phone – Pool House  | <b>\$1,850</b>  |
| <b>523910</b>   | <b>Miscellaneous</b><br>Drainage issues, dog park items   | <b>\$2,500</b>  |
| <b>Subtotal</b> | <b>Purchased &amp; Contract Services</b>  | <b>\$74,350</b> |

### Supplies

|               |  |                 |
|---------------|--|-----------------|
| <b>531100</b> | <b>General Supplies</b><br>Mulch, custodial supplies, bedding plants, signage etc.<br>Increased by \$2,500 for Friendship Forest Restrooms   | <b>\$12,500</b> |
| <b>531210</b> | <b>Water/Sewer</b><br>DeKalb County Water Cust# 994305 Milam Park<br>DeKalb County Water Cust# 989972 Friendship Forest<br>DeKalb County Water Cust# 77002900 Aquatic Center<br>DeKalb County Water Cust# 995441 3867 Norman Rd Pool   | <b>\$5,000</b>  |
| <b>531230</b> | <b>Electricity</b><br>Georgia Power Acct# 85617-87002 Pavilions<br>Georgia Power Acct# 10381-50016 Aquatic Center<br>Georgia Power Acct# 69867-86007 Tennis Courts<br>Georgia Power Acct# 30186-37032 Friendship Forest temp #1<br>Georgia Power Acct# 71137-00063 Friendship Forest temp #2 | <b>\$15,000</b> |
| <b>531600</b> | <b>Small Equipment Purchases</b><br>Blowers, weed eaters   | <b>\$5,500</b>  |

|  |                  |
|--|------------------|
| <b>Subtotal Supplies</b>                       | <b>\$38,000</b>  |
| <b>Total Parks Operating Budget</b>            | <b>\$112,350</b> |
| <b>Capital Projects</b>                        |                  |
| <b>542100 Other Equipment</b>                  | <b>\$17,000</b>  |
| Security Cameras – Milam Park \$9,000          |                  |
| Security Cameras- Milam Park Poolhouse \$8,000 |                  |
| <b>Total Parks Budget Including Capital</b>    | <b>\$129,350</b> |

| EXPENDITURE                               |           |                |                           |                                       |                |  |                           |
|---|-----------|----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019                  |           | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>PLANNING AND DEVELOPMENT - 74-7400</b> |           |                |                           |                                       |                |  |                           |
| Zoning & Review Board Stipends            | 70-511100 | 1,950          | 3,600                     | -                                     | 0.0%           | 3,600                                    | 3,600                     |
| Zoning & Review Board Training            | 70-523700 | -              | 1,500                     | 450                                   | 30.0%          | 900                                      | 1,500                     |
| Salaries-Reg F/T                          | 74-511100 | 129,489        | 179,958                   | 99,883                                | 55.5%          | 135,500                                  | 197,116                   |
| Part-Time Salaries                        | 74-511200 | 1,440          | -                         | 645                                   |                | 645                                      | -                         |
| Overtime                                  | 74-511300 | -              | -                         | -                                     |                | -  | -                         |
| Health Insurance                          | 74-512100 | 13,706         | 24,368                    | 12,606                                | 51.7%          | 15,600                                   | 24,168                    |
| FICA Contributions                        | 74-512200 | 7,761          | 11,157                    | 5,847                                 | 52.4%          | 8,225                                    | 12,221                    |
| Medicare Contributions                    | 74-512300 | 1,815          | 2,609                     | 1,368                                 | 52.4%          | 1,900                                    | 2,858                     |
| Retirement Contribution                   | 74-512400 | 21,651         | 30,593                    | 23,199                                | 75.8%          | 30,593                                   | 36,959                    |
| Workers Compensation                      | 74-512700 | 1,647          | 4,805                     | 2,239                                 | 46.6%          | 2,800                                    | 5,263                     |
| Uniforms                                  | 74-512910 | 659            | 750                       | 223                                   | 29.7%          | 500                                      | 999                       |
| Professional Services                     | 74-521215 | 28,849         | 35,000                    | 13,121                                | 37.5%          | 30,000                                   | 98,000                    |
| Building Inspections/Permitting           | 74-521220 | 41,825         | 15,000                    | 14,574                                | 97.2%          | 30,000                                   | 36,000                    |
| Computer and Software Services            | 74-521300 | 3,630          | 8,800                     | 7,957                                 | 90.4%          | 10,400                                   | 19,600                    |
| Vehicle Repair & Maintenance              | 74-522210 | 448            | 1,300                     | 1,027                                 | 79.0%          | 1,300                                    | 1,300                     |
| Communication                             | 74-522210 | 2,791          | 3,060                     | 770                                   | 25.2%          | 2,000                                    | 2,280                     |
| Other Expense-Advertising                 | 74-523300 | 930            | 600                       | 290                                   | 48.3%          | 600                                      | 600                       |
| Printing Service                          | 74-523400 | 1,502          | 1,100                     | 480                                   | 43.6%          | 1,100                                    | 1,500                     |
| Travel                                    | 74-523500 | 4,175          | 5,100                     | 2,639                                 | 51.8%          | 5,100                                    | 2,500                     |
| Dues and Fees                             | 74-523600 | 884            | 1,000                     | 834                                   | 83.4%          | 1,000                                    | 1,000                     |
| Education/Tng                             | 74-523700 | 1,225          | 2,975                     | 2,875                                 | 96.6%          | 2,975                                    | 1,300                     |
| General Supplies                          | 74-531100 | 314            | 500                       | 320                                   | 64.1%          | 500                                      | 500                       |
| Gasoline & Fuel                           | 74-531270 | 737            | 2,000                     | -                                     | 0.0%           | -  | 2,000                     |
| Small Equipment                           | 74-531600 | -              | 2,500                     | 261                                   |                | 1,000                                    | 2,500                     |
| <b>TOTALS PLANNING &amp; ZONING</b>       |           | <b>267,427</b> | <b>338,275</b>            | <b>191,608</b>                        | <b>56.6%</b>   | <b>286,238</b>                           | <b>453,764</b>            |

| EXPENDITURE                              |        |                |                           |                                       |                |  |                           |
|--|--------|----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019                 |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>COMMUNITY ACTION PROJECTS 10-7600</b> |        |                |                           |                                       |                |  |                           |
| Urban Agriculture                        | 521200 |                | -                         | 28,699                                |                | 40,000                                   | 50,000                    |
| Clarkston Special Events                 | 531120 | 15,457         | 10,000                    | 2,873                                 | 28.7%          | 10,000                                   | 10,000                    |
| Affordable Housing Inventory Analysis    | 521200 | 10,000         |                           | -                                     |                | -  |                           |
| Tell Me A Story Event                    | 573015 | 6,000          | 6,000                     | 6,000                                 | 100.0%         | 6,000                                    | 7,000                     |
| Recreation Programs                      | 573060 | 10,200         | 8,000                     | 7,162                                 | 89.5%          | 8,000                                    | 10,000                    |
| Wildflower Project                       | 521200 | 13,882         |                           | -                                     |                |  |                           |
| Clarkston Community Center               | 573010 | 11,000         | 11,000                    | 8,250                                 | 75.0%          | 11,000                                   | 10,000                    |
| Sagal Radio                              | 573020 | 7,500          | 9,500                     | 9,500                                 | 100.0%         | 9,500                                    | 7,000                     |
| Clarkston Community CultureFest Festival | 573040 | 2,010          | 4,000                     | 4,000                                 | 100.0%         | 4,000                                    | 7,500                     |
| <b>Volunteer Advisory/Task Boards</b>    |        |                |                           |                                       |                |  |                           |
| Public Arts Program                      | 521215 | 350            | 10,000                    | 8,123                                 | 81.2%          | 10,000                                   | 10,000                    |
| Senior Programs                          |        |                | 10,000                    | 314                                   |                | -  | 10,000                    |
| Early Learning Task Force                |        |                |                           |                                       |                |  | 10,000                    |
| 2020 Census Complete County Marketing    |        |                |                           |                                       |                |  | 10,000                    |
| Health                                   |        |                |                           |                                       |                |  | 10,000                    |
| Youth                                    |        |                |                           |                                       |                |  | 10,000                    |
| Loveable Cities                          |        |                |                           |                                       |                |  | 10,000                    |
| <b>TOTAL COMMUNITY ACTION PROJECTS</b>   |        | <b>76,399</b>  | <b>68,500</b>             | <b>74,921</b>                         | <b>109.4%</b>  | <b>98,500</b>                            | <b>171,500</b>            |

## 2020 Planning & Zoning Budget

|  |  |                |
|--|--|----------------|
| <b>511100</b>                            | <b>Salaries Full Time – Planning &amp; Zoning Board Stipends</b><br>Planning and Zoning Board Member Stipends. | <b>\$3,600</b> |
| <b>523700</b>                            | <b>Education &amp; Training – Planning &amp; Zoning Board</b><br>Training for P&Z Board Members                | <b>\$1,500</b> |
| <b>Total Planning &amp; Zoning Board</b> |  | <b>\$5,100</b> |

## 2020 Planning & Development Budget

### PERSONNEL COSTS

|                 |  |                  |
|-----------------|--|------------------|
| <b>511100</b>   | <b>Salaries Full Time - Staff</b><br>1 Full-time Director<br>1 Full-time Code Enforcement Officer<br>1 Full-time City Engineer | <b>\$197,116</b> |
| <b>511200</b>   | <b>Salaries Part Time</b>  | <b>\$0</b>       |
| <b>512100</b>   | <b>Insurance Health/Dental @ 3 FT Employees</b>  | <b>\$24,168</b>  |
| <b>512200</b>   | <b>Social Security FICA – Staff</b>  | <b>\$12,221</b>  |
| <b>512300</b>   | <b>Medicare – Staff</b>  | <b>\$2,858</b>   |
| <b>512400</b>   | <b>Retirement Contributions</b>  | <b>\$36,959</b>  |
| <b>512700</b>   | <b>Workers Compensation @ 3 FT Employees</b>   | <b>\$5,263</b>   |
| <b>512910</b>   | <b>Uniforms</b>  | <b>\$999</b>     |
| <b>Subtotal</b> | <b>Personnel &amp; Employee</b>  | <b>\$279,584</b> |

### Purchased & Contract Services

|               |   |                 |
|---------------|---|-----------------|
| <b>521215</b> | <b>Professional Services</b><br>Zoning Code Review \$75,000<br>Collaborative Infrastructure Services – Engineering/ Plan Review<br>Services and Reviews \$2,000/6 months= \$12,000(6 month-transition period)<br>On-call Planning Services \$916.67/12 months= \$11,000 | <b>\$98,000</b> |
| <b>521220</b> | <b>Building Inspection Services</b><br>Collaborative Infrastructure Services-Building Inspections<br>\$3000/12-months = \$36,000  | <b>\$36,000</b> |

|               |  |                 |
|---------------|--|-----------------|
| <b>521300</b> | <b>Computer Information Technology Support</b><br>Digital Map Products Software – Budgeted in Stormwater Fund for 2018 budget (\$7,500)<br>GIS ESRI Set-up Software (Proposed 2 licenses) \$5,000<br>I-IWorQ Permitting Maintenance Fees \$3,800<br>VC3 Information Technology Support Fees \$900/mth \$10,800 | <b>\$19,600</b> |
| <b>522210</b> | <b>Vehicle Maintenance</b><br>Tires, Service, Emission Test, Supplies, Repairs Towing, Accessories, Tags and Titles, Vehicle Cleaning  | <b>\$1,300</b>  |
| <b>523200</b> | <b>Communications</b><br>Sprint – Cell Phone Director of P&Z \$50 x12=\$600<br>Sprint – Air Card Code Enforcement Tablet \$40x12=\$480<br>Sprint- Cell Phone FT Code Enforcement Officer-\$50x12=\$600<br>Sprint- Cell Phone FT Building Inspector \$50x 12= \$600   | <b>\$2,280</b>  |
| <b>523300</b> | <b>Advertising</b><br>Planning & Zoning Board meeting legal notices and advertisements.  | <b>\$600</b>    |
| <b>523400</b> | <b>Printing &amp; Binding</b><br>Letterhead& Envelopes<br>Printing Services  | <b>\$1,500</b>  |
| <b>523500</b> | <b>Travel</b>  | <b>\$2,500</b>  |
|               | <b>Planning Director</b>   | <b>\$1,930</b>  |
|               | <b>City Engineer /Code Enforcement Officer</b><br>GACE (GA Association of Code Enforcement) Conferences (1 per year, 3 days each) <b>\$570 Total</b><br>Fuel reimbursement \$60 per trip x 1 = \$60<br>Meals \$60/day x 1 trips x 3 days = \$180<br>Lodging \$110/day x 1 trips x 3 days = \$330               |                 |
| <b>523600</b> | <b>Dues &amp; Suscriptions</b><br>Council for Quality Growth \$50<br>GA Assoc of Code Enforcement @ 2 \$100<br>ICMA (Intl City/County Mgmt. Assoc.) \$200<br>APA (American Planning Assoc.) \$404<br>NFBPA( National Forum Blk Public Admin.) \$230  | <b>\$1,000</b>  |
| <b>523700</b> | <b>Education &amp; Training</b><br>GMA Training (4 per year @ \$25 = \$100<br>GACE Conference Registrations 2 @ \$300 = \$600<br>Historic Preservation 4@ \$150 = \$ 600   | <b>\$1,300</b>  |

|   |                  |
|---|------------------|
| <b>Subtotal Purchased &amp; Contract Services</b>       | <b>\$164,080</b> |
| <b>Supplies</b>   |                  |
| 531100 Office Supplies                                  | \$500            |
| 531270 Gasoline   | \$2,000          |
| 531600 Small Equipment Purchases<br>Tools and equipment | \$2,500          |
| <b>Subtotal Supplies</b>                                | <b>\$5,000</b>   |
| <b>Total Planning &amp; Development Budget</b>          | <b>\$448,664</b> |
| <b>TOTAL PLANNING &amp; ZONING BUDGET</b>               | <b>\$453,764</b> |

## **2020 COMMUNITY ACTION BUDGET DEPT #7600**

**521200 Professional Services – Urban Agriculture \$50,000**

**521215 Professional Services – Volunteer Advisory/Task Boards \$70,000**

|                            |          |
|----------------------------|----------|
| Public Art Projects        | \$10,000 |
| Health Advisory Task Force | \$10,000 |
| Early Learning Task Force  | \$10,000 |
| Clarkston Seniors          | \$10,000 |
| Youth Advisory Task Force  | \$10,000 |
| Loveable Cities Initiative | \$10,000 |
| 2020 Census Complete Count | \$10,000 |

**531120 Supplies – Special Events \$10,000**

Milam Park Pool Opening Day  
 Movies at Milam  
 National Night Out  
 Fall Festival/Food Trucks  
 Christmas Tree Lighting

### **Payments to Other Agencies**

**573010 Clarkston Community Center \$10,000**  
 Annual Agreement \$10,000

**573015 Clarkston Development Foundation-Tell Me A Story \$7,000**

**573020 Sagal Radio \$7,000**

**573040 Clarkston Community Festival/CultureFest \$7,500**

**573060 Recreation Programs \$10,000**

**Total Community Action Budget \$171,500**

| EXPENDITURE   |                |                           |                                    |                |            | 2019<br>PROJECTED<br>&<br>AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|---|----------------|---------------------------|------------------------------------|----------------|------------|---|---------------------------|
| As of September 11, 2019  | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF 10/17/2019 | % OF<br>BUDGET |            |   |                           |
| <b>DEBT SERVICE</b>   |                |                           |                                    |                |            |   |                           |
| <b>DEBT SERVICE- PRINCIPAL PAYMENTS</b>   |                |                           |                                    |                |            |   |                           |
| <b>Debt Service-Principal-Bonds (581100)</b>  |                |                           |                                    |                |            |   |                           |
| Friendship Forest Redevelopment-Principal-Bonds                                       | 581100         | 144,109                   | 146,019                            | -              |            | 146,018                                     | 147,954                   |
| <b>Debt Service-Principal-Capital Leases (581200)</b>                                 |                |                           |                                    |                |            |   |                           |
| Debt Service-Principal-City Hall Annex  | 581200         | 44,051                    | 45,487                             | 45,486         | 100%       | 45,486                                      | 46,969                    |
| Debt Service-Principal-Public Works Building  | 581200         | 17,955                    | -                                  | -              |            | -   | -                         |
| Debt Service-Principal-10 Police Interceptors<br>Take Home Cars                       | 581200         |                           | 138,065                            | 57,719         | 42%        | 86,922                                      | 119,145                   |
| Debt Service-Principal-Motorola Radios  | 581200         |                           |                                    | 9,617          |            | 14,520                                      | 20,264                    |
| New Debt-Public Works Sanitation Truck  | 581200         |                           |                                    |                |            |   | 25,600                    |
| New Debt-Public Works Bucket Truck  | 581200         |                           |                                    |                |            |   | 16,000                    |
| Debt Service - Principal- Two Public Works<br>Trucks/Police Body Cameras              | 581200         | 40,023                    | 41,353                             | 30,878         | 75%        | 41,353                                      | 42,836                    |
| <b>Subtotal 581200 - Principal on Capital<br/>Leases</b>                              | <b>581200</b>  | <b>102,029</b>            | <b>224,905</b>                     | <b>143,700</b> | <b>64%</b> | <b>188,282</b>                              | <b>270,815</b>            |
| <b>Debt Service-Principal-Bonds (581300)</b>  |                |                           |                                    |                |            |   |                           |
| GTIB/SRTA Loan #1   | 581300         | 83,845                    | 114,394                            | 98,608         | 86%        | 114,165                                     | 116,935                   |
| GTIB/SRTA Loan #2   | 581300         |                           | 129,668                            | -              |            | -   | 155,848                   |
| <b>Subtotal Debt Service - Principal Payments</b>                                     | <b>581XXX</b>  | <b>329,983</b>            | <b>614,986</b>                     | <b>242,309</b> | <b>39%</b> | <b>448,465</b>                              | <b>691,552</b>            |
| <b>DEBT SERVICE - INTEREST PAYMENTS</b>   |                |                           |                                    |                |            |   |                           |
| <b>Debt Service-Interest-Bonds</b>  |                |                           |                                    |                |            |   |                           |
| Friendship Forest Redevelopment - Interest  | 582100         | 32,006                    | 28,188                             | 14,094         | 50%        | 28,187                                      | 24,318                    |
| <b>Debt Service-Interest-Capital Leases (582200)</b>                                  |                |                           |                                    |                |            |   |                           |
| Debt Service-Interest- Capital Lease-City Hall<br>Annex                               | 582200         | 14,974                    | 13,538                             | 13,538         | 100%       | 13,538                                      | 12,057                    |
| Debt Service-Interest- Capital Lease-Pub Works<br>Bldg                                | 582200         | 88                        | -                                  | -              |            | -   | -                         |
| Debt Service-Interest-Capital Lease-Take Home<br>Cars-10 Ford Interceptors            | 582200         | -                         | 22,244                             | 9,604          | 43%        | 14,063                                      | 15,502                    |
| Debt Service-Interest-Capital Lease-Motorola<br>Radios                                | 582200         |                           |                                    | 2,780          |            | 4,075                                       | 4,530                     |
| New Debt-Public Works Sanitation Truck  | 582200         |                           |                                    |                |            |   | 4,000                     |
| New Debt-Public Works Bucket Truck  | 582200         |                           |                                    |                |            |   | 2,600                     |
| Debt-Service-Interest- Capital Lease-2017 Pub<br>Works Vehicles / Police Body Cameras | 582200         | 4,043                     | 2,823                              | 2,254          | 80%        | 2,823                                       | 1,339                     |
| <b>Subtotal 582200 - Interest of Capital Leases</b>                                   | <b>582200</b>  | <b>19,105</b>             | <b>38,605</b>                      | <b>28,177</b>  | <b>73%</b> | <b>34,499</b>                               | <b>40,028</b>             |
| <b>Debt Service-Interest-Other Debt</b>   |                |                           |                                    |                |            |   |                           |
| Debt Service- Interest Payment-GTIB Loan #1   | 582300         | 35,331                    | 44,509                             | 33,810         | 76%        | 44,737                                      | 41,967                    |
| Debt Service- Interest Payment-GTIB Loan #2   | 582300         |                           | 25,996                             | -              |            | -   | 30,947                    |
| Debt Service-Other Interest Expense-TAN   | 582300         | 10,832                    | 12,000                             | -              | 0%         | 12,000                                      | 12,000                    |
| <b>Subtotal 582300-Interest on Other Debt</b>   |                | <b>46,164</b>             | <b>82,505</b>                      | <b>33,810</b>  | <b>76%</b> | <b>56,737</b>                               | <b>84,915</b>             |
| <b>Subtotal Debt Service - Interest Payments</b>                                      | <b>582XXX</b>  | <b>97,274</b>             | <b>149,298</b>                     | <b>76,080</b>  | <b>51%</b> | <b>119,424</b>                              | <b>149,260</b>            |
| <b>TOTAL GENERAL DEBT SERVICE</b>   |                | <b>427,257</b>            | <b>764,284</b>                     | <b>318,389</b> | <b>42%</b> | <b>567,889</b>                              | <b>840,812</b>            |



## City of Clarkston Debt Service Budget 2020

### General Fund - Capital Lease Payments

|   | Principal<br>Capital<br>Leases<br>(581200) | Interest<br>Capital<br>Leases<br>(582200) | Total             | Total of<br>Payments<br>Proof |
|---|--|---|-------------------|-------------------------------|
| GMA Leases-BB&T Governmental Finance                              |  |   |                   |                               |
| City Hall Annex - 9910001903-00001                                | \$ 46,969                                  | \$ 12,057                                 | \$ 59,026         | \$ 59,024                     |
| Police Vehicles-10 Police Interceptors                            | \$ 119,145                                 | \$ 15,502                                 | \$ 134,647        | \$ 134,647                    |
| Motorola Solutions-Police Radios                                  | \$ 20,264                                  | \$ 4,530                                  | \$ 24,794         | \$ 24,794                     |
| 2017 Pub Works Vehicles/Police Body<br>Cameras - 9910001903-00008 | \$ 42,836                                  | \$ 1,339                                  | \$ 44,175         | \$ 44,176                     |
| 2020 New Lease-Trash/Sanitation Truck                             | \$ 25,600                                  | \$ 4,000                                  | \$ 29,600         | \$ 29,600                     |
| 2020 New Lease-Bucket Truck                                       | \$ 16,000                                  | \$ 2,600                                  | \$ 18,600         | \$ 18,600                     |
|   | <b>\$ 270,814</b>                          | <b>\$ 40,028</b>                          | <b>\$ 310,842</b> | <b>\$ 310,842</b>             |

| Bond Debt                                | Principal -<br>Bond Debt<br>581200 | Interest -<br>Bond Debt -<br>582100 |            |            |
|--|------------------------------------|-------------------------------------|------------|------------|
| URA Bond-Friendship Forest Redevelopment | \$ 147,954                         | \$ 24,318                           | \$ 172,272 | \$ 172,272 |

| Other Debt                                  | Principal -<br>Other Debt<br>(581300) | Interest -<br>Other Debt<br>(582300) |                   |                   |
|---|---------------------------------------|--------------------------------------|-------------------|-------------------|
| GTIB/SRTA Streetscape Loan #1               | \$ 116,935                            | \$ 41,967                            | \$ 158,902        | \$ 158,902        |
| GTIB/SRTA Streetscape Loan #2               | \$ 155,848                            | \$ 30,947                            | \$ 186,795        | \$ 186,795        |
| Estimated TAN \$900,000 x 2.0% for 8 months |                                       | \$ 12,000                            | \$ 12,000         | \$ 12,000         |
| Total Other Debt Payments                   | <b>\$ 272,783</b>                     | <b>\$ 84,914</b>                     | <b>\$ 357,697</b> | <b>\$ 357,697</b> |

|  |                   |                   |                   |                   |
|--|-------------------|-------------------|-------------------|-------------------|
| <b>Total Debt Service - GENERAL FUND</b> | <b>\$ 691,551</b> | <b>\$ 149,260</b> | <b>\$ 840,811</b> | <b>\$ 840,811</b> |
|--|-------------------|-------------------|-------------------|-------------------|

### Federal Seizures Fund - Capital Lease Payments

| GMA Leases-BB&T Governmental Finance             |                   |                   |                   |                   |
|--|-------------------|-------------------|-------------------|-------------------|
| 2018 Police Vehicles-3 interceptors              | \$ 25,289         | \$ 3,913          | \$ 29,201         | \$ 29,201         |
| 2017 Police Vehicles - 9910001903-00008          | \$ 24,495         | \$ 766            | \$ 25,261         | \$ 25,261         |
| <b>Total Debt Service - Federal Seizure Fund</b> | <b>\$ 49,784</b>  | <b>\$ 4,679</b>   | <b>\$ 54,463</b>  | <b>\$ 54,463</b>  |
| <b>Grand Total Debt Payments - ALL FUNDS</b>     | <b>\$ 741,335</b> | <b>\$ 153,939</b> | <b>\$ 895,274</b> | <b>\$ 895,273</b> |

| EXPENDITURE   |        |                |                           |                                    |                |  |                           |
|---|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019                                  |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>GENERAL FUND Capital Projects</b>                      |        |                |                           |                                    |                |  |                           |
| New Police Vehicles - Capital Lease                       | 542200 | 91,170         |                           | 126,067                            |                | 662,396                                  |                           |
| Police-New Public Safety Radios/System                    |        |                | 138,000                   | -                                  |                |  |                           |
| Public Works Vehicles                                     | 542200 |                |                           |                                    |                |  | 28,000                    |
| Public Works-Chipper                                      |        | 30,202         |                           |                                    |                |  |                           |
| Parks-Milam Park Security Cameras in Park & Pool          |        |                |                           |                                    |                |  | 17,000                    |
| Public Works-Land for Public Works Equipment              |        |                |                           |                                    |                |  |                           |
| Parks-40 Oaks Nature Preserve Improvements                |        |                |                           |                                    |                |  | 54,000                    |
| Public Works - Lawn Mower                                 |        |                | 17,200                    | 15,137                             |                | 15,137                                   |                           |
| Streetscape Project                                       |        | 242,026        |                           | 821,163                            |                | 925,000                                  |                           |
| Parks-Milam Park Water Line Replacement                   |        |                | 20,000                    | 12,250                             |                | 12,250                                   |                           |
| Bldgs/Grounds-City Hall Fire Alarm System                 |        | 5,465          |                           |                                    |                |  |                           |
| Bldgs/Grounds-Paint Exterior City Hall Annex              |        | 6,863          |                           |                                    |                |  |                           |
| Bldgs/Grounds-New A/C Unit City Hall                      |        |                |                           | 5,311                              |                | 5,311                                    |                           |
| City Hall Sewer System Repairs                            |        | 14,130         |                           |                                    |                |  |                           |
| Trees Atlanta Installation                                |        | 17,466         |                           |                                    |                |  |                           |
| PATH Project  |        |                |                           |                                    |                |  |                           |
| I-285 Gateway Monument Sign                               |        | 2,400          |                           |                                    |                |  |                           |
| Public Works Vehicles Capital Leases -Bucket/Trash Trucks |        |                |                           |                                    |                |  | 221,000                   |
|   |        |                |                           |                                    |                |  |                           |
|   |        |                |                           |                                    |                |  |                           |
| <b>GENERAL FUND CAPITAL PROJECTS</b>                      |        | <b>409,721</b> | <b>175,200</b>            | <b>979,928</b>                     | <b>559%</b>    | <b>1,620,094</b>                         | <b>320,000</b>            |

| <b>URA FRIENDSHIP FOREST CAPITAL FUND</b>       |  |  |                |                |             |                |          |
|---|--|--|----------------|----------------|-------------|----------------|----------|
| Friendship Forest Nature Redevelopment          |  |  | 400,918        | 624,532        | 156%        | 657,000        | -        |
| Reserve to Fund Balance for 2018                |  |  |                |                |             |                |          |
| <b>TOTAL URA FRIENDSHIP FOREST CAPITAL FUND</b> |  |  | <b>400,918</b> | <b>624,532</b> | <b>156%</b> | <b>657,000</b> | <b>-</b> |

| <b>STREETSCAPE CONSTRUCTION FUND</b> |  |  |           |  |    |  |   |
|--------------------------------------|--|--|-----------|--|----|--|---|
| Streetscape Construction Fund        |  |  | 3,240,000 |  | 0% |  | - |

| <b>SPLOST FUND</b>                         |        |                  |                  |                  |            |                  |                  |
|--|--------|------------------|------------------|------------------|------------|------------------|------------------|
| <b>SPLOST FUND Bond Legal/Closing Fees</b> | 521200 | 95,942           |                  |                  |            |                  | 90,000           |
| SPLOST FUND Bond Principal Payments        | 581100 | -                | 730,000          | 730,000          | 100%       | 730,000          | 750,000          |
| SPLOST FUND Bond Interest Payment          | 582100 | 103,494          | 126,803          | 68,238           | 54%        | 126,803          | 204,693          |
| SPLOST FUND Construction                   | 541400 | 1,655,717        | 3,408,448        | 655,173          | 19%        | 2,112,302        | 3,761,307        |
| <b>SPLOST FUND Total Expenditures</b>      |        | <b>1,855,152</b> | <b>4,265,251</b> | <b>1,453,411</b> | <b>34%</b> | <b>2,969,105</b> | <b>4,806,000</b> |

|  |  |                  |                  |                  |               |                  |                  |
|--|--|------------------|------------------|------------------|---------------|------------------|------------------|
| <b>Total Capital Projects and SPLOST</b> |  | <b>2,264,874</b> | <b>8,081,369</b> | <b>3,057,870</b> | <b>734.3%</b> | <b>5,246,199</b> | <b>5,126,000</b> |
|--|--|------------------|------------------|------------------|---------------|------------------|------------------|

## 2020 Capital Assets Budgets

### GENERAL FUND CAPITAL ADDITIONS:

#### PUBLIC WORKS DEPARTMENT

|  |                  |
|--|------------------|
| Vehicles – Purchase one Ford F-150 to replace 2003 F-150   | \$28,000         |
| Vehicles – Purchase Bucket Truck (Capital Lease)           | \$86,000         |
| Vehicles – Purchase Sanitation/Trash Truck (Capital Lease) | <u>\$135,000</u> |
| <b>Total Public Works Vehicles</b>                         | <b>\$249,000</b> |

#### PARKS DEPARTMENT

|   |                 |
|---|-----------------|
| Equipment – Purchase Security Cameras Milam Park      | \$9,000         |
| Equipment – Purchase Security Cameras Milam Park Pool | <u>\$8,000</u>  |
|   | \$17,000        |
| Buildings – House at 40 Oaks Nature Preserve          | \$54,000        |
| <b>Total Parks Capital Asset Additions</b>            | <b>\$71,000</b> |

**TOTAL GENERAL FUND CAPITAL ASSET ADDITIONS** **\$320,000**

### SPLOST FUND EXPENDITURES:

|  |           |
|--|-----------|
| SPLOST Bond Legal/Closing Fees (\$3,000,000 bond issue)  | \$90,000  |
| SPLOST Bond Principal Payments                           | \$750,000 |
| SPLOST Bond Interest Payments (\$5,150,000 bond)         | \$107,193 |
| SPLOST Bond Interest Payments (2020 \$3 million @ 3.25%) | \$97,500  |

#### SPLOST Construction Projects

|  |                    |
|--|--------------------|
| Streetscape Project  | \$897,302          |
| EPDL/Church Street Sidewalk Project  | \$200,000          |
| Rowland Street Green St, Rowland/NIC Intersection,<br>PATH Trial & Road Diet | \$762,000          |
| Norman Road Dam Design Work  | \$80,000           |
| Market Street Sidewalks  | \$650,000          |
| Carroll Park Paving  | \$65,000           |
| Other Projects as allowed by planning & available funding                    | \$1,107,005        |
| <b>Total SPLOST Construction</b>   | <b>\$3,761,307</b> |

**TOTAL SPLOST FUND EXPENDITURES** **\$4,806,000**

| EXPENDITURE                                    |        |                |                           |                                       |                |  |                           |
|--|--------|----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019                       |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>FUND 2 - FEDERAL SEIZURE - Expenditures</b> |        |                |                           |                                       |                |  |                           |
| Professional                                   | 521200 | -              |                           | -                                     |                |  |                           |
| Repairs/Maintenance                            | 522200 | 150            |                           | -                                     |                |  |                           |
| Vehicle Repairs                                | 522210 | -              |                           | -                                     |                |  |                           |
| Communications                                 | 523200 | 40             |                           | -                                     |                |  |                           |
| Printing                                       | 523400 | -              |                           | -                                     |                |  |                           |
| Travel   | 523500 | 1,641          |                           |                                       |                |  |                           |
| Due & Fees                                     | 523600 | -              |                           |                                       |                |  |                           |
| Education                                      | 523700 | 1,605          |                           |                                       |                |  | 8,000                     |
| Other Expense                                  | 523910 | -              |                           |                                       |                |  |                           |
| General Supplies                               | 531100 | 8,374          |                           | 5,173                                 |                | 10,000                                   | 10,000                    |
| Small Equipment                                | 531600 | 23,589         |                           | 4,253                                 |                | 8,000                                    | 8,000                     |
| Vehicles                                       | 542200 | 19,485         |                           | 36,010                                |                | 56,010                                   |                           |
| Other Capital Equipment                        | 542500 | -              |                           | 15,433                                |                | 15,433                                   |                           |
| Vehicle Lease Payments-Principal               | 581200 | 60,875         | 87,150                    | 81,633                                | 93.7%          | 87,624                                   | 49,785                    |
| Vehicle Lease Payments-Interest                | 582200 | 4,252          | 7,365                     | 6,548                                 | 88.9%          | 6,875                                    | 4,679                     |
| Axon Lasers Lease Payments                     | 522320 |                | 8,665                     |                                       |                |  |                           |
| Fund Balance Committed Future Lease Payments   |        |                | -                         |                                       |                |  |                           |
| Fund Balance Rollforward                       |        |                |                           |                                       |                |  |                           |
| <b>TOTALS</b>                                  |        | <b>120,012</b> | <b>103,180</b>            | <b>149,050</b>                        | <b>144.5%</b>  | <b>183,942</b>                           | <b>80,464</b>             |

| EXPENDITURE                                 |        |                 |                           |                                       |                |  |                           |
|---|--------|-----------------|---------------------------|---------------------------------------|----------------|--|---------------------------|
| As of September 11, 2019                    |        | 2018<br>ACTUAL  | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL AS<br>OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>FUND 2 - CITY SEIZURE - Expenditures</b> |        |                 |                           |                                       |                |  |                           |
| Repairs/Maintenance                         | 522200 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Vehicle Repairs                             | 522210 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Communications                              | 523200 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Printing                                    | 523400 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Travel                                      | 523500 | 660.00          | 1,000                     | -                                     | 0.0%           |  |                           |
| Education                                   | 523700 | 0.00            |                           | -                                     | 0.0%           |  |                           |
| Other Expense                               | 523910 | 0.00            |                           | -                                     |                |  |                           |
| Small Equipment                             | 531600 | 4,112.50        |                           | 737                                   | 0.0%           | 1,750                                    | -                         |
| General Supplies                            | 531100 | 518.00          |                           | 542                                   | 0.0%           | 727                                      | -                         |
| Computers                                   | 542400 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Other Capital Equip                         | 542500 | 0.00            |                           |                                       | 0.0%           |  |                           |
| Seizure Distributions to Other Agencies     | 571000 |                 |                           |                                       |                |  |                           |
| <b>TOTALS</b>                               |        | <b>5,290.50</b> | <b>1,000.00</b>           | <b>1,279</b>                          | <b>127.9%</b>  | <b>2,477</b>                             | <b>-</b>                  |

Federal and City Seizure expenses fully funded by Seizure revenues.

Seizure accounts are separate funds that may be expended to the full balance available.

## 2020 Federal Seizures Fund

### REVENUES

|  |                 |
|--|-----------------|
| Distributions from US Department of Justice Seizures | \$80,464        |
| <b>Total Revenues</b>                                | <b>\$80,464</b> |

### EXPENDITURES

|                           |  |                 |
|---------------------------|--|-----------------|
| <b>523700</b>             | <b>Police Training</b>   | <b>\$8,000</b>  |
| <b>531100</b>             | <b>Police General Supplies</b>   | <b>\$10,000</b> |
|                           | Supplies and Materials, National Night Out event and other<br>Items purchased by Police Department |                 |
| <b>531600</b>             | <b>Small Equipment Purchases</b>   | <b>\$8,000</b>  |
|                           | Ammunition and equipment for Police Dept   |                 |
| <b>581200</b>             | <b>Debt Service-Principal Payments Police Vehicles</b>   | <b>\$49,785</b> |
|                           | BB&T Loan#991000190300008 –Police Vehicles   | \$24,496        |
|                           | BB&T Loan#991000190300008 –Police Vehicles   | \$25,289        |
| <b>582200</b>             | <b>Debt Service-Interest Payments-Police Vehicles</b>  | <b>\$4,679</b>  |
|                           | BB&T Loan#991000190300008 –Police Vehicles   | \$766           |
|                           | BB&T Loan#991000190300008 –Police Vehicles   | \$3,913         |
| <b>Total Expenditures</b> |  | <b>\$80,464</b> |

| EXPENDITURE  |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|--|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| <b>As of September 11, 2019</b>                                      |        |                |                           |                                    |                |  |                           |
| <b>FUND 3 - SPECIAL REVENUE - MULTIPLE GRANT FUND - Expenditures</b> |        |                |                           |                                    |                |  |                           |
| GDOT LMIG-   | 573030 |                | 80,000                    |                                    | 0.0%           | 88,635                                   | 90,000                    |
| Fulton Dekalb Hospital Authority-Defibrilators                       |        |                |                           | 9,249                              |                | 9,249                                    | -                         |
| Dekalb CDBG-EPDL/Church St Sidewalks                                 | 511100 |                |                           | 92,992                             |                | 92,992                                   | -                         |
| NRPA 10 Minute Walk Grant  |        | 25,131         | 9,370                     | 5,499                              |                | 9,370                                    | -                         |
| FHWA Streetscape Construction Grant                                  | 541420 | 593,383        |                           | 1,358,402                          |                | 4,226,266                                | 666,347                   |
| GDOT-EPDL Sidewalk Market to Montreal                                | 541410 | 107,008        | -                         |                                    |                | -  | -                         |
| FEMA/GEMA-Hurricane Irma Debris Cleanup                              |        | 22,155         |                           |                                    |                | -  | -                         |
| Dept of Justice-BVP Vests  |        | -              | -                         | -                                  |                | 700                                      | 4,000                     |
| <b>TOTALS</b>  |        | <b>747,677</b> | <b>89,370</b>             | <b>1,466,142</b>                   | <b>0.0%</b>    | <b>4,427,212</b>                         | <b>760,347</b>            |

Grant Revenues reimburse grant expenditures only. Expenditures matches revenue

**Grant Expenditures funded by Grant Revenue**

| EXPENDITURE   |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|---|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| <b>As of September 11, 2019</b>                                   |        |                |                           |                                    |                |  |                           |
| <b>FUND 4 - Enterprise Fund - Storm Water - Expenditures 500-</b> |        |                |                           |                                    |                |  |                           |
| Storm Water - Salaries  |        |                |                           | 97,076                             |                | 97,076                                   | 100,000                   |
| Storm Water - FICA Tax  |        |                |                           | 6,019                              |                | 6,019                                    | 6,200                     |
| Storm Water - Medicare Tax  |        |                |                           | 1,408                              |                | 1,408                                    | 1,450                     |
| Storm Water - Professional Svcs                                   | 521200 | 51,793         | 30,000                    | 52,778                             | 175.9%         | 81,100                                   | 105,100                   |
| Storm Water - Dekalb County Service Contract                      | 521250 | 7,592          |                           |                                    |                | -  | -                         |
| Storm Water - Rep/Maint   | 522200 | 1,910          | 10,000                    | 6,917                              | 69.2%          | 10,000                                   | 10,000                    |
| Storm Water - Veh Maint/Rep                                       | 522210 | 3,119          | 3,000                     | 10,528                             | 350.9%         | 10,600                                   | 3,000                     |
| Storm Water- Equipment Lease/Rental                               | 522320 | 21,828         | 22,708                    | 16,553                             | 72.9%          | 22,000                                   | 25,000                    |
| Storm Water - Dues/Fees-Community View                            | 523600 | 11,709         | 12,000                    | 11,539                             | 96.2%          | 11,440                                   | 11,440                    |
| Storm Water-Training Expense                                      | 523700 | 2,322          |                           | 1,774                              |                | 1,800                                    | 2,000                     |
| Storm Water - General Supplies                                    | 531100 | 246            |                           | 1,883                              |                | 2,000                                    | 2,000                     |
| Storm Water-Vehicles  | 542200 |                | 30,312                    | 28,970                             | 0.0%           | 28,970                                   | -                         |
| Storm Water- Capital Outlay                                       | 542500 |                | 195,000                   |                                    | 0.0%           | -  | 255,000                   |
| Storm Water - Depreciation  | 561000 | 41,711         |                           |                                    |                | 30,617                                   |                           |
| Increase in Fund Balance  |        |                |                           |                                    |                |  |                           |
| <b>TOTAL</b>  |        | <b>142,230</b> | <b>303,020</b>            | <b>235,443</b>                     | <b>77.7%</b>   | <b>303,030</b>                           | <b>521,190</b>            |

Note: Storm Water new Fund 4. Revenues from Storm Water Fund only expended on Storm Water expenditures.

**Storm Water Expenditures fully funded by Storm Water Utility Revenues.**

| EXPENSE                                      |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|--|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| <b>As of September 11, 2019</b>              |        |                |                           |                                    |                |  |                           |
| <b>FUND -6 -SANITATION ENTERPRISE FUND -</b> |        |                |                           |                                    |                |  |                           |
| Waste Management Fees                        | 522110 | 195,370        | 218,000                   | 149,147                            | 68.4%          | 217,900                                  | 217,800                   |
| Sanitation Bank Charge                       | 523920 | -              |                           | -                                  |                |  | 100                       |
| <b>TOTALS</b>                                |        | <b>195,370</b> | <b>218,000</b>            | <b>149,147</b>                     | <b>68.4%</b>   | <b>217,900</b>                           | <b>217,900</b>            |

| EXPENSE                                  |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|--|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| <b>As of September 11, 2019</b>          |        |                |                           |                                    |                |  |                           |
| <b>FUND -330 -HOST REVENUE FUND -</b>    |        |                |                           |                                    |                |  |                           |
| HOST Expenditures-EPDL Sidewalks-Phase 3 | 541XXX | -              | 40,000                    | -                                  | 0.0%           | 71,194                                   | 20,000                    |
| <b>TOTALS</b>                            |        | <b>-</b>       | <b>40,000</b>             | <b>-</b>                           | <b>0.0%</b>    | <b>71,194</b>                            | <b>20,000</b>             |

| EXPENSE   |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
|---|--------|----------------|---------------------------|------------------------------------|----------------|--|---------------------------|
| <b>As of September 11, 2019</b>                 |        |                |                           |                                    |                |  |                           |
| <b>FUND -360 -URA FRIENDSHIP FOREST FUND</b>    |        |                |                           |                                    |                |  |                           |
| URA Friendship Forest Redevel Proj-Construction | 541200 | 421,154        | 400,998                   | 624,532                            | 155.7%         |  |                           |
| URA Friendship Forest Redevel Proj-Financing    | 584000 | -              |                           |                                    |                |  |                           |
| <b>TOTALS</b>                                   |        | <b>421,154</b> | <b>400,998</b>            | <b>624,532</b>                     | <b>155.7%</b>  | <b>-</b>                                 | <b>-</b>                  |

## 2020 Grants Fund

### REVENUES

|   |                  |
|---|------------------|
| Georgia Department of Transportation LMIG Grant | \$90,000         |
| FHWA/ARC Streetscape Grant                      | \$666,347        |
| US Department of Justice                        | \$4,000          |
| <b>Total Revenues</b>                           | <b>\$760,347</b> |

### EXPENDITURES

|   |                  |
|---|------------------|
| <b>3200-512905 Police-Protective Gear</b>                   | <b>\$4,000</b>   |
| <b>4200-541410 Capital-Streets/Sidewalk Construction</b>    | <b>\$90,000</b>  |
| <b>4200-541420 Capital-Streetscape Project Construction</b> | <b>\$666,347</b> |
| <b>Total Expenditures</b>                                   | <b>\$760,347</b> |

## 2020 Stormwater Fund Budget

### PERSONNEL COSTS

|                 |  |                  |
|-----------------|--|------------------|
| <b>511100</b>   | <b>Salaries Full Time</b><br>Labor Allocation for Stormwater systems inspections, cleaning and clearing, and reporting | <b>\$100,000</b> |
| <b>512200</b>   | <b>Social Security FICA</b><br>6.2% of all salaries and overtime   | <b>\$6,200</b>   |
| <b>512300</b>   | <b>Medicare Contributions</b>  | <b>\$1,450</b>   |
| <b>Subtotal</b> | <b>Personnel &amp; Employee</b>  | <b>\$107,650</b> |

### Purchased & Contract Services

|               |                              |                  |
|---------------|------------------------------|------------------|
| <b>521215</b> | <b>Professional Services</b> | <b>\$105,100</b> |
|---------------|------------------------------|------------------|

#### *Collaborative Infrastructure Services*      **\$60,000**

Consulting services on stormwater project management, annual stormwater inspections of businesses, annual reported to EPA/EPD, etc.

#### *Integrated Science & Engineering*      **\$21,100 (2019 information – need to update)**

|   |         |
|---|---------|
| Consulting Services – Stormwater Management Plan              | \$8,000 |
| Consulting Services - Address EPD Comments                    | \$3,600 |
| Consulting Services – 2019 Annual Report                      | \$6,500 |
| Consulting Services – 2019 Annual Report-Address EPD Comments | \$3,000 |

#### *Street Sweeping*      **\$24,000**

Estimated 30 miles @ \$400 (\$12,000) per mile twice annually

|               |   |                 |
|---------------|---|-----------------|
| <b>522200</b> | <b>Stormwater Repairs &amp; Maintenance</b><br>Minor Stormwater Repairs with a cost of less than \$5,000 each.<br>Gravel, rock, stone, rip-rap and other materials for minor stormwater repairs.<br>Stormwater pipe inspections and photography<br>Stormwater pipe cleaning and vacuuming | <b>\$10,000</b> |
| <b>522210</b> | <b>Vehicle Maintenance</b><br>Tires, Service, Emission Test, Supplies, Repairs Towing, Accessories, Tags and Titles, Vehicle Cleaning   | <b>\$3,000</b>  |



|   |   |                        |
|---|---|------------------------|
| <b>522320</b>                                     | <b>Equipment Rental</b><br>Caterpillar Backhoe Lease payments \$1,820/mth = 21,840<br>(Note: Contract will be paid in full as 12/31/2020)<br>Other Equipment rental as needed | <b>\$25,000</b>        |
| <b>523600</b>                                     | <b>Dues &amp; Subscriptions</b><br>Digital Map Products – GovClarity Annual Subscription \$8,700<br>DeKalb County Stormwater Fees on City owned parcels \$2,740               | <b>\$11,440</b>        |
| <b>523700</b>                                     | <b>Education &amp; Training</b><br>Stormwater Training  | <b>\$2,000</b>         |
| <b>Subtotal Purchased &amp; Contract Services</b> |   | <b>\$156,540</b>       |
| <b>Supplies</b>                                   |   |                        |
| <b>531100</b>                                     | <b>General Supplies</b>   | <b>\$2,000</b>         |
| <b>531600</b>                                     | <b>Small Equipment Purchases</b><br>Small Tools and Equipment   | <b>\$0</b>             |
| <b>Subtotal Supplies</b>                          |   | <b>\$2,000</b>         |
| <b>Total Operating Budget</b>                     |   | <b>\$266,190</b>       |
| <b>Stormwater Capital Projects</b>                |   |                        |
| <b>542500</b>                                     | <b>Stormwater Capital Repair Projects</b>   | <b>\$255,000</b>       |
|   | Debelle St at School for Deaf<br>Partitions Project   | \$135,000<br>\$ 60,000 |
|   | 985 Smith St-36” Pipe-350’ length   | <u>\$ 60,000</u>       |
|   | Total   | <u>\$255,000</u>       |
| <b>Subtotal Capital Purchases</b>                 |   | <b>\$255,000</b>       |
| <b>TOTAL STORMWATER BUDGET</b>                    |   | <b>\$521,190</b>       |

## 2020 Sanitation Fund

### REVENUES

**FY2020 Sanitation Assessments** **\$217,900**

1,022 Annual Assessments by Dekalb Tax Commissioner on behalf  
of City of Clarkston @ \$213.21 per year

**Total Revenues**

### EXPENDITURES

**522110 Waste Management Fees** **\$197,608**

1,070 Service Addresses by Waste Management \$15.39/month for 12 months  
(1,070 x 15.39 x 12 = \$197,608)

**523920 Sanitation Bank Charge** **\$100**

**Estimated Increase in Fund Balance** **\$20,192**

**Total Expenditures** **\$217,900**

**2020 Homestead Option Sales Tax (HOST) Fund****REVENUES**

|                            |                 |
|----------------------------|-----------------|
| <b>FY2020 HOST Revenue</b> | <b>\$20,000</b> |
| <b>Total Revenues</b>      | <b>\$20,000</b> |

**EXPENDITURES**

|   |                 |
|---|-----------------|
| <b>HOST Funds must be spent on Capital Projects-<br/>40 Oaks Improvements</b> | <b>\$20,000</b> |
| <b>Total Expenditures</b>   | <b>\$20,000</b> |

| REVENUES                              |        |                |                           |                                       |                |   |                           |
|---------------------------------------|--------|----------------|---------------------------|---------------------------------------|----------------|---|---------------------------|
| As of September 11, 2019              |        | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019<br>ACTUAL<br>AS OF<br>10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>&<br>AMENDED<br>BUDGET | 2020<br>BUDGET<br>REQUEST |
| <b>FUND 1 -GENERAL FUND - Revenue</b> |        |                |                           |                                       |                |   |                           |
| Public Utility R/E Tax - Current      | 311110 | 113,310        | 135,000                   | 9                                     |                | 113,431                                     | 113,431                   |
| Other Real Prop Tax                   | 311190 | 2,416,449      | 3,096,258                 | 1,397,987                             | 45%            | 3,017,785                                   | 3,440,221                 |
| Real Property Tax - Prior             | 311200 | 14,566         | 113,281                   | 18,094                                | 16%            | -   | -                         |
| Public Utility R/E Tax - Prior        | 311210 | -              | 132,461                   | 105,515                               |                | -   | -                         |
| Motor Vehicle Tax - Curr              | 311310 | 81,045         | 85,000                    | 82,097                                | 97%            | 109,463                                     | 96,831                    |
| Intangible Tax (Reg/Rec)              | 311340 | 38,257         | 25,000                    | 16,260                                | 65%            | 20,000                                      | 20,000                    |
| Railroad Equip Tx-Curr                | 311350 | 810            | 810                       | 886                                   | 109%           | 886   | 886                       |
| Personal Prop Tax-Curr                | 311390 | 40,500         | 51,802                    | 108,919                               | 210%           | 177,311                                     | 177,311                   |
| Personal Prop Tax-Prior               | 311400 | 434            | 2,924                     | 3,484                                 | 119%           | -   | -                         |
| Real Estate Transfer Tax              | 311600 | 27,608         | 15,000                    | 1,899                                 | 13%            | 3,000                                       | 3,000                     |
| Franchise Taxes-Electric              | 311710 | 230,656        | 215,000                   | 1,264                                 | 1%             | 235,000                                     | 235,000                   |
| Franchise Taxes-Gas                   | 311730 | 26,173         | 21,889                    | 32,870                                | 150%           | 43,826                                      | 43,826                    |
| Franchise Taxes-Cable/T               | 311750 | 54,897         | 40,000                    | 25,804                                | 65%            | 51,608                                      | 51,608                    |
| Franchise Taxes-Teleph                | 311760 | 3,190          | 5,000                     | 1,486                                 | 30%            | 3,000                                       | 3,000                     |
| Alcoholic Bev Excise Tax              | 314200 | 113,423        | 100,000                   | 77,416                                | 77%            | 103,221                                     | 103,221                   |
| Local Option Mix Dr Tax               | 314300 | 16,395         | 12,000                    | 14,141                                | 118%           | 18,855                                      | 17,727                    |
| Business/Occupational Tax             | 316100 | 235,832        | 220,000                   | 202,527                               | 92%            | 228,000                                     | 228,000                   |
| Insurance Premium Tax                 | 316200 | 867,339        | 867,339                   | 921,307                               | 106%           | 921,307                                     | 921,307                   |
| Penalties/Interest-Real Tax           | 319110 | 12,039         | 9,500                     | 2,910                                 | 31%            | 2,030                                       | 2,030                     |
| Penalties/Interest-Occupation Tax     | 319400 | 3,278          | 3,278                     | 4,653                                 |                | 4,653                                       | 4,653                     |
| Alcoholic Investigation Fee           | 321105 | 5,200          | 5,200                     | 5,200                                 | 100%           | 5,200                                       | 5,200                     |
| Retail Beer License                   | 321110 | 8,583          | 9,500                     | 9,000                                 | 95%            | 9,000                                       | 9,000                     |
| Retail Beer License/Drink             | 321115 | 3,500          | 3,500                     | 4,000                                 | 114%           | 4,000                                       | 4,000                     |
| Retail Wine License                   | 321120 | 9,500          | 9,500                     | 9,000                                 | 95%            | 9,000                                       | 9,000                     |
| Retail Wine License/Drink             | 321125 | 3,450          | 3,450                     | 4,000                                 | 116%           | 4,000                                       | 4,000                     |
| Retail Liquor License                 | 321130 | 10,000         | 10,000                    | 10,000                                | 100%           | 10,000                                      | 10,000                    |
| Retail Liquor License/Drink           | 321135 | 14,450         | 14,450                    | 20,000                                | 138%           | 20,000                                      | 20,000                    |
| Work Permit & ID Card-Alcohol         | 321150 | 6,577          | 6,000                     | 5,682                                 | 95%            | 6,000                                       | 6,000                     |
| Work Permit & ID Card-Entertain       | 321151 | 97,184         | 85,000                    | 90,090                                | 106%           | 100,000                                     | 100,000                   |
| Pawn Shop Permits                     | 321152 | -              | -                         | 4,100                                 |                | 4,100                                       | 4,100                     |
| Hookah Permits                        | 321153 | 2,003          | 2,003                     | 2,000                                 |                | 200   | 200                       |
| Ins Co Business License               | 321220 | 14,075         | 12,200                    | 12,150                                | 100%           | 14,000                                      | 21,000                    |
| Zoning/Land Use Permits               | 322210 | 6,541          | 5,000                     | 2,356                                 | 47%            | 3,000                                       | 3,000                     |
| Sign Permits                          | 322230 | 3,577          | 3,500                     | 1,685                                 | 48%            | 1,500                                       | 1,500                     |
| Building Permits                      | 322240 | 72,584         | 80,000                    | 175,344                               | 219%           | 190,000                                     | 80,000                    |
| Tree Service Permit Fees              | 322245 | 482            | 600                       | 80                                    | 13%            | 600   | 600                       |
| Certificate of Occupancy              | 322250 | 2,618          | 2,500                     | 809                                   |                | 1,000                                       | 1,000                     |
| Other Non-Business/Permits            | 322900 | 10,582         | 6,000                     | 3,030                                 | 51%            | 4,000                                       | 4,000                     |
| Building Inspections                  | 323120 | 2,806          | 6,000                     | 418                                   | 7%             | 1,000                                       | 1,000                     |
| Other Regulatory Fees                 | 323900 | -              | -                         | -                                     |                | -   | -                         |
| Intergovernmental Revenue - Tucke     | 337000 | 12,600         | 7,200                     | 16,800                                |                | 26,400                                      | 28,800                    |
| Tree Replacement/Preservation Fee     | 341390 | 27,200         | 27,200                    | 20,509                                |                | 20,509                                      | -                         |
| Printing & Duplicating                | 341400 | 2,342          | 1,800                     | 1,421                                 | 79%            | 1,800                                       | 1,800                     |
| Election Qualifying Fees              | 341910 | -              | -                         | 630                                   |                | 630   | 630                       |
| Accident Reports                      | 342120 | 8,624          | 7,000                     | 7,146                                 | 102%           | 8,900                                       | 8,900                     |
| Special Pickups                       | 344111 | 275            | 400                       | 291                                   | 73%            | 400   | 400                       |
| Backgrd Check Fees/Crim               | 346410 | 19,433         | 21,000                    | 10,455                                | 50%            | 13,000                                      | 13,000                    |
| Woman Club Reservation                | 347200 | 15,827         | 20,000                    | 15,728                                | 79%            | 20,000                                      | 20,000                    |
| Pool Admissions                       | 347201 | 21,367         | 21,367                    | 23,452                                | 110%           | 23,452                                      | 24,000                    |
| Pavilion Reservation Fees             | 347203 | 10,735         | 14,000                    | 9,975                                 | 71%            | 12,000                                      | 12,000                    |
| Program Fees                          | 347500 | 250            | 250                       | -                                     | 0%             | -   | -                         |
| Bad Check Fees                        | 349300 | 50             | 100                       | -                                     | 0%             | -   | -                         |

|                              |        |                  |                  |                  |            |                  |                  |
|------------------------------|--------|------------------|------------------|------------------|------------|------------------|------------------|
| Other Fees/Chgs for Svcs     | 349900 | -                | 500              | 6                | 1%         | 6                | 6                |
| Municipal Court Fines/Forf   | 351170 | 645,421          | 700,000          | 401,639          | 57%        | 525,000          | 525,000          |
| Police Admin IT Fee          | 351180 | 17,312           | 20,000           | 10,662           | 53%        | 14,000           | 14,000           |
| Interest Revenues            | 361000 | 2                | -                | 32               |            | 40               | 40               |
| Contributions/Donations      | 371000 | -                | -                | -                |            |                  |                  |
| Rents & Royalties            | 381000 | 88,909           | 73,000           | 56,773           | 78%        | 86,000           | 86,000           |
| Reim for Damaged Prop        | 383000 | -                | -                | 4,931            |            | 4,931            | 4,931            |
| Other Miscellaneous Rev      | 389000 | 54               | 500              | 684              | 137%       | 700              | 700              |
| Bus Shelter Revenue          | 389010 | 31,957           | 33,506           | 516              | 2%         | 34,000           | 34,000           |
| Reimburse DEA/OT             | 389005 | 20,291           | 18,000           | 9,526            | 53%        | 18,000           | 18,000           |
| Sale/General Fixed Assets    | 392100 | -                | 700              | -                | 0%         |                  |                  |
| Sale/Land Property           | 392200 |                  | -                | -                | 0%         |                  |                  |
| Transfer from Fund Balance   | 391100 |                  | -                |                  | 0%         |                  |                  |
| Proceeds from Capital Leases | 393130 | 131,772          | -                | -                | 0%         |                  | 221,000          |
| Proceeds from Debt Issuance  | 393140 |                  |                  | 620,328          |            | 620,328          | -                |
| Revenue - Proceeds GTIB Debt | 393500 | 254,310          |                  | 913,429          |            | 925,000          | -                |
|                              |        |                  |                  |                  |            |                  |                  |
| <b>TOTAL - FUND 1</b>        |        | <b>5,878,643</b> | <b>6,382,468</b> | <b>5,503,406</b> | <b>86%</b> | <b>7,795,072</b> | <b>6,758,858</b> |

| <b>REVENUE</b>                             |        |                        |                                    |   |                        |  |                                    |
|--|--------|------------------------|------------------------------------|---|------------------------|--|------------------------------------|
| <b>As of September 11, 2019</b>            |        |                        |                                    |   |                        |  |                                    |
|  |        | <b>2018<br/>ACTUAL</b> | <b>2019<br/>ADOPTED<br/>BUDGET</b> | <b>2019 ACTUAL<br/>AS OF<br/>10/17/2019</b> | <b>% OF<br/>BUDGET</b> | <b>2019<br/>PROJECTED<br/>&amp; AMENDED<br/>BUDGET</b> | <b>2020<br/>BUDGET<br/>REQUEST</b> |
| <b>FUND 2 - FEDERAL SEIZURE FUND - 210</b> |        |                        |                                    |   |                        |  |                                    |
| Cash Confiscations (Illegal Act)           | 351320 | 377,531                | 103,180                            | 176,952                                     | 171.5%                 | 183,912  | 80,464                             |
| Other Confiscations/Escheat                | 351340 | -                      |                                    |   | 0.0%                   |  |                                    |
| Proceeds/Sale Confis Prop                  | 351346 | -                      |                                    | -   |                        | -  |                                    |
| Fed Seiz/Interest Revenue                  | 361000 | 22                     |                                    | 20  |                        | 30   |                                    |
| Surplue Funds Prior Year Trans             | 393510 | -                      |                                    | -   |                        |  |                                    |
| Other Revenue                              | 389000 | -                      |                                    | -   |                        |  |                                    |
| <b>TOTAL - Federal Seizure Account</b>     |        | <b>377,553</b>         | <b>103,180</b>                     | <b>176,972</b>                              | <b>171.5%</b>          | <b>183,942</b>   | <b>80,464</b>                      |

| <b>REVENUE</b>                          |        |                        |                                    |   |                        |  |                                    |
|---|--------|------------------------|------------------------------------|---|------------------------|--|------------------------------------|
| <b>As of September 11, 2019</b>         |        |                        |                                    |   |                        |  |                                    |
|   |        | <b>2018<br/>ACTUAL</b> | <b>2019<br/>ADOPTED<br/>BUDGET</b> | <b>2019 ACTUAL<br/>AS OF<br/>10/17/2019</b> | <b>% OF<br/>BUDGET</b> | <b>2019<br/>PROJECTED<br/>&amp; AMENDED<br/>BUDGET</b> | <b>2020<br/>BUDGET<br/>REQUEST</b> |
| <b>FUND 2 - CITY SEIZURE FUND - 211</b> |        |                        |                                    |   |                        |  |                                    |
| Cash Confiscations (Illeg Ac)           | 351320 | -                      |                                    | -   |                        |  |                                    |
| Proceeds/Sales/Confis Prop              | 351346 | -                      |                                    | -   |                        |  |                                    |
| City Seiz Interest Revenue              | 361000 | -                      |                                    | -   |                        |  |                                    |
| Other Misc Revenue                      | 389000 | -                      | 1,000                              | -   | 0.0%                   | 2,477  | -                                  |
| Fund Balance Reserve                    |        |                        |                                    |   |                        |  |                                    |
|   |        |                        |                                    |   |                        |  |                                    |
| <b>TOTAL - City Seizure Account</b>     |        | <b>-</b>               | <b>1,000</b>                       | <b>-</b>                                    | <b>0.0%</b>            | <b>2,477</b>   | <b>-</b>                           |

Note:

**Federal and City Seizure expenses fully funded by Seizure revenues.**

**Seizure accounts are separate funds that may be expended to the full balance available.**

| REVENUE  |         |                |                           |                                 |                |                                |                           |
|--|---------|----------------|---------------------------|---------------------------------|----------------|--------------------------------|---------------------------|
| As of September 11, 2019                       |         | 2018<br>ACTUAL | 2019<br>ADOPTED<br>BUDGET | 2019 ACTUAL AS<br>OF 10/17/2019 | % OF<br>BUDGET | 2019<br>PROJECTED<br>& AMENDED | 2020<br>BUDGET<br>REQUEST |
| <b>FUND 3 - MULTIPLE GRANT FUND - 250</b>      |         |                |                           |                                 |                |                                |                           |
| LMIG   | 3341100 | 164,118        | 80,000                    | 88,635                          | 111%           | 88,635                         | 90,000                    |
| FEMA/GEMA-Hurricane Irma                       |         | 22,155         | -                         |                                 |                | -                              | -                         |
| FHWA Streetscape Construction                  |         | 593,383        | -                         | 1,358,402                       |                | 4,226,266                      | 666,347                   |
| CDBG Grant Dekalb County                       |         | 27,008         | -                         | 92,992                          |                | 92,992                         | -                         |
| NRPA 10 Minute Walk Grant                      | 331155  | 40,000         | 9,370                     |                                 |                | 9,370                          | -                         |
| US Dept of Justice BVP Vests                   |         |                |                           |                                 |                | 700                            | 4,000                     |
| PATH Foundation-Path Grant                     | 334200  | -              | -                         |                                 |                | -                              | -                         |
| Fulton Dekalb Hospital Authority Defibrilators |         |                |                           | 9,249                           |                | 9,249                          | -                         |
| TOTAL  |         | <b>846,664</b> | <b>89,370</b>             | <b>1,549,278</b>                | 1734%          | <b>4,427,212</b>               | <b>760,347</b>            |

| <b>FUND 4 -500 - STORM WATER UTILITY REVENUE</b> |        |                |                |                |      |                |                |
|--|--------|----------------|----------------|----------------|------|----------------|----------------|
| Storm Water Fees Fund                            | 344190 | 303,348        | 299,000        | 170,594        | 57%  | 303,000        | 303,000        |
| Prior Yr Stormwater fees                         | 344195 | -              | 4,000          | 9,045          | 226% | -              | -              |
| Storm Water Bank Interest                        | 361000 | 31             | 20             | 28             | 141% | 30             | 20             |
| Budget from Fund Balance Reserves                |        |                |                | -              |      |                | 218,170        |
| TOTALS   |        | <b>303,379</b> | <b>303,020</b> | <b>179,667</b> | 59%  | <b>303,030</b> | <b>521,190</b> |

| <b>FUND 6 -540 - SANITATION FUND REVENUE</b> |        |                |                |                |      |                |                |
|--|--------|----------------|----------------|----------------|------|----------------|----------------|
| Sanitation Fees/Enterprise                   | 344110 | 218,384        | 213,000        | 118,793        | 56%  | 217,900        | 217,900        |
| Prior Yr Sanitation Fees                     | 344115 | -              | 5,000          | 6,334          | 127% | -              | -              |
| Commercial Business Fees                     | 344120 | -              | -              | -              |      | -              | -              |
| Sanitation Interest                          | 36100  | -              | -              | -              |      | -              | -              |
| TOTALS                                       |        | <b>218,384</b> | <b>218,000</b> | <b>125,127</b> | 57%  | <b>217,900</b> | <b>217,900</b> |

| <b>FUND 330 - HOST FUND REVENUE</b> |        |               |               |   |           |               |               |
|-------------------------------------|--------|---------------|---------------|---|-----------|---------------|---------------|
| HOST Revenues                       | 313300 | 18,591        | 40,000        | - | 0%        | 71,194        | 20,000        |
| TOTALS                              |        | <b>18,591</b> | <b>40,000</b> | - | <b>0%</b> | <b>71,194</b> | <b>20,000</b> |

| <b>FUND 360 - FRIENDSHIP FOREST FUND</b> |        |           |                |           |           |                |   |
|--|--------|-----------|----------------|-----------|-----------|----------------|---|
| Interest Revenue                         | 361000 | 82        | 30             | 21        |           | 30             | - |
| Bond Proceeds                            | 393100 | -         | -              | -         |           | -              | - |
| Project Spending from Fund Balance       |        |           | 400,888        |           |           | 656,970        | - |
| TOTALS                                   |        | <b>82</b> | <b>400,918</b> | <b>21</b> | <b>0%</b> | <b>657,000</b> | - |

| <b>FUND 360 - STREETScape CONSTRUCTION FUND</b> |        |                  |                  |                |            |                |   |
|---|--------|------------------|------------------|----------------|------------|----------------|---|
| Proceeds from GTIB/SRTA Loans                   | 393500 | 1,418,277        | 945,013          | 913,429        | 97%        | 925,000        | - |
| FHWA Grant (2005 Earmark)                       |        |                  | 1,251,772        | -              |            | -              | - |
| ARC-STBG Program Grant                          |        |                  | 1,043,215        |                |            |                | - |
| TOTALS  |        | <b>1,418,277</b> | <b>3,240,000</b> | <b>913,429</b> | <b>28%</b> | <b>925,000</b> | - |

| <b>FUND 320 - SPLOST FUND</b>           |        |                  |                  |                  |            |                  |                  |
|---|--------|------------------|------------------|------------------|------------|------------------|------------------|
| SPLOST Tax Revenue                      | 313300 | 1,332,179        | 1,704,000        | 1,198,691        | 70%        | 1,798,691        | 1,800,000        |
| Interest Revenue                        | 361000 | 5,872            | 3,600            | 4,245            |            | 5,662            | 6,000            |
| Funding from Bond Proceeds/Fund Balance |        | 5,150,000        | 2,557,651        | -                |            | 1,164,752        | 3,000,000        |
| TOTALS                                  |        | <b>6,488,051</b> | <b>4,265,251</b> | <b>1,202,936</b> | <b>28%</b> | <b>2,969,105</b> | <b>4,806,000</b> |

CITY OF CLARKSTON

ITEM NO: D1

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

HEARING TYPE:  
Work Session

MEETING DATE: NOVEMBER 26 2019

ACTION TYPE: US  
2020 CENSUS  
UPDATE

SUBJECT: 2020 US Census Update

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages:

INFORMATION CONTACT: ROBIN I. GOMEZ,  
PHONE NUMBER: 404-296-6489

PURPOSE: The U.S. Constitution requires a census count of all residents every 10 years. The confidential data from each resident, collectively compiled, serves many purposes from determining US House of Representatives seat numbers to funding amounts to planning and economic development to health trends and hundreds of other data sets utilized to make many decisions throughout our Country. The US Census bureau is in the final phases of preparing for the 2020 Census with the official Census day being April 1, 2020. The City of Clarkston like thousands of other cities throughout the country adopted a resolution at the Tuesday, April 2, 2019, Council Meeting formally declaring an intent to partner with and support the efforts of the US 2020 Census to include the establishment of a Complete Count Committee to ensure all Clarkston residents/neighbors are counted. We will be providing an update on the City and Community's efforts on the 2020 US Census at all future City Council Work sessions and Meetings until June 2020.

NEED/ IMPACT: To continue the City of Clarkston's efforts to inform, educate, advocate, and encourage a 100% 2020 US Census participation.

RECOMMENDATIONS: Continue to advocate and support the 2020 US Census efforts.



CITY OF CLARKSTON

ITEM NO: F1

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

HEARING TYPE:  
Work Session

ACTION TYPE:  
APPROVE LMIG  
GRANT REQUEST &  
APPLICATION

**SUBJECT:** Approve GDOT Local Maintenance Improvement Grant 2020 Application in the amount of \$103,740.53, and 2018 & 2019 Grant Awards totaling \$172,753.20, 'roll-over' to 2020.

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 7

INFORMATION CONTACT: ROBIN I. GOMEZ,  
PHONE NUMBER: 404-296-6489

**PURPOSE:** As part of the City of Clarkston's (City) continued streetscape infrastructure work, the City is submitting a Georgia Department of Transportation (GDOT) Local Maintenance & Improvement Grant (LMIG) application for the 2020 year to help fund the cost of the Rowland Street "Road Diet" project (total project estimated cost of \$780,000- details in attached Project Details document), scheduled to begin in January 2020. The 2020 LMIG fund request is \$103,740.53. The project entails converting a segment of Rowland Street Market St to N Indian Creek Rd, into a shared pedestrian/vehicular street. The LMIG funding will be utilized to install the following infrastructure improvements; pedestrian enhancements such as crosswalks and sidewalks, curb & gutter, milling, resurfacing, signage, drainage structures, driveway reconstruction and striping. All work will be performed within the City's right-of-way.

In 2018 and again in 2019, the City received LMIG funding for the project, \$84,118.28 (in 2018) and \$88,634.92 (in 2019). As the project has yet to begin, the City is also requesting to 'roll-over' these funds to the 2020 year when the project will be completed (estimated by August 2020).

Funding per year:

|               |                     |
|---------------|---------------------|
| 2018:         | \$ 84,118.28        |
| 2019:         | \$ 88,634.92        |
| 2020:         | <u>\$103,740.53</u> |
| <b>Total:</b> | <b>\$276,493.73</b> |

The City will separately account and manage the grant funds pursuant to generally accepted accounting principles and in compliance with all Georgia Codes.

**NEED/ IMPACT:** The City will continue to significantly benefit from infrastructure improvement projects including the referenced Rowland St Road Diet, particularly when projects receive outside funding sources such as the referenced GDOT Local Improvement Maintenance Grant. The mentioned project comprises the PATH bicycle/pedestrian thruway in and out of Clarkston.

**RECOMMENDATIONS:** Council adopt referenced LMIG grant application and requested prior funding roll-over.



**Mayor**  
*Ted Terry*

**City Council**

*YT Bell*

*Awet Eyasu, Vice Mayor*

*Jamie Carroll*

*Ahmed Hassan*

*Andrea Cervone*

*Mario Williams*

**City Manager**

Robin I. Gomez

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November 18<sup>th</sup>, 2019

Lakeshia Osborn  
Office of Local Grants  
600 West Peachtree Street, NW  
Atlanta, GA 30308

RE: City of Clarkston – Request to “roll-over” 2019 LMIG to FY 20 & 2020 LMIG Submittal

Dear Ms. Osborn:

On behalf of the Mayor and City Council, please find attached the required documentation to support the FY 2020 LMIG submittal **including** the city’s request to “roll-over” the 2018 & 2019 LMIG allocations to FY 20.

**The city requests that the 2018 & 2019 LMIG allocations of \$84,118.28 & \$88,634.92, respectively, be “rolled-over” to FY 2020,** and combined with the 2020 LMIG allocation of \$103,740.53, be applied towards the construction of the “Rowland Street Green Street - Road Diet” Project.

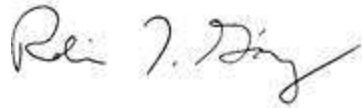
This project entails converting a segment of Rowland Street into a shared pedestrian/vehicular street. The FY 18, 19 and 20 LMIG funding will be utilized to install the following infrastructure improvements; pedestrian enhancements such as crosswalks and sidewalks, curb & gutter, milling, resurfacing, signage, drainage structures, driveway reconstruction and striping. All work will be performed within city right-of-way. Attached you will find the project description.

This LMIG Application will be on the December 3, 2019, City Council agenda for approval.

The city will complete the 2018-2019 & 2019-2020 Expenditure Reports when the FY 21 LMIG project application is submitted to GDOT prior to January 1<sup>st</sup>, 2021.

The City appreciates your responsiveness over the years and we look forward to the continued successful partnership with the Georgia Department of Transportation.

Sincerely,

A handwritten signature in black ink, appearing to read "Robin I. Gomez". The signature is written in a cursive style with a long, sweeping tail on the final letter.

Robin I. Gomez  
City Manager

Cc: Clarkston Mayor Terry and City Council  
Russell McMurry, P.E.  
Commissioner

Kathy Zahul  
District 7 Engineer

Attachment: Project Description/Line Drawings/Cost Estimate  
2020 LMIG Application and Signature Page



## **Rowland Street "Road Diet"**

### **Project Limits**

Rowland Street from North Indian Creek to Market Street - 1200 feet

### **Project Details and Cost Estimates:**

The following are the "LMIG Eligible" construction items that be installed on this road reconstruction project:

1. New pedestrian crossings and ADA ramps - \$45,000
2. Replace deficient C&G with new granite header curb; demolition/concrete base/new granite header curb- \$450,000
3. Milling and resurfacing -70,000
4. New thermoplastic striping and new regulatory/warning signage on Rowland- \$5000
5. OH utility relocations (2 poles) - \$40,000
6. Drainage structure installation - \$20,000
7. Raised concrete island and radius improvements (replace C&G) on Rowland @ North Indian Creek - \$100,000
8. CE&I - \$50,000

### **Total Estimated Cost:**

\$780,000





# Rowland Street - Existing



## SECTION E-2



**KAIZEN**COLLABORATIVE



# Rowland Street - Proposed



## SECTION E-2



**KAIZEN**COLLABORATIVE

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL MAINTENANCE & IMPROVEMENT GRANT (LMIG) APPLICATION FOR FISCAL YEAR 2020**  
*TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.*

**LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION**

I, \_\_\_\_\_ (Name), the \_\_\_\_\_ (Title), on behalf of \_\_\_\_\_ (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

\_\_\_\_\_ (Signature)

\_\_\_\_\_ (Print)

Mayor / Commission Chairperson

\_\_\_\_\_ (Date)

\_\_\_\_\_  
E-Verify Number

Sworn to and subscribed before me,

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

In the presence of:

NOTARY PUBLIC

SEAL:

\_\_\_\_\_  
My Commission Expires:



In the 1990s, refugee Asylum programs in the United States identified Clarkston, Georgia as a good fit for displaced persons of many different backgrounds. The housing market offered a wide variety of homes ranging from multi-family and cottages to large single-family homes, the previous residents were relocating farther out from the Atlanta urban core, and Clarkston had convenient access to public transportation and major highways. By the 2000s the local high school had students from more than 50 countries; a local mosque had 800 worshippers; and by some estimates, half the population was from outside the U.S.

Today, the City of Clarkston is known as the most ethnically diverse square mile in America. More than 50 percent of our 13,500 residents are foreign-born, and come from countries including Bhutan, Somali, Syria, Iraq, Iran, the Congo, Sudan, and Afghanistan, and more than 60 languages are spoken among the families who call Clarkston home — all within a 1.4 square mile city. Our population is also young - with 43 percent of families with young children.

Although the city is known for its welcoming policies, Clarkston still struggles with the retention of new and long-time residents. While the city has taken a proactive approach to reducing housing displacement, there is still a pressing need to create a diversity and abundance of housing options within the city limits and to create a city where residents live, work, play and build long-term roots. The purpose of this zoning audit and update is to increase access and availability of housing options within the city in an environmentally sustainable way that prioritizes community engagement and feedback.

### **Project Goals**

1. Increasing a variety of housing options and commercial development in Clarkston;
2. Encouraging urban agriculture within Clarkston;
3. Green, sustainable development, including conservation easements;
4. An engagement process that reaches out to all Clarkston residents, especially apartment dwellers and the refugee community.

### **Guiding principles**

#### **Community Engagement & Sustainability**

The City of Clarkston believes we have a responsibility to put our residents at the center of the decision-making process. We want the zoning project to reflect that value and incorporate public participation that is reflective and truly representative of our diverse community. Community sustainability means providing opportunities for building a healthy, active and engaged community across all social and economic levels. It means creating the type of place where all people can live, work and play throughout their lives.

*What does this principle look like in action?*

Application of this principle means our participants look like Clarkston and should comprise a rainbow of people from different nations, speaking different languages, as well as long-time residents. They should all feel empowered to contribute their thoughts and opinions about the future Clarkston we are trying to create. Successful application of this principle should also result in ordinances that provide for an abundance and variety of housing types at a variety of price points, incorporate universal design,

encourage community gathering spaces (e.g., community gardens) and offer the opportunity for expressing community values through public art, regenerative landscaping, and creating integrated spaces.

### **Economic Sustainability**

Economic sustainability is the city's ability to continue to provide services to its residents, businesses, and visitors by maintaining and increasing the city's property values and by diversifying our tax base and sources of tax revenue.

*What does this principle look like in action?*

Application of this principle results in ordinances that are affordable to implement and comply with and that result in cost savings for a property owner over time. It incentivizes high-quality development that maintains or increases its property value over time. It requires public improvements that create a strong, infrastructure network that supports continued development.

### **Environmental Sustainability**

The City of Clarkston has committed to achieving a 100% renewable energy goal by 2050. We believe our zoning policies and ordinances should reflect that value and strengthen our commitment to being good stewards of the environment. We seek to not only mitigate its impact on the environment today but to adopt systems and processes that restore and enhance Clarkston's unique environmental conditions.

*What does this principle look like in action?*

Application of this principle results in ordinances that utilize a systems approach where regulations regarding tree preservation, stormwater treatment, and land grading are all considered in concert. It incentivizes sustainable development. It is performance-based (e.g., carbon neutral) and has the ability to adapt over time to changing technologies. It recognizes native species and the importance of a maintaining diverse habitat and goes beyond "creating green space" by prioritizing regenerative and productive landscaping techniques (ie., apple trees, not crape myrtles) and bringing a "conservation community" lens to all developments.

### **Scope of Work**

**\*\*Development and implementation of public involvement plan\*\***

This section must include community engagement and community meetings - a deep strategy that thinks creatively about how to encourage transformational dialogue that goes beyond "open meetings" where the public is invited. We are seeking an innovative strategy that builds a deeper level of meaningful feedback with new and long-time Clarkston residents who may not typically participate in city government.

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

ITEM NO: F3

HEARING TYPE:  
Work Session

ACTION TYPE:  
AMEND  
ORDINANCE

SUBJECT: Amend Chapter 11, Article VII, Pawnbrokers, Clarkston City Code of Ordinances to Provide for Grandfathering of Previously Existing Pawnbrokers/Pawnshops with Regard to Location Restrictions

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 21

INFORMATION CONTACT: ROBIN I. GOMEZ,  
PHONE NUMBER: 404-296-6489

PURPOSE: On November 1, 2016, the City adopted Ordinance No. 399, amending Chapter 11 of the Code of Ordinances, creating a new Article VII to regulate *Pawnbrokers and Pawnshops* specifically to provide definitions, general policies and purposes, location restrictions, qualifications for license issuance, annual permit, hours of operations, record of transactions, violations, and other.

At that time only one pawnbroker (Title Max) was in operation who subsequently in February 2017 communicated in writing to the City that the Nov 1, 2016, adopted ordinance would adversely affect their operations (due to a location restriction, located within 1,000 feet of a church and residential area) and requested to explore alternative solutions (such as a legal non-conforming use or some type of exemption to the ordinance) to allow them to operate in lieu of pursuing litigation. The City adopted Ordinance No. 408 on March 21, 2017, amending Chapter 11 by adding new subsection **(d), grandfathering**, stating that a business holding a valid City business license operating as a Pawnbroker on Nov 1, 2016, could legally remain in operation until December 31, 2019.

Title Max recently approached the City requesting to amend Chapter 11, Article VII of the City Code of Ordinances, specifically to add a new Section 11-127, Pre-Existing, Non-conforming Uses, to allow for the continuation of their existing business as a non-conforming use. We are of the opinion that the most appropriate ordinance change, should the Council proceed with a change, is to delete the existing grandfathering clause, subsection (d) and replace it with language that allows for any business holding a valid City business license and operating as a Pawnbroker on Nov 1, 2016, to legally remain in operation as long as the business remains at the same location under a valid business license and does not expand its facility at their location. The business will continue to be exempt from the locations restrictions.

The business has been in operation at their current location since 2004 and has to the best of the City's knowledge complied with existing City codes.

NEED/ IMPACT: Existing City business is requesting an ordinance change to existing City Code to allow for their continued operation under a perpetual grandfathering clause.

RECOMMENDATIONS: Council to review/discuss item to decide how to proceed with the ordinance request.

ORDINANCE NO. 399

**AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 11 OF THE CITY CODE TO ADD NEW ARTICLE VII TO REGULATE PAWNBROKERS AND PAWNSHOPS; TO PROVIDE FOR PERMITTING; TO PROVIDE FOR LOCATION RESTRICTIONS; TO PROVIDE FOR A RECORD OF TRANSACTIONS; TO PROVIDE FOR DISPOSAL OF ARTICLES; TO PROVIDE FOR AGE REQUIREMENTS; TO PROVIDE FOR DISPOSITION OF LOST OR STOLEN ITEMS; AND FOR OTHER PURPOSES.**

**WHEREAS**, State law authorizes municipalities to regulate pawnbrokers and pawnshops; and

**WHEREAS**, the Clarkston City Council hereby determines that it is in the interest of public safety, health and the welfare of the community to regulate pawnbrokers and pawnshops; and

**WHEREAS**, this Ordinance is intended to aid and assist in the recovery of stolen property, and to aid and assist local law enforcement in fulfilling their public safety functions.

**SECTION 1.** Chapter 11 of the Municipal Code of the City of Clarkston is amended by adding a new Article, to be numbered Article VII, which shall be known as the "Clarkston Pawnbroker Ordinance." Such Ordinance, consisting of 10 pages, is hereby adopted.

**SECTION 2.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 3.** If any section, clause, sentence or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this ordinance.

**SECTION 4.** This ordinance shall become effective immediately upon its adoption by the City Council.

SO ORDAINED, this 1 day of November, 2016

ATTEST:

**CITY COUNCIL,  
CITY OF CLARKSTON, GEORGIA**

By   
Tracy Ashby, City Clerk

  
Mayor Ted Terry

Approved as to Form:

AGQ 11-2-16  
Stephen G. Quinn, City Attorney

## **CLARKSTON PAWN BROKER ORDINANCE**

### **Sec. 11-110. Definitions.**

The following words, terms, and phrases, when used in this Article, shall have the meanings ascribed to them in this section or shall have the same meaning as set forth in the Official Code of Georgia Annotated, Section 44-12-130, should those definitions differ.

- (a) 'Employee' means any person who works in a pawnshop, whether on a part-time or full-time basis, regardless of whether remuneration is received or not.
- (b) 'Month' means that period of time from one date in a calendar month to the corresponding date in the following calendar month, but if there is no such corresponding date, then the last day of such following month.
- (c) 'Pawnbroker' means any person engaged in whole or in part in the business of lending money on the security of pledged goods, or in the business of purchasing tangible personal property on the condition that it may be redeemed or repurchased by the seller for a fixed price within a fixed period of time, or in the business of purchasing tangible personal property from persons or sources other than manufacturers or licensed dealers as a part of or in conjunction with the business activities described in this paragraph.
- (d) "Pawnshop" means a Pawnbroker's physical location and/or any place where Pawn transactions occur.
- (e) 'Pawn transaction' means any loan on the security of pledged goods or any purchase of pledged goods on the condition that the pledged goods may be redeemed or repurchased by the pledger or seller for a fixed price within a fixed period of time.
- (f) 'Person' means an individual, partnership, corporation, joint venture, trust, association, or any other legal entity however organized.
- (g) 'Pledged goods' means tangible personal property, including, without limitation, all types of motor vehicles or any motor vehicle certificate of title, which property is purchased by, deposited with, or otherwise actually delivered into the possession of a pawnbroker in connection with a pawn transaction. However, for purposes of this Code section, possession of any motor vehicle certificate of title which has come into the possession of a pawnbroker through a pawn transaction made in accordance with law shall be conclusively deemed to be possession of the motor vehicle, and the pawnbroker shall retain physical possession of the motor vehicle certificate of title for the entire length of the pawn transaction but shall not be required in any way to retain physical possession of the motor vehicle at any time. 'Pledged goods' shall not include choses in action, securities, or printed evidences of indebtedness.

**Sec. 11-111. Employees.**

No person shall be an employee of a pawnshop in any capacity until such person has been fingerprinted by the Clarkston police department and has been issued an annual permit authorizing such person to be employed by a pawnshop. It shall be the duty of the pawnbroker to ensure that his employees are in compliance with the provisions of this section.

**Sec. 11-112. General Policies and Purposes.**

- (a) Pawnbrokers may operate only after the issuance of a license for such operation by City of Clarkston and only in the manner permitted by such license. Pawn transactions may only occur through a licensee who complies with the rules and regulations of this Article and with the licensing, regulatory and revenue requirements of the State of Georgia.
- (b) All licenses are a mere grant or privilege subject to all terms and conditions imposed by this ordinance and State law and subject to being revoked by the City of Clarkston.
- (c) Each licensee of the City shall display the license issued under this Article prominently at all times at the outlet for which the license is issued. A separate license must be issued for each outlet of sale and a separate application must be made for each outlet.

**Sec. 11-113. Location Restrictions.**

- (a) No pawnshop shall be located within 1,000 feet of any other pawnshop. This distance shall be measured by the most direct route of travel on the ground.
- (b) No pawnshop shall be located within 1,000 feet of any of the following uses:
  - (1) From any structures in residential use.
  - (2) From any public or private school.
  - (3) From any public or private park or recreation facility.
  - (4) From any public library branch.
  - (5) From any church or similar place of religious worship.
  - (6) From any public or private hospital or mental health care facility.

The distance in subsection (b)(1)-(6), notwithstanding the definition of distance contained in subsection (a), shall be measured in a straight line from the closest point of the property line of the site proposed to be occupied by the pawnshop or similar place where money is advanced on

goods or other effects or merchandise of any kind is taken in pawn, to the closest property line of any use identified above.

(c) Applicants for license to operate a pawnshop shall include with their application a plat of survey prepared and sealed by a surveyor registered in the state certifying that all of the locational requirements listed above in subsections (a) and (b) have been met.

#### **Sec. 11-114. Qualifications for Issuance of License.**

Any person who desires to obtain a license for the operation of a pawnshop must meet the minimum qualifications set forth in this section. If the applicant is a partnership, each partner must meet the qualifications of any individual license and must make sworn statements of these qualifications as part of the applications process. If the applicant is a corporation, the majority stockholder and each principle officer of the corporation must meet the qualifications as part of the application process.

- (a) No owner, pawnbroker or any person connected with operating a pawnshop for which a license or permit is sought shall have been convicted of a crime involving "moral turpitude" or shall have been convicted of any crime involving felony theft, burglary, robbery, or a violation of the "Family Violence Act."
- (b) No license shall be granted to an applicant who is under the age of eighteen (18) years of age.
- (c) All persons filing an application for a pawnshop license will be required to complete a waiver in order for the applicant's criminal history to be obtained.
- (d) No license shall be granted where the applicant has had any pawnshop license issued by any county, municipality, or other governmental subdivision suspended or revoked.
- (e) No license shall be granted for a location that is not in compliance with any federal, state, or local regulation including, but not limited to, a state certificate of occupancy, a City of Clarkston certificate of occupancy and the location restrictions of this Article.
- (f) No license shall be issued where the applicant has supplied false information in the license application or where any required fee has not been paid by such applicant, including any fees or assessments owed to the City of Clarkston.

#### **Sec. 11-115. Annual Permit.**

Before operating a pawnshop, any person must first file an application with the municipal police department for a permit pursuant to the following:

- (a) The application shall be made on an annual basis;



- (b) No permit to operate a pawnshop shall be issued until a regulatory fee in the amount of Three Thousand Five Hundred Dollars (\$3,500.00) is paid to the city. Such fee shall be in addition to applicable occupation tax and business licensing fees and is intended to offset expense incurred by the city to administer this ordinance;
- (c) The application shall state the physical address of the pawnshop;
- (d) The application shall contain the full name, street address, mailing address, phone number, facsimile number, e-mail address, Social Security number, and date of birth and of any employee, owner, or pawnbroker;
- (e) The chief of police or designee shall investigate each applicant for such license and shall report to the city council whether such applicant is a person of good character and has not been convicted of a criminal offense as indicated in this Article.

**Sec. 11-116. Application.**

- (a) All applications required in Sec. 11-115, Annual Permit, shall be in writing and on forms provided by the municipal police department.
- (b) All applications shall be completed by the applicant and sworn to and signed by the applicant in the presence of a notary public or other officer authorized to administer oaths.
- (c) All applicants shall furnish all data, information and records requested of them, and failure to furnish such data, information, and records within thirty (30) days from the date of such request shall automatically serve as grounds to deny the application. An applicant, by filing an application, agrees to produce for questioning any person(s) who are considered relevant to the ascertainment of facts relative to such license, as may be requested by the city council, the municipal police department, or other official designated by the city council. The failure to produce such persons within thirty (30) days after being requested to do so may result in denial of the application.
- (d) Each applicant shall certify on the application that they have read this Article and, if the license is granted, each licensee shall maintain a copy of this Article on the premises.
- (e) Once an application, accompanying documents, and the required investigative and license fees are filed with the municipal police department, the police department shall conduct a criminal investigation of the applicant and prepare a written criminal investigation report detailing all information relating to fingerprinting, criminal history, arrest data, and other matters pertinent to law enforcement. Upon completion of the criminal investigation report, the municipal police department shall assemble the tendered application forms and accompanying documents relating to investigation and processing of the application and deliver such documents to the city clerk. If the criminal investigation report shows that the applicant meets the requirements set by this ordinance and all other requirements of this

ordinance are satisfied, then the city clerk shall schedule the application for hearing at the next regularly scheduled public hearing calendar before the city council and shall so inform the applicant of this fact before such meeting. If the criminal investigation report shows that the applicant fails to meet the requirements set by this Article, or if the applicant fails to meet all other requirements outlined by this Article, then the city clerk shall inform the applicant, in writing, that the application has been denied, and shall set forth in reasonable detail the reasons for the denial and shall notify the applicant of his right to appeal. Such appeal shall be before the city council in accordance with Sec. 11-126, Appeal Procedure, of this Article. If an applicant desires to appeal a denial, the applicant must file a written request for an appeal with the city clerk within ten (10) business days of the date of the written notice informing the applicant of the denial of the license.

- (f) Any application that the city clerk determines to satisfy all the requirements outlined in this Article, including character requirements as contained in the criminal investigation report of the municipal police department, shall be scheduled for review at the next regularly scheduled public meeting of the city council. At that meeting, the applicant and any person opposed to such application has the right to present to the city council any information that the city council determines is relevant to the licensing decision. In making its determination on whether to approve or deny the application, the city council shall look to the qualifications set forth in this Article and consider the public interest and welfare of the citizens of the city. The council shall have the discretion to grant or deny the application based on the information presented. A decision by the city council shall be made within thirty (30) days from the date of the public hearing, unless the decision is postponed for purposes of obtaining additional information deemed necessary for consideration of the application. Notice of the decision by the city council shall be mailed to the applicant. If the application is denied, such written notification shall set forth in reasonable detail the reasons for the denial and shall notify the applicant of his right to appeal. Such appeal shall be taken solely in accord with Sec. 11-126, Appeal Procedure, of this Article.
- (g) In all instances in which an application is denied, the applicant may not reapply for the same type of license for at least one year from the date of denial.
- (h) Upon the issuance of a license, the licensee must have and continuously maintain in the city a registered agent upon whom any process, notice, or demand required or permitted by law or under this ordinance may be served. This person must be an individual and must be a resident of city. The licensee shall submit the name of such agent, along with the written consent of such agent, to the city clerk. The identity of the agent may also be submitted contemporaneous to filing the license application.
- (i) Upon approval by the city council of the application for a license, the city clerk shall issue a license in accordance with the approved application. If the applicant is an individual, the license shall be issued in the name of the individual. If the application is a corporation, the license shall be issued in the name of the corporation and in the name of the majority stockholder or a principal officer of the corporation. If the application is a partnership, the license shall be issued in the name of the partnership and in the name of one of the partners. All licenses issued shall be granted for the full calendar year or for the number of months

remaining in the calendar year. Any applicant granted a license before July 1 shall pay the full license fee without proration. License fees for licenses granted on or after July 1 shall be one-half the annual license fee. License fees are not refundable once the license is granted by the County.

**Sec. 11-116.5. Employee Permits.**

- (a) No person shall work in a pawnshop unless he first obtains a permit pursuant to this section.
- (b) To obtain a permit to work as an employee of a pawnshop, the applicant shall submit to a criminal background check to be performed by the municipal police department, provide all necessary information, and pay a non-refundable fee of three hundred dollars (\$300.00).
- (c) If the applicant has not been convicted of a felony or crime of moral turpitude within the past five (5) years, the city clerk shall issue a permit.
- (d) Subsequent indictment of a permittee for committing a felony or crime of moral turpitude shall operate to immediately revoke any permit issued pursuant to this section.

**Sec. 11-117. Commencement and Forfeiture.**

- (a) All holders of licenses under this Article must, within six months after the issuance of the license, open for business the establishment referred to in the license, unless such period is extended by the city clerk. Failure to open the licensed establishment as referred to in this subsection within the six-month period shall serve as an automatic forfeiture and cancellation of the license, and no refund of license fees shall be made to the license holder.
- (b) Any holders of a license under this ordinance who shall begin the operation of the business as authorized in the license, but who shall for a period of three consecutive months thereafter cease to operate the business as authorized in the license, shall automatically forfeit his license, which license shall, by virtue of such failure to operate, be canceled without the necessity for any further action by the city.

**Sec. 11-118. Renewals and Transfers.**

- (a) Any license holder subject to this ordinance shall apply for renewal of any existing license and shall pay the annual license fee no later than February 15th of each calendar year in which it does business.
- (b) No license granted for a pawnshop shall be transferable except upon application to the municipal police department in the same form and manner, and subject to the same requirements with respect to the transferee as are applicable in an original application. Any such license may be transferred only to another applicant doing the same business at the

same place as the license holder to whom the license was originally issued upon approval of a new application pursuant to Section 11-116.

**Sec. 11-119. Disposal of Articles.**

Any pawnbroker or employee of a pawnshop who makes a loan on pledged goods, or buys pledged goods on the condition that the seller may repurchase said goods, shall hold said goods for at least thirty (30) days before disposing of them by sale, transfer, shipment or otherwise. Nonpledged goods bought under this section shall be held for at least seven calendar days before disposing of them by sale, transfer, shipment or otherwise.

**Sec. 11-120. Minors.**

It shall be unlawful for any pawnbroker or employee of a pawnshop to receive goods in pawn, trade, purchase or sale from a person under 18 years of age.

**Sec. 11-121. Hours of Operation.**

All holders of licenses under this division shall operate only between the hours of 9:00 a.m. and 5:00 p.m., Monday through Saturday.

**Sec. 11-122. Lost or Stolen Items.**

- (a) It shall be the duty of every person operating or employed by a pawnbroker's license or permit, to report to the chief of police or his duly authorized agent any article or goods sold or pawned to him if he shall have a reason to believe that the article or goods was stolen or lost when presented by seller or customer.
- (b) With respect to any items which would normally have a serial number or other means of identification, if any pawnbroker or employee of a pawnshop becomes aware that such items have had the identification removed, defaced or destroyed, such fact shall be immediately reported to the chief of police or his duly authorized agent.
- (c) If it is determined that an item bought, sold, traded or pawned by a seller or customer to the pawnbroker or his employee is the subject of any reported theft, then the pawnbroker shall surrender such item to the chief of police or his duly authorized agent upon demand.

**Sec. 11-123. Suspension and Revocation of License.**

Immediate suspension, revocation, or forfeiture of an issued license by the city council shall occur only after notice and opportunity for a hearing before the city council consistent with the

procedures set forth in Sec. 11-126, Appeal Procedure, and only upon the following occurrences:

- (a) Any license issued under this Article for the operation of a pawnshop shall be immediately revoked in the case of bankruptcy, receivership or levy of legal process upon the licensed outlet or property therein.
- (b) Except as provided in Sec.11-118, Renewals and Transfers, any change in the ownership of any entity owning a licensed outlet shall be grounds for the city council to revoke any license issued under this Article.
- (c) A license shall be immediately suspended or revoked by the city council upon learning that a licensee furnished fraudulent or untruthful information in the application for a license, or omits information required in the application for a license, or fails to pay all fees, taxes, or other charges imposed under the provisions of this Article.
- (d) The city council shall immediately suspend or revoke the license of any licensee who does not meet the qualifications set forth in this Article at any time such information becomes known to the city council.

**Sec. 11-124. Record of Transactions.**

Every pawnbroker shall maintain a written record of its pawn transactions in which an accurate description of all property pledged, traded or sold to the pawnshop. Such records shall be maintained by the pawnbroker for one year from the date of such transaction and may be inspected by the Clarkston police department at any time. Each record of a transaction shall contain an accurate description of all property pledged, traded or sold to the pawnshop and shall be made at the time of each transaction, provided that the following information is included:

- (1) The date and time of the purchase, pawn or sale of the property.
- (2) The full name, street address and telephone number of the customer making the pledge, trade or sale.
- (3) A description of the customer in terms of sex, race, date of birth, height and weight, as well as the driver's license number of the customer or some other identification card which contains a photograph of the customer.
- (4) A description of the pledged or purchased property by serial, model or other number, if available, and by any identifying marks (e.g., brand name, color, style, etc.)
- (5) The number of the receipt or pawn transaction issued for the property pawned or bought.

- (6) The price paid or the amount loaned.
- (7) The maturity date of the transaction, if a pawn.
- (8) A photograph of the customer and the item pawned or bought.
- (9) The signature of the customer.

**Sec. 11-125. Violations.**

- (a) It shall be unlawful for any pawnbroker or employee of a pawnshop to violate any of the provisions of this article, whether or not such person or employee is the holder of a current valid permit issued according to the terms of this article. Further, any person failing to comply with any provision of this article or other rules, ordinances and regulations as may be passed by the city council for conduct of the business of a pawnbroker, shall upon conviction, have the license to conduct business revoked.
- (b) It shall be unlawful for any pawnbroker or employee of a pawnshop to:
  - (1) Make any false statement in an application for any permit provided for in this article.
  - (2) Make any false entry in any record book, ledger or form required by the terms of this article.
  - (3) Violate any criminal law of this state while acting in the course of business as a pawnbroker or employee of a pawnbroker.
- (c) Persons who violate this Article shall be guilty of a city ordinance violation and shall be punished by up to six (6) months confinement and up to a \$1,000.00 fine.

**Sec. 11-126. Appeal Procedure.**

- (a) Upon receipt of a timely appeal of an administrative denial, or upon alleged violation of those items in Sec. 11-123, Suspension and Revocation of License, the city clerk shall schedule a hearing before the city council and provide written notice to the adverse party of the time, place and date of the scheduled hearing. The city clerk shall also state in the written notice the basis for the administrative denial or the violation or occurrence alleged that forms the basis for the denial or potential suspension or revocation. After notice of hearing, matters scheduled for hearing may only be continued by agreement of the city attorney and the adverse party and/or counsel for the adverse party.
- (b) The city council shall have the duty of conducting hearings concerning the denial, revocation, or suspension of a license. The standard of proof on all issues in the hearing

shall be a preponderance of the evidence and a determination will be made on the basis of the evidence presented at the hearing.

- (c) At the hearing, after presentation of the case against the adverse party, the adverse party will have an opportunity to present his case, to rebut the allegations made against him, and present whatever defenses he has. The adverse party shall have the right to be represented by an attorney, at the expense of the adverse party, and to present evidence and cross-examine opposing witnesses. An opportunity for rebuttal shall be provided.
- (d) At the conclusion of the hearing, the findings and conclusions of the city council shall be reduced to writing and forwarded to the adverse party by certified mail.
- (e) The decision of the city council shall be final unless appealed to the Superior Court of DeKalb County via certiorari within thirty (30) days of receipt of the written notification to the adverse party of the council's decision.

February 8, 2017

**VIA CERTIFIED MAIL**  
**RETURN RECEIPT REQUESTED & REGULAR MAIL**

Mr. Stephen Quinn, Esq.  
Wilson, Morton & Downs, LLC  
Two Decatur TownCenter  
125 Clairemont Avenue, Suite 420  
Decatur, Georgia 30030

RE: TitleMax of Georgia, Inc. – 4222 East Ponce de Leon Avenue, Clarkston, Georgia

Dear Mr. Quinn:

This firm represents TitleMax of Georgia, Inc. (“TitleMax”) in relation to its use of the above-referenced property (the “Property”) for the operation of a TitleMax location in the City of Clarkston, Georgia (the “City”). Victoria Newman, TitleMax’s Senior Compliance and Corporate Counsel, addressed the Clarkston City Council regarding the recently enacted Ordinance No. 399 ordained November 1, 2016 (the “Ordinance”) on February 7, 2017 during public comment.

As Ms. Newman described, the newly enacted Ordinance potentially poses major concerns for TitleMax’s continued operation of the business at the Property. We have some Constitutional concerns relative to the Ordinance, but are hopeful that through engaging with the City, we can find a mutually agreeable solution that protects our rights while also promoting the health and welfare of the citizens of the City. We would like to present potential solutions to you in hopes that we can open a dialogue and find a resolution.

TitleMax has been operating continuously at this location since 2004 and has an established, positive relationship with the City. TitleMax strives to be a positive factor in the community and a valued business partner for the City and its residents. TitleMax is especially sensitive to the welfare of the members of the Clarkston community because approximately 73% of the customers at this location are Clarkston residents. TitleMax has made significant investments in the community as well as in the Property itself. Indeed, TitleMax has a currently lease on the Property entitling it to use the Property that runs through 2019 with an option through 2024. It wishes to continue its positive relationship with the City and is hopeful that a collaborative and mutually beneficial solution exists that will allow TitleMax to continue to operate its business at the Property.



Rather than sprinting into a litigious posture at this time, TitleMax would like to focus on exploring some alternatives which could ameliorate the serious potential harms TitleMax might suffer due to application of the Ordinance to its Property. First, one mechanism by which the potential harm to TitleMax can be avoided would be to utilize an administrative interpretation of the Ordinance such that Sections 801 and 802 of the Clarkston Zoning Ordinance would apply to the Ordinance. Those sections generally provide for legal non-conforming use rights for existing uses when a change in zoning regulation occurs. Since the Ordinance contains many features and provisions similar to zoning regulations (e.g. survey and distance requirements) which in practice govern the use of land over and above merely regulating the issuance of business licenses, utilizing this interpretation makes good legal and practical sense. Alternatively, the City could consider adding language similar to Sections 801 and 802 to the Ordinance so that pre-existing uses would be explicitly permitted to continue operating under standards established prior to their existence. Such an interpretation would avoid a scenario in which a lawful existing use becomes illegal simply because a school, church, or residence is established within 1,000 feet of a pawnshop after the fact. Finally, yet another alternative, and one that TitleMax contends would resolve its greatest concerns, would be for the City to exclude title pawn businesses from the purview of the restrictions, and as an exempted business, TitleMax would not be required to comply with the distance and hour restrictions contained within the Ordinance. Any of these solutions would significantly blunt the impact of the Ordinance to TitleMax.

Notwithstanding our desire to find a practical resolution of potential issues posed by the Ordinance, we feel it is appropriate to assert our position that the application of the Ordinance to the Property would be unconstitutional and would amount to a taking of TitleMax's property in violation of the Takings Clause of the Fifth Amendment and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States, Article I, Section I, Paragraph I, and Article I, Section I, Paragraph II of the Constitution of the State of Georgia of 1983, and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests. The Ordinance would prohibit TitleMax from operating on the Property and would interfere with its distinct and reasonable investment-backed expectations. As the only pawn shop within the municipal limits of the City of Clarkston, the application of the Ordinance to the Property would be arbitrary and discriminate in an arbitrary, capricious and unreasonable manner in violation of Article I, Section I, Paragraph II of the Constitution of the State of Georgia of 1983 and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States.

As you know, the law strikes a careful balance between permissible government regulations which have a tangential impact on property rights and impermissible regulations which can amount to a taking of private property. *See Lingle v. Chevron USA, Inc.*, 544 U.S. 528, 537 (2005); *Mann v. Ga. Dept. of Corrections*, 282 Ga. 754, 757 (2007) (quoting *Lingle* and reiterating "government regulation of private property may, in some instances, be so onerous that its effect is tantamount to a direct appropriation or ouster – and that such 'regulatory takings' may be compensable under the Fifth Amendment"). So, for instance, in *Mann* the Georgia Supreme Court determined that precluding a convicted felon from residing within 1,000 feet of a church, school,

or certain other locations was an impermissible taking of his interests in his home. 282 Ga. at 760-61. In striking down the statute, the Georgia Supreme Court noted that the bar on residency within 1,000 feet of certain uses was particularly burdensome because it could force the property owner to move each time “some third party chooses to establish any of the long list of places and facilities within the residency restriction.” *Id.* at 759.

Both *Lingle* and *Mann* are instructive to the issues presented by the Ordinance and TitleMax’s Property. While TitleMax recognizes that Clarkston has certain rights to govern the use of property within the municipal bounds, the Ordinance’s distance requirements and operating hours are an impermissible overstep of those rights and will result in a regulatory taking pursuant to the *Lingle/Mann* line of cases.

For more than twelve years TitleMax has operated continuously on the Property as a title pawn business. Having expended the sums it has expended to operate the Property, and having made the investments it has made in its business, TitleMax would stand to lose all such rights, investments, and expectations due simply to the imposition of the Ordinance’s new distance and hour restrictions. Being forced to shutter a business which was legally in operation for more than a decade is just the sort of regulatory taking that the *Lingle/Mann* line of cases sought to avoid, and TitleMax believes that a court would likewise protect its right not to have its business interests destroyed without adequate compensation from Clarkston for the taking. Adopting any of the three options described above (applying an administrative interpretation that TitleMax is a legal non-conforming use, adding a legal non-conforming use provision to the Ordinance, or exempting existing title pawn businesses from the distance and hour requirements) would likely resolve the issue of an impermissible regulatory taking of TitleMax’s interests.

Ms. Newman sincerely appreciated the opportunity to address the City Council on behalf of TitleMax. My client and I look forward to establishing a dialogue in order to find a mutually beneficial solution. We understand the City’s concerns with certain land uses, but are hopeful that we can demonstrate that we are the type of positive, community-facing use that provides necessary services to the residents of Clarkston.

Sincerely yours,

MAHAFFEY PICKENS TUCKER, LLP

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\_\_\_\_\_  
Enclosures

Cc: City Council Members; City Manager

ORDINANCE NO. 408

**AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 11, ARTICLE VII OF THE CITY CODE TO PROVIDE FOR GRANDFATHERING OF PREVIOUSLY EXISTING PAWNBROKERS AND PAWNSHOPS WITH REGARD TO LOCATION RESTRICTIONS SET FORTH IN SUCH ARTICLE.**

**WHEREAS**, State law authorizes municipalities to regulate pawnbrokers and pawnshops; and

**WHEREAS**, the Clarkston City Council has previously acted in the interest of public safety, health and welfare to regulate pawnbrokers and pawnshops; and

**WHEREAS**, the City's Pawnbroker Ordinance had the unintended consequence of prohibiting certain pre-existing pawnshops from continuing their business due to the location restrictions set forth in City Code § 11-113; and

**WHEREAS**, the City Council desires to avoid an undue hardship to pre-existing pawnshops by exempting them from such location restrictions.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Clarkston as follows:

**SECTION 1.** Chapter 11 of the Code of Ordinances of the City of Clarkston is amended by adding new subsection (d) to Code Section 11-113, to read as follows:

“(d) *Grandfathering.* Any business holding a valid city business license and operating as pawnbroker on November 1, 2016, shall be exempt from the location restrictions of this section for so long as such business remains at the same location under a valid business license and does not expand its facility at such location, until December 31, 2019, when this grandfathering provision shall expire.”

**SECTION 2.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION 3.** If any section, clause, sentence or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way effect the validity of the remaining portions of this ordinance.


**SECTION 4.** This ordinance shall become effective immediately upon its adoption by the City Council.


[signature page follows]

SO ORDAINED, this 21 day of March, 2017.


ATTEST:

**CITY COUNCIL,  
CITY OF CLARKSTON, GEORGIA**

By   
Tracy Ashby, City Clerk

  
Ted Terry, Mayor

Approved as to Form:

  
Stephen G. Quinn, City Attorney



November 15, 2019

Mr. Robin Gomez  
City Manager, City of Clarkston  
1055 Rowland Street  
Clarkston, GA 30021

RE: TitleMax of Georgia, Inc.'s ("TitleMax") Proposal Concerning Clarkston's Ordinance Nos. 399 and 408 ("the Ordinances") regarding pawnshops

Dear Mr. Gomez:

Thank you again for taking the time to speak with Travis Bussey and I last Thursday, November 7, 2019 concerning TitleMax's request to continue operations in Clarkston past December 31, 2019, the end of the grandfathering period in Ordinance 408.

As we discussed, TitleMax has operated lawfully and continuously at 4222 East Ponce de Leon Avenue ("the Property") since 2004 and has an established, beneficial relationship with the City and its residents. TitleMax strives to have a positive impact on the community and serve as a valued business partner for the City. TitleMax is especially sensitive to the welfare of the members of the Clarkston community because approximately 74% of our customers at the Property are Clarkston residents. TitleMax has made significant investments in the community as well as in the Property itself. Indeed, TitleMax has a current lease on the Property contemplating use through 2024. It wishes to continue its positive relationship with the City and its residents and is hopeful that a collaborative and mutually beneficial solution exists that will allow TitleMax to continue to operate its business at the Property.

In follow up to our conversation, I submit this formal request for the Property to be exempted from the Ordinances as a pre-existing non-conforming use. TitleMax, as we explained, has concerns about the constitutionality of the Ordinances but would rather work with the City towards a reciprocal resolution.<sup>1</sup> In furtherance of this request, I have included proposed language below

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<sup>1</sup> TitleMax's position, should it have to challenge the Ordinances, is that the application of the Ordinances to the Property would be arbitrary, discriminatory, unconstitutional, and would amount to a taking of TitleMax's property in violation of the Takings Clause of the Fifth Amendment and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States, Article I, Section I, Paragraph I, and Article I, Section I, Paragraph II of the Constitution of the State of Georgia of 1983, and the Equal Protection Clause of the Fourteenth Amendment to the Constitution of the United States denying the Applicant an economically viable use of its land while not substantially advancing legitimate state interests. TitleMax, to our knowledge, was the only pawnbroker operating in Clarkston at the passage of Ordinance 399 and was already within 1,000 feet of a church, a specific prohibition within Ordinance 399. Without a grandfathering clause or exemption for non-conforming use, such action could be seen as an act targeted at TitleMax and the Property.

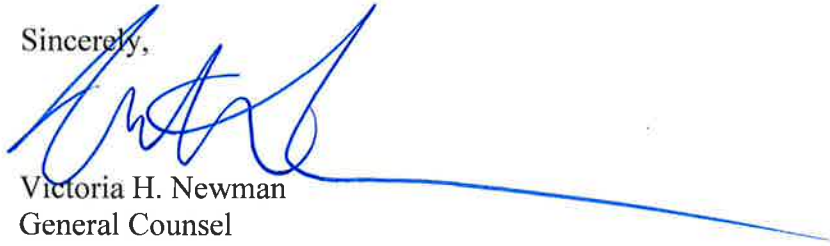
exempting TitleMax from the Ordinances as TitleMax was operating as a pawnbroker at the Property when Ordinance 399 was implemented in 2016:

“SECTION 1. Chapter 11 of the Code of Ordinances of the City of Clarkston is amended by adding a new section, Code Section 11-127, to read as follows:

Section 11-127. Pre-existing, Non-conforming Uses. Any business operating at a pawnbroker at the time of the enactment or amendment of this Ordinance, shall be entitled to continue such use even though such use does not conform with the provisions of this Ordinance.”

TitleMax welcomes the opportunity to present its concerns and this request for exemption to the City Council at the next City Council meeting. Please advise if I can provide any additional information for your review or consideration or if TitleMax can be placed on the agenda for the next City Council meeting.

Sincerely,



Victoria H. Newman  
General Counsel  
TitleMax of Georgia, Inc.  
15 Bull Street, Suite 200  
Savannah, GA 31401  
(912) 503-2824  
[victoria.newman@titlemax.com](mailto:victoria.newman@titlemax.com)

**DRAFT**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 11, ARTICLE VII OF THE CITY CODE TO PROVIDE FOR GRANDFATHERING OF PREVIOUSLY EXISTING PAWNBROKERS AND PAWNSHOPS WITH REGARD TO LOCATION RESTRICTIONS SET FORTH IN SUCH ARTICLE.**

**WHEREAS**, State law authorizes municipalities to regulate pawnbrokers and pawnshops; and

**WHEREAS**, the Clarkston City Council has previously acted in the interest of public safety, health and welfare to regulate pawnbrokers and pawnshops; and

**WHEREAS**, the City’s Pawnbroker Ordinance had the unintended consequence of prohibiting certain pre-existing pawnshops from continuing their business due to the location restrictions set forth in City Code § 11-113; and

**WHEREAS**, the City Council desires to avoid an undue hardship to pre-existing pawnshops by exempting them from such location restrictions.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Clarkston as follows:

SECTION 1. Chapter 11 of the City Code is hereby amended to delete existing subsection (d) of Code Section 11-113 and replacing it with the following new text:

“(d) *Grandfathering.* Any business holding a valid city business license and operating as pawnbroker on November 1, 2016 shall be exempt from the location restrictions of this section for so long as such business remains at the same location under a valid business license and does not expand its facility at such location.”

SECTION 2. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3. This ordinance shall become effective immediately upon its adoption by the City Council.

SO ORDAINED, this \_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

**CITY COUNCIL,  
CITY OF CLARKSTON, GEORGIA**

By \_\_\_\_\_  
Tracy Ashby, City Clerk

\_\_\_\_\_  
Ted Terry, Mayor

Approved as to Form:

SGQ 11-19-19

Stephen G. Quinn, City Attorney



CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

ITEM NO: F4

ACTION TYPE:  
ORDINANCE

HEARING TYPE:  
Work Session

**SUBJECT:** Adopt Ordinance to Amend Chapter 3 Clarkston Code of Ordinances Regarding Alcohol, to Clarity That “Bona Fide Restaurants” Must Serve at Least Two (2) Meals Per Day.

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 2

INFORMATION CONTACT: Y T BELL, Andrea Cervone  
PHONE NUMBER: 404-296-6489

**PURPOSE:** Current City of Clarkston Code only allows alcohol sales by the drink for on premises consumption at bona fide restaurants defined in part, as restaurants that serve two meals per day. It has come to the City’s attention that the ‘two meals per day’ requirement needs additional clarification by defining the times during which two meals must be served (to qualify as a bona fide restaurant).

Chapter 3 of the City Code will incorporate language that no beer, malt beverages, wine or distilled spirits may be sold by the drink for consumption on the premises where sold except at a properly licensed *bona fide restaurant* as defined in this section. In order to qualify as a *bona fide restaurant*, a restaurant must meet each of the requirements of this section, including the meal service requirements of this subsection and the dining seating area and food receipts requirements set out below.

A *bona fide restaurant* must serve two meals per day. As used in this section, a “meal” is either breakfast, lunch or dinner, defined as follows:

- (i) “**breakfast**” is any meal that is ready to be served at all times between the hours between 7:00 a.m. and 10:00 a.m.;
- (ii) “**lunch**” is any meal that is ready to be served for at least three hours between the hours of 10:00 a.m. and 3:00 p.m.; and
- (iii) “**dinner**” is any meal that is ready to be served for at least three hours between the hours of 4 pm and 10 pm.

A *bona fide restaurant* must serve two meals per day on at least six days a week, with the exception of weeks including holidays, notified closings, vacations, and periods of redecorating. A restaurant may not serve alcohol on any day on which it does not serve two meals as defined above.”

**NEED/ IMPACT:** The Proposed Ordinance changes will clarify the two meals per day requirements for all restaurants properly licensed to sell alcohol by the drink for on premises consumption.

**RECOMMENDATIONS:** Council adopt referenced ordinance.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 3 OF THE CITY CODE, REGARDING ALCOHOL, TO CLARIFY THAT “BONA FIDE RESTAURANTS” MUST SERVE AT LEAST TWO MEALS PER DAY.**

**WHEREAS**, the City Code only allows alcohol to be sold by the drink for consumption on the premises where sold at bona fide restaurants; and

**WHEREAS**, it has come to the attention of the City Council that the requirement that bona fide restaurants must serve two meals per day is not clear in the existing City Code; and

**WHEREAS**, the City Council desires to amend Chapter 3 to clarify the times during which meals must be served to qualify as a bona fide restaurant.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Clarkston that Chapter 3 of the City Code, regarding alcohol, is hereby amended as follows:

Section 1. Subsection (a) of Section 3-27 of the City Code is hereby repealed and replaced with the following language:

“(a) No beer, malt beverages, wine or distilled spirits may be sold by the drink for consumption on the premises where sold except at a properly licensed *bona fide restaurant* as defined in this section. In order to qualify as a *bona fide restaurant*, a restaurant must meet each of the requirements of this section, including the meal service requirements of this subsection and the dining seating area and food receipts requirements set out below.

- (1) A *bona fide restaurant* must serve two meals per day. As used in this section, a “meal” is either breakfast, lunch or dinner, which are defined as follows:
  - (i) “breakfast” is any meal that is ready to be served at all times during the period between 7:00 a.m. and 10:00 a.m.;
  - (ii) “lunch” is any meal that is ready to be served for at least three hours between the hours of 10:00 a.m. and 3:00 p.m.; and
  - (iii) “dinner” is any meal that is ready to be served for at least three hours between the hours of 4 pm and 10 pm.
- (2) A *bona fide restaurant* must serve two meals per day on at least six days a week, with the exception of weeks including holidays, notified closings, vacations, and periods of redecorating.
- (3) A restaurant may not serve alcohol on any day on which it does not serve two meals as defined above.”

SECTION 2. This ordinance shall become effective immediately upon its adoption by the City Council and signature by the Mayor.

**SO ORDAINED**, this \_\_\_\_ day of \_\_\_\_\_, 2019.

ATTEST:

**CITY COUNCIL,  
CITY OF CLARKSTON, GEORGIA**

By \_\_\_\_\_  
Tracy Ashby, City Clerk

\_\_\_\_\_  
Ted Terry, Mayor

Approved as to Form:

\_\_\_\_\_  
Stephen G. Quinn, City Attorney

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

ITEM NO: F5

ACTION TYPE:  
CDA APPOINTMENT

HEARING TYPE:  
Work Session

SUBJECT: CLARKSTON DEVELOPMENT AUTHORITY (CDA) APPOINTMENT

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 14

INFORMATION CONTACT: Y T BELL, Andrea Cervone  
PHONE NUMBER: 404-296-6489

PURPOSE: To reconvene the previously enacted Clarkston Development Authority (CDA) and appoint its seven (7) member board to continue to develop strategies to include the revitalization and redevelopment of the central business district by financing projects under Clarkston-specific Redevelopment Authorities Law that will develop and promote current and new trade, commerce, industry, and employment opportunities to further enhance the public good and the general welfare of the City of Clarkston. On February 13, 2017, the Clarkston City Council adopted a Resolution requesting the Georgia Legislature to create the Clarkston DA, specifically to define its purpose and powers, to determine the process and criteria by which members are appointed, to determine the process by which officers (President, Vice President, Secretary, Treasurer) are elected for other purposes to foster and encourage redevelopment and development throughout the City including the central business district. On March 22, 2017, the Georgia Legislature adopted a special act (Act No. 134, House Bill 563), creating the CDA that was formally approved and signed into law by the Georgia Governor on May 3, 2017.

Specifically the Act allows for the Clarkston DA to exercise various powers to further downtown redevelopment and development, including: make/execute contracts, agreements or other for construction, leases of projects, contracts for sale of projects, agreements for loans to finance projects; acquire by purchase, lease, or other real and personal property; finance via loan, grant, lease, or other, demolish, erect, assemble, rehabilitate, improve, etc., projects and to pay the cost of said projects from proceeds of revenue bonds, notes, or other obligations or funds of the CDS; borrow money; issue revenue bonds; obtain other governmental grants, loans, or other arrangements; contract with other governments to use facilities or services for a period of up to 50 years; extend credit or make loans for project costs; receive and use tax proceeds for project costs; appoint, select, employ various professionals including engineers, architects, urban/city planners, etc.

Both the City Resolution and the GA Legislative Act detail the number of board members, seven (7), their composition, how they are to be appointed, the terms of service, and that an Organizing Resolution setting by-laws and terms of office for members would need Council adoption.

NEED/ IMPACT: Provide strategies and additional tools to further enhance Clarkston development and redevelopment particularly in the City's Central Business District. The impact will be significant in reshaping Clarkston's future.

RECOMMENDATION: City to identify potential CDA members and provide direction on adoption a CDA Organizing Resolution setting by-laws and terms of office for the members.



**OFFICE OF SECRETARY OF STATE**

**I, Brian P. Kemp, Secretary of State of the State of Georgia, do hereby certify that**

the 13 pages of photocopied matter hereto attached contain a true and correct copy of an Act approved by the Governor on May 03, 2017 numbered Act No. 134, House Bill 563; all as same appear of file and record in this office.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of my office, at the Capitol, in the City of Atlanta, this 18th day of April, in the year of our Lord Two Thousand and Seventeen and of the Independence of the United States of America the Two Hundred and Forty-First.



*B. P. Kemp*

**Brian P. Kemp, Secretary of State**

ENROLLMENT

April 4 2017

The Committee of the House on Information and Audits has examined the within and finds the same properly enrolled.

Darlene K. Taylor

Chairman

[Signature]

Speaker of the House

[Signature]

Clerk of the House

[Signature]

President of the Senate

[Signature]

Secretary of the Senate

Received

Chris W. Puley

Secretary, Executive Department

This 4<sup>th</sup> day of April 2017

Approved

Nathan Deal

Governor

This 3 day of MAY 2017

H.B. No. 563

General

Act No. 134

Assembly



**AN ACT**

To create the Clarkston Development Authority; to provide a short title; to provide definitions; to provide for the powers of the authority; to provide for members of the authority; to provide a development area; to provide for revenue bonds and other obligations of the authority; to recite constitutional authority; to provide for effect on other authorities; to provide for related matters; to repeal conflicting laws; and for other purposes.

**IN HOUSE**

Read 1<sup>st</sup> time 3-10-17

Read 2<sup>nd</sup> time 3-13-17

Read 3<sup>rd</sup> time 3-14-17

And Passed

Yeas 160

Nays 0

[Signature]

Clerk of the House

**IN SENATE**

Read 1<sup>st</sup> time 3-15-17

Read 2<sup>nd</sup> time

Read 3<sup>rd</sup> time

And Passed 3-22-17

Yeas 52

Nays 1

Passed Both Houses

[Signature]

Secretary of the Senate

By: Reps. Dreuner of the 85<sup>th</sup> and Henson of the 86<sup>th</sup>

**AN ACT**

To create the Clarkston Development Authority; to provide a short title; to provide definitions; to provide for the powers of the authority; to provide for members of the authority; to provide a development area; to provide for revenue bonds and other obligations of the authority; to recite constitutional authority; to provide for effect on other authorities; to provide for related matters; to repeal conflicting laws; and for other purposes.

**BE IT ENACTED BY THE GENERAL ASSEMBLY OF GEORGIA:**

**SECTION 1.**

Short title of Act.

This Act shall be known and may be cited as the "Clarkston Development Authority Act."

**SECTION 2.**

Definitions.

(a) As used in this Act:

(1) "Authority" shall mean the Clarkston Development Authority created pursuant to Section 3 of this Act.

(2) "Cost of the project" or "cost of any project" shall mean and shall include: all costs of acquisition (by purchase or otherwise), demolition, funds for the creation of a revolving loan fund, construction, assembly, installation, modification, renovation, or rehabilitation incurred in connection with any project or any part of any project; all costs of real property, fixtures, or personal property used in or in connection with or necessary for any project or for any facilities related thereto, including, but not limited to, the cost of all land, estates for years, easements, rights, improvements, water rights, connections for utility services, fees, franchises, permits, approvals, licenses, and certificates; the cost of securing any such franchises, permits, approvals, licenses, or certificates and the cost of preparation of any application therefor; the cost of all fixtures, machinery, equipment, furniture, and other property used in or in connection with or necessary for any project; all financing charges and loan fees and all interest on revenue bonds, notes, or other obligations of an authority which accrues or is paid prior to and during the period of construction of a project and during such additional period as the authority may reasonably determine to be necessary to place such project in operation; all costs of

engineering, surveying, architectural, and legal services and all expenses incurred by engineers, surveyors, architects, and attorneys in connection with any project; all expenses for inspection of any project; all fees of fiscal agents, paying agents, and trustees for bondholders under any trust agreement, indenture of trust, or similar instrument or agreement; all expenses incurred by any such fiscal agents, paying agents, and trustees; all other costs and expenses incurred relative to the issuance of any revenue bonds, notes, or other obligations for any project; all fees of any type charged by an authority in connection with any project; all expenses of or incident to determining the feasibility or practicability of any project; all costs of plans and specifications for any project; all costs of title insurance and examinations of title with respect to any project; repayment of any loans made for the advance payment of any part of any of the foregoing costs, including interest thereon and any other expenses of such loans; administrative expenses of the authority and such other expenses as may be necessary or incident to any project or the financing thereof or the placing of any project in operation; and a fund or funds for the creation of a debt service reserve, a renewal and replacement reserve, or such other funds or reserves as the authority may approve with respect to the financing and operation of any project and as may be authorized by any bond resolution, trust agreement, indenture of trust, or similar instrument or agreement pursuant to the provisions of which the issuance of any revenue bonds, notes, or other obligations of the authority may be authorized. Any cost, obligation, or expense incurred for any of the foregoing purposes shall be a part of the cost of the project and may be paid or reimbursed as such out of proceeds of revenue bonds, notes, or other obligations issued by the authority.

(3) "Development area" means the geographical area of operations of the authority as described in Section 5 of this Act.

(4) "Governing body" shall mean the elected or duly appointed officials constituting the governing body of the City of Clarkston.

(5) "Project" shall mean the acquisition, demolition, construction, installation, modification, renovation, or rehabilitation of land, interests in land, buildings, structures, facilities, or other improvements located or to be located within the development area and the acquisition, installation, modification, renovation, rehabilitation, or furnishing of fixtures, machinery, equipment, furniture, or other property of any nature whatsoever used on, in, or in connection with any such land, interest in land, building, structure, facility, or other improvement, all for the essential public purpose of the development of trade, commerce, industry, and employment opportunities in the development area. A project may be for any industrial, commercial, residential, business, office, parking, public, or other use, including the administration and operation of a revolving loan fund,



provided that a majority of the members of the authority determine, by a resolution duly adopted, that the project and such use thereof would further the public purpose of this Act.

(6) "Revenue bonds" or "bonds" shall mean any bonds issued by the authority that are authorized to be issued under the Constitution and laws of the State of Georgia, including refunding bonds and revenue bonds issued pursuant to Article 3 of Chapter 82 of Title 36 of the O.C.G.A., the "Revenue Bond Law," but not including notes or other obligations of an authority.

### SECTION 3.

#### Creation and power of authority.

(a) There is created a public body corporate and politic known as the Clarkston Development Authority.

(b) The authority shall have all of the powers necessary or convenient to carry out and effectuate the purposes and provisions of this Act, including, but without limiting the generality of the foregoing, the power to:

- (1) Sue and be sued;
- (2) Adopt and amend a corporate seal;
- (3) Make and execute contracts, agreements, and other instruments necessary or convenient to exercise the powers of the authority or to further the public purpose for which the authority is created, including, but not limited to, contracts for construction of projects, leases of projects, contracts for sale of projects, agreements for loans to finance projects, and contracts with respect to the use of projects;
- (4) Acquire by purchase, lease, or otherwise and to hold, lease, and dispose of real and personal property of every kind and character or any interest therein in furtherance of the public purpose of the authority;
- (5) Finance, by loan, grant, lease, or otherwise, construct, demolish, erect, assemble, purchase, acquire, own, repair, remodel, renovate, rehabilitate, modify, maintain, extend, improve, install, sell, equip, expand, add to, operate, or manage projects and to pay the cost of any project from the proceeds of revenue bonds, notes, or other obligations of the authority or any other funds of the authority, or from any contributions or loans by persons, corporations, partnerships (limited or general), or other entities, all of which the authority is authorized to receive and accept and use;
- (6) Borrow money to further or carry out its public purpose and to execute revenue bonds; notes; other obligations; leases; trust indentures; trust agreements; agreements for the sale of its revenue bonds, notes, or other obligations; loan agreements; mortgages;

deeds to secure debt; trust deeds; security agreements; assignments; and such other agreements or instruments as may be necessary or desirable, in the judgment of the authority, to evidence and to provide security for such borrowing;

(7) Issue revenue bonds, notes, or other obligations of the authority and use the proceeds thereof to pay all or any part of the cost of any project and otherwise to further or carry out the public purpose of the authority and to pay all costs of the authority incident to, or necessary and appropriate to, furthering or carrying out such purpose;

(8) Make application directly or indirectly to any federal, state, county, or municipal government or agency or to any other source, public or private, for loans, grants, guarantees, or other financial assistance in furtherance of the authority's public purpose and to accept and use the same upon such terms and conditions as are prescribed by such federal, state, county, or municipal government or agency or other source;

(9) Enter into agreements with the federal government or any agency thereof to use the facilities or the services of the federal government or any agency thereof in order to further or carry out the public purpose of the authority;

(10) Contract for any period not exceeding 50 years with the State of Georgia, state institutions, or any city, town, municipality, or county of the state for the use by the authority of any facilities or services of the state or any such state institution, city, town, municipality, or county or for the use by any state institution or any city, town, municipality, or county of any facilities or services of the authority, provided that such contracts shall deal with such activities and transactions as the authority and any such political subdivision with which the authority contracts are by law authorized to undertake;

(11) Extend credit or make loans to any person, corporation, partnership (limited or general), or other entity for the costs of any project or any part of the costs of any project, which credit or loans may be evidenced or secured by loan agreements, notes, mortgages, deeds to secure debt, trust deeds, security agreements, assignments, or other instruments or by rentals, revenues, fees, or charges, upon such terms and conditions as the authority shall determine to be reasonable in connection with such extension of credit or loans, including provision for the establishment and maintenance of reserve funds, and, in the exercise of powers granted in connection with any project, the authority shall have the right and power to require the inclusion in any such loan agreement, note, mortgage, deed to secure debt, trust deed, security agreement, assignment, or other instrument of such provisions or requirements for guarantee of any obligations, insurance, construction, use, operation, maintenance, and financing of a project and such other terms and conditions as the authority may deem necessary or desirable;

(12) As security for repayment of any revenue bonds, notes, or other obligations of the authority, pledge, mortgage, convey, assign, hypothecate, or otherwise encumber any property of the authority (including but not limited to real property, fixtures, personal property, and revenues or other funds) and to execute any lease; trust indenture; trust agreement; agreement for the sale of the authority's revenue bonds, notes, or other obligations; loan agreement; mortgage; deed to secure debt; trust deed; security agreement; assignment; or other agreement or instrument as may be necessary or desirable in the judgment of the authority to secure any such revenue bonds, notes, or other obligations, which instruments or agreements may provide for foreclosure or forced sale of any property of the authority upon default in any obligation of the authority, either in payment of principal, premium, if any, or interest or in the performance of any term or condition contained in any such agreement or instrument. The State of Georgia on behalf of itself and each county, municipal corporation, political subdivision, or taxing district therein waives any right it or such county, municipal corporation, political subdivision, or taxing district may have to prevent the forced sale or foreclosure of any property of the authority upon such default and agrees that any agreement or instrument encumbering such property may be foreclosed in accordance with law and the terms thereof;

(13) Receive and use the proceeds of any tax levied by a county or municipal corporation to pay the costs of any project or for any other purpose for which the authority may use its own funds pursuant to this Act;

(14) Receive and administer gifts, grants, and devises of money and property of any kind and to administer trusts;

(15) Use any real property, personal property, or fixtures or any interest therein, to rent or lease such property to or from others or make contracts with respect to the use thereof, or to sell, lease, exchange, transfer, assign, pledge, or otherwise dispose of or grant options for any such property in any manner as it deems to the best advantage of the authority and the public purpose thereof;

(16) Acquire, accept, or retain equitable interests, security interests, or other interests in any real property, personal property, or fixtures by loan agreement, note, mortgage, deed to secure debt, trust deed, security agreement, assignment, pledge, conveyance, contract, lien, loan agreement, or other consensual transfer in order to secure the repayment of any monies loaned or credit extended by the authority;

(17) Appoint, select, and employ engineers, surveyors, architects, urban or city planners, developers, fiscal agents, attorneys, and others and to fix their compensation and pay their expenses;

- (18) Encourage and promote the improvement and revitalization of the development area and to make, contract for, or otherwise cause to be made long-range plans or proposals for the development area in cooperation with the county within which the development area is located;
  - (19) Adopt bylaws governing the conduct of business by the authority, the election and duties of officers of the authority, and other matters which the authority determines to deal within its bylaws;
  - (20) Exercise any power granted by the laws of the State of Georgia to public or private corporations which is not in conflict with the public purpose of the authority; and
  - (21) Do all things necessary or convenient to carry out the powers conferred by this Act.
- (c) The powers enumerated in subsection (b) of this section are cumulative with and in addition to those enumerated elsewhere in this Act, and no such power limits or restricts any other power of the authority.

#### **SECTION 4.**

##### **Members of authority; disqualifications.**

- (a) The authority shall be composed of seven members as follows:
  - (1) Two members shall be either a taxpayer residing in the City of Clarkston or a taxpayer residing in DeKalb County who owns or operates a business located within the city's downtown development area;
  - (2) Two members shall be taxpayers residing in DeKalb County who possess specific experience, knowledge, or professional expertise in the field of banking, finance, real estate development, community development, or another area of expertise related to economic development; and
  - (3) Three members shall be members of the governing authority of the City of Clarkston.
- (b) The members provided for in subsection (a) of this section shall be appointed as follows:
  - (1) The mayor of the City of Clarkston shall appoint two nonelected members, one of whom shall be a taxpayer residing in the City of Clarkston or a taxpayer residing in DeKalb County who owns or operates a business located within the city's downtown development area;
  - (2) The governing authority of the City of Clarkston shall, by a majority of a quorum, appoint two nonelected members, one of whom shall be a taxpayer residing in the City of Clarkston or a taxpayer residing in DeKalb County who owns or operates a business located within the city's downtown development area; and

(3) The governing authority of the City of Clarkston shall, by a majority of a quorum, appoint three members of such governing authority who shall serve as members of the board of the authority.

(c) Terms of office of members of the authority shall be for four years and until their successors are appointed and qualified, except that one of the initial members appointed by the mayor of the City of Clarkston and one of the initial members appointed by the governing authority of the City of Clarkston shall serve initial terms of office of two years and until their successors are appointed and qualified. Thereafter, terms of office of all members of the authority shall be for four years and until their successors are appointed and qualified. Any vacancy of office shall be filled in like manner as the original appointment, and the person appointed to fill such vacancy shall serve for the remainder of the unexpired term and until a successor is appointed and qualified.

(d) No member of the authority shall be disqualified from serving on the authority because of any pecuniary interest in a project as defined in Section 2 of this Act, but the fact of such interest shall be disclosed by such member and recorded on the minutes of the authority. The member shall abstain from voting on any project in which he or she has such pecuniary interest.

(e) The members of the authority shall elect from their membership officers to serve terms to be determined by a subsequent organizing resolution adopted by the board, and such officers shall include a chairperson, vice chairperson, and secretary-treasurer.

#### **SECTION 5.**

Development area; change of boundaries.

The development area defined in this Act shall be all of that tract or parcel of land located in the City of Clarkston Georgia.

#### **SECTION 6.**

Revenue bonds.

Revenue bonds, notes, or other obligations issued by an authority shall be paid solely from the property (including but not limited to real property, fixtures, personal property, revenues, or other funds) pledged, mortgaged, conveyed, assigned, hypothecated, or otherwise encumbered to secure or to pay such bonds, notes, or other obligations. All revenue bonds, notes, and other obligations shall be authorized by resolution of the authority and adopted by a majority vote of the directors of the authority at a regular or special meeting. Such revenue bonds, notes, or other obligations shall bear such date or dates; shall mature at such

time or times not more than 40 years from their respective dates; shall bear interest at such rate or rates (which may be fixed or may fluctuate or otherwise change from time to time); shall be subject to redemption on such terms; and shall contain such other terms, provisions, covenants, assignments, and conditions as the resolution authorizing the issuance of such bonds, notes, or other obligations may permit or provide. The terms, provisions, covenants, assignments, and conditions contained in or provided or permitted by any resolution of the authority authorizing the issuance of such revenue bonds, notes, or other obligations shall bind the directors of the authority then in office and their successors. The authority shall have power from time to time and whenever it deems expedient to refund any bonds by the issuance of new bonds, whether the bonds to be refunded have or have not matured, and may issue bonds partly to refund bonds then outstanding and partly for any other purpose permitted under this Act. The refunding bonds may be exchanged for the bonds to be refunded with such cash adjustments as may be agreed upon or may be sold and the proceeds applied to the purchase or redemption of the bonds to be refunded. There shall be no limitation upon the amount of revenue bonds, notes, or other obligations which the authority may issue. Any limitations with respect to interest rates or any maximum interest rate or rates found in the Revenue Bond Law (Ga. L. 1937, p. 761), as now or hereafter amended, the usury laws of the State of Georgia, or any other laws of the State of Georgia shall not apply to revenue bonds, notes, or other obligations of an authority.

#### SECTION 7.

##### Provisions and obligations; limitations and procedures.

- (a) Subject to the limitations and procedures provided by this section, the agreements or instruments executed by the authority may contain such provisions not inconsistent with law as shall be determined by the board of directors of the authority.
- (b) The proceeds derived from the sale of all bonds, notes, and other obligations issued by the authority shall be held and used for the ultimate purpose of paying, directly or indirectly as permitted in this Act, all or part of the cost of any project or for the purpose of refunding any bonds, notes, or other obligations issued in accordance with the provisions of this Act.
- (c) Issuance by an authority of one or more series of bonds, notes, or other obligations for one or more purposes shall not preclude it from issuing other bonds, notes, or other obligations in connection with the same project or with any other projects, but the proceeding wherein any subsequent bonds, notes, or other obligations shall be issued shall recognize and protect any prior loan agreement, mortgage, deed to secure debt, trust deed, security agreement, or other agreement or instrument made for any prior issue of bonds, notes, or other obligations unless in the resolution authorizing such prior issue the right is expressly

reserved to the authority to issue subsequent bonds, notes, or other obligations on a parity with such prior issue.

(d) The authority shall have the power and is authorized, whenever bonds of the authority shall have been validated as provided in this Act, to issue from time to time its notes in anticipation of such bonds as validated and to renew from time to time any such notes by the issuance of new notes, whether the notes to be renewed have or have not matured. The authority may issue such bond anticipation notes only to provide funds which would otherwise be provided by the issuance of the bonds as validated. Such notes may be authorized, sold, executed, and delivered in the same manner as bonds. As with its bonds, the authority may sell such notes at public or private sale. Any resolution or resolutions authorizing notes of the authority or any issue thereof may contain any provisions which the authority is authorized to include in any resolution or resolutions authorizing bonds of the authority or any issue thereof, and the authority may include in any notes any terms, covenants, or conditions which the authority is authorized to include in any bonds. Validation of such bonds shall be a condition precedent to the issuance of such notes, but it shall not be required that such notes be judicially validated. Bond anticipation notes shall not be issued in an amount exceeding the par value of the bonds in anticipation of which they are to be issued.

(e) All bonds issued by the authority under this Act shall be issued and validated under and in accordance with the Revenue Bond Law, as heretofore and hereafter amended, except as provided in this Act, provided that notes and other obligations of the authority may, but shall not be required to, be so validated.

(f) Bonds issued by an authority may be in such form, either coupon or fully registered or both, and may be subject to exchangeability and transferability provisions as the bond resolution authorizing the issuance of such bonds or any indenture or trust agreement may provide.

(g) Bonds shall bear a certificate of validation. The signature of the clerk of the superior court of the judicial circuit in which the issuing authority is located may be made on the certificate of validation of such bonds by facsimile or by manual execution stating the date on which such bonds were validated, and such entry shall be original evidence of the fact of judgment and shall be received as original evidence in any court in this state.

(h) In lieu of specifying the rate or rates of interest which bonds to be issued by an authority are to bear, the notice to the district attorney or Attorney General; the notice to the public of the time, place, and date of the validation hearing; and the petition and complaint for validation may state that the bonds when issued will bear interest at a rate not exceeding a maximum per annum rate of interest (which may be fixed or may fluctuate or otherwise change from time to time) specified in such notices and petition and complaint or that, in the

event the bonds are to bear different rates of interest for different maturity dates, that none of such rates will exceed the maximum rate (which may be fixed or may fluctuate or otherwise change from time to time) so specified; provided, however, that nothing contained herein shall be construed as prohibiting or restricting the right of the authority to sell such bonds at a discount, even if in doing so the effective interest cost resulting therefrom would exceed the maximum per annum interest rate specified in such notices and in the petition and complaint.

#### **SECTION 8.**

##### **Purpose and declaration of need.**

The revitalization and redevelopment of the development area as defined in this Act develop and promote trade, commerce, industry, and employment opportunities for the public good and general welfare and promote the general welfare of the state by creating a climate favorable to the location of new industry, trade, and commerce and the development of existing industry, trade, and commerce within the City of Clarkston and the State of Georgia. Revitalization and redevelopment of the development area by financing projects under the Act will develop and promote, for the public good and general welfare, trade, commerce, industry, and employment opportunities and will promote the general welfare of the state. It is therefore in the public interest and is vital to the public welfare of the people of Georgia, and it is declared to be the public purpose of this Act to so revitalize and redevelop the development area. No bonds, notes, or other obligations (except refunding bonds) shall be issued by the authority hereunder unless its board of directors adopts a resolution finding that the project for which such bonds, notes, or other obligations are to be issued will promote the foregoing objectives.

#### **SECTION 9.**

##### **Construction of Act.**

The provisions of this Act shall be liberally construed to effect the purpose hereof. The offer, sale, or issuance of bonds, notes, or other obligations by any authority shall not be subject to regulation under Georgia laws regulating the sale of securities, as heretofore and hereafter amended. No notice, proceeding, or publication except those required by this Act shall be necessary to the performance of any act authorized by this Act nor shall any such act be subject to referendum.



**SECTION 10.**

**Bonds, notes, and other obligations not to constitute public debt.**

No bonds, notes, or other obligations of and no indebtedness incurred by the authority shall constitute an indebtedness or obligation of the State of Georgia or any county, municipal corporation, or political subdivision thereof nor shall any act of the authority in any manner constitute or result in the creation of an indebtedness of the state or any such county, municipal corporation, or political subdivision. No holder or holders of any such bonds, notes, or other obligations shall ever have the right to compel any exercise of the taxing power of the state or any county, municipal corporation, or political subdivision thereof or to enforce the payment thereof against the state or any such county, municipal corporation, or political subdivision.

**SECTION 11.**

**Constitutional authority for Act; tax exemption of authorities.**

- (a) This Act is enacted pursuant to Article IX, Section VI, Paragraph III of the Constitution of Georgia.
- (b) The obligations, properties, activities, and income of the authority shall be subject to such tax exemptions as may be provided by general law.

**SECTION 12.**

**Effect on other authorities.**

This Act shall not affect any other authority now or hereafter existing under general or local constitutional amendment or general or local law.

**SECTION 13.**

**Repealer.**

All laws and parts of laws in conflict with this Act are repealed.

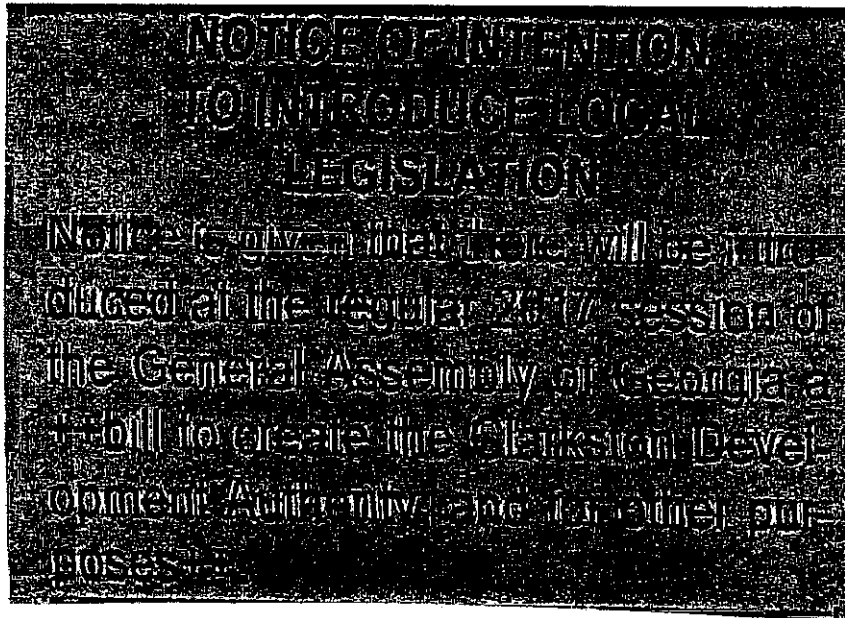
APPROVED

MAY 09 2017

BY GOVERNOR

H. B. 563

- 11 -



**AFFIDAVIT**

GEORGIA, FULTON COUNTY

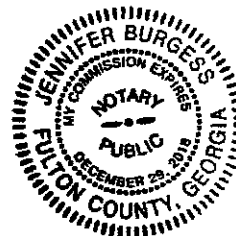
I, Karla Drenner, Representative from District 85, state on oath as follows:

- (1) I am the author of the local bill to which this affidavit is attached.
- (2) In accordance with O.C.G.A. § 28-1-14, the notice requirements for the local bill to which this affidavit is attached have been satisfied, including but not limited to the following:
  - (A) The Notice of Intention to Introduce Local Legislation which is attached to such local bill was published in the Champion, which is the official organ of DeKalb County, on the 23rd of February in the year 2017; and
  - (B) If the local bill amends the charter of a municipality or the enabling Act of the governing authority of a county or consolidated government, then a copy of the Notice of Intention to Introduce Local Legislation was mailed, transmitted by facsimile, or otherwise provided to the governing authority of such municipality, county, or consolidated government:
    - (i) During the calendar week in which the Notice was published in the official organ; or
    - (ii) During the seven days immediately following the date of publication of such Notice.

s/ Karla Drenner  
Affiant

Sworn to and subscribed at the  
State Capitol in Atlanta, Georgia,  
This 3rd of March, 2017,  
Before me:

s/ Jennifer Burgess  
Jennifer Burgess  
Notary Public, Fulton County, Georgia  
My Commission Expires December 29, 2018  
[SEAL]



CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

ITEM NO: F6

ACTION TYPE:  
AMEND  
RESOLUTION

HEARING TYPE:  
Work Session

SUBJECT: Amend Youth Advisory Council Resolution to Appoint an Advisory Person

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 2

INFORMATION CONTACT: Y T BELL, Andrea Cervone  
PHONE NUMBER: 404-296-6489

PURPOSE: The City of Clarkston is committed to enhancing and supporting policies and programs to continue to further improve the welfare and development of our youth by providing numerous opportunities to educate, expose, and bring awareness to community and youth issues. The City celebrates and understands the value of uplifting talented and diverse youth committed to improving their community through enhanced leadership capabilities and the sharing of ideas that ultimately improves the quality of life for all Clarkston residents. Our youth will continue to be a very important part of the City's continued development and growth serving as key influencers in our future and the over-all role the Clarkston municipal government will play. The US Census, 2013-2017 American Community Survey estimated Clarkston's youth accounting for 31.7% (4,030) of Clarkston's total population of 12,702.

On June 4, 2019, the Clarkston City Council adopted a Resolution to create a Youth Advisory Council specifically to further enhance and expand access to local government, provide leadership, increase volunteerism, and secure additional participation in important City and Community issues and direction directly from the City's youth. The YAC's varied tasks include advising the Mayor, Council, and City Manager with input and recommendations on how the City may address the needs, community issues, and other matters impacting and affecting youth as well as reviewing, presenting, and providing input on projects, plans, partnerships, and City programs. Additional specifics include: YAC members shall be Clarkston residents, ages 12 – 18, and be appointed for a one (1) year term. The YAC will comprise a minimum of five (5) and a maximum of ten (10) members appointed by the Mayor and one Council member appointed by the majority of the City Council.

The City is now desirous to further enhance the YAC's existence, guidance, and impact by amending the referenced resolution to add a YAC Advisory Person.

NEED/ IMPACT: The establishment of a Youth Advisory Council to among other things allow for the recommendation of events, initiatives, programs, and projects to increase youth engagement in our City and Community will serve to significantly enhance Clarkston's quality of life particularly through the assistance of an Advisory Person.

RECOMMENDATIONS: Council to amend resolution to provide for an Advisory Person to the Youth Advisory Council.

**RESOLUTION TO CREATE A CITY OF CLARKSTON  
YOUTH ADVISORY COUNCIL**

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**WHEREAS**, the City Council is dedicated to the welfare and development of our youth and in giving them opportunities to educate, expose, and bring awareness to community and youth issues, while building relevant skills and working in a professional setting; and

**WHEREAS**, the City Council understands the value of uplifting talented, diverse youth that are committed to their community to enhance their leadership capabilities, share ideas, and improve the quality of life of all residents in the City of Clarkston; and

**WHEREAS**, the City Council recognizes a Youth Advisory Council established to serve as an advisory body to the City Council, will enhance youth involvement in a process which enables them to have an influence and impact on issues and decisions that they care about;

**WHEREAS**, establishing a Youth Advisory Council will expand access to government, promote leadership, increase volunteerism, and the need for formal representation of unique perspectives and needs of its young residents.

**WHEREAS**, the whole of our community benefits from greater civic participation by those who will one day be our leaders; and

**WHEREAS**, the City Council has determined that it is desirable to establish a Youth Advisory Council; and

**WHEREAS**, the City Council has determined that it is desirable to establish the mission and membership of the Youth Advisory Council;

**NOW, THEREFORE, BE IT RESOLVED BY THE** City Council of the City of Clarkston that the following shall apply to the Clarkston Youth Advisory Council:

1. The mission of the Youth Advisory Council shall be to advise the Mayor, City Council, and City Manager with recommendations and input on how the City of Clarkston might address their needs, community issues, and all other matters affecting youth.
2. The Youth Advisory Council shall review, present, and render input on projects, plans, partnerships, and City programs related to youth, and shall bring forth any issues or concerns to the City's elected officials.
3. The Youth Advisory Council will recommend events, initiatives, and projects that may be implemented within the City to increase youth and community engagement.

4. The Youth Advisory Council will advise the Mayor, City Council, and City Manager about community issues and issues of interest to youth in the community, including but not limited to recommending policies and sponsoring educational and social events for youth.
5. All members of the Youth Advisory Council shall be residents of the City of Clarkston from **12 to 18 years of age**.
6. The Youth Advisory Council **shall consist of a minimum of five (5) and a maximum of ten (10) Clarkston youth members** appointed by the Mayor and City Council member; **each City Council member can appoint (1) youth** and the Mayor can appoint the remaining number based on applications submitted or up to 4 youths to reach maximum of members on the Youth Advisory Council.
7. **All appointments to the Youth Advisory Council shall be for a one (1) year term.** Members may be removed or replaced at the discretion of the Mayor or City Council consistent with the original appointing authority.
8. Youth Advisor can be appointed by the majority of the city council members.
9. City of Clarkston's **youth residents wishing to be considered for appointment to the Clarkston Youth Advisory Council shall first complete an application** which will be made available on the City's official website via Google Doc/Application.

SO RESOLVED, this \_\_\_day of \_\_\_\_\_, 20\_\_\_\_

CITY COUNCIL  
CITY OF CLARKSTON, GEORGIA

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Ted Terry, Mayor

ATTEST:

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Tracy Ashby  
City Clerk

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

BUSINESS AGENDA / MINUTES

MEETING DATE: NOVEMBER 26, 2019

ITEM NO: F8

ACTION TYPE:  
RESOLUTION

HEARING TYPE:  
Work Session

**SUBJECT:** Resolution to Commit the City of Clarkston to protect its Natural Environment Through Regulation of Environmentally Acceptable Packaging and Products

DEPARTMENT: City Administration

PUBLIC HEARING: YES  NO

ATTACHMENT: YES  NO   
Pages: 10

INFORMATION CONTACT: Mayor Terry,  
PHONE NUMBER: 404-296-6489

**PURPOSE:** The City of Clarkston City of Clarkston is very strongly desirous to protect its natural environment, the economy, and the health of its residents through the elimination of the use of polystyrene/plastic foam and single-use plastic products and other non-locally recyclable and non-property compostable food packaging. Such a directive will help to protect the wildlife of its surrounding river sheds, and downstream waterways, maximizing the operating life of landfills and lessen the economic and environmental costs of managing waste. Furthermore, the City seeks to discourage and decrease the use of certain expanded polystyrene food service products, single use plastic carryout bags, and disposable food service ware, i.e plastic forks, lids, cups in the city.

Regulating and eventually prohibiting the use of polystyrene/plastics foam take-out food packaging and replacing it with food service ware that is locally recyclable or compostable, and restricting the use of polystyrene/plastic foam products that are not wholly encapsulated or encased by a more durable material will further protect the city, its wildlife, its residents and visitors and will support the city's goal of reducing the waste and litter for a cleaner environment for generations to come.

The City Council shall direct the City Attorney to develop a comprehensive ordinance to amend the City of Code of ordinances creating a new chapter pertaining to "Acceptable Packaging and Products" to be adopted by the City Council no later than May 5, 2020.

**NEED/ IMPACT:** The passage of this resolution declares the City's commitment to protect its natural environment, its economy, and the health of its resident through a complete implementation of the "Acceptable Packaging and Products" ordinance within 1 year of passage of said ordinance adoption

**RECOMMENDATIONS:** Council to adopt enclosed resolution.

**A RESOLUTION TO COMMIT THE CITY OF CLARKSTON TO PROTECT ITS NATURAL ENVIRONMENT THROUGH REGULATION OF ENVIRONMENTALLY ACCEPTABLE PACKAGING AND PRODUCTS**

Whereas the City of Clarkston has a duty to protect its natural environment. It's economy, and the health of its residents; and

Whereas the City of Clarkston desires to eliminate the use of polystyrene/plastic foam and single-use plastic products and other non-locally recyclable and non-property compostable food packaging in order to protect the wildlife of its surrounding river sheds, and downstream waterways, maximizing the operating life of landfills and lessen the economic and environmental costs of managing waste, and

Whereas, to discourage and decrease the use of certain expanded polystyrene food service products, single use plastic carryout bags, and disposable food service ware, i.e plastic forks, lids, cups in the city, it is necessary to regulate such use; and

Whereas, regulating and eventually prohibiting the use of polystyrene/plastics foam take-out food packaging and replacing it with food service ware that is locally recyclable or compostable, and restricting the use of polystyrene/plastic foam products that are not wholly encapsulated or encased by a more durable material will further protect the city, its wildlife, its residents and visitors and will support the city's goal of reducing the waste and litter for a cleaner environment for generations to come.

Whereas, the City of Clarkston City Council shall direct the City Attorney to develop a comprehensive ordinance amended to the City of Code of ordinances a new chapter pertaining to "Acceptable Packaging and Products" to be adopted by the City Council by no later than May 5, 2020.

Whereas, the City of Clarkston and City Attorney will refer to attachments in this council meeting packet, referencing other model ordinances from the cities of Mount Pleasant, South Carolina, Orlando, FL, Boston, MA, Portland, OR, Del Mar City, CA, Park City, UT, City of Hermosa CA, Bremerton, WA, Brattleboro, VT, for guidance on best practices, community engagement and implementation phases.

Now therefore, the City of Clarkston, by passage of this resolution declares its commitment to protect its natural environment, its economy and the health of its residents, but complete implementation of the "Acceptable Packaging and Products" ordinance within 1 year of passage of said ordinance adoption.

SO RESOLVED, this \_\_\_\_ day of \_\_\_\_\_, 2019.

[signature page follows]

CITY COUNCIL  
CITY OF CLARKSTON, GEORGIA

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TED TERRY, Mayor

ATTEST:

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Tracy Ashby, City Clerk





## Single-Use Products on Public Property

### Policy Briefing Sheet

#### Objective:

To further advance the environmental sustainability of Orlando by reducing the use of non-biodegradable polystyrene products and single-use plastics in the City and encouraging the use of recyclable, reusable, or compostable alternatives on City-owned property, venues, parks, and/or affiliates events.

#### Purpose:

To provide and maintain for the citizens and visitors of the City a healthy and aesthetically-pleasing experience, while simultaneously advancing the City's sustainability goals and contributing to its long-term economic vitality, by eliminating the use of these non-biodegradable and environmentally deleterious products into surrounding ecosystems and landfills.

#### Background:

- Green Works Orlando mission: "Transform Orlando into the most environmentally-friendly, socially inclusive, and economically vibrant City in America." - Orlando Mayor Buddy Dyer
- In 2017, Mayor Dyer asked Chris Castro to explore a policy to eliminate polystyrene and single-use products from city-owned property.
- 2017 Green Works Municipal Sustainability Action Plan
  - Goal #7: 100% of municipal materials meet environmentally-preferential purchasing (EPP) and disposal standards by 2030
- 2018 Green Works Community Sustainability Action Plan
  - Strategy #25: Implement a Polystyrene, Plastic Bag and Plastic Straw Ban for All City Facilities, Parks and Affiliated Events

#### Issues with polystyrene and single-use plastic items:

- Made of fossil fuels and synthetic chemicals, contributing to air pollution and climate change.
- Non-biodegradable products that add waste to our landfills
- Put wildlife at risk if accidentally mistaken for food
- Contaminate our stormwater ponds, lakes, parks, and nearby marine environment
  - Plastic Bags
    - 102 billion plastic bags used annually in the US; 12 million barrels of oil<sup>1</sup>
    - 113 countries + 127 cities in the U.S. have bag bans or charge fee for plastic bags<sup>2</sup>

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<sup>1</sup> Waste Management statistics: <http://www.wmnorthwest.com/guidelines/plasticvspaper.htm>

<sup>2</sup> Center for Biological Diversity: [https://www.biologicaldiversity.org/programs/population\\_and\\_sustainability/sustainability/plastic\\_bag\\_facts.html](https://www.biologicaldiversity.org/programs/population_and_sustainability/sustainability/plastic_bag_facts.html)



- Plastic Straws<sup>3</sup>
  - America uses 500 million drinking straws every day
  - 1/10 of the marine debris around the World
- Expanded Polystyrene (EPS aka Styrofoam)<sup>4</sup>
  - 25 billion Styrofoam coffee cups every year
  - 3 million tons of EPS are produced each year

#### **Current State pre-emptions regarding plastic bags, polystyrene, and plastic straws overview:**

- FL 500.90 - Regulation of polystyrene products.
- FL 403.7033 - Departmental analysis of particular recyclable materials regarding plastic bags
- SB 588/ HB 603 – Remove regulatory powers from local government for plastic straws  
*(Passed Spring 2019 legislature. Vetoed by Governor Ron DeSantis)*

#### **Community outreach & stakeholder engagement:**

- Executive Offices (Mayor, CAO, City Attorney)
- OCNR
- OFB / Procurement
- Real Estate (4Rivers, Relax Grill, Mesa21, Super Rico, Tropical Smoothie)
- FPR
- Orlando Venues
- EDV
- DDB / CRA
- Permitting
- OPD

#### **Additional Florida cities with Polystyrene, Bag, and/or Straw policies**

- Polystyrene ban (5): Miami-Dade County, Coral Gables, Gainesville, Hollywood, St. Petersburg
- Plastic Bag ban (2): Coral Gables and Gainesville
- Plastic Straw ban (10): St. Petersburg, Miami Beach, Surfside, Sanibel, Marco Island, Hallandale Beach, Ft. Myers, Deerfield Beach, Dania Beach, Hollywood
- No city or County in Florida has passed internal policy to eliminate all three items

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<sup>3</sup> New York Times, <https://www.nytimes.com/2018/07/09/business/starbucks-plastic-straws.html?module=inline>

<sup>4</sup> Earth Day Network, "How Much Disposable Plastic?": <https://www.earthday.org/2018/04/18/fact-sheet-how-much-disposable-plastic-we-use/>



### Summary of Recommended policy, 137.2:

- Define “Single-use products” as food service related products that are designed to be used only once in the same form and then disposed of or destroyed. Single-use products include, but not limited to, polystyrene products, plastic straws, and plastic bags.
- Recommended policy would mean “single-use products”, as defined above, may not be sold or disbursed on City property or used by City contractors, permittees, or licensees, unless authorized by the Chief Administrative Officer, Chief Financial Officer, Chief Venue Officer, or designee.
- Policy would require the use of compostable materials, biodegradable materials, reusable materials, or recyclable materials (plastic #1 and #2) as alternatives.
- In recognition of the needs of customers with disabilities, plastic straws may be provided upon request.
- Policy would affect all City-owned facilities, venues, parks, and affiliated events (18A permits).
- Applicable contracts, agreements, leases, permits, and licenses should include a notice to contractors, permittees, and licensees that single-use products are not permitted on City property. The use of recyclable, reusable, biodegradable, and compostable alternatives is encouraged.
- This policy only applies to new contracts solicited or entered into, and permits granted, after its effective date.
- Exemptions:
  - Single-use products used for pre-packaged food that have been filled and sealed prior to receipt by the City contractor or permittee, or for packaging unwrapped food items, such as raw meat, poultry and fish.
  - Single-use products used by a City permittee for events or facility rentals attended by 100 people or less.
- Effective date: October 1<sup>st</sup>, 2019



## **Enforcement**

- The City may revoke or cancel any permit for non-compliance with this policy, and may use past non-compliance as grounds for not renewing or re-issuing a permit.
- Where applicable under the terms of a contract, the City may pursue appropriate contractual remedies for non-compliance with this policy, including termination and/or preclusion or debarment from future City contracts.
- The City may hold the “damage deposit” for any park event or 18A permitted event following non-compliance with this policy.
- Events or facility rentals by 100 people or less will be encouraged to comply by receiving the “Parks Rules” which will include this policy. No enforcement will be needed as these events are exempt.

## **Financial impact:**

- Alternative products range from cost neutral to \$0.06/unit in additional cost, depending on the alternative being selected.
- See matrix of items for reference

## **Timeline:**

- **Nov 2018 – April 2019:** Stakeholder engagement
- **March 2019 – May 2019:** Policy language development and stakeholder feedback
- **May 28<sup>th</sup>, 2019:** Policy recommendation to Operations Committee for approval
- **June 3<sup>rd</sup>, 2019:** City Council resolution
- **October 1<sup>st</sup>, 2019:** Policy begins

## **Recommendation:**

- Adopt the recommendation to:
  - Establish new “Sustainability” section in the City’s internal P&P (137.1)
  - Establish policy on “Single-use Produces on City Property” (137.2)

## Single-Use Plastic Bans National Survey & Key Trends

Tisiya Mahoro

October 3, 2019

### Background:

Of the more than 300 million tons of plastic produced each year, [50%](#) is designed for single use. [8 million](#) plastic tons are dumped in the ocean every year, leaving fish and wildlife endangered.

The political landscape will shift to better represent its constituents who are becoming increasingly aware of the environmental ramifications related to single-use plastics. In fact, 127 countries worldwide have already banned plastic bags, and in the United States, 148 cities have enforced citywide plastic bag bans. Some states such as California and New York have gone further to enforce statewide plastic bag bans. Since the onset of bag bans, legislation has become more varied, and has focused on plastic straws, a combination of both bags and straws, or comprehensive legislation banning all single-use plastic foodservice packaging with some exceptions listed below.

To better understand the national landscape related to single-use plastics and key trends, we have summarized topline notes from nine city ordinances (listed below) that represent key regions across the United States. We key terms, exemptions and enforcement, and we extrapolated trends, outliers, and recommendations for local governments exploring single-use plastic bans in their districts.

- *Mount Pleasant, SC*
- *Boston, MA*
- *Portland, OR*
- *Del Mar City, CA*
- *Jersey, NJ*
- *Park City, UT*
- *City of Hermosa, CA*
- *Bremerton City, WA*
- *Brattleboro, VT*

*\*Please let us know if you would like more information on a specific municipality.*

## Definitions

Below are common definitions found in the studied ordinances:

- **Compostable:** means a product will break down into, or otherwise become part of usable compost in a safe and timely manner in an appropriate composting facility or a home compost pile or device. The product has been certified as compostable by Biodegradable Products Institute (BPI) or American Society for Testing and Material (ASTM D6400), or similar national or international certification authority.
- **Compostable Bag:** refers to a bag that meets the current ASTM D6400 for compostability. Compostable food service ware also must meet ASTM-Standards for compostability , and any bio-plastic or plastic-like product must be clearly labeled, preferably with a color symbol, to allow proper identification such that the collector and processor can easily distinguish the ASTM standard compostable plastic from non-ASTM standard compostable plastic.
- **ASTMD6400 standard specification:** This is a standard specification for compostability used by most ordinances for determining “approved” alternatives to single-use plastics. Conducted by the American Society for Testing and Materials, (ASTM) certified products undergo a third-party test to determine if they can be aerobically composted in municipal or industrial facilities.
- **BPI:** The Biodegradable Products Institute is North America’s leading certifier of compostable products and packaging.
- **Reusable bags:** typically defined as an alternative carryout bag that is specifically designed and manufactured for multiple reuses and meets all the following requirement;
  - A minimum lifetime of 125 uses, the capacity of 22 pounds over 175 feet
  - Machine washable material that can be cleaned or disinfected
  - Made of film plastic and is a minimum of at least 2.25 mils thick.

- **Postconsumer recycled material (PCR):** a material that would otherwise be destined for solid waste disposal, having completed its intended end use and product life cycle. PCR content is often mandated for paper bags used by vendors in districts with single-use plastic bans.
- **Composting:** A foundation of fertilization and food production, composting is the process of breaking down organic material – such as food scraps, leaves, and compostable products – into "compost," a nutrient-dense fertilizer. The key ingredients for composting are oxygen, carbon, nitrogen, and heat. Composting has a variety of benefits, including sequestering carbon dioxide, replacing toxic chemical fertilizers in food production, and diverting up to 30% of the trash we currently send to landfills and incinerators in the United States.

### Roll-out + fines

The study found many similarities in the way ordinances were rolled out and how city authorities approached violations to the ordinance. However, there were some outliers, which are listed in the Stand Outs section.

- **Roll-out period and approach:** Typically, one year, but can be as soon as 45 days for bag bans
- **Violations:** \$50-250 per violation. A warning is provided at the first violation with no violation charge.

### >Support for roll-out

City authorities recognize that single-use plastic bans have the potential to pose an undue burden on local businesses. To counter this, authorities encouraged the following measures within most ordinances and listed the following exemptions to the ban further below:

- Cities encourage charging customers for checkout paper bags, \$0.05-0.10
- Stores keep the money collected from paper bags and use it on the purpose of maintaining the law; plastic ban, keeping the environment clean
- Exemptions are available to avoid undue burden for establishments that are not able to meet the plastic ban deadline.

### >Typical exemptions

- Produce bags
- Newspaper bags
- Laundry bags
- Medical packaging plastics

- Food prepared and packed outside the city
- Raw, unprocessed food (meat, fish)

### Stand Outs

- Mount Pleasant, SC on affordability.
  - Businesses can charge only 15% higher for compostable carry-out bags than of the non-compostable or nonrecyclable alternative(s) and not be regarded as overpriced, unreasonable, or invaluable.
- Jersey on prepping customers.
  - In celebrating the new law going into effect, the mayor handed out free reusable bags to customers
  - Store (Inserra Supermarkets-Shoprite) spent roughly five weeks preparing customers by displaying a daily countdown poster, required staff wear shirts promoting what the ban stood for, placed reusable bags for sale near the register, and provided temporally reusable plastic bags for those who forgot reusable bags.

### Counterarguments

- **Increase tonnage to landfill.** Opponents have argued that plastic bans will increase demand for commercially compostable products over potentially recyclable plastics. In the short-term, this would mean more volume going to the landfill because the United States currently lacks necessary infrastructure to properly dispose of commercially compostable products.
  - However, [only 30% of recyclable products are recycled.](#) And an increased demand for commercially compostable products will encourage supply of composting infrastructure. In addition, increased awareness on composting will help divert more compostable products from landfills to [commercial compost facilities](#)
- **Environmental footprint.** Paper bags have also come under fire for the carbon emissions estimated in their environmental footprint.
  - However, this claim does not take the product's full lifecycle into consideration. Unlike plastics, petroleum is not a core ingredient for paper products and if compostable products are properly disposed, they contribute to carbon sequestration through composting and soil nutrient cycling.



- **Discriminate against people with disabilities.** Opponents of plastic bans - especially those restricting plastic straw use - have viewed these ordinances as an act of discrimination against people with disabilities.
  - However, the Center for Disability rights supports the ban and advises environmental groups and ADA advocates to have a conversation to come up with viable solutions. They emphasize that “the focus must shift from banning straws to pressuring the manufacturers and corporations to create an environmentally and disability-friendly [alternative](#).”

## **Recommendation**

Clarkston is rich with different cultures, and languages and should keep this in mind when considering its outreach and implementation plan, as well as pricing. For effectiveness, the City of Clarkston should ensure that they can reach people in their respective languages if they don't understand English.

*Additional recommendations include:*

- Incorporating "next life thinking" into the ordinance. city authorities should begin conversation about how they will properly dispose of the influx of commercially compostable items in the city and how residents will get involved
- Educational materials in different languages
- Conduct a community outreach campaign with representation from key stakeholders to engage the broader community with composting

CITY OF CLARKSTON

CLARKSTON CITY COUNCIL MEETING

ITEM NO: F9

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Resolution

MEETING DATE: November 26, 2019

SUBJECT: Adopt Resolution to Declare Property Surplus for City of Clarkston

DEPARTMENT: Police Department

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Robin Gomez  
PHONE NUMBER: 404-292-9465

PURPOSE: To consider declaration of old and obsolete equipment as Surplus Property that can sold and disposed of in compliance with O.C.G.A. 36-37-6(a).

NEED/ IMPACT: The City of Clarkston Police and Department requests that the following vehicles be declared as obsolete and surplus equipment in order to be auctioned for sale.

2009 Honda ST 1300 VIN#JH2SC517X9K600428 (motorcycle)  
2009 Honda ST 1300 VIN# JH2SC517X9K600560 (motorcycle)  
2007 Suzhou Eagle VIN#L4F6552K870120001 (golf cart)  
2006 Ford Crown Victoria VIN#2FABP74V76X109365  
2004 Ford Expedition VIN#1FMPU15L24LB64345  
2010 Ford Crown Victoria VIN#2FABP7BV6AX111425  
2010 Ford Crown Victoria VIN#2FABP7BV9AX136349  
2008 Chevrolet Suburban VIN#3GNFC16058G223132  
2012 Dodge Charger VIN#2C3CDZAG4CH280435  
2012 Dodge Charger VIN#2C3CDXAG2CH280434  
2014 Dodge Charger VIN#2C3CDXAT6EH348346  
2005 Nissan Armada VIN#5N1AA08B95N727327

The City of Clarkston Public Works Department requests that the following vehicles be declared as obsolete and surplus equipment in order to be auctioned for sale.

1999 F-150 Pick Up Truck VIN# 1FYRF17W1XNA83540

RECOMMENDATIONS:

Staff recommends that the Council vote to declare the above mentioned vehicles as surplus property.

**RESOLUTION TO DECLARE PROPERTY SURPLUS FOR THE CITY OF  
CLARKSTON**

**WHEREAS**, the below described police department vehicles are no longer necessary, useful or suitable for municipal purposes for the City of Clarkston:

2009 Honda ST 1300 VIN#JH2SC517X9K600428 (motorcycle)  
2009 Honda ST 1300 VIN# JH2SC517X9K600560 (motorcycle)  
2007 Suzhou Eagle VIN#L4F6552K870120001 (golf cart)  
2006 Ford Crown Victoria VIN#2FAFP74V76X109365  
2004 Ford Expedition VIN#1FMPU15L24LB64345  
2010 Ford Crown Victoria VIN#2FABP7BV6AX111425  
2010 Ford Crown Victoria VIN#2FABP7BV9AX136349  
2008 Chevrolet Suburban VIN#3GNFC16058G223132  
2012 Dodge Charger VIN#2C3CDZAG4CH280435  
2012 Dodge Charger VIN#2C3CDXAG2CH280434  
2014 Dodge Charger VIN#2C3CDXAT6EH348346  
2005 Nissan Armada VIN#5N1AA08B95N727327

**WHEREAS**, the below described Public Works department vehicle is no longer necessary, useful or suitable for municipal purposes for the City of Clarkston:

1999 F-150 Pick Up Truck VIN# 1FYRF17W1XNA83540

**NOW, THEREFORE BE IT RESOLVED** that the above mentioned vehicles be declared surplus property and the City Manager is hereby directed to sell said surplus equipment via public sale in compliance with O.C.G.A. 36-37-6(a).

SO RESOLVED, this \_\_\_\_\_ day of December, 2019.

CITY COUNCIL  
CITY OF CLARKSTON, GEORGIA

\_\_\_\_\_  
EDWARD TERRY, Mayor

Attest:

\_\_\_\_\_  
Tracy Ashby, City Clerk

Approved as to Form:

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Stephen Quinn, City Attorney