

ADOPTED OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2019-2020

Mayor Derek Easterling
Mayor Pro-Tem Chris Henderson
David Blinkhorn
James Eaton
Pat Ferris
Tracey Viars

FY 2019-2020
Approved Budget Book
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CITY OF KENNESAW
GEORGIA

RESOLUTION NO. 2019-37, 2019

A RESOLUTION TO ADOPT THE PROPOSED OPERATING BUDGET FOR THE CITY OF KENNESAW FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS:

WHEREAS, in accordance with Section 4.02 of the City Charter of the City of Kennesaw, the Mayor has submitted a Preliminary Operating Budget to the City Council for review for the Fiscal Year beginning October 1, 2019; and

WHEREAS, in accordance with Section 4.03 of the City Charter of the City of Kennesaw, the City Council has reviewed the proposed Preliminary Operating Budget for the Fiscal Year beginning October 1, 2019 in detail and has made modifications as the City Council considers necessary and desirable to same; and

WHEREAS, Public Hearings regarding the Fiscal Year 2019-2020 Operating Budget for the City of Kennesaw were held on September 3, 2019 and September 16, 2019: and

WHEREAS, the Mayor and Council considers the attached Operating Budget for the Fiscal Year beginning October 1, 2019 to be a prudent and balanced plan of services and fiscal guide for the upcoming fiscal year; and

WHEREAS, pursuant to Section 4.03 of the City Charter and Section 2-144 of the Code of Ordinances of the City of Kennesaw, it is required that the Mayor and Council adopt a budget resolution which specifies the anticipated revenues by appropriate categories; the appropriated expenditures for each department; each non-departmental expense and each fund covered by the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS.

SECTION 1. The attached Operating Budget of the City of Kennesaw for the Fiscal Year beginning October 1, 2019 is hereby adopted. Said detailed Operating Budget is attached hereto as Exhibit A and is made a part of this Resolution as if fully set out herein.

SECTION 2. BE IT FURTHER RESOLVED THAT pursuant to the attached Exhibit A, the following amounts are hereby appropriated in summary for the operating funds of the City for the Fiscal Year beginning October 1, 2019:

FUND	APPROPRIATION
General Fund ---Operations (Including Transfers Out of $1,759,672)	$ 24,388,681
Sanitation Fund	$ 2,657,569
Storm Water Utility Fund	$ 1,133,409
Streetlight Fund	$ 361,600
Museum Fund	$ 959,425
Smith Gilbert Gardens	$ 533,761
Asset Forfeiture Fund	$ 20,805
Treasury Equitable Sharing	$ 120,500
911 Operating Fund	$ 1,177,000
Cemetery Fund	$ 24,700
Impact Fee Fund	$ 162,568
Hotel/Motel Fund	$ 25,500
Urban Redevelopment Agency	$ 393,762
Partially Self Insured Benefits Fund	$ 2,650,045

SECTION 3. BE IT FURTHER RESOLVED THAT pursuant to the attached Exhibit A, the following amounts are hereby specifically appropriated in summary for the general fund departments of the City for the Fiscal Year beginning October 1, 2019:

DEPT #	DEPARTMENT	APPROPRIATION
1100	Mayor And Council	$ 467,229
1320	City Manager	$ 754,272
1510	Finance	$ 915,197
1530	Legal	$ 346,500
1535	Information Technology	$ 1,097,429
1540	Human Resources	$ 371,589
1565	Building Maintenance	$ 1,268,895
2000	Court	$ 402,830
3200	Police	$ 7,485,635
3400	Corrections	$ 355,028
3800	911 funded by General Fund	$ 1,000
4000	Public Works	$ 638,947
4200	Streets	$ 1,512,224
6100	Parks & Recreation	$ 2,187,048
7200	Building & Construction	$ 642,622
7400	Planning & Zoning	$ 226,539
7500	Economic Development	$ 417,147
8000	Debt Service	$ 1,303,837
Various	Capital Outlay	$ 1,262,575
9000	Reserves	$ 972,466

SECTION 4. BE IT FURTHER RESOLVED THAT this Resolution shall become effective from and after October 1, 2019.

PASSED AND ADOPTED by the Kennesaw City Council on this 16th day of September, 2019.

ATTEST:

Debra Taylor, City Clerk

CITY OF KENNESAW

Derek Easterling, Mayor

CITY OF KENNESAW SEAL KENNESAW, GA

CITY OF KENNESAW
General Fund Revenues and Other Financing Sources

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.0000.31.110000.00000	REAL PROP-CUR YEAR	$ 7,600,000	$ 8,256,766
100.0000.31.110100.00000	BOND MILLAGE PROPERTY TAX	1,775,000	1,876,603
100.0000.31.111000.00000	REAL PROP-PUB UTIL-CUR Y	123,920	127,000
100.0000.31.120000.00000	REAL PROP-PRIOR YEAR	40,000	42,000
100.0000.31.120100.00000	BOND MILLAGE PROPERTY TAX PY	6,000	15,000
100.0000.31.130000.00000	PERS PROP-CUR YEAR	857,533	1,005,349
100.0000.31.130500.00000	ALTERNATIVE AD VALOREM TAX	10,000	9,000
100.0000.31.131000.00000	PERS PROP-MOTOR VEH-CUR	117,126	120,748
100.0000.31.131100.00000	TITLE ADVALOREM TRUE-UP	589,000	-
100.0000.31.131200.00000	TAVT 2ND 3RD DISTRIBUTION	247,000	-
100.0000.31.131300.00000	TAVT 3RD 3RD DISTRIBUTION	264,000	-
100.0000.31.132000.00000	PERS PROP-MOBILE HM-CUR	11,551	12,000
100.0000.31.134000.00000	INTANGIBLE	231,000	200,000
100.0000.31.135000.00000	RAILROAD EQUIPMENT TAX	430	430
100.0000.31.139000.00000	TAVT DISTRIBUTION	-	600,000
100.0000.31.140000.00000	PERS PROP-PRIOR YEAR	5,000	20,000
100.0000.31.150000.00000	PROPERTY NOT ON DIGEST	100	100
100.0000.31.150100.00000	PROPERT TAX NOD BOND	50	50
100.0000.31.160000.00000	REAL ESTATE TRANSFER	59,000	80,000
100.0000.31.171000.00000	FRANCHISE TAX-GA POWER	630,000	675,000
100.0000.31.171100.00000	FRANCHISE TAX--COBB EMC	550,000	565,000
100.0000.31.173000.00000	FRANCHISE TAX-GAS	180,000	190,000
100.0000.31.175000.00000	FRANCHISE TAX-TELV CABLE	280,000	270,000
100.0000.31.176000.00000	FRANCHISE TAX-TELEPHONE	35,000	35,000
100.0000.31.178000.00000	FRANCHISE TAX- VIDEO	93,000	90,000
100.0000.31.421000.00000	BEER TAX	270,000	270,000
100.0000.31.422000.00000	WINE TAX	70,000	73,000
100.0000.31.423000.00000	LIQUOR TAX	30,000	30,000
100.0000.31.430000.00000	LOCAL OPTION MIXED DRINK	100,000	110,000
100.0000.31.610000.00000	BUSINESS & OCCUPATION	1,350,000	1,450,000
100.0000.31.620000.00000	INSURANCE PREMIUM TAX	2,000,000	2,150,000
100.0000.31.630000.00000	FINANCIAL INSTITUTIONS	105,000	105,000
100.0000.31.910000.00000	PEN & INT-GENERAL PROP	55,000	45,000
100.0000.31.940000.00000	PEN & INT BUSINESS	2,000	3,000
100.0000.31.950000.00000	PEN & INT FIFA	5,000	4,500
100.0000.32.310000.00000	BUSINESS LICENSE PENALTY	7,000	8,000
	Total Taxes	$ 17,698,710	$ 18,438,546

CITY OF KENNESAW
General Fund Revenues and Other Financing Sources

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.0000.32.110000.00000	ALCOHOLIC BEVERAGES	$ 150,000	$ 162,750
100.0000.32.190000.00000	OTHER (REGULATORY FEES)	3,000	4,000
100.0000.32.220100.00000	BUILDING PERMITS	216,000	200,000
100.0000.32.220200.00000	REINSPECTION FEES	3,500	4,000
100.0000.32.220400.00000	NPDES EROSION PERMITS	1,100	1,100
100.0000.32.220500.00000	TECHNOLOGY FEE	12,000	20,000
100.0000.32.221000.00000	ZONING & LAND USE	3,700	3,800
100.0000.32.221100.00000	ELECTRICAL PERMITS	17,000	15,500
100.0000.32.221200.00000	PLUMBING PERMITS	10,800	12,000
100.0000.32.221300.00000	HVAC PERMITS	15,000	17,000
100.0000.32.221400.00000	GRADING PERMITS	2,200	2,200
100.0000.32.221500.00000	OCCUPANCY PERMITS	1,900	3,500
100.0000.32.221600.00000	DRIVEWAY PERMITS	300	300
100.0000.32.221700.00000	FENCING PERMITS	500	1,000
100.0000.32.221800.00000	TREE PERMITS	-	5,000
100.0000.32.222100.00000	MOBILE HOME MOVING	300	500
100.0000.32.223000.00000	SIGN PERMITS	4,100	4,500
100.0000.32.292100.00000	DEMOLITION PERMITS	150	300
	Total Licenses and Permits	$ 441,550	$ 457,450
100.0000.33.705000.00000	COBB CO---489 PAYMENT	$ 760,000	$ 770,000
100.0000.33.706000.00000	COBB CO---CDBG GRANT	200,000	184,281
100.0000.33.709000.00000	LMIG REVENUE	300,000	324,072
	Total Intergovernmental	$ 1,260,000	$ 1,278,353

CITY OF KENNESAW
General Fund Revenues and Other Financing Sources

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.0000.34.133000.00000	ENGINEER/PLAN REVIEW FEES	$ 42,000	$ 42,000
100.0000.34.134000.00000	ARBORIST REVIEW FEES	500	700
100.0000.34.191000.00000	OTHER-ELECTION QUAL FEE	1,296	1,296
100.0000.34.212000.00000	SPEC POL SVC-ACCIDNT REP	40,000	40,000
100.0000.34.231000.00000	DET & COR SVC-FINGERPRNT	1,000	760
100.0000.34.315000.00000	CHARGEPOINT REVENUE	-	900
100.0000.34.736000.00000	RENTAL	22,800	22,800
100.0000.34.750000.00000	PROGRAM FEES	235,000	235,000
100.0000.34.751500.00000	SUMMER CAMP FEES	125,000	125,000
100.0000.34.752000.00000	SPORT CAMP FEES	85,000	85,000
100.0000.34.752500.00000	ACTIVITY CAMP USER FEES	8,500	8,500
100.0000.34.753000.00000	GIRL'S SOFTBALL USER FEES	6,000	6,000
100.0000.34.754000.00000	COMM CLASSES USER FEE	33,000	33,000
100.0000.34.754500.00000	BASEBALL USER FEES	31,000	31,000
100.0000.34.755000.00000	SOCCER USER FEES	34,000	7,000
100.0000.34.770000.00000	SPLASH PAD USER FEES	26,000	26,000
100.0000.34.790000.00000	EVENT INCOME	171,475	171,475
100.0000.34.930000.00000	BAD CHECK FEES	1,000	1,000
	Total Charges for Services	$ 863,571	$ 837,431
100.0000.35.117000.00000	COURT-MUNICIPAL	$ 750,000	$ 800,000
100.0000.35.191000.00000	CT. SERVICES IMPROV FUND	255,000	275,000
100.0000.35.191500.00000	COURT PROJECT FUND	105,000	110,000
	Total Fines & Forfeitures	$ 1,110,000	$ 1,185,000
100.0000.36.100000.00000	INTEREST REVENUES	$ 450,000	$ 450,000
100.0000.36.103000.00000	INTEREST KDDA LOAN	1,900	1,440
	Total Investment Income	$ 451,900	$ 451,440
100.0000.37.100300.00000	SWIFT CANTRELL FOUNDATION	$ 25,000	$ 50,000
	Total Contributions & Donations	$ 25,000	$ 50,000

CITY OF KENNESAW
General Fund Revenues and Other Financing Sources

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.0000.38.100200.00000	COMMUNITY CTR RENTAL	$ 63,000	$ 63,000
100.0000.38.100400.00000	MISC PARK/REC RENTAL	18,000	18,000
100.0000.38.100500.00000	WATER TNK CELL TOWER RENT	36,186	36,000
100.0000.38.900000.00000	OTHER (MISCELLANEOUS REV)	10,000	13,000
100.0000.38.920000.00000	INSURANCE RECOVERIES	1,000	5,000
100.0000.38.941500.00000	KDA SUPPORT FOR ED STAFF	10,000	10,000
100.0000.39.210000.00000	SALE OF FIXED ASSETS	5,000	5,000
100.0000.39.230000.00000	SALE OF SCRAP METAL	100	100
	Total Miscellaneous	$ 143,286	$ 150,100
100.0000.39.350000.00000	CAPITAL LEASE PROCEEDS	$ 315,000	$ 297,000
	Total Capital Lease Proceeds	$ 315,000	$ 297,000
100.0000.39.112000.00000	TRANSFER IN - SANITATION FD	$ 500,000	$ 500,000
100.0000.39.112100.00000	TRANSFER IN - STORM WATER FUND	75,000	125,000
100.0000.39.113500.00000	TRANSFER IN - E911	24,054	63,610
	Total Transfers In	$ 599,054	$ 688,610
100.0000.39.400000.00000	USE OF PY RESERVES	$ 36,536	$ 6,000
100.0000.39.110500.00000	USE OF PY RESERVES-CSIF	150,000	305,114
100.0000.39.110600.00000	USE OF PY RESERVES-CPF	153,277	243,637
		$ 339,813	$ 554,751
Grand Total Revenues and Other Financing Sources		$ 23,247,884	$ 24,388,681

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Mayor & Council

Operating Budget Comments

Fiscal Year 2018 Budget: $435,730

Fiscal Year 2019 Budget: $408,723

Fiscal Year 2020 Budget: $467,229

The highlights of the recommended budget include the following:

- An increase of $20,000 in election expense, due to elections planned for FY 20
- An increase of $3,200 in other maintenance due to need to relocate records to offsite storage
- An increase of $2,500 in travel for newly elected officials if needed (required training)
- An increase of $3,200 for meeting expenses
- An increase of $1,300 for professional development for newly elected officials if needed
- An increase of $26,000 in regular employees due to COLA and funding of PT Records Clerk

Position Summary

Fiscal Year 2018 Total Authorized Positions: 9

Fiscal Year 2019 Total Authorized Positions: 9

Fiscal Year 2019 Total Funded Positions: 8

Fiscal Year 2020 Total Authorized Positions: 9

Fiscal Year 2020 Total Funded Positions: 9

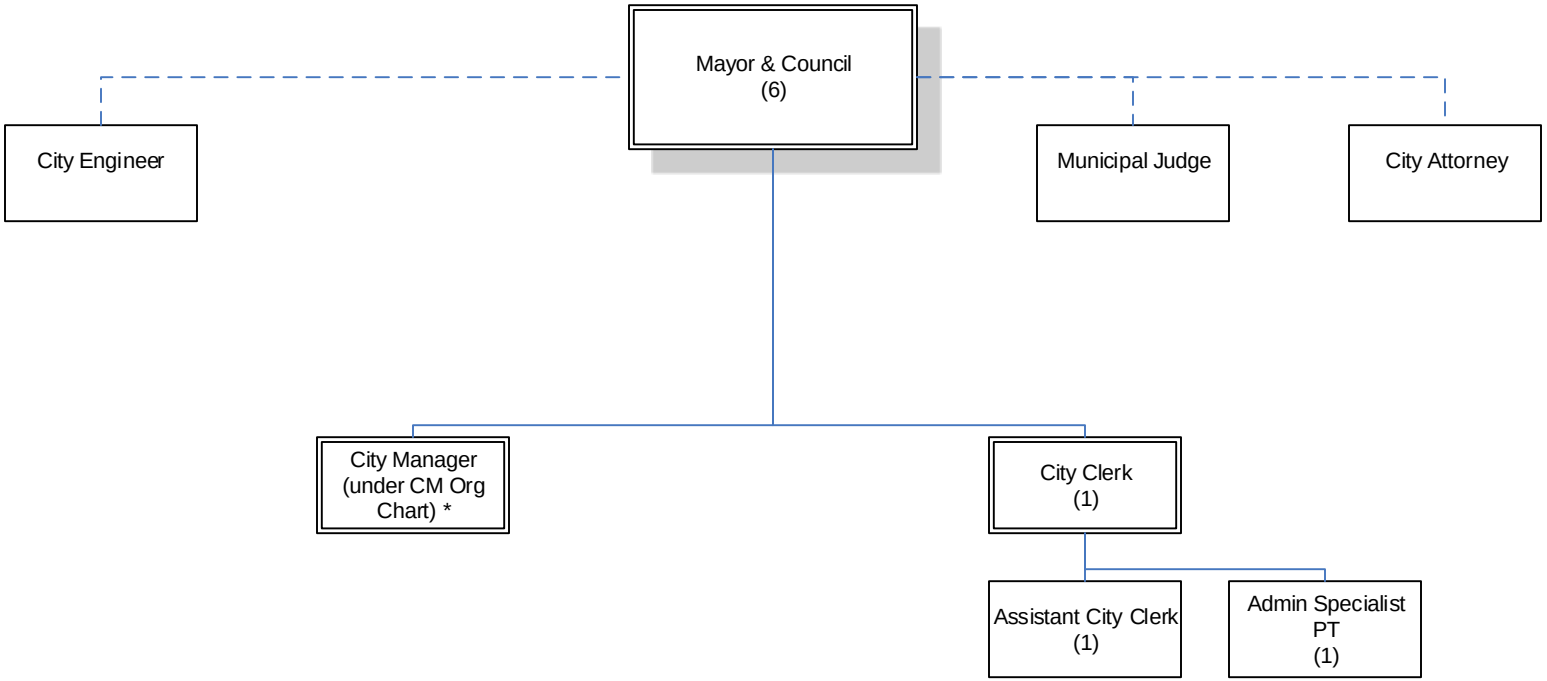
(Unfreeze and fund PT Records Clerk/Administrative Specialist)

CITY OF KENNESAW
Mayor Council
Department 1100

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1100.51.110000.00000	REGULAR EMPLOYEES	$ 208,406	$ 235,260
100.1100.51.145000.00000	HOLIDAY BONUS PAYMENT	350	500
100.1100.51.170000.00000	VACATION PAY	8,951	9,228
100.1100.51.210000.00000	GROUP INSURANCE	21,762	21,762
100.1100.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	16,655	18,742
100.1100.51.240000.00000	RETIREMENT CONTRIBUTIONS	22,180	22,569
100.1100.51.270000.00000	WORKER'S COMPENSATION	452	485
100.1100.52.224000.00000	OTHER MAINTENANCE	3,600	6,800
100.1100.52.310000.00000	INS, OTHER THAN EMP BEN	18,378	16,833
100.1100.52.311000.00000	CLAIM DEDUCTIBLES	1,000	1,000
100.1100.52.325000.00000	POSTAGE	600	600
100.1100.52.340000.00000	PRINTING & BINDING	500	500
100.1100.52.350000.00000	TRAVEL	17,074	19,745
100.1100.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	10,500	10,800
100.1100.52.362000.00000	PROFESSIONAL MEMBERSHIPS	655	655
100.1100.52.363000.00000	MEETING EXPENSES	6,800	10,100
100.1100.52.371000.00000	PROFESSIONAL DEVELOPMENT	12,460	13,750
100.1100.52.393000.00000	ELECTION EXPENSE	-	20,000
100.1100.52.395000.00000	MILEAGE REIMBURSEMENT	500	500
100.1100.52.510000.00000	SUPPORT FOR COMM ORGANIZ	5,450	5,450
100.1100.52.530000.00000	YOUTH COUNCIL	1,950	1,950
100.1100.52.620000.00000	AWARDS	4,000	4,000
100.1100.53.111000.00000	OFFICE SUPPLIES	3,300	3,300
100.1100.53.111100.00000	COPY PAPER	800	800
100.1100.53.117100.00000	GENERAL CLOTHING	1,200	1,200
100.1100.53.119000.00000	OTHER MATERIAL & SUPPLY	2,000	2,000
100.1100.53.140000.00000	BOOKS & PERIODICALS	100	100
100.1100.53.160000.00000	SMALL EQUIPMENT	3,100	3,100
100.1100.53.180000.00000	MISCELLANEOUS	1,000	500
100.1100.55.105000.00000	CONTINGENCY	35,000	35,000
Total Mayor & Council		$ 408,723	$ 467,229

Mayor & Council Organization

Authorizations- 9



*positions broken out on separate organizational chart

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Office of the City Manager

The City Manager serves as chief operating officer of the City. Responsible for directing the day to day operations of city government, the City Manager serves as the chief policy advisor to the Mayor & Council. The Office of the City Manager also includes communications and GIS. The City of Kennesaw's Geographic Information Systems (GIS) supports a wide-range of city processes and functions including maintenance of jurisdictional boundaries, address integration for Emergency 911 dispatching, property analysis for zoning applications, storm water utility inventory, maintenance of generic base layers, and integration of external agency data sets. The Communication & Engagement Department is committed to providing residents, visitors and businesses with timely and accurate information about news and activities within the city. News is communicated through a variety of media platforms, including press releases, the e-newsletter, two electronic message boards, and social media

- Supervising and coordinating the operation of all city departments
- Implementing directives
- Enforcing codes, laws and ordinances
- Submitting annual operating and capital budgets to the Mayor & Council and directing the administration of adopted budgets
- Administering the personnel system
- Providing public information including financial and other reports
- Making recommendations to the Mayor & Council concerning the affairs of the city
- Implementing the City's Strategic Plan

Goals & Objectives

- Implementing the City's strategic plan: The City's Strategic Plan (adopted in 2017) includes seven strategic priorities, which outline our most critical focus areas and help us make decisions regarding resource allocation and long-term growth priorities. Goals and action items have been developed for each priority to track progress and provide a "road map" for future work.
- Managing and completing SPLOST projects: SPLOST is one of the strategic priority areas and is a top priority for the City Manager's Office. SPLOST provides funding for much needed transportation and capital improvement projects, and allows the City to implement these projects quicker than if they had to be planned using only General Fund dollars. Projects from the 2005 and 2011 SPLOST lists are in the final stages of completion, and the first tier of 2016 projects are under construction or have been completed.
- Effective budget development: Budget development continues to be a challenging priority for the City Manager. It is our goal annually to develop a fiscally responsible budget while effectively managing the city's increasing expenditure needs. Using the strategic priorities in budget development allows us to make decisions on how to best allocate our resources. In addition, the City Manager evaluates requests for capital items, new programs, or new personnel requests from departments separately from initial operating requests to better manage expenditure requests against revenue projections. Costs related to public safety, infrastructure improvements and health care continue to increase. Particularly where insurance/benefits are concerned, the City Manager is directly involved in program evaluation to manage

costs. Each year we review data related to cost of claims, prescription drug coverage costs, and plan use data (visits to primary care vs emergency room, for example) to determine the best way to manage the cost of our health care benefits.

As we continue to work toward short and long term goals, our office is committed to being good stewards of public resources. To this end, we are:

- Working on multi-year budget projections, to allow for better project planning and cost allocation
- Developing budgets that are fiscally responsible; managing expenditure requests and making City reserves a priority
- Working to reduce the TAN
- Managing City projects to ensure that budgets and timelines are met
- Following the adopted 5 year Strategic Plan

These items will be essential components of implementing our strategic plan elements and evaluating the progress and success of stated goals.

Operating Budget Comments

Fiscal Year 2018 Budget: $718,020

Fiscal Year 2019 Budget: $716,287

Fiscal Year 2020 Budget: $754,272

The highlights of the recommended budget include the following:

- A decrease of $20,000 in tuition reimbursement due to program changes and current program use

Capital Outlay items include:

- $28,000 City fleet vehicle to replace 2006 Envoy

Position Summary

Fiscal Year 2018 Total Authorized Positions: 8

Fiscal Year 2019 Total Authorized Positions: 8

Fiscal Year 2019 Total Funded Positions: 6

Fiscal Year 2020 Total Authorized Positions: 7

Fiscal Year 2020 Total Funded Positions: 6

- One position (GIS Technician) is frozen

CITY OF KENNESAW
City Manager
Department 1320

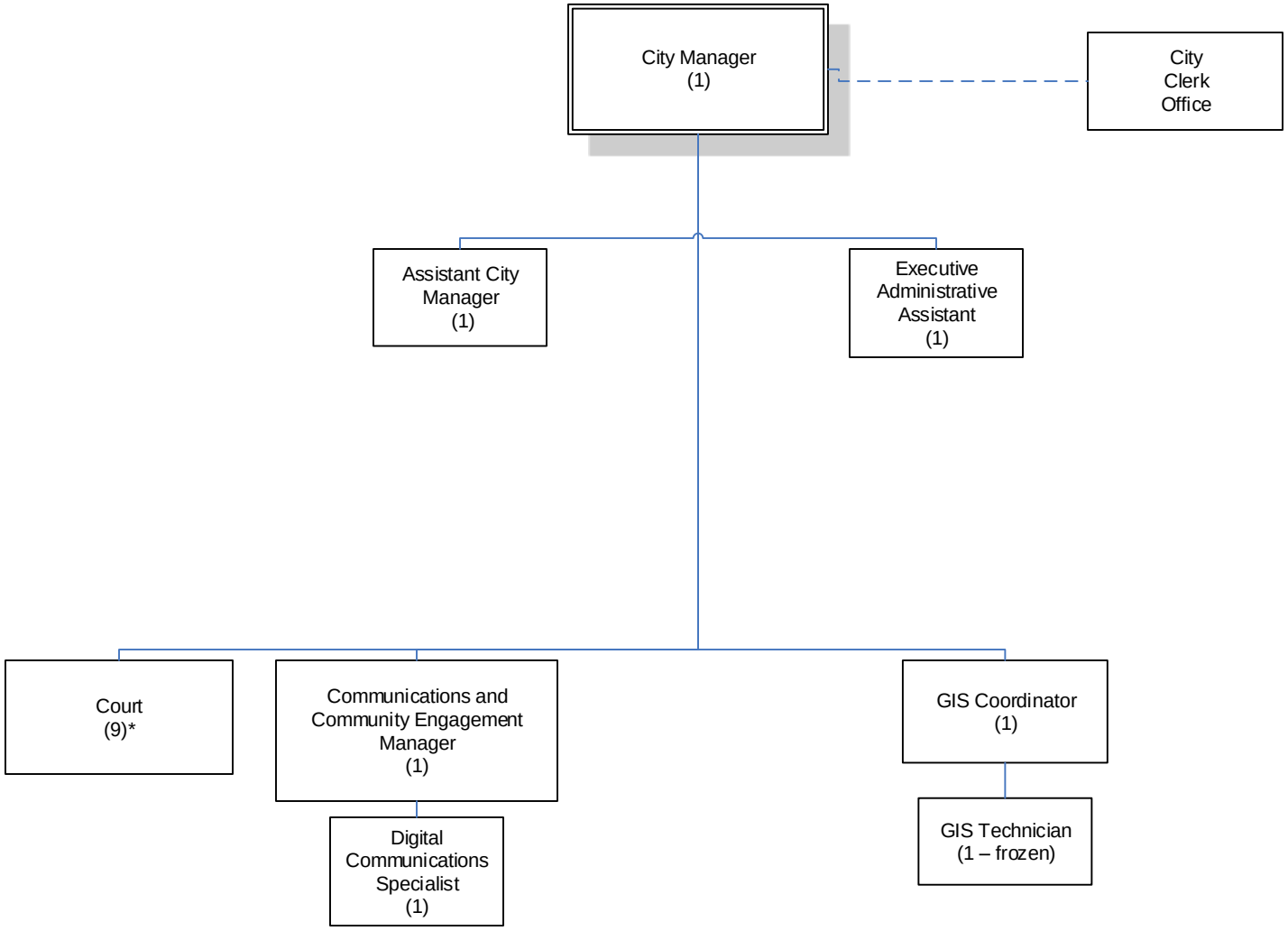
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1320.51.110000.00000	REGULAR EMPLOYEES	$ 421,970	$ 468,615
100.1320.51.145000.00000	HOLIDAY BONUS PAYMENT	1,050	1,100
100.1320.51.170000.00000	VACATION PAY	27,297	28,386
100.1320.51.210000.00000	GROUP INSURANCE	65,285	65,285
100.1320.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	34,449	38,105
100.1320.51.240000.00000	RETIREMENT CONTRIBUTIONS	41,736	41,278
100.1320.51.250000.00000	TUITION REIMBURSMENTS	60,000	40,000
100.1320.51.270000.00000	WORKER'S COMPENSATION	737	791
100.1320.52.310000.00000	INS, OTHER THAN EMP BEN	6,903	6,322
100.1320.52.325000.00000	POSTAGE	625	625
100.1320.52.332000.00000	MARKETING	24,120	25,000
100.1320.52.340000.00000	PRINTING & BINDING	1,400	1,400
100.1320.52.350000.00000	TRAVEL	6,690	9,000
100.1320.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	4,635	4,635
100.1320.52.362000.00000	PROFESSIONAL MEMBERSHIPS	2,700	3,650
100.1320.52.363000.00000	MEETING EXPENSES	2,500	3,800
100.1320.52.364000.00000	SUBSCRIPTIONS	240	280
100.1320.52.370000.00000	EDUCATION & TRAINING	2,100	2,500
100.1320.52.371000.00000	PROFESSIONAL DEVELOPMENT	2,950	4,200
100.1320.52.610000.00000	EMPLOYEE TEAM BUILDING	1,600	1,800
100.1320.53.111000.00000	OFFICE SUPPLIES	1,200	1,200
100.1320.53.111100.00000	COPY PAPER	800	1,000
100.1320.53.118000.00000	OPERATING MATERIALS/SUPP	1,700	1,700
100.1320.53.119200.00000	SIGNAGE	3,000	3,000
100.1320.53.140000.00000	BOOKS & PERIODICALS	100	100
100.1320.53.171000.00000	FLOWERS	500	500
Total City Manager		$ 716,287	$ 754,272

CITY OF KENNESAW
City Manager
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1010.54.220000.00000	CITY MGR DEPT VEHICLES	$ -	$ 28,000
Total Capital Outlay		$ -	$ 28,000

City Manager

Authorizations- 7



*positions broken out on separate organizational chart

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Finance

The Financial Administration Department is managed by the Director of Finance. The department includes six divisions with five funded through the General Fund. These six divisions are Accounting, Utility Billing, Payroll, Property Tax, Business License and Accounts Payable. The Utility Billing division is funded through the Sanitation, Stormwater and Streetlight Funds. All six divisions support the City through Financial Reporting & Budgeting, Long Term Planning, Billing/Collection and Funds Disbursement, Coordinating the Annual Audit, Compliance with State/City Purchasing Laws and Utility billing and collection.

Goals & Objectives

- Maintain financial integrity of accounting records and transactions.
- Compliance with GASB reporting requirements.
- Assist administration with long-term planning based upon financial analysis (forecasting revenue growth, demand on services and debt issuance).
- Maintain and/or improvement of Bond Rating.
- Continue focus on long term planning for growth within departments from both a personnel and capital perspective.
- Provide timely and transparent information for both financial and purchasing transactions.
- Be awarded the Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended 9/30/19 by the Government Finance Officers Association (GFOA)
- Continue to increase General Fund reserves until positive unassigned fund balance equals no less than two months of regular operating expenditures as recommended by the Government Finance Officers Association (GFOA)
- Continue to reduce TAN borrowing (TAN borrowing has decreased 40% in last 6 years)
- Offer vendors the option to be paid via ACH

Department Highlights

- Developed an online payment and reporting portal for businesses to renew their business license and report and remit their excise taxes
- Awarded the Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year Ended 9/30/18 by the Government Finance Officers Association (GFOA)
- Issued a Request for Proposal for banking services which resulted in a higher yield and a higher earnings credit that offsets all bank charges
- Held the second property tax sale resulting in the collection of delinquent taxes
- Increased General Fund reserves resulting in a positive unassigned fund balance for the first time since the recession from 2008-2014

Operating Budget Comments

Fiscal Year 2018 Budget: $785,730

Fiscal Year 2019 Budget: $795,488

Fiscal Year 2020 Budget: $915,197

The highlights of the recommended budget include the following:

- Increase in regular employees is due to the hiring of a new accountant, including salary and benefits, and reclassification of Business License Manager
- Other professional services decreased by $15,500 due to actuary services being contracted every other year.
- Professional memberships decreased by $2,500 due to change in types of training required.
- A decrease of $1,305 in education and due to one-time job-related training and professional development programs for employees within the Finance department
- A decrease of $4,200 in furniture and fixtures due to one-time purchase in FY 19

Capital Outlay items include:

- $15,080 Business License software

Position Summary

Fiscal Year 2018 Total Authorized Positions: 20

Fiscal Year 2019 Total Authorized Positions: 20

Fiscal Year 2019 Total Funded Positions: 18

Fiscal Year 2020 Total Authorized Positions: 12

Fiscal Year 2020 Total Funded Positions: 12

- Two positions (Utility Billing Clerk and Support Clerk) are funded through the Sanitation fund
- 9 Court positions have been placed under the City Manager
- 1 new position (Accounting Manager) is authorized and funded in FY 2020

CITY OF KENNESAW
Finance
Department 1510

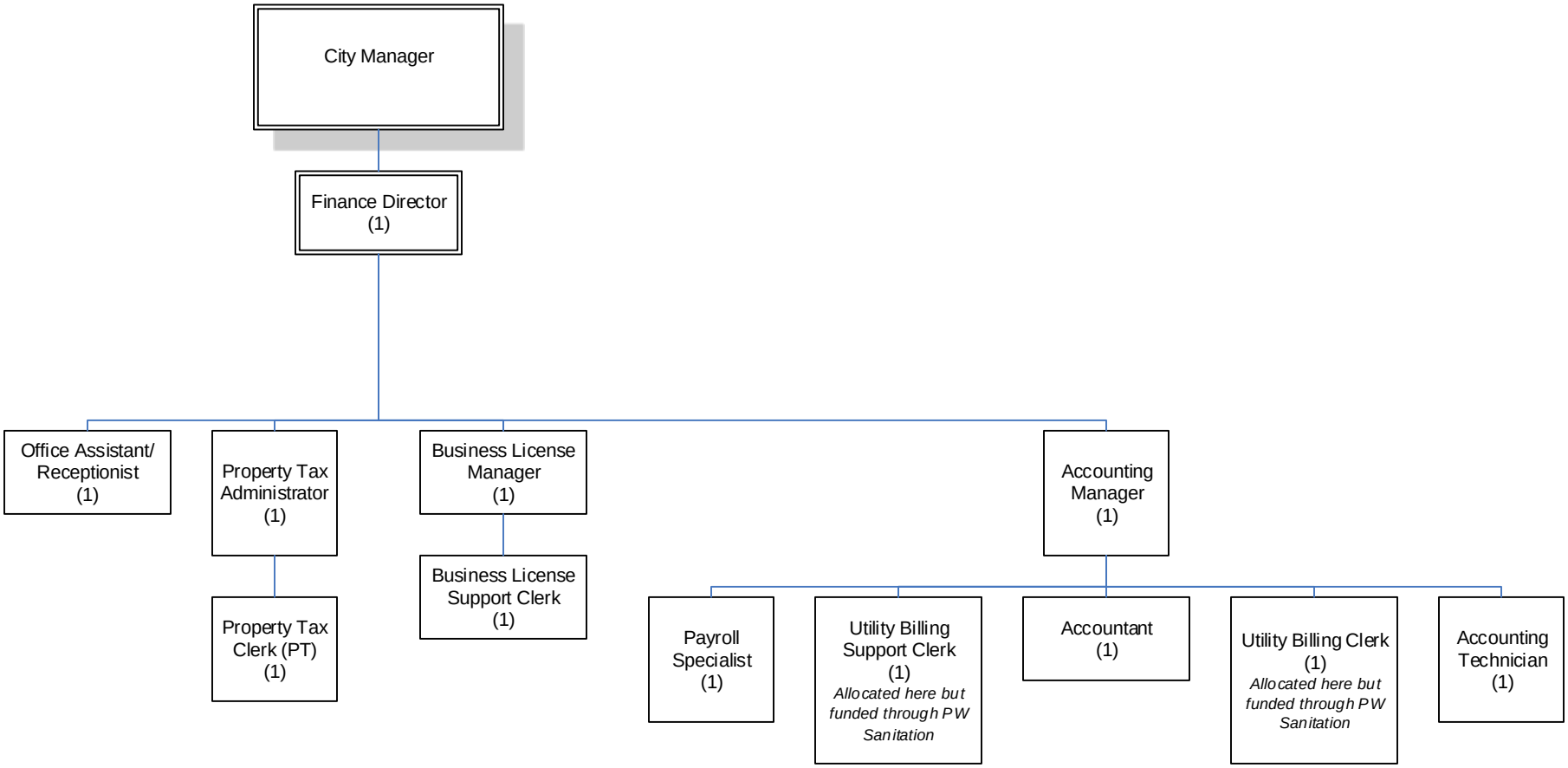
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1510.51.110000.00000	REGULAR EMPLOYEES	$ 408,965	$ 538,134
100.1510.51.145000.00000	HOLIDAY BONUS PAYMENT	1,700	1,900
100.1510.51.170000.00000	VACATION PAY	27,643	29,445
100.1510.51.210000.00000	GROUP INSURANCE	87,047	87,047
100.1510.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	35,520	43,565
100.1510.51.240000.00000	RETIREMENT CONTRIBUTIONS	47,514	47,065
100.1510.51.270000.00000	WORKER'S COMPENSATION	832	893
100.1510.52.122000.00000	ACCOUNTING AUDITING SERV	38,500	38,500
100.1510.52.125000.00000	OTHER PROFESSIONAL SERV	33,927	18,427
100.1510.52.310000.00000	INS, OTHER THAN EMP BEN	11,563	10,591
100.1510.52.325000.00000	POSTAGE	12,766	13,400
100.1510.52.340000.00000	PRINTING & BINDING	5,200	5,200
100.1510.52.350000.00000	TRAVEL	3,298	3,320
100.1510.52.362000.00000	PROFESSIONAL MEMBERSHIPS	3,400	900
100.1510.52.363000.00000	MEETING EXPENSES	1,160	1,160
100.1510.52.370000.00000	EDUCATION & TRAINING	6,255	4,950
100.1510.52.395500.00000	PROP TAX COLLECTION EXP	38,400	40,000
100.1510.52.396000.00000	MERCHANT SERV FEES	21,500	25,000
100.1510.52.397000.00000	DISCOUNTS	(600)	(600)
100.1510.53.111000.00000	OFFICE SUPPLIES	2,300	2,300
100.1510.53.111100.00000	COPY PAPER	1,000	1,000
100.1510.53.160500.00000	GENL OFFICE SMALL EQUIP	1,998	1,600
100.1510.53.160600.00000	FURNITURE & FIXTURES	5,500	1,300
100.1510.53.180000.00000	MISCELLANEOUS	100	100
Total Finance		$ 795,488	$ 915,197

CITY OF KENNESAW
Finance
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1015.54.245000.00000	SOFTWARE	$ 17,000	$ 15,000
Total Capital Outlay		$ 17,000	$ 15,000

Finance Department

Authorizations- 12



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Legal

Operating Budget Comments

Fiscal Year 2018 Budget: $450,200

Fiscal Year 2019 Budget: $410,200

Fiscal Year 2020 Budget: $346,500

The highlights of the recommended budget include the following:

- A decrease of $70,000 in legal services based on projected trends

Position Summary

Fiscal Year 2018 Total Authorized Positions: 0

Fiscal Year 2019 Total Authorized Positions: 0

Fiscal Year 2019 Total Funded Positions: 0

Fiscal Year 2020 Total Funded Positions: 0

CITY OF KENNESAW
Legal
Department 1530

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1530.52.121000.00000	LEGAL SERVICES	$ 395,000	$ 325,000
100.1530.52.331000.00000	LEGAL PUBLICATION	7,200	7,500
100.1530.52.365000.00000	ORDINANCE CODIFICATION	8,000	14,000
Total Legal		$ 410,200	$ 346,500

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Information Technology

The Department of Information Technology is committed to providing and supporting cutting edge technologies and technology-based services in a timely, high-quality, cost-effective manner to all clients of city government. Information Technology is a vital component in every department's service delivery methods. As plans are strategically developed for each facet of city government, Information Technology will play a key role in ensuring the advancement of the overall organizational goals. The adoption of new technology will be driven by this organizational need and the necessity to provide public service that is dramatically more effective.

Goals & Objectives

- The IT Department strives every day to provide a 24/365 quality coverage for all city departments and employees with emphasis to improving their ability to provide outstanding customer service to our citizens.
- Complete build out the disaster recovery site at our Public Works building
- Refine current plans and strategies for downtown augmentation related to Depot Park, to include improved WIFI service for citizen's use.
- Continue on-going efforts to identify areas for strategic placement for WIFI implementations through (Economic Development, CM, Planning and Zoning) – smart city initiative
- Work with operating departments to identify and actively pursue new technologies to improve general operations and specific projects (All Departments).

Department Highlights

- Replacement of outdated servers
- Upgrade on the virtual environment infrastructure
- Enhance disaster recovery site by adding more storage, and backup tools to help on the ease of recovery in case of disaster

Operating Budget Comments

Fiscal Year 2018 Budget: $988,106

Fiscal Year 2019 Budget: $999,981

Fiscal Year 2020 Budget: $1,097,429

The recommended budget for the department increases $7,678. The highlights of the recommended budget include the following:

- An increase of $52,000 in software maintenance related to increased costs for Spillman and CivicRec and required upgrade for GEMS
- An increase of $18,859 in computers for replacement computers and equipment for new employees

- An increase of $19,000 in regular employees due to conversion from PT IT technician to fulltime status.

Capital Requests in the IT Department include:

- $43,000 for disaster recovery servers to continue implementation of the department's Emergency Operations/Continuity Plan
- $21,000 for replacement servers to continue implementation plan to update servers

Position Summary

Fiscal Year 2018 Total Authorized Positions: 4

Fiscal Year 2019 Total Authorized Positions: 4

Fiscal Year 2019 Total Funded Positions: 3

Fiscal Year 2020 Total Authorized Positions: 4

Fiscal Year 2020 Total Funded Positions: 3

- One position (Technology Director) is frozen
- One position, IT Technician, is being converted from part-time to fulltime

CITY OF KENNESAW
Information Technology
Department 1535

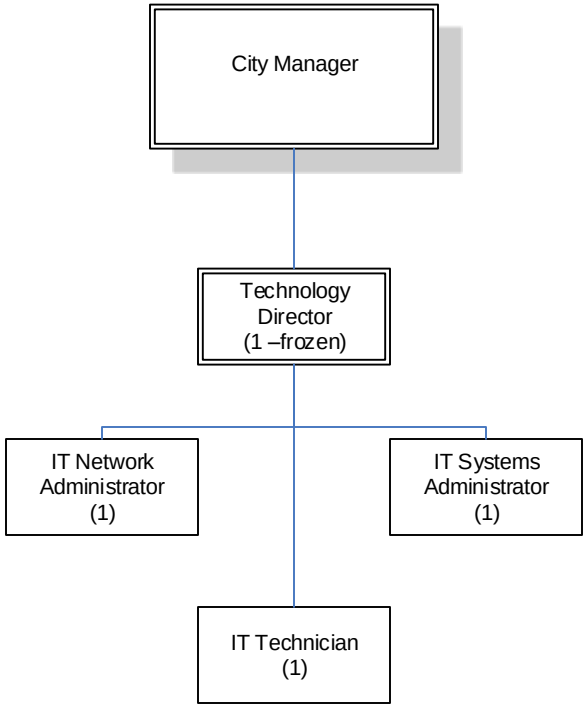
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1535.51.110000.00000	REGULAR EMPLOYEES	$ 161,254	$ 180,511
100.1535.51.145000.00000	HOLIDAY BONUS PAYMENT	600	550
100.1535.51.170000.00000	VACATION PAY	9,220	9,403
100.1535.51.210000.00000	GROUP INSURANCE	21,762	21,762
100.1535.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	13,087	14,571
100.1535.51.240000.00000	RETIREMENT CONTRIBUTIONS	10,051	10,001
100.1535.51.270000.00000	WORKER'S COMPENSATION	333	357
100.1535.52.133000.00000	OTHER TECHNICAL SERVICES	20,200	20,200
100.1535.52.232100.00000	COPIER LEASE	47,000	47,000
100.1535.52.310000.00000	INS, OTHER THAN EMP BEN	4,573	4,188
100.1535.52.321000.00000	TELEPHONE EXPENSES	44,000	45,800
100.1535.52.322000.00000	PORTABLE PHONE	71,000	74,008
100.1535.52.324200.00000	CONNECTIVITY FEES	87,470	88,368
100.1535.52.325000.00000	POSTAGE	600	600
100.1535.52.340000.00000	PRINTING & BINDING	11,000	11,000
100.1535.52.350000.00000	TRAVEL	4,000	4,000
100.1535.52.362000.00000	PROFESSIONAL MEMBERSHIPS	500	500
100.1535.52.363000.00000	MEETING EXPENSES	175	175
100.1535.52.370000.00000	EDUCATION & TRAINING	5,000	5,000
100.1535.52.420000.00000	HARDWARE MAINTENANCE	40,635	37,145
100.1535.52.420500.00000	SOFTWARE MAINTENANCE	278,376	330,376
100.1535.52.421000.00000	WEB SITE HOSTING	3,875	4,875
100.1535.52.430000.00000	VEHICLE REPAIRS & MAINT	500	500
100.1535.52.450000.00000	RADIO REPAIRS & MAINT	28,590	26,100
100.1535.53.111000.00000	OFFICE SUPPLIES	200	200
100.1535.53.111100.00000	COPY PAPER	200	200
100.1535.53.113000.00000	COMPUTER SUPPLIES	56,350	61,750
100.1535.53.117000.00000	CLOTHING	300	300
100.1535.53.118000.00000	OPERATING MATERIALS/SUPP	34,690	34,690
100.1535.53.159500.00000	COMPUTERS < $5,000	55,440	63,299
Total Information Technology		$ 1,010,981	$ 1,097,429

CITY OF KENNESAW
Information Technology
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1020.54.240000.00000	COMPUTERS	$ 65,000	$ 64,000
Total Capital Outlay		$ 65,000	$ 64,000

Information Technology (Central Services)

Authorizations- 4



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Human Resources

Human Resources oversees employment and recruitment opportunities, pay and performance, benefits and compensation administration, training and development and employee relations facilitation. The mission of Human Resources is to provide quality HR services in order to attract, develop, motivate, and retain a diverse workforce within a supportive and cohesive work environment. The HR mission is carried out through a philosophy of strategic vision, leadership, and a customer driven foundation.

Human Resources is instrumental in providing labor law compliance, record keeping, staffing and retention, compensation, employer/employee relations, training and development, policy and procedures, and performance management.

Goals & Objectives

- Ensure the City of Kennesaw is able to attract and retain the most qualified employees through equitable and market driven compensation and benefits
- Invest in our staff through leadership development
- Ensure city personnel are providing outstanding internal and external customer service through fair and equitable performance management
- Expand recruitment strategy and improving the onboarding process

Operating Budget Comments

Fiscal Year 2018 Budget: $259,289

Fiscal Year 2019 Budget: $325,953

Fiscal Year 2020 Budget: $371,589

The highlights of the recommended budget include the following:

- An increase in personal services (salary and benefits) related to the filling of HR Generalist position filled in third quarter of FY 19 budget
- A decrease of $4,700 in other professional services

Capital Outlay items include:

- $55,000 for HCM software to reduce paper submittals and labor intensive processing in an effort to improve overall staff efficiency and to allow employees to better manage time off requests, personnel action forms, benefits, etc.

Position Summary

Fiscal Year 2018 Total Authorized Positions: 2

Fiscal Year 2019 Total Authorized Positions: 3

Fiscal Year 2019 Total Funded Positions: 3

Fiscal Year 2020 Total Authorized Positions: 3

Fiscal Year 2020 Total Funded Positions: 3

CITY OF KENNESAW
Human Resources
Department 1540

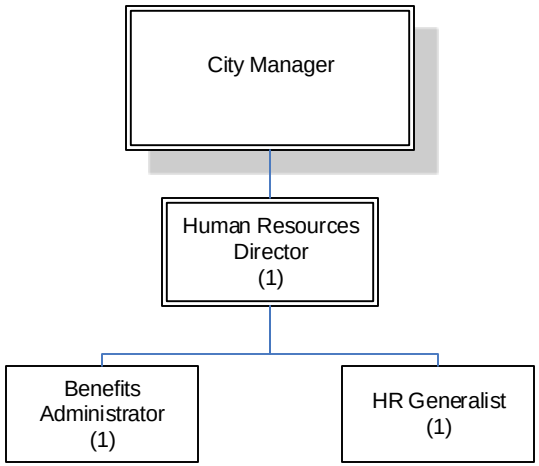
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1540.51.110000.00000	REGULAR EMPLOYEES	$ 173,234	$ 216,617
100.1540.51.130000.00000	OVERTIME	300	300
100.1540.51.145000.00000	HOLIDAY BONUS PAYMENT	400	600
100.1540.51.170000.00000	VACATION PAY	9,123	8,552
100.1540.51.210000.00000	GROUP INSURANCE	34,762	34,762
100.1540.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	14,004	17,294
100.1540.51.240000.00000	RETIREMENT CONTRIBUTIONS	8,783	8,599
100.1540.51.270000.00000	WORKER'S COMPENSATION	262	281
100.1540.52.123100.00000	PRE-EMPLOYMENT PHYSICALS	5,445	8,000
100.1540.52.125000.00000	OTHER PROFESSIONAL SERVICES	20,200	15,500
100.1540.52.310000.00000	INS, OTHER THAN EMP BENEFITS	2,330	2,134
100.1540.52.331000.00000	LEGAL PUBLICATION	250	250
100.1540.52.332000.00000	MARKETING	1,400	3,000
100.1540.52.350000.00000	TRAVEL	1,000	1,000
100.1540.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	10	50
100.1540.52.362000.00000	PROFESSIONAL MEMBERSHIPS	408	408
100.1540.52.363000.00000	MEETING EXPENSES	900	900
100.1540.52.370000.00000	EDUCATION & TRAINING	1,800	1,800
100.1540.52.610000.00000	EMPLOYEE TEAM BUILDING	8,800	8,800
100.1540.52.620000.00000	AWARDS	4,000	4,000
100.1540.52.630000.00000	WELLNESS	33,200	33,200
100.1540.53.111000.00000	OFFICE SUPPLIES	5,342	5,542
Total Human Resources		$ 325,953	$ 371,589

CITY OF KENNESAW
Human Resources
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1012.54.245000.00000	SOFTWARE	$ -	$ 55,000
Total Capital Outlay		$ -	$ 55,000

Human Resources

Authorizations- 3



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Building Maintenance

The Buildings and Facilities Maintenance Department is divided into two (2) Divisions (Custodial and Facilities Maintenance). Custodial personnel are responsible for the cleaning of City owned buildings and facilities. The custodians spend their days picking up trash, sweeping, mopping, vacuuming, or using industrial cleaning equipment to clean floors, cleaning and stocking bathrooms, making sure buildings are secure, cleaning windows, while report on minor building maintenance and repairs items.

The Facilities Maintenance Division team consist of three (3) facilities maintenance personnel. An Electrician- who has oversight for all electric work; a HVAC Mechanic – who has oversight for all the air conditions and heating equipment throughout the entire City and; a Building Mechanic- who is skilled in all aspect of facilities maintenance and has complete oversight of new construction and the renovation and upkeep of City owned buildings. When necessary the team comes together to handle major projects of various sizes. The team's functions are to perform a variety of non-technical maintenance duties in City owned and lease buildings, e.g., painting, carpentry, custodial, plumbing, and general maintenance.

Goals & Objectives

- To provide strategic oversight, direction, building custodial services, construction, and management of the City of Kennesaw's real estate holdings, facilities and enterprise assets (FF&E).
- To examine on an ongoing basis our operations and processes, seeking opportunities to lessen risk, improve security, reduce costs, maintain safety and ensure the continued efficiency and effectiveness of our services.
- To provide our customers with professional and friendly custodial service, which meets or exceeds the expectation of the management, staff and personnel visiting a City facility.
- To provide safe, clean, well maintained and sustainable facilities, and to provide for the City's space needs by planning, designing and constructing operationally efficient properties.

Department Highlights

- 90% of the interior lights at Museum to LED
- Converted 50 fixtures to LED lights in City Hall
- Changed 2 water fountains in the Community Center to bottle fill stations
- Changed 1 water fountain in Museum to bottle fill station
- Finished bringing the Hiram-Butler House electrical systems up to current codes
- Created Generator testing protocols for CLEA certification for 911

Operating Budget Comments

Fiscal Year 2018 Budget: $1,103,790

Fiscal Year 2019 Budget: $1,133,746

Fiscal Year 2020 Budget: $1,268,895

The highlights of the recommended budget include the following:

- An increase of $111,000 in building repairs/maintenance related to required maintenance and facility upkeep – many of the city facilities need interior paint, replace carpet that is 12-15 years old, hvac/plumbing/mechanical repair, maintenance and replace.
- $30,000 for furniture and fixtures - office furniture throughout the city is 20+ years old and is in need of replacing in various departments plus furniture is needed for new employees

Position Summary

Fiscal Year 2018 Total Authorized Positions: 9

Fiscal Year 2019 Total Authorized Positions: 9

Fiscal Year 2019 Total Funded Positions: 9

Fiscal Year 2020 Total Authorized Positions: 8

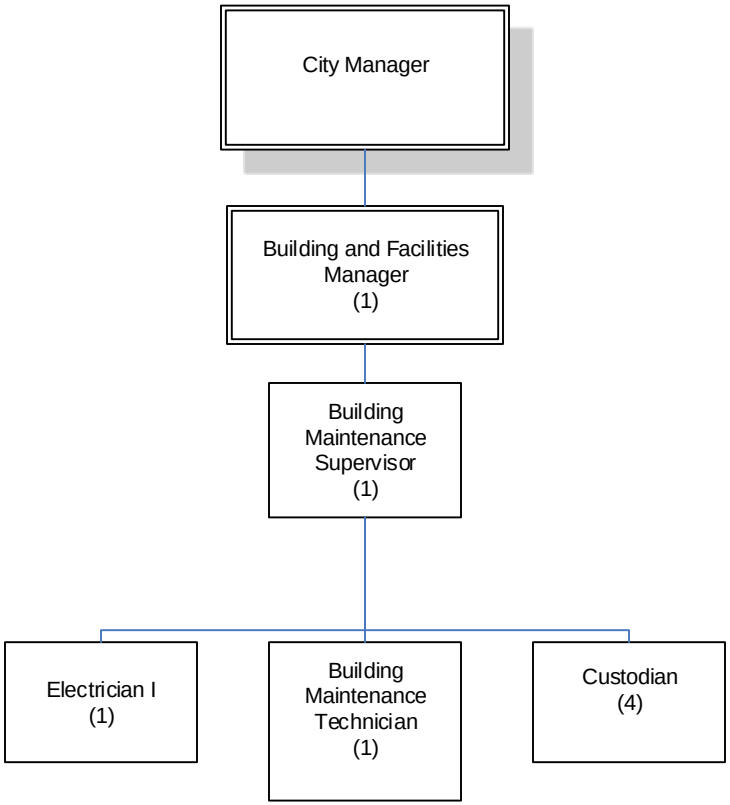
Fiscal Year 2020 Total Funded Positions: 8

CITY OF KENNESAW
Building Maintenance
Department 1565

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1565.51.110000.00000	REGULAR EMPLOYEES	$ 317,668	$ 311,024
100.1565.51.130000.00000	OVERTIME	6,825	6,825
100.1565.51.145000.00000	HOLIDAY BONUS PAYMENT	1,700	1,450
100.1565.51.170000.00000	VACATION PAY	15,437	15,993
100.1565.51.210000.00000	GROUP INSURANCE	87,047	87,047
100.1565.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	26,135	25,650
100.1565.51.240000.00000	RETIREMENT CONTRIBUTIONS	31,532	31,160
100.1565.51.270000.00000	WORKER'S COMPENSATION	6,633	7,119
100.1565.52.210000.00000	CLEANING	3,100	3,100
100.1565.52.211000.00000	DISPOSAL	250	250
100.1565.52.220500.00000	REPAIRS/MAINT--BUILDINGS	76,400	187,400
100.1565.52.232000.00000	RENTAL OF EQUIP & VEHCLE	3,300	3,300
100.1565.52.310000.00000	INS, OTHER THAN EMP BEN	13,586	12,444
100.1565.52.311000.00000	CLAIM DEDUCTIBLES	2,000	2,000
100.1565.52.370000.00000	EDUCATION & TRAINING	1,399	1,399
100.1565.52.371500.00000	SAFETY COMMITTEE	21,000	21,000
100.1565.52.430000.00000	VEHICLE REPAIRS & MAINT	2,600	2,600
100.1565.52.440000.00000	EQUIPMENT REPAIRS & MAINT	7,250	7,250
100.1565.53.111000.00000	OFFICE SUPPLIES	1,000	1,000
100.1565.53.112000.00000	JANITORIAL SUPPLIES	50,000	50,000
100.1565.53.116000.00000	EQUIPMENT PARTS	2,950	2,950
100.1565.53.117200.00000	UNIFORMS	3,525	3,525
100.1565.53.118000.00000	OPERATING MATERIALS/SUPP	57,132	57,132
100.1565.53.121000.00000	WATER/SEWERAGE	26,668	26,668
100.1565.53.121500.00000	NATURAL GAS	21,972	21,972
100.1565.53.122500.00000	STORMWATER UTILITY	19,000	19,000
100.1565.53.123000.00000	ENERGY-ELECTRICITY	310,149	310,149
100.1565.53.123100.00000	STREET LIGHTING	-	2,000
100.1565.53.127000.00000	ENERGY-GASOLINE/DIESEL	3,838	3,838
100.1565.53.132000.00000	GENERAL FOOD EXPENSE	3,500	3,500
100.1565.53.160600.00000	BLDG MAINT SMALL EQUIP	10,000	10,000
100.1565.53.180000.00000	MISCELLANEOUS	150	150
100.1565.53.230000.00000	FURNITURE & FIXTURES	-	30,000
Total Building Maintenance		$ 1,133,746	$ 1,268,895

Building Maintenance

Authorizations- 8



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Court

The City of Kennesaw Municipal Court is an independent branch of government entrusted with the fair, timely and impartial processing of cases brought before the court in accordance to local and state law. The City of Kennesaw Municipal Court is committed to promote excellence, integrity and competence while ensuring the public's trust in the Judicial System.

Department Highlights

Since October 1, 2017 Kennesaw Municipal Court has processed over 16,000 citations which includes 581 Failure to Appear citations served by Warrant Officers. Approximately 650 cases have been successfully closed early with full compliance through probation. Kennesaw Municipal Court offers a diversion program for first time offenders. More than 100 people have been accepted into the program since October 1st. The program has several requirements but most importantly focuses on educating offenders on the dangers of drug and alcohol abuse and after completion of the program allows the offenders to have the charge restricted from their criminal history.

Operating Budget Comments

Fiscal Year 2018 Budget: $384,475

Fiscal Year 2019 Budget: $399,599

Fiscal Year 2020 Budget: $402,830

The highlights of the recommended budget include the following:

- An increase of $1,595 in Other Professional Services related to increased need for interpreter services for non-English speaking court appearances.

Position Summary

Fiscal Year 2018 Total Authorized Positions: 9

Fiscal Year 2019 Total Authorized Positions: 9

Fiscal Year 2019 Total Funded Positions: 9

Fiscal Year 2020 Total Authorized Positions: 9

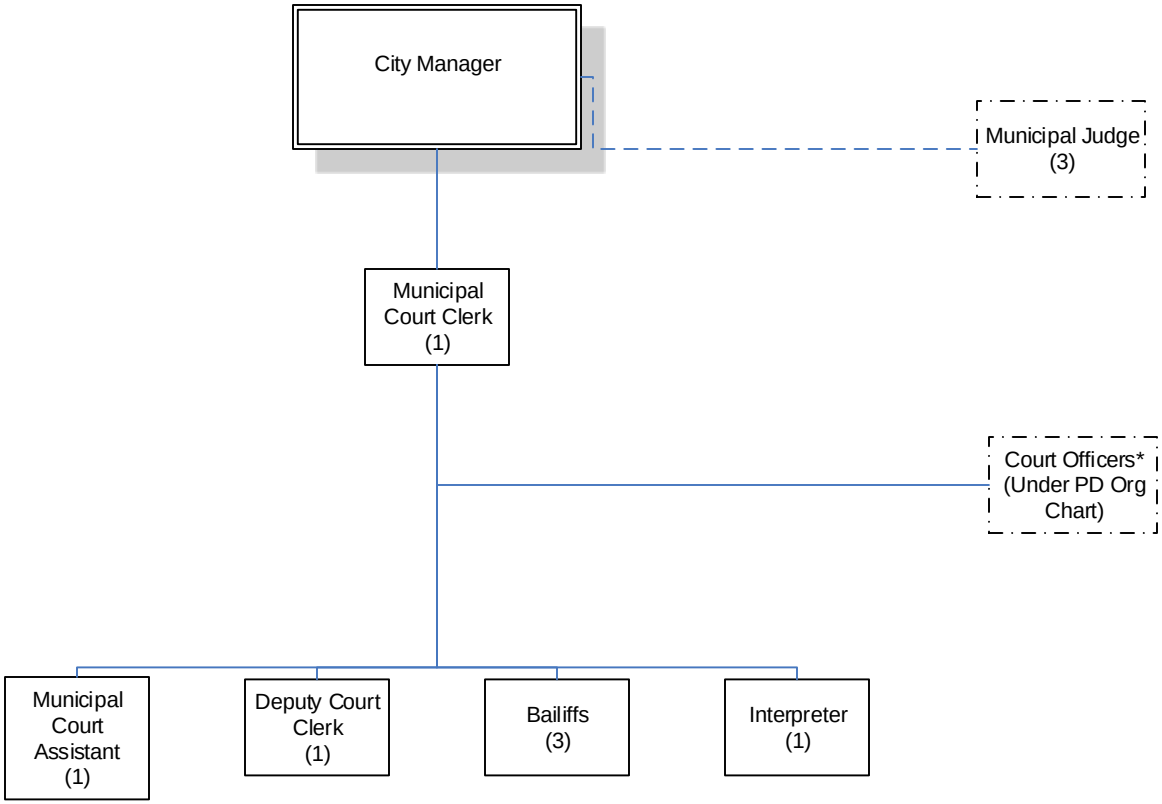
Fiscal Year 2020 Total Funded Positions: 9

CITY OF KENNESAW
Court
Department 2000

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.2000.51.110000.00000	REGULAR EMPLOYEES	$ 160,516	$ 164,184
100.2000.51.130000.00000	OVERTIME	2,200	2,000
100.2000.51.145000.00000	HOLIDAY BONUS PAYMENT	600	600
100.2000.51.160000.00000	BALIFFS	13,500	13,865
100.2000.51.170000.00000	VACATION PAY	9,542	9,731
100.2000.51.210000.00000	GROUP INSURANCE	32,642	32,642
100.2000.51.215000.00000	GROUP INSURANCE-RETIREE	3,899	3,000
100.2000.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	14,696	14,636
100.2000.51.240000.00000	RETIREMENT CONTRIBUTIONS	23,231	22,905
100.2000.51.270000.00000	WORKER'S COMPENSATION	357	383
100.2000.52.121000.00000	LEGAL SERVICES	79,795	80,000
100.2000.52.125000.00000	OTHER PROFESSIONAL SERV	9,080	10,675
100.2000.52.221000.00000	EQUIPMENT MAINTENANCE	205	250
100.2000.52.224000.00000	OTHER MAINTENANCE	2,150	2,150
100.2000.52.310000.00000	INS, OTHER THAN EMP BEN	16,136	14,779
100.2000.52.325000.00000	POSTAGE	1,300	1,300
100.2000.52.340000.00000	PRINTING & BINDING	3,500	3,500
100.2000.52.350000.00000	TRAVEL	2,500	2,500
100.2000.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	600	580
100.2000.52.371000.00000	PROFESSIONAL DEVELOPMENT	1,150	1,150
100.2000.52.395000.00000	ENERGY-GASOLINE	200	200
100.2000.52.420000.00000	SOFTWARE FEE	17,000	17,000
100.2000.53.110000.00000	GENERAL SUPPLIES & MAT	500	500
100.2000.53.111000.00000	OFFICE SUPPLIES	2,000	2,000
100.2000.53.111100.00000	COPY PAPER	700	700
100.2000.53.117100.00000	GENERAL CLOTHING	300	300
100.2000.53.118500.00000	COURT MATERIALS/SUPPLIES	400	400
100.2000.53.119000.00000	OTHER MATERIAL & SUPPLY	400	400
100.2000.53.140000.00000	BOOKS & PERIODICALS	200	200
100.2000.53.180000.00000	MISCELLANEOUS	300	300
Total Court		$ 399,599	$ 402,830

Municipal Court

Authorizations- 10



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Police

Kennesaw Police Department is staffed by sixty-seven full time police officers and seven civilian support staff. Each member is charged with meeting the department mission. "It is the mission of the Kennesaw Police Department to assure the community is safe from crime and public disorder by focusing on the prevention of crime along with reducing the fear of crime." Each year the command staff establishes annual departmental goals congruent with our mission and current trends. For 2019-2020 the following goals have been established.

Goals and Objectives

- Provide the highest quality level of public safety and professionalism to all that we serve.
- Provide the most effective and efficient equipment and technology for our staff to utilize.
- Provide opportunities for education and training that accurately reflect the need for our community.
- Provide an atmosphere that fosters empowerment and problem solving from all levels to support those we serve.
- Provide an exceptional agency succession plan coupled with career growth opportunities.

Department Highlights

- Helped 29 families with a total of 66 kids with Jerry Worthan Fund.
- "Tip A Cop" at Longhorn Steakhouse raised $2500.00 for Special Olympics'.
- Raised $500.00 At Big Shanty Days for Special Olympics'.
- Cops on a Donuts raised $2165.00 for Special Olympics'.
- The Department assisted YMCA to hand out lunches and socialize with kids in Woodlands Mobile Home Park and Lakeside Visa. Over 100 lunches were given out
- Five (5) new officers were hired since January 14, 2019.

Operating Budget Comments

Fiscal Year 2018 Budget: $6,569,702

Fiscal Year 2019 Budget: $6,970,041

Fiscal Year 2020 Budget: $7,485,635

The recommended budget for the department increases $515,594. The highlights of the recommended budget include the following:

- A decrease of $6,550 in Other Professional Services due to FY 19 cost of promotional assessment for Sergeants and Lieutenants
- An increase in User Fees of $5,000 for intergovernmental agreement with Cobb County for maintenance of 800MHZ radio system

- An increase of $12,000 in Education and Training due to increased cost of ammunition and to provide increased training for officers to maintain professional proficiencies.
- An increase of $16,000 in Radio Maintenance and Repair for upgrades to portable radios to allow for GPS tracking and next generation upgrades
- An increase of $3,400 in Police Materials/Supplies for digital storage devices for electronic evidence as recommended by the United States Secret Service
- An increase of $16,000 in Fuel due to increased costs of fuel prices
- An increase of $296,813 in Police small equipment related to continuation of taser upgrades and purchase of new rifle optics, speed detection lasers and active shooter response kits – these expenses will be funded through the Court Services Improvement Fund and Court Project Fund.

Capital Outlay items include:

- $70,000 for new interceptor utility for Specialized Unit Sergeant
- $41,000 F-150 Quad cab truck
- $210,000 3 SUV Interceptors for Patrol
- $76,000 for 2 SUV Interceptors for Admin Patrol

Impact Fees Include:

- $37,568 (2) LPR
- $5,000 Flock LPR

Position Summary

Fiscal Year 2019 Total Authorized Positions: 79

Fiscal Year 2019 Total Funded Positions: 79

Fiscal Year 2020 Total Authorized Positions: 81

Fiscal Year 2020 Total Funded Positions: 81

- 2 new positions (Specialized Unit Sergeant & Crime Analyst) are authorized and funded in FY 2020

CITY OF KENNESAW
Police
Department 3200

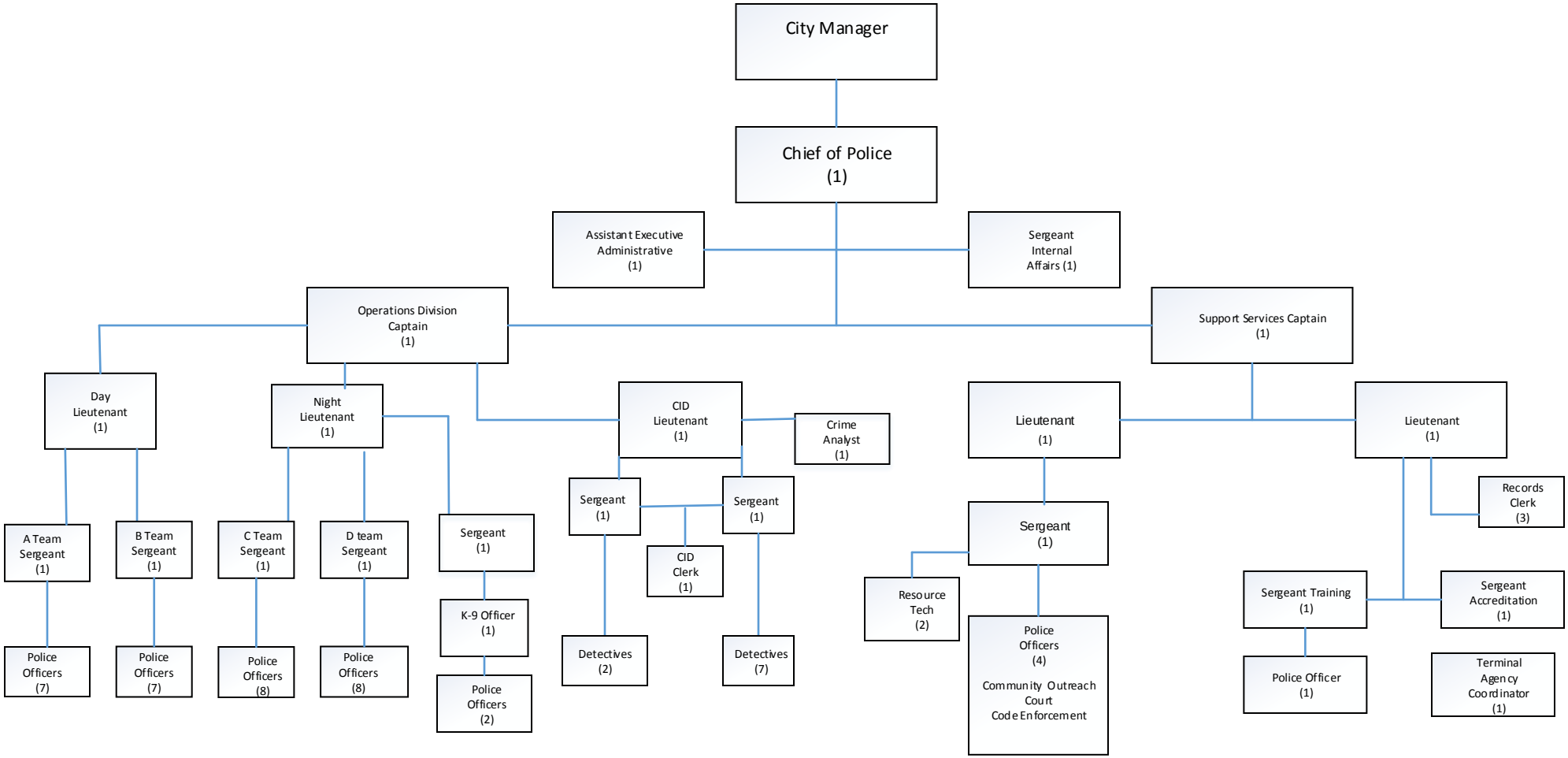
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.3200.51.110000.00000	REGULAR EMPLOYEES	$ 4,057,427	$ 4,169,740
100.3200.51.130000.00000	OVERTIME	120,000	120,000
100.3200.51.130500.00000	POLICE ONCALL	85,000	85,000
100.3200.51.145000.00000	HOLIDAY BONUS PAYMENT	14,450	15,350
100.3200.51.170000.00000	VACATION PAY	248,292	244,290
100.3200.51.210000.00000	GROUP INSURANCE	755,016	755,016
100.3200.51.215000.00000	GROUP INSURANCE-RETIREE	22,672	9,300
100.3200.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	346,176	354,530
100.3200.51.240000.00000	RETIREMENT CONTRIBUTIONS	377,540	448,815
100.3200.51.270000.00000	WORKER'S COMPENSATION	89,650	96,225
100.3200.52.123100.00000	PRE-EMPLOYMENT PHYSICALS	7,500	7,500
100.3200.52.125000.00000	OTHER PROFESSIONAL SERV	24,550	18,000
100.3200.52.231400.00000	DEPT OF JUSTICE OPERATING EXPENSE	7,500	6,000
100.3200.52.310000.00000	INS, OTHER THAN EMP BEN	142,275	130,315
100.3200.52.311000.00000	CLAIM DEDUCTIBLES	5,000	-
100.3200.52.324100.00000	USER FEES--800 MHZ RADIO	55,000	60,000
100.3200.52.325000.00000	POSTAGE	2,700	2,700
100.3200.52.340000.00000	PRINTING & BINDING	2,500	3,000
100.3200.52.350000.00000	TRAVEL	7,500	8,000
100.3200.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	4,000	4,500
100.3200.52.363000.00000	MEETING EXPENSES	2,000	2,000
100.3200.52.370000.00000	EDUCATION & TRAINING	43,000	55,000
100.3200.52.371000.00000	PROFESSIONAL DEVELOPMENT	8,000	8,000
100.3200.52.430000.00000	VEHICLE REPAIRS & MAINT	60,000	60,000
100.3200.52.440000.00000	EQUIPMENT REPAIRS & MAINT	83,750	85,000
100.3200.52.450000.00000	RADIO REPAIRS & MAINT	9,000	25,524
100.3200.52.601500.00000	HONOR GUARD TEAM	1,000	1,000
100.3200.52.610000.00000	EMPLOYEE TEAM BUILDING	5,500	5,500
100.3200.53.111000.00000	OFFICE SUPPLIES	4,500	4,500
100.3200.53.111100.00000	COPY PAPER	2,000	2,000
100.3200.53.116500.00000	TIRES	12,000	12,000
100.3200.53.117200.00000	UNIFORMS	75,000	75,000
100.3200.53.118000.00000	OPERATING MATERIALS/SUPP	11,450	12,000
100.3200.53.118100.00000	POLICE MATERIALS/SUPPLIES	40,076	43,500
100.3200.53.127000.00000	ENERGY-GASOLINE/DIESEL	94,000	110,000
100.3200.53.132000.00000	WATER	2,000	2,000
100.3200.53.160100.00000	POLICE SMALL EQUIPMENT	132,017	428,830
100.3200.53.160500.00000	GENL OFFICE SMALL EQUIP	8,000	13,500
100.3200.53.171000.00000	FLOWERS	1,000	1,000
100.3200.53.180000.00000	MISCELLANEOUS	1,000	1,000
Total Police		$ 6,970,041	$ 7,485,635

CITY OF KENNESAW
Police
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1035.54.221000.00000	POLICE VEHICLES	$ 415,000	$ 397,000
Total Capital Outlay		$ 415,000	$ 397,000

Police Department

Authorizations - 81



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Corrections

Operating Budget Comments

Fiscal Year 2018 Budget: $401,839

Fiscal Year 2019 Budget: $386,589

Fiscal Year 2020: $355,028

The highlights of the recommended budget include the following:

- A decrease of $1,000 in overtime
- A decrease of $40,000 in Acworth housing fees due to projected actual costs of housing fees
- A decrease of $6,000 in equipment maintenance
- An increase of $18,500 in Inmate Medical due to need for blood tests for suspected DUI as a result of Supreme Court legal opinion restricting use of breathalyzer

Position Summary

Fiscal Year 2018 Total Authorized Positions: 2

Fiscal Year 2019 Total Authorized Positions: 2

Fiscal Year 2019 Total Funded Positions: 2

Fiscal Year 2020 Total Authorized Positions: 2

Fiscal Year 2020 Total Funded Positions: 2

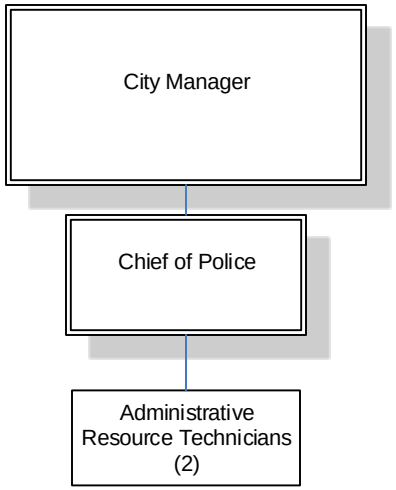
*positions are listed on Police manning chart

CITY OF KENNESAW
Corrections
Department 3400

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.3400.51.110000.00000	REGULAR EMPLOYEES	$ 83,458	$ 83,574
100.3400.51.130000.00000	OVERTIME	2,000	1,000
100.3400.51.145000.00000	HOLIDAY BONUS PAYMENT	400	400
100.3400.51.170000.00000	VACATION PAY	4,990	5,090
100.3400.51.210000.00000	GROUP INSURANCE	21,762	21,762
100.3400.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	6,950	6,966
100.3400.51.240000.00000	RETIREMENT CONTRIBUTIONS	18,167	18,058
100.3400.51.260000.00000	UNEMPLOYMENT INSURANCE	2,600	-
100.3400.51.270000.00000	WORKER'S COMPENSATION	689	740
100.3400.52.110000.00000	INMATE MEDICAL	9,500	28,000
100.3400.52.221000.00000	EQUIPMENT MAINTENANCE	8,000	2,000
100.3400.52.310000.00000	INS, OTHER THAN EMP BEN	4,573	4,188
100.3400.52.370000.00000	EDUCATION & TRAINING	1,000	1,000
100.3400.53.111000.00000	OFFICE SUPPLIES	-	250
100.3400.53.118000.00000	OPERATING MATERIALS/SUPP	2,000	2,000
100.3400.53.131500.00000	ACWORTH HOUSING PRISONER FEES	220,000	180,000
100.3400.53.180000.00000	MISCELLANEOUS	500	-
Total Corrections		$ 386,589	$ 355,028

Corrections Division

Authorizations- 2



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Public Works – Administration

The Public Works Department provides a wide range of services that have significant economic impact, improve people's lives and help define the quality of life for residents and visitors. The department's core services include maintenance and repair of the city's infrastructure (streets, curb, gutters, and right-of-way); cemetery operations; stormwater maintenance; environmental services; supervision of trash collection and recycling services; fleet maintenance; and capital project management.

Goals & Objectives

- Continually review staffing vs. manpower requirements and make recommendations on changes as needed
- Conduct operational analysis of service levels and budget objectives to ensure alignment. Analysis includes comparing business processes with frequency of service, new products/technology, industry best practices, and staffing.
- Continue to identify and purchase, when possible, equipment and vehicles that can be used for multiple tasks. This may include purchasing attachments or accessories that would allow a single piece of equipment or vehicle to perform a variety of duties.
- Annually rate and prioritize the City's streets based on road conditions and traffic volumes. Resurfacing funded by SPLOST, LMIG and annual budget. Roads should typically be resurfaced every 15 years, lower volume neighborhoods can last 20 years while high volume roads may only last 10 years.
- Annually rate and prioritize the City's sidewalks based on ADA requirements, failures and trip hazards.
- Continue to identify areas of need and apply for Community Development Block Grants. This grant allows for constructing new sidewalks, curb and gutter, and storm drains in low to moderate income areas
- Identify and fund roadside beautification areas at City entry points and high visibility areas.
- Ensure oversight and completion of various SPLOST project

Department Highlights

- CDBG - 1400' of sidewalk and storm drain improvements on Butler Creek Dr.
- Completed 900' of pipe re-lining
- Completed 750' of sidewalk replacement due to tree damage
- Installed landscape and irrigation at Gateway Park
- Installed landscape and irrigation at City Hall
- Completed Pine Mountain Rd project
- Completed Dallas/Watts Improvement project
- Completed City Hall Plaza project
- Completed Police Department parking lot project
- Completed Gateway Park
- Completed first phase of Depot Park project
- Completed regulatory clearances for Truck Route Signage project
- Began construction of Old Hwy 41 project
- Began design of Ben King Rd project

- Improved downtown pedestrian safety with install of three pairs of lighted X-walk signs installed at Watts/Little General Cloggers, Main/Watts and Main/Dallas.

Operating Budget Comments

Fiscal Year 2018 Budget: $653,844

Fiscal Year 2019 Budget: $600,910

Fiscal Year 2020 Budget: $638,947

The highlights of the recommended budget include the following:

- Total increase is due to normal operational increases
- $25,000 increase in other professional services for abatement of derelict properties

Position Summary

Fiscal Year 2018 Total Authorized Positions: 9

Fiscal Year 2019 Total Authorized Positions: 9

Fiscal Year 2019 Total Funded Positions: 6

Fiscal Year 2020 Total Authorized Positions: 9

Fiscal Year 2020 Total Funded Positions: 6

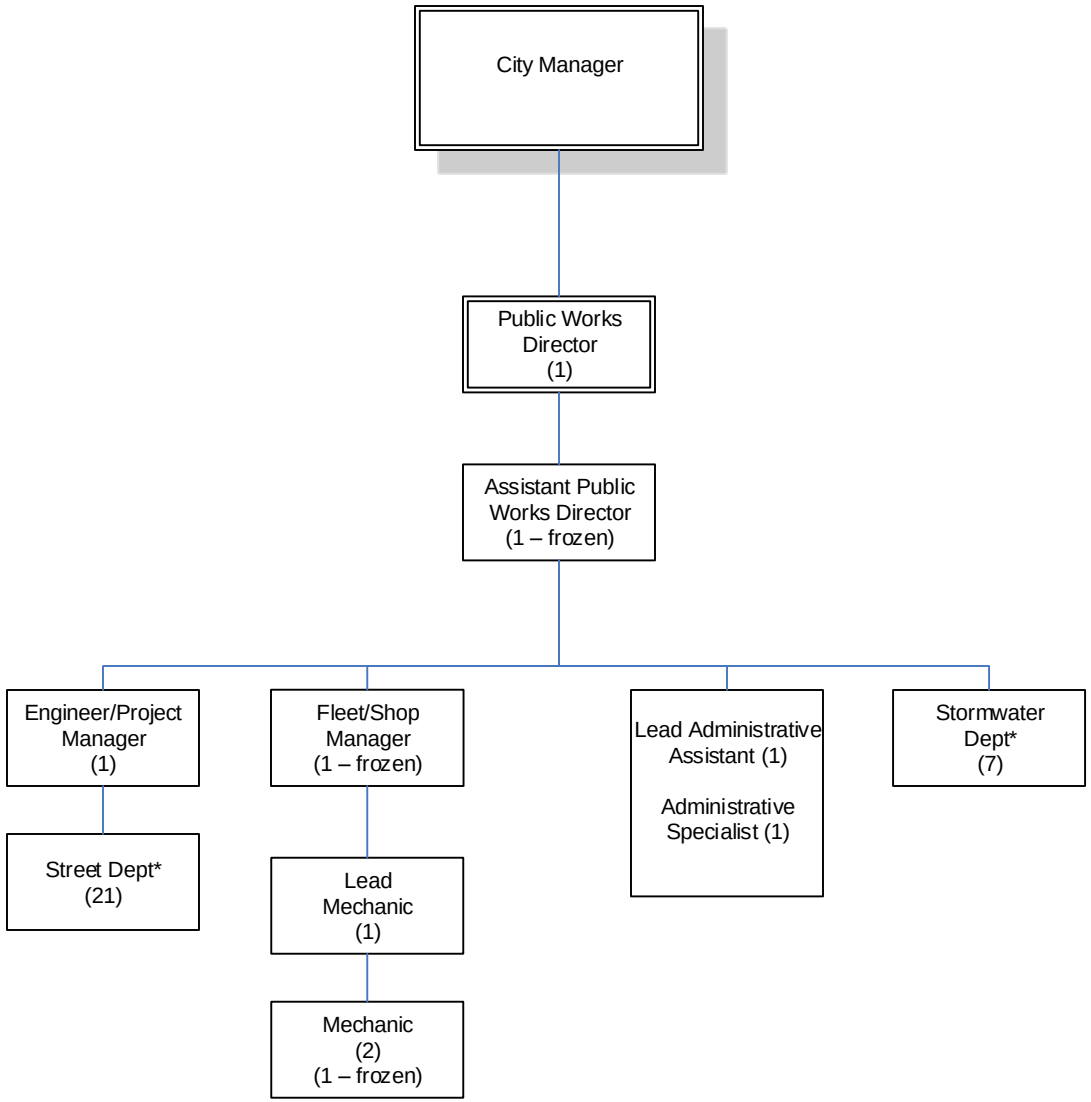
- Three positions (Assistant Director, Fleet/Shop Manager, and 1 Mechanic) are frozen

CITY OF KENNESAW
Public Works
Department 4000

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.4000.51.110000.00000	REGULAR EMPLOYEES	$ 316,085	$ 333,385
100.4000.51.130000.00000	OVERTIME	7,000	7,000
100.4000.51.145000.00000	HOLIDAY BONUS PAYMENT	1,200	1,150
100.4000.51.170000.00000	VACATION PAY	25,020	24,036
100.4000.51.210000.00000	GROUP INSURANCE	65,285	65,285
100.4000.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	26,722	27,966
100.4000.51.240000.00000	RETIREMENT CONTRIBUTIONS	44,898	43,422
100.4000.51.270000.00000	WORKER'S COMPENSATION	16,998	18,245
100.4000.52.125000.00000	OTHER PROFESSIONAL SERV	15,000	40,000
100.4000.52.230000.00000	RENTALS	2,500	-
100.4000.52.310000.00000	INS, OTHER THAN EMP BEN	20,752	19,008
100.4000.52.325000.00000	POSTAGE	300	300
100.4000.52.340000.00000	PRINTING & BINDING	300	300
100.4000.52.350000.00000	TRAVEL	2,000	2,000
100.4000.52.362000.00000	PROFESSIONAL MEMBERSHIPS	450	450
100.4000.52.363000.00000	MEETING EXPENSES	150	150
100.4000.52.370000.00000	EDUCATION & TRAINING	2,500	2,500
100.4000.52.371000.00000	PROFESSIONAL DEVELOPMENT	500	500
100.4000.52.430000.00000	VEHICLE REPAIRS & MAINT	16,500	16,500
100.4000.52.440000.00000	EQUIPMENT REPAIRS & MAINT	1,500	1,500
100.4000.52.530000.00000	SUPPORT FOR OTR COMM ORGA	4,550	4,550
100.4000.52.610000.00000	EMPLOYEE TEAM BUILDING	1,000	1,000
100.4000.53.111000.00000	OFFICE SUPPLIES	1,500	1,500
100.4000.53.117200.00000	UNIFORMS	7,200	7,200
100.4000.53.118000.00000	OPERATING MATERIALS/SUPP	8,000	8,000
100.4000.53.127000.00000	ENERGY-GASOLINE/DIESEL	8,000	8,000
100.4000.53.130000.00000	FOOD	2,000	2,000
100.4000.53.160000.00000	VEHICLE MAINTENANCE/SMALL EQUIPMENT	2,500	2,500
100.4000.53.180000.00000	MISCELLANEOUS	500	500
Total Public Works		$ 600,910	$ 638,947

Public Works Department

Authorizations- 37 total
Administration - 9



*positions broken out on separate organizational chart

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Public Works - Streets

Operating Budget Comments

Fiscal Year 2018 Budget: $1,490,283

Fiscal Year 2019 Budget: $1,449,450

Fiscal Year 2020 Budget: $1,512,224

The highlights of the recommended budget include the following:

- An increase of $14,000 in group insurance for retirees and $30,223 in retirement contributions for retirees due to recent retirements in the Streets Department
- A decrease of $20,000 in operating materials and supplies related to replacement of USA flags used to line Main Street on holidays and the purchase/replenishment of road salt for winter weather in FY 19 budget.
- An increase of $8,000 in landscaping materials related to tree removal (as needed), and turf and mulch supplies

Capital Outlay items include:

- $421,294 Street construction and $184,281 CDBG: local paving/resurfacing projects funded through LMIG and CDBG, including city's portion of any required match. CDBG will complete sidewalks in Woodland Acres to complete connection between Pine Mountain Road and Kennesaw Due West.
- Purchase of 2 new mowers to replace aging equipment
- Purchase of 1 Ford F-250 truck to replace an aging (2001 model) truck

Position Summary

Fiscal Year 2018 Total Authorized Positions: 21

Fiscal Year 2019 Total Authorized Positions: 21

Fiscal Year 2019 Total Funded Positions: 21

Fiscal Year 2020 Total Authorized Positions: 21

Fiscal Year 2020 Total Funded Positions: 21

CITY OF KENNESAW
Streets
Department 4200

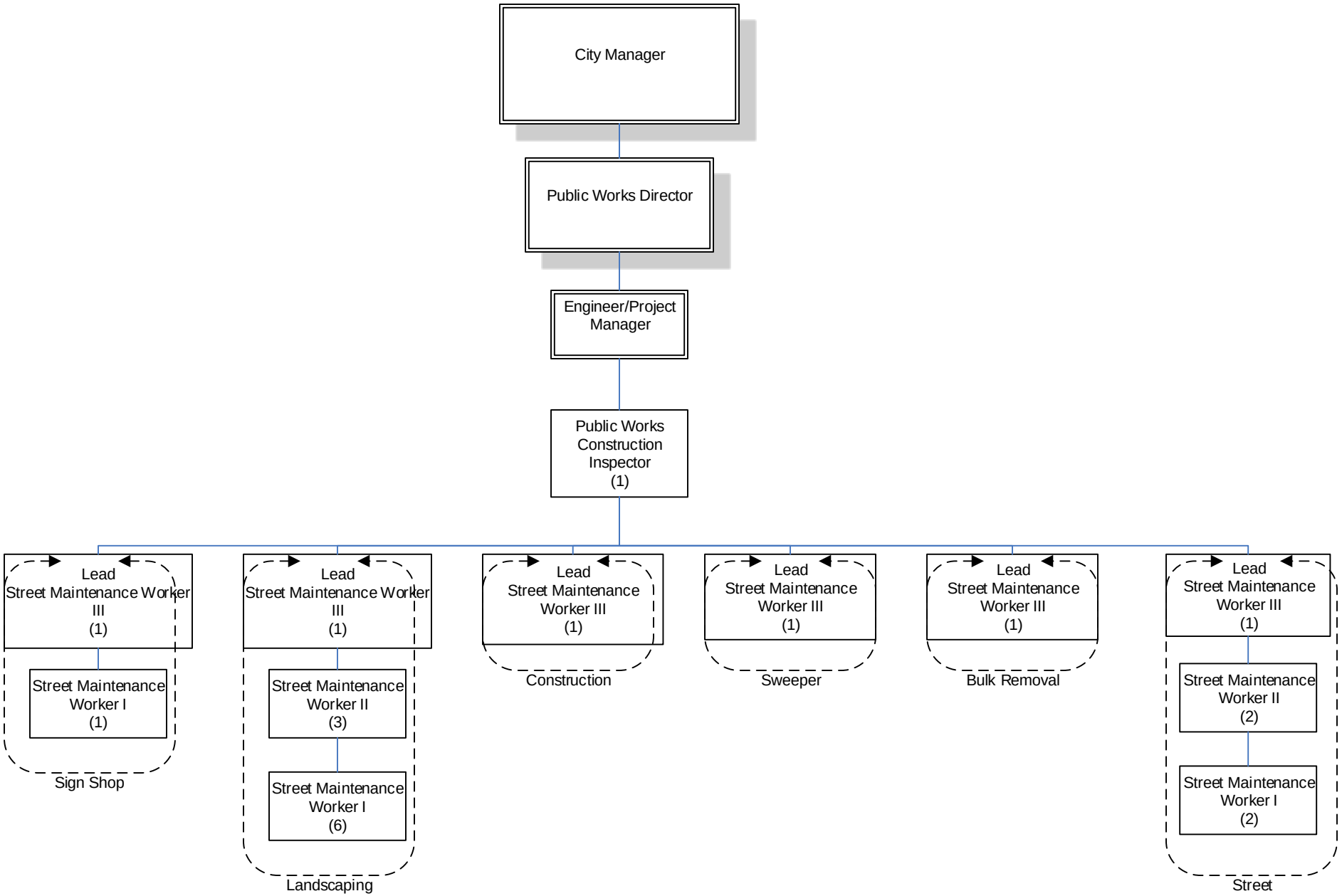
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.4200.51.110000.00000	REGULAR EMPLOYEES	$ 655,585	$ 659,609
100.4200.51.130000.00000	OVERTIME	7,000	7,000
100.4200.51.130500.00000	STREET - ONCALL	3,000	3,000
100.4200.51.145000.00000	HOLIDAY BONUS PAYMENT	3,700	3,950
100.4200.51.170000.00000	VACATION PAY	28,504	43,706
100.4200.51.210000.00000	GROUP INSURANCE	217,617	217,617
100.4200.51.215000.00000	GROUP INSURANCE - RETIREE	22,041	36,000
100.4200.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	53,381	54,871
100.4200.51.240000.00000	RETIREMENT CONTRIBUTIONS	102,904	133,127
100.4200.51.270000.00000	WORKER'S COMPENSATION	62,904	67,518
100.4200.52.310000.00000	INS, OTHER THAN EMP BEN	49,814	45,626
100.4200.52.362000.00000	PROFESSIONAL MEMBERSHIPS	500	500
100.4200.52.370000.00000	EDUCATION & TRAINING	600	600
100.4200.52.430000.00000	VEHICLE REPAIRS & MAINT	45,000	45,000
100.4200.53.111000.00000	OFFICE SUPPLIES	-	200
100.4200.53.117200.00000	UNIFORMS	9,400	9,400
100.4200.53.118000.00000	OPERATING MATERIALS/SUPP	70,000	50,000
100.4200.53.118100.00000	LANDSCAPING MATERIALS/SUPPLY	60,000	68,000
100.4200.53.119200.00000	SIGNAGE	20,000	20,000
100.4200.53.123000.00000	ENERGY-ELECTRICITY	-	9,000
100.4200.53.127000.00000	ENERGY-GASOLINE/DIESEL	35,000	35,000
100.4200.53.160000.00000	SMALL EQUIPMENT	2,000	2,000
100.4200.53.180000.00000	MISCELLANEOUS	500	500
Total Streets		$ 1,449,450	$ 1,512,224

CITY OF KENNESAW
Highways and Streets
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1050.54.141000.00000	STREET CONST & IMPROVE	$ 400,000	$ 421,294
100.1050.54.142000.00000	CDBG PROJECTS	200,000	184,281
100.1050.54.200000.00000	STREETS MACHINERY & EQUIPMENT	14,800	25,000
100.1050.54.220000.00000	VEHICLES	60,000	25,000
Total Capital Outlay		$ 674,800	$ 655,575

Public Works- Streets Dept.

Authorizations- 21



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Parks & Recreation

The Kennesaw Parks & Recreation Department is committed to providing public parks, facilities and recreation experiences that enrich the quality of life for area residents and visitors through dedicated staff, sound management and community involvement. In addition to natural areas, walking trails, bicycle paths, athletic facilities, playgrounds and open spaces, Kennesaw's Parks & Recreation Department offers Youth & Adult recreation programs, including summer camp, art, athletics, fitness, and general interest programs.

Goals & Objectives

- Target a cost recovery for direct cost for events at 90-100 percent
- Target a cost recovery for overall operations between 38-40 percent
- Increase rentals of pavilions, meeting rooms, etc. through expansion of marketing efforts
- Expand employee training to ensure high quality customer service
- Continue to expand and promote large community events
- Offer programs, classes and services for all residents
- Construction of new recreation center
- Various park upgrades and improvements – dog park, shade structures, playground surface improvements,
- Expand outdoor fitness classes for adults and children

Department Highlights

- The city maintains over 100 acres of parks, 3 community parks and 10 neighborhood parks.
- Total of 13 playgrounds, splash pad, dog park, skate park, 3 rental buildings, 13 rental rooms, 14 picnic pavilions, 3 miles of walking trails.
- The Frank Boone Dog Parks was named the "Best of Cobb" for 2019.
- Swift Cantrell Park is named by Atlanta Parent Magazine in list of Best Playgrounds.
- Salute to America brings over 20,000 people.
- Pigs and Peaches in the 19th year will reach over 60,000 people over the 2 days.
- Offer over 20 classes to youth, and over 14 classes to adults.
- Offer more than 10 camps throughout the year.
- Our All Star Summer Camp will serve over 1100 kids, along with another 500 kids with our partnering camps such as the Challenger Soccer Camp, STEAM Camp, Cooking Camp, etc.

Operating Budget Comments

Fiscal Year 2018 Budget: $1,827,006

Fiscal Year 2019 Budget: $2,133,723

Fiscal Year 2020 Budget: $2,187,048

The highlights of the recommended budget include the following:

- An increase of $41,329 in retirement contributions due to additional retirees
- A decrease of $15,521 in vacation pay due to the number of new employees in the department
- A decrease of $12,300 in printing & binding due to rebidding of design and printing of Playbook and increased usage electronic media including website and social media
- An increase of $4,000 in vehicle repairs and maintenance based on current trends and anticipated repairs
- An increase of $19,000 for additional special events including an additional movie, Flashlight egg scramble and to enhance current events
- An increase of $8,500 in program operating supplies to support camp enhancements and additional campers
- A decrease of $9,550 in repairs and maintenance as this has been moved to Building Maintenance

Capital Outlay items include:

- $20,000 - 2 New Utility Vehicles to replace a 2006 Gator with over 4533 hr of use and a 2008 Toro with over 2000 operational use hours

Impact Fees include:

- $25,000 New and expanded playground at Wrens Ridge
- $50,000 Inclusive playground at Swift-Cantrell Park

SPLOST projects under Park Improvements in Adams Park include: replacing retaining wall, construction of new restroom facility, infield rehab; Swift-Cantrell Park include inclusive playground, shade structures for dog park and playgrounds, improvement to dog park (added play features).

Position Summary

Fiscal Year 2018 Total Authorized Positions: 23

Fiscal Year 2019 Total Authorized Positions: 23

Fiscal Year 2019 Total Funded Positions: 23

Fiscal Year 2020 Total Authorized Positions: 23

Fiscal Year 2020 Total Funded Positions: 23

CITY OF KENNESAW
Parks and Recreation
Department 6100

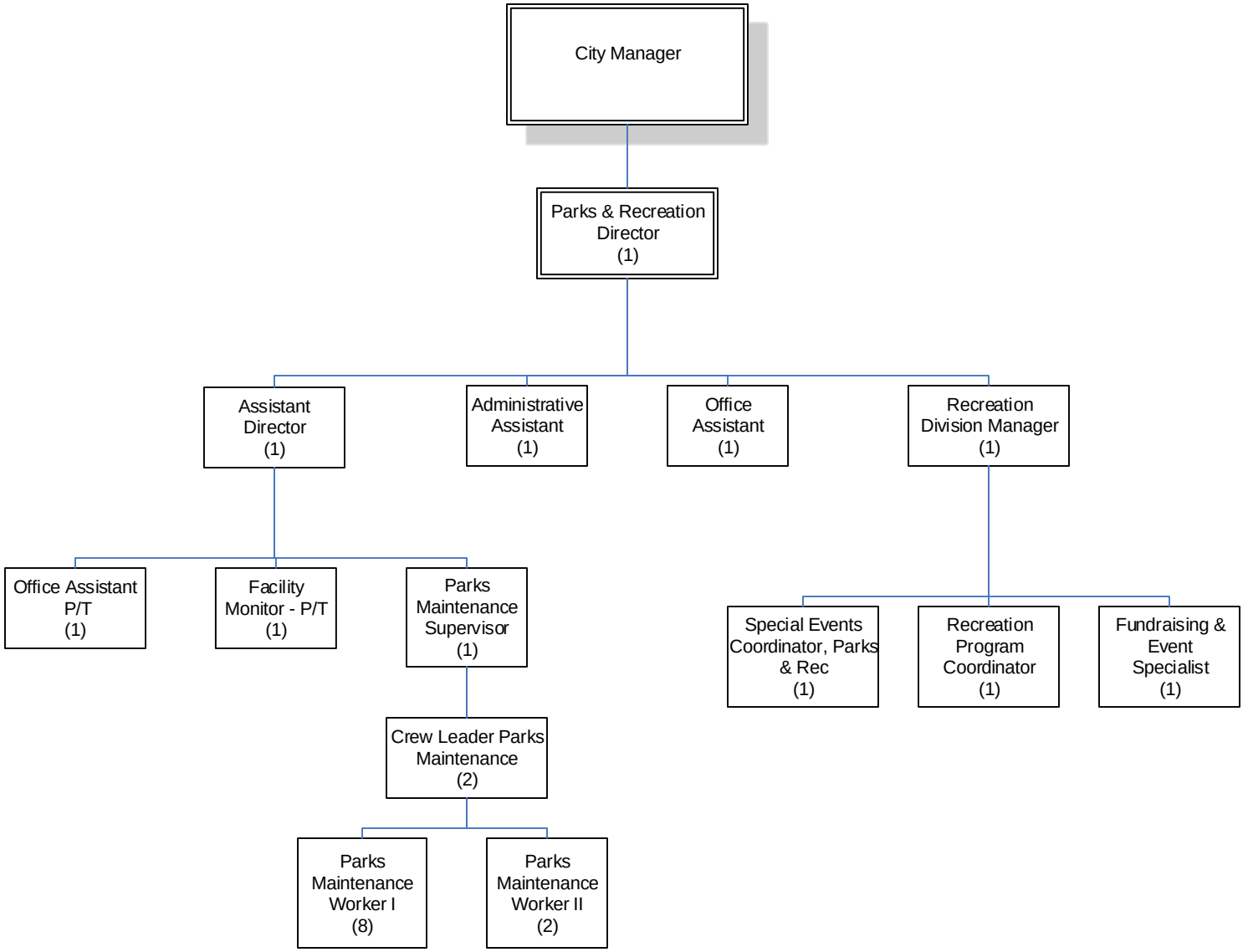
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.6100.51.110000.00000	REGULAR EMPLOYEES	$ 849,034	$ 872,826
100.6100.51.120000.00000	TEMPORARY EMPLOYEES	75,764	90,344
100.6100.51.130000.00000	OVERTIME	18,000	19,000
100.6100.51.145000.00000	HOLIDAY BONUS PAYMENT	4,050	4,000
100.6100.51.170000.00000	VACATION PAY	49,021	33,500
100.6100.51.210000.00000	GROUP INSURANCE	195,855	195,855
100.6100.51.215000.00000	GROUP INSURANCE-RETIREE	23,044	27,000
100.6100.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	76,184	78,005
100.6100.51.240000.00000	RETIREMENT CONTRIBUTIONS	134,863	176,192
100.6100.51.270000.00000	WORKER'S COMPENSATION	11,530	12,376
100.6100.52.125000.00000	OTHER PROFESSIONAL SERV	60,000	22,128
100.6100.52.135000.00000	CONTRACTED PROGROMATIC SERVICES	240,650	230,650
100.6100.52.220000.00000	REPAIRS & MAINTENANCE	9,550	-
100.6100.52.310000.00000	INS, OTHER THAN EMP BEN	48,407	44,338
100.6100.52.325000.00000	POSTAGE	5,600	3,600
100.6100.52.330000.00000	ADVERTISING	3,000	5,000
100.6100.52.340000.00000	PRINTING & BINDING	30,300	18,000
100.6100.52.350000.00000	TRAVEL	4,509	3,476
100.6100.52.360000.00000	DUES & FEES	-	2,783
100.6100.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	4,608	1,880
100.6100.52.363000.00000	MEETING EXPENSES	1,000	1,000
100.6100.52.370000.00000	EDUCATION & TRAINING	2,765	2,515
100.6100.52.395000.00000	MILEAGE REIMBURSEMENT	1,800	1,800
100.6100.52.410000.00000	OFFICE EQUIPMENT MAINT	100	100
100.6100.52.430000.00000	VEHICLE REPAIRS & MAINT	8,000	12,000
100.6100.52.440000.00000	EQUIPMENT REPAIRS & MAINT	3,600	6,600
100.6100.52.600000.00000	SPECIAL EVENTS	149,434	184,312
100.6100.53.111000.00000	OFFICE SUPPLIES	1,800	2,000
100.6100.53.111100.00000	COPY PAPER	500	750
100.6100.53.117200.00000	UNIFORMS	8,000	10,500
100.6100.53.118600.00000	PARKS/REC MATERIAL/SUPPLY	84,730	84,580
100.6100.53.119100.00000	REC PROG OPER SUPPLIES	15,900	24,438
100.6100.53.119200.00000	SIGNAGE	500	2,500
100.6100.53.119500.00000	SKATEPARK	1,500	3,000
100.6100.53.127000.00000	ENERGY-GASOLINE/DIESEL	10,000	10,000
100.6100.53.130000.00000	FOOD	125	-
Total Parks & Recreation		$ 2,133,723	$ 2,187,048

CITY OF KENNESAW
Parks and Recreation
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1055.54.250000.00000	P&R EQUIPMENT	$ 10,000	$ 20,000
Total Capital Outlay		$ 10,000	$ 20,000

Parks & Recreation

Authorizations- 23



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Building Services

Building Services is responsible for the enforcement of the state-mandated construction codes to ensure life, safety, health, and general welfare to the citizens of the city.

Goals and Objectives

- Issue permits to authorize the construction of new buildings or renovate existing buildings in a timely and efficient manner including on line plan review and permitting.
- Review plans for proposed projects and work with customers to ensure high level of customer service
- Inspect work-in-progress to ensure building code regulations and standards are met; this includes everything from framing to the final stage of construction immediately before occupation; average 18 inspections for every permit issued
- Earn and maintain the required certifications for all building inspectors
- Work in partnership with Zoning and Economic Development to provide service and expertise to customers wishing to develop or locate businesses in the City.
- Work in partnership with KPD to identify code enforcement violations, work towards compliance or assist in court cases – establish new code enforcement division of building services
- Work with all city departments to advise on construction and capital improvements

Department Highlights

Since Oct 1, 2018

- 1297 Permits have been issued (76 of these were Tree permits issued by Public Works)
- Inspections performed - Over 1700
- Plan Reviews performed – 321 site and building
- Code cases opened - 1072

Operating Budget Comments

Fiscal Year 2018 Budget: $520,158

Fiscal Year 2019 Budget: $545,861

Fiscal Year 2020 Budget: $642,622

The highlights of the recommended budget include the following:

- An increase of $63,000 in regular employees due to funding/unfreezing of Code Enforcement Inspector and reclassification of two employees due to increased job responsibilities
- A decrease $10,000 in general office equipment due to the one-time nature of prior year expenditures

- An increase of $32,000 (accounts for increase in operational budget) for possible hiring of contracted services (if needed) for plan review and inspections – these costs will be offset by additional fees secured through additional permits, reviews, etc.

Capital Outlay items include:

- $25,000 vehicle for new code enforcement inspector

Position Summary

Fiscal Year 2018 Total Authorized Positions: 7

Fiscal Year 2019 Total Authorized Positions: 7

Fiscal Year 2019 Total Funded Positions: 6

Fiscal Year 2020 Total Authorized Positions: 7

Fiscal Year 2020 Total Funded Positions: 7

Funded to Unfreeze Code Enforcement Inspector

CITY OF KENNESAW
Building Services
Department 7200

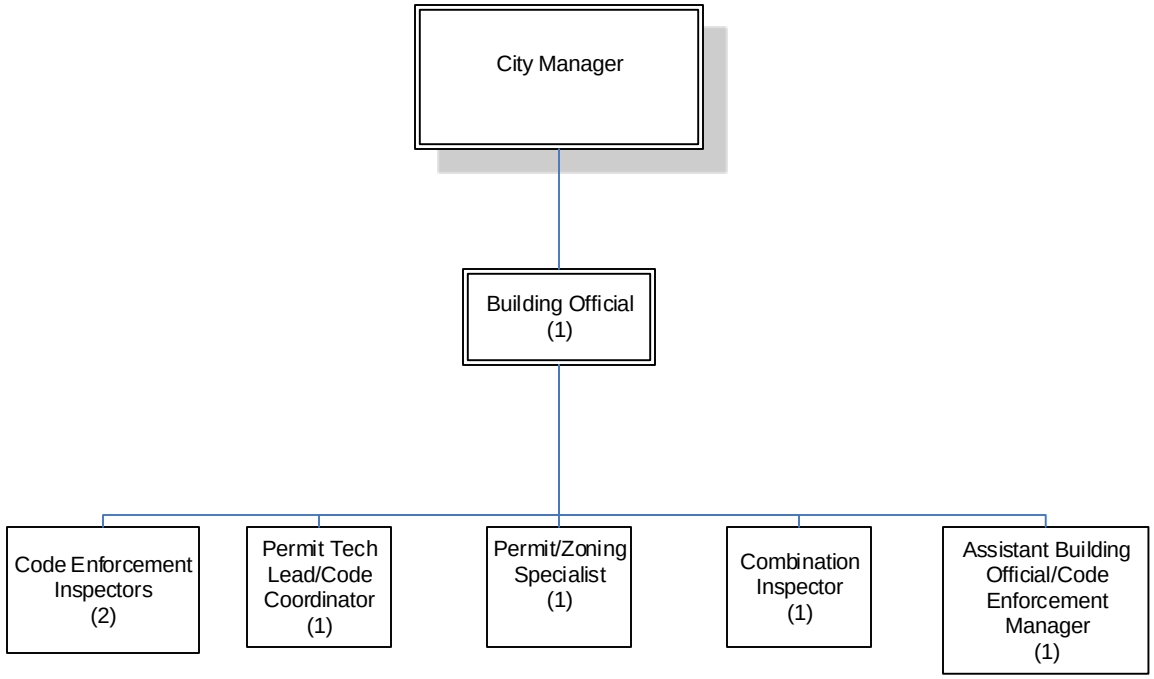
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.7200.51.110000.00000	REGULAR EMPLOYEES	$ 325,564	$ 389,439
100.7200.51.145000.00000	HOLIDAY BONUS PAYMENT	1,000	1,300
100.7200.51.170000.00000	VACATION PAY	16,149	19,833
100.7200.51.210000.00000	GROUP INSURANCE	89,166	89,166
100.7200.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	26,218	31,409
100.7200.51.240000.00000	RETIREMENT CONTRIBUTIONS	20,066	20,346
100.7200.51.270000.00000	WORKER'S COMPENSATION	6,585	7,068
100.7200.52.125000.00000	OTHER PROFESSIONAL SERV	20,000	52,000
100.7200.52.310000.00000	INS, OTHER THAN EMP BEN	11,563	10,591
100.7200.52.325000.00000	POSTAGE	400	400
100.7200.52.340000.00000	PRINTING & BINDING	1,250	1,250
100.7200.52.350000.00000	TRAVEL	1,550	1,550
100.7200.52.362000.00000	PROFESSIONAL MEMBERSHIPS	1,050	1,050
100.7200.52.363000.00000	MEETING EXPENSES	530	530
100.7200.52.370000.00000	EDUCATION & TRAINING	2,500	3,000
100.7200.52.430000.00000	VEHICLE REPAIRS & MAINT	1,250	1,500
100.7200.53.111000.00000	OFFICE SUPPLIES	1,000	1,000
100.7200.53.111100.00000	COPY PAPER	350	350
100.7200.53.117000.00000	CLOTHING	2,500	3,000
100.7200.53.127000.00000	ENERGY-GASOLINE/DIESEL	3,500	4,000
100.7200.53.140000.00000	BOOKS & PERIODICALS	2,900	2,900
100.7200.53.160000.00000	SMALL EQUIPMENT	770	940
100.7200.53.160500.00000	GENL OFFICE SMALL EQUIP	10,000	-
Total Building Services		$ 545,861	$ 642,622

CITY OF KENNESAW
Building Services
Capital Outlay

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.1025.54.220000.00000	GEN GOVT BLDGS VEHICLES	$ 50,000	$ 28,000
Total Capital Outlay		$ 50,000	$ 28,000

Building Services

Total Authorizations- 7



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Planning & Zoning

Planning and Zoning Department analyzes and enforces land use-related issues in the city, including accepting citizen requests, providing land use data, and processing applications. The department is the advisory and enforcement component of the city's adopted Comprehensive Plan and oversees the zoning ordinances and all adopted supplements to insure they support the goal of maintaining standards appropriate to advancing architectural, environmental and general quality of life development within the city.

Goals and Objectives

- Administer the adopted city comprehensive plan and provide short and long term city planning strategy and proposals to the Mayor & Council and the City Management team.
- Process applications for zoning permits, rezoning, variance requests, special exception requests, site review plan review, and ordinance and Comprehensive Plan amendments
- Plan for the efficient and attractive future development of the city
- Provide research and expertise for the planning process and assist in region-wide planning
- Serves as a conduit for community outreach activities that deal with development planning, new projects and master plan activities
- Seek annexation opportunities to resolve "island" situations
- Provides technical assistance as staff liaison to the Planning Commission, Historic Preservation Commission and the Art and Culture Commission.

Department Highlights

- Migration of zoning files and processing to the new IWORQs permitting system
- Affordable mixed use project approval for seniors –Royal American 76 apartment units located at Sardis & Main Street
- Mixed use development CBD approvals for downtown includes Martha Moore site and commercial parcels along Cobb Pkwy
- City of Kennesaw housing inventory report completed in 2018
- Successful adoption of code amendments that included Adult Entertainment ordinance, donation bin receptacles, entertainment district for North Cherokee street and downtown business district
- Adoption of City Cemetery Strategic Plan
- Adoption of Public Art Master Plan
- First phase of historic district survey assessment preliminary report completed
- Successful adoption of annual CIE/ STWP report to ensure extension of Qualified Local Government (QLG) Status for Kennesaw for 2019-2020
- Noonday Creel trail connectivity planning study in progress through Livable Centers Initiative grant program and partnership with Town Center Community Improvement District

Operating Budget Comments

Fiscal Year 2018 Budget: $221,111

Fiscal Year 2019 Budget: $218,757

Fiscal Year 2020 Budget: $226,539

The highlights of the recommended budget include the following:

- Total increase is due to normal operational increases related to COLA and associated benefits.

Position Summary

Fiscal Year 2018 Total Authorized Positions: 3

Fiscal Year 2019 Total Authorized Positions: 3

Fiscal Year 2019 Total Funded Positions: 2

Fiscal Year 2020 Total Authorized Positions: 3

Fiscal Year 2020 Total Funded Positions: 2

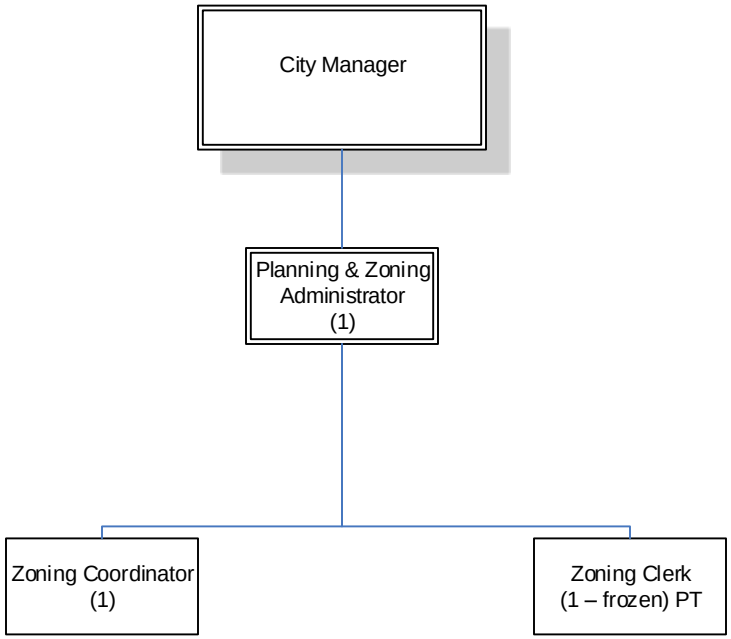
- One position (Zoning Clerk) is frozen

CITY OF KENNESAW
Planning and Zoning
Department 7400

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.7400.51.110000.00000	REGULAR EMPLOYEES	$ 118,704	$ 123,879
100.7400.51.145000.00000	HOLIDAY BONUS PAYMENT	400	400
100.7400.51.170000.00000	VACATION PAY	9,549	10,923
100.7400.51.210000.00000	GROUP INSURANCE	21,762	21,762
100.7400.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	9,842	10,343
100.7400.51.240000.00000	RETIREMENT CONTRIBUTIONS	9,971	9,907
100.7400.51.270000.00000	WORKER'S COMPENSATION	7,061	7,579
100.7400.52.126000.00000	PLANNING SERVICES	10,500	12,000
100.7400.52.310000.00000	INS, OTHER THAN EMP BEN	12,706	11,638
100.7400.52.325000.00000	POSTAGE	750	750
100.7400.52.331000.00000	LEGAL PUBLICATION	1,800	1,800
100.7400.52.340000.00000	PRINTING & BINDING	400	200
100.7400.52.350000.00000	TRAVEL	2,000	2,160
100.7400.52.350500.00000	TRAVEL - HPC	-	1,313
100.7400.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	1,313	1,313
100.7400.52.363000.00000	MEETING EXPENSES	252	252
100.7400.52.370000.00000	EDUCATION & TRAINING	3,775	3,775
100.7400.52.515000.00000	HISTORIC PRES COMM EXP	1,600	1,000
100.7400.53.111000.00000	OFFICE SUPPLIES	445	445
100.7400.53.111100.00000	COPY PAPER	600	600
100.7400.53.140000.00000	BOOKS & PERIODICALS	227	200
100.7400.53.180000.00000	ART & CULTURE COMMISSION	4,800	4,000
100.7400.54.230000.00000	FURNITURE & FIXTURES	300	300
Total Planning & Zoning		$ 218,757	$ 226,539

Planning and Zoning

Authorizations- 3



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Economic Development

The Economic Development Department's role is to promote economic vitality and strategically position the City for long term, sustainable growth. Kennesaw will continue to see economic growth in 2019 and 2020 through industrial, commercial, residential projects. These projects are concentrated in identified redevelopment areas and corridors including Cobb Parkway, Cherokee Street and downtown as well as in the existing industrial parks. There is currently approximately $500 M in new investment planned and in the pipeline to be developed over the next 4-5 years.

Kennesaw is benefiting from a healthy economic climate, location within an economically strong county and region, proximity to strong transportation network with new investment, strong public schools, proximity to KSU, and a diverse, educated workforce with strong median income. Kennesaw is well positioned to continue to grow in a sustainable way that will buffer the City from future economic cycles. To take advantage of the constant market evolution and market competitiveness we need to have a unified, coherent approach to economic development. Economic Development strategies need to be part of an integrated approach to drive revenue growth in a way that supports delivery of excellent services and creates a quality of life that is competitive

Goals & Objectives

- Retention and expansion of existing businesses
- Recruitment of new businesses
- Recruitment of new development and capital investment
- Job creation
- Revitalization of identified redevelopment areas and corridors
- Support quality of life initiatives to promote diverse economic growth.

Department Highlights

- City's rate of growth in jobs, wages, and home prices continued to increase in 2018; anticipate additional positive performance over the next 3-4 years as additional investment is made in the community
- Observed a reduction in office (3.8%), retail (3.2%) and industrial (4.5%) vacancy rates in 2018
- The commercial & industrial land area to residential land area ratio has improved to 62% commercial & industrial/38% residential
- Approximately 40 new "brick and mortar" businesses opened in 2018.
- New capital investment of $85 million occurred in 2018. New businesses include, but are not limited to, logistics manufacturing, retail/restaurants, medical services, utility services, construction materials, financial services, and software development.
- The City continues to pursue strategic annexations that analysis demonstrates will have a positive impact on our economy and the City's finances. We completed three annexations totaling approximately 47 acres in 2018. One of the annexations was an existing retail center with 40,000 square feet of space.

Operating Budget Comments

Fiscal Year 2018 Budget: $326,627

Fiscal Year 2019 Budget: $391,435

Fiscal Year 2020: $417,147

The highlights of the recommended budget include the following:

- Increase in regular employees is due to projected full staffing of department – Economic Development Officer position has been vacant – with increased activity in the city it is anticipated this position will be filled in FY 2020
- Support for planning services for a redevelopment area market study
- A continuation of wayfinding signage program for downtown, city wide facilities and historic walking tour
- A continuation of downtown art program in cooperation with Kennesaw State University's Master Craftsman program
- Expansion of downtown shared parking agreements

Position Summary

Fiscal Year 2018 Total Authorized Positions: 3

Fiscal Year 2019 Total Authorized Positions: 3

Fiscal Year 2019 Total Funded Positions: 3

Fiscal Year 2020 Total Authorized Positions: 3

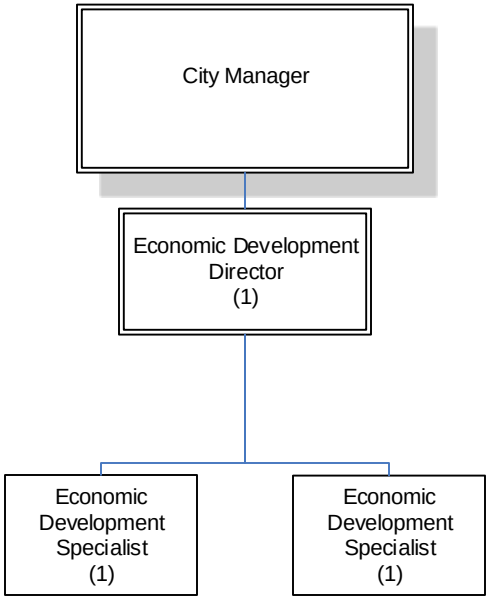
Fiscal Year 2020 Total Funded Positions: 3

CITY OF KENNESAW
Economic Development
Department 7500

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.7500.51.110000.00000	REGULAR EMPLOYEES	$ 199,120	$ 222,648
100.7500.51.145000.00000	HOLIDAY BONUS PAYMENT	600	600
100.7500.51.170000.00000	VACATION PAY	15,375	13,959
100.7500.51.210000.00000	GROUP INSURANCE	32,642	32,642
100.7500.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	16,455	18,146
100.7500.51.240000.00000	RETIREMENT CONTRIBUTIONS	23,710	23,183
100.7500.51.270000.00000	WORKER'S COMPENSATION	285	306
100.7500.52.125000.00000	OTHER PROFESSIONAL SERV	15,000	15,000
100.7500.52.126000.00000	PLANNING SERVICES	15,000	15,000
100.7500.52.127000.00000	DESIGN & GRAPHIC DESIGN	10,000	10,000
100.7500.52.310000.00000	INS, OTHER THAN EMP BEN	4,573	4,188
100.7500.52.325000.00000	POSTAGE	300	300
100.7500.52.332000.00000	MARKETING	1,000	1,000
100.7500.52.340000.00000	PRINTING & BINDING	100	100
100.7500.52.350000.00000	TRAVEL	3,500	3,500
100.7500.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	1,000	1,100
100.7500.52.362000.00000	PROFESSIONAL MEMBERSHIPS	1,000	1,200
100.7500.52.363000.00000	MEETING EXPENSES	1,500	1,500
100.7500.52.364000.00000	SUBSCRIPTIONS	150	150
100.7500.52.370000.00000	EDUCATION & TRAINING	2,500	2,500
100.7500.52.395000.00000	AUTO ALLOWANCE	5,075	5,075
100.7500.52.540000.00000	DOWNTOWN DEVELOP EXPENSE	41,800	44,300
100.7500.53.111000.00000	OFFICE SUPPLIES	400	400
100.7500.53.118000.00000	OPERATING MATERIALS/SUPP	250	250
100.7500.53.140000.00000	BOOKS & PERIODICALS	100	100
Total Economic Development		$ 391,435	$ 417,147

Economic Development

Authorizations- 3



Updated 5 July 19 FY 20

CITY OF KENNESAW
General Fund
Debt Service and Transfers Out

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.8000.58.110400.00000	PRINCIPAL - SERIES 2004	$ 375,000	$ 390,000
100.8000.58.110500.00000	PRINCIPAL - SERIES 2005	245,000	260,000
100.8000.58.120000.00000	PRINCIPAL-CAPITAL LEASE	306,725	272,974
100.8000.58.200000.00000	INTEREST - TAN	28,500	30,000
100.8000.58.210400.00000	INTEREST - SERIES 2004	203,013	187,254
100.8000.58.210500.00000	INTEREST - SERIES 2005	152,749	142,346
100.8000.58.220000.00000	INTEREST-CAPITAL LEASE	11,422	13,263
100.8000.58.400000.00000	ISSUANCE COSTS	17,622	8,000
Total Debt Service		$ 1,340,031	$ 1,303,837
100.9100.61.102000.00000	TRANSFERS TO-KDDA	$ 438,280	$ 436,144
100.9100.61.107000.00000	TRANSFERS OUT-MUSEUM	554,567	543,425
100.9100.61.108000.00000	TRANSFERS OUT - CEMETERY	40,000	7,665
100.9100.61.109000.00000	TRANSFERS OUT-SGG	385,946	378,701
100.9100.61.109600.00000	TRANSFERS OUT - URA	576,192	393,737
Total Tranfers Out		$ 1,994,985	$ 1,759,672

CITY OF KENNESAW
General Fund
Reserves

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.9000.61.611000.00000	WORKING CAPITAL RESERVE	$ 594,530	$ 587,466
100.9000.61.611500.00000	CSIF RESERVE	71,445	275,000
100.9000.61.612000.00000	CPF RESERVE	105,000	110,000
Total Tranfers Out		$ 770,975	$ 972,466

CITY OF KENNESAW
Asset Forfeiture
Fund 210

Account Number	Account Name	FY 19 Budget - Revised	FY 20 Budget - Entered
210.0000.35.130500.00000	INVESTIGATIVE FUNDS	$ 1,000	$ 655
210.0000.35.132000.00000	CASH CONFISCATIONS	20,000	20,000
210.0000.36.100000.00000	INTEREST REVENUES	30	150
Total Revenues and Other Financing Sources		$ 21,030	$ 20,805
210.9000.53.181000.00000	STATE FORFEITURE	$ (20,030)	$ (20,150)
210.9000.53.181500.00000	INVESTIGATIVE FUNDS	(1,000)	(655)
Total Expenditures		$ (21,030)	$ (20,805)

CITY OF KENNESAW
Treasury Equitable Sharing
Fund 211

Account Number	Account Name	FY 19 Budget - Revised	FY 20 Budget - Entered
211.0000.33.708000.00000	DEPARTMENT OF TREASURY REVENUE	$ 121,283	$ 120,000
211.0000.36.100000.00000	INTEREST REVENUES	45	500
Total Revenues and Other Financing Sources		$ 121,328	$ 120,500
211.1035.54.231500.00000	DEPT OF TREAS - POLICE EQUIPMENT	$ (20,000)	$ (20,000)
211.3200.51.110000.00000	REGULAR EMPLOYEES	(39,600)	(42,000)
211.3200.51.210000.00000	GROUP INSURANCE	(13,798)	(5,800)
211.3200.51.220000.00000	SOCIAL SEC (FICA)CONTRIBUTION	(3,029)	(3,200)
211.3200.51.240000.00000	RETIREMENT CONTRIBUTIONS	(723)	(2,500)
211.3200.51.270000.00000	WORKERS COMPENSATION	(2,178)	(2,400)
211.3200.52.231500.00000	DEPARTMENT OF TREAS-OPER EXP	(42,000)	(44,600)
Total Expenditures		$ (121,328)	$ (120,500)

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Emergency 911

The 911 department serves the cities of Kennesaw and Acworth. They are responsible for emergency calls and non-emergency calls which require a police response. Additionally, the operators are responsible for computer entries pertaining to wanted/missing persons and stolen property.

Goals & Objectives

- Meet and exceed service demands as to provide the highest quality customer service to our citizens.
- Ensure employees receive adequate and appropriate training to improve their skills and knowledge to better meet the needs of the community.
- Enhance existing staffing in order to expand and develop progressive programs to improve the 911 centers quality of service.
- Maintain, install, and implement equipment and computer programs as new products are developed, or current programs reach end of life to ensure all equipment in the 911 center is meeting standards which ultimately may have an impact on the response to the community.

Department Highlights

CALEA in progress, review set for August

	2017	2018
Non-emergency	91,106	84,215
911	23,705	23,294
Total calls	114,811	107,509
Open records		200

Operating Budget Comments

Fiscal Year 2018 Budget: $1,161,150

Fiscal Year 2019 Budget: $1,170,190

Fiscal Year 2020 Budget: $1,177,000

The highlights of the recommended budget include the following:

- Increase in regular employees of $56,428 due to anticipation of being fully staffed for the first time in 3 years
- $16,800 decrease in PSAP line expense
- $6,275 decrease in Other Professional Services for one time CALEA site visitation in FY 19
- $1,000 is budgeted in department 3800 in the General Fund to cover meeting and other expenses that are not allowable to be charged to the 911 Fund

Position Summary

Fiscal Year 2018 Total Authorized Positions: 21

Fiscal Year 2019 Total Authorized Positions: 20

Fiscal Year 2019 Total Funded Positions: 19

- One position (Assistant Director) is frozen

Fiscal Year 2020 Total Authorized Positions: 20

Fiscal Year 2020 Total Funded Positions: 19

- One position (Assistant Director) is frozen

CITY OF KENNESAW
E911
Fund 215

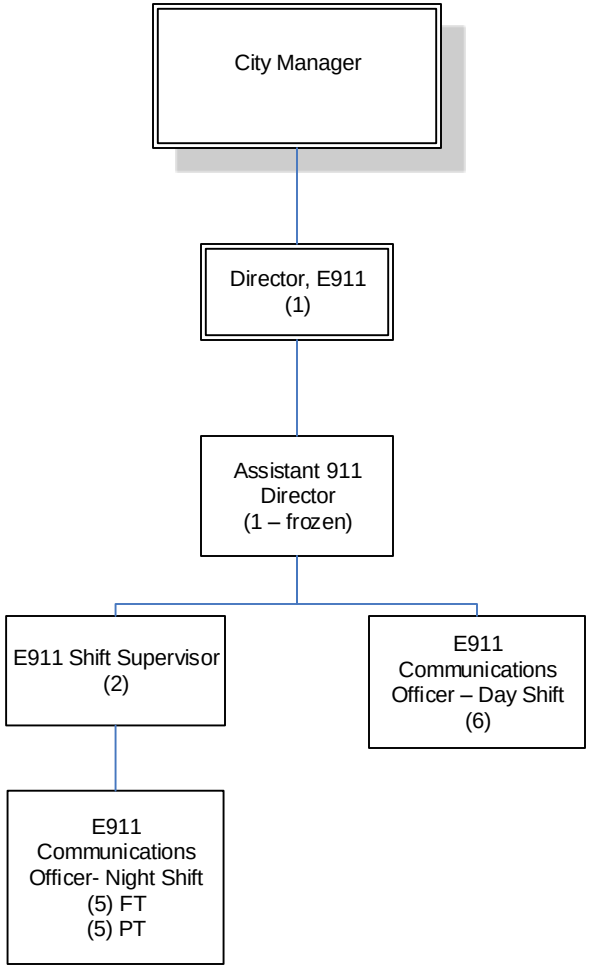
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
215.0000.34.250000.00000	911 FEES-HARD WIRED-KENNESAW	$ 270,000	$ 270,000
215.0000.34.255000.00000	911 FEES - ACW WIRE	125,000	125,000
215.0000.34.290000.00000	911 FEES - CELL PHONES - KENNESAW	475,000	475,000
215.0000.34.295000.00000	911 FEES - ACW CELL	300,000	300,000
215.0000.36.100000.00000	INTEREST REVENUES	190	7,000
Total Revenues and Other Financing Sources		$ 1,170,190	$ 1,177,000
215.3800.51.110000.00000	REGULAR EMPLOYEES	$ (600,000)	$ (656,428)
215.3800.51.130000.00000	OVERTIME	(85,000)	(85,000)
215.3800.51.145000.00000	HOLIDAY BONUS PAYMENT	(3,000)	(3,400)
215.3800.51.170000.00000	VACATION PAY	(26,203)	(27,985)
215.3800.51.210000.00000	GROUP INSURANCE	(149,032)	(152,332)
215.3800.51.215000.00000	GROUP INSURANCE-RETIREE	(16,043)	(17,000)
215.3800.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(54,637)	(59,120)
215.3800.51.270000.00000	WORKER'S COMPENSATION	(1,212)	(1,301)
215.3800.52.123100.00000	PRE-EMPLOYMENT PHYSICALS	(3,300)	(3,000)
215.3800.52.125000.00000	OTHER PROFESSIONAL SERVICES	(6,275)	-
215.3800.52.310000.00000	INS,OTHER THAN EMP BEN	(22,950)	(21,021)
215.3800.52.323500.00000	T - 1 LINE	(3,600)	(3,600)
215.3800.52.324000.00000	911 PSAP LINE	(36,800)	(20,000)
215.3800.52.325000.00000	POSTAGE	(25)	(25)
215.3800.52.350000.00000	TRAVEL	(5,225)	(6,700)
215.3800.52.360000.00000	DUES & FEES	(3,625)	(3,625)
215.3800.52.363000.00000	MEETING EXPENSES	(250)	(250)
215.3800.52.364000.00000	SUBSCRIPTIONS	(2,823)	(2,997)
215.3800.52.370000.00000	EDUCATION & TRAINING	(3,208)	(3,008)
215.3800.52.420500.00000	SOFTWARE MAINTENANCE	(23,848)	(23,848)
215.3800.52.440000.00000	EQUIPMENT REPAIRS & MAINT	(4,400)	(4,400)
215.3800.52.450000.00000	RADIO REPAIRS & MAINT	(4,420)	(4,420)
215.3800.53.111000.00000	OFFICE SUPPLIES	(2,333)	(2,330)
215.3800.53.111100.00000	COPY PAPER	(1,000)	(1,000)
215.3800.53.117200.00000	UNIFORMS	(2,700)	(2,400)
215.3800.53.160000.00000	SMALL EQUIPMENT	(3,000)	(3,000)
215.3800.53.160500.00000	GENL OFFICE SMALL EQUIP	(1,500)	(1,400)
215.3800.53.161000.00000	COMPUTERS-911	(3,800)	(3,800)
215.9100.61.109000.00000	TRANSFERS OUT - GENERAL FUND	(24,054)	(63,610)
Total Expenditures		$ (1,094,263)	$ (1,177,000)

CITY OF KENNESAW
E911
Department 3800

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
100.3800.52.363000.00000	MEETING EXPENSES	$ 350	$ 1,000
Total General Fund E911		$ 350	$ 1,000

911 Division

Authorizations- 20



CITY OF KENNESAW
Hotel/Motel Tax
Fund 275

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
275.0000.31.410000.00000	HOTEL/MOTEL	$ 49,000	$ 20,000
275.0000.31.412000.00000	40% OF TAX REMITTED	12,740	4,800
275.0000.31.413000.00000	4% COLLECTION FEE	1,225	500
275.0000.36.100000.00000	INTEREST REVENUES	25	200
Total Revenues and Other Financing Sources		$ 62,990	$ 25,500
275.4970.52.395600.00000	62.5% TO COBB GALLERIA	$ (30,625)	$ (12,500)
275.9100.61.101000.00000	TRANSFERS OUT - MUSEUM	(32,365)	(13,000)
Total Expenditures		$ (62,990)	$ (25,500)

CITY OF KENNESAW
Impact Fee
Fund 276

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
276.0000.32.195000.00000	IMPACT FEES - PARKS & RECREATION	$ 40,000	$ 65,000
276.0000.32.196000.00000	IMPACT FEES - POLICE DEPARTMENT	1,500	2,000
276.0000.36.100000.00000	INTEREST REVENUES	362	2,000
276.0000.39.400000.00000	USE OF PRIOR YEAR RESERVES	156,706	93,568
Total Revenues and Other Financing Sources		$ 198,568	$ 162,568
276.4225.52.125000.00000	OTHER PROFESSIONAL SERVICES	$ -	$ (45,000)
276.4225.54.145000.00000	PARK IMPROVEMENTS	(54,000)	(75,000)
276.4225.54.146100.00000	CITY WIDE TRAILS CONSTRUCTION	(67,000)	-
276.4225.54.221000.00000	POLICE VEHICLES	(40,000)	-
276.4225.54.252000.00000	POLICE EQUIPMENT	(37,568)	(42,568)
Total Expenditures		$ (198,568)	$ (162,568)

CITY OF KENNESAW
Cemetery
Fund 285

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
285.0000.34.910000.00000	CEMETERY FEES	$ 5,000	$ 5,000
285.0000.34.911500.00000	CEMETERY TREES REVENUE	-	700
285.0000.36.100000.00000	INTEREST REVENUES	25	335
285.0000.37.000000.00000	CONTRIBUTION/DONATIONS	500	500
285.0000.37.100000.00000	DONATION - CEM. PRESERVATION	3,000	3,000
285.0000.39.110000.00000	TRANSFERS IN - GENERAL FUND	40,000	7,665
285.0000.39.400000.00000	USE OF PY RESERVES	2,775	7,500
Total Revenues and Other Financing Sources		$ 51,300	$ 24,700
285.4950.52.325000.00000	POSTAGE	$ (500)	$ (500)
285.4950.52.350000.00000	TRAVEL	(650)	(650)
285.4950.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	(150)	(50)
285.4950.53.118000.00000	OPERATING MATERIALS/SUPP	(12,000)	(8,000)
285.4950.53.118500.00000	CEMETERY TREES	-	(500)
285.4950.54.121000.00000	CEMETERY IMPROVEMENTS	(30,000)	(15,000)
285.4950.54.245000.00000	SOFTWARE	(8,000)	-
Total Expenditures		$ (51,300)	$ (24,700)

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Public Works - Sanitation

Operating Budget Comments

Fiscal Year 2018 Budget: $2,420,158

Fiscal Year 2019 Budget: $2,522,423

Fiscal Year 2020 Budget: $2,657,569

Position Summary

Fiscal Year 2018 Total Authorized Positions: 0

Fiscal Year 2019 Total Authorized Positions: 0

Fiscal Year 2019 Total Funded Positions: 2*

Fiscal Year 2020 Total Authorized Positions: 2*

Fiscal Year 2020 Total Funded Positions:2*

- The Sanitation fund pays for 2 positions (Utility Billing Clerk and Support Clerk) that are accounted for in the total number of authorized positions in the Finance department

CITY OF KENNESAW
Sanitation
Fund 540

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
540.0000.34.411000.00000	RESIDENTIAL COLLECTION CHARGES	$ 2,420,000	$ 2,500,000
540.0000.34.412000.00000	COMMERCIAL COLLECTION CHARGES	16,000	17,000
540.0000.34.413000.00000	SAN-SALE OF RECYCLED MATERIAL	3,000	3,000
540.0000.34.414000.00000	SAN - BULK PICKUP CHARGES	29,000	31,000
540.0000.34.419100.00000	SANITATION PENALTY	45,000	50,000
540.0000.34.421200.00000	RESTART FEE	35,000	35,000
540.0000.34.930000.00000	BAD CHECK FEES	400	600
540.0000.36.100000.00000	INTEREST REVENUES	1,500	22,500
Total Revenues		$ 2,549,900	$ 2,659,100
540.4500.51.110000.00000	REGULAR EMPLOYEES	$ (73,702)	$ (74,441)
540.4500.51.130000.00000	OVERTIME	(200)	(200)
540.4500.51.145000.00000	HOLIDAY BONUS PAYMENT	(400)	(400)
540.4500.51.170000.00000	VACATION PAY	(3,017)	(5,221)
540.4500.51.210000.00000	GROUP INSURANCE	(21,759)	(21,579)
540.4500.51.215000.00000	GROUP INSURANCE-RETIREE	(15,533)	(18,000)
540.4500.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(5,915)	(6,140)
540.4500.51.240000.00000	RETIREMENT CONTRIBUTIONS	(13,753)	(13,311)
540.4500.51.241000.00000	OTHER POST EMPLOYMENT BENEFITS	(2,247)	-
540.4500.51.270000.00000	WORKER'S COMPENSATION	(71)	(77)
540.4500.52.125000.00000	OTHER PROFESSIONAL SERV	(1,722,530)	(1,900,000)
540.4500.52.325000.00000	POSTAGE	(38,000)	(38,000)
540.4500.52.340000.00000	PRINTING & BINDING	(15,000)	(15,000)
540.4500.52.392000.00000	LANDFILL DISPOSAL SERV	(25,000)	(25,000)
540.4500.52.396000.00000	BANK CHARGES	(35,000)	(40,000)
540.4500.53.111000.00000	OFFICE SUPPLIES	(200)	(200)
540.4500.54.245000.00000	SOFTWARE	(50,096)	-
540.9100.61.109000.00000	TRANSFERS OUT - GENERAL FUND	(500,000)	(500,000)
Total Expenses		$ (2,522,423)	$ (2,657,569)
	Excess	$ 27,477	$ 1,531

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Southern Museum of Civil War & Locomotive History

The Southern Museum of Civil War and Locomotive History collects and preserves objects and archival materials pertaining to the Civil War, Reconstruction, Southeastern Railroads, Great Locomotive Chase, Glover Machine Works, and relevant historic southern economic and social issues. The Railroad Education Center Library & Archives offers researchers the opportunity to study collections. The Museum offers various options for community rental facilities and boasts a highly successful gift shop. A public-private partnership exists between the City and the Kennesaw Museum Foundation for the purpose of the Museum. The Southern Museum is the only Smithsonian Affiliated history museum in Georgia.

Goals and Objectives

- The overall objective of the Southern Museum is to promote education initiatives and programming through mission-relevant curriculum and community partnerships.
- Raising additional private dollars through the Kennesaw Museum Foundation in support of specific educational projects at the Southern Museum is on-going. The Foundation is focusing on expanding its donor base by partnering with individuals, trusts, and companies that have a vested interest in our community.
- Marketing and promoting public awareness of museum rental venues. It is our goal to increase the volume of business gatherings, social museum rentals, weddings, and train-themed Birthday Parties. Facility rental revenue has already increased 31% this past year.
- Increase number of special events each year - Current events include Trains, Trains, Trains!, Railroad Rendezvous, Civil War Days, Museum Magic, and Polar Express Adventure.
- Increase number of school tours
- Increase gift shop sales
- Devise an exhibition plan for updating gallery components based on current collections. This project will be affected by and begin following relocation of collections into the Repository and Silent Voices.
- Specifically, by the year 2020 the museum wants to demonstrate growth in operational revenue through continued progression in museum and program attendance by 4%, increasing gift shop sales by 6%, tripling rental income, and growing substantial local economic impact (as defined by Cobb Travel and Tourism utilizing the DMAI Impact Calculator) by exceeding $8 million annual impact.

Museum Highlights

- The Southern Museum opened the new exhibit Post-Civil War Perspectives: 1865-present which incorporated the Confederate statues formerly located in the museum lobby. Visitors can now explore how opinions and memories concerning the Civil War have changed throughout time.
- The Georgia Capitol Museum donated the entire Merci Boxcar collection to the Southern Museum including additional items which were in storage in Athens. The Kennesaw Museum Foundation purchased significant Civil War artifacts including an U.S Civil War artillery jacket and 1860-64 period woman's dress to add to the museum collection.

- The museum artifact collection was relocated from the old curatorial storage room into the recently opened Railroad Education Center Library and Archives Repository. This marks a significant improvement in storage, preservation, and accessibility for research.
- Southern Museum events offered learning experiences to our community! Led by Trains, Trains, Trains other events included Railroad Rendezvous and Iron Pour (in partnership with Kennesaw State University) Santa's Workshop, African American and Women's History Months programming, Smithsonian Museum Day, and Civil War History Day. On-going programs such as Mommy & Me, Brain Train, Homeschool Workshop Series, and Sensory Friendly Afternoons remain popular.
- The Southern Museum hosted a surprise after hours visit by actor Danny Glover.

Operating Budget Comments

Fiscal Year 2018 Budget: $933,863

Fiscal Year 2019 Budget: $950,179

Fiscal Year 2020 Budget: $959,425

The highlights of the recommended budget include the following:

- Total increase is due to normal operational increases
- $13,400 increase to curatorial supplies to update twenty year old History of Kennesaw exhibits in Depot and to purchase a new art hanging system
- $5,000 decrease for repairs/maintenance – buildings for one time purchase completed in FY 19

Position Summary

Fiscal Year 2018 Total Authorized Positions: 12

Fiscal Year 2019 Total Authorized Positions: 12

Fiscal Year 2019 Total Funded Positions: 12

Fiscal Year 2020 Total Authorized Positions: 12

Fiscal Year 2020 Total Funded Positions: 12

CITY OF KENNESAW
Museum
Fund 556

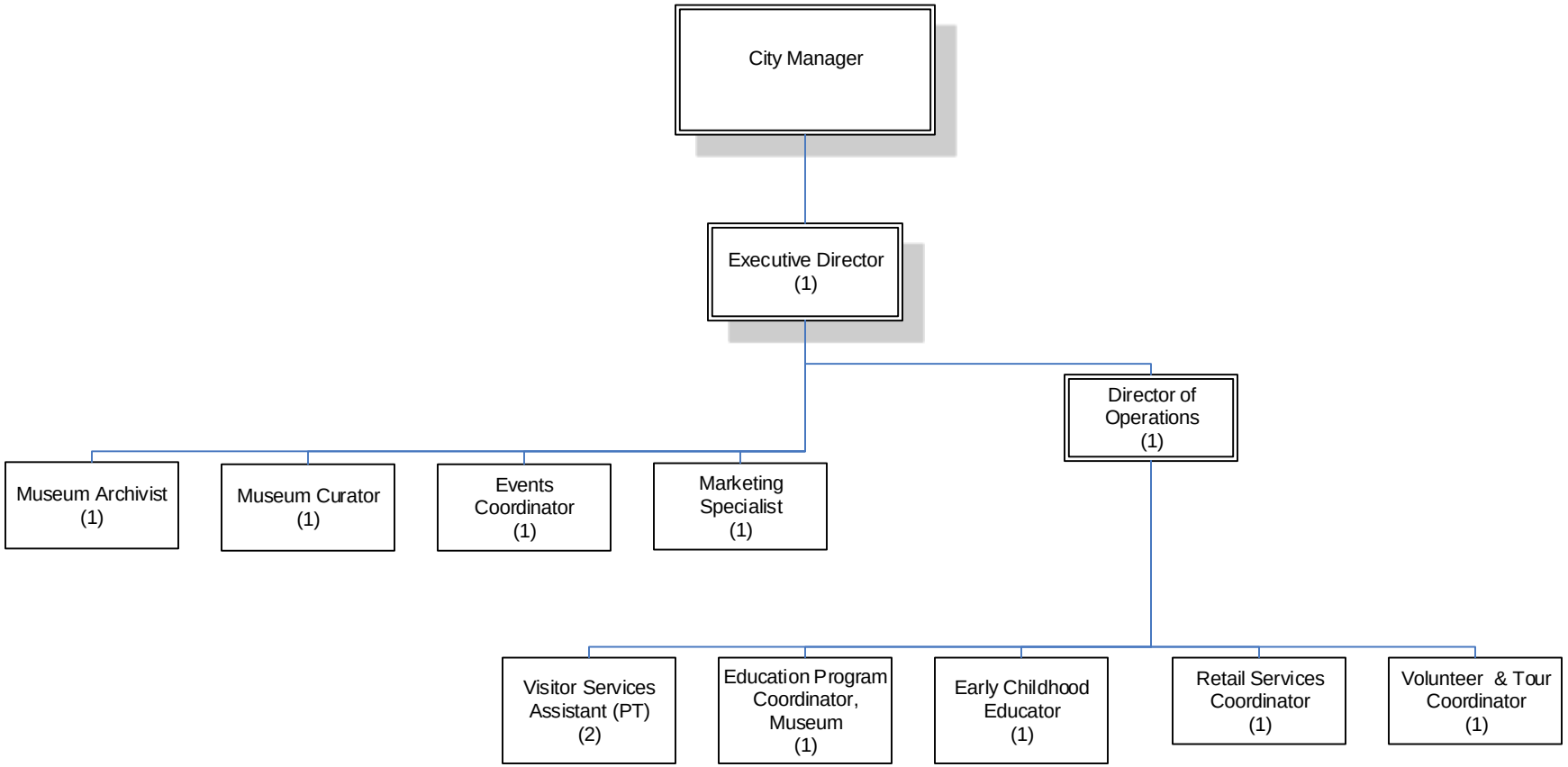
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
556.0000.31.440000.00000	VEHICLE RENTAL TAX	$ 120,000	$ 120,000
556.0000.34.730000.00000	SPECIAL EVENT ADMISSION FEES	28,000	28,000
556.0000.34.732500.00000	ARCHIVE FEES	2,000	2,000
556.0000.34.741000.00000	MUSEUM WALK IN ADMISSIONS	130,000	130,000
556.0000.34.741500.00000	MUS. GIFT SHOP SALES	135,000	135,000
556.0000.34.741600.00000	COST OF GOODS SOLD	(60,000)	(60,000)
556.0000.34.750000.00000	EDUC, PROGRAM, GROUP TOURS	25,000	25,000
556.0000.34.790000.00000	FACILITY RENTAL	20,000	20,000
556.0000.36.100000.00000	INTEREST REVENUES	120	1,500
556.0000.38.100500.00000	MUSEUM DONATIONS	1,500	1,500
556.0000.38.101000.00000	MUSEUM DONATIONS - ARTIFACTS	20,000	20,000
556.0000.39.110000.00000	OPERATING TRANSFERS IN HTL/MTL	32,365	13,000
556.0000.39.113000.00000	TRANSFERS IN GENERAL FUND	550,292	523,425
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 1,004,277	$ 959,425
556.6172.51.110000.00000	REGULAR EMPLOYEES	$ (494,795)	$ (512,276)
556.6172.51.130000.00000	OVERTIME	(1,500)	(1,500)
556.6172.51.145000.00000	HOLIDAY BONUS PAYMENT	(2,250)	(2,250)
556.6172.51.170000.00000	VACATION PAY	(22,120)	(21,418)
556.6172.51.210000.00000	GROUP INSURANCE	(97,927)	(97,927)
556.6172.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(39,831)	(41,115)
556.6172.51.241000.00000	OTHER POST EMPLOYMENT BENEFITS	(15,725)	-
556.6172.51.270000.00000	WORKER'S COMPENSATION	(1,807)	(1,939)
556.6172.52.125000.00000	OTHER PROFESSIONAL SERV	(3,500)	(4,900)
556.6172.52.132000.00000	TECHNICAL DESIGN/GRAPHICS	(1,000)	(1,000)
556.6172.52.220500.00000	REPAIRS/MAINT--BUILDINGS	(5,000)	-
556.6172.52.232000.00000	RENTAL OF EQUIP & VEHCLE	(300)	(300)
556.6172.52.310000.00000	INS, OTHER THAN EMP BEN	(36,976)	(33,867)
556.6172.52.325000.00000	POSTAGE	(700)	(700)
556.6172.52.332000.00000	MARKETING	(48,827)	(48,827)
556.6172.52.340000.00000	PRINTING & BINDING	(900)	(900)
556.6172.52.350000.00000	TRAVEL	(3,000)	(3,000)
556.6172.52.360000.00000	DUES & FEES	(500)	(500)
556.6172.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	(4,195)	(4,195)
556.6172.52.363000.00000	MEETING EXPENSES	(1,000)	(1,000)
556.6172.52.370000.00000	EDUCATION & TRAINING	(700)	(700)
556.6172.52.371000.00000	PROFESSIONAL DEVELOPMENT	(1,780)	(1,780)
556.6172.52.395000.00000	MILEAGE REIMBURSEMENT	(300)	(300)
556.6172.52.396000.00000	BANK CHARGES	(6,000)	(6,000)
556.6172.53.111000.00000	OFFICE SUPPLIES	(1,000)	(1,000)
556.6172.53.111100.00000	COPY PAPER	(500)	(500)
556.6172.53.117000.00000	CLOTHING	(700)	(700)
556.6172.53.118000.00000	OPERATING MATERIALS/SUPP	(5,957)	(5,957)

CITY OF KENNESAW
Museum
Fund 556

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
556.6172.53.118700.00000	CURATORIAL SUPPLIES	(6,000)	(19,400)
556.6172.53.118800.00000	ARCHIVAL SUPPLIES	(5,500)	(5,500)
556.6172.53.118900.00000	SPECIAL EVENT MATL/SUPPLY	(7,200)	(7,200)
556.6172.53.119200.00000	SIGNAGE	(1,650)	(1,650)
556.6172.53.121000.00000	WATER/SEWERAGE	(5,500)	(5,500)
556.6172.53.122500.00000	STORMWATER UTILITY	(1,239)	(1,239)
556.6172.53.123000.00000	ENERGY-ELECTRICITY	(115,000)	(115,000)
556.6172.53.123100.00000	STREET LIGHTING	-	(85)
556.6172.53.160600.00000	BLDG MAINT SMALL EQUIP	(300)	(300)
556.6172.53.180000.00000	MISCELLANEOUS	(1,000)	(1,000)
556.6172.53.230000.00000	FURNITURE & FIXTURES	(8,000)	(8,000)
Total Expenses		$ (950,179)	$ (959,425)

Southern Museum of Civil War & Locomotive History

Authorizations- 12



Fiscal Year 2019-2020 Budget Briefing Paper

Department: Smith-Gilbert Gardens

Smith-Gilbert Gardens features more than 4,000 species of plants, 30 outdoor sculptures, two koi ponds and a waterfall on 17 acres, all united by woodland paths. Special collections include the Bonsai Exhibit, Paladino Camellia Garden, Rose Garden, largest crevice garden in Georgia, and American Conifer Society Reference Garden. The award-winning Garden with Wings Butterfly House is open each summer drawing thousands of family visitors. The iconic Hiram Butler House, which serves as the welcome center, is a National Register Historic Site.

Goals and Objectives

- Continue to identify temporary exhibitions and initiate new programming to support revenue growth
- Pursue grant funding focusing on plant collections, smart phone technology, visitor services, educational programming
- Coordinate with Building Services to implement refurbishment plan for preserving historic Hiram Butler House
- Standardize horticulture practices, including plant label criteria; standardize plant recordkeeping
- Develop Plant Collections policy
- Obtain AAM accreditation for Smith-Gilbert Gardens
- Obtain national recognition for specific plant collections through the American Public Garden Association
- Build new Education and Visitor Center with 80-100 additional parking spaces through 2011 SPLOST

Garden Highlights

- Secured private donations and grant from the American Hydrangea Society to build a nationally-recognized Hydrangea collection. To date, 60 new cultivars have been added to the collection, including Hydrangea paniculata planted around the Hiram Butler House, creating a more time-appropriate setting for this historic building.
- Planted native plant species in the Butterfly House to showcase best practices for a pollinator-friendly garden.
- Obtained plant donations from four nurseries in Georgia, Tennessee, North Carolina and Alabama. Plants sold as part of the Annual Plant Sale netted thirty percent of total gift shop/plant sales.
- Launched a new seasonal exhibit in June 2018 – TREEmendous Play Houses, designed to engage families in outdoor play and nature exploration.
- Completely redesigned the school field trip program to more strongly align with Georgia Standards of Excellence and take greater advantage of the garden environment. Implemented an outreach plan to extend personal invitation to K-3rd grade teachers in Cobb County inviting them to bring their class on field trip. Result increased spring (March-May) field trip participation by 106 percent.
- Strengthened partnerships and social media presence with Atlanta Audubon Society and a local business, Birdwatcher Supply Company. Result increased participation in conservation education events by 31 percent. Hummingbird Banding grew by 25 percent and Great Backyard Bird Count by 78 percent. Added a new monthly guided bird walk program.
- Launched new program for Scouts by holding our first ever Girl Scout Camp Out.

- Over the previous 12 months, nearly 200 volunteers donated 5,500+ hours, the equivalent of an additional 2.6 FT employees. Their service includes assisting with all garden tasks in all kinds of weather, leading school tours, greeting visitors, helping at special events, building play structures, and much more. In addition to individuals from the community, our volunteer force includes the Master Gardeners of Cobb County, GA Power, Citrix, KSU students, and Kennesaw First Baptist Church.

Operating Budget Comments

Fiscal Year 2018 Budget: $526,210

Fiscal Year 2019 Budget: $526,678

Fiscal Year 2020 Budget: $533,761

The highlights of the recommended budget include the following:

- Total increase is due to normal operational increases
- Continuation of special events to include Hummingbird banding, Easter Egg Hunt, Playhouses,

Position Summary

Fiscal Year 2018 Total Authorized Positions: 7

Fiscal Year 2019 Total Authorized Positions: 7

Fiscal Year 2019 Total Funded Positions: 7

Fiscal Year 2020 Total Authorized Positions: 7

Fiscal Year 2020 Total Funded Positions: 7

CITY OF KENNESAW
Smith Gilbert Gardens
Fund 557

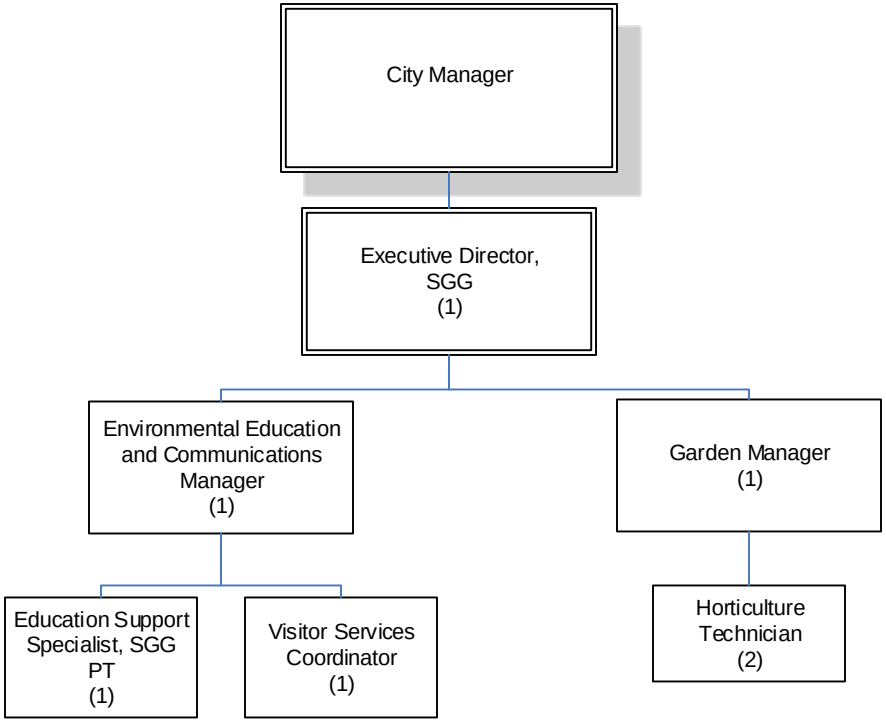
Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
557.0000.33.410200.00000	GRANT	$ 5,000	$ 5,000
557.0000.34.735000.00000	SPECIAL EVENTS	10,000	8,000
557.0000.34.736000.00000	RENTAL	15,000	15,000
557.0000.34.741500.00000	GIFT SHOP SALES	17,500	17,500
557.0000.34.741600.00000	COST OF GOODS SOLD	(7,000)	(7,000)
557.0000.34.750000.00000	PROGRAM FEES	22,000	22,000
557.0000.34.791000.00000	TOUR FEES	42,500	44,500
557.0000.36.100000.00000	INTEREST REVENUES	60	60
557.0000.38.100500.00000	DONATIONS	50,000	50,000
557.0000.39.113000.00000	TRANSFER IN - GENERAL FUND	395,336	378,701
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 550,396	$ 533,761
557.6171.51.110000.00000	REGULAR EMPLOYEES	$ (299,107)	$ (311,762)
557.6171.51.130000.00000	OVERTIME	(1,000)	(1,000)
557.6171.51.145000.00000	HOLIDAY BONUS PAYMENT	(1,350)	(1,400)
557.6171.51.170000.00000	VACATION PAY	(12,669)	(15,019)
557.6171.51.210000.00000	GROUP INSURANCE	(76,166)	(76,166)
557.6171.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(24,031)	(25,182)
557.6171.51.241000.00000	OTHER POST EMPLOYMENT BENEFITS	(9,390)	-
557.6171.51.270000.00000	WORKER'S COMPENSATION	(71)	(77)
557.6171.52.125000.00000	OTHER PROFESSIONAL SERV	(19,000)	(19,000)
557.6171.52.211000.00000	DISPOSAL	(1,000)	(1,000)
557.6171.52.220000.00000	REPAIRS & MAINTENANCE	(12,000)	(12,000)
557.6171.52.232000.00000	SCULPTURE CONSERVATION	(1,500)	(1,500)
557.6171.52.310000.00000	INS, OTHER THAN EMP BEN	(1,055)	(966)
557.6171.52.325000.00000	POSTAGE	(50)	(50)
557.6171.52.332000.00000	MARKETING	(6,500)	(6,500)
557.6171.52.340000.00000	PRINTING & BINDING	(5,200)	(5,200)
557.6171.52.350000.00000	TRAVEL	(4,800)	(4,800)
557.6171.52.361000.00000	ORGANIZATIONAL MEMBERSHIP	(1,450)	(1,450)
557.6171.52.363000.00000	MEETING EXPENSES	(500)	(500)
557.6171.52.450000.00000	RADIO REPAIRS & MAINT	(400)	(400)
557.6171.53.111000.00000	OFFICE SUPPLIES	(600)	(600)
557.6171.53.111100.00000	COPY PAPER	(300)	(300)
557.6171.53.112000.00000	JANITORIAL SUPPLIES	(50)	(50)
557.6171.53.117000.00000	CLOTHING	(500)	(500)
557.6171.53.118000.00000	OPERATING MATERIALS/SUPP	(8,500)	(8,500)
557.6171.53.118700.00000	PLANT DEVELOPMENT	(8,500)	(8,500)
557.6171.53.118900.00000	SPECIAL EVENT MATL/SUPPLY	(12,000)	(12,000)
557.6171.53.119200.00000	SIGNAGE	(2,000)	(2,000)
557.6171.53.121000.00000	WATER/SEWERAGE	(300)	(300)
557.6171.53.121500.00000	NATURAL GAS	(5,000)	(5,000)
557.6171.53.122500.00000	STORMWATER UTILITY	(289)	(289)

CITY OF KENNESAW
Smith Gilbert Gardens
Fund 557

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
557.6171.53.123000.00000	ENERGY-ELECTRICITY	(9,000)	(9,000)
557.6171.53.123100.00000	STREET LIGHTING	-	(350)
557.6171.53.127000.00000	ENERGY-GASOLINE/DIESEL	(300)	(300)
557.6171.53.160000.00000	GARDEN MAINT SMALL EQUIPMENT	(600)	(600)
557.6171.53.160500.00000	GENL OFFICE SMALL EQUIP	(1,500)	(1,500)
Total Expenses		$ (526,678)	$ (533,761)

Smith-Gilbert Gardens

Authorizations- 7



Updated 5 July 19 FY 20

Fiscal Year 2019-2020 Budget Briefing Paper

Department: Public Works - Stormwater

Operating Budget Comments

Fiscal Year 2018 Budget: $1,241,275

Fiscal Year 2019 Budget: $1,062,955

Fiscal Year 2020 Budget: $1,133,409

The highlights of the recommended budget include the following:

- Decrease of $33,000 in software due to onetime purchase in FY 19

Capital Outlay items include:

- $300,000 in machinery and equipment for the purchase of a new street sweeper to maintain storm drains to remain compliant with our MS 4 permit trailer
- $22,000 for a new Ford Escape to be used by the Stormwater manager for site inspections and compliance checks need to maintain our MS 4 permit and local jurisdiction permit issuing authority

Position Summary

Fiscal Year 2018 Total Authorized Positions: 7

Fiscal Year 2019 Total Authorized Positions: 7

Fiscal Year 2019 Total Funded Positions: 7

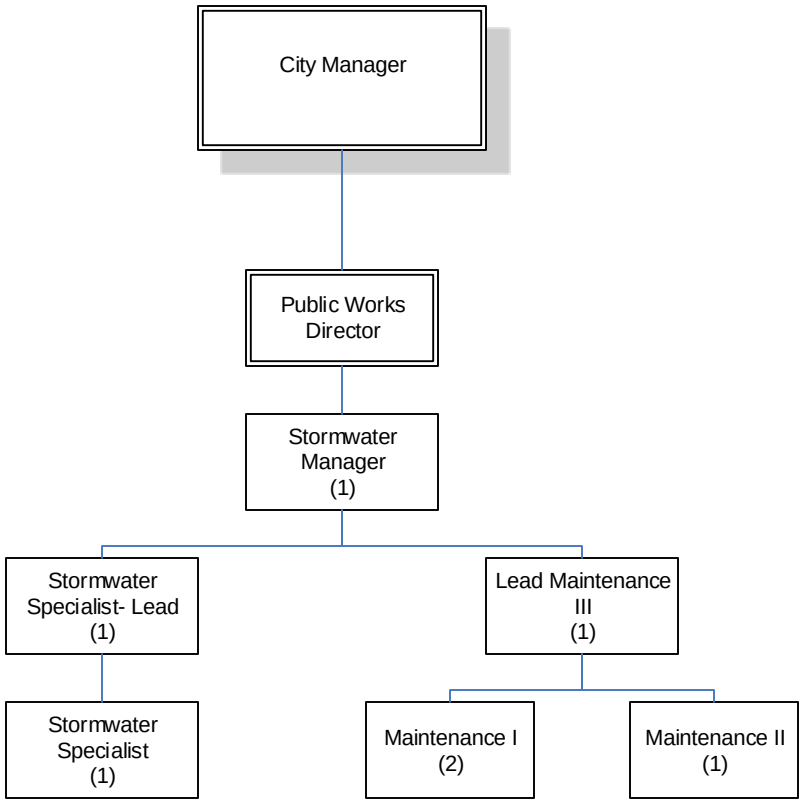
Fiscal Year 2020 Total Authorized Positions: 7

Fiscal Year 2020 Total Funded Positions: 7

CITY OF KENNESAW
Storm Water Utility
Fund 560

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
560.0000.34.411000.00000	STORM WATER UTILITY RESIDENTIAL	$ 581,000	$ 585,000
560.0000.34.412000.00000	STORM WATER UTILITY COMMERCIAL	672,000	670,000
560.0000.36.100000.00000	INTEREST REVENUES	600	13,000
560.0000.39.400000.00000	USE OF PRIOR YEAR RESERVE	72,750	-
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 1,326,350	$ 1,268,000
560.4320.51.110000.00000	REGULAR EMPLOYEES	$ (288,338)	$ (232,224)
560.4320.51.130000.00000	OVERTIME	(6,000)	(6,000)
560.4320.51.130500.00000	STORMWATER - ONCALL	(2,000)	(2,000)
560.4320.51.145000.00000	HOLIDAY BONUS PAYMENT	(1,400)	(1,200)
560.4320.51.170000.00000	VACATION PAY	(21,121)	(11,128)
560.4320.51.210000.00000	GROUP INSURANCE	(76,166)	(76,166)
560.4320.51.215000.00000	GROUP INSURANCE - RETIREE	(8,022)	(9,300)
560.4320.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(24,393)	(19,320)
560.4320.51.240000.00000	RETIREMENT CONTRIBUTIONS	(26,586)	(26,680)
560.4320.51.241000.00000	OTHER POST EMPLOYMENT BENEFITS	(12,011)	-
560.4320.51.270000.00000	WORKER'S COMPENSATION	(29,265)	(31,412)
560.4320.52.125000.00000	OTHER PROFESSIONAL	(18,000)	(18,000)
560.4320.52.220000.00000	REPAIRS & MAINTENANCE	(7,000)	(7,000)
560.4320.52.310000.00000	INS, OTHER THAN EMP BEN	(10,552)	(9,665)
560.4320.52.325000.00000	POSTAGE	(3,000)	(3,000)
560.4320.52.340000.00000	PRINTING & BINDING	(1,100)	(1,100)
560.4320.52.362000.00000	PROFESSIONAL MEMBERSHIPS	(500)	(500)
560.4320.52.370000.00000	EDUCATION & TRAINING	(4,000)	(4,000)
560.4320.52.430000.00000	VEHICLE REPAIRS & MAINT	(20,000)	(20,000)
560.4320.53.111000.00000	OFFICE SUPPLIES	(500)	(500)
560.4320.53.117200.00000	UNIFORMS	(4,300)	(4,300)
560.4320.53.118000.00000	OPERATING MATERIAL/SUPP	(20,000)	(20,000)
560.4320.53.127000.00000	ENERGY-GASOLINE/DIESEL	(10,000)	(10,000)
560.4320.53.180000.00000	MISCELLANEOUS	(500)	(500)
560.4320.54.100000.00000	SOFTWARE	(33,398)	-
560.4320.54.142000.00000	STORM WATER CONST & IMPROVMENT	(237,750)	(165,000)
560.4320.54.200000.00000	MACHINERY & EQUIPMENT	(118,000)	(300,000)
560.4320.54.220000.00000	VEHICLES	-	(22,000)
560.4320.58.220000.00000	INTEREST-CAPITAL LEASE	(4,053)	(7,414)
560.9100.61.109000.00000	TRANSFER - GENERAL FUND	(75,000)	(125,000)
Total Expenses		$ (1,062,955)	$ (1,133,409)
	Excess	$ 263,395	$ 134,591

Public Works
Stormwater Dept.
Authorizations- 7



CITY OF KENNESAW
Street Lights
Fund 565

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
565.0000.34.430000.00000	STREET LIGHTS RESIDENTIAL	$ 247,200	$ 249,000
565.0000.34.430500.00000	STREET LIGHTS COMMERCIAL	115,200	112,000
565.0000.36.100000.00000	INTEREST REVENUES	145	600
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 362,545	$ 361,600
565.4260.53.123100.00000	STREET LIGHTING	$ (362,545)	$ (361,600)
Total Expenses		$ (362,545)	$ (361,600)

CITY OF KENNESAW
Partially Self Insured
Fund 600

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
600.0000.34.990500.00000	CITY/EMPLOYEE PAYMENTS	$ 2,757,230	$ 2,648,545
600.0000.36.100000.00000	INTEREST REVENUES	90	1,500
Total Revenues and Non-Operating Income		$ 2,757,320	$ 2,650,045
600.6000.52.120000.00000	ADMINSTRATIVE FEE - HEALTHSCOPE	$ (89,262)	$ (76,986)
600.6000.52.121000.00000	BROKER FEES	(36,000)	(65,520)
600.6000.52.123000.00000	AGGREGATE STOP/LOSS	(29,879)	(24,199)
600.6000.52.124000.00000	SPECIFIC STOP/LOSS	(200,307)	(198,503)
600.6000.52.360000.00000	DUES & FEES	(3,832)	(3,718)
600.6000.55.220200.00000	CLAIMS MEDICAL	(1,065,526)	(1,220,214)
600.6000.55.220400.00000	CLAIMS HOSPITAL	(924,268)	(578,261)
600.6000.55.220600.00000	CLAIMS PHARMACY	(408,246)	(482,644)
Total Expenses		$ (2,757,320)	$ (2,650,045)

CITY OF KENNESAW
URA
Fund 700

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
700.0000.36.100000.00000	INTEREST REVENUES	$ 25	$ 25
700.0000.39.113000.00000	TRANSFERS IN - GENERAL FUND	576,192	393,737
700.0000.39.400000.00000	USE OF PY RESERVES	5,475	-
Total Revenues and Other Financing Sources		$ 581,692	$ 393,762
700.7300.52.396000.00000	PAYING AGENT FEES	$ (5,500)	$ (5,500)
700.8000.58.110300.00000	PRINCIPAL - SERIES 2003	(180,000)	-
700.8000.58.110600.00000	PRINCIPAL - SERIES 2014 B	(125,000)	(125,000)
700.8000.58.210300.00000	INTEREST - SERIES 2003	(3,555)	-
700.8000.58.210500.00000	INTEREST - SERIES 2014 A	(161,319)	(161,319)
700.8000.58.210600.00000	INTEREST - SERIES 2014 B	(106,318)	(101,943)
Total Expenditures		$ (581,692)	$ (393,762)

CITY OF KENNESAW
Kennesaw Downtown Development Authority
Fund 760

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
760.0000.34.756500.00000	FARMERS MARKET	$ 2,080	$ 2,080
760.0000.34.758500.00000	BEER FESTIVAL REVENUE	8,500	8,500
760.0000.36.100000.00000	INTEREST REVENUES	120	350
760.0000.38.100700.00000	RENTS & ROYALTIES BURGER FI	39,150	39,150
760.0000.39.110000.00000	TRAN IN FROM CITY FOR 2001 BONDS	438,280	436,144
760.0000.39.400000.00000	USE OF PY RESERVES	12,343	10,234
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 500,473	$ 496,458
760.7550.51.110000.00000	REGULAR EMPLOYEES	$ (2,000)	$ -
760.7550.51.220000.00000	SOCIAL SEC (FICA) CNTRIB	(153)	-
760.7550.52.121000.00000	LEGAL SERVICES	(11,000)	(15,000)
760.7550.52.125000.00000	OTHER PROFESSIONAL SERV	(1,500)	(1,500)
760.7550.52.127000.00000	DESIGN & GRAPHIC DESIGN	(500)	(500)
760.7550.52.220500.00000	REPAIRS/MAINT--BUILDINGS	(500)	-
760.7550.52.231000.00000	RENTAL OF LAND & BUILDING	(6,000)	(6,000)
760.7550.52.325000.00000	POSTAGE	(100)	(100)
760.7550.52.330000.00000	ADVERTISING	(500)	(500)
760.7550.52.350000.00000	TRAVEL	(1,500)	(1,500)
760.7550.52.360000.00000	DUES & FEES	(165)	(165)
760.7550.52.363000.00000	MEETING EXPENSES	(100)	(100)
760.7550.52.371000.00000	PROFESSIONAL DEVELOPMENT	(1,000)	(1,000)
760.7550.52.395000.00000	MILEAGE REIMBURSEMENT	(500)	(500)
760.7550.52.514000.00000	DINNER AT DEPOT	(1,350)	(1,125)
760.7550.55.105000.00000	SIGN GRANT PROGRAM	(3,000)	-
760.7550.58.110100.00000	PRINCIPAL -LOAN FROM CITY-BURGERFI	(30,425)	(30,884)
760.7550.58.110200.00000	PRINCIPAL - SERIES 2001	(375,000)	(390,000)
760.7550.58.210100.00000	INTEREST - SERIES 2001	(63,280)	(46,144)
760.7550.58.230100.00000	INTEREST-$300K LOAN FROM CITY	(1,900)	(1,440)
Total Expenses		$ (500,473)	$ (496,458)

CITY OF KENNESAW
Kennesaw Development Authority
Fund 780

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
780.0000.36.100000.00000	INTEREST REVENUES	$ 40	$ 400
780.0000.39.310000.00000	LAKESIDE VISTA/'04 SERIES	24,850	24,830
780.0000.39.310500.00000	WALTON RIDENOUR APTS	23,750	23,750
780.0000.39.311000.00000	ALTA RIDENOUR	17,275	16,935
Total Revenues, Non-Operating Income, Capital Contributions & Transfers		$ 65,915	$ 65,915
780.7880.52.121000.00000	LEGAL SERVICES	$ (25,000)	$ (25,000)
780.7880.52.125000.00000	OTHER PROFESSIONAL SERV	(3,000)	(3,000)
780.7880.52.332000.00000	MARKETING	(250)	(250)
780.7880.52.350000.00000	TRAVEL	(500)	(500)
780.7880.52.363000.00000	MEETING EXPENSES	(200)	(200)
780.7880.52.370000.00000	CONFERENCE FEES	(1,000)	(1,000)
780.7880.52.395000.00000	MILEAGE REIMBURSEMENT	(200)	(200)
780.7880.52.600000.00000	SPECIAL EVENTS	(300)	(300)
780.7880.53.101000.00000	RESERVES	(465)	(465)
780.7880.53.102000.00000	ED STAFF SUPPORT	(10,000)	(10,000)
780.7880.53.103000.00000	BUSINESS DEVELOPMENT	(25,000)	(25,000)
Total Expenses		$ (65,915)	$ (65,915)

CITY OF KENNESAW,
GEORGIA

RESOLUTION NO. 2019-38, 2019

A RESOLUTION TO ADOPT THE PROPOSED CAPITAL IMPROVEMENTS AND SPLOST BUDGETS FOR THE CITY OF KENNESAW FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS:

WHEREAS, in accordance with Section 4.06 of the City Charter of the City of Kennesaw, the Mayor has submitted a Capital Improvements Budget (Capital Projects) and SPLOST Budget to the City Council for review for the Fiscal Year beginning October 1, 2019; and

WHEREAS, in accordance with Section 4.06 of the City Charter of the City of Kennesaw, the City Council has reviewed the proposed Capital Improvement Budget (Capital Projects) and SPLOST Budget for the Fiscal Year beginning October 1, 2019; and

WHEREAS, Public Hearings regarding the Fiscal Year 2019-2020 Capital Improvements Budget (Capital Projects) and SPLOST Budget for the City of Kennesaw were held on September 3, 2019 and September 16, 2019; and

WHEREAS, the Mayor and Council considers the attached Capital Improvements Budget and SPLOST Budget for the Fiscal Year beginning October 1, 2019 to be a prudent fiscal Capital Improvements guide for the upcoming fiscal year; and

WHEREAS, pursuant to Section 4.06 of the City Charter and Section 2-144 of the Code of Ordinances of the City of Kennesaw, it is required that the Mayor and Council adopt a budget resolution which specifies the anticipated revenues for this budget and the appropriated expenditures for this budget.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF KENNESAW, COBB COUNTY, GEORGIA, AS FOLLOWS.

SECTION 1. The attached Capital Improvements Budget and SPLOST Budget of the City of Kennesaw for the Fiscal Year beginning October 1, 2019 are hereby adopted. Said detailed Capital Improvement Budget and SPLOST Budget is attached hereto as Exhibit B and is made a part of this Resolution as if fully set out herein.

FUND	APPROPRIATION
Capital Improvements Budget Revenue	$ 5,000,000
SPLOST Budget Revenue	$ 33,653,961

Capital Improvements Budget Expenditures	$ 5,000,000
SPLOST Budget Expenditures	$ 33,653,961

SECTION 2. BE IT FURTHER RESOLVED THAT this Resolution shall become effective from and after October 1, 2019.

PASSED AND ADOPTED by the Kennesaw City Council on this 16th day of September, 2019.

ATTEST:

Debra Taylor, City Clerk

CITY OF KENNESAW

Derek Easterling, Mayor

CITY OF KENNESAW SEAL KENNESAW, GA

CITY OF KENNESAW
Capital Projects
Fund 301

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
301.0000.36.100000.00000	INTEREST REVENUES	$ 100	$ 500
301.0000.38.720000.00000	DEPOT MASTER PLAN-FUTURE REV	4,999,900	4,999,500
Total Revenues and Other Financing Sources		$ 5,000,000	$ 5,000,000
301.6240.54.133500.00000	DEPOT MASTER PLAN	$ (5,000,000)	$ (5,000,000)
Total Expenditures		$ (5,000,000)	$ (5,000,000)

CITY OF KENNESAW
SPLOST
Fund 310

Account Number	Account Name	FY 19 Budget Revised	FY 20 Budget
310.0000.36.100000.00000	INTEREST REVENUES	$ 45,000	$ 350,000
310.0000.39.113800.00000	SPLOST 2005 REVENUE-RUTLEDGE RD WIDENING	165	165
310.0000.39.114400.00000	SPLOST 2005 REVENUE-OLD HIGHWAY 41	3,085,978	2,890,791
310.0000.39.114700.00000	SPLOST 2011 INFRASTRUCTURE PRESER	-	64,128
310.0000.39.114900.00000	SPLOST 2011 SGG EVENT BUILDING	1,159,030	979,244
310.0000.39.115000.00000	SPLOST 2011 DEPOT PARK IMPROV	1,117,374	1,048,142
310.0000.39.115300.00000	SPLOST 2011 REVENUE-CHEROKEE ST.	5,670,635	5,122,318
310.0000.39.115400.00000	SPLOST 2011 REVENUE-STANLEY COLLINS	-	117,877
310.0000.39.115500.00000	SPLOST 2011 REVENUE-PINE MTN RD @41	2,420,120	-
310.0000.39.115700.00000	SPLOST 2011 REVENUE-RESURFACING	-	34,084
310.0000.39.115800.00000	SPLOST 2016 SARDIS STREET OVERPASS	6,000,000	6,000,000
310.0000.39.115900.00000	SPLOST 2016 STORMWATER INFRASTRUCTURE	437,009	437,009
310.0000.39.116000.00000	SPLOST 2016 BEN KING ROAD IMPROVEMENTS	3,048,638	2,959,294
310.0000.39.116100.00000	SPLOST 2016 SARDIS STREET EXTENSION PROJECT	2,280,893	2,071,139
310.0000.39.116200.00000	SPLOST 2016 PROPERTY ACQUISITION	1,937,243	1,777,937
310.0000.39.116300.00000	SPLOST 2016 PARK IMPROVEMENTS	1,674,472	1,637,261
310.0000.39.116400.00000	SPLOST 2016 DALLAS/WATTS DRIVE IMPROVEMENTS	-	433,392
310.0000.39.116500.00000	SPLOST 2016 FACILITY IMPROVEMENTS	411,605	342,690
310.0000.39.116600.00000	SPLOST 2016 ECONOMIC DEVELOPMENT	1,500,000	1,500,000
310.0000.39.116700.00000	SPLOST 2016 SMITH GILBERT GARDENS	747,750	747,750
310.0000.39.116800.00000	SPLOST 2016 RESURFACING AND SIDEWALKS	675,117	675,117
310.0000.39.116900.00000	SPLOST 2016 POLICE VEHICLES	14,758	14,758
310.0000.39.117000.00000	RECREATIONAL CENTER	-	4,450,865
Total Revenues		$ 32,225,787	$ 33,653,961
310.4228.54.146900.00000	SPLOST 2005 PROJ RUTLEDGE ROAD WIDEN	$ (165)	$ (165)
310.4228.54.147700.00000	SPLOST 2005 PROJ OLD HIGHWAY 41	(3,085,978)	(2,890,791)
310.4228.54.147800.00000	SPLOST 2011 INFRASTRUCTURE PRES	-	(64,128)
310.4228.54.148000.00000	SPLOST 2011 SGG EVENT BUILDING	(1,159,030)	(979,244)
310.4228.54.148100.00000	SPLOST 2011 DEPOT PARK IMPROV	(1,117,374)	(1,048,142)
310.4228.54.148400.00000	SPLOST 2011 PROJ CHEROKEE STREET	(5,670,635)	(5,122,318)
310.4228.54.148500.00000	SPLOST 2011 PROJ STANLEY COLLINS	-	(117,877)
310.4228.54.148600.00000	SPLOST 2011 PROJ PINE MTN ROAD	(2,420,120)	-
310.4228.54.148800.00000	SPLOST 2011 PROJ RESURFACING	-	(34,084)
310.4228.54.148900.00000	SPLOST 2016 SARDIS STREET OVERPASS	(6,000,000)	(6,000,000)
310.4228.54.149000.00000	SPLOST 2016 STORMWATER INFRASTRUCTURE	(437,009)	(437,009)
310.4228.54.149100.00000	SPLOST 2016 BEN KING ROAD IMPROVEMENTS	(3,048,638)	(2,959,294)
310.4228.54.149200.00000	SPLOST 2016 SARDIS STREET EXTENSION PROJECT	(2,280,893)	(2,071,139)
310.4228.54.149300.00000	SPLOST 2016 PROPERTY ACQUISITION	(1,937,243)	(1,777,937)
310.4228.54.149400.00000	SPLOST 2016 PARK IMPROVEMENTS	(1,674,472)	(1,637,261)
310.4228.54.149500.00000	SPLOST 2016 DALLAS/WATTS DRIVE IMPROVEMENTS	-	(433,392)
310.4228.54.149600.00000	SPLOST 2016 FACILITY IMPROVEMENTS	(411,605)	(342,690)
310.4228.54.149700.00000	SPLOST 2016 ECONOMIC DEVELOPMENT	(1,500,000)	(1,500,000)
310.4228.54.149800.00000	SPLOST 2016 SMITH GILBERT GARDENS	(747,750)	(747,750)
310.4228.54.149900.00000	SPLOST 2016 RESURFACING AND SIDEWALKS	(675,117)	(675,117)
310.4228.54.150000.00000	SPLOST 2016 POLICE VEHICLES	(14,758)	(14,758)
310.4228.54.150400.00000	RECREATIONAL CENTER	-	(4,450,865)
310.9100.61.109000.00000	SPLOST PROJ MISC	(45,000)	(350,000)
Total Expenditures		$ (32,225,787)	$ (33,653,961)