


# ADOPTED OPERATING AND CAPITAL BUDGET

## FISCAL YEAR 2022-2023

Mayor Derek Easterling
Mayor Pro-Tem Pat Ferris
Tracey Viars
Antonio Jones
Trey Sinclair

# FY 2022-2023
# Draft Budget Book
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**CITY OF KENNESAW,**
**GEORGIA**

**RESOLUTION NO. 2022-40, 2022**

**A RESOLUTION TO ADOPT THE PROPOSED OPERATING BUDGET FOR THE CITY OF KENNESAW FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023**

**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, 2022; 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, 2022 in detail and has made modifications as the City Council considers necessary and desirable to same; and

**WHEREAS,** Public Hearings regarding the Fiscal Year 2022-2023 Operating Budget for the City of Kennesaw were held on September 6, 2022 and September 19, 2022: and

**WHEREAS,** the Mayor and Council considers the attached Operating Budget for the Fiscal Year beginning October 1, 2022 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, 2022 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, 2022:

| FUND | APPROPRIATION |
|---|---|
| General Fund ---Operations (Including Transfers Out of $1,373,830 ) | $ 27,634,106 |
| Sanitation Fund | $ 3,497,194 |
| Storm Water Utility Fund | $ 1,234,185 |
| Streetlight Fund | $ 363,585 |
| Museum Fund | $ 974,969 |
| Smith Gilbert Gardens | $ 662,332 |
| Asset Forfeiture Fund | $ 21,085 |
| Treasury Equitable Sharing | $ 120,006 |
| 911 Operating Fund | $ 1,533,200 |
| American Rescue Plan Act Fund | $ 3,188,610 |
| Cemetery Fund | $ 27,616 |
| Impact Fee Fund | $ 100,000 |
| Hotel/Motel Fund | $ 67,170 |
| Urban Redevelopment Agency | $ 397,181 |
| Kennesaw Downtown Development Authority | $ 49,778 |
| Kennesaw Development Authority | $ 155,650 |
| Partially Self Insured Benefits Fund | $ 3,118,784 |

**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, 2022:

| DEPT # | DEPARTMENT | APPROPRIATION |
|---|---|---|
| 1100 | Mayor And Council | $ 453,763 |
| 1320 | City Manager | $ 996,654 |
| 1510 | Finance | $ 1,151,294 |
| 1530 | Legal | $ 346,500 |
| 1535 | Information Technology | $ 1,264,813 |
| 1540 | Human Resources | $ 474,548 |
| 1565 | Building Maintenance | $ 1,597,144 |
| 2000 | Court | $ 427,094 |
| 3200 | Police | $ 8,685,211 |
| 3800 | 911 funded by General Fund | $ 1,300 |
| 4000 | Public Works | $ 754,497 |
| 4200 | Streets | $ 1,665,803 |
| 6100 | Parks & Recreation | $ 2,761,796 |
| 7200 | Building & Construction | $ 707,580 |
| 7400 | Planning & Zoning | $ 306,897 |
| 7500 | Economic Development | $ 403,447 |
| 8000 | Debt Service | $ 1,096,072 |

| | | |
|---|---|---|
| Various | Capital Outlay | $ 1,063,601 |
| 9000 | Reserves | $ 2,102,262 |

**SECTION 4. BE IT FURTHER RESOLVED THAT** this RESOLUTION shall become effective from and after October 1, 2022.

PASSED AND ADOPTED by the Kennesaw City Council on this 19th day of September, 2022.

ATTEST:

Lea Alvarez, 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 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.0000.31.110000.00000 | REAL PROP-CUR YEAR | $ 9,296,501 | $ 10,115,944 |
| 100.0000.31.110100.00000 | BOND MILLAGE PROPERTY TAX | 2,133,464 | 2,338,000 |
| 100.0000.31.111000.00000 | REAL PROP-PUB UTIL-CUR Y | 137,000 | 142,000 |
| 100.0000.31.120000.00000 | REAL PROP-PRIOR YEAR | 42,000 | 42,000 |
| 100.0000.31.120100.00000 | BOND MILLAGE PROPERTY TAX PY | 15,000 | 15,000 |
| 100.0000.31.130000.00000 | PERS PROP-CUR YEAR | 1,073,415 | 1,132,882 |
| 100.0000.31.130500.00000 | ALTERNATIVE AD VALOREM TAX | 11,000 | 11,500 |
| 100.0000.31.131000.00000 | PERS PROP-MOTOR VEH-CUR | 87,000 | 71,000 |
| 100.0000.31.132000.00000 | PERS PROP-MOBILE HM-CUR | 8,000 | 8,000 |
| 100.0000.31.134000.00000 | INTANGIBLE | 370,000 | 370,000 |
| 100.0000.31.135000.00000 | RAILROAD EQUIPMENT TAX | 430 | 430 |
| 100.0000.31.139000.00000 | TAVT DISTRIBUTION | 1,000,000 | 1,100,000 |
| 100.0000.31.140000.00000 | PERS PROP-PRIOR YEAR | 15,000 | 15,000 |
| 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 | 60,000 | 132,000 |
| 100.0000.31.171000.00000 | FRANCHISE TAX-GA POWER | 640,000 | 640,000 |
| 100.0000.31.171100.00000 | FRANCHISE TAX--COBB EMC | 550,000 | 550,000 |
| 100.0000.31.173000.00000 | FRANCHISE TAX-GAS | 220,000 | 225,000 |
| 100.0000.31.175000.00000 | FRANCHISE TAX-TELV CABLE | 270,000 | 275,000 |
| 100.0000.31.176000.00000 | FRANCHISE TAX-TELEPHONE | 45,000 | 50,000 |
| 100.0000.31.178000.00000 | FRANCHISE TAX- VIDEO | 69,000 | 60,000 |
| 100.0000.31.421000.00000 | BEER TAX | 255,000 | 257,000 |
| 100.0000.31.422000.00000 | WINE TAX | 65,000 | 66,000 |
| 100.0000.31.423000.00000 | LIQUOR TAX | 30,000 | 31,000 |
| 100.0000.31.430000.00000 | LOCAL OPTION MIXED DRINK | 100,000 | 102,000 |
| 100.0000.31.610000.00000 | BUSINESS & OCCUPATION | 1,350,000 | 1,380,000 |
| 100.0000.31.620000.00000 | INSURANCE PREMIUM TAX | 2,150,000 | 2,500,000 |
| 100.0000.31.630000.00000 | FINANCIAL INSTITUTIONS | 100,000 | 94,000 |
| 100.0000.31.910000.00000 | PEN & INT-GENERAL PROP | 30,000 | 25,000 |
| 100.0000.31.940000.00000 | PEN & INT BUSINESS | 12,000 | 12,000 |
| 100.0000.31.950000.00000 | PEN & INT FIFA | 4,000 | 2,200 |
| | Total Taxes | $ 20,138,960 | $ 21,763,106 |

**CITY OF KENNESAW**
**General Fund Revenues and Other Financing Sources**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.0000.32.110000.00000 | ALCOHOLIC BEVERAGES | $ 170,000 | $ 160,000 |
| 100.0000.32.190000.00000 | OTHER (REGULATORY FEES) | 4,000 | 4,000 |
| 100.0000.32.220100.00000 | BUILDING PERMITS | 300,000 | 330,000 |
| 100.0000.32.220200.00000 | REINSPECTION FEES | 4,000 | 4,100 |
| 100.0000.32.220400.00000 | NPDES EROSION PERMITS | 2,500 | 3,000 |
| 100.0000.32.220500.00000 | TECHNOLOGY FEE | 23,000 | 23,000 |
| 100.0000.32.220600.00000 | ARCHITECTURAL PLAN REVIEW | 35,000 | 160,000 |
| 100.0000.32.221000.00000 | ZONING & LAND USE | 8,000 | 9,500 |
| 100.0000.32.221100.00000 | ELECTRICAL PERMITS | 20,000 | 28,000 |
| 100.0000.32.221200.00000 | PLUMBING PERMITS | 9,800 | 10,000 |
| 100.0000.32.221300.00000 | HVAC PERMITS | 20,000 | 22,000 |
| 100.0000.32.221400.00000 | GRADING PERMITS | 2,200 | 2,700 |
| 100.0000.32.221500.00000 | OCCUPANCY PERMITS | 2,800 | 2,800 |
| 100.0000.32.221600.00000 | DRIVEWAY PERMITS | 150 | 150 |
| 100.0000.32.221700.00000 | FENCING PERMITS | 500 | 2,300 |
| 100.0000.32.221800.00000 | TREE PERMITS | 5,000 | 5,000 |
| 100.0000.32.221900.00000 | UTILITY PERMITS | 17,000 | 18,000 |
| 100.0000.32.222100.00000 | MOBILE HOME MOVING | 500 | 300 |
| 100.0000.32.223000.00000 | SIGN PERMITS | 3,500 | 4,000 |
| 100.0000.32.292100.00000 | DEMOLITION PERMITS | 300 | 300 |
| | Total Licenses and Permits | $ 628,250 | $ 789,150 |
| | | | |
| 100.0000.33.705000.00000 | COBB CO---489 PAYMENT | $ 800,000 | $ 800,000 |
| 100.0000.33.706000.00000 | COBB CO---CDBG GRANT | 200,000 | 200,000 |
| 100.0000.33.709000.00000 | LMIG REVENUE | 300,000 | 300,000 |
| | Total Intergovernmental | $ 1,300,000 | $ 1,300,000 |

**CITY OF KENNESAW**
**General Fund Revenues and Other Financing Sources**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.0000.34.133000.00000 | ENGINEER/PLAN REVIEW FEES | $ 5,000 | $ 3,000 |
| 100.0000.34.134000.00000 | ARBORIST REVIEW FEES | 700 | 400 |
| 100.0000.34.191000.00000 | OTHER-ELECTION QUAL FEE | 1,080 | 1,296 |
| 100.0000.34.212000.00000 | SPEC POL SVC-ACCIDNT REP | 30,000 | 35,000 |
| 100.0000.34.231000.00000 | DET & COR SVC-FINGERPRNT | 100 | 100 |
| 100.0000.34.290000.00000 | OTHER (PUBLIC SAFETY) | - | 5,500 |
| 100.0000.34.315000.00000 | CHARGEPOINT REVENUE | 1,000 | 1,000 |
| 100.0000.34.736000.00000 | RENTAL | 15,600 | 15,600 |
| 100.0000.34.750000.00000 | PROGRAM FEES | 200,000 | 200,000 |
| 100.0000.34.751500.00000 | SUMMER CAMP FEES | 125,000 | 180,000 |
| 100.0000.34.752000.00000 | SPORT CAMP FEES | 85,000 | 42,000 |
| 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 | - |
| 100.0000.34.754000.00000 | COMM CLASSES USER FEE | 33,000 | 35,000 |
| 100.0000.34.754500.00000 | BASEBALL USER FEES | 31,000 | 37,000 |
| 100.0000.34.757000.00000 | YOUTH ATHLETICS-USER FEES | 1,700 | 5,000 |
| 100.0000.34.756500.00000 | YOUTH ATHLETICS-PROGRAM FEES | 23,000 | 90,375 |
| 100.0000.34.757500.00000 | ADULT ATHLETICS-PROGRAMS FEES | - | 32,000 |
| 100.0000.34.770000.00000 | SPLASH PAD USER FEES | 26,000 | 26,000 |
| 100.0000.34.790000.00000 | EVENT INCOME | 171,475 | 185,000 |
| 100.0000.34.792000.00000 | GRAND PRIX SERIES | - | 7,500 |
| 100.0000.34.930000.00000 | BAD CHECK FEES | 500 | 500 |
| | Total Charges for Services | $ 764,655 | $ 910,771 |
| 100.0000.35.117000.00000 | COURT-MUNICIPAL | $ 650,000 | $ 500,000 |
| 100.0000.35.191000.00000 | CT. SERVICES IMPROV FUND | 220,000 | 160,000 |
| 100.0000.35.191500.00000 | COURT PROJECT FUND | 90,000 | 65,000 |
| | Total Fines & Forfeitures | $ 960,000 | $ 725,000 |
| 100.0000.36.100000.00000 | INTEREST REVENUES | $ 450,000 | $ 525,000 |
| 100.0000.36.103000.00000 | INTEREST KDDA LOAN | 500 | 70 |
| | Total Investment Income | $ 450,500 | $ 525,070 |
| 100.0000.37.000000.00000 | CONTRIBUTION/DONATIONS | $ 50,000 | $ - |
| 100.0000.37.100300.00000 | SWIFT CANTRELL FOUNDATION | 50,000 | $ - |
| | Total Contributions & Donations | $ 100,000 | $ - |

**CITY OF KENNESAW**
**General Fund Revenues and Other Financing Sources**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.0000.38.100200.00000 | COMMUNITY CTR RENTAL | $ 63,000 | $ 63,000 |
| 100.0000.38.100400.00000 | MISC PARK/REC RENTAL | 18,000 | 25,000 |
| 100.0000.38.100500.00000 | WATER TNK CELL TOWER RENT | 36,000 | 36,000 |
| 100.0000.38.100700.00000 | RECREATION CENTER RENTALS | - | 27,000 |
| 100.0000.38.900000.00000 | OTHER (MISCELLANEOUS REV) | 9,000 | 10,000 |
| 100.0000.38.920000.00000 | INSURANCE RECOVERIES | 5,000 | 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 | 10,000 | 10,000 |
| 100.0000.39.230000.00000 | SALE OF SCRAP METAL | 100 | 100 |
| | Total Miscellaneous | $ 151,100 | $ 186,100 |
| | | | |
| 100.0000.39.350000.00000 | CAPITAL LEASE PROCEEDS | $ 165,000 | $ 35,000 |
| | Total Capital Lease Proceeds | $ 165,000 | $ 35,000 |
| | | | |
| 100.0000.39.110000.00000 | TRANSFERS IN-KDDA | $ 70,000 | $ 70,000 |
| 100.0000.39.112000.00000 | TRANSFER IN - SANITATION FD | 340,000 | 340,000 |
| 100.0000.39.112100.00000 | TRANSFER IN - STORM WATER FUND | 379,000 | 379,000 |
| 100.0000.39.113500.00000 | TRANSFER IN - E911 | 108,122 | 184,149 |
| | Total Transfers In | $ 897,122 | $ 973,149 |
| | | | |
| 100.0000.39.110500.00000 | USE OF PY RESERVES-CSIF | 317,000 | 376,000 |
| 100.0000.39.110600.00000 | USE OF PY RESERVES-CPF | 65,000 | 50,760 |
| | Total Use of PY Reserves | $ 382,000 | $ 426,760 |
| Grand Total Revenues and Other Financing Sources | | $ 25,937,587 | $ 27,634,106 |

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Mayor & Council

***Operating Budget Comments***

Fiscal Year 2022 Budget: $450,391

Fiscal Year 2023 Budget: $453,763

The highlights of the recommended budget include the following:

- A continuation of $1,800 in temporary employees for the City's summer internship program
- An increase of $1,600 in meeting expense to better align with current trends to accommodate city hosted meetings, council meetings, work sessions, etc.
- A continuation of $3,000 in other maintenance to accommodate growing off-site records storage and maintenance needs
- A continuation of $3,250 in organizational membership to accommodate annual dues for Cobb Travel and Tourism as well as Cobb Chamber
- An increase of retirement contributions and insurance other than employee benefits due to increases retirement contributions spread throughout each department
- A decrease of $17,000 in election expense – special election will be held in November at same time as general election

Non-Capital Outlay items include:

- $6,800 Records Scanning Project to complete second phase of scanning project

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 9

Fiscal Year 2022 Total Funded Positions: 9

Fiscal Year 2023 Total Authorized Positions: 9

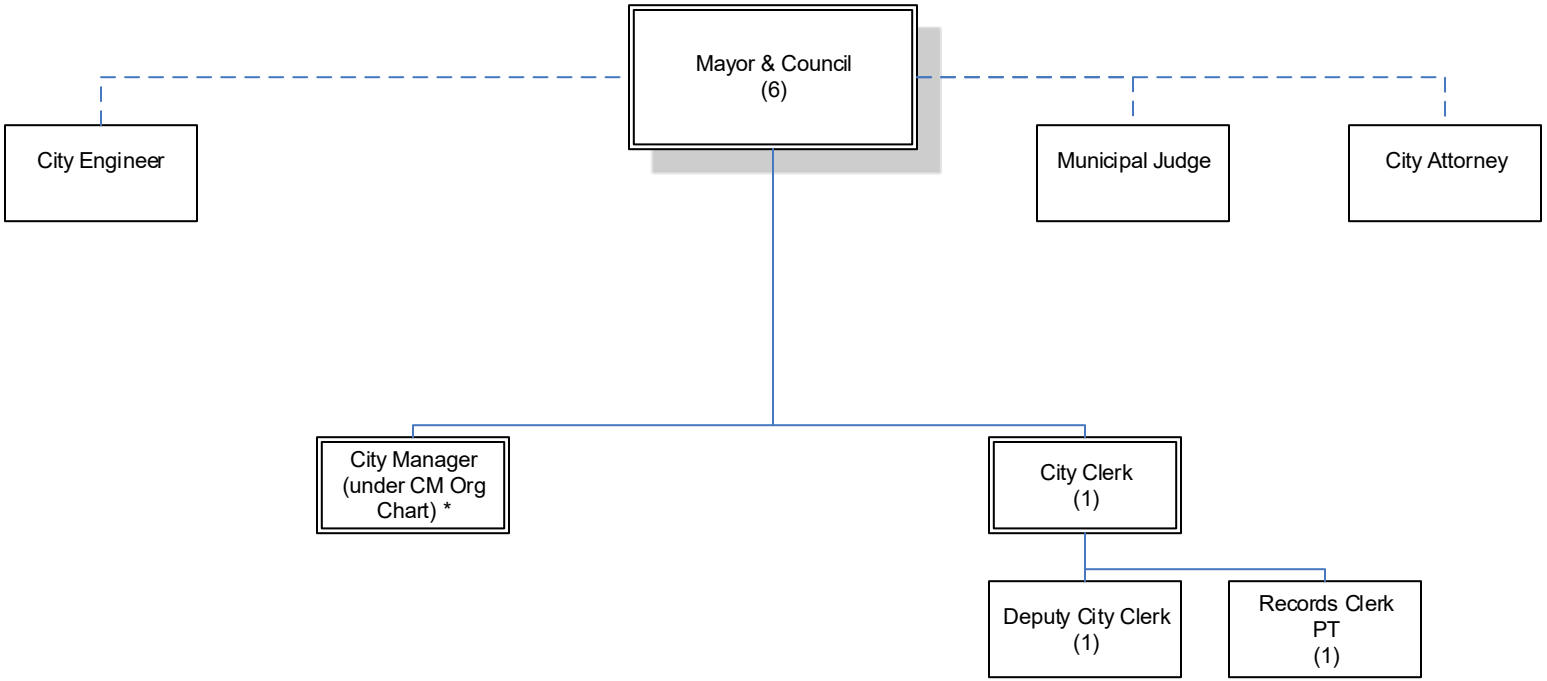
Fiscal Year 2023 Total Funded Positions: 9

**CITY OF KENNESAW**
**Mayor Council**
**Department 1100**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1100.51.110000.00000 | REGULAR EMPLOYEES | $ 192,036 | $ 213,638 |
| 100.1100.51.120000.00000 | TEMPORARY EMPLOYEES | 1,800 | 1,800 |
| 100.1100.51.145000.00000 | HOLIDAY BONUS PAYMENT | 550 | 450 |
| 100.1100.51.170000.00000 | VACATION PAY | 3,579 | - |
| 100.1100.51.210000.00000 | GROUP INSURANCE | 28,297 | 25,564 |
| 100.1100.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 15,264 | 16,515 |
| 100.1100.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 40,019 | 42,792 |
| 100.1100.51.270000.00000 | WORKER'S COMPENSATION | 498 | 513 |
| 100.1100.52.224000.00000 | OTHER MAINTENANCE | 9,000 | 9,800 |
| 100.1100.52.310000.00000 | INS, OTHER THAN EMP BEN | 18,028 | 18,121 |
| 100.1100.52.311000.00000 | CLAIM DEDUCTIBLES | 1,000 | - |
| 100.1100.52.325000.00000 | POSTAGE | 400 | 400 |
| 100.1100.52.340000.00000 | PRINTING & BINDING | 500 | 500 |
| 100.1100.52.350000.00000 | TRAVEL | 17,200 | 16,500 |
| 100.1100.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 15,350 | 15,550 |
| 100.1100.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 720 | 720 |
| 100.1100.52.363000.00000 | MEETING EXPENSES | 8,100 | 9,700 |
| 100.1100.52.371000.00000 | PROFESSIONAL DEVELOPMENT | 13,700 | 13,700 |
| 100.1100.52.393000.00000 | ELECTION EXPENSE | 30,000 | 13,000 |
| 100.1100.52.395000.00000 | MILEAGE REIMBURSEMENT | 500 | 500 |
| 100.1100.52.510000.00000 | SUPPORT FOR COMM ORGANIZ | 6,000 | 6,150 |
| 100.1100.52.530000.00000 | YOUTH COUNCIL | 1,950 | 1,950 |
| 100.1100.52.620000.00000 | AWARDS | 2,000 | 2,000 |
| 100.1100.53.111000.00000 | OFFICE SUPPLIES | 2,500 | 2,500 |
| 100.1100.53.111100.00000 | COPY PAPER | 600 | 600 |
| 100.1100.53.117100.00000 | GENERAL CLOTHING | 1,200 | 1,200 |
| 100.1100.53.119000.00000 | OTHER MATERIAL & SUPPLY | 1,500 | 1,500 |
| 100.1100.53.140000.00000 | BOOKS & PERIODICALS | 100 | 100 |
| 100.1100.53.160000.00000 | SMALL EQUIPMENT | 2,000 | 2,000 |
| 100.1100.53.180000.00000 | MISCELLANEOUS | 1,000 | 1,000 |
| 100.1100.55.105000.00000 | CONTINGENCY | 35,000 | 35,000 |
| Total Mayor & Council | | $ 450,391 | $ 453,763 |

# Mayor & Council Organization

Authorizations- 9




*positions broken out on separate organizational chart

Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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 new three year Strategic Plan (adopted in December 2021) includes five strategic priorities, which outline our most critical focus areas and help us make decisions regarding resource allocation and long-term growth priorities. Departmental 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 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 2011 SPLOST have been completed except for Cherokee Street which will be bid in summer 2022. All 2016 projects are under construction, land acquisition or have been completed. With the passage of the 2022 SPLOST the City Manager's office has begun to focus on planning and development of the approved projects.
- 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
- Managing City projects to ensure that budgets and timelines are met
- Following the adopted 3 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 2022 Budget: $926,349

Fiscal Year 2023 Budget: $996,654

The highlights of the recommended budget include the following:

- An increase retirement contributions due to increases of retirement contributions spread throughout each department
- A reallocation of $20,000 in marketing to museum and gardens to promote events and overall visitation to better align where monies are being spent
- An increase of $3,300 in education and training to support GIS continuing education and certification requirements
- An increase of $7,000 for meeting expense for State of the City production, audio, video screens, etc.
- An increase of $2,400 in Travel due to increased travel costs, airfares, and GIS conference attendance
- An increase of $1,700 in Professional Development due to increased conference registration fees

Capital Outlay:

- $35,000 for City Vehicle for Fleet to allow employee vehicle usage on city related travel

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 8

Fiscal Year 2022 Total Funded Positions: 8

Fiscal Year 2023 Total Authorized Positions: 8

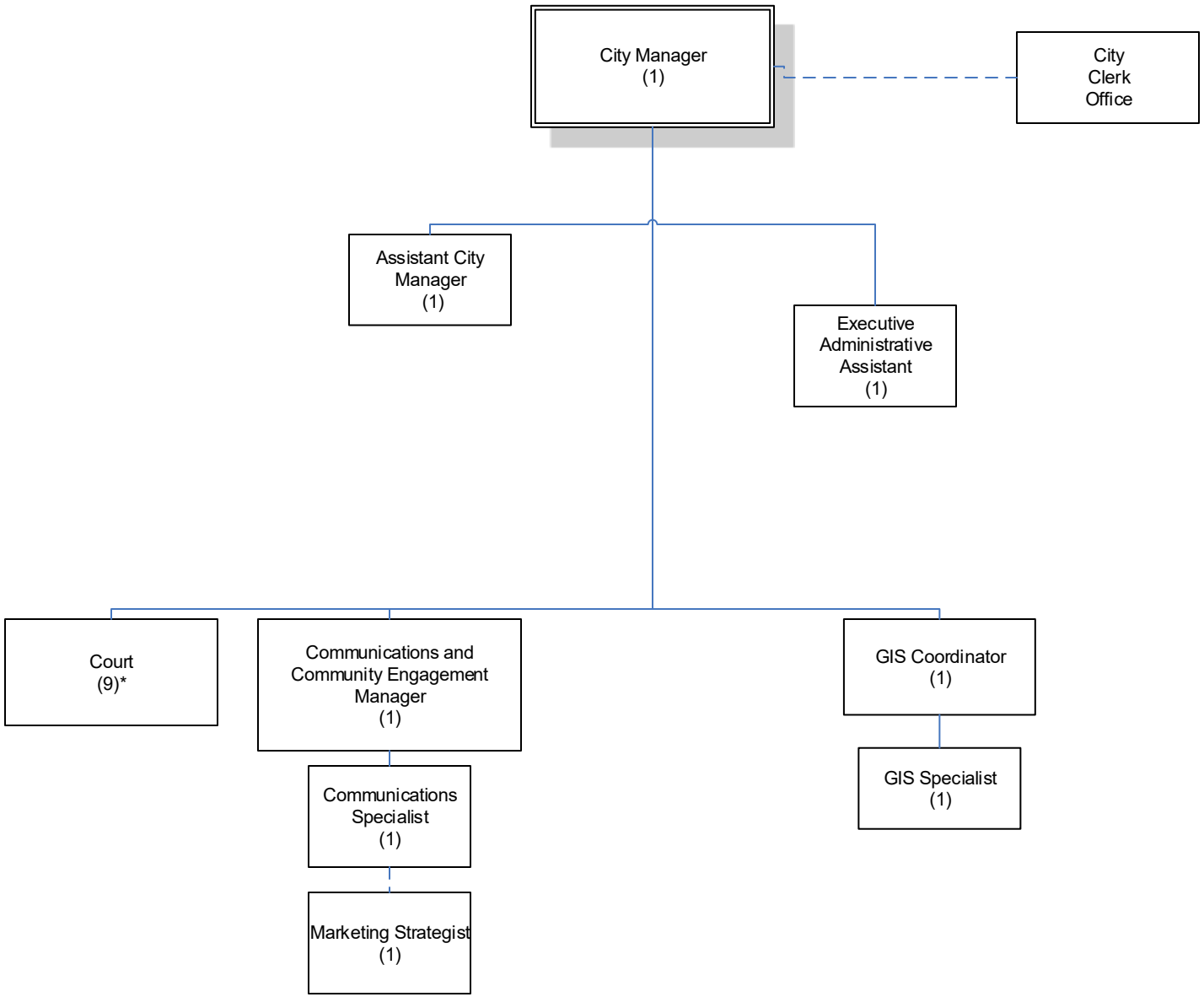
Fiscal Year 2023 Total Funded Positions: 8

**CITY OF KENNESAW**
**City Manager**
**Department 1320**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1320.51.110000.00000 | REGULAR EMPLOYEES | $ 537,258 | $ 639,274 |
| 100.1320.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,350 | 1,400 |
| 100.1320.51.170000.00000 | VACATION PAY | 39,352 | - |
| 100.1320.51.210000.00000 | GROUP INSURANCE | 92,391 | 83,469 |
| 100.1320.51.211400.00000 | HSA EMPLOYERS SHARE | - | 500 |
| 100.1320.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 44,214 | 49,012 |
| 100.1320.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 61,831 | 72,416 |
| 100.1320.51.250000.00000 | TUITION REIMBURSMENTS | 15,000 | 15,000 |
| 100.1320.51.270000.00000 | WORKER'S COMPENSATION | 807 | 836 |
| 100.1320.52.310000.00000 | INS, OTHER THAN EMP BEN | 6,771 | 6,822 |
| 100.1320.52.325000.00000 | POSTAGE | 625 | 625 |
| 100.1320.52.332000.00000 | MARKETING | 87,700 | 67,700 |
| 100.1320.52.340000.00000 | PRINTING & BINDING | 1,400 | 1,400 |
| 100.1320.52.350000.00000 | TRAVEL | 6,550 | 8,950 |
| 100.1320.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 6,935 | 7,085 |
| 100.1320.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 3,775 | 3,775 |
| 100.1320.52.363000.00000 | MEETING EXPENSES | 3,800 | 10,800 |
| 100.1320.52.364000.00000 | SUBSCRIPTIONS | 490 | 490 |
| 100.1320.52.370000.00000 | EDUCATION & TRAINING | 4,000 | 7,300 |
| 100.1320.52.371000.00000 | PROFESSIONAL DEVELOPMENT | 3,500 | 5,200 |
| 100.1320.52.395000.00000 | AUTO ALLOWANCE | - | 6,000 |
| 100.1320.52.610000.00000 | EMPLOYEE TEAM BUILDING | 1,800 | 1,800 |
| 100.1320.53.111000.00000 | OFFICE SUPPLIES | 1,200 | 1,200 |
| 100.1320.53.111100.00000 | COPY PAPER | 1,000 | 1,000 |
| 100.1320.53.118000.00000 | OPERATING MATERIALS/SUPP | 1,000 | 1,000 |
| 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 | | $ 926,349 | $ 996,654 |

# City Manager

Authorizations- 8




*positions broken out on separate organizational chart

Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Finance

The Financial Administration Department is managed by the Finance Director. 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, Risk Management 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 each year by the Government Finance Officers Association (GFOA)
- Continue to maintain General Fund reserves at a level of no less than two months of regular operating expenditures as recommended by the Government Finance Officers Association (GFOA)
- Convert to new financial accounting, utility billing and business license software to improve efficiency and customer service
- Offer vendors the option to be paid via ACH

**Department Highlights**

- Collected 99.7% of Property Taxes within the fiscal year of the levy
- Issued the Annual Comprehensive Financial Report timely with no audit findings
- Oversaw the financial accounting and reporting of the CARES Act Grant Funding and American Rescue Plan Act Grant Funding with no Single Audit findings
- Awarded the Certificate of Achievement for Excellence in Financial Reporting for the 21$^{st}$ consecutive year
- Implemented the Property Tax Lockbox Program
- Began the implementation process of converting to new financial accounting, utility billing and business license software
- Hired a Business License Compliance Officer to educate business owners on City ordinances and bring into compliance
- Increased General Fund reserves by $4.2 million

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,017,553

Fiscal Year 2023 Budget: $1,151,294

The highlights of the recommended budget include the following:

- An increase in group insurance due to addition of one (1) new full-time employee and retirement contributions spread throughout each department
- An increase of $11,000 in accounting auditing services due to single audit required by CARES Act

Capital Outlay:

- A reduction of $65,620 in Capital Outlay due to nearing the completion of the Tyler financial software project - $260,000 was budgeted for this project – FY 21 spent $65,000 and FY 22 spent $156,000 – the remaining $39,000 will be spent in FY 23 - $16,380 will be from the General fund via the Finance Budget

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 13

Fiscal Year 2022 Total Funded Positions: 13

Fiscal Year 2023 Total Authorized Positions: 14

Fiscal Year 2023 Total Funded Positions: 14

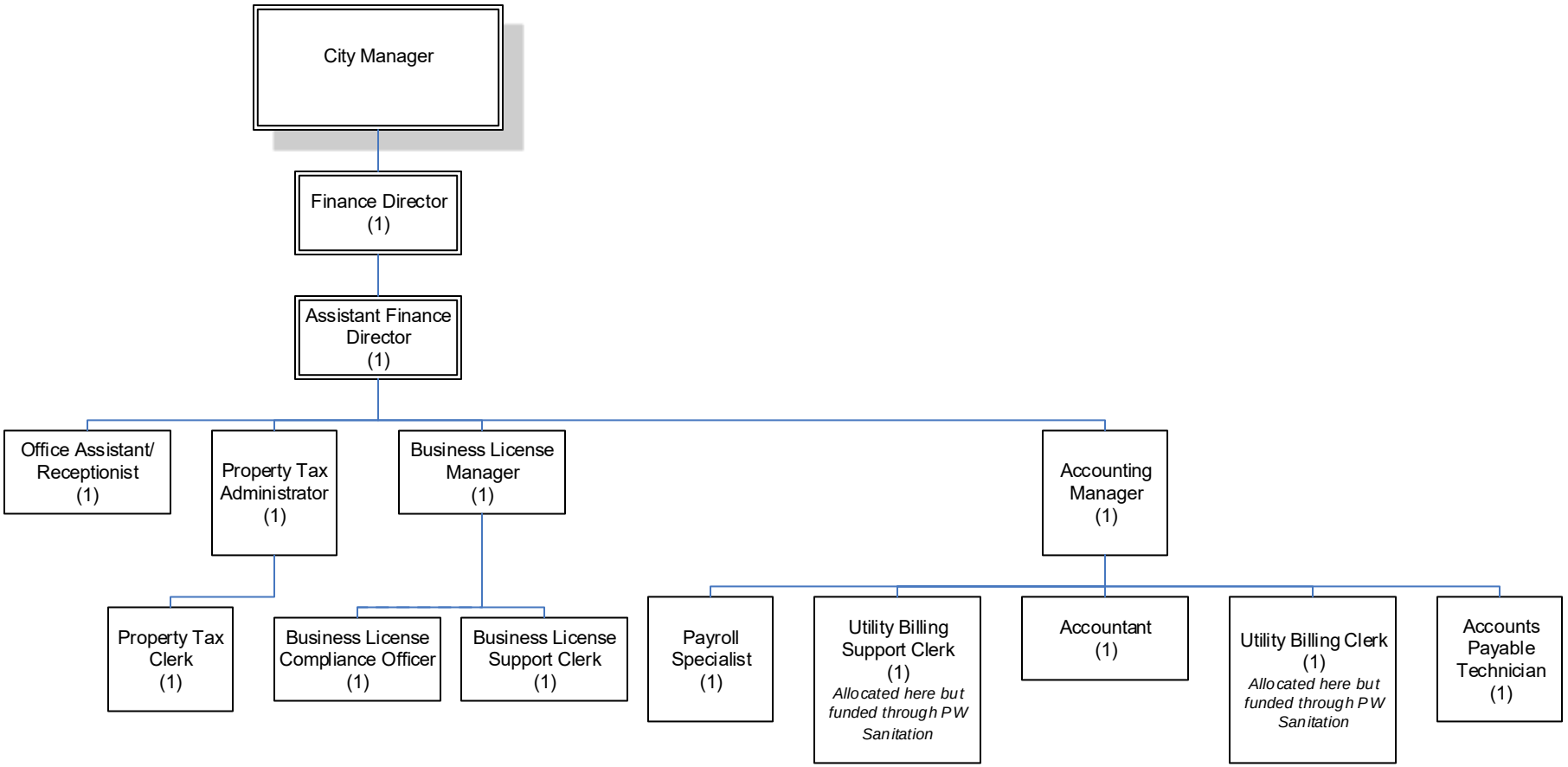
- Two positions (Utility Billing Clerk and Support Clerk) are funded through the Sanitation fund

**CITY OF KENNESAW**
**Finance**
**Department 1510**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1510.51.110000.00000 | REGULAR EMPLOYEES | $ 563,105 | $ 704,442 |
| 100.1510.51.130000.00000 | OVERTIME | 7,300 | 7,300 |
| 100.1510.51.145000.00000 | HOLIDAY BONUS PAYMENT | 2,150 | 2,100 |
| 100.1510.51.170000.00000 | VACATION PAY | 46,026 | - |
| 100.1510.51.210000.00000 | GROUP INSURANCE | 113,188 | 130,258 |
| 100.1510.51.211400.00000 | HSA EMPLOYERS SHARE | - | 250 |
| 100.1510.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 47,321 | 54,609 |
| 100.1510.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 63,581 | 66,840 |
| 100.1510.51.270000.00000 | WORKER'S COMPENSATION | 917 | 944 |
| 100.1510.52.122000.00000 | ACCOUNTING AUDITING SERV | 49,500 | 60,000 |
| 100.1510.52.125000.00000 | OTHER PROFESSIONAL SERV | 11,522 | 11,522 |
| 100.1510.52.310000.00000 | INS, OTHER THAN EMP BEN | 11,343 | 11,429 |
| 100.1510.52.325000.00000 | POSTAGE | 16,000 | 16,000 |
| 100.1510.52.340000.00000 | PRINTING & BINDING | 5,200 | 5,200 |
| 100.1510.52.350000.00000 | TRAVEL | 3,320 | 3,320 |
| 100.1510.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 1,070 | 1,070 |
| 100.1510.52.363000.00000 | MEETING EXPENSES | 1,160 | 1,160 |
| 100.1510.52.370000.00000 | EDUCATION & TRAINING | 4,950 | 4,950 |
| 100.1510.52.395500.00000 | PROP TAX COLLECTION EXP | 40,000 | 40,000 |
| 100.1510.52.396000.00000 | MERCHANT SERV FEES | 25,000 | 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 |
| 100.1510.53.117200.00000 | UNIFORMS | 500 | 500 |
| 100.1510.53.160500.00000 | GENL OFFICE SMALL EQUIP | 1,600 | 1,600 |
| 100.1510.53.180000.00000 | MISCELLANEOUS | 100 | 100 |
| Total Finance | | $ 1,017,553 | $ 1,151,294 |

# Finance Department

Authorizations- 14




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Legal

***Operating Budget Comments***

Fiscal Year 2022 Budget: $346,500

Fiscal Year 2023 Budget: $346,500

The highlights of the recommended budget include the following:

- No change from FY 22 to FY 23 – budgeted amount reflects historic trends

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 0

Fiscal Year 2022 Total Funded Positions: 0

Fiscal Year 2023 Total Authorized Positions: 0

Fiscal Year 2023 Total Funded Positions: 0

**CITY OF KENNESAW**
**Legal**
**Department 1530**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1530.52.121000.00000 | LEGAL SERVICES | $ 325,000 | $ 325,000 |
| 100.1530.52.331000.00000 | LEGAL PUBLICATION | 7,500 | 7,500 |
| 100.1530.52.365000.00000 | ORDINANCE CODIFICATION | 14,000 | 14,000 |
| Total Legal | | $ 346,500 | $ 346,500 |

# *Fiscal Year 2023 Budget Briefing Paper*

Department: Information Technology

The Department of Information Technology is committed to providing and supporting cutting edge and affordable technologies and technology-based services in a timely manner to all internal and external customers of the City. 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**

- Maintain 99.7% "up rate" of all computer and phone systems across the city
- Enhance the city's disaster recovery back-up program to include capacity at 1 Petabyte and 7 days of live data, one quarterly and one yearly backup that meets industry standards for municipal governments within 24 hours.
- Work with the following departments to evaluate, install, and maintain new technologies – Police (drones and body cams) / Building & Code (body cams) / City Clerk (open records software) / HR (UltiPro) / Community & Engagement (All city websites) / Finance (GEMS replacement) / City-wide (security systems) / GIS (Drone)
- Create a 100% virtual server environment by the end of FY25
- Enhance the city's local storage capacity to 1-3 Petabytes for live data.

**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
- Cyber Security enhancement include Crowd Strike anti-virus.
- Cyber security enhancements include Email security with ProofPoint TAP
- Moving to a new phone vendor to realize cost savings as well as better long-term support. FY23 $2800 in savings FY24 and beyond $8,600 from our current vendor's price.

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,174,762

Fiscal Year 2023 Budget: $1,264,813

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to retirement contributions spread throughout each department
- An increase of $107,000 in software maintenance due to increases in annual costs and the addition of new software (Tyler Incode) Software support for GEMS Replacement Modules, Fuel Master Cloud hosting and CLEAR Software for Finance
- Increase of $4,000 in telephone expense for FY 23 but will ultimately decrease in future years resulting in savings as we transition from Windstream
- Increase of $10,640 in Connectivity Fees related to moving and maintaining a disaster recovery site to ensure continuity of operations

Other items include:

- $19,000 for Solutionz Additional Wireless Microphones (Court Project Fund)
- $50,000 for replacement computers for 2015, 2016, 2017 (Court Services Improvement Fund)
- $15,100 Agenda Management Software (Court Project Fund)
- $9,160 Spillman Operating System Upgrade (Court Project Fund)

State and Local Fiscal Recovery Funds include:

- $100,000 Enterprise Class Storage Device Disaster Recovery Site
- $12,500 Remote Sites UPS Replacements
- $14,000 Data Center Storage HD's

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 4

Fiscal Year 2022 Total Funded Positions: 3

Fiscal Year 2023 Total Authorized Positions: 4

Fiscal Year 2023 Total Funded Positions: 3

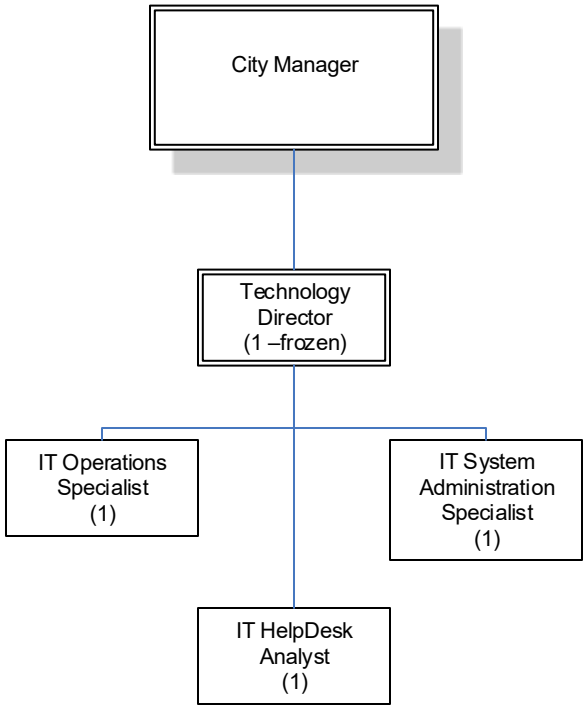
- One position (Technology Director) is frozen

**CITY OF KENNESAW**
**Information Technology**
**Department 1535**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1535.51.110000.00000 | REGULAR EMPLOYEES | $ 192,065 | $ 218,470 |
| 100.1535.51.120000.00000 | TEMPORARY EMPLOYEES | 1,800 | 1,800 |
| 100.1535.51.145000.00000 | HOLIDAY BONUS PAYMENT | 600 | 600 |
| 100.1535.51.170000.00000 | VACATION PAY | 18,670 | - |
| 100.1535.51.210000.00000 | GROUP INSURANCE | 28,297 | 25,564 |
| 100.1535.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 16,305 | 16,897 |
| 100.1535.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 16,805 | 17,690 |
| 100.1535.51.270000.00000 | WORKER'S COMPENSATION | 367 | 378 |
| 100.1535.52.133000.00000 | OTHER TECHNICAL SERVICES | 22,000 | 22,000 |
| 100.1535.52.232100.00000 | COPIER LEASE | 47,000 | 47,000 |
| 100.1535.52.310000.00000 | INS, OTHER THAN EMP BEN | 4,485 | 4,519 |
| 100.1535.52.321000.00000 | TELEPHONE EXPENSES | 61,168 | 65,183 |
| 100.1535.52.322000.00000 | PORTABLE PHONE | 105,488 | 108,524 |
| 100.1535.52.324200.00000 | CONNECTIVITY FEES | 71,560 | 83,400 |
| 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 | 263 | 263 |
| 100.1535.52.370000.00000 | EDUCATION & TRAINING | 7,000 | 7,000 |
| 100.1535.52.420000.00000 | HARDWARE MAINTENANCE | 37,145 | 37,145 |
| 100.1535.52.420500.00000 | SOFTWARE MAINTENANCE | 378,829 | 485,813 |
| 100.1535.52.421000.00000 | WEB SITE HOSTING | 4,875 | 4,875 |
| 100.1535.52.450000.00000 | RADIO REPAIRS & MAINT | 8,200 | 13,200 |
| 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 | 41,400 | 37,100 |
| 100.1535.53.117000.00000 | CLOTHING | 300 | 300 |
| 100.1535.53.118000.00000 | OPERATING MATERIALS/SUPP | 37,940 | 34,100 |
| 100.1535.53.159500.00000 | COMPUTERS < $5,000 | 55,700 | 16,492 |
| Total Information Technology | | $ 1,174,762 | $ 1,264,813 |

# Information Technology (Central Services)

Authorizations- 4




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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 2022 Budget: $425,472

Fiscal Year 2023 Budget: $474,548

The highlights of the recommended budget include the following:

- An increase of retirement contributions due to increase retirement contributions spread throughout each department
- A continuation to support leadership development for staff and managers and online benefits education programming
- Continue to support and require mandatory education and training to support city wide implementation of non-harassment/discrimination training and continuing education/training/professional development for HR staff
- An increase of $55,000 in Other Professional Services for an updated Classification and Compensation Study – last one completed was 2016 – as a result of staffing concerns exacerbated by the tight labor market

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 3

Fiscal Year 2022 Total Funded Positions: 3

Fiscal Year 2023 Total Authorized Positions: 3

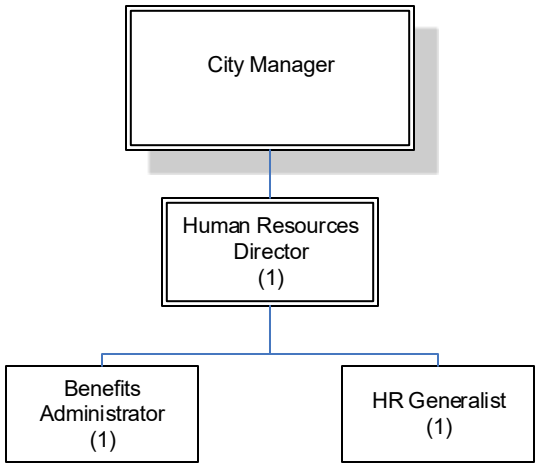
Fiscal Year 2023 Total Funded Positions: 3

**CITY OF KENNESAW**
**Human Resources**
**Department 1540**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1540.51.110000.00000 | REGULAR EMPLOYEES | $ 225,523 | $ 232,331 |
| 100.1540.51.145000.00000 | HOLIDAY BONUS PAYMENT | 600 | 550 |
| 100.1540.51.170000.00000 | VACATION PAY | 8,748 | - |
| 100.1540.51.210000.00000 | GROUP INSURANCE | 45,202 | 40,837 |
| 100.1540.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 17,968 | 17,815 |
| 100.1540.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 26,215 | 28,353 |
| 100.1540.51.270000.00000 | WORKER'S COMPENSATION | 288 | 297 |
| 100.1540.52.123100.00000 | PRE-EMPLOYMENT PHYSICALS | 6,000 | 6,000 |
| 100.1540.52.125000.00000 | OTHER PROFESSIONAL SERVICES | 45,600 | 98,600 |
| 100.1540.52.310000.00000 | INS, OTHER THAN EMP BENEFITS | 2,286 | 2,303 |
| 100.1540.52.325000.00000 | POSTAGE | 100 | 200 |
| 100.1540.52.332000.00000 | MARKETING | 1,000 | 1,000 |
| 100.1540.52.350000.00000 | TRAVEL | 2,000 | 2,000 |
| 100.1540.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 1,550 | 1,370 |
| 100.1540.52.363000.00000 | MEETING EXPENSES | 2,000 | 2,500 |
| 100.1540.52.370000.00000 | EDUCATION & TRAINING | 10,200 | 10,200 |
| 100.1540.52.610000.00000 | EMPLOYEE TEAM BUILDING | 11,000 | 11,000 |
| 100.1540.52.620000.00000 | AWARDS | 6,000 | 6,000 |
| 100.1540.52.630000.00000 | WELLNESS | 10,000 | 10,000 |
| 100.1540.53.111000.00000 | OFFICE SUPPLIES | 3,192 | 3,192 |
| Total Human Resources | | $ 425,472 | $ 474,548 |

# Human Resources

Authorizations- 3




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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**

- Replaced all driveway and parking lot lights in Adams Park to LED fixtures
- Replaced all fixtures on the first floor of Public Works facility to LED fixtures (100 total)
- Replaced Banquet Hall lighting in Community Center to LED Fixtures and dimmable controllers
- Replaced lighting fixtures in Glover Area of the Southern Museum to LED fixtures
- Replaced lamps in Repository of the Southern Museum to LED lamps
- Coordinated completion of Recreation Center Construction
- Replaced all fixtures in Jail to LED fixtures
- Replaced all fixtures in the lobby of Community Center to LED fixtures
- Replaced all fixtures in Finance to LED fixtures
- Replaced lights in Pavilions and restrooms at Swift Cantrell park to LED lights
- Replaced all fixtures in Jail kitchen to LED fixtures
- Purchased and installed new chilled water bottle fill stations throughout City facilities
- Painted exterior of CID facility at Bobby Grant

- Replaced Carpet in Theatre at Southern Museum

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,467,442

Fiscal Year 2023 Budget: $1,597,144

The highlights of the recommended budget include the following:

- An increase in group insurance due to the addition a one (1) full time employee and retirement contributions due to increase of retirement contributions spread throughout each department
- An increase of $6,240 in cleaning due to increase in cleaning contract for the next year
- A total increase of $15,000 in utilities (water, natural gas, and electricity) due to adding the Amphitheatre and restrooms at Depot Park. These are estimates, and after a year of operations, we will be better able to define these expenses.
- An increase of $37,500 in the Safety Committee for 15 new AED's to replace out of date models currently throughout City facilities
- An increase of $5,000 in janitorial supplies for the new restrooms at Depot Park
- An increase of $767 due to increase in gas prices
- An increase of $3,000 in operating materials and supplies for elevator maintenance agreement for the Recreation Center

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 8

Fiscal Year 2022 Total Funded Positions: 8

Fiscal Year 2023 Total Authorized Positions: 6

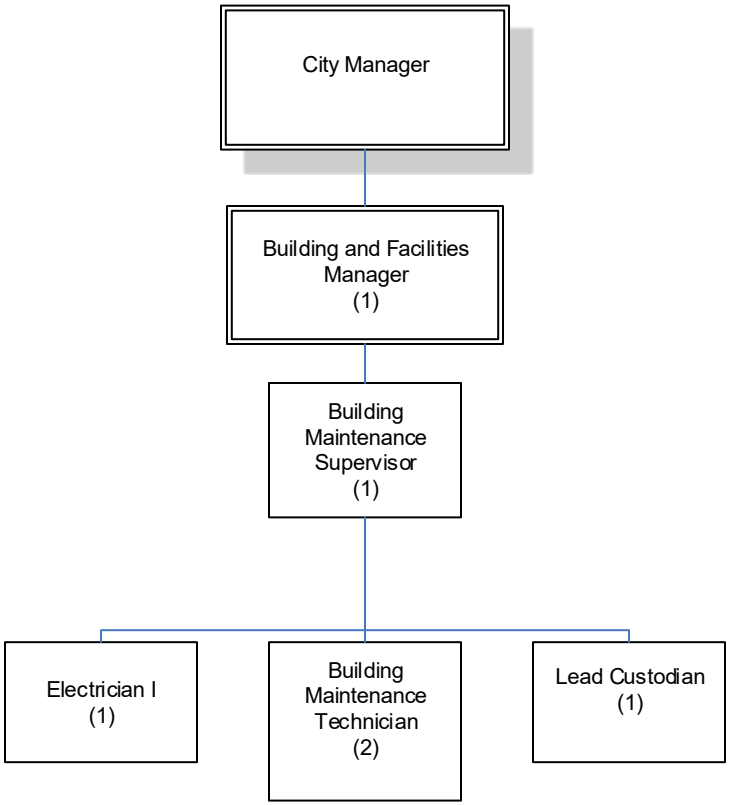
Fiscal Year 2023 Total Funded Positions: 6

**CITY OF KENNESAW**
**Building Maintenance**
**Department 1565**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1565.51.110000.00000 | REGULAR EMPLOYEES | $ 227,771 | $ 291,950 |
| 100.1565.51.130000.00000 | OVERTIME | 4,825 | 4,825 |
| 100.1565.51.130500.00000 | BUILDING MAINT. - ONCALL | 500 | 500 |
| 100.1565.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,000 | 1,000 |
| 100.1565.51.170000.00000 | VACATION PAY | 13,974 | - |
| 100.1565.51.210000.00000 | GROUP INSURANCE | 113,188 | 119,258 |
| 100.1565.51.211400.00000 | HSA EMPLOYERS SHARE | - | 500 |
| 100.1565.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 18,977 | 22,818 |
| 100.1565.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 45,161 | 47,431 |
| 100.1565.51.270000.00000 | WORKER'S COMPENSATION | 7,310 | 7,527 |
| 100.1565.52.210000.00000 | CLEANING | 103,000 | 109,240 |
| 100.1565.52.211000.00000 | DISPOSAL | 250 | 250 |
| 100.1565.52.220500.00000 | REPAIRS/MAINT--BUILDINGS | 187,400 | 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 | 13,327 | 13,428 |
| 100.1565.52.370000.00000 | EDUCATION & TRAINING | 3,000 | 3,000 |
| 100.1565.52.371500.00000 | SAFETY COMMITTEE | 25,000 | 62,500 |
| 100.1565.52.430000.00000 | VEHICLE REPAIRS & MAINT | 2,600 | 2,890 |
| 100.1565.52.440000.00000 | EQUIPMENT REPAIRS & MAINT | 3,750 | 3,750 |
| 100.1565.53.111000.00000 | OFFICE SUPPLIES | 1,000 | 1,000 |
| 100.1565.53.112000.00000 | JANITORIAL SUPPLIES | 65,000 | 70,000 |
| 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 | 60,132 |
| 100.1565.53.121000.00000 | WATER/SEWERAGE | 39,693 | 44,693 |
| 100.1565.53.121500.00000 | NATURAL GAS | 26,972 | 26,972 |
| 100.1565.53.122500.00000 | STORMWATER UTILITY | 22,200 | 22,200 |
| 100.1565.53.123000.00000 | ENERGY-ELECTRICITY | 400,149 | 410,149 |
| 100.1565.53.123100.00000 | STREET LIGHTING | 2,000 | 2,000 |
| 100.1565.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 3,838 | 4,606 |
| 100.1565.53.132000.00000 | GENERAL FOOD EXPENSE | 3,800 | 800 |
| 100.1565.53.160000.00000 | SMALL EQUIPMENT | 54,700 | 56,400 |
| 100.1565.53.160600.00000 | BLDG MAINT SMALL EQUIP | 10,000 | 10,000 |
| 100.1565.53.180000.00000 | MISCELLANEOUS | 150 | 150 |
| Total Building Maintenance | | $ 1,467,442 | $ 1,597,144 |

# Building Maintenance

Authorizations- 6




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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.

**Goals & Objectives**

- Improve the use of City resources through networking and staff training.
- Increase the use of technology to improve caseload management, coordinate efforts with appropriate jurisdictions, and meet state and local laws
- Improve the management of case records, develop ways for citizens to have electronic access, and to comply with state record retention laws

**Department Highlights**

The court has received and processed approximately 5,800 citations written by the Kennesaw Police Department from October 1, 2021 to April 30, 2022.

After following the Statewide Judicial Emergency issued by the Honorable Harold D. Melton, Chief Justice of the Supreme Court of Georgia for nearly two years, Kennesaw Municipal Court gradually lifted restrictions and currently only suggests people follow social distancing. We also offer the convenience of virtual hearings which has become very popular since the beginning of COVID.

***Operating Budget Comments***

Fiscal Year 2022 Budget: $424,632

Fiscal Year 2023 Budget: $427,094

The highlights of the recommended budget include the following:

- An increase of retirement contributions due to increases of retirement contributions spread throughout each department

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 10

Fiscal Year 2022 Total Funded Positions: 10

Fiscal Year 2023 Total Authorized Positions: 10

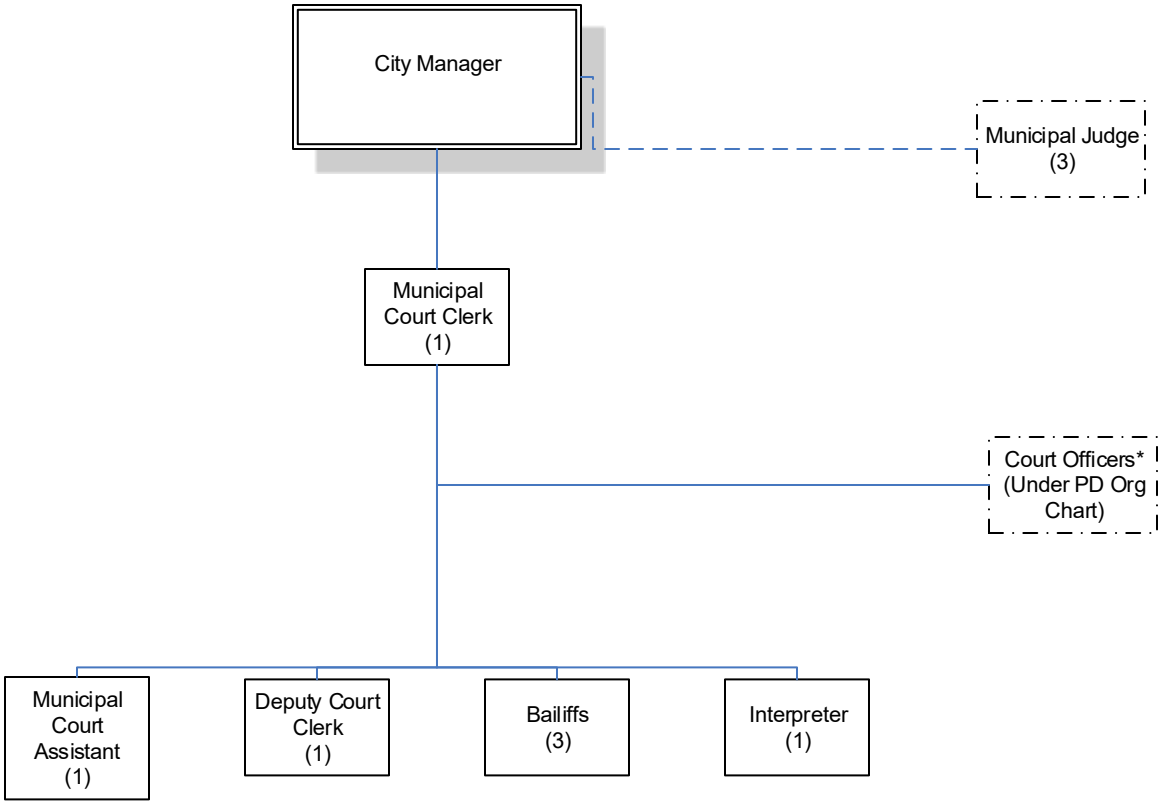
Fiscal Year 2023 Total Funded Positions: 10

**CITY OF KENNESAW**
**Court**
**Department 2000**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.2000.51.110000.00000 | REGULAR EMPLOYEES | $ 167,346 | $ 184,885 |
| 100.2000.51.130000.00000 | OVERTIME | 2,000 | 2,000 |
| 100.2000.51.145000.00000 | HOLIDAY BONUS PAYMENT | 600 | 600 |
| 100.2000.51.160000.00000 | BALIFFS | 13,865 | 14,160 |
| 100.2000.51.170000.00000 | VACATION PAY | 14,457 | - |
| 100.2000.51.210000.00000 | GROUP INSURANCE | 42,445 | 38,346 |
| 100.2000.51.211400.00000 | HSA EMPLOYERS SHARE | - | 250 |
| 100.2000.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 15,167 | 15,896 |
| 100.2000.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 26,026 | 27,499 |
| 100.2000.51.270000.00000 | WORKER'S COMPENSATION | 393 | 405 |
| 100.2000.52.121000.00000 | LEGAL SERVICES | 80,000 | 80,000 |
| 100.2000.52.125000.00000 | OTHER PROFESSIONAL SERV | 10,975 | 10,975 |
| 100.2000.52.221000.00000 | EQUIPMENT MAINTENANCE | 250 | 250 |
| 100.2000.52.224000.00000 | OTHER MAINTENANCE | 200 | 200 |
| 100.2000.52.310000.00000 | INS, OTHER THAN EMP BEN | 15,828 | 15,948 |
| 100.2000.52.325000.00000 | POSTAGE | 3,600 | 3,600 |
| 100.2000.52.340000.00000 | PRINTING & BINDING | 3,500 | 3,500 |
| 100.2000.52.350000.00000 | TRAVEL | 3,200 | 3,200 |
| 100.2000.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 430 | 430 |
| 100.2000.52.371000.00000 | PROFESSIONAL DEVELOPMENT | 1,450 | 1,450 |
| 100.2000.52.395000.00000 | ENERGY-GASOLINE | 200 | 300 |
| 100.2000.52.420000.00000 | SOFTWARE FEE | 17,000 | 17,000 |
| 100.2000.53.110000.00000 | GENERAL SUPPLIES & MAT | 1,000 | 1,000 |
| 100.2000.53.111000.00000 | OFFICE SUPPLIES | 2,000 | 2,500 |
| 100.2000.53.111100.00000 | COPY PAPER | 800 | 800 |
| 100.2000.53.117100.00000 | GENERAL CLOTHING | 300 | 300 |
| 100.2000.53.118500.00000 | COURT MATERIALS/SUPPLIES | 500 | 500 |
| 100.2000.53.119000.00000 | OTHER MATERIAL & SUPPLY | 400 | 400 |
| 100.2000.53.140000.00000 | BOOKS & PERIODICALS | 400 | 400 |
| 100.2000.53.180000.00000 | MISCELLANEOUS | 300 | 300 |
| Total Court | | $ 424,632 | $ 427,094 |

# Municipal Court

Authorizations- 10




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Police

The Kennesaw Police Department is staffed by sixty-seven full time Police Officers, then Civilian support staff, and five Reserve Officers. Each member is charged with meeting the department's mission. *"It is the mission of the Kennesaw Police Department to assure that our community is safe from crime and disorder by focusing on the prevention of crime along with reducing the fear of crime."* Each year the Command Staff establishes annual department goals congruent with our mission and the current trends. For FY 23 the following goals have been established.

**Goals and Objectives**

- Provide the highest quality level of public safety and professionalism to all that we serve.
- Focus on better community outreach with the fringes of the community.
- Provide in house leadership training annually to each supervisor, manager and training officer.
- Continue focus on hiring and retention with a goal of zero vacancies and individuals on a waiting list by the end of FY 2022.
- Provide an exceptional agency succession plan coupled with career growth opportunities.

**Department Highlights**

- The City of Kennesaw Police Department continues to experience a decrease of number of Part 1 crimes from the previous years. Our agency attributes this success to several factors, including our utilization of progressive criminal intelligence methods and conducting effective patrol in high-crime areas of the city. Another reason for this success was driven by actively building partnerships and relationships with residents, businesses and other Law Enforcement partners.
- The Department started the Criminal Interdiction Unit. This unit has already made approximately 40 felony arrest just within the first few months of existence.
- KPD has added more hours of training and have adjusted our Use of Force policies. All officers are required to attend quarterly defensive tactics training in Brazilian Jujitsu. All of our officers received an average of 8 hours firearms training; whereas the State of Georgia only requires 4 hours per year. Our officers received in-house classroom training in de-escalation techniques, cultural diversity and mental health and also received training in stop-sticks, Taser usage and domestic violence investigations.
- KPD held the first "Walk a Mile in Her Shoes" event to raise awareness of Domestic Violence. Members of the department and community walked the one mile track around Swift Cantrell Park while wearing red high heel shoes.
- In 2021 KPD sponsored its first race in the Kennesaw Race Series, The Torch Run for Special Olympics; raising $1000.
- During the holidays, KPD received several donations to the Jerry Worthan Christmas Fund. We accepted 15 families with 40 children in and around Kennesaw

**Operating Budget Comments**

Fiscal Year 2022 Budget: $8,421,673

Fiscal Year 2023 Budget: $8,685,211

The highlights of the recommended budget include the following:

- Increase of retirement contributions due to increases of retirement contributions spread throughout each department
- Increase of $5,000 in Advertising to allow for increased recruiting opportunities.
- Increase of $2,000 in printing and binding.
- Increase of $10,000 in Travel to account for increased outside training (and related travel expenses) for officers and required training for a new K-9 officer.
- Increase of $1,500 in Organizational Memberships due to account for rising cost, and allow for advancements in community relationships for senior staff.
- Increase of $1,500 in Meeting expenses to allow for more senior staff to attend community engagement events.
- Increase of $20,000 in training to account for the rising costs of ammunition, and to provide more training opportunities for staff. Historically forfeited fund have been utilized; however, these funds are not currently available
- Increase of $50,000 in inmate housing to account for the increase cost per inmate per day, due to contract with Cobb County Adult Detention Center – this will be offset by the 10% add on as allowed by Georgia law to the bond schedule
- Increase of $18,417 in Equipment Maintenance to account for rising cost of maintenance contracts.
- Decrease of $50,000 in Radio repairs and maintenance due to onetime purchase in FY22.
- Decrease of $18,000 in Honor Guard due to a onetime purchase in FY22.
- Increase of $7,000 in Police Materials / Supplies due to increased prices.
- Increase of $40,000 in fuel due to increasing prices and historical usage.
- Decrease of $19,000 in Police Small Equipment due to a onetime purchase in FY22.

Capital Outlay items funded by State and Local Fiscal Recovery Fund include:

- $67,000 Apex Officer VR Simulator
- $70,000 Chevy Tahoe - K9 Police Package

Capital Outlay items funded by Court Service Improvement Fund include:

- $140,000 for replacement Ford Interceptor Utility for patrol (2)
- $41,000 Ford F-150 Quad Cab Admin for Quality of Life Officer (Code Enforcement) (1)
- $45,000 Ford Explorer XLT – Admin (1)
- $50,000 Ford Interceptor Utility – Admin (1)
- $50,000 Chevy Tahoe SUV – evidence Tech (1)

Impact Fees Include:

- $70,000 Ford Interceptor Utility

Non-Capital Outlay funded by State and Local Fiscal Recovery Funds

- Patrol Rifles $67,860
- Red dot sight for pistols $42,250
- Forensic Buddy $5,000
- Dark Angel Medical Kit $3,000
- Furnishing Evidence Lab $7,500

**Position Summary**

Fiscal Year 2022 Total Authorized Positions: 82

Fiscal Year 2022 Total Funded Positions: 82

Fiscal Year 2023 Total Authorized Positions: 83

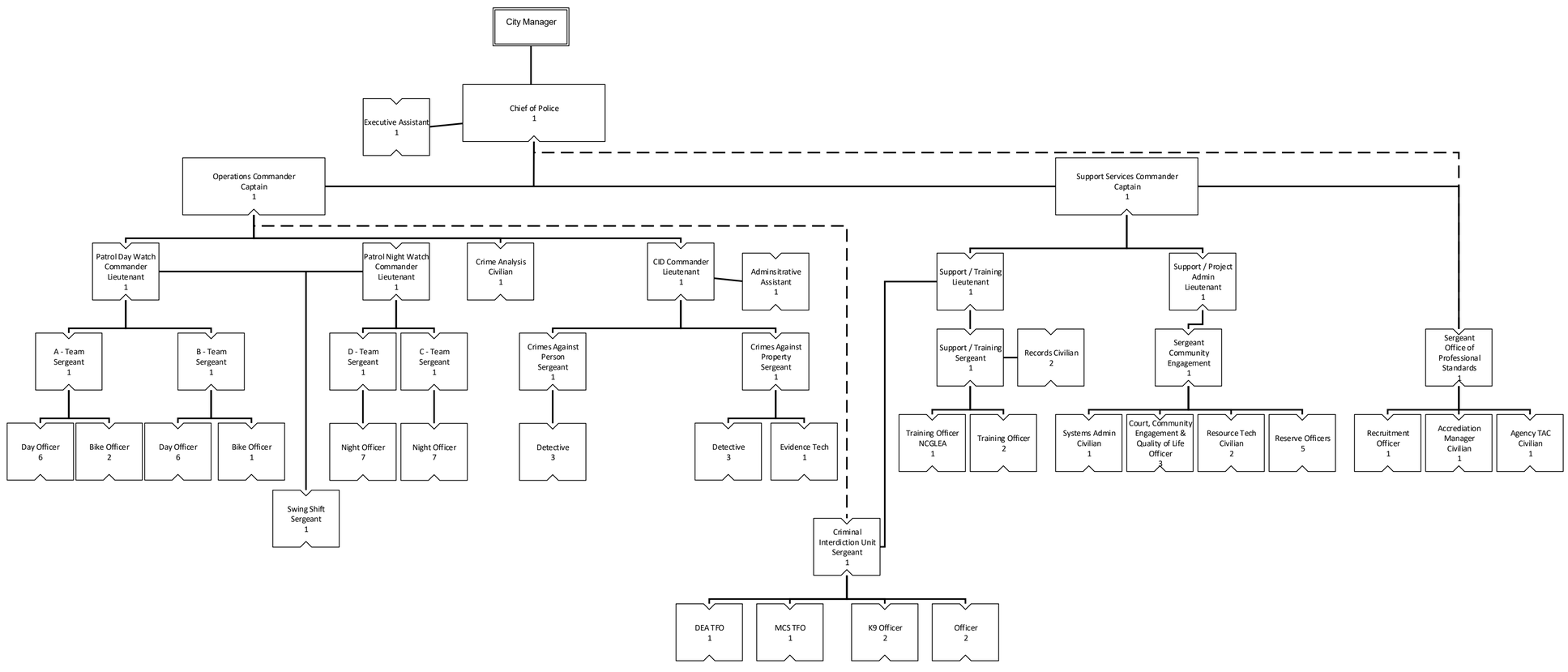
Fiscal Year 2023 Total Funded Positions: 83

**CITY OF KENNESAW**
**Police**
**Department 3200**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.3200.51.110000.00000 | REGULAR EMPLOYEES | $ 4,511,700 | $ 5,042,401 |
| 100.3200.51.130000.00000 | OVERTIME | 135,000 | 135,000 |
| 100.3200.51.130500.00000 | POLICE ONCALL | 85,000 | 85,000 |
| 100.3200.51.145000.00000 | HOLIDAY BONUS PAYMENT | 14,550 | 14,800 |
| 100.3200.51.170000.00000 | VACATION PAY | 329,722 | - |
| 100.3200.51.210000.00000 | GROUP INSURANCE | 1,025,058 | 944,071 |
| 100.3200.51.211400.00000 | HSA EMPLOYERS SHARE | - | 5,625 |
| 100.3200.51.215000.00000 | GROUP INSURANCE-RETIREE | 29,300 | 8,972 |
| 100.3200.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 388,312 | 403,706 |
| 100.3200.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 569,103 | 606,648 |
| 100.3200.51.270000.00000 | WORKER'S COMPENSATION | 99,567 | 102,520 |
| 100.3200.52.110000.00000 | INMATE MEDICAL | 28,000 | 28,000 |
| 100.3200.52.123100.00000 | PRE-EMPLOYMENT PHYSICALS | 10,000 | 10,000 |
| 100.3200.52.125000.00000 | OTHER PROFESSIONAL SERV | 18,000 | 18,000 |
| 100.3200.52.310000.00000 | INS, OTHER THAN EMP BEN | 144,049 | 144,879 |
| 100.3200.52.311000.00000 | CLAIM DEDUCTIBLES | 5,000 | 5,000 |
| 100.3200.52.324100.00000 | USER FEES--800 MHZ RADIO | 60,000 | 60,000 |
| 100.3200.52.325000.00000 | POSTAGE | 2,700 | 2,700 |
| 100.3200.52.330000.00000 | ADVERTISING | 5,000 | 10,000 |
| 100.3200.52.340000.00000 | PRINTING & BINDING | 3,000 | 5,000 |
| 100.3200.52.350000.00000 | TRAVEL | 10,000 | 20,000 |
| 100.3200.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 3,000 | 4,500 |
| 100.3200.52.363000.00000 | MEETING EXPENSES | 2,000 | 3,500 |
| 100.3200.52.370000.00000 | EDUCATION & TRAINING | 65,000 | 85,000 |
| 100.3200.52.371000.00000 | PROFESSIONAL DEVELOPMENT | 8,000 | 8,000 |
| 100.3200.52.394000.00000 | ACWORTH INMATE HOUSING | 120,000 | 170,000 |
| 100.3200.52.430000.00000 | VEHICLE REPAIRS & MAINT | 60,000 | 63,360 |
| 100.3200.52.440000.00000 | EQUIPMENT REPAIRS & MAINT | 81,150 | 102,067 |
| 100.3200.52.450000.00000 | RADIO REPAIRS & MAINT | 59,000 | 9,000 |
| 100.3200.52.601500.00000 | HONOR GUARD TEAM | 16,000 | 2,000 |
| 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 | 107,000 | 111,500 |
| 100.3200.53.118000.00000 | OPERATING MATERIALS/SUPP | 5,000 | 5,000 |
| 100.3200.53.118100.00000 | POLICE MATERIALS/SUPPLIES | 45,000 | 52,000 |
| 100.3200.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 125,000 | 165,000 |
| 100.3200.53.132000.00000 | WATER | 2,000 | 2,000 |
| 100.3200.53.160100.00000 | POLICE SMALL EQUIPMENT | 216,962 | 216,462 |
| 100.3200.53.160500.00000 | GENL OFFICE SMALL EQUIP | 7,500 | 7,500 |
| 100.3200.53.171000.00000 | FLOWERS | 1,000 | 1,000 |
| 100.3200.53.180000.00000 | MISCELLANEOUS | 1,000 | 1,000 |
| Total Police | | $ 8,421,673 | $ 8,685,211 |

# Police Department

Authorizations - 83




Updated 22 August 2022 FY 2023

**CITY OF KENNESAW**
**E911**
**Department 3800**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.3800.52.363000.00000 | MEETING EXPENSES | $ 1,300 | $ 1,300 |
| Total General Fund E911 | | $ 1,300 | $ 1,300 |

# *Fiscal Year 2023 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 - Installed sidewalks in Woodland Acres.
- LMIG – Deferred funds in order to resurface Legacy Park Blvd and Legacy Park Circle.
- Relined 1100' of storm lines.
- Completed 900' of sidewalk replacement
- Completed the installation of irrigation and landscaping at Kennesaw Recreation Center
- Continued design and land acquisition for Cherokee St and Ben King Rd projects

***Operating Budget Comments***

Fiscal Year 2022 Budget: $777,651

Fiscal Year 2023 Budget: $754,497

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- An increase of $3,000 in Fuel (Gasoline/Diesel) due to increased costs
- Reduction of $5,000 in Other Professional Services resulting from less abatement projects

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 9

Fiscal Year 2022 Total Funded Positions: 7

Fiscal Year 2023 Total Authorized Positions: 9

Fiscal Year 2023 Total Funded Positions: 8

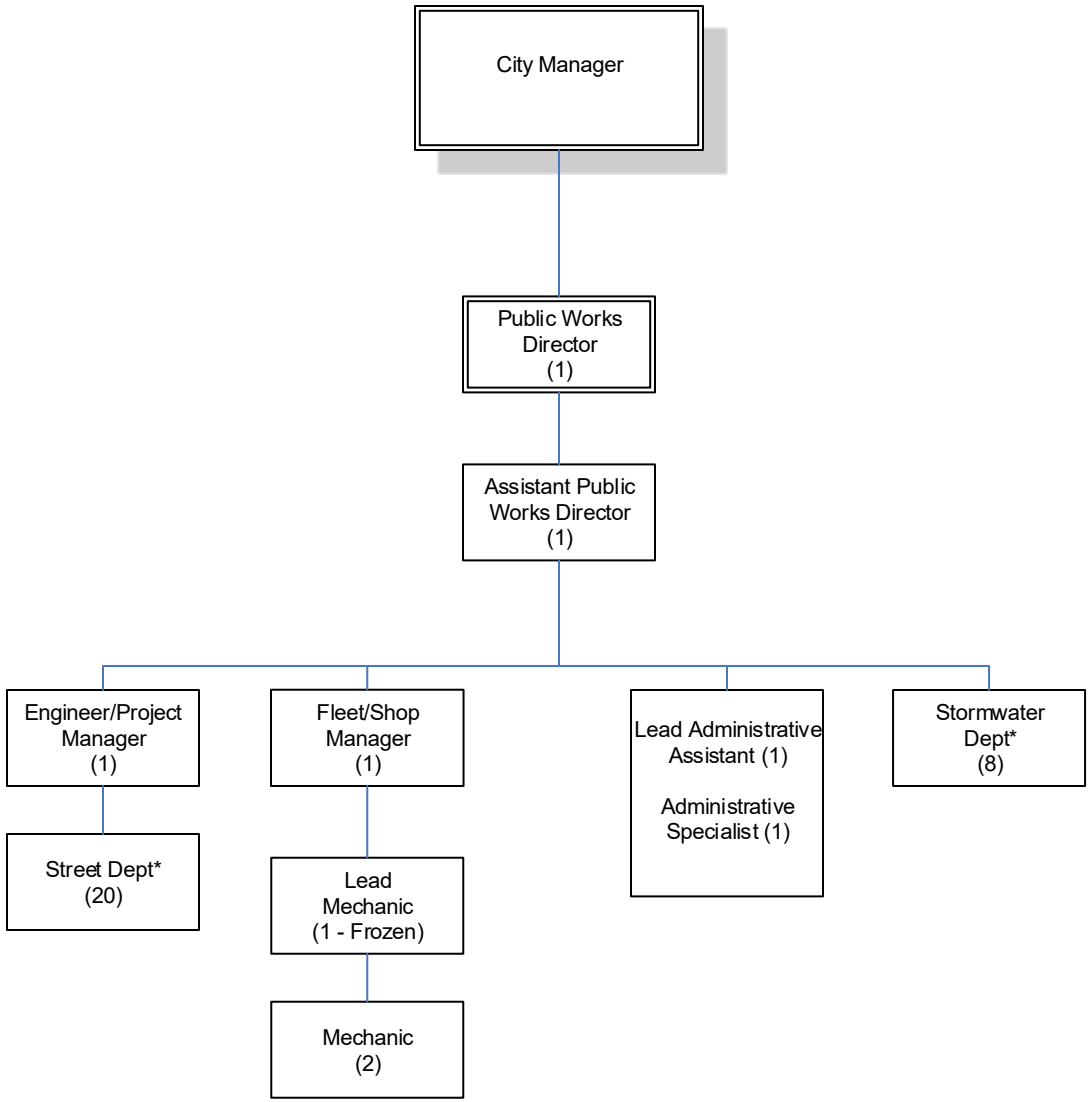
- One position (Fleet Lead Mechanic) is frozen

**CITY OF KENNESAW**
**Public Works**
**Department 4000**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.4000.51.110000.00000 | REGULAR EMPLOYEES | $ 423,660 | $ 443,612 |
| 100.4000.51.130000.00000 | OVERTIME | 7,000 | 7,000 |
| 100.4000.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,350 | 1,400 |
| 100.4000.51.170000.00000 | VACATION PAY | 36,632 | - |
| 100.4000.51.210000.00000 | GROUP INSURANCE | 84,891 | 76,693 |
| 100.4000.51.211400.00000 | HSA EMPLOYERS SHARE | - | 500 |
| 100.4000.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 35,851 | 34,579 |
| 100.4000.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 49,726 | 52,926 |
| 100.4000.51.270000.00000 | WORKER'S COMPENSATION | 18,734 | 19,290 |
| 100.4000.52.125000.00000 | OTHER PROFESSIONAL SERV | 40,000 | 35,000 |
| 100.4000.52.310000.00000 | INS, OTHER THAN EMP BEN | 20,357 | 20,467 |
| 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 | 17,080 |
| 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 | 11,000 |
| 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 | | $ 777,651 | $ 754,497 |

# Public Works Department

Authorizations- 37 total
Administration - 9




*positions broken out on separate organizational chart

Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Public Works – Streets

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,651,453

Fiscal Year 2023 Budget: $1,655,803

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase in retirement contributions spread throughout each department
- $3,000 increase under small equipment for replacement of downtown street benches

Capital Outlay items include:

- $365,000 Street construction and $200,000 CDBG: local paving/resurfacing projects funded through LMIG and CDBG, including city's portion of any required match. CDBG will be used in the City's disadvantaged neighborhoods.

State and Local Fiscal Recovery Funds:

- $90,000 for 4 new crosswalk signals on Main Street
- $200,000 for Main Street Bridge Painting
- $32,000 for Guardrail Repair/Replacement

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 20

Fiscal Year 2022 Total Funded Positions: 20

Fiscal Year 2023 Total Authorized Positions: 20

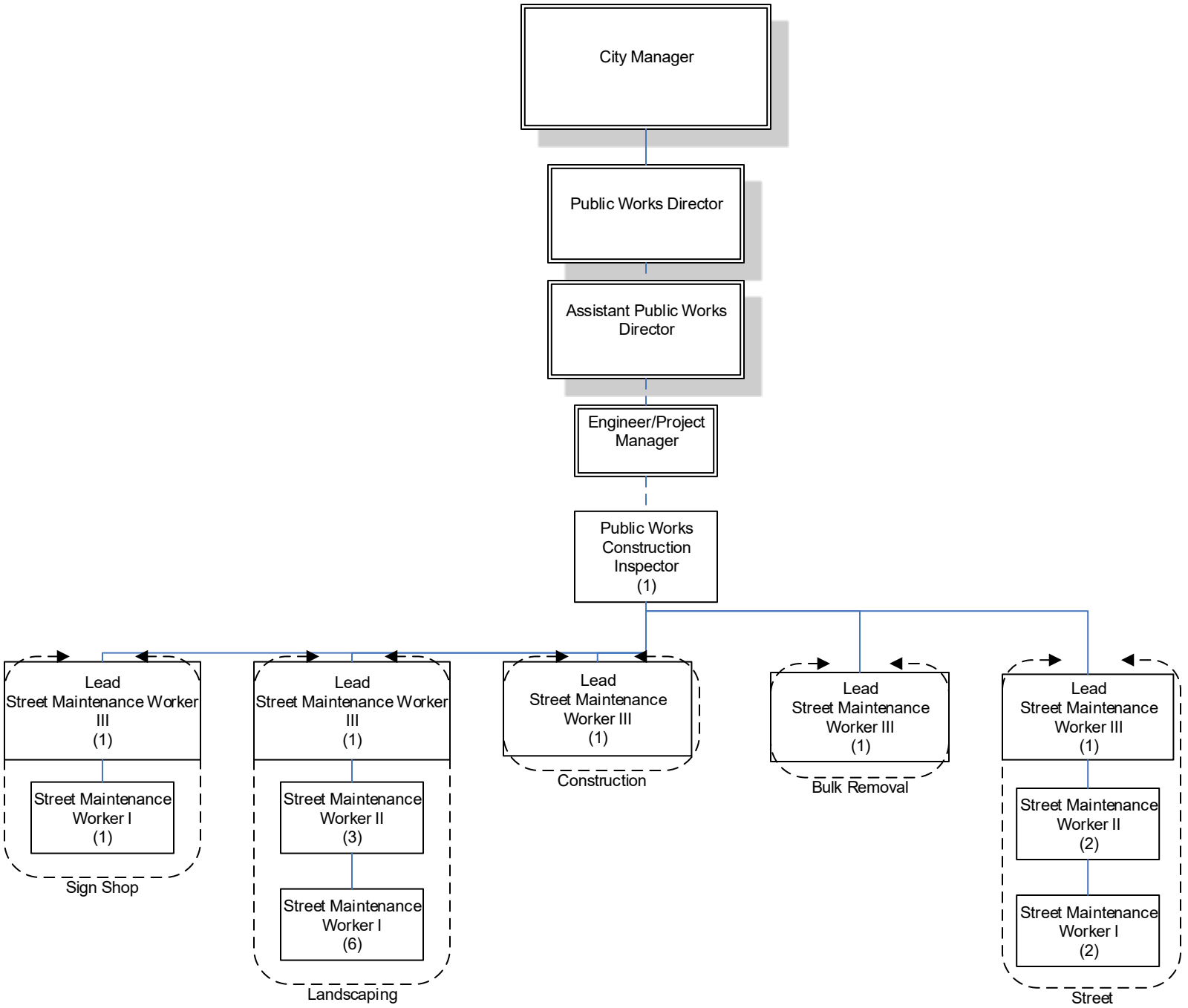
Fiscal Year 2023 Total Funded Positions: 20

**CITY OF KENNESAW**
**Streets**
**Department 4200**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.4200.51.110000.00000 | REGULAR EMPLOYEES | $ 655,838 | $ 713,435 |
| 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 | 3,300 | 2,650 |
| 100.4200.51.170000.00000 | VACATION PAY | 39,372 | - |
| 100.4200.51.210000.00000 | GROUP INSURANCE | 282,971 | 273,645 |
| 100.4200.51.211400.00000 | HSA EMPLOYERS SHARE | - | 250 |
| 100.4200.51.215000.00000 | GROUP INSURANCE - RETIREE | 16,000 | 3,534 |
| 100.4200.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 54,201 | 55,545 |
| 100.4200.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 154,376 | 163,966 |
| 100.4200.51.270000.00000 | WORKER'S COMPENSATION | 69,330 | 71,387 |
| 100.4200.52.310000.00000 | INS, OTHER THAN EMP BEN | 48,865 | 49,191 |
| 100.4200.52.311000.00000 | CLAIM DEDUCTIBLES | - | 2,000 |
| 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 | 200 |
| 100.4200.53.117200.00000 | UNIFORMS | 9,400 | 9,400 |
| 100.4200.53.118000.00000 | OPERATING MATERIALS/SUPP | 50,000 | 50,000 |
| 100.4200.53.118100.00000 | LANDSCAPING MATERIALS/SUPPLY | 135,000 | 135,000 |
| 100.4200.53.119200.00000 | SIGNAGE | 20,000 | 20,000 |
| 100.4200.53.123000.00000 | ENERGY-ELECTRICITY | 9,000 | 9,000 |
| 100.4200.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 35,000 | 35,000 |
| 100.4200.53.160000.00000 | SMALL EQUIPMENT | 12,000 | 15,000 |
| 100.4200.53.180000.00000 | MISCELLANEOUS | 500 | 500 |
| Total Streets | | $ 1,651,453 | $ 1,665,803 |

# Public Works- Streets Dept.

Authorizations- 20




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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 and employee development
- Continue to expand and promote large community events
- Expand programming for youth and adults, by utilizing the Recreation Center to offer new sports leagues and camps
- Expand outdoor fitness classes for adults and children
- To build and start programming the new Amphitheater at Depot Park

**Department Highlights**

- The city maintains over 100 acres of parks, 4 community parks and 12 neighborhood parks.
- Total of 13 playgrounds, splash pad, dog park, skate park, 2 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 2021, 2020, 2019 and 2018.
- 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 21st year will reach over 60,000 people over the 2 days.
- Offer over 200 classes to youth and adults.
- Offer more than 10 camps throughout the year.
- Our 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
- Opened new $11,000,000 Recreation Center FY 22

***Operating Budget Comments***

Fiscal Year 2022 Budget: $2,460,763

Fiscal Year 2023 Budget: $2,761,796

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- An increase of $7,000 in other professional services due to referees for basketball and volleyball recreation leagues (This is estimated and will be better defined after the seasons are completed) and cost increase for tree removal in city parks as needed.
- An increase of $15,000 in parks and rec materials and supplies for new downtown holiday decorations to replace broken lighted snowflakes, faded ribbons, and lights that no longer work.
- An increase of $21,000 in recreation program operation supplies related to the new recreational Leagues (basketball, volleyball, and pickle ball) in the new Recreation Center
- A $3,000 increase in travel due to increased travel costs and additional new professional staff
- An increase of $57,000 for special events related to the grand opening of the new amphitheater and fireworks expenditure increase
- An increase of $63,000 in rec program supplies related to new youth and adult recreation programs such as after school programs, pickle ball, youth basketball, and volleyball – increased expenses to be offset by increased registration and more participants
- A $30,000 increase in advertising broken done with additional billboards ($14,000), additional social media for new programs ($5,000), $3,500 for athletic leagues, $4,000 amphitheater opening and $2,000 for new camps.
- A $2,000 increase in uniforms due to increased costs from vendor
- An increase of $25,000 bank charges to reflect historic trends as more people pay for classes, events, etc. via cc.

Impact Fees include:

- $30,000 for an expanded playground in Winchester Park

Capital Outlay

- $14,000 Dump Trailer
- $14,000 Mill Creek Top Dresser – current spreader does not work – used to spread infield dirt and sand to level playing fields
- $47,000 Kubota l3902 Tractor with back hoe funded with State and Local Fiscal Recovery Funds

SPLOST projects under Parks and Recreation for FY 2023 include finishing the Depot Park Amphitheater and restroom facility

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 27

Fiscal Year 2022 Total Funded Positions: 27

Fiscal Year 2023 Total Authorized Positions: 29

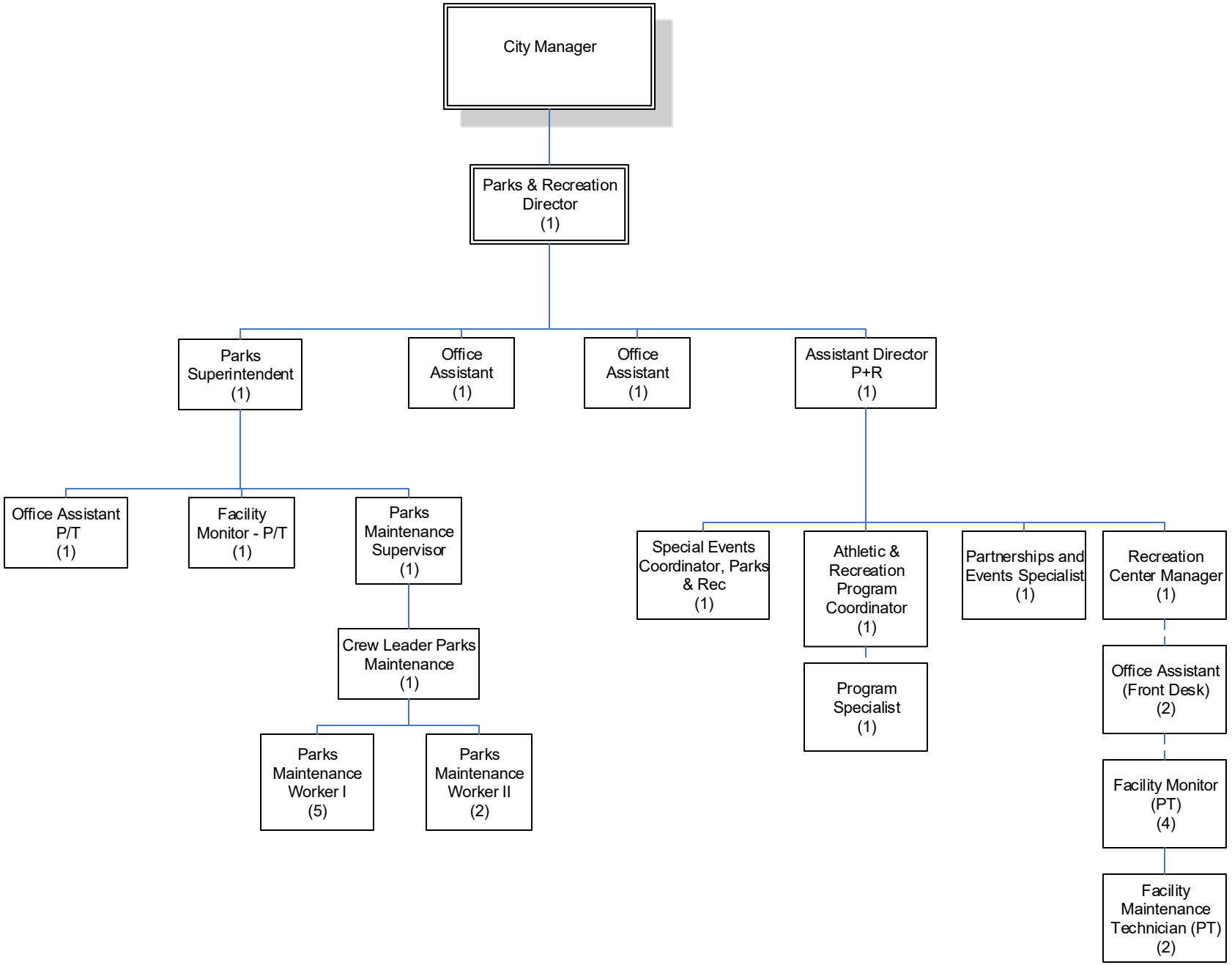
Fiscal Year 2023 Total Funded Positions: 29

**CITY OF KENNESAW**
**Parks and Recreation**
**Department 6100**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.6100.51.110000.00000 | REGULAR EMPLOYEES | $ 932,100 | $ 1,088,252 |
| 100.6100.51.120000.00000 | TEMPORARY EMPLOYEES | 113,735 | 97,765 |
| 100.6100.51.130000.00000 | OVERTIME | 19,000 | 25,000 |
| 100.6100.51.145000.00000 | HOLIDAY BONUS PAYMENT | 3,950 | 5,000 |
| 100.6100.51.170000.00000 | VACATION PAY | 36,220 | - |
| 100.6100.51.210000.00000 | GROUP INSURANCE | 254,674 | 230,081 |
| 100.6100.51.211400.00000 | HSA EMPLOYERS SHARE | - | 500 |
| 100.6100.51.215000.00000 | GROUP INSURANCE-RETIREE | 27,000 | 5,438 |
| 100.6100.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 84,533 | 93,025 |
| 100.6100.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 213,602 | 225,940 |
| 100.6100.51.270000.00000 | WORKER'S COMPENSATION | 12,708 | 13,085 |
| 100.6100.52.125000.00000 | OTHER PROFESSIONAL SERV | 59,128 | 66,128 |
| 100.6100.52.125100.00000 | FUNDRAISING | - | 7,000 |
| 100.6100.52.135000.00000 | CONTRACTED PROGROMATIC SERVICES | 230,650 | 230,650 |
| 100.6100.52.310000.00000 | INS, OTHER THAN EMP BEN | 47,485 | 47,801 |
| 100.6100.52.325000.00000 | POSTAGE | 300 | 300 |
| 100.6100.52.330000.00000 | ADVERTISING | 19,455 | 49,875 |
| 100.6100.52.340000.00000 | PRINTING & BINDING | 8,700 | 9,000 |
| 100.6100.52.350000.00000 | TRAVEL | 6,916 | 9,836 |
| 100.6100.52.360000.00000 | DUES & FEES | 2,783 | 3,229 |
| 100.6100.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 2,105 | 2,430 |
| 100.6100.52.363000.00000 | MEETING EXPENSES | 1,000 | 2,500 |
| 100.6100.52.370000.00000 | EDUCATION & TRAINING | 3,695 | 3,995 |
| 100.6100.52.395000.00000 | MILEAGE REIMBURSEMENT | 500 | 500 |
| 100.6100.52.396000.00000 | MERCHANT SERV FEES | 10,000 | 35,000 |
| 100.6100.52.410000.00000 | OFFICE EQUIPMENT MAINT | 100 | 100 |
| 100.6100.52.430000.00000 | VEHICLE REPAIRS & MAINT | 15,000 | 15,340 |
| 100.6100.52.440000.00000 | EQUIPMENT REPAIRS & MAINT | 6,600 | 6,600 |
| 100.6100.52.600000.00000 | SPECIAL EVENTS | 178,556 | 235,351 |
| 100.6100.53.111000.00000 | OFFICE SUPPLIES | 3,000 | 3,000 |
| 100.6100.53.111100.00000 | COPY PAPER | 1,150 | 1,150 |
| 100.6100.53.117200.00000 | UNIFORMS | 9,000 | 11,000 |
| 100.6100.53.118600.00000 | PARKS/REC MATERIAL/SUPPLY | 99,680 | 114,539 |
| 100.6100.53.119100.00000 | REC PROG OPER SUPPLIES | 45,438 | 108,386 |
| 100.6100.53.119200.00000 | SIGNAGE | 1,000 | 1,000 |
| 100.6100.53.119500.00000 | SKATEPARK | 1,000 | 1,000 |
| 100.6100.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 10,000 | 12,000 |
| Total Parks & Recreation | | $ 2,460,763 | $ 2,761,796 |

# Parks & Recreation

Authorizations- 29




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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, as well as Code Enforcement assisting in the property maintenance by enforcement of the City Ordinance to the citizens of the city. One that encourages every owner and tenant to maintain their premises in a clean, sanitary and safe condition where properties are kept in a fashion that emphasizes an aesthetically pleasing city.

**Goals and Objectives**

- Issue permits to authorize the construction of new buildings or renovate existing buildings in a timely, more streamlined manner including on line plan review and permitting.
- Review plans for proposed projects and work with customers to ensure high level of customer service and making recommendations.
- Inspect work-in-progress to ensure building code regulations and standards are met. maintaining next day inspections by utilizing online inspection portal during non-business hours. 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, code inspectors and office staff.
- Conduct patrols to ensure property maintenance compliance within the City.
- Respond to concerns about property maintenance in single family dwellings, weeds, litter, sign violations, junk vehicles and the like.
- Service code complaints and assists violators to achieve the ultimate goal of Compliance.
- Work in partnership with KPD to identify code enforcement violations, work towards compliance or assist in court cases
- 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 with all city departments to advise on construction and capital improvements.
- Continue to implement clear, concise written policies and procedures, while maintaining a customer friendly environment through excellent communication, high integrity, and professionalism in the office and in the field.

**Department Highlights**

Building Services created a new roadmap of permitting by implementing an online option to accommodate customer's needs throughout the pandemic and provided a document instructing applicants through the process to make it as efficient and effective as possible while providing better customer service through simplified use.

Since Oct 1, 2021- May 19, 2022

- Permits issued - 1,811
- Inspections performed – 4,333
- Plan Reviews performed - 159 site, 1126 zoning and building
- Code cases opened – 5,625

***Operating Budget Comments***

Fiscal Year 2022 Budget: $689,646

Fiscal Year 2023 Budget: $707,580

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- An increase of $4,000 in fuel due to increase projected costs
- An increase of $4,500 in travel related to conference attendance for education and certification post COVID with resumption of conferences after two years

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 7

Fiscal Year 2022 Total Funded Positions: 7

Fiscal Year 2023 Total Authorized Positions: 7

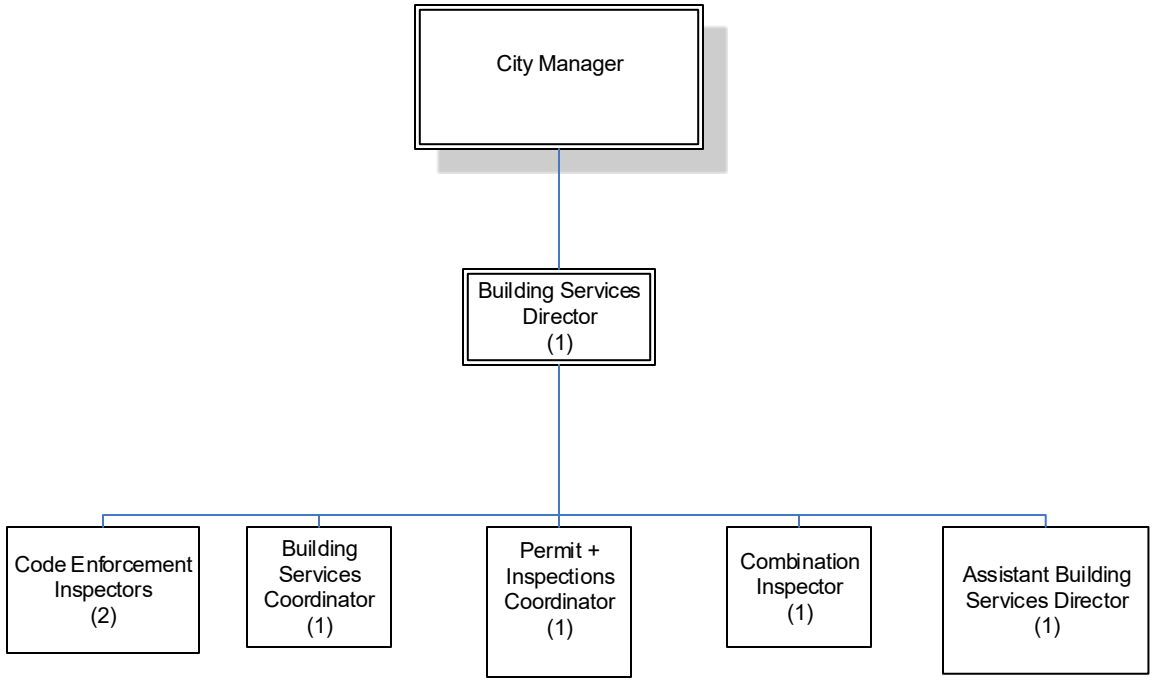
Fiscal Year 2023 Total Funded Positions: 7

**CITY OF KENNESAW**
**Building Services**
**Department 7200**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.7200.51.110000.00000 | REGULAR EMPLOYEES | $ 391,402 | $ 426,693 |
| 100.7200.51.130000.00000 | OVERTIME | - | 3,000 |
| 100.7200.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,350 | 1,400 |
| 100.7200.51.170000.00000 | VACATION PAY | 24,445 | - |
| 100.7200.51.210000.00000 | GROUP INSURANCE | 115,944 | 104,748 |
| 100.7200.51.211400.00000 | HSA EMPLOYERS SHARE | - | 250 |
| 100.7200.51.215000.00000 | GROUP INSURANCE-RETIREE | - | 1,903 |
| 100.7200.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 31,916 | 32,979 |
| 100.7200.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 37,238 | 39,505 |
| 100.7200.51.270000.00000 | WORKER'S COMPENSATION | 7,258 | 7,473 |
| 100.7200.52.125000.00000 | OTHER PROFESSIONAL SERV | 22,500 | 22,500 |
| 100.7200.52.310000.00000 | INS, OTHER THAN EMP BEN | 11,343 | 11,429 |
| 100.7200.52.325000.00000 | POSTAGE | 500 | 810 |
| 100.7200.52.340000.00000 | PRINTING & BINDING | 1,500 | 1,500 |
| 100.7200.52.350000.00000 | TRAVEL | 2,550 | 7,050 |
| 100.7200.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 1,080 | 1,480 |
| 100.7200.52.363000.00000 | MEETING EXPENSES | 530 | 530 |
| 100.7200.52.370000.00000 | EDUCATION & TRAINING | 3,000 | 3,600 |
| 100.7200.52.430000.00000 | VEHICLE REPAIRS & MAINT | 3,000 | 3,240 |
| 100.7200.53.111000.00000 | OFFICE SUPPLIES | 1,300 | 1,500 |
| 100.7200.53.111100.00000 | COPY PAPER | 450 | 650 |
| 100.7200.53.117000.00000 | CLOTHING | 3,500 | 3,500 |
| 100.7200.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 5,000 | 9,000 |
| 100.7200.53.140000.00000 | BOOKS & PERIODICALS | 2,900 | 1,800 |
| 100.7200.53.160000.00000 | SMALL EQUIPMENT | 940 | 1,040 |
| 100.7200.53.160500.00000 | GENL OFFICE SMALL EQUIP | 20,000 | 20,000 |
| Total Building Services | | $ 689,646 | $ 707,580 |

# Building Services

Total Authorizations- 7




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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**

- First phase of historic district survey assessment preliminary report completed
- Created staff position titled Community Development Specialist with the mission to act as a business concierge that assists and promotes business growth.
- Successful adoption of annual CIE/ STWP report scheduled for June 2022 to ensure extension of Qualified Local Government (QLG)
- 2022 adoption for the City of Kennesaw Comprehensive plan scheduled for June 2022
- Requirement of new construction sign for large developments
- GIS Zoning Map and Zoning Application Map dashboard
- Phase II of Pisano's wall mural
- Added Cobb Water and Cobb Fire to plat review process
- Completion of Scanning zoning files
- Added historic plaques to Lewis House and Prichard Park homestead
- Lazy Labrador project and the project received Cobb Landmarks Society award for Preservation
- Partnered with Kennesaw State University on the Parliament of Owls project
- Added technology/visual component to Plan Review Committee meetings
- Expanded on Annual Report to include pertinent documents (added ordinances, site plans, approval letters) for easier access on city website platform
- Please refer to department quarterly report for first quarter of 2022 which summarizes all land use activity

***Operating Budget Comments***

Fiscal Year 2022 Budget: $322,750

Fiscal Year 2023 Budget: $306,897

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- An increase of $5,000 in planning services as a result of continued historic district audit and boundary change proposal and SHPO filing.
- An increase of $3,000 in Art and Culture Commission budget to support public art and programming – monies are being reallocated from Economic Development where they were previously shown under Downtown Development Expense

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 3

Fiscal Year 2022 Funded Positions: 3

Fiscal Year 2023 Authorized Positions: 3

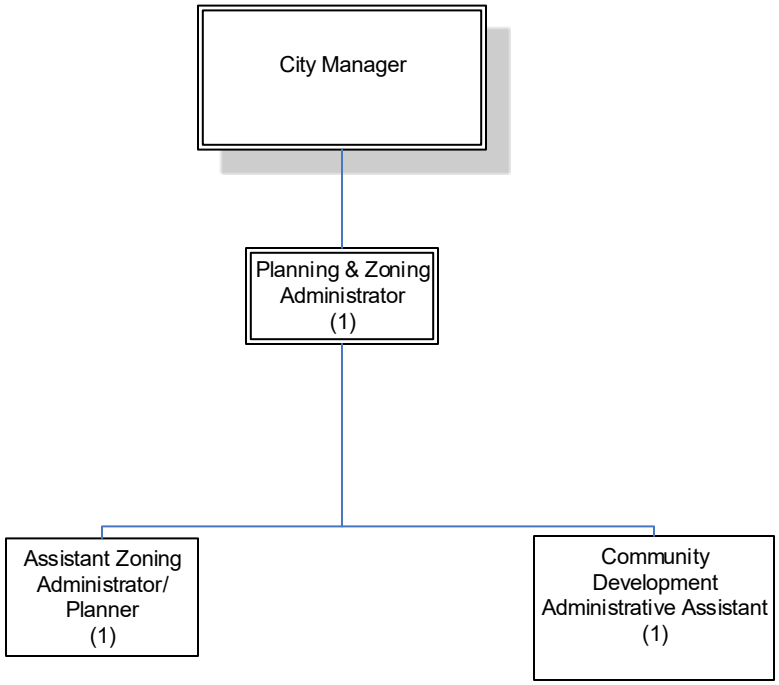
Fiscal Year 2023 Total Funded Positions: 3

**CITY OF KENNESAW**
**Planning and Zoning**
**Department 7400**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.7400.51.110000.00000 | REGULAR EMPLOYEES | $ 190,134 | $ 183,342 |
| 100.7400.51.130000.00000 | OVERTIME | - | 300 |
| 100.7400.51.145000.00000 | HOLIDAY BONUS PAYMENT | 550 | 500 |
| 100.7400.51.170000.00000 | VACATION PAY | 12,589 | - |
| 100.7400.51.210000.00000 | GROUP INSURANCE | 43,297 | 39,116 |
| 100.7400.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 15,550 | 14,087 |
| 100.7400.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 10,721 | 11,318 |
| 100.7400.51.270000.00000 | WORKER'S COMPENSATION | 7,782 | 8,013 |
| 100.7400.52.126000.00000 | PLANNING SERVICES | 10,000 | 15,000 |
| 100.7400.52.310000.00000 | INS, OTHER THAN EMP BEN | 12,464 | 12,558 |
| 100.7400.52.325000.00000 | POSTAGE | 600 | 600 |
| 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 | 1,760 | 2,160 |
| 100.7400.52.350500.00000 | TRAVEL - HPC | 1,313 | 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 | 1,000 | 1,000 |
| 100.7400.53.111000.00000 | OFFICE SUPPLIES | 550 | 350 |
| 100.7400.53.111100.00000 | COPY PAPER | 600 | 600 |
| 100.7400.53.140000.00000 | BOOKS & PERIODICALS | 300 | 300 |
| 100.7400.53.180000.00000 | ART & CULTURE COMMISSION | 6,000 | 9,000 |
| Total Planning & Zoning | | $ 322,750 | $ 306,897 |

# Planning and Zoning

Authorizations- 3




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 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 2022 and 2023 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 $600 M in new investment in progress 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**

- Increase engagement with existing businesses to support Retention and expansion
- Strategic recruitment of new businesses, development and capital investment
- Retain and create stable, quality jobs
- Strengthen Downtown and its connection to other local economic activity centers
- Revitalization of identified redevelopment areas and corridors
- Support quality of life initiatives to promote diverse economic growth.

**Department Highlights**

- Completed and adopted the Economic Development Strategic Plan in 2022.
- City's rate of growth in jobs, wages, and home prices continued to increase in FY 2022; Kennesaw's unemployment rate is 3.1%, with a 2.9% increase in jobs over the last year
- The commercial & industrial land area to residential land area ratio has improved to 62% commercial & industrial/38% residential
- $23 Million of new capital investment will add over 500,000 square feet of industrial space in 2021-2022
- Approximately 162 residential units were completed in FY 2022;
- The City continues to pursue strategic annexations that analysis demonstrates will have a positive impact on our economy and the City's finances.

***Operating Budget Comments***

Fiscal Year 2022: $390,699

Fiscal Year 2023: $403,447

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- An increase in regular employees salary line as moneys were reallocated to Planning and Zoning to support a new full-time Community Development Specialist in FY 22 to support both Economic Development and Planning and Zoning – position is returning full time to Economic Development
- A reallocation of $11,000 from Other Professional Services (Economic Development Strategic Plan completed in 2022) to Marketing for business development implementation as outlined in the Strategic Plan
- An increase of $1,695 in subscriptions for a subscription rate increase to Costar to support Economic Development
- An increase of $1,200 to support downtown branding and promotion
- A continuation of wayfinding signage program for downtown, city wide facilities and historic walking tour as shown in Downtown Development
- A reduction of $5,000 for downtown art in Downtown Development Expense and reallocated to Arts and Culture Commission under Planning and Zoning to better track and plan for downtown and city wide public art
- Expansion of downtown shared parking agreements as shown in Downtown Development

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 3

Fiscal Year 2022 Total Funded Positions: 3

Fiscal Year 2023 Total Authorized Positions: 3

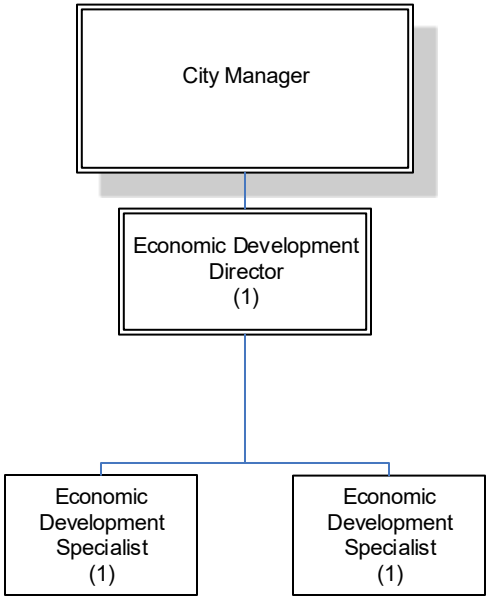
Fiscal Year 2023 Total Funded Positions: 3

**CITY OF KENNESAW**
**Economic Development**
**Department 7500**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.7500.51.110000.00000 | REGULAR EMPLOYEES | $ 190,392 | $ 218,840 |
| 100.7500.51.145000.00000 | HOLIDAY BONUS PAYMENT | 500 | 600 |
| 100.7500.51.170000.00000 | VACATION PAY | 12,114 | - |
| 100.7500.51.210000.00000 | GROUP INSURANCE | 27,445 | 24,795 |
| 100.7500.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 15,530 | 16,787 |
| 100.7500.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 25,984 | 26,952 |
| 100.7500.51.270000.00000 | WORKER'S COMPENSATION | 314 | 324 |
| 100.7500.52.121000.00000 | LEGAL SERVICES | 1,160 | - |
| 100.7500.52.125000.00000 | OTHER PROFESSIONAL SERV | 42,640 | 31,500 |
| 100.7500.52.127000.00000 | DESIGN & GRAPHIC DESIGN | 5,000 | 5,000 |
| 100.7500.52.310000.00000 | INS, OTHER THAN EMP BEN | 4,485 | 4,519 |
| 100.7500.52.325000.00000 | POSTAGE | 300 | 300 |
| 100.7500.52.332000.00000 | MARKETING | 2,700 | 13,800 |
| 100.7500.52.340000.00000 | PRINTING & BINDING | 290 | 290 |
| 100.7500.52.350000.00000 | TRAVEL | 3,450 | 3,450 |
| 100.7500.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 2,000 | 2,000 |
| 100.7500.52.362000.00000 | PROFESSIONAL MEMBERSHIPS | 1,500 | 1,500 |
| 100.7500.52.363000.00000 | MEETING EXPENSES | 1,500 | 1,500 |
| 100.7500.52.364000.00000 | SUBSCRIPTIONS | 4,095 | 5,790 |
| 100.7500.52.370000.00000 | EDUCATION & TRAINING | 2,550 | 2,550 |
| 100.7500.52.540000.00000 | DOWNTOWN DEVELOP EXPENSE | 46,000 | 42,200 |
| 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 | | $ 390,699 | $ 403,447 |

# Economic Development

Authorizations- 3




Updated 22 August 2022 FY 2023

CITY OF KENNESAW
General Fund
Debt Service

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.8000.58.110000.00000 | PRINCIPAL-BONDS SERIES 2020 | $ 785,000 | $ 810,000 |
| 100.8000.58.120000.00000 | PRINCIPAL-CAPITAL LEASE | 146,848 | 160,499 |
| 100.8000.58.210600.00000 | INTEREST - SERIES 2020 | 125,211 | 110,179 |
| 100.8000.58.220000.00000 | INTEREST-CAPITAL LEASE | 14,538 | 15,394 |
| Total Debt Service | | $ 1,071,597 | $ 1,096,072 |

GENERAL FUND
General Fund
Transfers Out

| Account Number | Account Name | FY 21 Budget Revised | FY 22 Budget |
|---|---|---|---|
| 100.9100.61.102000.00000 | TRANSFERS TO-KDDA | $ 446,593 | $ - |
| 100.9100.61.107000.00000 | TRANSFERS OUT-MUSEUM | 499,432 | 492,319 |
| 100.9100.61.109000.00000 | TRANSFERS OUT-SGG | 480,357 | 484,332 |
| 100.9100.61.109600.00000 | TRANSFERS OUT - URA | 398,060 | 397,179 |
| Total Tranfers Out | | $ 1,824,442 | $ 1,373,830 |

**CITY OF KENNESAW**
**General Fund**
**Reserves**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.9000.61.611000.00000 | WORKING CAPITAL RESERVE | $ 575,795 | $ 1,877,262 |
| 100.9000.61.611500.00000 | CSIF RESERVE | 220,000 | 160,000 |
| 100.9000.61.612000.00000 | CPF RESERVE | 90,000 | 65,000 |
| Total Reserves | | $ 885,795 | $ 2,102,262 |

**CITY OF KENNESAW**
**General Fund**
**Capital Outlay**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 100.1010.54.220000.00000 | VEHICLES | $ - | $ 35,000 |
| 100.1015.54.245000.00000 | SOFTWARE - FINANCE | 82,000 | 16,380 |
| 100.1020.54.240000.00000 | COMPUTERS - IT | - | 50,000 |
| 100.1020.54.245000.00000 | SOFTWARE - IT | - | 24,221 |
| 100.1020.54.250000.00000 | EQUIPMENT - IT | - | 19,000 |
| 100.1025.54.220000.00000 | GEN GOVT BLDGS VEHICLES | 56,000 | - |
| 100.1035.54.221000.00000 | POLICE VEHICLES | 320,000 | 326,000 |
| 100.1050.54.141000.00000 | STREET CONST & IMPROVE | 365,717 | 365,000 |
| 100.1050.54.142000.00000 | CDBG PROJECTS | 200,000 | 200,000 |
| 100.1050.54.200000.00000 | STREETS MACHINERY & EQUIPMENT | 18,000 | - |
| 100.1050.54.220000.00000 | VEHICLES | 25,000 | - |
| 100.1050.54.250000.00000 | EQUIPMENT | 20,000 | - |
| 100.1055.54.120000.00000 | SITE IMPROVEMENTS | 50,000 | - |
| 100.1055.54.200000.00000 | MACHINERY & EQUIPMENT | - | 28,000 |
| 100.1055.54.250000.00000 | P&R EQUIPMENT | 70,000 | - |
| Total Capital Outlay | | $ 1,206,717 | $ 1,063,601 |

**CITY OF KENNESAW**
**Asset Forfeiture**
**Fund 210**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 210.0000.35.130500.00000 | INVESTIGATIVE FUNDS | $ 655 | $ 655 |
| 210.0000.35.132000.00000 | CASH CONFISCATIONS | 20,000 | 20,000 |
| 210.0000.36.100000.00000 | INTEREST REVENUES | 950 | 430 |
| 210.0000.39.400000.00000 | USE OF PY RESERVES | - | - |
| Total Revenues and Other Financing Sources | | $ 21,605 | $ 21,085 |
| | | | |
| 210.9000.53.181000.00000 | STATE FORFEITURE | $ 20,950 | $ 20,430 |
| 210.9000.53.181500.00000 | INVESTIGATIVE FUNDS | 655 | 655 |
| Total Expenditures | | $ 21,605 | $ 21,085 |

**CITY OF KENNESAW**
**Treasury Equitable Sharing**
**Fund 211**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 211.0000.33.708000.00000 | DEPARTMENT OF TREASURY REVENUE | $ 120,000 | $ 120,000 |
| 211.0000.36.100000.00000 | INTEREST REVENUES | 615 | 6 |
| Total Revenues and Other Financing Sources | | $ 120,615 | $ 120,006 |
| | | | |
| 211.1035.54.231500.00000 | DEPT OF TREAS - POLICE EQUIPMENT | $ 20,000 | $ 20,000 |
| 211.3200.51.110000.00000 | REGULAR EMPLOYEES | 42,000 | 42,000 |
| 211.3200.51.210000.00000 | GROUP INSURANCE | 5,800 | 5,240 |
| 211.3200.51.220000.00000 | SOCIAL SEC (FICA)CONTRIBUTION | 3,200 | 3,200 |
| 211.3200.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 2,500 | 2,500 |
| 211.3200.51.270000.00000 | WORKERS COMPENSATION | 2,400 | 2,400 |
| 211.3200.52.231500.00000 | DEPARTMENT OF TREAS-OPER EXP | 44,715 | 44,666 |
| Total Expenditures | | $ 120,615 | $ 120,006 |

# *Fiscal Year 2023 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**

| | 2020 | 2021 |
|---|---|---|
| Non-emergency | 70,851 | 64,905 |
| 911 | 22,222 | 24,730 |
| Total calls | 93,073 | 89,635 |
| Open records | 321 | 364 |

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,409,468

Fiscal Year 2023 Budget: $1,533,200

The highlights of the recommended budget include the following:

- An increase of retirement contributions due to increases of retirement contributions spread throughout each department
- A decrease of $270 in Pre-Employment Physicals line
- An increase of $383 in Dues & Fees, in order to have all of 911 as a member of APCO
- An increase of $12,024 in Software Maintenance related to increase in VIPER software annual costs and addition of Text to 911 component
- An increase of $2,150 for uniforms with the new logo for all 911 employees
- An increase of $5,400 in Small Equipment to purchase BodyBilt 24/7 Chairs
- A decrease of $18,000 in Computers 911 due to this project being completed by FY22
- A decrease of $10,000 in Equipment due to this project being completed in FY 22

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 17

Fiscal Year 2022 Total Funded Positions: 17

Fiscal Year 2023 Total Authorized Positions: 17

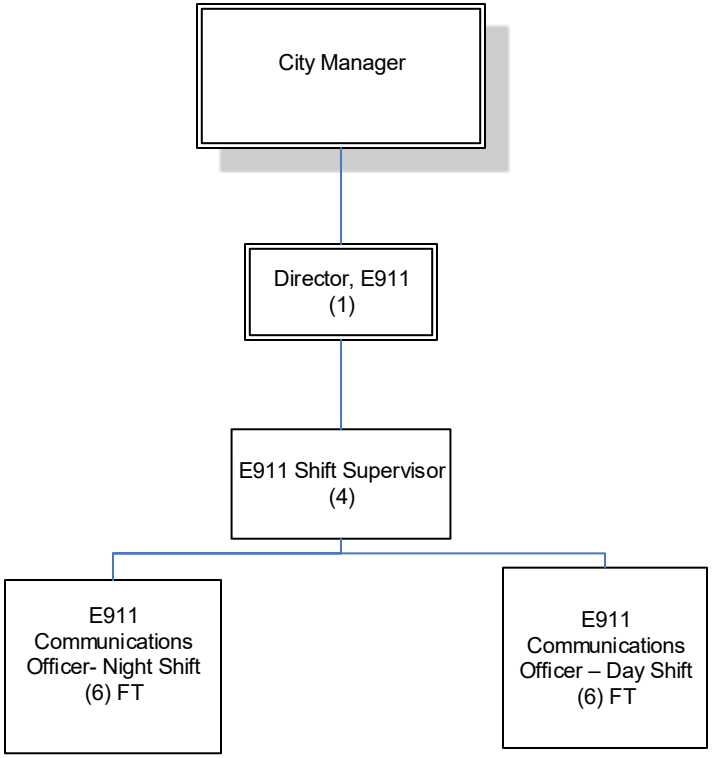
Fiscal Year 2023 Total Funded Positions: 17

**CITY OF KENNESAW**
**E911**
**Fund 215**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 215.0000.31.460000.00000 | CONSUMER FIREWORKS EXCISE TAX 5% | $ - | $ 400 |
| 215.0000.34.291000.00000 | PREPAID WIRELESS - KENNESAW | 149,099 | 144,000 |
| 215.0000.34.295500.00000 | PREPAID WIRELESS - ACWORTH | 99,837 | 96,000 |
| 215.0000.34.296000.00000 | NON-PREPAID CHARGES ACWORTH | 393,164 | 420,000 |
| 215.0000.34.296500.00000 | NON-PREPAID CHARGES KENNESAW | 750,647 | 850,000 |
| 215.0000.36.100000.00000 | INTEREST REVENUES | 16,721 | 22,800 |
| Total Revenues and Other Financing Sources | | $ 1,409,468 | $ 1,533,200 |
| | | | |
| 215.3800.51.110000.00000 | REGULAR EMPLOYEES | $ 679,024 | $ 788,547 |
| 215.3800.51.130000.00000 | OVERTIME | 120,000 | 120,000 |
| 215.3800.51.145000.00000 | HOLIDAY BONUS PAYMENT | 2,800 | 2,650 |
| 215.3800.51.170000.00000 | VACATION PAY | 38,123 | - |
| 215.3800.51.210000.00000 | GROUP INSURANCE | 212,152 | 191,665 |
| 215.3800.51.215000.00000 | GROUP INSURANCE-RETIREE | 17,000 | 15,358 |
| 215.3800.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 64,256 | 69,707 |
| 215.3800.51.270000.00000 | WORKER'S COMPENSATION | 1,336 | 1,376 |
| 215.3800.52.123100.00000 | PRE-EMPLOYMENT PHYSICALS | 2,970 | 2,700 |
| 215.3800.52.310000.00000 | INS,OTHER THAN EMP BEN | 22,513 | 22,640 |
| 215.3800.52.324000.00000 | 911 PSAP LINE | 26,652 | 26,652 |
| 215.3800.52.325000.00000 | POSTAGE | 25 | 25 |
| 215.3800.52.350000.00000 | TRAVEL | 7,800 | 7,800 |
| 215.3800.52.360000.00000 | DUES & FEES | 4,372 | 4,755 |
| 215.3800.52.363000.00000 | MEETING EXPENSES | 250 | 250 |
| 215.3800.52.364000.00000 | SUBSCRIPTIONS | 2,997 | 2,997 |
| 215.3800.52.370000.00000 | EDUCATION & TRAINING | 9,680 | 9,680 |
| 215.3800.52.420500.00000 | SOFTWARE MAINTENANCE | 40,467 | 53,770 |
| 215.3800.52.440000.00000 | EQUIPMENT REPAIRS & MAINT | 1,200 | 1,200 |
| 215.3800.52.450000.00000 | RADIO REPAIRS & MAINT | 10,079 | 10,079 |
| 215.3800.53.111000.00000 | OFFICE SUPPLIES | 2,700 | 2,700 |
| 215.3800.53.111100.00000 | COPY PAPER | 1,000 | 1,000 |
| 215.3800.53.117200.00000 | UNIFORMS | 2,950 | 5,100 |
| 215.3800.53.160000.00000 | SMALL EQUIPMENT | 3,000 | 8,400 |
| 215.3800.53.161000.00000 | COMPUTERS-911 | 18,000 | - |
| 215.3800.54.241600.00000 | EQUIPMENT | 10,000 | - |
| 215.9100.61.109000.00000 | TRANSFERS OUT - GENERAL FUND | 108,122 | 184,149 |
| Total Expenditures | | $ 1,409,468 | $ 1,533,200 |

# 911 Division

Authorizations- 17




Updated 22 August 2022 FY 2023

**CITY OF KENNESAW**
**ARPA**
**Fund 230**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 230.0000.33.115000.00000 | FED GRANT-OP/CAT-INDIRECT | $ 2,230,000 | $ 3,188,560 |
| 230.0000.36.100000.00000 | INTEREST REVENUES | - | 50 |
| Total Revenues and Other Financing Sources | | $ 2,230,000 | $ 3,188,610 |
| | | | |
| 230.1020.54.250000.00000 | EQUIPMENT | $ - | $ 100,000 |
| 230.1025.54.131000.00000 | BUILDING IMPROVEMENTS | 2,000,000 | - |
| 230.1035.54.221000.00000 | POLICE VEHICLES | - | 70,000 |
| 230.1045.54.131000.00000 | BUILDING IMPROVEMENTS | - | 2,000,000 |
| 230.1055.54.131000.00000 | BUILDING IMPROVEMENTS | - | 200,000 |
| 230.1055.54.200000.00000 | MACHINERY & EQUIPMENT | - | 47,000 |
| 230.1535.53.113000.00000 | COMPUTER SUPPLIES | 20,000 | 26,500 |
| 230.1565.52.371500.00000 | SAFETY COMMITTEE | 10,000 | - |
| 230.3200.53.160100.00000 | POLICE SMALL EQUIPMENT | - | 185,610 |
| 230.3200.53.160500.00000 | GENL OFFICE SMALL EQUIP | - | 7,500 |
| 230.4200.54.141000.00000 | STREET CONST & IMPROVE | - | 232,000 |
| 230.4200.54.200000.00000 | MACHINERY & EQUIPMENT | - | 90,000 |
| 230.4500.54.200000.00000 | MACHINERY & EQUIPMENT | - | 200,000 |
| 230.6100.53.160000.00000 | SMALL EQUIPMENT | - | 30,000 |
| 230.6172.54.131000.00000 | BUILDING IMPROVEMENTS | 200,000 | - |
| Total Expenditures | | $ 2,230,000 | $ 3,188,610 |

**CITY OF KENNESAW**
**Hotel/Motel Tax**
**Fund 275**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 275.0000.31.410000.00000 | HOTEL/MOTEL | $ 30,000 | $ 52,000 |
| 275.0000.31.412000.00000 | 40% OF TAX REMITTED | 7,800 | 13,520 |
| 275.0000.31.413000.00000 | 4% COLLECTION FEE | 750 | 1,300 |
| 275.0000.36.100000.00000 | INTEREST REVENUES | 380 | 350 |
| Total Revenues and Other Financing Sources | | $ 38,290 | $ 67,170 |
| | | | |
| 275.4970.52.395600.00000 | 62.5% TO COBB GALLERIA | $ 18,750 | $ 32,500 |
| 275.9100.61.101000.00000 | TRANSFERS OUT - MUSEUM | 20,180 | 34,670 |
| Total Expenditures | | $ 38,930 | $ 67,170 |

**CITY OF KENNESAW**
**Impact Fee**
**Fund 276**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 276.0000.32.195000.00000 | IMPACT FEES - PARKS & RECREATION | $ 39,000 | $ 69,900 |
| 276.0000.32.196000.00000 | IMPACT FEES - POLICE DEPARTMENT | 1,700 | 2,950 |
| 276.0000.36.100000.00000 | INTEREST REVENUES | 8,000 | 10,560 |
| 276.0000.39.400000.00000 | USE OF PRIOR YEAR RESERVES | 137,300 | 16,590 |
| Total Revenues and Other Financing Sources | | $ 186,000 | $ 100,000 |
| | | | |
| 276.4225.52.125000.00000 | OTHER PROFESSIONAL SERVICES | $ 10,000 | $ - |
| 276.4225.54.145000.00000 | PARK IMPROVEMENTS | 98,000 | 30,000 |
| 276.4225.54.221000.00000 | POLICE VEHICLES | 70,000 | 70,000 |
| 276.4225.54.252000.00000 | POLICE EQUIPMENT | 8,000 | - |
| Total Expenditures | | $ 186,000 | $ 100,000 |

**CITY OF KENNESAW**
**Cemetery**
**Fund 285**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 285.0000.34.910000.00000 | CEMETERY FEES | $ 7,500 | $ 8,000 |
| 285.0000.34.911500.00000 | CEMETERY TREES REVENUE | 700 | 700 |
| 285.0000.36.100000.00000 | INTEREST REVENUES | 684 | 1,150 |
| 285.0000.37.000000.00000 | CONTRIBUTION/DONATIONS | 500 | 500 |
| 285.0000.37.100000.00000 | DONATION - CEM. PRESERVATION | 3,000 | 3,000 |
| 285.0000.39.400000.00000 | USE OF PY RESERVES | 14,116 | 14,266 |
| Total Revenues and Other Financing Sources | | $ 26,500 | $ 27,616 |
| | | | |
| 285.4950.52.125000.00000 | OTHER PROFESSIONAL SERVICES | $ - | $ - |
| 285.4950.52.325000.00000 | POSTAGE | 500 | 650 |
| 285.4950.52.350000.00000 | TRAVEL | 650 | 650 |
| 285.4950.52.361000.00000 | ORGANIZATIONAL MEMBERSHIP | 50 | 100 |
| 285.4950.52.460000.00000 | CEMETERY REPAIR AND MAINTENANCE | 13,000 | 13,458 |
| 285.4950.53.118000.00000 | OPERATING MATERIALS/SUPP | 11,800 | 12,258 |
| 285.4950.53.118500.00000 | CEMETERY TREES | 500 | 500 |
| 285.4950.54.121000.00000 | CEMETERY IMPROVEMENTS | - | - |
| Total Expenditures | | $ 26,500 | $ 27,616 |

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Public Works - Sanitation

***Operating Budget Comments***

Fiscal Year 2022 Budget: $2,679,536

Fiscal Year 2023 Budget: $3,497,194

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increases of retirement contributions spread throughout each department
- Increase of $798,00 in Other Professional Services associated with an increase of the contracted services increase for FY 23
- A decrease of $27,370 in software to reflect actual cost of completing new financial/accounting software package in FY23

Capital Outlay items funded by State and Local Fiscal Recovery Fund include:

- $200,000 Knuckle boom truck to recover bulk sanitation waste

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 2*

Fiscal Year 2022 Total Funded Positions: 2*

Fiscal Year 2023 Total Authorized Positions: 2*

Fiscal Year 2023 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 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 540.0000.34.411000.00000 | RESIDENTIAL COLLECTION CHARGES | $ 2,500,000 | $ 3,317,894 |
| 540.0000.34.412000.00000 | COMMERCIAL COLLECTION CHARGES | 17,000 | 20,000 |
| 540.0000.34.413000.00000 | SAN-SALE OF RECYCLED MATERIAL | 3,000 | 3,000 |
| 540.0000.34.414000.00000 | SAN - BULK PICKUP CHARGES | 40,000 | 40,000 |
| 540.0000.34.419100.00000 | SANITATION PENALTY | 46,000 | 46,000 |
| 540.0000.34.421200.00000 | RESTART FEE | 35,000 | 35,000 |
| 540.0000.34.930000.00000 | BAD CHECK FEES | 300 | 300 |
| 540.0000.36.100000.00000 | INTEREST REVENUES | 39,000 | 35,000 |
| Total Revenues | | $ 2,680,300 | $ 3,497,194 |
| | | | |
| 540.4500.51.110000.00000 | REGULAR EMPLOYEES | $ 72,722 | $ 81,883 |
| 540.4500.51.130000.00000 | OVERTIME | 200 | - |
| 540.4500.51.145000.00000 | HOLIDAY BONUS PAYMENT | 400 | 400 |
| 540.4500.51.170000.00000 | VACATION PAY | 6,761 | - |
| 540.4500.51.210000.00000 | GROUP INSURANCE | 27,927 | 25,230 |
| 540.4500.51.215000.00000 | GROUP INSURANCE-RETIREE | 18,000 | 7,340 |
| 540.4500.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 6,126 | 6,295 |
| 540.4500.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 30,021 | 31,757 |
| 540.4500.51.270000.00000 | WORKER'S COMPENSATION | 79 | 81 |
| 540.4500.52.125000.00000 | OTHER PROFESSIONAL SERV | 1,986,100 | 2,784,581 |
| 540.4500.52.325000.00000 | POSTAGE | 42,000 | 42,000 |
| 540.4500.52.340000.00000 | PRINTING & BINDING | 15,000 | 15,000 |
| 540.4500.52.392000.00000 | LANDFILL DISPOSAL SERV | 30,000 | 30,000 |
| 540.4500.52.396000.00000 | MERCHANT SERV FEES | 70,000 | 70,000 |
| 540.4500.53.111000.00000 | OFFICE SUPPLIES | 200 | - |
| 540.4500.53.160500.00000 | GENL OFFICE SMALL EQUIP | - | - |
| 540.4500.54.245000.00000 | SOFTWARE | 34,000 | 6,630 |
| 540.9000.61.611000.00000 | WORKING CAPITAL RESERVE | 764 | 55,997 |
| 540.9100.61.109000.00000 | TRANSFERS OUT - GENERAL FUND | 340,000 | 340,000 |
| Total Expenses | | $ 2,680,300 | $ 3,497,194 |

# Fiscal Year 2023 Budget Briefing Paper

## Department: Southern Museum of Civil War and 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 & Objectives**

- The overall objective of the Southern Museum is to promote education initiatives and programming through mission-relevant curriculum and community partnerships.
- Strengthen *Mommy & Me* and *Homeschool Workshop* awareness and programmatic offerings. Develop an immediate marketing strategy with the city communications department to reach these growing, non-formal education audiences.
- Improve museum virtual outreach and identify new ways to reach schoolchildren given decreased field trips in response to COVID-19. Design and maintain programs that meet the needs of our various audiences while maintaining standards of educational excellence. This will be shaped and defined by established sources within academic learning, including state curriculum standards and objectives, American Alliance of Museums collections standards, proven academic research in museum studies and visitor learning, and accepted non-formal learning theories.
- Strengthen community partnerships. Immediate promotion of Southern Museum to military families. Explore partnerships with various regional military museums. Maintain cooperation and involvement with Operation Lifesaver to promote railroad safety messages for families and children. Continue to engage Kennesaw State University for participation in annual events, exhibitions, and programming.
- Develop a plan with the city communications department regarding potential rebranding. The plan will include an initial outline, strategic steps, and timeline to be vetted for further discussion and consideration.
- Modify existing galleries to include additional and updated components including lobby exhibitions. Actively seek out new donations and secure funds for acquisitions through continued collecting of relevant artifacts and archival materials. Look to further develop the storefronts in the Jolley Education Center to create additional educational and play experiences for young visitors.
- Continue participation in the *Fostering Critical Conversations with Our Communities* program (one of only nine organizations selected nationwide) in collaboration with the International Coalition of Sites of Conscience and the Smithsonian Institution. Further develop and promote components of the *Silenced Voices* initiative that will foster important conversations, some of which can be difficult and have been ignored in the past as a result, with visitors and the local community.

**Museum Highlights**

- *Trains, Trains, Trains*, the premier family-friendly, model-railroading event in metropolitan Atlanta, returned after a one-year hiatus due to the pandemic. It featured the most model train layouts to date. Over 2,430 visitors, totaling $13,779 in admissions, attended the two-day event on Saturday, January 29,

and Sunday, January 30. The gift shop sold $16,235 in merchandise, which included $9,375 on Saturday, the single highest sales day in the gift shop's history.

- The two storefronts in the Jolley Education Center were renovated after years of underutilization. One area now features a wall-mounted train and caboose with activity panels. The other section has been converted into a book nook where parents and children can enjoy storytime. An interactive model train layout is being developed for the adjoining window display.
- Visitors to the museum can now purchase tickets online prior to their arrival. Potential visitors can also donate to the museum as part of their purchase. Tickets for special events are also available online and can be promoted separately which allows the museum to better track anticipated attendance. The museum incurs no additional fees for the online ticketing service.
- The Southern Museum celebrated its fiftieth anniversary on April 12, 2022. A variety of activities took place throughout the month. Highlights included a bus tour of the Western & Atlantic Railroad with author Todd DeFeo, a visitor appreciation free day, a screening of the silent film classic *The General* (1926) starting Buster Keaton, and an open house. A special model train layout featuring the *General* was also on display in the lobby. In honor of the anniversary, the museum served as the grand marshal of the Big Shanty parade. The museum's float won the grand prize.
- *Southern Spirits*, an after-hours event for adults, was introduced. Visitors were treated to live music, a light food tasting, and drinks, including a signature alcoholic spirit at each event. *Southern Spirits* introduced a new, diverse audience to the museum. Three events took place in 2021 with another three scheduled for 2022. At the April 2022 event, attendees were given the rare opportunity to board the *General* locomotive. The July 2022 event will be held in conjunction with the City of Kennesaw's Salute to America fireworks show.
- The museum's website was updated. It is now more dynamic and easier to navigate. Featuring a design similar to other city sites, the home page serves as a hub where visitors can easily perform key actions, such as purchasing online tickets, becoming a member, or booking a tour. The tabs at the top of the page provide information on visiting the museum, upcoming events, educational offerings, research opportunities, giving to the museum, and renting the facility. The online gift shop is also accessible via a dedicated section of the home page.
- A bust statue of Confederate Captain J. Harvey Mathes was placed on exhibit in the museum's Post-Civil War Perspectives gallery. Mathes was a war correspondent who lost his leg at the Battle of Atlanta. Originally erected in Memphis in 1908, the statue was removed in 2017 and given to the Mathes family who donated it to the museum. The statue allows the museum to discuss the history of such monuments and the larger societal debate surrounding their public display.

***Operating Budget Comments***

Fiscal Year 2022 Budget: $939,812

Fiscal Year 2023 Budget: $974,969

The highlights of the recommended budget include the following:

- An increase of $500 in signage to promote museum events and activities throughout the year in newly acquired backlit sign holders
- An increase of $2,000 in special event materials/supplies to account for rising costs due to inflation and other outside factors to host events, which have grown in number and complexity
- An increase of $3,500 in support services for contract cleaning as needed after large special events
- An Increase of $15,000 in marketing budget offset by reduction of Marketing under the CM budget line to better support Trains, Trains, Trains, Railroad Rendezvous and other large scale events..

Capital Outlay items funded by State and Local Fiscal Recovery Funds include:

- $23,100 for the installation of a new public address system that will allow museum staff to make announcements to visitors, including important safety and public health information

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 11

Fiscal Year 2022 Total Funded Positions: 11

Fiscal Year 2023 Total Authorized Positions: 11

Fiscal Year 2023 Total Funded Positions: 11

**CITY OF KENNESAW**
**Museum**
**Fund 556**

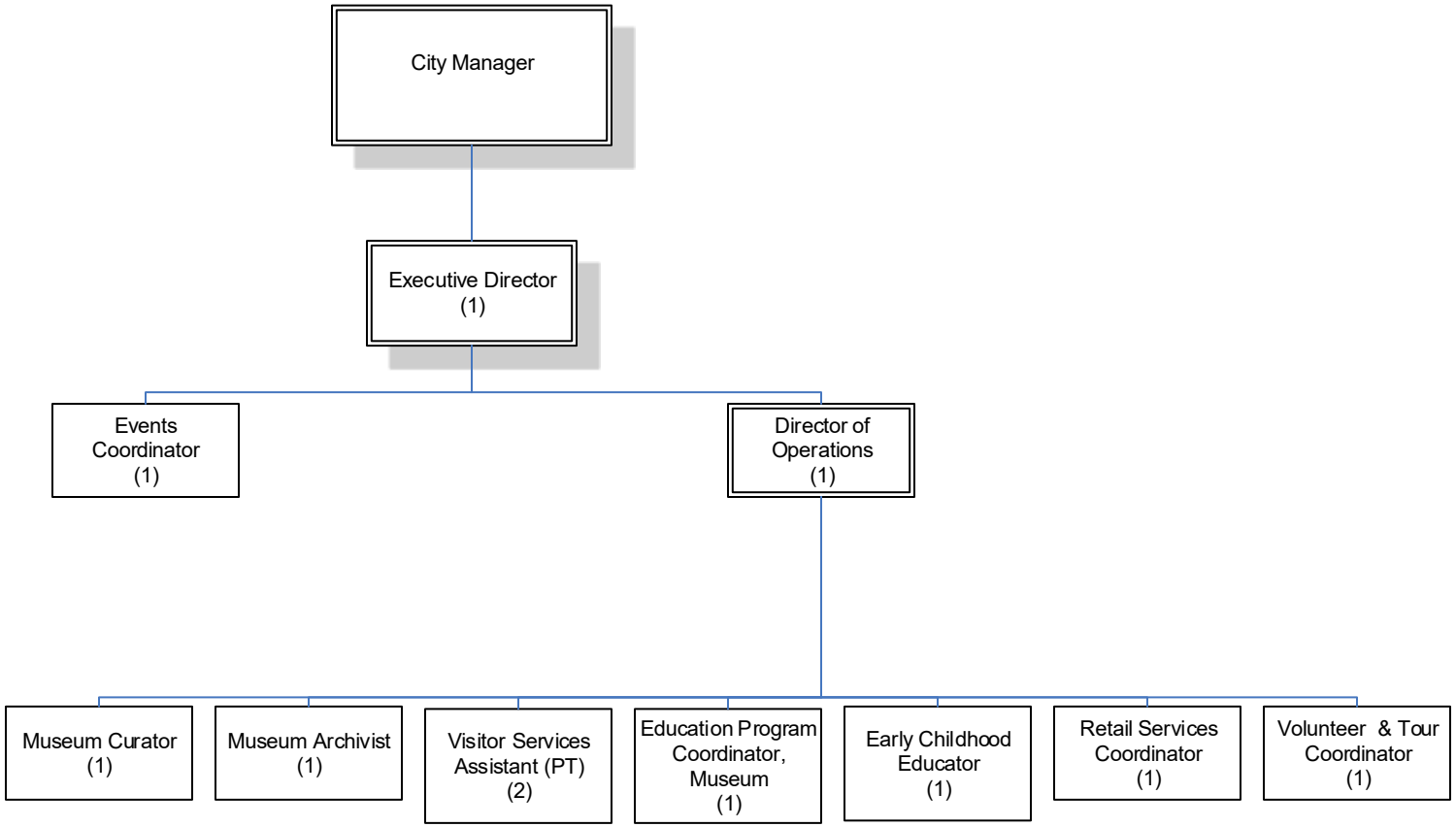
| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 556.0000.31.440000.00000 | VEHICLE RENTAL TAX | $ 135,000 | $ 160,000 |
| 556.0000.34.730000.00000 | SPECIAL EVENT ADMISSION FEES | 25,000 | 25,000 |
| 556.0000.34.732500.00000 | ARCHIVE FEES | 1,000 | 1,000 |
| 556.0000.34.741000.00000 | MUSEUM WALK IN ADMISSIONS | 110,000 | 110,000 |
| 556.0000.34.741500.00000 | MUS. GIFT SHOP SALES | 135,000 | 135,000 |
| 556.0000.34.741600.00000 | COST OF GOODS SOLD | (72,000) | (72,000) |
| 556.0000.34.750000.00000 | EDUC, PROGRAM, GROUP TOURS | 10,000 | 10,000 |
| 556.0000.34.790000.00000 | FACILITY RENTAL | 30,000 | 30,000 |
| 556.0000.36.100000.00000 | INTEREST REVENUES | 4,700 | 7,480 |
| 556.0000.38.100500.00000 | MUSEUM DONATIONS | 1,500 | 1,500 |
| 556.0000.38.101000.00000 | MUSEUM DONATIONS - ARTIFACTS | 40,000 | 40,000 |
| 556.0000.39.110000.00000 | OPERATING TRANSFERS IN HTL/MTL | 20,180 | 34,670 |
| 556.0000.39.113000.00000 | TRANSFERS IN GENERAL FUND | 499,432 | 492,319 |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 939,812 | $ 974,969 |
| | | | |
| 556.6172.51.110000.00000 | REGULAR EMPLOYEES | $ 485,585 | $ 526,822 |
| 556.6172.51.120000.00000 | TEMPORARY EMPLOYEES | 1,800 | 1,800 |
| 556.6172.51.130000.00000 | OVERTIME | 3,000 | 3,000 |
| 556.6172.51.145000.00000 | HOLIDAY BONUS PAYMENT | 2,000 | 2,050 |
| 556.6172.51.170000.00000 | VACATION PAY | 17,315 | - |
| 556.6172.51.210000.00000 | GROUP INSURANCE | 126,740 | 114,501 |
| 556.6172.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 38,992 | 40,826 |
| 556.6172.51.270000.00000 | WORKER'S COMPENSATION | 1,991 | 2,050 |
| 556.6172.52.125000.00000 | OTHER PROFESSIONAL SERV | 2,300 | 6,300 |
| 556.6172.52.132000.00000 | TECHNICAL DESIGN/GRAPHICS | 100 | 500 |
| 556.6172.52.232000.00000 | RENTAL OF EQUIP & VEHCLE | - | 300 |
| 556.6172.52.310000.00000 | INS, OTHER THAN EMP BEN | 36,271 | 36,502 |
| 556.6172.52.325000.00000 | POSTAGE | 250 | 500 |
| 556.6172.52.332000.00000 | MARKETING | 66,712 | 81,712 |
| 556.6172.52.340000.00000 | PRINTING & BINDING | 1,000 | 1,000 |
| 556.6172.52.350000.00000 | TRAVEL | 1,000 | 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 | 300 | 500 |
| 556.6172.52.370000.00000 | EDUCATION & TRAINING | - | 500 |
| 556.6172.52.371000.00000 | PROFESSIONAL DEVELOPMENT | 500 | 1,500 |
| 556.6172.52.395000.00000 | MILEAGE REIMBURSEMENT | 25 | 125 |
| 556.6172.52.396000.00000 | MERCHANT SERV FEES | 6,000 | 6,000 |
| 556.6172.53.111000.00000 | OFFICE SUPPLIES | 500 | 1,000 |
| 556.6172.53.111100.00000 | COPY PAPER | 500 | 500 |
| 556.6172.53.117000.00000 | CLOTHING | 450 | 700 |
| 556.6172.53.118000.00000 | OPERATING MATERIALS/SUPP | 18,062 | 8,262 |
| 556.6172.53.118700.00000 | CURATORIAL SUPPLIES | 12,000 | 13,000 |

**CITY OF KENNESAW**
**Museum**
**Fund 556**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 556.6172.53.118800.00000 | ARCHIVAL SUPPLIES | 3,500 | 4,500 |
| 556.6172.53.118900.00000 | SPECIAL EVENT MATL/SUPPLY | 10,000 | 12,000 |
| 556.6172.53.119200.00000 | SIGNAGE | 1,500 | 2,000 |
| 556.6172.53.121000.00000 | WATER/SEWERAGE | 5,000 | 5,000 |
| 556.6172.53.122500.00000 | STORMWATER UTILITY | 1,239 | 1,239 |
| 556.6172.53.123000.00000 | ENERGY-ELECTRICITY | 90,000 | 90,000 |
| 556.6172.53.123100.00000 | STREET LIGHTING | 85 | 85 |
| 556.6172.53.160600.00000 | BLDG MAINT SMALL EQUIP | - | 300 |
| 556.6172.53.180000.00000 | MISCELLANEOUS | 200 | 500 |
| 556.6172.53.230000.00000 | FURNITURE & FIXTURES | 200 | 1,700 |
| Total Expenses | | $ 939,812 | $ 974,969 |

# Southern Museum of Civil War & Locomotive History

Authorizations- 11




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Smith-Gilbert Gardens

Smith-Gilbert Gardens is the City of Kennesaw's botanical garden and is now recognized by Cobb Travel & Tourism as one of the Top Ten Places to visit in Cobb County. Fifteen themed garden spaces, anchored by the reconstruction era Hiram Butler House, contain thousands of curated plants. In addition, a new camellia variety was recently discovered at SGG. The award-winning "Garden with Wings" butterfly house promotes conservation of beneficial Georgia native plants and insects providing visitors a wonderful opportunity to see all four stages of the butterfly lifecycle. The crevice garden displays a gardening style and plant collection rarely seen in the southeastern United States. Robust collections of hydrangeas, camellias, conifers and roses along with woodland and perennial gardens inspire visitors to explore variety for their own landscapes. Blending horticulture and art, the bonsai collection includes more than 70 trees, diligently trained during monthly work sessions that are open to garden visitors. SGG displays a world-class outdoor sculpture collection that includes sculptures by nationally and internationally known artists. Voted the #1 place to take children in the Atlanta metro area, families are encouraged to play…in nature as they discover different playful habitats. Woodland trails, koi ponds and a waterfall round out the experience.

"Sustainability" isn't merely a catchword; it is part of the SGG conservation mission and is evident throughout the gardens. A minimal-toxicity ethic means that we curtail the use of chemical treatments in garden maintenance. Through best practices in collection management and collaborations with the State Botanical Garden of Georgia and Atlanta Botanical Garden, we work to preserve global plant biodiversity and improve local habitats. Our educational programs share knowledge of and passion for nature, while inspiring participants to be conservation minded.

**Goals and Objectives**

- To develop a supplemental plan to the Master plan that incorporates a redesign of the butterfly house, bonsai garden and pollinator garden area that will lead to educational and conservation expansion opportunities
- To increase the partnership opportunities with Cobb Travel and Tourism, Kennesaw State University and artists in the Southeastern United States
- To assess aspects of the gardens to meet the American Disability Act standards
- To identify key growth areas for programs and events that focus on education and conservation
- To work with the SGG Foundation in raising funds for the visitors center and produce memberships

**Garden Highlights**

- Discovered a new camellia variety, which was confirmed by the American Camellia Society through a rigorous three-year process.
- The SGG camellia collection is now recognized as an American Camellia Trail Garden by the American Camellia Society.
- Although many volunteers have not been able to return following COVID, nearly 100 volunteers donated more than 3,000 hours in garden operations, at the visitor desk/gift shop, as education docents, and at special events.
- Paid admissions increased 11% compared to year before COVID.

- Secured funding from the Georgia Council for the Arts to expand Art Blooms. The scorecard for the SGG proposal included comments commending the City of Kennesaw for collaborating with local schools and engaging college students in the project.
- Developed a new logo for Smith-Gilbert Gardens that tells our story and recognizes the commitment to conservation. The logo design was nationally recognized in a design competition. In addition, the SGG Foundation developed a new logo that illustrates the private-public partnership.
- A new SGG website was launched, which garnered several industry awards.

***Operating Budget Comments***

Fiscal Year 2022 Budget: $650,357

Fiscal Year 2023 Budget: $662,332

The highlights of the recommended budget include the following:

- A reduction of $14,000 in Other Professional Services due to not having to outsource landscape maintenance
- A reduction of $4,530 in Sculpture Conversation due to one time cost for the development of a sculpture conversation plan
- Increase of $2,800 in Travel due to post covid travel to conferences and training opportunities
- Increase of $3,000 in plant development due to increased plant costs but is offset by reductions in other areas within the SGG budget
- Increase of $2,400 in special event material and supply due to increased costs but is offset by reductions in other areas within the SGG budget
- Increase of $9,000 in marketing budget offset by reduction of Marketing under the CM budget line to better support Art Blooms, A Garden with Wings and a Healthier You

***Position Summary***

Fiscal Year 2022 Total Funded Positions: 7

Fiscal Year 2022 Total Authorized Positions: 7

Fiscal Year 2023 Total Funded Positions: 7

Fiscal Year 2023 Total Authorized Positions: 7

**CITY OF KENNESAW**
**Smith Gilbert Gardens**
**Fund 557**

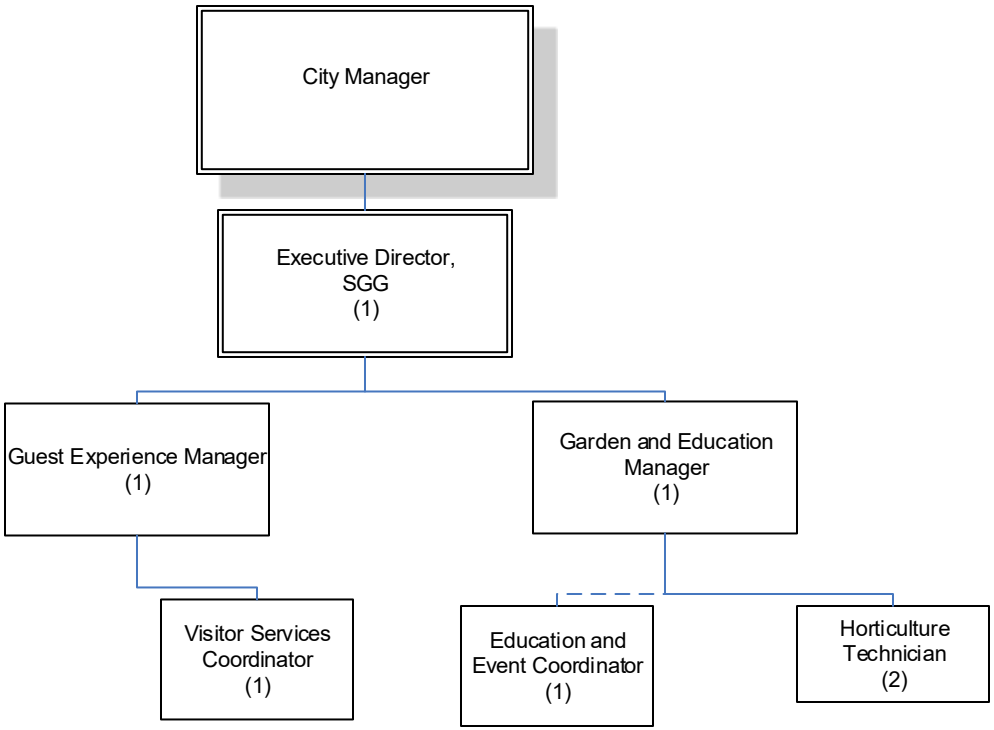
| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 557.0000.33.410200.00000 | GRANT | $ 5,000 | $ 5,000 |
| 557.0000.34.735000.00000 | SPECIAL EVENTS | 8,000 | 8,000 |
| 557.0000.34.736000.00000 | RENTAL | 15,000 | 8,000 |
| 557.0000.34.741500.00000 | GIFT SHOP SALES | 33,000 | 35,000 |
| 557.0000.34.741600.00000 | COST OF GOODS SOLD | (15,000) | (15,000) |
| 557.0000.34.750000.00000 | PROGRAM FEES | 22,000 | 25,000 |
| 557.0000.34.791000.00000 | TOUR FEES | 55,000 | 65,000 |
| 557.0000.36.100000.00000 | INTEREST REVENUES | 2,000 | 2,000 |
| 557.0000.38.100500.00000 | DONATIONS | 45,000 | 45,000 |
| 557.0000.39.113000.00000 | TRANSFER IN - GENERAL FUND | 480,357 | 484,332 |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 650,357 | $ 662,332 |
| | | | |
| 557.6171.51.110000.00000 | REGULAR EMPLOYEES | $ 332,317 | $ 362,722 |
| 557.6171.51.120000.00000 | TEMPORARY EMPLOYEES | 1,800 | 6,800 |
| 557.6171.51.130000.00000 | OVERTIME | 2,000 | 3,000 |
| 557.6171.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,250 | 1,250 |
| 557.6171.51.170000.00000 | VACATION PAY | 14,701 | - |
| 557.6171.51.210000.00000 | GROUP INSURANCE | 113,575 | 102,607 |
| 557.6171.51.211400.00000 | HSA EMPLOYERS SHARE | - | 500 |
| 557.6171.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 28,081 | 28,594 |
| 557.6171.51.270000.00000 | WORKER'S COMPENSATION | 79 | 81 |
| 557.6171.52.125000.00000 | OTHER PROFESSIONAL SERV | 34,000 | 20,000 |
| 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 | 24,530 | 20,000 |
| 557.6171.52.310000.00000 | INS, OTHER THAN EMP BEN | 1,560 | 1,564 |
| 557.6171.52.325000.00000 | POSTAGE | 50 | 50 |
| 557.6171.52.332000.00000 | MARKETING | 16,575 | 25,575 |
| 557.6171.52.340000.00000 | PRINTING & BINDING | 4,000 | 4,000 |
| 557.6171.52.350000.00000 | TRAVEL | 2,200 | 8,000 |
| 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 | 200 | 100 |
| 557.6171.53.111000.00000 | OFFICE SUPPLIES | 600 | 700 |
| 557.6171.53.111100.00000 | COPY PAPER | 300 | 500 |
| 557.6171.53.112000.00000 | JANITORIAL SUPPLIES | 50 | 50 |
| 557.6171.53.117000.00000 | CLOTHING | 100 | 100 |
| 557.6171.53.118000.00000 | OPERATING MATERIALS/SUPP | 10,000 | 10,000 |
| 557.6171.53.118700.00000 | PLANT DEVELOPMENT | 12,000 | 15,000 |
| 557.6171.53.118900.00000 | SPECIAL EVENT MATL/SUPPLY | 12,600 | 15,000 |
| 557.6171.53.119200.00000 | SIGNAGE | 4,500 | 3,000 |
| 557.6171.53.121000.00000 | WATER/SEWERAGE | 600 | 1,500 |
| 557.6171.53.121500.00000 | NATURAL GAS | 5,000 | 3,500 |

**CITY OF KENNESAW**
**Smith Gilbert Gardens**
**Fund 557**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 557.6171.53.122500.00000 | STORMWATER UTILITY | 289 | 289 |
| 557.6171.53.123000.00000 | ENERGY-ELECTRICITY | 9,000 | 9,000 |
| 557.6171.53.123100.00000 | STREET LIGHTING | 700 | 700 |
| 557.6171.53.127000.00000 | ENERGY-GASOLINE/DIESEL | 1,000 | 1,000 |
| 557.6171.53.160000.00000 | GARDEN MAINT SMALL EQUIPMENT | 1,000 | 1,000 |
| 557.6171.53.160500.00000 | GENL OFFICE SMALL EQUIP | 750 | 1,200 |
| Total Expenses | | $ 650,357 | $ 662,332 |

# Smith-Gilbert Gardens

Authorizations- 7




Updated 22 August 2022 FY 2023

# *Fiscal Year 2023 Budget Briefing Paper*

## Department: Public Works - Stormwater

**Department Highlights**

- Completed emergency repairs/replacement of storm pipe collapse on Legacy Park Circle.
- Approximately 800 construction site inspections.
- Relined 1100' of storm line.
- Assisted with completion of the irrigation system and landscaping of Kennesaw Recreation Center

***Operating Budget Comments***

Fiscal Year 2022 Budget: $1,294,723

Fiscal Year 2023 Budget: $1,234,185

The highlights of the recommended budget include the following:

- An increase in retirement contributions due to increase of retirement contributions spread throughout each department
- A decrease of $55,960 in software related to purchase of new financial software in FY 22 – budget reflects actual cost to complete in FY 23
- An increase of $8,000 in gasoline/diesel due to increased fuel costs
- An increase of $60,000 in Storm water Construction for additional pipe relining
- A decrease of $24,500 due to one-time purchase of inspection camera and brush cutter attachments in FY 22

***Position Summary***

Fiscal Year 2022 Total Authorized Positions: 8

Fiscal Year 2022 Total Funded Positions: 8

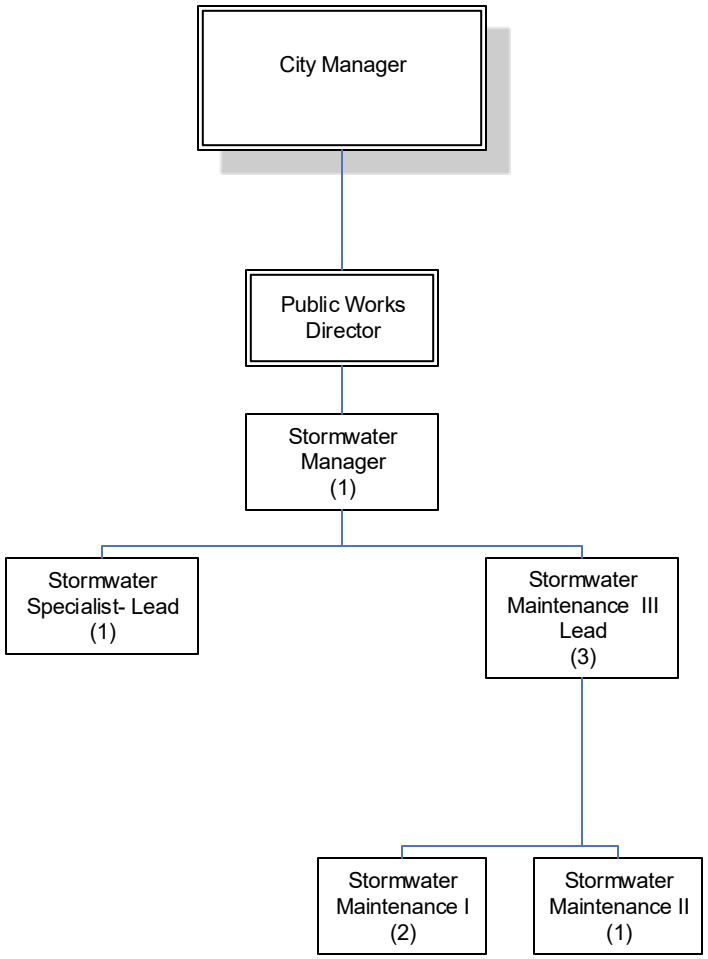
Fiscal Year 2023 Total Authorized Positions: 8

Fiscal Year 2023 Total Funded Positions: 8

**CITY OF KENNESAW**
**Storm Water Utility**
**Fund 560**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 560.0000.34.411000.00000 | STORM WATER UTILITY RESIDENTIAL | $ 585,000 | $ 585,000 |
| 560.0000.34.412000.00000 | STORM WATER UTILITY COMMERCIAL | 667,000 | 667,000 |
| 560.0000.36.100000.00000 | INTEREST REVENUES | 43,000 | 50,000 |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 1,295,000 | $ 1,302,000 |
| | | | |
| 560.4320.51.110000.00000 | REGULAR EMPLOYEES | $ 330,138 | $ 308,188 |
| 560.4320.51.130000.00000 | OVERTIME | 6,000 | 6,000 |
| 560.4320.51.130500.00000 | STORMWATER - ONCALL | 2,000 | 2,500 |
| 560.4320.51.145000.00000 | HOLIDAY BONUS PAYMENT | 1,400 | 1,500 |
| 560.4320.51.170000.00000 | VACATION PAY | 16,429 | - |
| 560.4320.51.210000.00000 | GROUP INSURANCE | 98,575 | 89,056 |
| 560.4320.51.211400.00000 | HSA EMPLOYERS SHARE | - | 750 |
| 560.4320.51.215000.00000 | GROUP INSURANCE - RETIREE | 9,300 | 8,402 |
| 560.4320.51.220000.00000 | SOCIAL SEC (FICA) CNTRIB | 27,231 | 24,341 |
| 560.4320.51.240000.00000 | RETIREMENT CONTRIBUTIONS | 30,483 | 33,320 |
| 560.4320.51.270000.00000 | WORKER'S COMPENSATION | 32,255 | 33,211 |
| 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 | 10,351 | 10,429 |
| 560.4320.52.325000.00000 | POSTAGE | 2,500 | 2,500 |
| 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 | 18,000 |
| 560.4320.53.180000.00000 | MISCELLANEOUS | 500 | 500 |
| 560.4320.54.142000.00000 | STORM WATER CONST & IMPROVMENT | 165,000 | 225,000 |
| 560.4320.54.200000.00000 | MACHINERY & EQUIPMENT | 24,500 | - |
| 560.4320.54.245000.00000 | SOFTWARE | 70,000 | 14,040 |
| 560.4320.58.220000.00000 | INTEREST-CAPITAL LEASE | 3,661 | 2,048 |
| 560.9100.61.109000.00000 | TRANSFER - GENERAL FUND | 379,000 | 379,000 |
| Total Expenses | | $ 1,294,723 | $ 1,234,185 |
| | | | |
| | Excess | $ 277 | $ 67,815 |

# Public Works
# Stormwater Dept.
Authorizations- 8



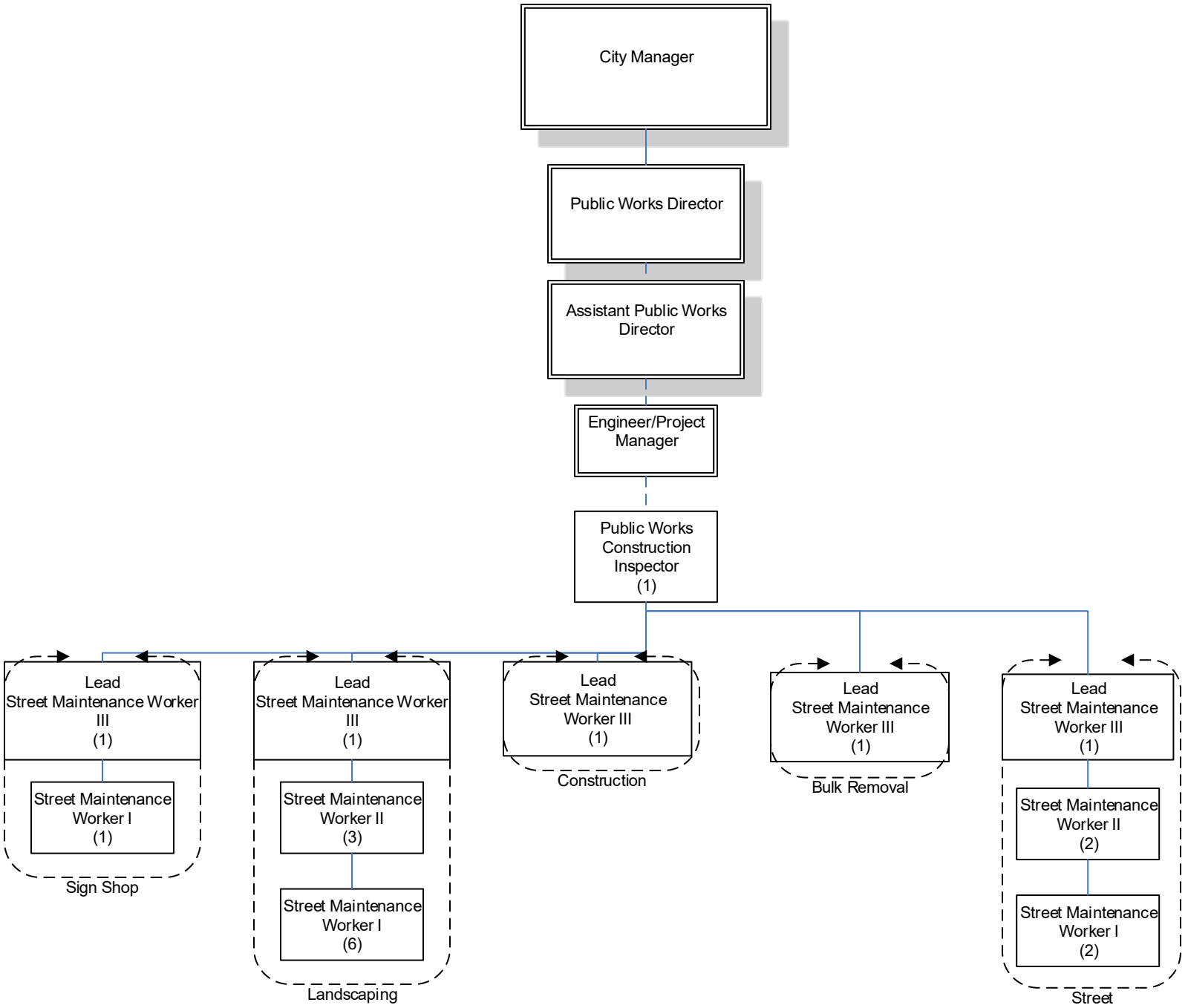

Updated 22 August 2022 FY 2023

**CITY OF KENNESAW**
**Street Lights**
**Fund 565**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 565.0000.34.430000.00000 | STREET LIGHTS RESIDENTIAL | $ 252,000 | $ 252,000 |
| 565.0000.34.430500.00000 | STREET LIGHTS COMMERCIAL | 114,000 | 114,000 |
| 565.0000.36.100000.00000 | INTEREST REVENUES | 700 | 1,340 |
| 565.0000.39.400000.00000 | USE OF PRIOR YEAR RESERVE | 72,049 | - |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 438,749 | $ 367,340 |
| | | | |
| 565.4260.53.123100.00000 | STREET LIGHTING | $ 429,749 | $ 361,635 |
| 565.4260.54.245000.00000 | SOFTWARE | 9,000 | 1,950 |
| Total Expenses | | $ 438,749 | $ 363,585 |
| | | | |
| | Excess | $ - | $ 3,755 |

# Public Works- Streets Dept.

Authorizations- 20




Updated 22 August 2022 FY 2023

**CITY OF KENNESAW**
**Partially Self Insured**
**Fund 600**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 600.0000.34.990500.00000 | CITY/EMPLOYEE PAYMENTS | $ 3,487,244 | $ 3,116,784 |
| 600.0000.36.100000.00000 | INTEREST REVENUES | 1,910 | 2,000 |
| Total Revenues and Non-Operating Income | | $ 3,489,154 | $ 3,118,784 |
| | | | |
| 600.6000.52.120000.00000 | ADMINSTRATIVE FEE - HEALTHSCOPE | $ 67,630 | $ 75,188 |
| 600.6000.52.121000.00000 | BROKER FEES | 36,000 | 36,000 |
| 600.6000.52.123000.00000 | AGGREGATE STOP/LOSS | 20,606 | 86,768 |
| 600.6000.52.124000.00000 | SPECIFIC STOP/LOSS | 261,835 | 293,246 |
| 600.6000.52.125000.00000 | OTHER PROFESSIONAL SERV | 650 | 650 |
| 600.6000.52.360000.00000 | DUES & FEES | 8,280 | 8,280 |
| 600.6000.55.220200.00000 | CLAIMS MEDICAL/HOSPITAL | 2,417,918 | 1,960,668 |
| 600.6000.55.220600.00000 | CLAIMS PHARMACY | 676,235 | 657,984 |
| Total Expenses | | $ 3,489,154 | $ 3,118,784 |

**CITY OF KENNESAW**
**URA**
**Fund 700**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 700.0000.36.100000.00000 | INTEREST REVENUES | $ 2 | $ 2 |
| 700.0000.39.113000.00000 | TRANSFERS IN - GENERAL FUND | 398,060 | 397,179 |
| Total Revenues and Other Financing Sources | | $ 398,062 | $ 397,181 |
| | | | |
| 700.7300.52.396000.00000 | PAYING AGENT FEES | $ 5,500 | $ 5,500 |
| 700.8000.58.110600.00000 | PRINCIPAL - SERIES 2014 B | 140,000 | 145,000 |
| 700.8000.58.210500.00000 | INTEREST - SERIES 2014 A | 161,319 | 161,319 |
| 700.8000.58.210600.00000 | INTEREST - SERIES 2014 B | 91,243 | 85,362 |
| Total Expenditures | | $ 398,062 | $ 397,181 |

**CITY OF KENNESAW**
**Kennesaw Downtown Development Authority**
**Fund 760**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 760.0000.34.758500.00000 | BEER FESTIVAL REVENUE | $ 8,500 | $ 9,000 |
| 760.0000.36.100000.00000 | INTEREST REVENUES | 300 | 260 |
| 760.0000.38.100700.00000 | RENTS & ROYALTIES BURGER FI | 40,518 | 40,518 |
| 760.0000.39.110000.00000 | TRAN IN FROM CITY FOR 2001 BONDS | 446,593 | - |
| 760.0000.39.400000.00000 | USE OF PY RESERVES | 81,218 | - |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 577,129 | $ 49,778 |
| | | | |
| 760.7550.52.121000.00000 | LEGAL SERVICES | $ 15,000 | $ 15,000 |
| 760.7550.52.125000.00000 | OTHER PROFESSIONAL SERV | 1,500 | 1,500 |
| 760.7550.52.127000.00000 | DESIGN & GRAPHIC DESIGN | 500 | 500 |
| 760.7550.52.231000.00000 | RENTAL OF LAND & BUILDING | 8,400 | 8,400 |
| 760.7550.52.325000.00000 | POSTAGE | 100 | 100 |
| 760.7550.52.330000.00000 | ADVERTISING | 500 | 500 |
| 760.7550.52.350000.00000 | TRAVEL | 500 | 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 | 600 | 600 |
| 760.7550.52.395000.00000 | MILEAGE REIMBURSEMENT | 500 | 500 |
| 760.7550.52.514000.00000 | DINNER AT DEPOT | 1,200 | - |
| 760.7550.58.110100.00000 | PRINCIPAL -LOAN FROM CITY-BURGERFI | 31,825 | 16,093 |
| 760.7550.58.110200.00000 | PRINCIPAL - SERIES 2001 | 425,000 | - |
| 760.7550.58.210100.00000 | INTEREST - SERIES 2001 | 9,520 | - |
| 760.7550.58.230000.00000 | INTEREST-SERIES 2019 | 81,218 | - |
| 760.7550.58.230100.00000 | INTEREST-$300K LOAN FROM CITY | 501 | 71 |
| 760.9000.61.611000.00000 | WORKING CAPITAL RESERVE | - | 5,749 |
| Total Expenses | | $ 577,129 | $ 49,778 |

**CITY OF KENNESAW**
**Kennesaw Development Authority**
**Fund 780**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 780.0000.36.100000.00000 | INTEREST REVENUES | $ 2,000 | $ 4,800 |
| 780.0000.39.310500.00000 | WALTON RIDENOUR APTS | 105,766 | 105,766 |
| 780.0000.39.400000.00000 | USE OF PY RESERVES | 47,384 | 45,084 |
| Total Revenues, Non-Operating Income, Capital Contributions & Transfers | | $ 155,150 | $ 155,650 |
| | | | |
| 780.7880.52.121000.00000 | LEGAL SERVICES | $ 25,000 | $ 25,000 |
| 780.7880.52.125000.00000 | OTHER PROFESSIONAL SERV | 23,000 | 23,500 |
| 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 | 700 | 700 |
| 780.7880.52.395000.00000 | MILEAGE REIMBURSEMENT | 200 | 200 |
| 780.7880.52.600000.00000 | SPECIAL EVENTS | 300 | 300 |
| 780.7880.53.102000.00000 | ED STAFF SUPPORT | 10,000 | 10,000 |
| 780.7880.53.103000.00000 | BUSINESS DEVELOPMENT | 25,000 | 25,000 |
| 780.7880.61.108500.00000 | TRANSFER OUT - GENERAL FUND | 70,000 | 70,000 |
| Total Expenses | | $ 155,150 | $ 155,650 |

**CITY OF KENNESAW,**
**GEORGIA**

**RESOLUTION NO. 2022-41, 2022**

**A RESOLUTION TO ADOPT THE PROPOSED CAPITAL IMPROVEMENT (SPLOST) BUDGET FOR THE CITY OF KENNESAW FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022 AND ENDING SEPTEMBER 30, 2023**

**WHEREAS**, in accordance with Section 4.06 of the City Charter of the City of Kennesaw, the Mayor has submitted a Capital Improvement (SPLOST) Budget to the City Council for review for the Fiscal Year beginning October 1, 2022; 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 (SPLOST) Budget for the Fiscal Year beginning October 1, 2022; and

**WHEREAS,** Public Hearings regarding the Fiscal Year 2022-2023 Capital Improvement (SPLOST) Budget for the City of Kennesaw were held on September 6, 2022 and September 19, 2022; and

**WHEREAS,** the Mayor and Council considers the attached Capital Improvement (SPLOST) Budget for the Fiscal Year beginning October 1, 2022 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 Improvement (SPLOST) Budget of the City of Kennesaw for the Fiscal Year beginning October 1, 2022 are hereby adopted. Said detailed Capital Improvement (SPLOST) Budget is attached hereto as Exhibit B and is made a part of this Resolution as if fully set out herein.

| FUND | APPROPRIATION |
|---|---|
| **SPLOST Budget Revenue** | **$ 42,985,952** |

| | |
|---|---|
| **SPLOST Budget Expenditures** | **$ 42,985,952** |

**SECTION 2. BE IT FURTHER RESOLVED THAT** this Resolution shall become effective from and after October 1, 2022.

PASSED AND ADOPTED by the Kennesaw City Council on this 19th day of September, 2022.

ATTEST:

Lea Alvarez, City Clerk

CITY OF KENNESAW

Derek Easterling, Mayor

CITY OF KENNESAW SEAL KENNESAW, GA

**CITY OF KENNESAW**
**SPLOST**
**Fund 310**

| Account Number | Account Name | FY 22 Budget Revised | FY 23 Budget |
|---|---|---|---|
| 310.0000.36.100000.00000 | INTEREST REVENUES | $ 400,000 | $ 400,000 |
| 310.0000.39.114400.00000 | SPLOST 2005 REVENUE-OLD HIGHWAY 41 | 322,796 | - |
| 310.0000.39.115300.00000 | SPLOST 2011 REVENUE-CHEROKEE ST. | 3,828,672 | 3,602,295 |
| 310.0000.39.115400.00000 | SPLOST 2011 REVENUE-STANLEY COLLINS | 44,983 | - |
| 310.0000.39.115500.00000 | SPLOST 2011 REVENUE-PINE MTN ROAD @41 | 298,678 | 298,678 |
| 310.0000.39.115900.00000 | SPLOST 2016 STORMWATER INFRASTRUCTURE | 534,085 | 621,855 |
| 310.0000.39.116000.00000 | SPLOST 2016 BEN KING ROAD IMPROVEMENTS | 2,370,933 | 2,187,682 |
| 310.0000.39.116100.00000 | SPLOST 2016 SARDIS STREET EXTENSION PROJECT | 2,000,120 | 1,308,138 |
| 310.0000.39.116200.00000 | SPLOST 2016 PROPERTY ACQUISITION | 37 | 38 |
| 310.0000.39.116300.00000 | SPLOST 2016 PARK IMPROVEMENTS | 311,808 | 276,993 |
| 310.0000.39.116400.00000 | SPLOST 2016 DALLAS/WATTS DRIVE IMPROVEMENTS | 189 | 189 |
| 310.0000.39.116500.00000 | SPLOST 2016 FACILITY IMPROVEMENTS | 51,917 | 3,299 |
| 310.0000.39.116600.00000 | SPLOST 2016 ECONOMIC DEVELOPMENT | 2,357,670 | 2,063,270 |
| 310.0000.39.116700.00000 | SPLOST 2016 SMITH GILBERT GARDENS | 349,805 | 598 |
| 310.0000.39.116800.00000 | SPLOST 2016 RESURFACING AND SIDEWALKS | 505,941 | 368,986 |
| 310.0000.39.116900.00000 | SPLOST 2016 POLICE VEHICLES | 58 | 58 |
| 310.0000.39.117000.00000 | RECREATIONAL CENTER | 5,247,965 | 133,370 |
| 310.0000.39.117100.00000 | SPLOST 2022 FACILITY IMPROVEMENTS | - | 3,441,725 |
| 310.0000.39.117200.00000 | SPLOST 2022 DEPOT PARK IMPROVEMENTS | - | 5,993,778 |
| 310.0000.39.117300.00000 | SPLOST 2022 PUBLIC SAFETY FACILITY | - | 8,500,000 |
| 310.0000.39.117400.00000 | SPLOST 2022 RUTLEDGE/CATHEY LANE | - | 4,000,000 |
| 310.0000.39.117500.00000 | SPLOST 2022 SARDIS STREET EXTENSION | - | 9,000,000 |
| 310.0000.39.117700.00000 | SPLOST 2022 NEIGHBORHOOD IMPROVEMENTS | - | 785,000 |
| Total Revenues | | $ 18,625,657 | $ 42,985,952 |
| | | | |
| 310.4228.54.147700.00000 | SPLOST 2005 PROJ OLD HIGHWAY 41 | $ 322,796 | $ - |
| 310.4228.54.148400.00000 | SPLOST 2011 PROJ CHEROKEE STREET | 3,828,672 | 3,602,295 |
| 310.4228.54.148500.00000 | SPLOST 2011 PROJ STANLEY COLLINS | 44,983 | - |
| 310.4228.54.148600.00000 | SPLOST 2011 PROJ-PINE MTN ROAD | 298,678 | 298,678 |
| 310.4228.54.149000.00000 | SPLOST 2016 STORMWATER INFRASTRUCTURE | 534,085 | 621,855 |
| 310.4228.54.149100.00000 | SPLOST 2016 BEN KING ROAD IMPROVEMENTS | 2,370,933 | 2,187,682 |
| 310.4228.54.149200.00000 | SPLOST 2016 SARDIS STREET EXTENSION PROJECT | 2,000,120 | 1,308,138 |
| 310.4228.54.149300.00000 | SPLOST 2016 PROPERTY ACQUISITION | 37 | 38 |
| 310.4228.54.149400.00000 | SPLOST 2016 PARK IMPROVEMENTS | 311,808 | 276,993 |
| 310.4228.54.149500.00000 | SPLOST 2016 DALLAS/WATTS DRIVE IMPROVEMENTS | 189 | 189 |
| 310.4228.54.149600.00000 | SPLOST 2016 FACILITY IMPROVEMENTS | 51,917 | 3,299 |
| 310.4228.54.149700.00000 | SPLOST 2016 ECONOMIC DEVELOPMENT | 2,357,670 | 2,063,270 |
| 310.4228.54.149800.00000 | SPLOST 2016 SMITH GILBERT GARDENS | 349,805 | 598 |
| 310.4228.54.149900.00000 | SPLOST 2016 RESURFACING AND SIDEWALKS | 505,941 | 368,986 |
| 310.4228.54.150000.00000 | SPLOST 2016 POLICE VEHICLES | 58 | 58 |
| 310.4228.54.150400.00000 | RECREATIONAL CENTER | 5,247,965 | 133,370 |
| 310.4228.54.150500.00000 | SPLOST 2022 FACILITY IMPROVEMENTS | - | 3,441,725 |
| 310.4228.54.150600.00000 | SPLOST 2022 DEPOT PARK IMPROVEMENTS | - | 5,993,778 |
| 310.4228.54.150700.00000 | SPLOST 2022 PUBLIC SAFETY FACILITY | - | 8,500,000 |
| 310.4228.54.150800.00000 | SPLOST 2022 RUTLEDGE/CATHEY LANE | - | 4,000,000 |
| 310.4228.54.150900.00000 | SPLOST 2022 SARDIS STREET EXTENSION | - | 9,000,000 |
| 310.4228.54.151000.00000 | SPLOST 2022 NEIGHBORHOOD IMPROVEMENTS | - | 785,000 |
| 310.9100.61.109000.00000 | SPLOST PROJ MISC | - | 400,000 |
| Total Expenditures | | $ 18,225,657 | $ 42,985,952 |