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## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Christopher Pike, Finance Director

**Date:** 10/10/2011

**Subject:** **Budget Ordinance for the Year Ending December 31, 2012**

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### **ITEM DESCRIPTION**

Budget Ordinance for the Year Ending December 31, 2012

### **BACKGROUND**

Georgia law (e.g., O.C.G.A. 36-81-2 et seq.), as well as the city's charter, provides the budget requirements for Dunwoody. The Mayor has presented Council a budget for discussion and adoption according to those requirements and budgetary policies adopted on September 28, 2009. Staff issued the initial draft of the Mayor's budget on September 1, 2011. A copy of the budget has been on display for public comment and review (both in hardcopy with the City Clerk as well as online.) Subsequently, the Mayor appointed three Council members to review the document, make suggestions, and ask questions. During September, those three members met as well as communicated several other times through phone conversations and e-mail exchanges. Also, staff reached out to all Council members to offer opportunities to discuss the budget and provide input. This document is the result of those numerous conversations that took place over the past four weeks.

### **ISSUES**

Highlights in the cover memo with supporting details are attached with following the ordinance. Overall the budget presented here is balanced in that revenues meet or exceed expenditures. The budget reflects an anticipated surplus of \$0.8 million. Though it does not meet all desired levels of funding in all areas, staff feels the projected budget does represent a sustainable level of services that will meet or exceed most citizens' expectations. Also, it represents a diversified mix of priorities indicated from Council and citizens where each priority was addressed appropriately. The budget message preceding the budget details outlines those priorities.

### **ALTERNATIVES**

Council may choose to propose an alternative budget.

### **RECOMMENDED ACTION**

It is respectfully requested that Council approve the ordinance adopting the proposed capital and operating budgets for the year ending December 31, 2012.

**ORDINANCE 2011-10-XX**

**AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR 2012 FOR EACH FUND OF THE CITY OF DUNWOODY, GEORGIA, PURSUANT TO ARTICLE V, SECTION 5 OF THE CHARTER OF THE CITY, BEGINNING JANUARY 1, 2012, AND ENDING DECEMBER 31, 2012, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF ANTICIPATED FUNDING SOURCES, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES FROM EXCEEDING ACTUAL FUNDING SOURCES**

**WHEREAS,** a proposed budget for each of the various funds of the City has been presented to the Mayor and City Council; and

**WHEREAS,** appropriate advertised public hearings have been held on the proposed budget, as required by law and regulations; and

**WHEREAS,** the Fiscal Year 2012 Budget, and the Budget Message pursuant to Section 5.03(a) of the City Charter, have been filed in the office of the City Clerk and open for public inspection; and

**WHEREAS,** the Mayor and City Council have reviewed the proposed budget and have made certain amendments to both funding sources and appropriations; and

**WHEREAS,** each of the funds has a balanced budget, such that anticipated funding sources equal or exceed proposed expenditures; and

**WHEREAS,** the Mayor and City Council intend to adopt an annual budget for the Fiscal Year 2012:

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Dunwoody, pursuant to their authority, as follows:

Section 1. That the City of Dunwoody, Georgia hereby adopts a budget for the Fiscal Year 2012, said budget being described below;

<b>Description</b>	<b>Budget</b>
General Fund	\$22,202,074
E911 Fund	1,144,500
Capital Projects Fund	3,608,317
Debt Service Fund	1,565,574
Hotel-Motel Tax Fund	1,871,667
Rental Motor Vehicle Excise Tax Fund	95,000
Stormwater Fund	1,418,450

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**GENERAL FUND BUDGET REVENUE**

<b>SOURCE</b>	<b>PROPOSED BUDGET</b>
Taxes	\$ 18,211,000
Licenses and Permits	872,000
Intergovernmental Revenues	525,000
Charges for Services	402,000
Fines and Forfeitures	1,290,000
Investment Income	5,000
Contributions and Donations	2,500
Miscellaneous	94,000
Prior Year Reserves for Debt Retirement	800,574
<b>TOTAL GENERAL FUND RECEIPTS</b>	<b>\$ 22,202,074</b>

**GENERAL FUND BUDGET EXPENDITURES**

<b>DEPARTMENT</b>	<b>PROPOSED BUDGET</b>
City Council	\$ 198,227
City Manager	327,083
City Clerk	187,526
Finance & Administration	3,543,478
City Attorney	459,052
Municipal Court	403,794
Police	6,261,900
E911	369,500
Public Works	4,572,009
Culture & Recreation (Parks)	2,191,774
Community Development	2,295,250
Contingency	575,000
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 21,384,593</b>
<b>EXCESS TRANSFER TO FUND BALANCE</b>	<b>\$ 817,481</b>

Section 2. That any increase or decrease in appropriations or revenue of any fund or for any department; the establishment of new capital projects; or the establishment of new grant projects other than those exceptions provided for herein, shall require approval of the City Council; and

Section 3. That this budget establishes a merit-based salary increases averaged 2.8% to all eligible full-time employees effective April 1, 2012 if they meet certain standards; and

Section 4. That this budget fixes the number of established Dunwoody full-time positions at 73. This number may only be increased or decreased through approval of the Mayor and City Council; and

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Section 5. That the City Manager and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Ordinance is followed.

**SO ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DUNWOODY, GEORGIA** this the 24<sup>th</sup> day of October, 2011.

Approved:

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Ken Wright, Mayor

Attest:

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Sharon Lowery, City Clerk  
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Approved as to Form and Content

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Brian Anderson, City Attorney