

CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Diane Adoma – District 5

SPECIAL CALLED MEETING

December 27, 2017

6:00 P.M.

Stonecrest City Hall

3120 Stonecrest Blvd.

Stonecrest, Georgia

- I. CALL TO ORDER:** Mayor Jason Lary
- II. ROLL CALL:** Brenda James, Interim City Clerk
- III. PUBLIC HEARING:**
 - 1. Adoption of the Ordinance to set the Fiscal Year 2018 Budget
- IV. AGENDA ITEMS:**
 - 2. Adoption of the Ordinance to set the meeting dates for City Council for 2018.
- V. EXECUTIVE SESSION:**
- VI. ADJOURNMENT:**

WHEN AN EXECUTIVE SESSION IS REQUIRED, ONE WILL BE CALLED FOR THE FOLLOWING ISSUES: 1) PERSONNEL, 2) LITIGATION, 3) REAL ESTATE



CITY COUNCIL AGENDA ITEM

SUBJECT: ORDINANCE TO ADOPT THE REGULAR CITY COUNCIL MEETING SCHEDULE FOR CALENDAR YEAR 2018 AND SUBSEQUENT YEARS

- ORDINANCE POLICY STATUS REPORT
 DISCUSSION ONLY RESOLUTION OTHER

Date Submitted: Work Session: 11/15/2017 Special Called Council Meeting: 12/27/2017

SUBMITTED BY: City Clerk

PURPOSE: Attached are the dates for the City Council and Work Session meetings. Council will be the 3rd Mondays of each month at 6:00p.m. and Work Session will be the 1st Wednesday of each month at 10:00a.m.

HISTORY:

FACTS AND ISSUES:

OPTIONS:

RECOMMENDED ACTION: Adoption of the Ordinance

**AN ORDINANCE TO SET THE REGULAR CITY COUNCIL
MEETING SCHEDULE FOR THE CITY OF STONCREST, GEORGIA
FOR CALENDAR YEAR 2018**

WHEREAS: The Mayor and City Council of the City of Stonecrest are required under the City Charter to hold regular monthly meetings and shall hold at least one meeting a month; and

WHEREAS: The Mayor and City Council of the City of Stonecrest deem it necessary to set the regular meeting schedule for the calendar year 2018; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Stonecrest as follows:

1. That scheduled meetings of the City Council, during May of the calendar year of 2018, are to be held according to the attached schedule.
2. The Mayor and City Council of the City of Stonecrest may hold additional meetings, should the need arise.
3. All meetings of the City Council shall be public to the extent required by law and the City Clerk or Designee shall give proper notice to the public of special meetings as required by law.

This Ordinance shall be effective immediately upon its adoption.

SO RESOLVED AND EFFECTIVE this the _____ day of December, 2017.

Approved:

Jason Lary, Sr., Mayor

Attest:

Brenda James, City Clerk

Approved as to form:

City Attorney

2018

MEETING DATES

Work Sessions on First Wednesday 10:00am

Council Meeting on Third Monday 6:00 pm

January 3 rd	Work Session
January 16 th	Council Meeting
February 7 th	Work Session
February 19 th	Council Meeting
March 7 th	Work Session
March 19 th	Council Meeting
April 4 th	Work Session
April 16 th	Council Meeting
May 2 nd	Work Session
May 21 st	Council Meeting
June 6 th	Work Session
June 18 th	Council Meeting
July 3 rd (4 th holiday)	Work Session
July 16 th	Council Meeting
August 1 st	Work Session
August 20 th	Council Meeting
September 5 th	Work Session
September 17 th	Council Meeting
October 3 rd	Work Session
October 15 th	Council Meeting
November 7 th	Work Session

November 19th

Council Meeting

December 5th

Work Session

December 17th

Council Meeting



CITY COUNCIL AGENDA ITEM

SUBJECT: ORDINANCE TO ADOPT THE 2018 CALENDAR YEAR BUDGET

- ORDINANCE** **POLICY** **STATUS REPORT**
 DISCUSSION ONLY **RESOLUTION** **OTHER**

Date: Public Hearing: 12/18/2017 Special Called Council Meeting: 12/27/2017

SUBMITTED BY: City Manager Michael Harris

PURPOSE: This ordinance is to adopt the 2018 Calendar Year Budget. A Public Hearing was held on December 18, 2017 and the adoption of the budget will be on December 27th at a Special Called Meeting.

HISTORY:

FACTS AND ISSUES:

OPTIONS:

RECOMMENDED ACTION: Public Hearing and Adoption of the Ordinance

STONECREST BUDGET

FY 2018 GENERAL FUND BUDGET SUMMARY

	FY 2018 12 MONTHS
Beginning Fund Balance	100,000.00
General Property Tax	2,310,000.00
Selective Sales & Use Tax	95,000.00
Business/Occupational Taxes	2,235,000.00
Delinquent Taxes	1,000.00
Business License	275,000.00
Building/Development Permits	860,000.00
General Government	7,500.00
Fines & Forfeitures	5,000.00
Interest Earned	0.00
Other Sources of Income	315,000.00
TOTAL GENERAL FUND REVENUES	6,203,500.00

City Council	285,500.00
City Manager	228,250.00
City Clerk	152,650.00
Public Works	177,250.00
Public Safety	101,000.00
Finance/Administration	669,700.00
Legal Services	450,000.00
Facilities and Buildings	329,000.00
Communications	335,000.00
IT/GIS	237,000.00
General Operations	347,500.00
Municipal Court	50,000.00
Parks	130,000.00
Community Development	1,514,500.00
Economic Development	345,000.00
Designated Reserve	851,150.00
TOTAL GENERAL FUND EXPENDITURES	6,203,500.00

FY2018 HOTEL/MOTEL FUND BALANCE SUMMARY

Taxes

Total Hotel/Motel Fund Expenditures

Economic Development

Total Hotel/Motel Fund Expenditures

FY2018 RENTAL CAR FUND BALANCE SUMMARY

Taxes

Total Rental Car Fund Revenues

Economic Development

Total Rental Car Fund Expenditures

TOTAL REVENUES ALL FUNDS

TOTAL EXPENDITURES ALL FUNDS

FY 2018
12 MONTHS

100 - General Fund Revenue Detail

Taxes

General Property Tax

100-031-03110-31100		
100-031-03110-31110	Public Utility Tax	
100-031-03110-31200	Ad Valorem Tax-Prior Year	
100-031-03110-31310	Motor Vehicle Tax	
100-031-03110-31315	Title Ad Valorem Tax	
100-031-03110-31320	Mobile Home Tax	
100-031-03110-31325	Heavy Equipment Tax	
100-031-03110-31340	Intangible Tax Revenue	
100-031-03110-31350	Railroad Equipment Tax	
100-031-03110-31360	Real Estate Transfer Tax	
100-031-03110-31370	Franchise Fees	2,310,000.00

SUBTOTAL		2,310,000.00
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Selective Sales & Use Tax

100-031-03140-34200	Alcoholic Beverage Excise Tax	90,000.00
100-031-03140-34300	Alcoholic Beverage Wholesale Excise Tax	5,000.00
100-031-03140-34900	Other Selective Tax	

SUBTOTAL	95,000.00
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Business Taxes

100-031-03160-31610	Bus. & Occupational Taxes	2,225,000.00
100-031-03160-31620	Insurance Premium Tax	
100-031-03160-31630	Financial Institution Taxes	10,000.00
SUBTOTAL		2,235,000.00

Penalties & Interest On Delinquent Taxes

100-031-03190-39100	Pen. & Int. on delinquent Taxes	1,000.00
SUBTOTAL		1,000.00

TAXES SUBTOTAL

License & Permits

Business License

100-032-03210-32110	Alcoholic Beverages	50,000.00
100-032-03210-32120	General Business License (Admin. Fees)	225,000.00
100-032-03210-32190	Other Licenses/Permits	
100-032-03210-32210	Insurance Prem. (Collections begin in 2019)	0.00
SUBTOTAL		275,000.00

Building/Development Permits

100-032-03220-32200	Building Permits	760,000.00
100-032-03220-32202	Development Permits	75,000.00
100-032-03220-32205	Zoning Applications	25,000.00
SUBTOTAL		860,000.00

Regulatory Fees

100-032-03230-32300	Regulatory Fees	
100-032-03230-32310	Inspection Fees	
SUBTOTAL		

LICENSE & PERMITS SUBTOTAL

General Government

General Government

100-034-03400-34119	Other Fees (Tax Comm. IGA)	0.00
100-034-03400-34120	Film Permitting	7,500.00
100-034-03400-34930	Bad Check Fees	
SUBTOTAL		7,500.00

GENERAL GOVERNMENT SUBTOTAL

Fines & Forfeitures

Fines & Forfeitures		
100-035-03510-35100	Municipal Court	5,000.00
SUBTOTAL		5,000.00

FINES & FORFEITURE SUBTOTAL

Interest Earned

Interest Revenues		
100-360-36100-36100	Interest Revenues	
SUBTOTAL		

INTEREST EARNED SUBTOTAL

Other Sources of Revenue

Contributions/Donations		
100-370-37100-37100	Donations/Contributions	0.00
SUBTOTAL		0.00

Other Financing Sources		
100-390-39100-39120	Transfer from Hotel/Motel	300,000.00
100-390-39100-39121	Transfer from Hotel/Motel for Parks	
100-390-39100-39120	Transfer From Rental Car	15,000.00
SUBTOTAL		315,000.00

OTHER SOURCES OF REVENUE SUBTOTAL

TOTAL GENERAL FUND REVENUES		6,203,500.00
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100-General Fund Expenditures Detail

12 MONTHS

City Council		
100-010-05110-51110	Regular Salaries	140,000.00
100-010-05110-51210	Group Insurance	30,000.00
100-010-05110-51240	Retirement	10,000.00
100-010-05110-51260	Unemployment Expense	0.00
100-010-05110-51270	Workers Comp.	8,000.00
100-010-05110-51200	FICA/Medicare	15,000.00
100-010-05110-52105	Uniforms (Shirts)	1,000.00
100-010-05110-52121	Contractual Svcs.(Legislative Support)	25,000.00
100-010-05110-52350	Travel Expenses	15,500.00
100-010-05110-52370	Education & Training	6,000.00
100-010-05110-53100	Operating Supplies	6,000.00
100-010-05110-53160	Mayor's Expenses	5,000.00
100-010-05110-53165	Council Expenses	15,000.00
100-010-05110-53170	Committee Support (Arabia Mtn., Etc.)	6,000.00
100-010-05110-53175	Hospitality Supplies	3,000.00
City Council Subtotal		285,500.00

City Manager		
100-010-05130-51110	Regular Salaries	0.00
100-010-05130-51200	FICA/Medicare	0.00
100-010-05130-51210	Group Insurance	0.00
100-010-05130-51240	Retirement	0.00
100-010-05130-51260	Unemployment Expense	0.00
100-010-05130-51270	Workers Comp.	0.00
100-010-05130-51290	Other Emp. Benefits	
100-010-05130-51280	Relocation Expenses	
100-010-05130-52121	Contractual Svcs. CH2M	225,000.00
100-010-05130-52350	Travel Expense	250.00
100-010-05130-52360	Dues & Fees	1,000.00
100-010-05130-52370	Education & Training	1,000.00
100-010-05130-53100	Operating Supplies	500.00
100-010-05130-53175	Hospitality Supplies	500.00
City Manager Subtotal		228,250.00

City Clerk		
100-010-05131-51110	Regular Salaries	
100-010-05131-51200	FICA/Medicare	
100-010-05131-51210	Group Insurance	
100-010-05131-51240	Retirement	
100-010-05131-51260	Unemployment Expense	
100-010-05131-51270	Workers Comp.	
100-010-05131-51290	Other Employment Benefits	
100-010-05131-52112	Election Services	20,000.00

100-010-05131-52120	Professional Services	
100-010-05131-52121	Contractual Services CH2M	120,000.00
100-010-05131-52330	Advertising	7,500.00
100-010-05131-52350	Travel Expense	250.00
100-010-05131-52360	Dues & Fees	400.00
100-010-05131-52370	Education & Training	1,000.00
100-010-05131-53110	Operating Supplies	3,000.00
100-010-05131-53101	Postage	500.00
City Clerk Subtotal		152,650.00

Public Works

100-010-05135-51110	Regular Salaries	
100-010-05135-51200	FICA/Medicare	
100-010-05135-51210	Group Insurance	
100-010-05135-51240	Retirement	
100-010-05135-51260	Unemployment Expense	
100-010-05135-51270	Workers Comp.	
100-010-05135-51290	Other Emp. Benefits	
100-010-05135-51280	Relocation Expenses	
100-010-05135-52121	Contractual Svcs. CH2M	175,000.00
100-010-05135-52350	Travel Expense	250.00
100-010-05135-52360	Dues & Fees	500.00
100-010-05135-52370	Education & Training	1,000.00
100-010-05135-53100	Operating Supplies	500.00
Public Works Subtotal		177,250.00

Public Safety

100-010-05135-51110	Regular Salaries	
100-010-05135-51200	FICA/Medicare	
100-010-05135-51210	Group Insurance	
100-010-05135-51240	Retirement	
100-010-05135-51260	Unemployment Expense	
100-010-05135-51270	Workers Comp.	
100-010-05135-51290	Other Emp. Benefits	
100-010-05135-51280	Relocation Expenses	
100-010-05135-52121	Contractual Services	100,000.00
100-010-05135-52350	Travel Expense	
100-010-05135-52360	Dues & Fees	
100-010-05135-52370	Education & Training	500.00
100-010-05135-53100	Operating Supplies	500.00
Public Safety Subtotal		101,000.00

Finance Administration

100-010-05151-51110	Regular Salaries	
100-010-05151-51200	FICA/Medicare	
100-010-05151-51210	Group Insurance	
100-010-05151-51240	Retirement	
100-010-05151-51260	Unemployment Expense	
100-010-05151-51270	Workers Comp.	
100-010-05151-51290	Other Employment Benefits	
100-010-05151-52110	Audit Services	90,000.00
100-010-05151-52120	Professional Services (GMA-Telecom; Tax IGA)	59,700.00
100-010-05151-52121	Contract Services (CH2M; Other)	495,000.00
100-010-05151-53100	Operating Supplies	5,000.00
100-010-05151-53101	Postage	5,000.00
100-010-05151-54240	Software	15,000.00

Finance Administration Subtotal		669,700.00
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Legal Services

100-010-05153-52122	Attorney Fees/City Attorney	350,000.00
100-010-05153-52130	Attorney Fees/Other	100,000.00
100-010-05153-52131	Contractual Services	
100-010-05153-52120	Professional Services (Bond Attorneys)	

Legal Services Subtotal		450,000.00
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Facilities & Buildings

100-010-05156-51300	Technical Services	
100-010-05156-52120	Professional Services	10,000.00
100-010-05156-52200	Repairs & Maintenance	5,000.00
100-010-05156-52210	Sanitation	
100-010-05156-52301	Real Estate Rents/Leases	205,000.00
100-010-05156-53103	Office Supplies	
100-010-05156-53121	Water/Sewer	
100-010-05156-52122	Natural Gas	
100-010-05156-53123	Electricity	24,000.00
100-010-05156-54130	Buildings & Improvements	50,000.00
100-010-05156-54230	Furniture & Fixtures	25,000.00
100-010-05156-54250	Other Equipment	10,000.00

Facilities & Buildings Subtotal		329,000.00
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Communications

100-010-05157-51110	Regular Salary	0.00
100-010-05131-51200	FICA/Medicare	0.00
100-010-05131-51210	Group Insurance	0.00
100-010-05131-51240	Retirement	0.00
100-010-05131-51260	Unemployment Expense	0.00

100-010-05131-51270	Workers Comp.	0.00
100-010-05157-52120	Professional Services: CH2M/Web Designer	325,000.00
100-010-05157-52340	Printing	5,000.00
100-010-05157-53101	Postage	
100-010-05157-53175	City Events	
100-010-05157-54250	Other Equipment	5,000.00

Communications Subtotal		335,000.00
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IT/GIS

100-010-05158-52122	Contractual Services: CH2M	200,000.00
100-010-05158-53100	Supplies	5,000.00
100-010-05158-54240	Computer/Software	22,000.00
100-010-05158-54250	Other Equipment	10,000.00

IT/GIS Subtotal		237,000.00
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Economic Development

100-010-05155-52120	Contracted Services: CH2M	220,000.00
100-010-05155-52123	Professional Services (Filming, etc.)	15,000.00
100-010-05155-52125	Film Permitting (FilmApp, permits, etc)	5,000.00
100-010-05155-52132	Marketing	100,000.00
100-010-05155-52370	Education & Training	5,000.00

Econ. Development Subtotal		345,000.00
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General Operations

100-010-05159-52101	Official/Admin Start Up	
100-010-05159-52120	Professional Services	25,000.00
100-010-05159-52121	Contractual Services: CH2M	105,000.00
100-010-05159-52123	Contractual Services: Other	
100-010-05159-52310	General Liability Insurance	25,000.00
100-010-05159-52330	Advertising	
100-010-05159-52340	Printing	5,000.00
100-010-05131-52360	Dues & Fees	15,000.00
100-010-05159-52370	Education & Training - Boards	0.00
100-010-05159-53100	Operating Supplies	0.00
100-010-05159-53101	Postage	7,500.00
100-010-05159-53103	Office Supplies	20,000.00
100-010-05159-53104	Service Fees/Phones	33,000.00
100-010-05159-53175	City Events	15,000.00
100-010-05159-54230	Furniture & Fixtures	15,000.00
100-010-05159-54231	Signs	7,000.00
100-010-05159-54240	Computer/Software	60,000.00
100-010-05159-54250	Other Equipment	15,000.00
100-010-05159-58130	Principal Note Payments	

100-010-05159-58230 Interest Note Payments
100-010-05159-58400 Closing Costs

General Operations Subtotal 347,500.00

Municipal Court

100-050-05160-52120 Professional Services- Judges 15,000.00
Solicitor 10,000.00
Public Defender 5,000.00
Probation Services 2,500.00
Court Clerk 10,000.00
Court Software 2,500.00
Administration Expenses 5,000.00

Municipal Court Subtotal 50,000.00

Parks

100-060-06210-52120 Professional Services:CH2M 80,000.00
100-060-06210-52200 Repairs & Maintenance 50,000.00
100-060-05159-53100 Operating Supplies

Parks Subtotal 130,000.00

Community Development

100-070-07210-52105 Uniforms 2,500.00
100-070-07210-52120 Professional Services: CH2M 1,300,000.00
100-070-07210-52121 Professional Services: Comp. Plan 170,000.00
100-070-07210-52330 Advertising 1,500.00
100-070-07210-52340 Printing 3,000.00
100-070-05159-52370 Education & Training: Staff/Boards 8,000.00
100-070-05159-53100 Operating Supplies 8,000.00
100-070-07210-53101 Postage 1,500.00
100-070-05159-54240 Computer/Software 15,000.00
100-070-07210-54250 Equipment 5,000.00

Community Development Subtotal 1,514,500.00

Designated Reserve

100-010-05900-57902 Reserve Contingency 851,150.00

Designated Reserve Subtotal 851,150.00

TOTAL GENERAL FUND EXPENDITURES 6,203,500.00

275-Hotel/Motel Tax Fund Revenue Detail

Taxes		
275-031-03140-31410	Hotel/Motel Excise Tax	
275-031-03190-39100	Pen. & Interest on Delinquent Tax	
Taxes Subtotal		

275-Hotel/Motel Tax Fund Expenditure Detail

Economic Development		
275-075-07500-61100	Transfer to General Fund	300,000.00
275-075-07500-61101	Transfer to General Fund for Parks	
275-075-07500-75400	Discover Dekalb	450,000.00
Economic Development Subtotal		750,000.00

280 - Rental Car Tax Fund Revenue Detail

Taxes		
280-031-03140-31440	Excise Tax on Rental Motor Vehicles	15,000.00
280-031-03190-39100	Penalty & Interest on Delinquent Tax	
Taxes Subtotal		15,000.00

280 - Rental Car Tax Fund Expenditures Detail

Economic Development		
280-075-07500-61100	Transfer to General Fund	15,000.00
Economic Development Subtotal		15,000.00

2018 Stonecrest Budget

Proposed Budget Changes

REVENUES:

- Overall Revenues DECREASED by **\$2,500**
 - Delete DONATIONS: \$10,000
 - Add Film Permitting: **\$7,500**

EXPENDITURES:

- **City Council**
 - Increase Mayors salary by \$10,000 to \$65,000
 - Reduce Group Insurance by \$15,000
 - Reduce Retirement by \$5,000
 - Increase Contractual by \$15,000
 - Reduce Education & Training by \$12,000
 - Reduce Mayors Expenses by \$5,000
 - Increase Council Expenses \$10,000
 - **Overall Reduction of \$2,000**
- **City Manager**
 - Reduce to 1 Person
 - Reduce Education & Training, Travel, Supplies
 - **Overall Reduction of \$181,250**
- **Public Works**
 - Add New Department (1 person)
 - **Overall Addition of \$177,250**
- **Public Safety**
 - Add New Department (1 person, partial year)
 - **Overall Addition of \$101,000**
- **City Clerk**
 - **Reduced Education & Training by \$500**

- **Economic Development**
 - Reduce Marketing by \$10,000
 - Add Film Permitting Expense: \$5,000
 - Reduce Education & Training by \$2,500
 - **Overall Reduction of \$7,500**
- **Legal**
 - **Increase by \$125,000**
- **Courts**
 - **Increased Solicitor by \$3,000**
- **Facilities & Buildings**
 - **Reduced Lease by \$45,000**
- **Finance**
 - **Add expenses Tax IGA: \$50,000**
- **Communications**
 - **Add Supplies Expense of \$5,000**
- **General Operations**
 - Increase City Events by \$5,000 for Holiday Festival
 - Delete Ed. & Training funds (\$8,000): Included in Comm. Dev.
 - Reduce CH2M Contract Services: Reduce Admin./Council Support by 1 person
 - **Overall Reduction of \$123,000**

The above noted amendments represents a decrease in anticipated revenues by \$2,500, and an increase in projected Expenditures of \$102,000. These proposed new amendments equate to an amended Budget Amount of \$6,203,5000.

The new projected Fund Balance amount is \$851,150.