

To: Mayor and Members of
Dunwoody City Council

From: Richard Platto, Finance Director

Re: Second Quarter 2024 Budget Amendment

Date: August 26, 2024

Action

To approve a resolution and authorize the mayor, city manager, or designee to execute all documents necessary and proper to amend the Fiscal Year 2024 Budget.

Summary

The attached resolution is the second quarter amendment to the budget for FY 2024. The resolution reflects current unaudited final revenue numbers along with budget amendments reflecting current expenditure and/or previously passed Council actions.

Overall, the budgeted revenues of the General Fund are decreasing \$136,000 over the currently adopted budget and expenses are decreasing \$250,000 over the currently adopted budget. The decrease in General Fund revenue is to align the FY2024 budget with the approved 2024 Dunwoody Property Tax Digest from DeKalb County. The decrease to operating expense within the General Fund is to align the current year budget with the expected spending related to the Comp Plan Rewrite and Code Update project within Community Development.

These changes mean that the adopted budgeted use of fund balance of \$3,036,320 will be lowered to \$620,695 for FY2024. Assuming actual revenue and expenditures within the General Fund for FY2024 are similar to the adjusted FY2024 budget, months reserved of fund balance will go from 10 months at the end of FY2023 to 9 months at the end of FY2024. Please note that all numbers are unaudited and subject to change.

Detail

Budget Adjustments to revenue in FY2024 for the General Fund are as follows (as shown in Exhibit A):

- 1) \$136,000 decrease in Property Tax revenue – the FY2024 Property Tax revenue budget included an estimated 4.0% increase in the 2024 Property Tax digest from 2023. However, the actual increase in the digest was 3.4%, resulting in an estimated decrease in budgeted revenue of \$136,000.

Budget Adjustments to expenditures in FY2024 for the General Fund are as follows (as shown in Exhibit A):

- A) \$250,000 decrease to Professional Services within the Community Development department. The adopted budget for the Comp Plan Rewrite and Code Update project was \$500,000 in FY2024; however, based on the updated timeline, the expectation now

is for spending of approx. \$250,000 in FY2024, with an estimated \$500,000 in spending in FY2025. This request for \$500,000 in FY2025 will be included in the Community Development budget as part of the FY2025 budget process.

Budget Adjustments for other funds are as follows (as shown in Exhibit A):

- B) Budget Adjustment to the Grant Fund in the amount of \$439,500 for Safety Action Plan (SAP) funding the City was awarded from the Georgia Department of Transportation.
- C) In order to fund additional improvements at Waterford Park (project #20K), the remaining funds of \$192,808 within the completed Austin Elementary Demo project (project #20L) will be transferred to the Waterford Park project.

Based on the above adjustments, the FY2024 General Fund Budget would be as follows:

FY2024 Budget City of Dunwoody General Fund (100)						
		FY2024				FY2024
	FY2023	Original	Adj #1 - Add'l	Adj #2 - Q1	Adj #2 - Q2	FY2024
	Audited	Budget	PD Personnel	Adjustments	Adjustments	Amended Budget
Revenue:						
Taxes	24,102,552	24,131,000		1,560,000	(136,000)	25,555,000
Licenses & Permits	2,094,637	1,630,000		350,000		1,980,000
Other Charges for Services	971,374	1,000,000		50,000		1,050,000
Fines & Forfeitures	1,291,301	1,200,000		75,000		1,275,000
Investment Income	381,480	100,000		250,000		350,000
Miscellaneous Revenue	519,281	307,000		95,000		402,000
Other Financing Sources	2,635,264	1,976,000		201,625		2,177,625
Total Recurring Revenue	31,995,890	30,344,000	0	2,581,625	(136,000)	32,789,625
One Time Revenue						
- Proceeds from sale of Shallowford Rd	7,407,988					
- Transfer From ARPA II (fund PD positions)			1,035,585			1,035,585
Use of Fund Balance		3,036,320		(2,301,625)	(114,000)	620,695
Total Revenue	39,403,878	33,380,320	1,035,585	280,000	(250,000)	34,445,905
Expenses:						
Council (1110)	344,337	369,240				369,240
City Manager (1320)	637,307	658,715		13,310		672,025
City Clerk (1330)	520,234	445,865		8,410		454,275
Finance (1500)	2,121,780	2,259,730		19,000		2,278,730
Legal (1530)	426,543	420,000				420,000
Information Technology (1535)	2,741,173	2,815,185		7,670		2,822,855
Human Resources (1540)	477,116	575,370		9,540		584,910
Facilities (1565)	526,034	413,930				413,930
Communications (1570)	505,851	495,880		7,280		503,160
Court (2650)	648,607	772,360		7,980		780,340
Police (3200)	11,024,401	12,215,885	362,685	177,920		12,756,490
Public Works (4100)	3,148,042	3,116,515		8,760		3,125,275
Parks & Recreation (6200)	3,485,751	4,714,300		4,570		4,718,870
Community Development (7000)	2,025,316	1,549,000		8,320		1,557,320
Economic Development (7500)	416,548	456,760		7,240		464,000
Debt Service & Contingency (9000)	1,284,315	1,401,585				1,401,585
Total Recurring Expenses	30,333,354	32,680,320	362,685	280,000	0	33,323,005
One Time Expense						
- Transfer to Capital - Shallowford Rd Proceeds	7,287,233					
- Transfer to Capital - IT		200,000				200,000
- Comp Plan Rewrite/Code Update		500,000			(250,000)	250,000
- Funding for Year 2 of Add'l PD positions			672,900			672,900
Total Expenses	37,620,587	33,380,320	1,035,585	280,000	(250,000)	34,445,905

Recommendation

Staff recommends approval of the Second Quarter Fiscal Year 2024 Budget Amendments.

RESOLUTION 2024-08-XX

A RESOLUTION AMENDING THE BUDGET FOR THE FISCAL YEAR 2024 FOR THE GENERAL, GRANT, AND CAPITAL PROJECT FUNDS, OF THE CITY OF DUNWOODY, GEORGIA, PURSUANT TO ARTICLE V, SECTION 5 OF THE CHARTER OF THE CITY, BEGINNING JANUARY 1, 2024, AND ENDING DECEMBER 31, 2024, 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 amended budget for the General, Grant, and Capital Project Funds of the City has been presented to the Mayor and City Council; and

WHEREAS, the Mayor and City Council have reviewed the proposed amendment; and

WHEREAS, the fund has a balanced budget, such that anticipated funding sources equal or exceed proposed expenditures; and

WHEREAS, This Budget Amendment 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 intend to amend the annual budget for the Fiscal Year 2024.

NOW, THEREFORE, BE IT RESOLVED 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 amends the budget for the Fiscal Year 2024, said budget amendments being described below in Exhibit A.

Section 2. That any increase or decrease in appropriations of the General, Grant, and Capital Project Funds for any department; other than those exceptions provided for herein, shall require approval of the City Council; and

Section 3. That the City Manager and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Resolution is followed.

**SO RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DUNWOODY,
GEORGIA** this the 26th day of August, 2024.

Approved:

Lynn P. Deutsch, Mayor

Attest:

Sharon Lowery, City Clerk
Seal

Approved as to Form and Content

City Attorney

City of Dunwoody Fiscal Year 2024 Budget Amendments - General Fund, Grant Fund, and Capital Project Fund	EXHIBIT A
--	------------------

FUND	Department	Account	Account Name	Proposed Budget Change
SOURCE - Revenue				
General Fund (100)	Real Property Tax	311100.00	Real Property Tax	1 \$136,000
	Fund Balance			\$114,000
	Total SOURCE - Revenue			\$250,000
USE - Expenditure				
General Fund (100)	7000 - Community Development	521200.00	Profrrsional Services	A (\$250,000)
	Total USE - Expenditure			(\$250,000)
SOURCE - Revenue				
Grant Fund (250)	4001 - Public Works	334100.20	LMIG-Safety Action Plan	B (\$439,500)
	Total SOURCE - Revenue			(\$439,500)
USE - Expenditure				
Grant Fund (250)	4001 - Public Works	522200.20	LMIG-Repairs &Maintenance	B \$439,500
	Total USE - Expenditure			\$439,500
USE - Expenditure				
Capital Project Fund (350)	20L - Austin Elementary Demo	541400.00	20L - Austin Elementary Demo	C (\$192,808)
Capital Project Fund (350)	20K - Waterford Park Improvements	541400.00	20K - Waterford Park Improvements	C \$192,808
	Total USE - Expenditure			\$0