



City of
Dunwoody
Georgia

2025 Proposed Mayor & City Manager
Operating & Capital Budget

September 2024

Background

- Last 3 years - budgeted a use of fund balance but did not use it. Closely monitoring it for 2024.
- Guiding parameters for the 2025 budget development:
 - A) To minimize the use of fund balance within the General Fund;
 - B) To keep the projected end of year General Fund fund balance to over six months, which is two months higher than the four-month minimum reserve.

2025 Budget Calendar

Date	Item
Early July 2024	2025 Budget Kick off
Late July 2024	Departments submit 2025 budget requests
August 13 & 14	Department Review Team Meetings
August 30	2025 Mayor & City Manager Proposed Budget published
September 9	City Council Budget Workshop #1
September 16	City Council Budget Workshop #2
October 15	First Public Hearing
October 28	Final Public Hearing and Budget Adoption

2025 Operating Budget Assumptions

- Following are *included* in the 2025 budget:
 - Modest revenue growth (2.4%)
 - 4.9% pay increase effective July 1, 2025 (\$325k)
 - Include full year of funding for the pay raises that took effect June 2024 (\$370k)
 - 6.5% health insurance increase (\$255k)
 - 12% increase in General Liability Insurance (\$85k)
 - Fully funding additional staff approved in 2024:
 - 4 Police positions approved for the new Unit (\$525k, funded with ARPA II)
 - 1 Civilian Fleet Manager (\$90k, funded with ARPA II)
 - 4 Public Safety Ambassadors (\$420k, funded with PD salary savings in 2024)

2025 Operating Budget Assumptions (cont.)

- Fully funding two positions that were funded by ARPA for the last 2 years (\$295k)
 - HR Generalist and Business Retention Manager
- Fund annual municipal contract agreements and Right-of-Way and Parks Maintenance contract
- Fund Debt Service payments for City Hall (\$785,650) and Vermack Road (\$464,785)

2025 Operating Budget Assumptions (cont.)

- Following are *not included* in the 2025 budget:
 - Changes to retirement (1% = \$105k)
 - 8 additional personnel requests = \$1.5M
 - 3 Police Officer's, 3 CID Detective's, 1 Police Service Representative (requested as part of Berry Dunn recommendation), and 1 Budget/Management Analyst
 - Note: Possible conversion of contract positions to City positions will continue to be evaluated during the year

2025 Budget Enhancement Requests

- Budget Enhancement Requests – General Fund:
 - Total Enhancement Requests = \$2,760,650
 - Amount included in 2025 Budget = \$1,285,840
 - Amount not included in 2025 Budget = \$1,474,810
 - Enhancement requests were categorized in 3 different levels
 - Same Service Level Total requests = \$898,100 (Amount included in 2025 budget = \$898,100; Amount not included = \$0)
 - Facilities - \$150,000 (increase in maintenance and utility costs)
 - Parks - \$281,910 (increase in staffing contract and maintenance contract)
 - Police - \$246,490 (Funding for Flock contract previously funded by SPLOST/ARPA II)
 - Public Works - \$216,500 (increase in staffing contract, utility costs, and maintenance costs)
 - Other Departments - \$3,200

2025 Budget Enhancement Requests (cont.)

- Budget Enhancement Requests:
 - Expanded Service Level Total requests = \$787,050 (Amount included in 2025 budget = \$54,740; Amount not included = \$732,310)
 - Community Development - \$5,000 (increase in front yard tree program and household waste event)
 - Human Resources - \$5,500 (EAP for Law Enforcement)
 - Information Technology - \$6,000 (Vendor security risk management replaces part time contract staffing)
 - Parks - \$20,000 (software upgrade to replace Civic Rec)
 - Police - \$18,240 (Contract Medical Director services, Fraternal Order of Police (FOP) Civil Criminal Legal Defense Fund, and mobile vice investigative tool)
 - One Time Total requests = \$955,500 (Amount included in 2025 budget = \$213,000; Amount not included = \$742,500)
 - Community Development - \$200,000 (carryover funding to complete Comp Plan update and Code rewrite)
 - Human Resources - \$13,000 (funding for salary survey completed bi-annually)

2025 City Headcount

Department	Dept #	FY2024 Budget		FY2025 Budget		Difference	
		Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
City Council	1110	7		7		0	
City Manager	1320	2		2		0	
City Clerk	1330	3		3		0	
Finance	1511	7		7		0	
Information Technology	1535	2		6		4	
Human Resources	1540	3		3		0	
Communications	1570	2		2		0	
Municipal Court	2650	4		4		0	
Police	3200	78		87		9	
Public Works	4100	1	1	1	1	0	0
Parks & Recreation	6200	1		1		0	
Community Development	7000	2		2		0	
Economic Development	7500	2		2		0	
Total		114	1	127	1	13	0

- Changes from FY2024 Budget to FY2025 Budget:
 - IT: Converted 4 IT positions to 4 City positions
 - PD: Approved an additional 9 Police positions
 - 4 Special Investigation Unit
 - 4 Public Safety Ambassadors
 - 1 Civilian Fleet Manager

2025 City & Contract Headcount

Department	Dept #	FY2025 Budget		
		City	Contract	Total
City Council	1110	7	-	7
City Manager	1320	2	-	2
City Clerk	1330	3	-	3
Finance	1511	7	3	10
Administration		-	2	2
Legal	1530	-	1	1
Information Technology	1535	6	2	8
Human Resources	1540	3	-	3
Communications	1570	2	-	2
Municipal Court	2650	4	-	4
Police	3200	87	-	87
Public Works	4100	2	12	14
Parks & Recreation	6200	1	7	8
Parks & ROW Maint		-	30	30
Community Development	7000	2	10	12
Economic Development	7500	2	-	2
Total		128	67	195

2025 General Fund Summary

	2024	2025
	Amended Budget	Proposed Budget
Starting Unassigned Fund Balance	\$26,440,795	\$25,706,100
Recurring Revenues	\$32,925,625	\$33,721,750
One-Time Revenues	\$1,035,585	\$2,016,282
Total Revenues	\$33,961,210	\$35,738,032
Recurring Expenditures	\$33,995,905	\$36,280,245
One-Time Expenditures	\$700,000	\$720,000
Total Expenditures	\$34,695,905	\$37,000,245
Ending Unassigned Fund Balance	\$25,706,100	\$24,443,887
Gain/(Use) of Fund Balance	(\$734,695)	(\$1,262,213)
Months Unassigned/Recurring	9.07	8.09
Four Month Reserve	\$11,331,968	\$12,093,415
Fund Balance above Four Months	\$14,374,132	\$12,350,472
Fund Balance above Six Months	\$8,708,148	\$6,303,765

Staff targeted a 2025 budget that included a minimal use of fund balance, however 2025 is showing that growth in expenditures (6.7%) is outpacing growth in revenues (2.4%).

2025 General Fund Revenue

	2024		2025		% Change
	2023 Actuals	Amended Budget	Proposed Budget	Variance	
Property Taxes	\$9,771,046	\$11,371,000	\$11,571,000	\$200,000	1.8%
Franchise Fees	\$3,810,591	\$3,879,000	\$3,947,000	\$68,000	1.8%
Business & Occupation Tax	\$2,976,620	\$2,950,000	\$2,979,000	\$29,000	1.0%
Insurance Premium Tax	\$4,582,968	\$4,584,000	\$4,813,000	\$229,000	5.0%
Other Taxes	\$2,961,328	\$2,907,000	\$3,025,000	\$118,000	4.1%
Licenses & Permits	\$2,094,637	\$1,980,000	\$1,999,000	\$19,000	1.0%
Other Charges for Services	\$971,374	\$1,050,000	\$1,092,000	\$42,000	4.0%
Fines & Forfeitures	\$1,291,301	\$1,275,000	\$1,338,000	\$63,000	4.9%
Investment Income	\$381,480	\$350,000	\$385,000	\$35,000	10.0%
Miscellaneous Revenue	\$519,281	\$402,000	\$330,000	(\$72,000)	-17.9%
Hotel/Motel Tax	\$2,039,582	\$2,077,625	\$2,139,750	\$62,125	3.0%
Motor Vehicle Rental Tax	\$99,673	\$100,000	\$103,000	\$3,000	3.0%
Recurring Revenues	\$31,499,880	\$32,925,625	\$33,721,750	\$796,125	2.4%
Proceeds from Sale of Capital Assets	\$7,446,636	\$0	\$0		
Other Financing Sources Subscription:	\$457,362	\$0	\$0		
Transfer In - ARPA II	\$0	\$1,035,585	\$2,016,282		
Total Revenues	\$39,403,878	\$33,961,210	\$35,738,032		

- Majority of revenue sources are forecasted to increase from FY2024 to FY2025 by 1% to 10%.

2025 General Fund Expenditures

There are two different main ways to look at the General Fund: (a) by department or function or (b) by line item. Both highlight day to day operations and how they are accomplished.

2025 GF Budget by Department

Department	2023	2024	2025	Variance	%
	Actuals	Amended Budget	Proposed Budget		
City Council	\$344,337	\$369,240	\$382,470	\$13,230	3.6%
City Manager	\$637,307	\$672,025	\$705,920	\$33,895	5.0%
City Clerk	\$520,234	\$454,275	\$576,145	\$121,870	26.8%
Finance	\$2,121,780	\$2,278,730	\$2,254,520	(\$24,210)	-1.1%
Legal	\$426,543	\$420,000	\$420,000	\$0	0.0%
Information Technology	\$2,741,173	\$2,822,855	\$3,194,085	\$371,230	13.2%
Human Resources	\$477,116	\$584,910	\$642,665	\$57,755	9.9%
Facilities	\$526,034	\$413,930	\$563,930	\$150,000	36.2%
Communications	\$505,851	\$503,160	\$525,535	\$22,375	4.4%
Municipal Court	\$648,607	\$780,340	\$842,645	\$62,305	8.0%
Police	\$11,024,401	\$12,756,490	\$14,264,890	\$1,508,400	11.8%
Public Works	\$3,148,042	\$3,125,275	\$3,359,450	\$234,175	7.5%
Parks	\$3,485,751	\$4,718,870	\$4,996,885	\$278,015	5.9%
Community Development	\$2,025,316	\$1,557,320	\$1,571,790	\$14,470	0.9%
Economic Development	\$416,548	\$464,000	\$528,880	\$64,880	14.0%
Debt Service & Contingency	\$1,284,315	\$2,074,485	\$1,450,435	(\$624,050)	-30.1%
Recurring Expenditures	\$30,333,354	\$33,995,905	\$36,280,245	\$2,284,340	6.7%
Shallowford Rd Proceeds	\$7,287,233	\$0	\$0		
Transfer to Capital - IT	\$0	\$200,000	\$220,000		
Comp Plan and Code Rewrite	\$0	\$500,000	\$500,000		
Total Expenditures	\$37,620,587	\$34,695,905	\$37,000,245		

- Police is 38.6% of the total 2025 Proposed Budget
- The 4 largest departments (IT, Police, Public Works, and Parks) make up 69.8% of the total budget
- Debt Service is 3.8% of total budget
- Remaining departments represent 24.4% of total budget
- Capital and One Time expenditures are 2.0% of total

2025 GF Budget by Category

Category	2024		2025		%	%
	2023	Amended	Proposed			
	Actuals	Budget	Budget	Total	Variance	Change
Personnel Costs	\$14,194,449	\$16,696,073	\$18,613,335	51.3%	\$1,917,262	11.5%
Official/Admin Svcs	\$4,157,489	\$3,761,430	\$3,378,880	9.3%	(\$382,550)	-10.2%
Professional Services	\$1,623,307	\$1,365,485	\$1,455,715	4.0%	\$90,230	6.6%
Repairs & Maintenance	\$1,409,042	\$2,342,329	\$2,572,350	7.1%	\$230,021	9.8%
Parks & ROW Maintenance	\$1,881,196	\$2,107,000	\$2,362,000	6.5%	\$255,000	12.1%
IT Maintenance Agreements	\$875,049	\$1,084,075	\$1,092,720	3.0%	\$8,645	0.8%
Property/Liability Ins	\$624,491	\$719,110	\$766,785	2.1%	\$47,675	6.6%
Other Purchased Services	\$1,418,747	\$1,667,424	\$2,267,585	6.3%	\$600,161	36.0%
Supplies/Materials	\$2,116,992	\$2,173,064	\$2,312,640	6.4%	\$139,576	6.4%
Contingency	\$31,800	\$105,430	\$107,800	0.3%	\$2,370	2.2%
Transfer Out - Debt	\$1,252,515	\$1,301,585	\$1,350,435	3.7%	\$48,850	3.8%
Recurring Expenditures	\$29,585,076	\$33,323,005	\$36,280,245	100.0%	\$2,957,240	8.9%
Shallowford Rd Proceeds	\$7,287,233	\$0	\$0			
Capital	\$628,716	\$0	\$0			
Other Financing Uses Subscription:	\$119,562	\$0	\$0			
Transfer to Capital - IT	\$0	\$200,000	\$220,000			
Comp Plan and Code Rewrite	\$0	\$500,000	\$500,000			
Funding from ARPA for PD	\$0	\$672,900	\$0			
Total Expenditures	\$37,620,587	\$34,695,905	\$37,000,245			

- Personnel costs and Official/Admin Svcs is 60.6% of the total 2025 Proposed Budget
- Property/Liability Ins and Debt Service is 5.8% of total budget
- Remaining categories are 33.6% (\$11.3M) of total budget

2025 Capital Improvement Plan **(CIP)**

- Capital funding, which is one time spending has the following improvements in 2025:
 - Hotel/Motel Fund:
 - \$943,000 in continued funding for Phase 2 on the Ashford Dunwoody Multi-Use Path.
 - \$125k for Trail Wayfinding Signage
 - SPLOST I:
 - Additional \$4M in collections above budget:
 - \$2.6M to Transportation projects (Peeler Rd Shared Use Path, N. Shallowford Rd Shared Use Path, Old Spring House Lane Path, Womack – Cambridge to Vermack, and Signal Pole Replacement Hammond at P.C. Parkway
 - \$1.1M to Public Safety (SWAT Storage Building, vehicles, and equipment)
 - \$236k to Facilities repairs and maintenance
 - SPLOST II:
 - Transportation projects:
 - \$2.75M plus additional \$500k in LMIG for road resurfacing
 - \$1.8M in additional funding for Chamblee Dunwoody Bridge

2025 Capital Improvement Plan **(CIP) (Cont.)**

- Capital funding, which is one time spending has the following improvements in 2025:
 - SPLOST II:
 - Public Safety projects:
 - \$700k for 9 police replacement vehicles
 - \$425k for police equipment
 - General Capital Project Fund
 - \$225k for IT needs (New laptops and desktops, new HOST and SANS, etc.)
 - \$600k in General Capital Repair and Improvements for parks and facilities