CITY OF MABLETON, GEORGIA

Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
February 10, 2025 at 6:30 PM

The Honorable Michael Owens, Mayor
The Honorable Ron Davis, District 1 Councilmember
The Honorable Dami Oladapo, District 2 Councilmember
The Honorable Keisha Jeffcoat, Mayor Pro Tem/District 3 Councilmember
The Honorable Patricia Auch, District 4 Councilmember
The Honorable TJ Ferguson, District 5 Councilmember
The Honorable Debora Herndon, District 6 Councilmember

CITY COUNCIL WORK SESSION AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **AGENDA ITEMS AND DISCUSSION**
   a. **Rausch Advisory Services Presentation - Recruiting Services - Mike Harrington**
   b. **FY2025 Q2 Budget Report - City Manager Bill Tanks**
   c. **6116 Operations Building Status Report - City Manager Bill Tanks, Program Manager Chad Kastner, and Special Projects Manager Xavier Ross**
   d. **Code Enforcement Department Update - Code Enforcement Director Alejandro Ferrell**
   e. **Sustainability, Waste, and Beautification Department Update - Sustainability, Waste & Beautification Director Emily Groth**
   f. **Community Development Update - Director Juliana Njoku**
6. **PRE REGULAR MEETING AGENDA REVIEW**
   a. **Review of February 12, 2025, Regular Meeting Agenda**
7. **ANNOUNCEMENTS**
8. **EXECUTIVE SESSION (IF NEEDED) FOR LITIGATION (O.C.G.A. 50-14-3(B)(1)(A)REAL ESTATE(O.C.G.A. 50-14-3 (B)(1)) PERSONNEL (O.C.G.A. 50-14-3 (B)(2)) AND MISC. EXEMPTIONS (O.C.G.A. 50-14-3 (B)(4)&(5))**
9. **ADJOURNMENT**

Persons with special needs relating to handicapped accessibility, disability, or foreign language may contact the City Clerk at (404) 927-9502 or susan.hiott@mableton.gov at least three days prior to the meeting. The clerk can be located at the City of Mableton Offices, Riverside EpiCenter, 135 Riverside Pkwy, Austell, Georgia 30168 during regular office hours.

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: Rausch Advisory Services Presentation - Recruiting Services - Mike Harrington

BACKGROUND/SUMMARY: The Finance Director and IT Director are pivotal positions within the city's administration. The Finance Director will oversee the city's financial strategy, budgeting, and fiscal management, ensuring transparency and accountability. The IT Director will lead the city's information technology initiatives, enhancing digital infrastructure, cybersecurity, and service delivery to residents.
The City of Mableton has met difficulties in recruiting a Finance Director, as evidenced by two unsuccessful attempts, which underscore the competitive nature of the market for this vital role. The city manager foresees similar difficulties in recruiting an IT Director and therefore intends to engage professional recruitment services. At the fall planning conference, the recruitment plan for the Finance Director and IT Director was presented. These positions were identified as critical for the city's transition into active status and operational readiness.

Rausch Advisory Services, a foundational partner with the city, has a proven record of delivering valuable services to the city as our internal auditing agency. The city manager is confident they will bring expertise and a broader candidate pool to the hiring process. By leveraging their services, the city manager aims to secure highly qualified candidates who can drive financial stability and technological advancement, essential components of the city's growth and efficiency.

BUDGETED/FINANCIAL IMPACT – FUND: The cost, pay, and rate structure will be presented by Michael Harrington, Principal Partner, Rausch Advisory. In the event a successful candidate is secured, the city will have the option to hire or contract through Rausch Advisory. If contracted, the city can assess the performance of the candidate and decide to hire full time or terminate the contract if deficiencies are noted. This reduces the risk of bad hires for the city while allowing the city to fill this critical role. The funding for any associated costs would be paid for from the Finance Department's budget.

RECOMMENDATION: Presentation only. No recommendation or council action required. The presentation is to inform the council of a shift in our recruiting and hiring model to overcome certain recruitment challenges both real and anticipated. The city has a Master Service Agreement with Rausch.

ATTACHMENTS:
1. 2025-Rausch-Overview-Mableton


RAUSCH
ADVISORY SERVICES

OVERVIEW

INDEPENDENT. NEVER A CONFLICT OF INTEREST.
We work as an extension of your company to address your unique business challenges.

Since December 2013, Rausch has been delivering comprehensive solutions tailored to meet the diverse needs of organizations in compliance, enterprise risk management, data analytics, information technology, and human resource capital.

OUR SERVICES & DELIVERY METHODS

3X3

INTERNAL AUDIT
INFORMATION TECHNOLOGY
FINANCE & ACCOUNTING

ADVISORY SERVICES · STAFF AUGMENTATION · PROFESSIONAL RECRUITING SVC.

Rausch provides a diverse array of services in Finance & Accounting, Internal Audit, and Technology through three distinct delivery methods: Advisory Solutions, Loan Staff, and Professional Placement Services. Our offerings include project leadership, co-sourcing, staff augmentation, professional placement, and tailored technology deployment. We prioritize transparency, reflected in our annually published rate schedule, ensuring clients benefit from consistent and reliable pricing. For more details on our transparent pricing, please refer to our pricing page.

GLOBAL REACH

With offices in the Atlanta Metro and Irvine, California, Rausch leverages borderless resources to serve clients wherever the need arises. We proudly serve clients across nearly every industry and have successfully executed projects in 23 countries, serving over 150 clients to date.

OUR PROFESSIONALS

- Our professionals are our most valuable resource. They are all W2 employees, as we don't subcontract to ensure quality and consistency.
- They are the primary reason our clients repeatedly engage with us. Agile, energetic, client-focused, and experienced professionals give us the ability to deliver an exceptional client service experience.
- Our professionals have earned and maintained a combination of CPA, MBA, CIA, CFE, CISA, CRISC, CISM, CISSP, and CCSA designations. Rausch not only helps you envision the solution but implements it.

OUR APPROACH

At Rausch, we prioritize understanding and articulating our clients' visions. We believe in listening closely to our clients' needs and goals, ensuring that our solutions are tailored to reflect their unique perspectives. Whether it's project lead solutions, co-sourcing, staff augmentation, professional placement services, or customized technology deployment, our approach is always client-centric, fostering collaboration and transparency throughout the process.

CLIENTS

A FEW OF OUR 150+ CLIENTS

LendingClub
EMORY UNIVERSITY
Smart&Final.
Topa INSURANCE GROUP
GEORGIA LOTTERY
United Way
Colonial Pipeline Company
voya FINANCIAL
BlueLinx
FOCUS BRANDS
GO WEST UWG
ROLLINS
UT MEDICAL CENTER
CONA SERVICES LLC
PROASSURANCE. Treated Fairly
Southern Company
MAUSER Packaging Solutions
WELLSTAR.
COBB COUNTY SHERIFF'S OFFICE
Coca-Cola
DELTA
Southwire
PIEDMONT OFFICE REALTY TRUST
ATLANTA PUBLIC SCHOOLS
marta
Graphic Packaging INTERNATIONAL
ICE NYSE
HAVERTYS
Cousins
MOHAWK
Panasonic
Protective
SECURITY BENEFIT
Aflac
Secureworks
REGIONS
WCBRADLEYCO 1885
DeKalb County School District
americold

Pricing

TRANSPARENT PRICING MODEL

MABLETON GEORGIA Est. 2022

- Currently providing Accounting & Finance Support and Internal Audit Services to the City of Mableton.
- Proposing Contract-to-Hire Services to assist in filling the open Director of Finance Role
  - Rausch team of recruiters will provide Passive and Active candidates for consideration.
  - We will provide the city with a market study for this position ensuring they are competitive.
  - Technically vetted, background screening and reference checks are performed prior to submittal.
  - City of Mableton will negotiate the rate with the professional and the probationary period will be done as a Rausch W2 employee
  - City of Mableton will amortize the recruiting fee over the probationary period, allow them the flexibility to gauge the candidate as a strong long term fit within the city.
- All Rausch employees including Contract-to-hire are immediately eligible for medical, dental and vision insurance as well as additional benefits.
- All Rausch Employees are covered by Errors & Omissions, Cyber-Liability, and Workman's Compensation insurance.

Practice Area & Title	Level of Experience	2025 Hourly Rates	Advanced purchase of 500 hours	Advanced purchase of 1000 hours
Internal Audit Services				
Audit Principal	15 yrs. +	$225	$213	$203
Internal Auditor III	10 yrs. +	$191	$181	$172
Internal Auditor II	5 yrs.+	$169	$160	$152
Internal Auditor I	Less 5 yrs.	$147	$140	$133
IT Auditor III	10 yrs. +	$215	$205	$194
IT Auditor II	5 yrs.+	$191	$181	$172
IT Auditor I	Less 5 yrs.	$160	$152	$144
Information Technology Services				
Technology Principal	15 yrs. +	$225	$213	$203
Info Sec Professional III	10 yrs. +	$215	$205	$194
Info Sec Professional II	5 yrs.+	$204	$194	$184
IT Operations Professional III	10 yrs. +	$156	$148	$140
IT Operations Professional II	5 yrs.+	$135	$128	$122
IT Operations Professional I	Less 5 yrs.	$113	$108	$102
Information Technology CFE	10 yrs. +	$225	$213	$203
Accounting & Finance Services				
A&F Principal	15 yrs. +	$225	$213	$203
A&F Advisory Professional III	10 yrs. +	$177	$168	$160
A&F Advisory Professional II	5 yrs.+	$149	$142	$135
A&F Advisory Professional I	Less 5 yrs.	$131	$124	$118
Managerial Accountant	10 yrs. +	$149	$142	$135
Senior Accountant	5 yrs.+	$113	$108	$102
Staff Accountant	Less 5 yrs.	$85	$81	$77
Forensic Accountant (CFE)	10 yrs. Min	$203	$193	$183

Questions & Answers

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: FY2025 Q2 Budget Report - City Manager Bill Tanks

BACKGROUND/SUMMARY:

Meeting Date: [2-10-25]

Agenda Item: FY25 2nd Quarter Finance Report Summary

The City of Mableton, Georgia, incorporated in November 2022, is committed to providing consistent, cost-effective services while fostering a vibrant, safe, and sustainable future for its residents. The FY25 2nd Quarter Finance Report presents the year-to-date balances for the adopted FY2025 Spending Plan, reflecting the city's financial health, along with revenue and expenditure trends.

Key Highlights:

- Budget Overview: The FY2025 Spending Plan outlines the city's financial roadmap, focusing on providing internal and external services necessary to complete the city's transition to active city status.
- Revenue Streams: The report details the various revenue sources, including occupational taxes, hotel motel excise taxes, franchise fees, and other governmental funding.
- Expenditures: Year-to-date expenditures are categorized by the original spending plan categories and cross-referenced to the classifications within the city's financial software. Investments in staffing, capital projects, and operational costs and other purchases necessary to complete transition.
- Financial Performance: The report assesses the city's financial performance against the adopted spending plan, identifying any variances and providing explanations for significant deviations.
- Future Projections: Based on current trends, the report offers projections for the remainder of the fiscal year, ensuring that the city remains on track to meet its financial goals.

The City of Mableton remains dedicated to transparency and responsiveness, ensuring that residents are informed and engaged in the city's financial planning and execution.

BUDGETED/FINANCIAL IMPACT – FUND: N/A

RECOMMENDATION: N/A

ATTACHMENTS:
1. Q1 & Q2 Budget Report
2. Revenue Analysis V2

City of Mableton Statement of Activities by Month FY 25 QTR 2 & QTR 1	FY 25 QTR 1	FY 25 QTR 2	Total
Revenue			
Motor Vehicle TAVT	783,456	677,145	1,460,600
Electric Franchise Taxes	428,322	110,078	538,400
Natural Gas Franchise Taxes	155,253		155,253
Hotel/Motel Excise Tax	126,216	130,646	256,862
Business and Occupation Taxes	294,276	1,016,986	1,311,263
Interest Revenue	7,580	16,607	24,186
Donation from Privates Sources		2,600	2,600
Total Revenue	**$ 1,795,102**	**$ 1,954,062**	**$ 3,749,164**
Expenditures			
Payroll Expenses			
Salaries and Wages - Regular Employees	166,260	209,013	375,272
Employee Health Insurance Contributions	14,808	25,773	40,581
Employer FICA Social Security Contributions	9,688	12,764	22,452
Employer FICA Medicare Contributions	2,266	2,985	5,251
Employee Retirement Contributions		15,378	15,378
Workers' Comp Insurance and Claims		14,346	14,346
Employee Appreciation		40	40
Total Payroll Expenses	**$ 193,022**	**$ 280,299**	**$ 473,321**
Legal Services			
Legal Services - Internal	148,871	61,149	210,020
Legal Services - External	1,716	51,153	52,869
Total Legal Services	**$ 150,587**	**$ 112,302**	**$ 262,889**
Operating Expenses			
Professional Services - General	241,009	211,355	452,364
Event Services	7,730	9,346	17,076
Billing Services	4,762	2,544	7,306
Contract Labor	101,354	32,277	133,631
Office Rental	17,320	38,307	55,627
Rentals Equipment	1,768	1,174	2,942
Telephone	2,998	1,848	4,846
Postage		142	142
Advertising & Marketing	7,486	1,333	8,819
Printing and Binding	317	383	700
City Travel	307	5,016	5,322
City Dues and Fees	650	42,584	43,234
Employee Dues and Fees		2,655	2,655
Subscriptions and Publications	3,966	20,620	24,586
Dues and Contrib. (inc. Local Events)	3,841	6,533	10,373
Registrations and Training	2,415	5,859	8,274
Other Purchased Services	9,096	5,765	14,861
Bank Charges & Fees	410	506	916
Operating Supplies and Materials	2,130	3,164	5,294
Utilities - Natural Gas		117	117
Utilities - Electricity	449	241	690
Food	1,158	1,381	2,539
Books and Periodicals		427	427
Small Equipment (<$10,000)	1,378	1,970	3,348
Capital Outlay - Building &Building Imp.	42,960	70,388	113,348
Capital Outlay - Furniture and Fixtures	9,033	1,103	10,136
Capital Outlay - Computers	41,733	40,351	82,085
Capital Outlay - Equipment		9,837	9,837
Payment to Other Agencies		100,000	100,000
Total Operating Expenses	**$ 504,271**	**$ 617,226**	**$ 1,121,497**
Total Revenue	**$ 1,795,102**	**$ 1,954,062**	**$ 3,749,164**
Total Expenditures	**$ 847,880**	**$ 1,009,827**	**$ 1,857,707**
Revenue Over Expenditures	**$ 947,223**	**$ 944,235**	**$ 1,891,458**

Revenue Budgeted, Collected, Projected Q1-Q2 FY25

BUDGET ANALYSIS Q1-Q2 FY2025								
As Of 12/31/2024 Fund: 100 GENERAL FUND	Spending Plan FY25	Actual 12/31/24	Actual 12/31/24	Actual	Actual 12/31/24	12 months 6/30/25	Projected FY25 PJD	PJD FY25
Department: 0000 NONDEPARTMENTAL	Budgeted Revenue	Revenue Collected YTD	Not Collected YTD	% CLD	Monthly Average	Projected Year End	Rev above or below BDG	% PJD CLD (O/-U)
Motor Vehicle TAVT#311315	3,264,599	1,460,600	1,803,999	45%	243,433	2,921,200	(343,399)	-11%
Electric Franchise Taxes #3311710	749,330	538,400	210,930	72%	89,733	1,076,800	327,470	44%
Natural Gas Franchise Taxes #311730	2,705,600	155,253	2,550,347	6%	25,876	310,507	(2,395,093)	-89%
Business and Occupation Taxes#316100	1,449,235	1,311,263	137,972	90%	218,544	2,622,525	1,173,290	81%
Insurance Premiums Taxes#316201	4,314,974	-	4,314,974	0%	-	-	(4,314,974)	-100%
Buildings and Signs Permits#322200	1,244,256	-	1,244,256	0%	-	-	(1,244,256)	-100%
Court Fines & Forfeitures#351171	7,366	-	7,366	0%	-	-	(7,366)	-100%
Interest Revenue#361401	-	24,186	(24,186)		4,031	48,373	48,373	
Private Donations#371000	-	2,600	(2,600)		433	5,200	5,200	
Miscellaneous Revenue#389009	1,181	-	1,181	0%	-	-	(1,181)	-100%
Transfer from 275 Fund HM#391275	90,968	96,323	(5,355)	106%	16,054	192,646	101,678	112%
Net Revenues	**13,827,509**	**3,588,626**	**10,238,883**	**26%**	**598,104**	**7,177,252**	**(6,650,258)**	**-48%**
Fund 275 - HOTEL/MOTEL EXCISE TAX FUND:	**242,582**	**256,862**	**(14,280)**	**106%**	**42,810**	**513,723**	**271,141**	**112%**
Destination Maintenance Organization (DMO)	106,130	112,377	(8,925)	**106%**	18,729	224,754	118,624	**112%**
Product Development	45,484	48,162	(2,677)	**106%**	8,027	96,323	50,839	**112%**
Total Fund 100 & 275 Revenue	**14,070,091**	**3,749,164**	**10,224,604**	**42%**	**640,915**	**7,498,329**	**(6,571,763)**	**-47%**

Council Governing Body

Department: 1110 GOVERNING BODY - COUNCIL	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	213,200	94,150	119,050	44%	15,692	188,301	24,900	**12%**
Employee Health Insurance Contributions#512100	40,975	1,383	39,592	3%	231	2,767	38,208	**93%**
Employer FICA Social Security Contrib#512200	13,211	5,778	7,433	44%	963	11,556	1,655	**13%**
Employer FICA Medicare Contributions#512300	3,099	1,351	1,748	44%	225	2,703	396	**13%**
Employee Retirement Conributions#512400	12,152	-	12,152	0%	-	-	12,152	**100%**
Workers' Comp Insurance and Claims#512700	20,000	-	20,000	0%	-	-	20,000	**100%**
Event Services#521330	-	3,098	(3,098)		516	6,196	(6,196)	
Printing and Binding#523400	-	373	(373)		62	746	(746)	
City Travel#523500	-	2,975	(2,975)		496	5,949	(5,949)	
City Dues and Fees#523600	3,000	34,213	(31,213)	1140%	5,702	68,426	(65,426)	**-2181%**
Subscriptions and Publications#523630	-	94	(94)		16	188	(188)	
Dues and Contrib. (inc. Local Events)#523650	-	2,885	(2,885)		481	5,770	(5,770)	
Registrations and Training#523700	32,112	5,175	26,937	16%	863	10,351	21,762	**68%**
Other Purchased Services#523900	15,000	3,350	11,650	22%	558	6,699	8,301	**55%**
DESCRETIONARY EXP (BUDGET ONLY)#523905	18,000	-	18,000	0%	-	-	18,000	**100%**
Operating Supplies and Materials#531100	7,000	459	6,541	7%	77	919	6,081	**87%**
Food#531300	-	2,197	(2,197)		366	4,394	(4,394)	
Net - Dept 1110 - GOVERNING BODY - COUNCIL	**377,749**	**157,482**	**220,267**	**42%**	**26,247**	**314,964**	**62,785**	**17%**

Office of The Mayor

Department: 1310 OFFICE of the MAYOR	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Av	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	123,200	49,368	73,832	40%	8,228	98,736	24,464	20%
Employee Health Insurance Contributions#512100	40,975	1,142	39,833	3%	190	2,283	38,692	94%
Employer FICA Social Security Contrib#512200	7,634	3,061	4,573	40%	510	6,122	1,512	20%
Employer FICA Medicare Contributions#512300	1,791	716	1,075	40%	119	1,432	359	20%
Employee Retirement Conributions#512400	7,022	-	7,022	0%	-	-	7,022	100%
Workers' Comp Insurance and Claims#512700	10,000	-	10,000	0%	-	-	10,000	100%
Event Services#521330	-	5,636	(5,636)		939	11,271	(11,271)	
Printing and Binding#523400	-	(56)	56		(9)	(112)	112	
City Travel#523500	-	971	(971)		162	1,943	(1,943)	
City Dues and Fees#523600	-	9,021	(9,021)		1,503	18,042	(18,042)	
Subscriptions and Publications#523630	3,000	77	2,923	3%	13	154	2,846	95%
Dues and Contrib. (inc. Local Events)#523650	-	5,353	(5,353)		892	10,706	(10,706)	
Registrations and Training#523700	16,462	2,800	13,662	17%	467	5,600	10,862	66%
Other Purchased Services#523900	15,000	2,709	12,291	18%	451	5,418	9,582	64%
DESCRETIONARY EXP (BUDGET ONLY)#523905	5,000	-	5,000	0%	-	-	5,000	100%
Operating Supplies and Materials#531100	7,000	89	6,911	1%	15	178	6,822	97%
Food#531300	-	23	(23)		4	46	(46)	
Net - Dept 1310 - MAYOR	**237,084**	**80,909**	**156,175**	**34%**	**13,485**	**161,818**	**75,266**	**32%**

City Manager

Department: 1320 CITY MANAGER	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Av	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	454,631	98,467	356,164	22%	16,411	196,935	257,696	**57%**
Employee Health Insurance Contributions#512100	154,580	1,319	153,261	1%	220	2,638	151,942	**98%**
Employer FICA Social Security Contrib#512200	26,812	6,086	20,726	23%	1,014	12,172	14,640	**55%**
Employer FICA Medicare Contributions#512300	6,292	1,423	4,869	23%	237	2,847	3,445	**55%**
Employee Retirement Conributions#512400	24,665	-	24,665	0%	-	24,665	-	**0%**
Workers' Comp Insurance and Claims#512700	30,000	-	30,000	0%	-	30,000	-	**0%**
Employee Appreciation#512900	-	40	(40)		7	80	(80)	
Event Services#521330	-	8,262	(8,262)		1,377	16,523	(16,523)	
Contract Labor#521350	50,000	-	50,000	0%	-	50,000	-	**0%**
RENTALS - EQUIPMENT#522300	-	-	-		-	-	-	
Printing and Binding#523400	-	92	(92)		15	184	(184)	
City Travel#523500	-	1,049	(1,049)		175	2,098	(2,098)	
City Dues and Fees#523600	8,600	-	8,600	0%	-	8,600	-	**0%**
Employee Dues and Fees#523610	-	75	(75)		13	150	(150)	
Dues and Contrib. (inc. Local Events)#523650	-	2,085	(2,085)		348	4,170	(4,170)	
Registrations and Training#523700	27,145	20	27,125	0%	3	40	27,105	**100%**
Other Purchased Services#523900	21,000	1,379	19,621	7%	230	2,758	18,242	**87%**
Operating Supplies and Materials#531100	12,000	-	12,000	0%	-	-	12,000	**100%**
Net - Dept 1320 - CITY MANAGER	**815,725**	**120,297**	**695,428**	**15%**	**20,049**	**240,594**	**575,131**	**71%**

City Clerk

Department: 1330 CITY CLERK	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Av	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	182,773	45,385	137,388	25%	7,564	90,769	92,004	50%
Employee Health Insurance Contributions#512100	81,950	(317)	82,267	0%	(53)	(634)	82,584	101%
Employer FICA Social Security Contrib#512200	11,325	2,739	8,586	24%	457	5,479	5,846	52%
Employer FICA Medicare Contributions#512300	2,657	641	2,016	24%	107	1,281	1,376	52%
Employee Retirement Conributions#512400	10,418	-	10,418	0%	-	-	10,418	100%
Workers' Comp Insurance and Claims#512700	3,455	-	3,455	0%	-	-	3,455	100%
Billing Services#521340	-	2,625	(2,625)		438	5,250	(5,250)	
Contract Labor#521350	50,000	-	50,000	0%	-	-	50,000	100%
OFFICE RENTALS#522135	-	(313)	313		(52)	(626)	626	
RENTALS - EQUIPMENT#522300	-	2,678	(2,678)		446	5,356	(5,356)	
City Travel#523500	-	328	(328)		55	655	(655)	
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	100%
Subscriptions and Publications#523630	-	300	(300)		50	600	(600)	
Dues and Contrib. (inc. Local Events)#523650	-	50	(50)		8	100	(100)	
Registrations and Training#523700	18,547	-	18,547	0%	-	-	18,547	100%
Other Purchased Services#523900	5,000	958	4,042	19%	160	1,917	3,083	62%
Operating Supplies and Materials#531100	12,000	745	11,255	6%	124	1,490	10,510	88%
Net - Dept 1330 - CITY CLERK	**383,125**	**55,819**	**327,306**	**15%**	**9,303**	**111,638**	**271,487**	**71%**

Finance

Department: 1510 FINANCIAL ADMINISTRATION	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Mnth Avr.	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	500,500	9,530	490,970	2%	1,588	19,061	481,439	**96%**
Employee Health Insurance Contributions#512100	204,876	-	204,876	0%	-	-	204,876	**100%**
Employer FICA Social Security Contrib#512200	31,013	-	31,013	0%	-	-	31,013	**100%**
Employer FICA Medicare Contributions#512300	7,275	-	7,275	0%	-	-	7,275	**100%**
Employee Retirement Conributions#512400	28,528	-	28,528	0%	-	-	28,528	**100%**
Workers' Comp Insurance and Claims#512700	24,025	-	24,025	0%	-	-	24,025	**100%**
Professional Services - General#521101	-	209,717	(209,717)		34,953	419,435	(419,435)	
Contract Labor#521350	50,000	-	50,000	0%	-	-	50,000	**100%**
RENTALS - EQUIPMENT#522300	-	264	(264)		44	528	(528)	
Postage#523240	-	142	(142)		24	284	(284)	
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Registrations and Training#523700	34,317	-	34,317	0%	-	-	34,317	**100%**
Other Purchased Services#523900	5,000	2,794	2,206	56%	466	5,587	(587)	**-12%**
Bank Charges & Fees#523951	-	776	(776)		129	1,553	(1,553)	
Operating Supplies and Materials#531100	22,000	2,476	19,524	11%	413	4,952	17,048	**77%**
Net - Dept 1510 - FINANCIAL ADMINISTRATION	**912,534**	**225,700**	**686,834**	**25%**	**37,617**	**451,400**	**461,134**	**51%**
Capital Budget								
Capital Outlay - Computers#542400	-	73,860	(73,860)		12,310	147,720	(147,720)	
Total M&O + Capital -Dept 1510-Fin. Adm.	**912,534**	**299,560**	**612,974**	**33%**	**49,927**	**599,120**	**313,414**	**34%**

Legal

Department: 1530 LEGAL	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(O)
Legal Services - Internal521200.01	500,000	210,020	289,980	42%	35,003	420,040	79,960	**16%**
Legal Services - External#521500.02	100,000	52,869	47,131	53%	8,811	105,737	(5,737)	**-6%**
Net - Dept 1530 - LEGAL	**600,000**	**262,889**	**337,111**	**44%**	**43,815**	**525,777**	**74,223**	**12%**

IT/Data

Department: 1535 DATA PROCESSING / IT	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	228,294	-	228,294	0%	-	-	228,294	**100%**
Employee Health Insurance Contributions#512100	81,950	-	81,950	0%	-	-	81,950	**100%**
Employer FICA Social Security Contrib#512200	14,147	-	14,147	0%	-	-	14,147	**100%**
Employer FICA Medicare Contributions#512300	3,318	-	3,318	0%	-	-	3,318	**100%**
Employee Retirement Conributions#512400	13,013	-	13,013	0%	-	-	13,013	**100%**
Workers' Comp Insurance and Claims#512700	4,166	-	4,166	0%	-	-	4,166	**100%**
Professional Services - General#521101	-	11,680	(11,680)		1,947	140,158	(140,158)	
Contract Labor#521350	250,000	110	249,890	0%	18	1,320	248,680	**99%**
Telephone#523200	-	4,846	(4,846)		808	58,156	(58,156)	
Advertising & Marketing#523300	-	3,280	(3,280)		547	39,362	(39,362)	
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Subscriptions and Publications#523630	-	6,022	(6,022)		1,004	72,264	(72,264)	
Registrations and Training#523700	17,290	-	17,290	0%	-	-	17,290	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	35,000	1,071	33,929	3%	178	12,850	22,150	**63%**
Small Equipment (<$10,000)#531600	-	3,348	(3,348)		558	40,174	(40,174)	
Net - Dept 1535 - DATA PROCESSING / IT	**657,178**	**30,357**	**626,821**	**5%**	**5,060**	**364,285**	**292,893**	**45%**
Capital Budget								
Capital Outlay - Computers#542400	-	8,225	(8,225)		1,371	98,696	(98,696)	
Capital Outlay - Equipment#542500	275,000	-	275,000	0%	-	-	275,000	**100%**
Total M&O + Capital -Dept 1535 IT/Data	**932,178**	**38,582**	**893,596**	**4%**	**6,430**	**462,980**	**469,198**	**50%**

Human Resources

Department: 1540 HUMAN RESOURCES	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	269,250	19,279	249,971	7%	3,213	38,558	230,692	**86%**
Employee Health Insurance Contributions#512100	122,926	39,304	83,622	32%	6,551	78,609	44,317	**36%**
Employer FICA Social Security Contrib#512200	16,684	1,194	15,490	7%	199	2,389	14,295	**86%**
Employer FICA Medicare Contributions#512300	3,914	279	3,635	7%	47	559	3,355	**86%**
Employee Retirement Conributions#512400	15,347	15,378	(31)	100%	2,563	30,756	(15,409)	**-100%**
Workers' Comp Insurance and Claims#512700	7,778	14,346	(6,568)	184%	2,391	28,692	(20,914)	**-269%**
Professional Services - General#521101	-	118,413	(118,413)		19,736	236,826	(236,826)	
Contract Labor#521350	100,000	-	100,000	0%	-	-	100,000	**100%**
Printing and Binding#523400	-	92	(92)		15	184	(184)	
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Employee Dues and Fees#523610	-	2,580	(2,580)		430	5,160	(5,160)	
Subscriptions and Publications#523630	-	17,935	(17,935)		2,989	35,870	(35,870)	
Registrations and Training#523700	21,574	-	21,574	0%	-	-	21,574	**100%**
Other Purchased Services#523900	5,000	3,078	1,922	62%	513	6,155	(1,155)	**-23%**
Operating Supplies and Materials#531100	12,000	97	11,903	1%	16	194	11,806	**98%**
Food#531300	-	319	(319)		53	639	(639)	
Net - Dept 1540 - HUMAN RESOURCES	**579,473**	**232,295**	**347,178**	**40%**	**38,716**	**464,591**	**114,883**	**20%**

Property & Facilities

Department: 1565 Property & Facilities	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo P.JD	BDG-P.JD	%U/(O)
Professional Services - General #521101	-	-	-		-	-	-	
OFFICE RENTALS #522135	210,000	55,940	154,060	27%	9,323	111,881	98,119	**47%**
Printing and Binding #523400	-	107	(107)		18	215	(215)	
Operating Supplies and Materials #531100	-	11	(11)		2	21	(21)	
Utilities - Natural Gas #531220	-	117	(117)		20	234	(234)	
Utilities - Electricity #531230	-	690	(690)		115	**1,380**	(1,380)	
Net Department: 1565 Facilities M&O	**210,000**	**56,865**	**153,135**	**27%**	**9,478**	**113,731**	**96,269**	**46%**
Capital Budget								
Capital Outlay - Building & Building Imp. #541300	550,000	113,348	436,652	21%	18,891	226,696	323,304	**59%**
Capital Outlay - Furniture and Fixtures #542300	50,000	10,136	39,864	20%	1,689	20,272	29,728	**59%**
Capital Outlay - Equipment #542500	-	9,837	(9,837)		1,640	19,674	(19,674)	
Total Dep 1565 Facilities M&O + Capital	**810,000**	**190,187**	**619,813**	**23%**	**31,698**	**380,373**	**429,627**	**53%**

Communications & Community Engagement

Department: 1570 Communications	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	269,220	-	269,220	0%	-	-	269,220	**100%**
Employee Health Insurance Contributions#512100	122,926	-	122,926	0%	-	-	122,926	**100%**
Employer FICA Social Security Contrib#512200	16,682	-	16,682	0%	-	-	16,682	**100%**
Employer FICA Medicare Contributions#512300	3,913	-	3,913	0%	-	-	3,913	**100%**
Employee Retirement Conributions#512400	15,346	-	15,346	0%	-	-	15,346	**100%**
Workers' Comp Insurance and Claims#512700	7,477	-	7,477	0%	-	-	7,477	**100%**
Event Services#521330	-	81	(81)		13	161	(161)	
Contract Labor#521350	50,000	12,898	37,102	26%	2,150	25,796	24,204	**48%**
Advertising & Marketing#523300	5,000	5,539	(539)	111%	923	11,077	(6,077)	**-122%**
Registrations and Training#523700	18,723	-	18,723	0%	-	-	18,723	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	35,000	-	35,000	0%	-	-	35,000	**100%**
Net - Dept 1570 - Communications	**549,287**	**18,517**	**530,770**	**3%**	**3,086**	**37,034**	**512,253**	**93%**
Capital Budget								
Capital Outlay - Equipment#542500	75,000	-	75,000	0%	-	-	75,000	**100%**
Total Dep 1570 Communications M&O + Capital	**624,287**	**18,517**	**605,770**	3%	3,086	**37,034**	**587,253**	**94%**

Court Services

Department: 2650 Court Svrcs	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	135,000	-	135,000	0%	-	-	135,000	**100%**
Employee Health Insurance Contributions#512100	40,975	-	40,975	0%	-	-	40,975	**100%**
Employer FICA Social Security Contrib#512200	8,366	-	8,366	0%	-	-	8,366	**100%**
Employer FICA Medicare Contributions#512300	1,962	-	1,962	0%	-	-	1,962	**100%**
Employee Retirement Conributions#512400	7,695	-	7,695	0%	-	-	7,695	**100%**
Workers' Comp Insurance and Claims#512700	4,600	-	4,600	0%	-	-	4,600	**100%**
Contract Labor#521350	145,000	-	145,000	0%	-	-	145,000	**100%**
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Registrations and Training#523700	14,025	-	14,025	0%	-	-	14,025	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	40,000	-	40,000	0%	-	-	40,000	**100%**
Net - Dept 2650 - Court Svrcs	**407,623**	**-**	**407,623**	**0%**	**-**	**-**	**407,623**	**100%**

Sustainability Waste & Beautification

Department: 4500 SWB	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	188,470	-	188,470	0%	-	-	188,470	**100%**
Employee Health Insurance Contributions#512100	81,950	-	81,950	0%	-	-	81,950	**100%**
Employer FICA Social Security Contrib#512200	11,679	-	11,679	0%	-	-	11,679	**100%**
Employer FICA Medicare Contributions#512300	2,739	-	2,739	0%	-	-	2,739	**100%**
Employee Retirement Conributions#512400	10,743	-	10,743	0%	-	-	10,743	**100%**
Workers' Comp Insurance and Claims#512700	3,369	-	3,369	0%	-	-	3,369	**100%**
Contract Labor#521350	10,000	-	10,000	0%	-	-	10,000	**100%**
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Registrations and Training#523700	15,896	-	15,896	0%	-	-	15,896	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	80,000	-	80,000	0%	-	-	80,000	**100%**
Net - Dept 4500 -SWB	**414,846**	**-**	414,846	0%	-	-	414,846	**100%**
Capital Budget								
Capital Outlay - Equipment#542500	75,000	-	75,000	0%	-	-	75,000	**100%**
Total Dep 4500 SWB M&O + Capital	**489,846**	**-**	**489,846**	0%	-		**489,846**	100%

Parks & Recreation

Department: 6200 PARKS & RECREATION	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	901,834	-	901,834	0%	-	-	901,834	**100%**
Employee Health Insurance Contributions#512100	245,851	-	245,851	0%	-	-	245,851	**100%**
Employer FICA Social Security Contrib#512200	55,882	-	55,882	0%	-	-	55,882	**100%**
Employer FICA Medicare Contributions#512300	13,108	-	13,108	0%	-	-	13,108	**100%**
Employee Retirement Conributions#512400	51,405	-	51,405	0%	-	-	51,405	**100%**
Workers' Comp Insurance and Claims#512700	52,910	-	52,910	0%	-	-	52,910	**100%**
Contract Labor#521350	10,000	-	10,000	0%	-	-	10,000	**100%**
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Registrations and Training#523700	45,864	-	45,864	0%	-	-	45,864	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	80,000	-	80,000	0%	-	-	80,000	**100%**
Net - Dept 6200 - PARKS & RECREATION	**1,466,854**	**-**	1,466,854	0%	-	-	1,466,854	**100%**
Capital Budget								
Capital Outlay - Equipment#542500	350,000	-	350,000	0%	-	-	350,000	**100%**
Total Dep 6200 Parks &Rec M&O + Capital	**1,816,854**	**-**	**1,816,854**	0%	-		1,816,854	**100%**

Community Development

Department: 7000 COMMUNITY DEVELOPMENT	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(-O)
Salaries and Wages - Regular Employees#511100	603,903	59,093	544,810	10%	9,849	118,186	485,717	**80%**
Employee Health Insurance Contributions#512100	286,826	(2,250)	289,076	-1%	(375)	(4,500)	291,326	**102%**
Employer FICA Social Security Contrib#512200	37,421	3,594	33,827	10%	599	7,187	30,234	**81%**
Employer FICA Medicare Contributions#512300	8,778	840	7,938	10%	140	1,681	7,097	**81%**
Employee Retirement Conributions#512400	34,422	-	34,422	0%	-	-	34,422	**100%**
Workers' Comp Insurance and Claims#512700	40,873	-	40,873	0%	-	-	40,873	**100%**
Professional Services - General#521101	-	112,554	(112,554)		18,759	225,108	(225,108)	
Billing Services#521340	-	4,681	(4,681)		780	9,362	(9,362)	
Contract Labor#521350	550,000	120,763	429,237	22%	20,127	241,525	308,475	**56%**
Printing and Binding#523400	-	92	(92)		15	184	(184)	
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Subscriptions and Publications#523630	-	158	(158)		26	316	(316)	
Registrations and Training#523700	78,390	279	78,111	0%	47	558	77,832	**99%**
Other Purchased Services#523900	5,000	594	4,406	12%	99	1,188	3,812	**76%**
Operating Supplies and Materials#531100	35,000	346	34,654	1%	58	692	34,308	**98%**
Books and Periodicals#531400	-	427	(427)		71	854	(854)	
Payment to Other Agencies#572000	-	100,000	(100,000)		16,667	100,000	(100,000)	
Net - Dept 7000 - COMMUNITY DEVELOPMENT	**1,685,613**	**401,171**	1,284,442	24%	66,862	802,342	883,271	**52%**

Code Enforcement

Department: 7420 CODE ENFORCEMENT	Budgeted	Exp YTD	Bal 12/1/24	% Expd	Monthl Avr.	12 mo PJD	BDG-PJD	%U/(O)
Salaries and Wages - Regular Employees#511100	910,630	-	910,630	0%	-	-	910,630	**100%**
Employee Health Insurance Contributions#512100	327,802	-	327,802	0%	-	-	327,802	**100%**
Employer FICA Social Security Contrib#512200	56,427	-	56,427	0%	-	-	56,427	**100%**
Employer FICA Medicare Contributions#512300	13,236	-	13,236	0%	-	-	13,236	**100%**
Employee Retirement Conributions#512400	51,906	-	51,906	0%	-	-	51,906	**100%**
Workers' Comp Insurance and Claims#512700	71,250	-	71,250	0%	-	-	71,250	**100%**
Contract Labor#521350	10,000	-	10,000	0%	-	-	10,000	**100%**
City Dues and Fees#523600	5,000	-	5,000	0%	-	-	5,000	**100%**
Registrations and Training#523700	48,672	-	48,672	0%	-	-	48,672	**100%**
Other Purchased Services#523900	5,000	-	5,000	0%	-	-	5,000	**100%**
Operating Supplies and Materials#531100	40,000	-	40,000	0%	-	-	40,000	**100%**
Capital Outlay - Equipment#542500	175,000	-	175,000	0%	-	-	175,000	**100%**
Net - Dept 7420 - CODE ENFORCEMENT	**1,714,923**	**-**	1,714,923	0%	-	-	1,714,923	**100%**
Capital Budget								
Capital Outlay - Equipment#542500	175,000	-	175,000	0%	-	-	175,000	**100%**
Total Dep 7420 Code Enforcement M&O + Capital	**1,889,923**	**-**	**1,889,923**	**0%**	**-**		**1,889,923**	**100%**

Maintenance & Operations

FY25 SUMMARY 6 Months 12/31/24								
Department	Budgeted	Actual	Available	50%	6 mo Avr	PJD 12 mo	BDG-PJD	U/-O
Net Revenues GF100	**13,827,509**	**3,588,626**	**10,238,883**	**26%**	**598,104**	**7,177,252**	**(6,650,258)**	**-48%**
Net - Dept 1110 - GOVERNING BODY - COUNCI	$ 377,749	$ 157,482	$ 220,267	42%	$ 26,247	$ 314,964	$ 62,785	17%
Net - Dept 1310 - MAYOR	$ 237,084	$ 80,909	$ 156,175	34%	$ 13,485	$ 161,818	$ 75,266	32%
Net - Dept 1320 - CITY MANAGER	$ 815,725	$ 120,297	$ 695,428	15%	$ 20,049	$ 240,594	$ 575,131	71%
Net - Dept 1330 - CITY CLERK	$ 383,125	$ 55,819	$ 327,306	15%	$ 9,303	$ 111,638	$ 271,487	71%
Net - Dept 1510 - FINANCIAL ADMINISTRATION	$ 912,534	$ 225,700	$ 686,834	25%	$ 37,617	$ 451,400	$ 461,134	51%
Net - Dept 1530 - LEGAL	$ 600,000	$ 262,889	$ 337,111	44%	$ 43,815	$ 525,777	$ 74,223	12%
Net - Dept 1535 - DATA PROCESSING / IT	$ 657,178	$ 30,357	$ 626,821	5%	$ 5,060	$ 364,285	$ 292,893	45%
Net - Dept 1540 - HUMAN RESOURCES	$ 579,473	$ 232,295	$ 347,178	40%	$ 38,716	$ 464,591	$ 114,883	20%
Net Department: 1565 Facilities M&O	$ 210,000	$ 56,865	$ 153,135	27%	$ 9,478	$ 113,731	$ 96,269	46%
Net - Dept 1570 - Communications	$ 549,287	$ 18,517	$ 530,770	3%	$ 3,086	$ 37,034	$ 512,253	93%
Net - Dept 2650 - Court Svrcs	$ 407,623	$ -	$ 407,623	0%	$ -	$ -	$ 407,623	100%
Net - Dept 4500 -SWB	$ 414,846	$ -	$ 414,846	0%	$ -	$ -	$ 414,846	100%
Net - Dept 6200 - PARKS & RECREATION	$ 1,466,854	$ -	$ 1,466,854	0%	$ -	$ -	$ 1,466,854	100%
Net - Dept 7000 - COMMUNITY DEVELOPMENT	$ 1,685,613	$ 280,408	$ 1,405,205	17%	$ 46,735	$ 560,817	$ 1,124,796	67%
Net - Dept 7420 - CODE ENFORCEMENT	$ 1,714,923	$ -	$ 1,714,923	0%	$ -	$ -	$ 1,714,923	100%
Net- Expenses- FY2025 Spending Plan	**$ 11,012,014**	**$ 1,521,538**	**$ 9,490,476**	**14%**	**$ 253,590**	**$ 3,043,076**	**$ 7,968,938**	**72%**
Net M&O Rev-Expenditures	**$ 2,815,495**	**$ 2,067,088**	**$ 748,408**	**73%**	**$ 344,515**	**$ 4,134,175**	**$ 1,318,680**	**147%**

Capital and Debt Service

Capital Budget								
Department	Budgeted	Actual	Available	50%	6 mo Avr	PJD 12 mo	BDG-PJD	U/-O
Finance								
Finance Capital Outlay- Computers 542400	$ -	$ 73,860	$ (73,860)	0%	$ 12,310	$ 147,720	$ (147,720)	0%
IT								
IT Capital Outlay Comp 542400	$ -	$ 8,225	$ (8,225)	0%	$ 1,371	$ 98,696	$ (98,696)	0%
IT Capital Outlay Equip 542400	$ 275,000	$ -	$ 275,000	0%	$ -	$ -	$ 275,000	100%
Facilities								
Capital Outlay - Building & Building Imp. #54130(	$ 550,000	$ 113,348	$ 436,652	21%	$ 18,891	$ 226,696	$ 323,304	59%
Capital Outlay - Furniture and Fixtures #542300	$ 50,000	$ 10,136	$ 39,864	20%	$ 1,689	$ 20,272	$ 29,728	59%
Capital Outlay - Equipment #542500	$ -	$ 9,837	$ (9,837)	0%	$ 1,640	$ 19,674	$ (19,674)	0%
Communications								
Capital Outlay - Equipment #542500	$ 75,000	$ -	$ 75,000	0%	$ -	$ -	$ 75,000	100%
SWB								
Capital Outlay - Equipment #542500	$ 75,000	$ -	$ 75,000	0%	$ -	$ -	$ 75,000	100%
PARKS & RECREATION								
Capital Outlay - Equipment #542500	$ 350,000	$ -	$ 350,000	0%	$ -	$ -	$ 350,000	100%
CODE ENFORCEMENT								
Capital Outlay - Equipment #542500	$ 175,000	$ -	$ 175,000	0%	$ -	$ -	$ 175,000	100%
Total Capital Expenditures	**$ 1,550,000**	**$ 215,406**	**$ 1,334,594**	**14%**	**$ 35,900.96**	**$ 430,811.52**	**$ 1,119,188.48**	**72%**
Debt Service - Bond Interest #582100	$ 550,000	$ -	$ 550,000	0%	$ -	$ -	$ 550,000	100%
Total Capital and Debt Service	**$ 2,100,000**	**$ 215,406**	**$ 1,884,594**	**10%**	**$ 35,901**	**$ 430,812**	**$ 1,669,188**	**79%**

Department	Budgeted	Actual	Available	50%	6 mo Avr	PJD 12 mo	BDG-PJD	U/-O
Net Revenues	$ 13,827,509	$ 3,588,626	$ 10,238,883	26%	$ 598,104	$ 7,177,252	$ (6,650,258)	-48%
Net - Expenses - FY2025 Spending Plan	$ 11,012,014	$ 1,642,301	$ 9,369,713	15%	$ 273,717	$ 3,284,602	$ 7,727,412	70%
Total Capital Expenditures	$ 1,550,000	$ 215,406	$ 1,334,594	14%	$ 35,901	$ 430,812	$ 1,119,188	72%
Debt Service - Bond Interest #582100	$ 550,000	$ -	$ 550,000	0%	$ -	$ 550,000	$ -	0%
Balances	$ 715,495	$ 1,730,919	$ (1,015,424)	242%	$ 288,487	$ 3,461,838	$ (2,746,343)	-384%

SUMMARY

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: 6116 Operations Building Status Report - City Manager Bill Tanks, Program Manager Chad Kastner, and Special Projects Manager Xavier Ross

BACKGROUND/SUMMARY: The City of Mableton has successfully completed the build-out of the Community Development and Code Enforcement Operations building at 6116 Mableton Parkway, Suite 144. This marks a significant milestone as it is the city's first operational property leased to provide essential services such as planning and zoning, occupational licensing, permitting, inspections, and code enforcement.

The new facility will serve as a central hub for these critical functions, aiming to launch the city's development and enforcement processes. This development is part of Mableton's ongoing efforts to transition to full municipal operations and better serve its growing community.

It's an exciting step forward for Mableton as it continues to evolve and improve its infrastructure to meet the needs of its residents.

Chad Kastner the program manager with STV Engineering and Xavier Ross, Special Projects Manager will give the report.

BUDGETED/FINANCIAL IMPACT – FUND: Need information from Chad and Dawn

RECOMMENDATION: No action recommended. Information only

ATTACHMENTS: None

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: Code Enforcement Department Update - Code Enforcement Director Alejandro Ferrell

BACKGROUND/SUMMARY: The Code Enforcement Department will begin city services from Cobb County on March 3, 2025, after the Director of Code Enforcement was interviewed and confirmed by MCC and started employment on January 13, 2025. This is a summary of activity from January 13, 2025, through February 7, 2025.

BUDGETED/FINANCIAL IMPACT – FUND: None

RECOMMENDATION: No action needed

ATTACHMENTS:
1. Mableton Code Enforcement and Inspections Department

Mableton Code Enforcement and Inspections Department

1st Quarter of 2025 Workplan and 45 Day Highlights

January 2025

- Code Enforcement Director Started January 13, 2025
- Three new vehicles delivered - F- 150 Lightning Extended Cab
- HR posted on January 16th, 2025 for 2 supervisor roles and 16 applicants applied and 3 have been identified for February 4, 2025 interviews.
- HR posted the position of 3 CEO roles on January 16th, 2025 and 24 applicants applied with several identified and hopes of having the supervisors once hired involved in the selection process for those that will be interviewed.
- HR posted the position of Building Inspector for 2 roles and 65 plus applicants applied for the position with several identified and will wait to allow the supervisors to be involved in the process for those that will be interviewed.

January 2025

- Met with CM and Cobb County Deputy Fire Chief regarding the IGA
- Met with the CM and Sanitation Director- Emily Groth to discuss collaboration with departments.
- Met with CM to discuss meetings with Police, Fire, Health and Community Development of Cobb County.
- Met with GovPilot to discuss how to report concern and the Code Enforcement Module.
- Met with Xavier Ross and Mayor Pro Tem Jeffcoat to discuss possible future space.
- Met with CM and Com Dev Director-Njoku to discuss service delivery

February 2025

- **Mission Statement: Department of Code Enforcement and Inspections**

  The Department of Code Enforcement is dedicated to enhancing the quality of life for all residents, businesses, and visitors by ensuring a clean, safe, and thriving community. Through proactive inspections, education, and fair enforcement of municipal codes, we strive to maintain the integrity, health, and safety of our neighborhoods and commercial areas.

  Our department is responsible for enforcing regulations that address critical health and safety concerns, including the proper disposal of rubbish and debris, the elimination of attractive nuisances, the removal of overgrown vegetation, zoning compliance, and the management of inoperable vehicles on private property. By addressing these issues, we help prevent blight, promote public health, and support property values across the city.

  We are committed to working collaboratively with residents, property owners, and businesses to achieve voluntary compliance whenever possible. Through education, outreach, and clear communication, we empower the community to take an active role in maintaining a high standard of living. When necessary, we take decisive enforcement actions to address persistent violations and ensure compliance with city ordinances.

  Above all, our goal is to be a responsive and professional department that fosters a sense of pride in our city. By upholding municipal codes with fairness and consistency, we contribute to a safe, attractive, and welcoming environment for all who live, work, and visit here.

February 2025

- Meeting scheduled with CM and City Atty
- Meeting scheduled with CM and Cobb Comm Dev Director.
- 3 Interviews conducted for 2 Supervisor roles with 2 offers made and accepted with a tentative start date of February 24, 2025.

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: Sustainability, Waste, and Beautification Department Update - Sustainability, Waste & Beautification Director Emily Groth

BACKGROUND/SUMMARY: This is a departmental update from January 13 through February 7, 2025. The update is introductory in nature and will consist of background information, financial overview, and projects and timelines. Projects include ordinance Chapter 12 implementation, Green Communities certification, Keep Mableton Beautiful considerations, and ongoing community engagement.

BUDGETED/FINANCIAL IMPACT – FUND: None

RECOMMENDATION:

ATTACHMENTS:
1. 2_10_25 - SWB Department Update

Sustainability, Waste, and Beautification Department Update

Prepared for: City Council Work Session - February 10, 2025

Prepared by: Emily Groth - Sustainability, Waste, and Beautification (SWB) Director

The City of Mableton

Discussion Agenda - SWB Department Update

1. **Background Information**
2. **Projects & Timelines**
   - Chapter 12, Solid Waste Management
   - Green Communities
   - Keep Mableton Beautiful
   - Community Engagement
3. **Financial Outlook**

Background Information - SWB Department Update

The Sustainability, Waste, and Beautification Department will strive to:

- **Promote sustainability** through comprehensive energy & recycling programs
- **Implement effective waste management** systems that are innovative & reliable
- **Enhance beautification** efforts through prioritized funding & community engagement

The department consists of the SWB Director, with the potential to hire administrative and program staff once more operational.

SWB will act as a versatile department, serving the needs of all residents and businesses while fostering environmental stewardship and promoting a sustainable community.

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Projects & Timelines - SWB Department Update

Chapter 12

Solid Waste Management

Ordinance passed January 28, 2025

January 28
--
February 26

Phase 1: Education & Onboarding

Community touch points
Conversations with regional haulers
Admin preparations

February 26
--
March 26

Phase 2: Hauler Contracting

Define hauler services
Intake applications & fees

April 1

Phase 3: Implementation & Program Operations

Environmental Management Fee assessment
Admin oversight operational
Sustainability programming launch

Projects & Timelines - SWB Department Update

Green Communities Certification

- The Atlanta Regional Commission's (ARC) Green Communities Program is a voluntary sustainability certification that helps local governments reduce their environmental impact through actionable measures.
  - 2025 applications are due May 22
  - New Leaf or Bronze level

Atlanta Regional Commission

Green Communities

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Projects & Timelines - SWB Department Update

Keep Mableton Beautiful

- Keep America Beautiful operates a national network of affiliates that are certified by name in a local community.
  - KAB Conference in Washington, D.C. on February 12 - 13
  - Feasibility and needs assessment

Community Engagement

- SWB Department will begin preparations for in-house sustainability programming.
  - Waste and recycling drop-off events
  - City Boards & Commissions
  - Master planning

Financial Outlook - SWB Department Update

Anticipated Funds from Chapter 12

February 26 - March 26

- Application Fee (based on gross receipts)
- Decals

August 15

- EMF Fees due from Q2

CITY OF MABLETON
FY 2025 SPENDING PLAN

SUSTAINABILITY, WASTE AND BEAUTIFICATION DEPARTMENT
OPERATING SPENDING PLAN DETAIL

The Sustainability, Waste and Beautification (SWB) Department is responsible for the oversight of the solid waste collection, and sustainability and beautification efforts in the City. The department consists of two full time employees including the SWB Director and one administrative assistant.

	FY25 Proposed	
Salary	$	168,470
Overtime	$	20,000
Group Insurance	$	81,950
Employer's FICA Expense	$	14,418
Pension Fund Contributions	$	10,743
Workers' Comp. Insurance	$	3,369
Office Supplies	$	30,000
Dues & Subscriptions	$	5,000
Training	$	5,896
Conventions/Meetings	$	10,000
Contracted Service/Consulting	$	10,000
Other Costs - Miscellaneous Expenses	$	5,000
Supplies	$	50,000
Total	**$**	**414,847**

Keep Mableton Clean

The City of Mableton is committed to providing reliable & sustainable services for residents and businesses.

Emily Groth
Sustainability, Waste, and Beautification Director
emily.groth@mableton.gov
470-413-6327

Mableton Community Development Update Report

2025

Juliana Njoku- Community Development Director

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Update

Business License & Renewals

- YTD **Total Transactions:** 3,325 **Total Revenue:** 3,188,189 (snapshot 2/6/2024)
- From November 15, 2024 (***Business License Renewals***) to date:
    - #Applicants: 1,175
    - $Revenue: 1,585,214.51
    - New Staff: Addition of a **New Business License Manager, LaMaya Edmonds**


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MABLETON

Update II

Zoning & Permitting Launch

- **Service Date:** March 3, 2025
- **Team Lead:** Christopher Wheeler, Zoning Manager
- **Permitting Tech/Community Development Clerk:** Nicole Sewell
- **Main Office:** 6116 Mableton Parkway
- **Main Activities for February:**
  - Commission On Kick Off & Training - February
  - Adoption of Ordinances
  - On-boarding Technology
  - Establishment of Process & Procedures
- ***Department will be supported by: Staff, IGA's, and Contracts for Inspections & Engineering***
- **Recruiting:** **Senior Planner**

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The Big Move - February 2025

6116 Mableton Parkway

- Timeline
  - **Team Meeting** - Week One (2/3-2/7) (Staff moving plan established)
  - **Box and Move** - Week Two (2/10 - 2/14)
  - **Split Schedule for Business Licensing** - Week Three (2/17 - 2/21)
  - **Full Transition** - Week Four (2/24 - 2/28)
    - (1) Business Development Clerk will be at the Epicenter until February 21st to support help transition business residents to our new location.
    - All staff will be moved by Feb 14th to the new location. This will include a Business License Clerk to serve customers

In Closing

Next in the Next 60 +/- days

- Preparing for the full establishment of **Mableton's Community Development Dept.**
  - Business Licensing (Completed)
  - Zoning, Permitting & Planning (In process)
  - Development Administration (In process)
- Planning Commission Training
- Scheduling of Pre-Development Meetings
- Adoption of Ordinances & Codes
- Adoption of IGA's & Contracts
- Comp Plan Stakeholder & Steering Committee Meetings

We only win together.

AGENDA ITEM MEMORANDUM

MEETING OF: February 10, 2025
DEPARTMENT:

ISSUE/AGENDA ITEM TITLE: Review of February 12, 2025, Regular Meeting Agenda

BACKGROUND/SUMMARY:

BUDGETED/FINANCIAL IMPACT – FUND:

RECOMMENDATION:

ATTACHMENTS: None