



City Council Work Session

Monday, December 04, 2023

4:00 PM

City Hall, 129 E Memorial Dr, Dallas GA 30132

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of a meeting or the facilities, are required to promptly contact the City's ADA Coordinator at 770-443-8110 ext. 1604 to allow the city to make reasonable accommodations for those persons.

AGENDA

CALL TO ORDER

RECOGNITION OF VISITORS AND COMMENTS

1. Special recognition of Public Works

REPORTS

Finance Committee, Mayor Kelly, Chair

2. Finance: December 2023

Public Safety Committee, Chris Carter, Chair

3. Police: December 2023

4. Court: December 2023

5. Marshal: December 2023

Economic Development Committee, Nancy Arnold, Chair

6. Business Dev.: December 2023

Transportation & Recreation Committee, Jim Henson, Chair

7. Theater / Civic Center: December 2023

8. Public Works / Park: December 2023

9. Public Works: December 2023 - Transportation

Utilities & Franchises Committee, Cooper Cochran, Chair

10. Public Works: December 2023 - Utilities

Community Development Committee, Mike Cason, Chair

11. Community Dev.: December 2023

Intergovernmental Relations Committee, Leah Alls, Chair

City Manager, Kendall Smith

City Attorney, Darrin Keaton

EXECUTIVE SESSION

SPLOST

	Fiscal Year 2022			Fiscal Year 2023			Fiscal Year 2024		
	INCOME	Special	Comparison	INCOME	Special	Comparison	INCOME	Special	Comparison
JUL	164,320.48		27,635.66	185,786.21		21,465.73	249,054.80		63,268.59
AUG	160,637.48		27,116.18	178,463.90		17,826.42	223,688.72		45,224.82
SEP	155,580.38		20,886.10	176,941.46		21,361.08	220,115.20		43,173.74
OCT	160,465.45		23,245.28	180,219.21		19,753.76			
NOV	171,920.15	130.42	30,642.58	181,783.15	561.88	10,294.46			
DEC	194,183.50		21,723.00	214,261.19		20,077.69			
JAN	156,855.61		18,776.38	163,255.88		6,400.27			
FEB	153,247.34		22,276.82	158,230.66		4,983.32			
MAR	177,909.70		12,996.29	182,254.45		4,344.75			
APR	173,606.80		14,737.12	219,002.11		45,395.31			
MAY	182,323.65	370.32	21,034.74	224,171.09	509.25	41,986.37			
JUN	183,202.62		18,504.87	223,752.66		40,550.04			
TOTAL	2,034,253.16	500.74	259,575.02	2,288,121.97	1,071.13	254,439.20	692,858.72		151,667.15

	TOTAL	2022	2,034,753.90	TOTAL NEW SP	2023	667,435.11	TOTAL	2024	692,858.72
				TOTAL OLD SP	2023	1,621,757.99			

Splost 2024 exceeds 2023 by	151,667.15
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OLD Splost Balance in checking	\$ 3,604,409.69
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Splost & Lost 2024 exceeds 2023 by	252,905.35
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NEW Splost Balance in checking	\$ 1,332,818.83
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LOST										September, 2022 through August 18, 2023 Distribution Increase due to computer issue submitted with August check for July \$21,208.17
Fiscal Year 2022			Fiscal Year 2023			Fiscal Year 2024				
INCOME	Special	Comparison	INCOME	Special	Comparison	INCOME	Special	Comparison		
JUL	238,687.09		44,219.82	269,796.86		31,109.77	316,447.26		46,650.40	
AUG	233,264.34		34,896.31	258,029.97		24,765.63	287,218.62		29,188.65	
SEP	225,914.11		30,286.56	257,048.63		31,134.52	282,447.78		25,399.15	
OCT	233,006.21		33,738.43	264,361.63		31,355.42				
NOV	249,643.12	189.74	44,487.77	264,745.33	816.04	15,728.51				
DEC	281,973.80		31,545.06	311,174.91		29,201.11				
JAN	227,773.00		27,268.30	256,629.11		28,856.11				
FEB	222,533.08		32,352.32	249,041.84		26,508.76				
MAR	258,336.26		18,858.73	288,212.70		29,876.44				
APR	252,104.11		21,387.14	280,824.75		28,720.64				
MAY	264,767.63	538.65	30,311.03	288,041.31	602.20	23,337.23				
JUN	266,035.08		26,700.62	288,846.28		22,811.20				
TOTAL	2,954,037.83	728.39	376,052.09	3,276,753.32	1,418.24	323,405.34	886,113.66		101,238.20	
	TOTAL	2022	2,954,766.22	TOTAL	2023	3,278,171.56	TOTAL	2024	886,113.66	
Lost 2024 exceeds 2023 by 101,238.20										

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 100 - GENERAL FUND						
Revenue						
	14,404,500.00	14,404,500.00	919,762.06	7,816,400.49	-6,588,099.51	54.26%
Revenue Total:	14,404,500.00	14,404,500.00	919,762.06	7,816,400.49	-6,588,099.51	54.26%
Expense						
110 - Mayor & Council	228,508.00	228,508.00	3,726.64	89,530.94	138,977.06	39.18%
140 - Elections	25,869.00	25,869.00	0.00	115.00	25,754.00	0.44%
151 - Financial Administration	1,268,878.00	1,268,878.00	81,987.88	480,073.61	788,804.39	37.83%
265 - Municipal Court	441,556.00	441,556.00	30,487.43	149,559.64	291,996.36	33.87%
320 - Police	5,172,947.00	5,172,947.00	330,767.88	2,036,564.05	3,136,382.95	39.37%
420 - Highways & Streets	1,744,960.00	1,744,960.00	101,018.39	524,710.76	1,220,249.24	30.07%
620 - Parks	3,310,590.00	3,310,590.00	203,636.91	953,818.70	2,356,771.30	28.81%
650 - Theater	657,272.00	657,272.00	44,358.62	238,383.54	418,888.46	36.27%
722 - Community Development	235,756.00	235,756.00	10,282.88	48,800.13	186,955.87	20.70%
725 - Marshal's Bureau	366,166.00	366,166.00	28,855.90	141,759.41	224,406.59	38.71%
741 - Planning & Zoning	3,000.00	3,000.00	360.00	560.00	2,440.00	18.67%
750 - Civic Center	50,322.00	50,322.00	2,027.85	17,687.69	32,634.31	35.15%
751 - Business Development	778,986.00	778,986.00	84,397.27	364,370.25	414,615.75	46.77%
Expense Total:	14,284,810.00	14,284,810.00	921,907.65	5,045,933.72	9,238,876.28	35.32%
Fund: 100 - GENERAL FUND Surplus (Deficit):	119,690.00	119,690.00	-2,145.59	2,770,466.77	2,650,776.77	2,314.70%
Fund: 210 - CONF DRUG FUND						
Revenue						
	99,000.00	99,000.00	18,414.59	119,881.13	20,881.13	121.09%
Revenue Total:	99,000.00	99,000.00	18,414.59	119,881.13	20,881.13	121.09%
Expense						
322 - Crime Control & Investigation	99,000.00	99,000.00	1,297.99	20,805.44	78,194.56	21.02%
Expense Total:	99,000.00	99,000.00	1,297.99	20,805.44	78,194.56	21.02%
Fund: 210 - CONF DRUG FUND Surplus (Deficit):	0.00	0.00	17,116.60	99,075.69	99,075.69	0.00%
Fund: 215 - HOTEL MOTEL FUND						
Revenue						
	16,000.00	16,000.00	1,845.07	6,314.02	-9,685.98	39.46%
Revenue Total:	16,000.00	16,000.00	1,845.07	6,314.02	-9,685.98	39.46%
Expense						
151 - Financial Administration	16,000.00	16,000.00	4,067.38	6,829.26	9,170.74	42.68%
Expense Total:	16,000.00	16,000.00	4,067.38	6,829.26	9,170.74	42.68%
Fund: 215 - HOTEL MOTEL FUND Surplus (Deficit):	0.00	0.00	-2,222.31	-515.24	-515.24	0.00%
Fund: 230 - AMERICAN RESCUE PLAN						
Expense						
425 - CULVERT REPAIR	65,000.00	65,000.00	0.00	0.00	65,000.00	0.00%
430 - Sewer	1,335,000.00	1,335,000.00	76,896.08	900,865.19	434,134.81	67.48%
440 - Water	900,000.00	900,000.00	246,135.59	419,159.79	480,840.21	46.57%
722 - Community Development	0.00	0.00	0.00	1,333.78	-1,333.78	0.00%
Expense Total:	2,300,000.00	2,300,000.00	323,031.67	1,321,358.76	978,641.24	57.45%
Fund: 230 - AMERICAN RESCUE PLAN Total:	2,300,000.00	2,300,000.00	323,031.67	1,321,358.76	978,641.24	57.45%
Fund: 270 - SUBDIVISION IN IMP						
Revenue						
	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
Revenue Total:	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
Expense						
420 - Highways & Streets	342,500.00	342,500.00	0.00	0.00	342,500.00	0.00%
Expense Total:	342,500.00	342,500.00	0.00	0.00	342,500.00	0.00%
Fund: 270 - SUBDIVISION IN IMP Surplus (Deficit):	-342,500.00	-342,500.00	0.00	2,500.00	345,000.00	-0.73%

Budget Report

For Fiscal: 2023-2024 Period Ending: Item 2. B

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 275 - E 911 FUND						
Revenue						
	230,000.00	230,000.00	19,135.55	95,717.39	-134,282.61	41.62%
Revenue Total:	230,000.00	230,000.00	19,135.55	95,717.39	-134,282.61	41.62%
Expense						
327 - DISPATCH	368,000.00	368,000.00	504.00	39,400.69	328,599.31	10.71%
Expense Total:	368,000.00	368,000.00	504.00	39,400.69	328,599.31	10.71%
Fund: 275 - E 911 FUND Surplus (Deficit):	-138,000.00	-138,000.00	18,631.55	56,316.70	194,316.70	-40.81%
Fund: 278 - SPECIAL UTILITY DISTRICT-WEST DALLAS						
Revenue						
	552,900.00	552,900.00	0.00	93,993.00	-458,907.00	17.00%
Revenue Total:	552,900.00	552,900.00	0.00	93,993.00	-458,907.00	17.00%
Expense						
430 - Sewer	1,529,690.00	1,529,690.00	0.00	0.00	1,529,690.00	0.00%
Expense Total:	1,529,690.00	1,529,690.00	0.00	0.00	1,529,690.00	0.00%
Fund: 278 - SPECIAL UTILITY DISTRICT-WEST DALLAS Surplus (Deficit):	-976,790.00	-976,790.00	0.00	93,993.00	1,070,783.00	-9.62%
Fund: 323 - 2017 SPLOST						
Expense						
900 - SPLOST	1,973,103.00	1,973,103.00	35,404.15	171,787.84	1,801,315.16	8.71%
Expense Total:	1,973,103.00	1,973,103.00	35,404.15	171,787.84	1,801,315.16	8.71%
Fund: 323 - 2017 SPLOST Total:	1,973,103.00	1,973,103.00	35,404.15	171,787.84	1,801,315.16	8.71%
Fund: 329 - 2023 SPLOST						
Revenue						
	2,668,800.00	2,668,800.00	220,115.20	692,858.72	-1,975,941.28	25.96%
Revenue Total:	2,668,800.00	2,668,800.00	220,115.20	692,858.72	-1,975,941.28	25.96%
Expense						
900 - SPLOST	2,130,000.00	2,130,000.00	0.00	27,475.00	2,102,525.00	1.29%
Expense Total:	2,130,000.00	2,130,000.00	0.00	27,475.00	2,102,525.00	1.29%
Fund: 329 - 2023 SPLOST Surplus (Deficit):	538,800.00	538,800.00	220,115.20	665,383.72	126,583.72	123.49%
Fund: 505 - WATER & SEWER FUND						
Revenue						
	20,078,220.00	20,078,220.00	785,323.22	6,989,679.60	-13,088,540.40	34.81%
Revenue Total:	20,078,220.00	20,078,220.00	785,323.22	6,989,679.60	-13,088,540.40	34.81%
Expense						
430 - Sewer	12,863,196.00	12,863,196.00	1,200,204.48	3,029,469.78	9,833,726.22	23.55%
440 - Water	7,182,772.00	7,182,772.00	226,978.36	1,230,274.60	5,952,497.40	17.13%
Expense Total:	20,045,968.00	20,045,968.00	1,427,182.84	4,259,744.38	15,786,223.62	21.25%
Fund: 505 - WATER & SEWER FUND Surplus (Deficit):	32,252.00	32,252.00	-641,859.62	2,729,935.22	2,697,683.22	8,464.39%
Fund: 540 - SOLID WASTE FUND						
Revenue						
	1,113,500.00	1,113,500.00	90,396.26	455,726.11	-657,773.89	40.93%
Revenue Total:	1,113,500.00	1,113,500.00	90,396.26	455,726.11	-657,773.89	40.93%
Expense						
452 - Solid Waste Collection	986,461.00	986,461.00	51,787.11	282,319.67	704,141.33	28.62%
Expense Total:	986,461.00	986,461.00	51,787.11	282,319.67	704,141.33	28.62%
Fund: 540 - SOLID WASTE FUND Surplus (Deficit):	127,039.00	127,039.00	38,609.15	173,406.44	46,367.44	136.50%
Report Surplus (Deficit):	-4,912,612.00	-4,912,612.00	-710,190.84	5,097,415.70	10,010,027.70	-103.76%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	119,690.00	119,690.00	-2,145.59	2,770,466.77	2,650,776.77
210 - CONF DRUG FUND	0.00	0.00	17,116.60	99,075.69	99,075.69
215 - HOTEL MOTEL FUND	0.00	0.00	-2,222.31	-515.24	-515.24
230 - AMERICAN RESCUE PLAN	-2,300,000.00	-2,300,000.00	-323,031.67	-1,321,358.76	978,641.24
270 - SUBDIVISION IN IMP	-342,500.00	-342,500.00	0.00	2,500.00	345,000.00
275 - E 911 FUND	-138,000.00	-138,000.00	18,631.55	56,316.70	194,316.70
278 - SPECIAL UTILITY DISTRICT-W	-976,790.00	-976,790.00	0.00	93,993.00	1,070,783.00
323 - 2017 SPLOST	-1,973,103.00	-1,973,103.00	-35,404.15	-171,787.84	1,801,315.16
329 - 2023 SPLOST	538,800.00	538,800.00	220,115.20	665,383.72	126,583.72
505 - WATER & SEWER FUND	32,252.00	32,252.00	-641,859.62	2,729,935.22	2,697,683.22
540 - SOLID WASTE FUND	127,039.00	127,039.00	38,609.15	173,406.44	46,367.44
Report Surplus (Deficit):	-4,912,612.00	-4,912,612.00	-710,190.84	5,097,415.70	10,010,027.70



STAFF REPORT

MEETING DATE: 12.04.2023

PRESENTED BY: Chief Joe Duvall – Dallas Police Department

AGENDA ITEM DESCRIPTION (Agenda Content):

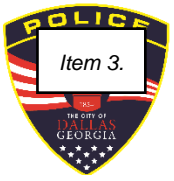
December 2023

COMMENTS:

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REPORT/INFORMATION:

See Stats Attached.



Dallas Police Year to Date Comparison

	November 2023	November 2022	2023 YTD	2022 YTD
Calls for Service	1718	2403	22597	20884
Homicide	1	0	1	0
Rape	0	1	0	5
Robbery	1	1	3	2
Agg. Assault	1	1	25	11
Burglary	0	1	9	17
Larceny	7	25	54	111
Vehicle Theft	2	1	11	12
City Ordinances	16	16	89	63
Citations	525	404	2736	4067



STAFF REPORT

MEETING DATE: 12/4/2023

PRESENTED BY:

LeAnn Adams-Court Services

AGENDA ITEM DESCRIPTION:

December-2023

REPORT/INFORMATION:

Arraignments-1

Trials-1

Bind-overs-7

Processed Traffic Citations-403

Processed City Ordinances-11

Processed Parking Citations-18

Warrants Issued-VOP-8, FTA-32

Warrants Served-VOP-6, FTA-22



STAFF REPORT

MEETING DATE: December 4, 2023

PRESENTED BY: Chief Marshal Hester - Marshal's Bureau

AGENDA ITEM DESCRIPTION (Agenda Content):

Cases from October 27, 2023 to November 27, 2023 for the December 4, 2023 meeting

COMMENTS: ** Awaiting Demolition Lien pay-off check for 175 Polk Ave. **

REPORT/INFORMATION

Alcohol Related Calls	18
Agency Assist	4
Animal calls	11
Bank Deposit	21
Business License Inspection/Violation	1
Case Follow-Up (Ref Junk Vehicle Case)	1
Criminal Offenses	2
Document Processing	2
Garbage & Litter	3
Illegal Dumping	4
Road Hazard	1
Security Checks	4
Site Inspections	3
Special Detail (Health&Wellness & UPS Equip Return)	2
Traffic and Vehicles	3

TOTAL : 80



STAFF REPORT

MEETING DATE: 12/04/2023

PRESENTED BY: Amber Whisner, Business Development- Economic Development Committee

AGENDA ITEM DESCRIPTION (Agenda Content):

December 2023

Department Report:

2023 Event season is over
2024 Event Calendar has been updated- some events have been condensed for budget and personnel reasons.

2023 Property Taxes are due 12/20

Business License renewals are underway.

Pink Friday was the best shopping night for downtown businesses.

2023 Christmas Tree Lighting was a success with the largest turnout to date.

Special thank you to the Public Works department for making the City look great and providing support to all events.



STAFF REPORT

MEETING DATE: 12/4/2023
PRESENTED BY: Emily Shipp, Dallas Theater and Civic Center

AGENDA ITEM DESCRIPTION (Agenda Content) :

December 2023

COMMENTS:

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REPORT/INFORMATION:

- 5 shows of The Nutcracker are this weekend
- 4 shows of A Christmas Carol next weekend
- It's a Wonderful Life is free on 12/22 sponsored by DDA
- Acting I class that begins 1/8 and almost all spots are filled!
- Winter/spring newsletter went out



STAFF REPORT

MEETING DATE: 12/04/2023

PRESENTED BY: Brandon Rakestraw – Public Works

AGENDA ITEM DESCRIPTION (Agenda Content):

December Public Works Report – Parks and Recreation

COMMENTS:

Update:

1- Baseball Tournaments:

- a. Fall baseball end of season tournaments have ended.

2- Cookie Decoration Classes:

- a. Registration is open now for December class.
- b. Class schedule will be provided in November.

3- Up-coming activities:

- a. Baseball field maintenance is planned for December – February.
 - b. Other construction activities, grounds update, and design activities are being scheduled. Updates will be provided in up-coming months.
-

REPORT/INFORMATION:



STAFF REPORT

MEETING DATE: 12/04/2023
PRESENTED BY: Brandon Rakestraw – Public Works

AGENDA ITEM DESCRIPTION (Agenda Content):

December Public Works Report - Transportation

COMMENTS:

Project Update:

- 1- Battlefield Trail Phase II
 - a- Contractor is actively working to construct trail segments within the Scott Smith Preserve.
 - b- Formal acceptance inspection is being scheduled for trail segments along public Right-of-Way.
- 2- Battlefield Trail Phase II – Trail Connector
 - a. Construction activities are ongoing.
 - i. Grading and trail activities are on-going
- 3- Battlefield Trail Phase III – Scoping Study
 - a. Project is currently on-going.
 - i. Public information flyer has been released.
 - ii. Concept Report is being completed
- 4- Old Acworth & Veterans Road Culvert Replacement Project

- a. Right-of-Way acquisition is being finalized.
- b. Construction bid let is being scheduled for 1st quarter of 2024.

Street Department:

Currently working to complete street and storm water projects. Crews have transition into leaf pickup season, along with completing ditch maintenance and right of way cleanup. Street sweeping activities are continuing, along with daily work orders, and working on budgeted small projects.

REPORT/INFORMATION:



STAFF REPORT

MEETING DATE: 12/04/2023

PRESENTED BY: Brandon Rakestraw – Public Works

AGENDA ITEM DESCRIPTION (Agenda Content):

December Public Works Report - Utilities

COMMENTS:

Project Update:

- 1- West Dallas Collector Sewer Extension Project – Phase I
 - a- Gravity outfall construction is on-going.
 - a. 24” gravity install will be completed in January.
 - b. 8” gravity install to Kades Cove is 50% complete.
 - b- Lift station construction
 - a. Upper wall construction is 50% complete
 - b. Screening structure base and bottom wall segments are complete
- 2- Downtown Water System Upgrade – Phase I
 - a- Project design is currently at 75% complete with design on-going.
- 3- Paulding Lane Water Upgrade – Phase II
 - a. Construction activities are underway.
 - i. Contractor is working to punch out the project. All infrastructure is live.
- 4- Griffin Creek Sewer at SR6 Business

- a. Project is being closed out.
- 5- Lead Service Line Inventory and Replacement Program; Professional Services
 - a. Data gather is underway
 - b. Public outreach documents are being prepared for release.
- 6- Outer Loop Water System Upgrade Project – Phase I; Engineering Services
 - a. Contracts preparation is on-going.

General Department Report:

Sewer Department:

Currently working on yearly maintenance of collection system, completing several lift station repair/upgrade projects, sewer easement cutting, daily work orders, and working on budgeted small projects.

Water Department:

Currently working on meter maintenance, completing hydrant maintenance, valve maintenance, flushing program, daily work orders, and working on budgeted small projects.

Solid Waste Department:

Currently working on daily pickups, trash can replacement, trash can repair, and daily work orders.

REPORT/INFORMATION:



STAFF REPORT

MEETING DATE: 12/4/2023

PRESENTED BY: Preston Kilgore, Community Development

AGENDA ITEM DESCRIPTION (Agenda Content):

December 2023

COMMENTS:

REPORT/INFORMATION:

In the month of November 2023 – 74 permits were issued and 64 inspections were performed.

Increase in number of permits largely due to influx of solar panel permits.