



LAWRENCEVILLE

GEORGIA

SPECIAL CALL MEETING AGENDA

Wednesday, June 05, 2024
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Approval of Agenda

Public Hearing Council Business

Discussion will be limited to 7 minutes per side including rebuttal. Questions and answers from Council Members will not infringe on the time limit.

- [1.](#) Fiscal Year 2025 Proposed Budget

Council Business

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

- [2.](#) Lyle Circle PSA extension

Final Adjournment



LAWRENCEVILLE

GEORGIA

AGENDA REPORT
MEETING: SPECIAL CALLED MEETING, JUNE 5, 2024
AGENDA CATEGORY: PUBLIC HEARING NEW BUSINESS

- Item:** Fiscal Year 2025 Proposed Budget
- Department:** Finance
- Date of Meeting:** Wednesday, June 5, 2024
- Fiscal Impact:** N/A
- Presented By:** Keith Lee, Chief Financial Officer
- Action Requested:** Public Hearing of Proposed Budget

Summary: Public Hearing on the Proposed Fiscal Year 2025 Budget including salary increases, revenue changes, and capital expenditures.

Fiscal Impact: N/A

Attachments/Exhibits:
Power Point Presentation

FY 2025 Proposed Budget

June 5, 2024



Agenda

- Overview
- Personnel
 - Proposed Salary Adjustments
 - New Positions
- Changes at the Fund Level
- Capital Projects Plan



FY 2025 Budget Calendar

- Developed revenue projections in late December & early January
- Departments submitted operating, personnel and capital requests in January and February
- Finance Citizen's Committee meetings and input during the month of March
- City Manager review of the requests in March
- Budget submitted to Council in April
 - Public Hearings and Council input in April and May
 - Adoption of Budget in June and millage in July



FY 2025 Revenue Projections

- Proposing Millage Rate increase from 2.228 to 3.26
 - As part of FY 2024 Budget discussion, the City informed the public the City would increase the millage rate by one mill.
 - \$1,679,110 increase in property taxes (real and personal)
- Proposing to change Occupation Tax to a gross receipt
 - Increase in revenue from \$300,000 to \$2,000,000
 - Changes are in the Add/Delete List
- Proposing adding admin fee for utility accounts of \$2.95 per month
 - Increase in revenue of \$1,800,000
- Increase in Utility Account Connect Fee change from \$50 to \$75 per application
 - Increase in revenue of \$315,000



FY 2025 Revenue Projections con't

- Electric Rates
 - Third Year of Electric Rate Study will be implemented in January of 2025. The increase is an average 1.0% across all charges.
 - No base rate increase for Residential
 - Will conduct a Rate Study for FY 2025 and the following years
- Gas Rates
 - Second Year of Gas Rate Study will be implemented in July of 2024. The increase is an average 1.3% across all charges
 - Residential Base Rate will increase from \$25 to \$26 per month
 - Will update the Rate Study for FY 2026 and the following years
- Sanitation Rates
 - No Proposed Changes
 - Will conduct a rate study for FY 2026 and the following years



FY 2025 Revenue Projections con't

- Operating Transfers – in
 - \$18,431,234
 - Decrease of \$1,798,289 (8.9%)
 - \$7,962,203 from Electric
 - \$9,629,031 from Gas
- Charges for Service (Indirect or Overhead)
 - \$9,131,575
 - \$2,596,045 Electric Fund
 - \$5,836,115 Gas Fund
 - \$516,715 Sanitation Fund
 - \$182,700 Stormwater Fund
 - \$112,126 increase from FY 2024



FY 2025 Revenue Projections con't

- Fines & forfeitures
 - \$1,500,000, same as FY 2024
 - Does not include School Speed Zone Fines (New Fund 285)
- Licenses and Permits
 - \$424,000, decrease of \$16,000 from FY 2024
- Miscellaneous Revenue
 - \$1,892,500 (includes Aurora Capital Contribution)



FY 2025 Expense Highlights

- 9 New Positions funded through City Revenues
- 1 New Position funded through a grant
- Salary Increases
 - 4% salary increase
 - Changes are in the Add/Delete List
- Additional projected costs for Health Benefit (Active and Retired Employees) of \$952,000 or 9.0% increase
- \$23,000 for Tuition Reimbursement
- \$25,000 for City Housing program
- \$100,000 for Nightshift differential for Police Officers
- \$105,000 for Police Self Defense and Defensive Tactics training



FY 2025 Salary Adjustments

- Proposed FY 2025 Salary Adjustments
 - \$1,160,951
 - \$986,700 Salaries
 - \$61,200 Social Security
 - \$14,300 Medicare
 - \$98,751 Retirement
 - 4% average increase implemented on July 1, 2024
 - Metro Atlanta MSA Wage and Salary Increases for 12 months prior to December 2023 was 4.0%
 - Changes are in the Add/Delete List



FY 2025 Personnel – New Positions

Department	Count	Month	Position Title
Electric	1	July	Superintendent
Gas	1	July	Distribution Operation Supervisor
HR	1	July	Human Resources Specialist
IT	1	July	Tech Support Analyst
Police	2	July	Bike Unit Patrol
Government Building	2	July	Facility Maintenance Assistant
Government Building	1	July	Maintenance Tec Supervisor
TOTAL Cost of Positions			\$1,333,343

- \$1,001,843 in salary, benefits, supplies, and operating costs
- \$331,500 in capital costs
 - Converts temporary part-time HR Specialist to full-time
 - Government Building positions are primarily funded through reduced ongoing maintenance costs.
- Convert ReCAST Program Manager from contract services to Grant Funded Employee
 - No change in costs to the program
- Total of 9 new positions and 1 grant funded position (10 total)



FY 2025 Overview – Operating

Fund		Source of Funds	Use of Fund Balance	Use of Funds
100	GENERAL FUND	\$49,630,393		\$49,630,393
210	CONFISCATED ASSETS FEDERAL	\$60,300		\$60,300
211	CONFISCATED ASSETS LOCAL	\$10,500		\$10,500
215	911 FUND	\$1,333,355		\$1,333,355
230	ARPA FUND	\$0	\$819,000	\$819,000
270	LAWRENCEVILLE TAD	\$500,000		\$500,000
275	HOTEL/MOTEL TAX	\$300,000		\$300,000
280	MOTOR VEHICLE TAX	\$140,000		\$140,000
285	SCHOOL ZONE CAMERAS	\$2,227,000		\$2,227,000
510	ELECTRIC FUND	\$41,336,500		\$41,336,500
515	GAS FUND	\$56,239,000		\$56,239,000
540	SANITATION FUND	\$3,110,292		\$3,110,292
560	STORMWATER FUND	\$2,454,500		\$2,454,500
610	GROUP HEALTH FUND	\$8,750,000		\$8,750,000
615	WORKERS COMP FUND	\$559,000		\$559,000
620	FLEET FUND	\$2,332,125		\$2,332,125
625	RISK MANAGEMENT FUND	\$1,877,046		\$1,877,046
		\$170,860,011	\$819,000	\$171,679,017



FY 2025 Overview – Capital

Fund		Source of Funds	Use of Fund Balance	Use of Funds
326	2023 SPLOST	\$6,559,140		\$6,559,140
355	CAPITAL PROJECTS	\$5,318,060		\$5,318,060
511	ELECTRIC FUND CAPITAL *	\$1,715,000		\$1,715,000
516	GAS FUND CAPITAL*	\$3,344,520		\$3,344,520
541	SANITATION CAPITAL	\$28,000		\$28,000
561	STORMWATER CAPITAL	\$1,453,075	\$146,925	\$1,600,000
		\$17,917,795	\$146,925	\$18,564,720
		\$189,277,856	\$965,925	\$190,243,781



FY 2025 General Fund

Revenue		Amount
31	Taxes	\$14,177,794
32	Licenses & Permits	\$768,100
33	Intergov Revenues	\$1,293,990
34	Charges for Services	\$10,540,275
35	Fines & forfeitures	\$2,041,500
36	Investment Income	\$445,000
38	Miscellaneous	\$1,892,500
39	Other Financing	\$18,471,234
		\$49,630,393

Expense		Amount
51	Personal Services	\$21,763,271
52	Contracted Services	\$10,548,341
53	Supplies	\$1,817,725
55	Interfund Charges	\$9,461,665
57	Other costs	\$4,604,292
58	Debt Services	\$902,044
61	Other Financing Uses	\$533,055
		\$49,630,393



FY 2025 Electric Fund

- \$41,336,500 Proposed Budget
 - Fund Transfers Out
 - \$7,962,203 General Fund Operating
 - \$1,715,000 Electric Fund Capital
 - Indirect Costs
 - \$2,596,045
 - Purchase of Electricity for Resale
 - \$24,400,100
 - The last increase to Electric Rates was January 2024 (3year program)
 - Last increase is scheduled for January 2025 (Average 1.0% increase)
 - No Residential Base increase
 - This is the last year of the Rate Study.
 - A new rate study with ECG will be completed and presented to council.



FY 2025 Gas Fund

- \$56,239,000 Proposed Budget
 - Fund Transfers Out
 - \$9,629,031 General Fund Operating
 - \$3,902,060 General Fund Capital
 - \$3,344,520 Gas Fund Capital
 - Indirect Costs
 - \$5,836,115
 - Purchase of Gas for Resale
 - \$20,974,250
 - Next Rate increase July 1, 2024 (2nd year of 3rd year of rate study)
 - Base Rate increase from \$25 to \$26
 - An updated rate study will be completed and proposed to Council



FY 2025 Solid Waste & Recycling

- \$3,110,292 Budget
 - Solid Waste Disposal \$975,000
 - Indirect Cost \$516,715



FY 2025 Capital Projects Plan

Department	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
SPLOST	\$6,559,140	\$1,300,000	\$850,000	\$2,750,000	\$500,000	\$500,000
Special Events	\$8,000	\$0	\$0	\$0	\$0	\$0
Engineering	\$660,000	\$0	\$0	\$0	\$0	\$0
IT	\$546,000	\$292,950	\$295,490	\$223,070	\$224,700	\$226,380
Police	\$1,315,575	\$715,575	\$639,199	\$639,199	\$240,549	\$240,549
Streets	\$2,442,000	\$2,516,160	\$2,438,093	\$2,754,785	\$3,065,280	\$1,874,585
Economic Development	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Damage Prevention	\$7,060	\$14,120	\$7,060	\$14,120	\$7,060	\$14,120
Fleet	\$1,740,000	\$1,790,000	\$1,900,000	\$1,982,500	\$2,072,500	\$2,132,250
Sanitation	\$28,000	\$205,500	\$0	\$0	\$0	\$0
Electric	\$1,715,000	\$6,326,000	\$5,954,000	\$6,906,250	\$9,100,000	\$8,482,500
Gas	\$3,344,520	\$5,274,520	\$4,899,580	\$5,638,660	\$5,020,780	\$5,068,070
Stormwater	\$1,600,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
Gov Bldgs	\$100,000	\$210,000	\$252,000	\$210,000	\$297,000	\$1,182,000
	\$20,115,295	\$19,994,825	\$18,585,422	\$22,468,584	\$21,877,869	\$21,070,454



FY 2025 Capital Projects con't

- \$20,115,229 Proposed Budget
 - \$2,202,000 Street Resurfacing
 - ARPA: \$660,000
 - Capital Project Fund: \$1,042,000
 - 2023 SPLOST: \$500,000
 - \$50,000 Arts' Commission
 - \$1,700,000 Vehicle Replacement
 - \$400,000 Camelot Subdivison
 - \$815,575 Speed Zone Camera Funds
 - Police Radios, SRT Uniforms and Equipment, Axon body & Vehicle Cameras
 - \$300,000 vehicle wash bay at Public Works



FY 2025 Add/Delete – Revenue

Account	Amount
Property Tax	564,650.00
Personal Property Tax	60,000.00
Gas Franchise	4,000.00
Telephone Franchise	25,000.00
Mixed Drink	15,000.00
Insurance Premium	300,000.00
Occupation Tax	(1,300,000.00)
State Fee	(300,000.00)
Property Tax Penalties	2,250.00
Mixed Drink Penalties	700.00
Bar Cards	1,000.00
Development Fees	1,000.00
Pawn Shop Work Permits	300.00
Metal Dealer Work Permits	150.00
Metal Dealer License	100.00
Alcohol license penalties	1,000.00
Open Records	14,000.00
Reeves Lease	39,000.00
Gas Revenue	250,000.00
Gas Taps	30,000.00
Gas Rebate	200,000.00
Employee Contribution	100,000.00
Temp Elect Service	30,000.00

1.



FY 2025 Add/Delete – Expense

Account	Amount
Salaries	300,000.00
Elections	(24,600.00)
Buildings	(25,000.00)
Gas	(29,000.00)
Electric	(15,000.00)
Solid Waste	(50,000.00)
Fleet	(20,000.00)
Streets	(2,000.00)
Code Enforcement	(3,750.00)
IT	(30,000.00)
Finance	(7,500.00)
Community & Economic Development	(29,000.00)
Planning & Zoning	(11,000.00)
Stormwater	(5,000.00)
Fleet	(10,000.00)
	38,150.00



FY 2025 Add/Delete

Category		Amount
Revenue Net		(38,150)
Expense Net		38,150
Variance		0



Upcoming Dates

JUNE 2024

- Wednesday, 26: Adopt Budget at Council Meeting (7pm)



LAWRENCEVILLE

GEORGIA

AGENDA REPORT
MEETING: WORK SESSION, JUNE 5, 2024
AGENDA CATEGORY: GENERAL CITY BUSINESS

- Item:** Lyle Circle PSA extension
- Department:** City Manager
- Date of Meeting:** Wednesday, June 5, 2024
- Fiscal Impact:** none
- Presented By:** Barry Mock, Assistant City Manager
- Action Requested:** Approve the extension of the PSA for Lyle Circle to June 28th, and grant authorization for the Mayor to execute said extension subject to review by the City Attorney.

Summary: The City is purchasing remnant parcels from JEMC near the intersection of Lyle Circle and Hurricane Shoals Road. Certain documents needed for closing will not be available until later this week, so we are seeking an extension of this contract to allow more time to finalize the needed documents. Legal will prepare an amendment to the PSA, changing the closing date to June 28, 2024.

Attachments/Exhibits:
First Amendment to PSA

**FIRST AMENDMENT TO CONTRACT
FOR PURCHASE AND SALE**

STATE OF GEORGIA
GWINNETT COUNTY

WHEREAS, **JACKSON ELECTRIC MEMBERSHIP CORPORATION** (hereinafter called "Seller"), and the **CITY OF LAWRENCEVILLE, GEORGIA** (hereinafter called "Buyer") a Georgia Municipal Corporation, did enter into a Contract for Purchase and Sale of real estate located in Land Lot 176 of the 5th Land District of Gwinnett County (Tax Parcels R5176 046A and R5176 036) with an effective date of March 7, 2024; and

WHEREAS, the Seller and the Buyer desire to amend certain provisions of the Contract for Purchase and Sale;

THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Seller and Buyer agree as follows:

The provisions of paragraph 6 (a) of the Contract for Purchase and Sale are hereby amended to read as follows:

6. Closing.

(a) The purchase and sale hereunder shall be closed no later than June 28, 2024, time being expressly made of the essence of this Contract. The closing shall be conducted in Lawrenceville, Georgia, or such other place as may be agreed to by the parties. Seller may elect to have the transaction closed via an escrow arrangement reasonably suitable to the parties.

Seller and Buyer hereby ratify the terms of the Contract for Purchase and Sale and acknowledge that, except as herein modified, the Agreement is in full force and effect. If any inconsistency exists or arises between the terms of the Agreement and the terms of this Amendment, the terms of this Amendment shall control. This Amendment shall be governed by the laws of the State of Georgia.

This Amendment may be executed in multiple counterparts, each of which shall be deemed to be an original and all of such counterparts shall constitute one document.

IT IS SO AGREED by the parties on the date shown on their signature.

This Amendment is agreed to this
_____ day of June, 2024.

This Amendment is agreed to this
_____ day of June, 2024.

JACKSON ELECTRIC MEMBERSHIP
CORPORATION

CITY OF LAWRENCEVILLE, GEORGIA

By: _____
Name:
Title:

By: _____
Name:
Title:

SELLER

BUYER