

**2021 Budget Amendment
Budget Amendment #2**

GENERAL FUND

	Increase (Decrease)	
Revenues & Transfers-In		
Charges for Services	\$ 6,000	(1)
Reimbursement	6,520	(2)
	<u>\$ 12,520</u>	
Expenditures & Transfers-out		
Public Works - overtime	\$ 6,000	(1)
Recreation - vehicle repair	6,520	(2)
HR - contract services	24,000	(3)
Building & grounds	13,060	(4)
Infrastructure - nuisance abatement	25,000	(5)
Transfer to 2015 SPLOST	200,000	(6)
Transfer to Capital Improvements Fund	1,300,000	(7)
Transfer to Golf Course	200,000	(8)
Transfer to 2020 SPLOST Fund	365,980	(9)
Contingency	(373,800)	
	<u>\$ 1,766,760</u>	
Net Increase (Decrease) Budgeted Fund Balance	<u>\$ (1,754,240)</u>	

- (1) Public Works invoice to DDDA for pressure washing sidewalks downtown
- (2) Insurance check for wrecked recreation vehicle
- (3) Evergreen Solutions contract approved by M&C for compensation study
- (4) Maintenance items for Freight Depot and Train Car
- (5) Anticipated costs associated with enforcement of nuisance ordinance
- (6) Transfer of 2020 Service Delivery funds reserved for 2020 Paving Contract (2015 SPLOST)
- (7) Transfer of fund balance for 2021 CIP items - list attached
- (8) Transfer of 2021 Service Delivery funds to finance cart path repair at Nob North
- (9) Transfer of 2021 LMIG received in 2020 to fund the 2021 paving schedule (2020 SPLOST)

	Increase (Decrease)	
2015 SPLOST FUND		
Expenditures & Transfers-out		
Transfer from General Fund	\$ 200,000	(6)
	<u>\$ 200,000</u>	
Expenditures & Transfers-out		
2020 Paving Contract	\$ 200,000	(6)
	<u>\$ 200,000</u>	
Net Increase (Decrease) Budgeted Fund Balance	<u>\$ -</u>	

	Increase (Decrease)	
CAPITAL ACQUISITION FUND		
Revenues & Transfers-In		
Transfer In - General Fund	1,300,000	(7)
	<u>\$ 1,300,000</u>	
Expenditures & Transfers-out		
Capital expenditures	1,300,000	(7)
	<u>\$ 1,300,000</u>	
Net Increase (Decrease) Budgeted Fund Balance	<u>\$ -</u>	

	Increase (Decrease)	
2020 SPLOST FUND		
Expenditures & Transfers-out		
Transfer from General Fund	\$ 365,980	(9)
	<u>\$ 365,980</u>	
Expenditures & Transfers-out		
2021 Paving Schedule	\$ 365,980	(9)
	<u>\$ 365,980</u>	
Net Increase (Decrease) Budgeted Fund Balance	<u>\$ -</u>	

**CITY OF DALTON
BUDGET AMENDMENT REQUEST**



Department Making Request: Public Works

Date of Request: 6/11/2021

Reason for budget amendment request:

Applying reimbursement from DDDA for pressure washing sidewalks downtown to various Public Works Department Overtime Expense lines.

Has contract, commodity, or service been previously approved by Mayor & Council?

N/A - Approved by PWC

If yes, please provide the date the Council approved the contract, commodity, or service:

N/A

Is there a revenue budget line to offset the budget increase request?

Yes

If so, please provide a description of the revenue source & expected date of receipt of funds:

Reimbursement from DDDA

Budget Account (Org, Object, Project)	Current Budget	Amendment Amount	Adjusted Budget
142063-000011 - Salaries Overtime	\$ 5,000	\$ 1,000	\$ 6,000
142064-000011 - Salaries Overtime	\$ 18,000	\$ 4,000	\$ 22,000
142065-000011 - Salaries Overtime	\$ 20,000	\$ 1,000	\$ 21,000
Total Budget Amendment	\$ 43,000	\$ 6,000	\$ 49,000

Cindy Jackson

From: Greg Walker
Sent: Monday, May 3, 2021 5:38 PM
To: Cindy Jackson
Cc: Greg Batts
Subject: FW: Here's your check from On behalf of Certain Lloyd's Underwriters for \$6,520.00

Hi Cindy,

Attached please find the Insurance settlement check for the truck that was wrecked in March. It is the estimate minus our \$2000.00 deductible. The insurance company said if the repair was anymore than the estimate they would pay the shop the difference.

Please let me know if you have any questions and I will have the truck taken to CarStar for repairs.

Thanks and please let me know if you have any questions.

Respectfully,



Greg Walker, CPRP, CYSA, AFO
Superintendent of Recreation / Interim Director
Dalton Parks and Recreation Department
904 Civic Drive
Dalton, GA 30721
Phone 706-278-5404
Cell 706-463-5837
Fax 706-278-1057
www.mydprd.com
[Facebook.com/mydprd.com](https://www.facebook.com/mydprd.com)

** 100001 - 383000
#162000 - 000400*

From: On behalf of Certain Lloyd's Underwriters <app@echecks.com>
Sent: Monday, May 3, 2021 3:32 PM
To: Greg Walker <gwalker@daltonga.gov>
Subject: Here's your check from On behalf of Certain Lloyd's Underwriters for \$6,520.00

deluxe.
PAYMENT EXCHANGE

Vitesse

From:

On behalf of Certain Lloyd's
Underwriters

VITESSE
244 FIFTH AVENUE
SUITE 1207
NEW YORK, NY 10001

Memo:

CITY OF DALTON

**CHECK
ENCLOSED**

\$6,520.00
Check #75758

Payment to:
City of Dalton

[Get Check](#)

 It's free & secure. Link expires after 90 days, on 08/01/2021.

Message from On behalf of Certain Lloyd's Underwriters

Please find enclosed your Insurance Check Payment. For any queries please contact Deluxe at +1 877 333 6964.

How to retrieve this check

1. Retrieve the check from our secure online system
 2. Use a Deposit Service to send funds directly into your account for eligible payments
- OR

Cindy Jackson

From: Greg Batts
Sent: Wednesday, June 16, 2021 1:58 PM
To: Cindy Jackson
Subject: Budget Amendment

Cindy,

Will you please put a budget amendment on the upcoming City Council agenda for \$24,000.00 for consulting services from Evergreen Solutions? Thank you,

Greg Batts, SPHR, SHRM-SCP

Director, Human Resources
City of Dalton, Georgia
P.O. Box 1205
Dalton, GA 30722
Phone: 706.529.2422
Fax: 706.281.1264

PLEASE NOTE: Our email domain has changed. Please update your contact information to gbatts@daltonga.gov



Character is much easier kept than recovered.

Thomas Paine

IMPORTANT NOTICE: This information is intended only for the individual/organization named above. If you received this in error, please call 706-281-1267 to notify the sender, and then delete the email without printing, copying or retransmitting it. **In addition, be advised that Georgia has a very broad open records law and that email communication with this office may be subject to public disclosure.**

Cindy Jackson

From: Jason Parker
Sent: Wednesday, June 9, 2021 7:11 PM
To: Kim Witherow; Cindy Jackson
Cc: Greg Batts; Mechelle Champion
Subject: Re: Budget Transfer Request Buildings and Grounds

Contingency would be fine if available

Jason

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Cindy Jackson <cjackson@daltonga.gov>
Sent: Wednesday, June 9, 2021 4:59:38 PM
To: Kim Witherow <kwitherow@daltonga.gov>; Jason Parker <jparker@daltonga.gov>
Cc: Greg Batts <gbatts@daltonga.gov>; Mechelle Champion <mchampion@daltonga.gov>
Subject: RE: Budget Transfer Request Buildings and Grounds

Shouldn't this be a budget amendment? I doubt City Hall will come in under budget. We have funds left in contingency.

Greg – thoughts?

From: Kim Witherow
Sent: Wednesday, June 9, 2021 4:47 PM
To: Cindy Jackson <cjackson@daltonga.gov>; Mechelle Champion <mchampion@daltonga.gov>
Cc: Jason Parker <jparker@daltonga.gov>
Subject: Budget Transfer Request Buildings and Grounds

Please process the following transfer request to the 2021 Building and Grounds budget to cover invoice expenses. Please let me know if you have any questions.

<u>Line Item</u>	<u>Org. #</u>	<u>Obj. #</u>	<u>Proj. #</u>	<u>Change</u>
<i>Buildings & Grounds</i>				
Building Maint. City Hall	144000	000350		-13,060
Building Maint. Freight Depot	144000	000350	NEW	+11,260
Building Maint. Train Car	144000	000350	17018	+1,800

Thanks,

Kimberley Witherow

Executive Assistant
City Administration
P.O. Box 1205
Dalton, GA 30722
Direct: 706.529.2403

Cindy Jackson

From: Andrew Parker
Sent: Monday, April 26, 2021 6:08 PM
To: Cliff Cason; Jason Parker
Cc: Chris Crossen; Cindy Jackson; Kim Witherow; Megan Elliott; Jerome Key; Matt Lane
Subject: RE: Nuisance Projects Operations Meeting (Recap)
Attachments: Nuisance On Call.docx

Jason,

After receiving the list of most common nuisance code violations from DPD Code Enforcement, my staff prepared the attached on-call list of contractors for correction of each violation type.

Several of our normal vendor partners and a few others in the community were not interested in being placed on the list based on the type of work or the fact that the work will be somewhat intermittent. With that said, the vendors on the attached list have expressed interest in working on an on-call status as needed by the City. Most of the vendors are active City vendors established with the Finance Department with the exception of the painter. He is supposed to be updating his vendor packet as he was once a City vendor apparently.

I believe a good starting contingency budget would be around \$25,000 per year. For a full year, the amount might need to be more, but I think everyone would like to get a feel for the process and understand how frequently the process will be used to prepare a more comprehensive budget figure in 2022. Contractors were reluctant to provide unit pricing because of the unknowns and preferred to give site specific quotes after putting a set of eyes on the violation.

The landfill tipping fees for the 807 Judd Terrace structure totaled out at approximately \$2,400, so a few of these residential demos throughout the year will exhaust a large portion of the contingency budget figure. With that said, if the funds are put back into the account after receiving the reimbursement payment/restitution from the offender, it should be a mostly self-sustaining fund.

Please review and let us know if you have any questions or need additional information.

P. Andrew Parker, P.E.
Public Works Director
Public Works Department | City of Dalton
PO Box 1205 | 535 Elm Street
Dalton, GA 30722
Email: aparker@daltonga.gov
Office: (706) 278-7077
FAX: (706) 278-1847

From: Andrew Parker
Sent: Thursday, April 15, 2021 12:45 PM
To: Cliff Cason <ccason@daltonga.gov>; Jason Parker <jparker@daltonga.gov>
Cc: Chris Crossen <ccrossen@daltonga.gov>; Cindy Jackson <cjackson@daltonga.gov>; Kim Witherow <kwitherow@daltonga.gov>; Megan Elliott <melliott@daltonga.gov>; Jerome Key <jkey@daltonga.gov>; Todd Pangle <tpangle@daltonga.gov>; Matt Lane <mlane@daltonga.gov>
Subject: RE: Nuisance Projects Operations Meeting (Recap)

Jason,



**CITY OF DALTON
BUDGET AMENDMENT REQUEST**

Department Making Request: Public Works

Date of Request: 5/4/2021

Reason for budget amendment request: Transfer unspent 2020 Service Delivery Funds from Whitfield County of \$200,000 from general fund surplus into the 2015 SPLOST fund to complete the 2020 paving projects.

Has contract, commodity, or service been previously approved by Mayor & Council? NA

If yes, please provide the date the Council approved the contract, commodity, or service: NA

Is there a revenue budget line to offset the budget increase request? No

If so, please provide a description of the revenue source & expected date of receipt of funds:

Budget Account (Org, Object, Project)	Current Budget	Amendment Amount	Adjusted Budget	Account Name
100003-000979-SP176 (expenditure)	\$ -	\$ 200,000	\$ 200,000	Transfer to 2015 SPLOST
320110-007133-SP176 (expenditure)	\$ 1,031,350	\$ 200,000	\$ 1,231,350	2020 Paving Contract
320102-347435-SP176 (revenue)	\$ -	\$ (200,000)	\$ (200,000)	Transfer from General Fund
Total Budget Impact		\$ 200,000		

CAPITAL ACQUISITION FUND #0370 - 2021

<u>City Clerk</u>	<u>2021</u>	<u>2020 Carryover</u>	<u>Total</u>
Laserfiche Records Mgmt. Software Upgrade	\$ 25,000	\$ -	\$ 25,000
Public Works			
<u>37005-039990-420</u>			
Recycling Truck	\$ 200,000		
Replacement of Carpet in Main Office	\$ 40,000		
	\$ 240,000	\$ -	\$ 240,000
Asset Management - Buildings			
Repairs to Cupolas City Hall	\$ 130,000		
Freight Depot Roof Replacement	\$ 55,000		
Replace Carpet (1 floor only)	\$ 25,000		
	\$ 210,000	\$ -	\$ 210,000
IT Department			
Battery Backups	\$ 33,880		
Disaster Recovery Site	\$ 18,000		
Email Encryption	\$ 25,000		
Fortinet Deployment	\$ 30,000		
Low Voltage Wiring	\$ 118,270		
Server and Network Storage	\$ 69,850		
	\$ 295,000	\$ -	\$ 295,000
Recreation Department			
Civitan Park Restrooms	\$ 85,000		
Lakeshore Tennis Court Refurb	\$ 25,000		
Civitan Park Playground Replacement	\$ 190,000		
	\$ 300,000	\$ 4,620	\$ 304,620
Fire Department			
Station 2 Roof Replacement	\$ 80,000		
Station Parking Lot	\$ 150,000		
	\$ 230,000	\$ 41,180	\$ 271,180
Total Approved	\$ 1,300,000	\$ 45,800	\$ 1,345,800

**CITY OF DALTON
BUDGET AMENDMENT REQUEST**



Department Making Request: Public Works

Date of Request: 5/4/2021

Reason for budget amendment request:

Transfer unspent 2021 LMIG Funds received in 2020 to the 2020 SPLOST fund for the 2021 paving schedule.

Has contract, commodity, or service been previously approved by Mayor & Council?

NA

If yes, please provide the date the Council approved the contract, commodity, or service:

NA

Is there a revenue budget line to offset the budget increase request?

No

If so, please provide a description of the revenue source & expected date of receipt of funds:

Budget Account (Org, Object, Project)	Current Budget	Amendment Amount	Adjusted Budget	Account Name
100003-000974-SP180 (expenditure)	\$ -	\$ 365,980	\$ 365,980	Transfer out - 2020 SPLOST
321102-347435-SP180 (revenue)	\$ -	\$ (365,980)	\$ (365,980)	Transfer in - General Fund
321110-007133-SP180 (expenditure)	\$ -	\$ 365,980	\$ 365,980	Paving Contract
Total Budget Impact		\$ 365,980		