

# TOWN OF BROOKS

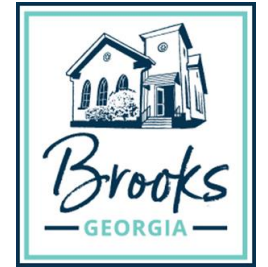
FY2025 Budget

ADOPTED - June 17, 2024

All Funds

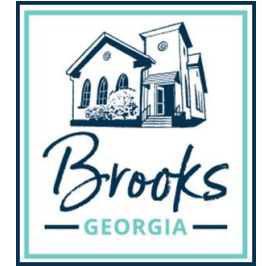


# Municipal Incorporation



Becoming an incorporated entity has numerous advantages but also carries various responsibilities. In Georgia, municipal corporations (regardless of geographic size or population), are responsible for complying with a host of administrative, reporting, and record-keeping laws including those related to comprehensive planning, solid waste, management planning, financial management, ethics, open meetings/open records, and election laws. These laws need to be understood by residents of the area interested in incorporation because once the charter is granted, one (or more) qualified administrative staff person(s) must be able to take over the record-keeping requirements.

# Town of Brooks



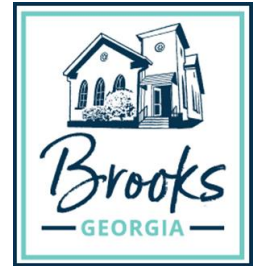
- Qualified Local Government Requirements:
  - Financial Management and Reporting
  - Planning – Land Use Plan – updated every five (5) years, next update 2027
    - *(Future Land Use Map second reading, 6/17/2024)*
  - Zoning – reviewed annually and updated as needed
    - *Chapter 7 Buildings & Building Development recently updated and approved (May 2024)*
  - Compliance with:
    - Atlanta Regional Commission (ARC)
    - Department of Community Affairs (DCA) – Annual Finance Report
    - Environmental Protection Division (EPD) – Fayette County Audited every seven (7) years
      - Water
      - Wastewater
      - Stormwater
    - Georgia Department of Transportation (GDOT)
    - Title VI – Nondiscrimination
    - Americans with Disability Act (ADA)
    - Georgia Municipal Association (GMA)
      - Georgia Interlocal Risk Management Agency (GIRMA) – Risk Management inspections
        - *Last inspection, no findings were observed.*

# Governmental Funds



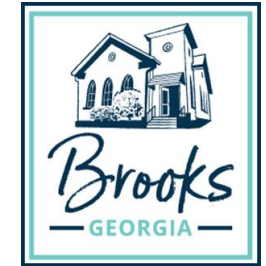
- General Fund:
  - Administration: Computer Subscriptions, Dues, Elections, Insurance, IT, Legal, Salaries, Supplies and Training
  - Library: Books, Maintenance, Salary, Supplies and Utilities
  - Cemetery: Maintenance, Salaries and Supplies
  - Governmental Buildings: Maintenance, Supplies, and Utilities
  - Parks and Recreation: Contribution to Brooks Area Recreation (BAR)
  - Public Works: Building Maintenance, Grounds, Roads, Salaries, and Supplies
  - Storm Water: Contribution to Storm Water Account
  - Capital Project Fund: Capital Improvements
- 2017 SPLOST– Ended June 2023 – Available funds for referendum projects \$425,500
  - Intersection Improvement of 85 Connector and Gable Rd.
- 2023 SPLOST – Begun July 2023 – Balance as of May 31<sup>st</sup> \$135,813
  - Culvert Replacement, Sidewalks, Intersection Improvement, Road Resurfacing, Cemetery Expansion and Library Upgrades

# Proposed FY2025 Budget All Funds

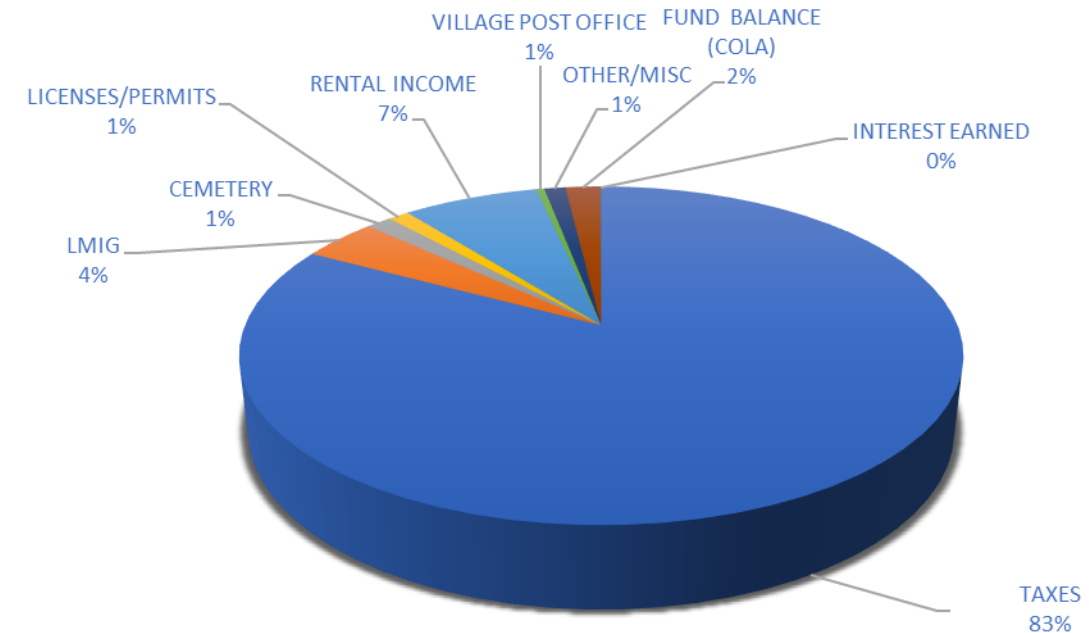


GENERAL	\$ 446,710
2023 SPLOST	\$ 150,000
<b>GOVERNMENTAL</b>	<b>\$ 596,710</b>
WATER & SEWER	\$ 4,000
SOLID WASTE	\$ 27,000
STORMWATER	\$ 12,000

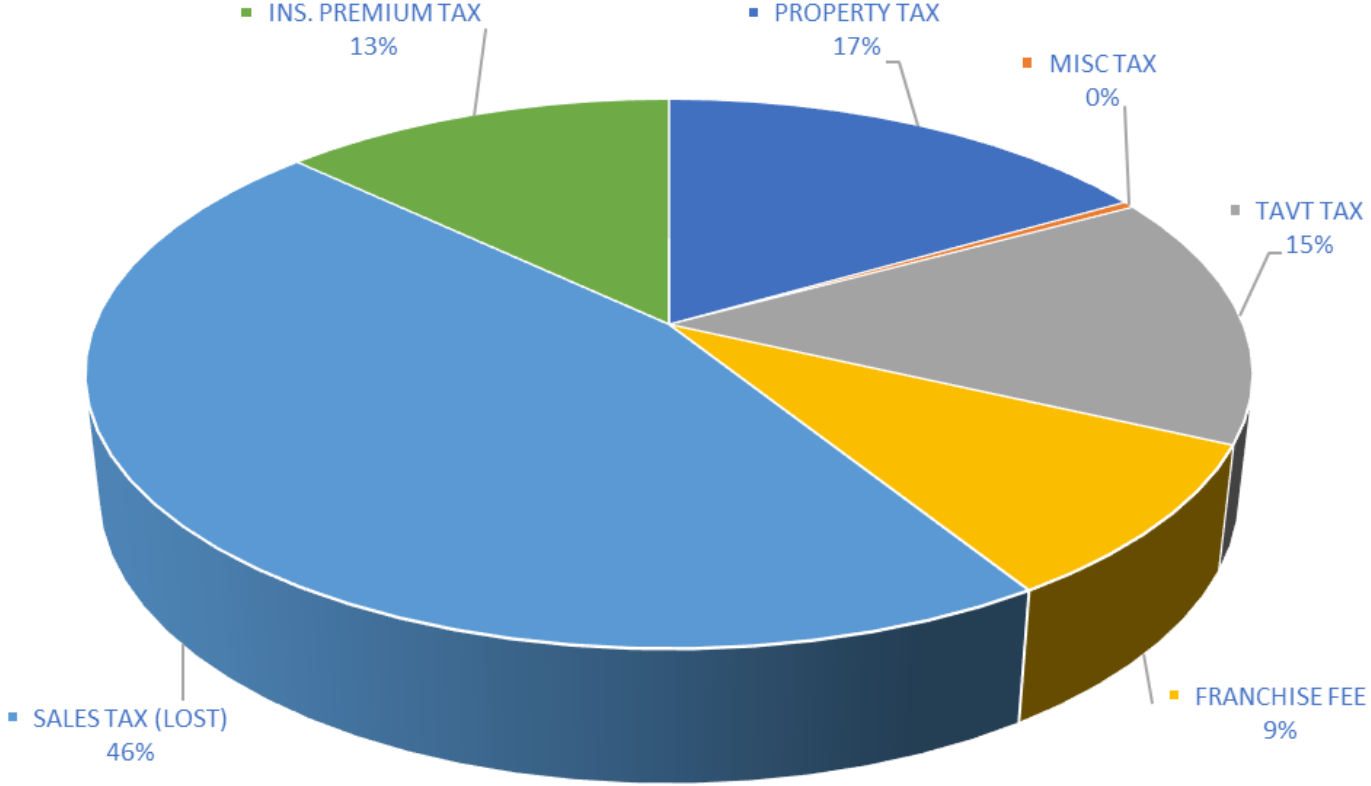
# General Fund Proposed FY 2025 Revenue



TAXES	\$ 370,060
LMIG	\$ 18,000
CEMETERY	\$ 6,000
LICENSES/PERMITS	\$ 5,000
RENTAL INCOME	\$ 32,250
VILLAGE POST OFFICE	\$ 1,900
OTHER/MISC	\$ 5,000
FUND BALANCE (COLA)	\$ 8,200
INTEREST EARNED	\$ 300
<b>TOTAL</b>	<b>\$ 446,710</b>

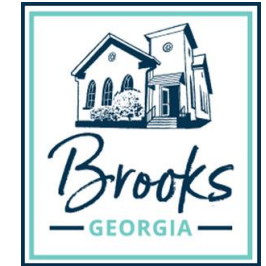


# General Fund Proposed FY 2025 Tax Revenue by Type

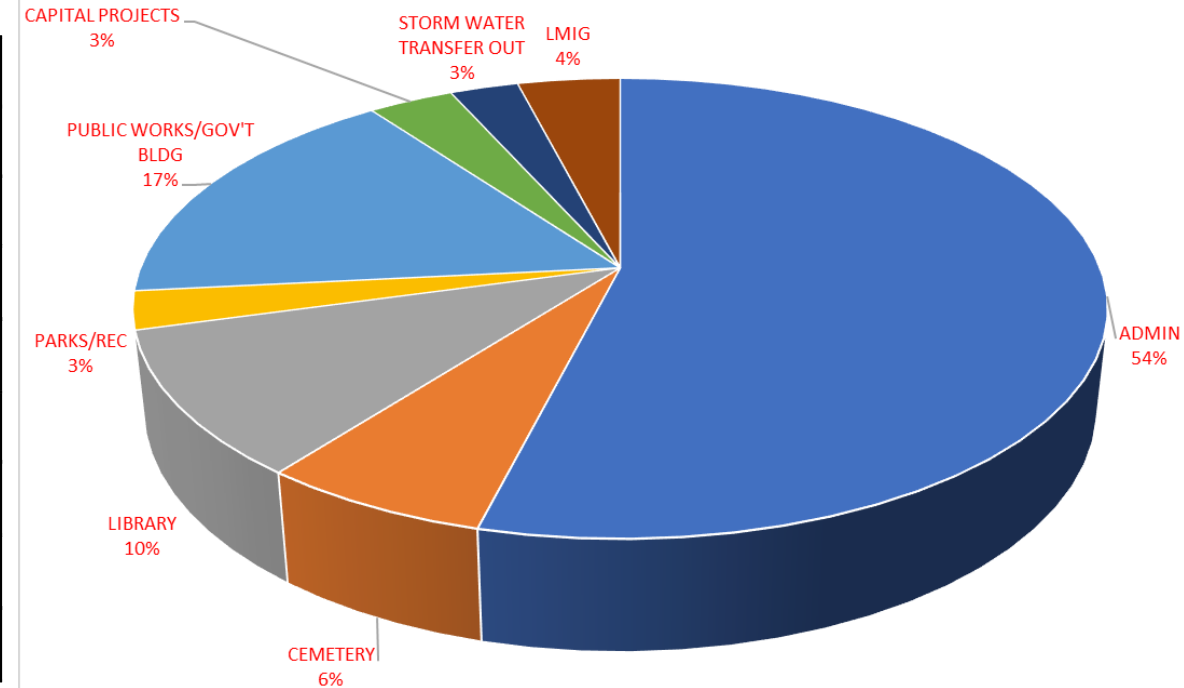


\$370,060

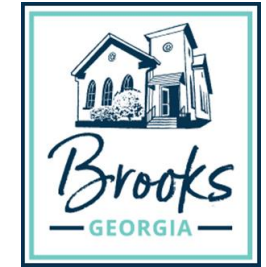
# General Fund Proposed FY2025 Expenses



ADMIN	\$	241,060
CEMETERY	\$	29,177
LIBRARY	\$	45,601
PARKS/REC	\$	12,000
PUBLIC WORKS/GOV'T BLDG	\$	73,872
CAPITAL PROJECTS	\$	15,000
STORM WATER TRANSFER OUT	\$	12,000
LMIG	\$	18,000
<b>Total</b>	<b>\$</b>	<b>446,710</b>

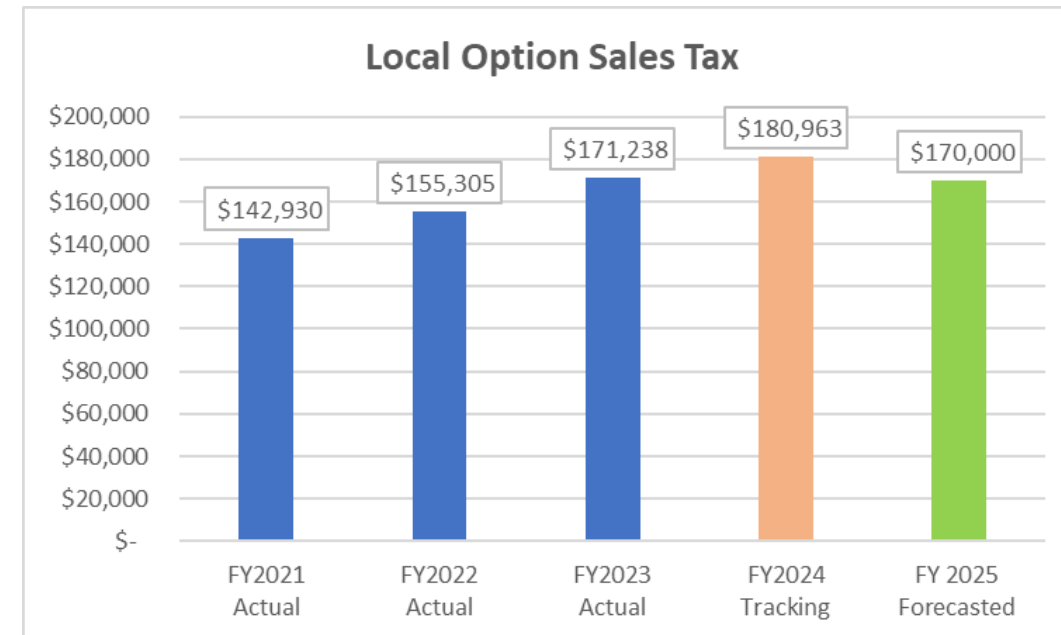




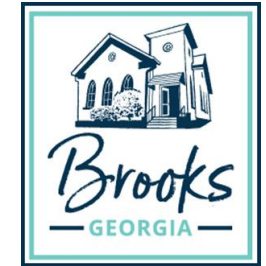


# General Fund Proposed FY 2025 Millage Rate

- FY2025 Property Tax revenue is based on a 1.207 millage rate valued at \$61,609 (value of 1 mill is \$51,044).
- I propose leaving the millage rate at 1.207 mills due to the forecasted LOST revenue.
- Revenues for Insurance Tax Premiums and Ad Valorem have been budgeted slightly higher than in FY2024.

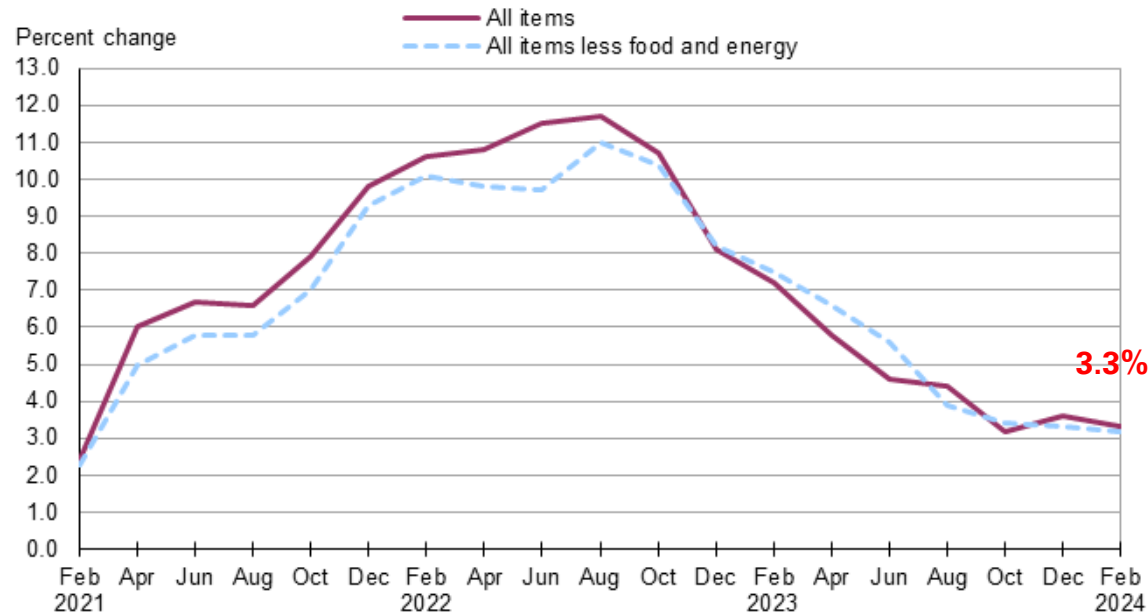


# Inflation may have slowed, but prices have not gone down.....



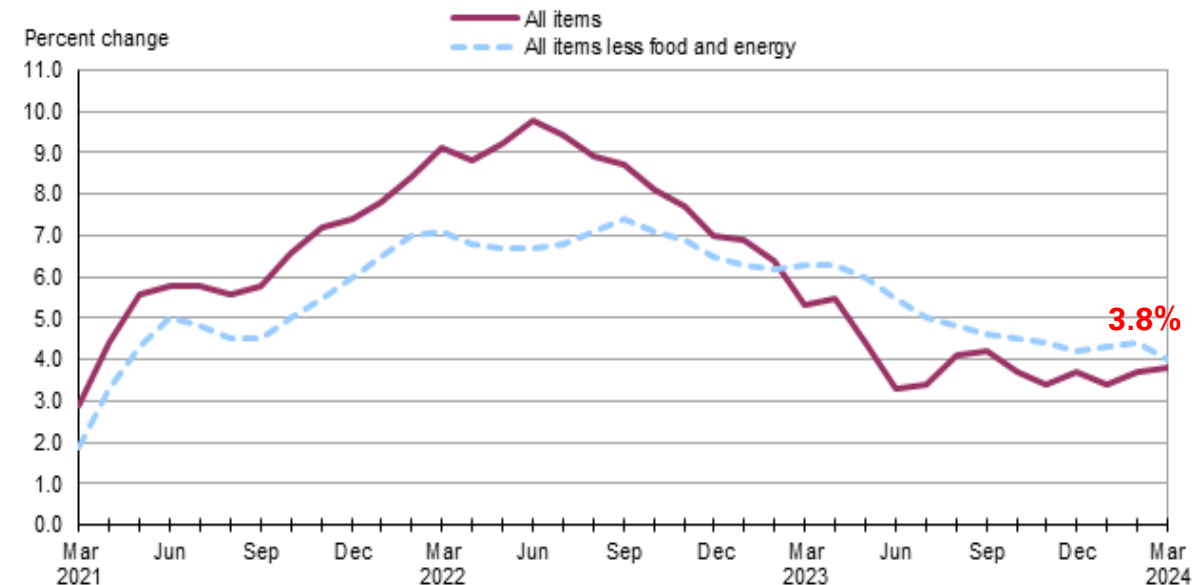
- Since the start of the pandemic, Americans have seen average prices increase more than 20% overall — giving people a sense that the cost of many goods and services, not to mention housing, has surged to unreasonable levels. *(NBC News 04/09/2024)*  
<https://www.nbcnews.com/business/economy/inflation-report-march-2024-percentage-how-high-interest-rate-cuts-rcna146991>
- Consumer prices were up 3.4% for the 12 months ended in April, easing from 3.5% the month before, according to the latest Consumer Price Index report released Wednesday by the Bureau of Labor Statistics. Rising gasoline and shelter costs accounted for more than 70% of the monthly increase in overall inflation, according to the report. *(CNN 05.15.2024)* <https://www.cnn.com/2024/05/15/economy/consumer-price-index-inflation-april/index.html>

**Chart 1. Over-the-year percent change in CPI-U, Atlanta-Sandy Springs-Roswell, GA, February 2021–February 2024**



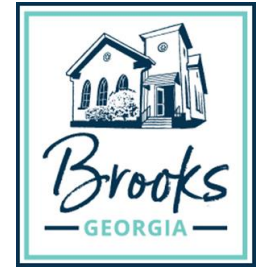
Source: U.S. Bureau of Labor Statistics.

**Chart 1. Over-the-year percent change in CPI-U, South region, March 2021–March 2024**

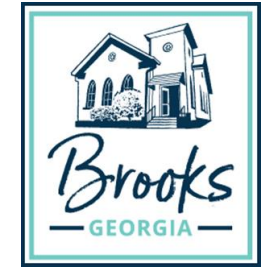


Source: U.S. Bureau of Labor Statistics.

# General Fund & SPLOST FY2025 Expenses



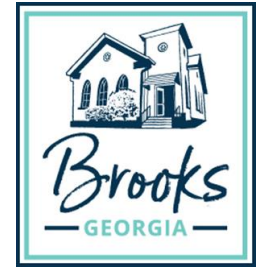
- Utility, computer subscriptions, cost of goods, and services have been budgeted with 2% to 5% increases aimed at covering continued price increases. Property and liability insurance, on the other hand, is budgeted 14.5% higher than FY2024 due to the actual increase the Town received in May for the 2024-2025 premium.
- Capital Improvements
  - Hardy Hall Roof – Repair or Replace
- SPLOST Projects
  - 2017 SPLOST
    - Engineering for the 85 Connector / Brooks Rd. - Proposed Round About
  - 2023 SPLOST
    - Library Upgrades—This evening, quotes for repairs and upgrades to the library are being proposed for approval. These include mold removal, repair, and upgrade of the drainage to the library’s back wall, tar, and glaze-damaged bricks as needed to eliminate future erosion and mold.
    - Cemetery Expansion—As part of the cemetery expansion, a survey will be conducted to provide new lots for purchase.



# FY2025 Proposed Project & Program Funds Allocated Out of General Fund

- \$15,000 – Capital Improvement Projects
  - Hardy Hall – Roof Repair or Replace
  - Emergency repairs as needed
- \$12,000 - Stormwater Program
  - Funds for Stormwater System Inspections and Maintenance
- \$12,000 - Brooks Area Recreation
  - Funds for programming and operations
  - Provides physical activity and sportsmanship for the youth of our town and surrounding area
- \$1,200 - Brooks Woman’s Club
  - Santa in December at the Brooks Market, cleaning the Chapel every other month, and promoting the Town of Brooks

# FY2025 – ARPA



ARPA – “American Rescue Plan Act” was signed into law on March 21, 2021, due to COVID-19

ARPA funds can be used to respond to natural disasters, build critical infrastructure, support community development, and invest in water, sewer, and broadband infrastructure.

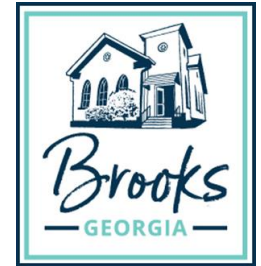
All ARPA funds must be spent by 12/31/2026

Projects to utilize the available funds of \$99,965:

- McIntosh Rd / Hwy 85 Connector Pedestrian Crossing
- Installation of surface parking along Church Alley



# Budget FY2025 - 2023 SPLOST FUND



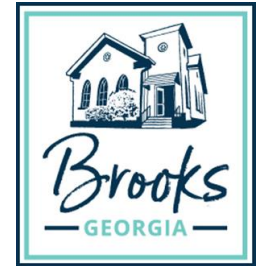
## REVENUES

TAXES	\$ 150,000
<b>TOTAL:</b>	<b>\$ 150,000</b>

## EXPENDITURES

APPROVED SPLOST PROJECTS	\$ 150,000
<b>TOTAL</b>	<b>\$ 150,000</b>

# FY2025 Budget – Enterprise Funds



## REVENUES

WATER & SEWER FUND	\$ 4,000
SOLID WASTE FUND	\$ 27,000
STORMWATER FUND	\$ 12,000
<b>TOTAL</b>	<b>\$ 43,000</b>

## EXPENSES

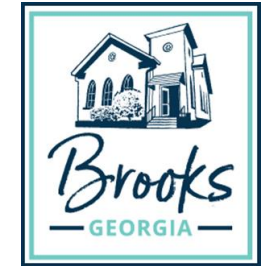
WATER & SEWER FUND	\$ 4,000
SOLID WASTE FUND	\$ 27,000
STORMWATER FUND	\$ 12,000
<b>TOTAL</b>	<b>\$ 43,000</b>

# FY2025 Budget Enterprise Funds



- Water and Sewer Fund
  - Sewer Collection Fees Only
- Solid Waste Fund – Contracted Trash Service by AmWaste
- Storm Water Fund – Funded by General Fund





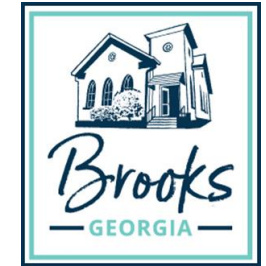
## 5 Year Projected Expenses

- Hardy Hall roof replacement or repair
- Chapel HVAC replacement
- Replace remaining lights in Town Hall as they cease to work
- Signage on Town Hall and banners on Main Street
- New computers for the Town Manager & Librarian
- Chapel needs to replace rotten wood on windowsills as needed
- New cushions for the Chapel



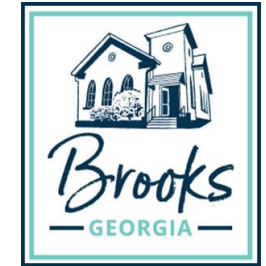
# Future Needs & SPLOST Projects

- Water System – \$4,500,000 to replace system
- Sewer System – Improvement Costs to be Determined
- Storm Water System – County – Intergovernmental Agreement
  - System Inspections
- Continue with the 2017 SPLOST Program
  - Intersection Improvement / Round About
- Start with the 2023 SPLOST Program
  - Storm Water, Sidewalks, Intersection Improvement, Road Resurfacing, Cemetery Expansion and Library Upgrades



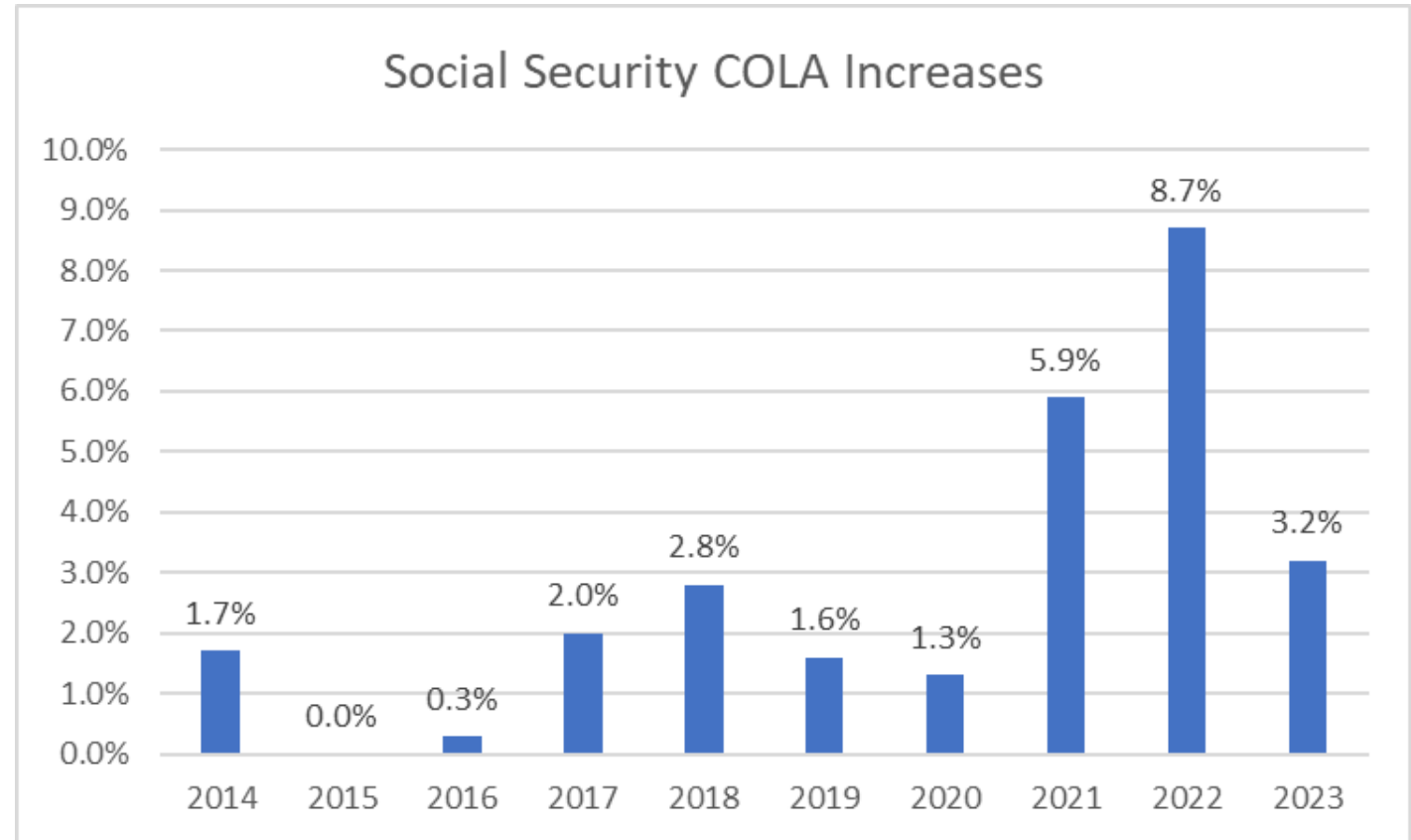
# FY2024 vs FY2025

- FY2025 revenue and expense proposed budget reflect a 5.9% increase vs. FY2024 revenue and expense budget (COLA increase not included)
- LOST revenue proposed budget – increased by \$27,500 (\$142,500 to \$170,000)
- Utilities, computer subscriptions, and cost of goods and services reflect an increase from 2% to 5%, and property & liability insurance a 14.5% increase compared to FY2024
- The revenue opportunity for cemetery plots is limited until a new section of the cemetery becomes available. As of May 2024, revenue for cemetery lots for FY2024 has exceeded the budget by \$45K



# Cost of Living Adjustment for Staff

- Social Security implemented a 3.2% Benefit Increase for 2024, aka Cost of Living Adjustment (COLA).
- During the May 20, 2024, FY2025 Budget presentation, the Mayor and Council were asked to consider a 3% COLA for the town staff, as inflation has affected the Town's expenses and employees.
- During the May 20, 2024, Council Meeting under New Business, a motion was made to implement a 4% COLA for all staff employees. The motion passed unanimously. The council and mayor are not classified as staff employees.
- The approved 4% COLA cost is \$8,200 and will be funded using the fund balance.



*The FY2023 audited Fund Balance is \$411,292*

<https://www.ssa.gov/oact/cola/colaseries.html>



# QUESTIONS?

# Mayor & Council



*I want to request that the Mayor and Council approve the proposed balanced budget of \$446,710 for Fiscal Year 2025 – July 1, 2025, through June 30, 2026.*