

**CITY OF DAPHNE
1705 MAIN STREET, DAPHNE, AL
CITY COUNCIL WORK SESSION AGENDA
September 9, 2024
6:00pm**

1. DISCUSS:

a. FY 2025 Budget

2. ANYTHING ELSE THAT IS DEEMED NECESSARY

3. ADJOURN

**CITY OF DAPHNE, ALABAMA
ORDINANCE 2024-33**

ADOPTING THE FISCAL YEAR 2025 BUDGET

WHEREAS, the Mayor of the City of Daphne has submitted to the City Council a budget for Fiscal Year 2025 which begins October 1, 2024 and ends September 30, 2025 (the "FY25 Operating Budget"); and

WHEREAS, the City Council has reviewed and considered such proposed budget; and

WHEREAS, the City Council believes that the attached proposed budget is a viable spending plan for the City during the next fiscal year;

WHEREAS, the City's procedures require the adoption of the budget by Ordinance; and

WHEREAS, if the amounts budgeted for departmental operating items or purposes are not required to be utilized for such items or purposes, then upon written approval by the Mayor or the Finance Director, these amounts may be expended for other departmental items or purposes, provided that the total amount of the adopted operating budget is not exceeded; and

WHEREAS, the Mayor is authorized to approve all applications for grants during the fiscal year with the understanding that grant awards requiring an additional appropriations will be presented to Council for approval; and

WHEREAS, the salary increases associated with the performance appraisal rating scale will be as follows:

PERFORMANCE APPRAISAL SCORE		SALARY INCREASE
FROM	TO	
3.00	3.39	1.00%
3.40	3.79	1.50%
3.80	4.19	2.00%
4.20	4.59	2.50%
4.60	5.00	3.00%

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DAPHNE, ALABAMA,

1. That the FY2025 Budget in which the General Fund revenues exceed appropriations in the amount of \$3,005 (*All Funds - \$1,156,601*) which includes total new Personnel and Personnel upgrades of \$938,228 and Capital \$4,124,430 (*All Funds - \$4,854,430*) as attached hereto and made a part hereof; and
2. That the Mayor shall have no authority to execute any contract obligating expenditures in excess of \$30,000 that has not first been approved by the City Council, except for deeds and bonds required in judicial proceedings and as may be otherwise authorized by separate ordinance or resolution of the City Council.

**APPROVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF DAPHNE,
ALABAMA, THIS __ day of _____, 2024.**

Robin LeJeune, Mayor

ATTEST:

Candace Antinarella, City Clerk, MMC

Summary of FY 2025 New Personnel Upgrade Requests

Description	Grade & Step	Increase Total Annual Salary	Total Annual Taxes and Benefits	Increase Total Annual Cost	FUNDED	
					Hire Date	FY 2025 Cost
Police Department:						
Upgrade Corporal CID TO Corporal Seargent	25 to 28	8,649	1,593	10,242	10/3/2024	10,242
Upgrade CID Officer to Corporal	19 to 25	6,552	1,206	7,758	10/3/2024	7,758
Upgrade PT Telecommunicator I to FT Telecommunicator I	13	20,800	21,733	42,533	10/3/2024	42,533
Upgrade (2) Corrections Officer I to Corrections Officer II (2)	13 to 15	9,172	1,690	10,862	10/3/2024	10,862
Recreation:						
Upgrade Irrigation Tech to Sports Park Manager	15 to 28 Exempt	18,719	3,609	22,328	10/3/2024	22,328
Upgrade Recreation Director	35 to 38	18,602	3,605	22,207	10/3/2024	22,207
Civic Center:						
Upgrade Admin Support Specialist II to Administrative Asst	10 to 13	8,112	1,329	9,441	10/3/2024	9,441
Upgrade Sales Service Coordinator to Sales and Tourism Manager	17 to 26 Exempt	13,497	2,211	15,707	10/3/2024	15,707
Library:						
Upgrade PT Library Aide to FT Library Aide	6	12,480	20,524	33,004	10/3/2024	33,004
Animal Shelter:						
Upgrade (1) Kennel Technician to Kennel Technician II	4 to 6	3,328	575	3,903	10/3/2024	3,903
Upgrade Executive Director	Added Duties	20,752	3,399	24,151	10/3/2024	24,151
Less: Operations Director Removal of Position		(45,302)	(7,167)	(52,469)	10/3/2024	(52,469)
Legislative						
City Clerk - Master Certification	Certification	3,000	491	3,491	10/3/2024	3,491
Public Works:						
Facilities						
Upgrade Facilities Supervisor to Facilities Manager	22 to 24 Exempt	6,448	1,314	7,762	10/3/2024	7,762
Upgrade Facilities Maintenance Tech II to Crew Leader	15 to 18	4,576	971	5,547	10/3/2024	5,547
PW Admin						
Upgrade Admin Support Specialist I to Admin Support Spec II	9 to 10	3,848	630	4,478	10/3/2024	4,478
Solid Waste						
Solid Waste Supervisor to Solid Waste Manager	22 to 24	-	-	-	10/3/2024	-
Upgrade Public Works Class A CDL from .40/hr to \$1.00 hr - 21 emp	.60/hr	26,208	5,061	31,269	10/3/2024	31,269
Upgrade Public Works Class B CDL from .25/hr to \$.85 hr - 14 emp	.60/hr	17,052	3,374	20,426	10/3/2024	20,426
Total Personnel Costs - ALL FUNDS		156,493	66,148	222,641	222,641	

Summary of FY 2025 New Personnel Requests

								FUNDED	
Description	Grade		Total Annual Salary	Total Annual Taxes and Benefits	Total Annual Cost	One-Time Costs	Total Cost	Hire Date	FY 2025 Cost
Public Safety:									
Police Department:									
Crime Scene Technician	15	Full Time	45,028	26,679	71,707		71,707		
Telecommunicator 1	13	Full Time	42,351	25,164	67,515	-	67,515		
Corrections Officer	13	Full Time	44,468	26,400	70,868		70,868	10/3/2024	70,868
Patrol Officer	19	Full Time	52,901	28,033	80,934		80,934	10/3/2024	80,934
Fire:									
Firefighter (If SAFER grant not awarded)	12	Full Time	55,382	28,412	83,794	22,100	105,894	1/1/2025	84,946
Firefighter (If SAFER grant not awarded)	12	Full Time	55,382	28,412	83,794	22,100	105,894	1/1/2025	84,946
Firefighter (If SAFER grant not awarded)	12	Full Time	55,382	28,412	83,794	22,100	105,894		
Firefighter - Swing Shift	12	Full Time	55,382	28,412	83,794	22,100	105,894	10/3/2024	105,894
Less: Removal of 8 PT Fire Positions	12	Part Time	(80,000)	(14,256)	(94,256)		(94,256)	10/3/2024	(94,256)
Recreation:									
Custodian	4	Full Time	30,316	23,763	54,079	-	54,079	10/3/2024	54,079
Senior Center:									
Office Assistant	6	Part Time	23,095	3,989	27,084	-	27,084	10/3/2024	27,084
Public Works:									
Facilities									
Facilities Maintenance Technician II	15	Full Time	45,028	26,459	71,487	-	71,487	10/3/2024	71,487
Facilities Maintenance Technician I	13	Full Time	42,351	25,968	68,319	-	68,319		
Streets									
Transportation Coordinator	22	Full Time	54,386	27,140	81,526	-	81,526		
Yard Coordinator	14	Full Time	43,701	27,220	70,921	-	70,921		
Grounds									
Landscape Maintenance Worker II	11	Full Time	39,674	25,875	65,549	-	65,549	10/3/2024	65,549
Landscape Maintenance Worker II	11	Full Time	39,674	25,875	65,549	-	65,549	10/3/2024	65,549
Landscape Maintenance Worker II	11	Full Time	39,674	25,875	65,549	-	65,549		
Mowing									
Equipment Operator	13	Full Time	42,351	26,392	68,743	-	68,743		
Mowing Maintenance Worker I	6	Full Time	32,993	24,584	57,577	-	57,577		
Mowing Maintenance Worker I	6	Full Time	32,993	24,584	57,577	-	57,577		
Mechanical Barn									
Crew Leader	18	Full Time	49,055	27,049	76,104	-	76,104	10/3/2024	76,104
Mechanic	13	Full Time	42,351	25,841	68,192	-	68,192		
Mechanic	13	Full Time	42,351	25,841	68,192	-	68,192		
Solid Waste									
Solid Waste Operator - Garbage (3 Positions)	15	Part Time	20,000	2,404	22,404	-	22,404	10/3/2024	22,404
Total Personnel Costs - ALL FUNDS			946,269	574,527	1,520,796	88,400	1,609,196	715,587	

Summary of FY 2025 Capital Budget Requests - MAYOR APPROVED

Description	Acquisition Type	Total Request	Total Funded	Funding Source
Executive:				
Grant Match - Safe Streets and Roads Program	Purchase	40,000	40,000	General Fund
Golf Cart for Transporting People - City Events/Rec Tournaments	Purchase	14,495	14,495	General Fund
Subtotal		54,495	54,495	
Public Safety:				
<u>Police</u>				
Eventide Upgrade - Phone Recording Software	Purchase	48,009	48,009	General Fund
(6) Replacement Vehicles - Interceptors - Automatic Rotation	Purchase	396,000	396,000	General Fund
VitalExam Wellness Screening for 60 Officers	Purchase	40,000	40,000	General Fund
Seven New Tasers for Corrections	Purchase	29,938	29,938	General Fund
Subtotal		513,947	513,947	
<u>Court</u>				
New Vehicle (\$28,000+2,500 for Ins and Maintenance)	Purchase	30,000	30,000	Court Fund
<u>Fire</u>				
New Fire Trucks (3) - Purchase of 1 of 3	Purchase	75,000	75,000	General Fund
Extractor and Dryer	Purchase	12,000	12,000	General Fund
Air Purifying Respirators	Purchase	12,000	12,000	General Fund
Replace Doors in Live Fire Training Building	Purchase	25,000	25,000	General Fund
Subtotal		124,000	124,000	
Public Works:				
<u>Solid Waste</u>				
28 yd Automated Loader - Garbage, Replacement, V#2019, 5 years	Finance Lease	400,000	90,000	General Fund
29 yd Automated Loader - Garbage, Replacement, V#2018, 5 years	Finance Lease	400,000	90,000	General Fund
953 Track Loader Annual Lease Pymt - Trash, Replacement #953, 11 years	Lease	88,000	88,000	General Fund
Required Maintenance in FY 2025 for Loader		(35,000)	(35,000)	General Fund
Subtotal		853,000	233,000	
<u>Building Maintenance:</u>				
F250 Service Body Truck, Replacement V#1116, 20 years	Purchase	66,000	66,000	General Fund
Subtotal		66,000	66,000	
<u>Street:</u>				
22k Tilt Trailor, Replacement, V#501, 29 Years	Purchase	24,000	24,000	General Fund
Message Board	Purchase	25,500	25,500	General Fund
Subtotal		49,500	49,500	
<u>Grounds:</u>				
Ford F450 Crewcab Truck, Replacement V#1487, 10 years	Purchase	90,000	90,000	General Fund
Ford F150, Replacement, V#6040, 20 years	Purchase	55,000	55,000	General Fund
Subtotal		145,000	145,000	
<u>Mowing:</u>				
(2) Outfront Mowers - Automatic Rotation	Purchase	100,000	100,000	General Fund
Street Sweeper - Replacement V#1319, 15 yrs	Purchase	365,000	365,000	General Fund
Hydromower - Replacement V#6105E, 8 yrs	Purchase	305,000	305,000	General Fund
Subtotal		770,000	770,000	
<u>Mechanical Barn:</u>				
Screw Air Compressor and Dryer (Replacement)	Purchase	21,000	21,000	General Fund
Fuel Tank System Replacement - Down Payment	Purchase	750,000	50,000	General Fund
Subtotal		771,000	71,000	
IT:				
2020-2024 Used Explorer, Replacement	Purchase	30,000	30,000	General Fund
Office365 Cloud Email Service - Annual Cost	Purchase	15,600	15,600	General Fund
Subtotal		45,600	45,600	
Animal Shelter:				
Animal Control Vehicle, Replacement of 2008 F-150	Purchase	75,000	75,000	General Fund
Recreation:				
<u>Equipment</u>				
Ford F250, Replacement of V#1383	Purchase	55,000	55,000	General Fund
Subtotal		55,000	55,000	
<u>Facilities</u>				
Maintenance Building - Trione Park	Purchase	350,000	200,000	General Fund
Bottom Rail on Fencing at Tennis and Pickleball Courts	Purchase	31,000	31,000	General Fund
Storage Building for Pickleball at Lott Park	Purchase	25,000	25,000	General Fund
Retrofit Soccer Fields 5 & 6 to LED	Purchase	250,000	250,000	Lodging Tax Fund
Subtotal		656,000	506,000	
Engineering				
F150 Truck, Replacement of 2015 Truck, Upgrade to 4X4	Purchase	46,000	46,000	General Fund
Civic Center				
Used Car for Civic Center	Purchase	30,000	30,000	General Fund
2 Mobile Bars	Purchase	15,888	15,888	General Fund
Subtotal		45,888	45,888	

Summary of FY 2025 Capital Budget Requests - MAYOR APPROVED

Description	Acquisition Type	Total Request	Total Funded	Funding Source
Infrastructure:				
FY 24 Road Resurfacing	Purchase	1,250,000	1,050,000	General Fund
			200,000	Ten Cent Gas Fund
FY 24 Sidewalk Plan	Purchase	250,000	250,000	Capital Reserve Fund
Subtotal		1,500,000	1,500,000	
Facilities:				
Centennial Celebration for 2027 - 3 of 5 down payment	Purchase	50,000	50,000	General Fund
City Wide HVAC Replacements	Purchase	55,000	50,000	General Fund
Dark Fiber Installation - Tennis Center	Purchase	14,000	14,000	General Fund
Dark Fiber Installation - Fire Station #5	Purchase	20,000	20,000	General Fund
Splash Pad - Ruff Wilson	Purchase	200,000	230,000	General Fund
Gator Boardwalk Handrail Replacement	Purchase	250,000	80,000	General Fund
Ruff Wilson Youth Center - Replacement of Internal Air Handler	Purchase	80,000	80,000	General Fund
Subtotal		669,000	524,000	
Total New Capital Requests:		6,469,430	4,854,430	
				General Fund
				4,124,430
				Capital Reserve
				250,000
				Lodging Tax
				250,000
				Court
				30,000
				Ten Cent Gas
				200,000
				4,854,430

**All Funds Budget Summary
Fiscal Year 2025**

	Enterprise Funds				Special Revenues Fund	Capital Reserve Fund	TOTAL
	General Fund	Solid Waste	Civic Center	Debt Service Fund			
Sales, use and luxury tax	26,949,000	-	-	-	2,916,769	-	29,865,769
Ad valorem taxes	10,760,000	-	-	-	-	-	10,760,000
Business licenses	3,270,000	-	-	-	-	-	3,270,000
Permits	937,250	-	-	-	-	-	937,250
PILOT Taxes	2,725,000	-	-	-	-	-	2,725,000
Fines and forfeitures	316,000	-	-	-	165,500	-	481,500
Intergovernmental	460,500	-	-	-	50,000	260,000	770,500
Charges for services/rental income	978,100	2,462,000	404,500	-	218,352	-	4,062,952
Grants	16,953	-	-	-	1,500	-	18,453
Contributions and donations	8,752	-	-	-	-	-	8,752
Interest / investment earnings	150,000	-	-	-	2,500	25,000	177,500
Miscellaneous	44,000	-	-	-	-	-	44,000
Total Estimated Revenues	46,615,555	2,462,000	404,500	-	3,354,621	285,000	53,121,676
Payroll and Related Costs	26,109,209	1,253,207	405,243	-	45,524	-	27,813,183
Retiree Health Insurance and Benefits	284,515	-	-	-	-	-	284,515
Merit Increases	250,000	-	-	-	-	-	250,000
Employee Compensation Study Increases	280,000	-	-	-	-	-	280,000
Employee Raises (3%) - COLA effective 10/3/2024	667,121	-	-	-	-	-	667,121
Employee Longevity Pay	64,013	-	-	-	-	-	64,013
Personnel	27,654,858	1,253,207	405,243	-	45,524	-	29,358,832
General Government	3,026,481	-	-	-	705,281	-	3,731,762
Public Safety	2,356,976	-	-	-	50,500	-	2,407,476
Public Works	2,671,850	1,676,412	-	-	-	-	4,348,262
Recreation and Culture	1,826,342	-	377,645	-	254,720	-	2,458,707
Operating	9,881,649	1,676,412	377,645	-	1,010,501	-	12,946,207
New Capital	4,124,430	-	-	-	480,000	250,000	4,854,430
New Personnel	715,587	-	-	-	-	-	715,587
Personnel Upgrades	222,641	-	-	-	-	-	222,641
Debt Service	-	-	-	3,867,378	-	-	3,867,378
Transfers To/From Other Funds:							
Transfers To Other Funds	(4,013,385)	-	-	-	(700,000)	-	(4,713,385)
Transfers From Other Funds	-	467,619	378,388	3,867,378	-	-	4,713,385
	(4,013,385)	467,619	378,388	3,867,378	(700,000)	-	-
Total Estimated Revenues (Over) Under Appropriations	3,005	-	-	-	1,118,596	35,000	1,156,601