



**City of Flowery Branch
City Council Meeting
Thursday, May 02, 2024, 6:00 PM
City of Flowery Branch City Hall
5410 Pine Street, Flowery Branch, GA 30542**



CALL WORK SESSION TO ORDER:

PLEDGE OF ALLEGIANCE:

ADOPTION OF AGENDA:

AWARDS & RECOGNITIONS:

NEW BUSINESS -WORK SESSION:

- Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024

[Executive Summary 24-002 Budget Amendment.pdf](#)
[Resolution #24-002 Budget Amendment.pdf](#)
[Presentation Resolution #24-002.pdf](#)
[Attachment A - Resolution 24-002 3rd Quarter Adjustments.pdf](#)
[Attachment B - 3rd Quarter Adjustments Descriptions.pdf](#)
- Consider the Purchase and Installation of Synthetic Grass on the Lawn of the Market Pavilion and the Amphitheater.

[Executive Summary for Synthetic Grass.pdf](#)
[Pricing Agreement - City of Flowery Branch Amphitheater 04-16-24.pdf](#)
[Pricing Agreement - City of Flowery Branch Market Yard 04-16-24 \(1\).pdf](#)
[Pricing Agreement - Cost breakdown for Market Pavillion and Amphitheater 4.29.24.pdf](#)
[Market Pavilion lawn.pdf](#)
[Market Pavilion corner.pdf](#)
[Market Pavilion drain.pdf](#)
[Sample Work Hello Hilo 2.pdf](#)
[Sample Work King St. Park 2.pdf](#)
[Sample Work King St. Park.pdf](#)
- Recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands Trail Construction.

[Executive Summary - ARC Grant PER Firm Selection \(TSDP edits\).pdf](#)
[Trail Map PDF.pdf](#)

DEPARTMENT REPORTS: -

- a. City Manager Report
- b. City Clerk Report
- c. Department of Fun Report
- d. Finance Department Report

- e. Human Resources Report
- f. Planning Department Report
- g. Police Department Report
- h. Public Works & Utilities Report
- i. Attorney Report
- j. Council Report

ADJOURNMENT WORK SESSION:**VOTING SESSION AGENDA****CALL VOTING SESSION TO ORDER:**

PUBLIC COMMENTS: - Please limit to two minutes

CONSENT AGENDA:

- Consider April 2024 Per Diem for Mayor Asbridge
[April 2024 Mayor Asbridge Per Diem.pdf](#)
- Consider April 18, 2024 City Council Meeting Minutes
[Unofficial April 18, 2024 City Council Meeting Minutes.pdf](#)

NEW BUSINESS - VOTING SESSION:

- Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024

[Executive Summary 24-002 Budget Amendment.pdf](#)
[Resolution #24-002 Budget Amendment.pdf](#)
[Presentation Resolution #24-002.pdf](#)
[Attachment A - Resolution 24-002 3rd Quarter Adjustments.pdf](#)
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[Trail Map PDF.pdf](#)

EXECUTIVE SESSION:

ADJOURNMENT:

If you have a disability or impairment and need special assistance please contact the City Clerk prior to the meeting at 770-967-6371 - Meeting agenda is subject to change



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

A budget is balanced when the sum of estimated revenues and appropriated fund balances is equal to expenditure/expense appropriations for each applicable fund. Revenue estimates and governmental needs change throughout the year which requires approval from Council for said budget amendments.

FACTS AND ISSUES:

See attachment A and B for 3rd quarter details.

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve Resolution 24-002 Third Quarter Amendment to the Budget for FY2024 as previously adopted on June 15, 2023.

SAMPLE MOTION:

I make a motion for the City Council to authorize approval of Resolution 24-002 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023, as presented in Attachment A and B.

COLLABORATING DEPARTMENT:

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary 24-002 Budget Amendment.pdf](#)
- [Resolution #24-002 Budget Amendment.pdf](#)
- [Presentation Resolution #24-002.pdf](#)
- [Attachment A - Resolution 24-002 3rd Quarter Adjustments.pdf](#)
- [Attachment B - 3rd Quarter Adjustments Descriptions.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Resolution 24-002: Second Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023.

DATE: May 2, 2024

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL-

() OTHER

CAPITAL-

COUNCIL ACTION REQUESTED ON: May 2, 2024

PURPOSE: To approve Resolution 24-002, 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023.

HISTORY: A budget is balanced when the sum of estimated revenues and appropriated fund balances is equal to expenditure/expense appropriations for each applicable fund. Revenue estimates and governmental needs change throughout the year which requires approval from Council for said budget amendments.

FACTS AND ISSUES:

- See attachment A and B for 3rd quarter details.

RECOMMENDED SAMPLE MOTION: I make a motion to approve Resolution 24-002 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023, as presented in Attachment A and B.

DEPARTMENT: Finance Department

Prepared by: Nancy Rodriguez

RESOLUTION NO.: 24-002

**TO AMEND THE BUDGET FOR FISCAL YEAR 2024 AS PREVIOUSLY ADOPTED
ON JUNE 15, 2023.**

WHEREAS, the City Council approved a budget for fiscal year 2024 for the City of Flowery Branch on June 15, 2023 by Resolution 23-007; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Flowery Branch hereby adopts the adjustments to the budget listed on “Attachment A” and “Attachment B”, attached hereto and made a part of the Resolution.

RESOLVED this 2nd day of May 2024.

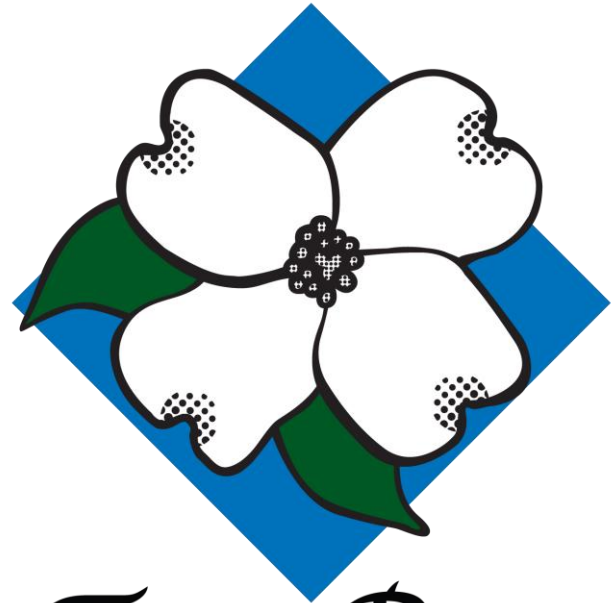
Edward R. Asbridge, Mayor

ATTEST:

Shelia Cooper, City Clerk

APPROVED AS TO FORM:

Ted C. Baggett, City Attorney



Flowery Branch

New Business – Work Session:

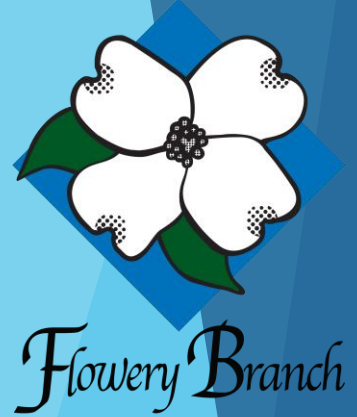
**Consider Resolution 24-002
Third Quarter Budget
Amendment FY2024**

Resolution 24-002: Explanation

- A balanced budget is required by Georgia Law on Local Government Budgets (36-81-3) and Government Finance Officers Association (GFOA) Best Practices
- Requests will be presented quarterly (if needed) to ensure the City stays in compliance with balanced budget requirements.
- <http://www.audits.ga.gov/NALGAD/36812-6.html>
- Adjustment Requests Form (Attachment A)

Resolution 24-002: Explanation:

General Fund



City Clerk:

Adjustment made to consolidate Cell phone budget to Communications.

Admin:

Adjustment made for increased postage charge and increased notices.

Police:

Adjustment made to consolidate Cell phone budget to Communications.
Created an account to separate travel expenses from education.

Public Works:

Adjustment made for increased Traffic Signal Cost by \$8,000 from Stormwater Management.

Planning:

Adjustment made to consolidate Cell phone budget to Communications.

Fun:

Adjustment made to consolidate Cell phone budget to Communications.
Increase the Communications budget by \$5,000 from electricity.



Resolution 24-002: Attachment A and B

- Includes –
 - Explanations for the amendments as previously presented
 - Report of quarterly departmental adjustments – for review by Council
 - Approved at the City Manager/Finance Director Level
- Conclusion –
 - Request to approve Resolution 24-002: FY2024 3rd Quarter Budget Amendments as presented.
 - Questions?

**City of Flowery Branch
Request For Budget Adjustment**

*City of Flowery Branch
Request for Budget Adjustment*



ATTACHMENT A

Fund/Department: _____ Fund 100 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
				-
100-0000-371400	PD - Cadet Program	(1,000)	(1,400)	(2,400)
100-3210-531131	PD - Cadet Program	1,000	1,400	2,400
(Increase budget for Grant Award)				-
100-3210-531600	PD - Small Equipment	37,580	(16,000)	21,580
100-3210-542300	Furniture & Fixtures	-	15,000	15,000
100-3210-531100	PD - Supplies	-	1,000	1,000
(Establish PD Furniture & Fixture budget and increase PD Supplies)				-
				-
				-
				-
				-
				-
				-
				-
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				-
				-
				-
				-
				-
Totals		\$ 37,580	\$ -	\$ 37,580

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**

*City of Flowery Branch
Request for Budget Adjustment*



ATTACHMENT A

Fund/Department: _____ Fund 230 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
				-
230-0000-399900	Budgeted Fund Balance	(1,999,758)	(56,495)	(2,056,253)
230-0000-543000	Two (2) Blower Lease	-	56,495	56,495
(To establish available budget for FY24)				
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
	Totals	\$ (1,999,758)	\$ -	\$ (1,999,758)

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
 (See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
 City Manager: _____ Date: _____
 Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**



**City of Flowery Branch
Request for Budget Adjustment**

ATTACHMENT A

Fund/Department: _____ Fund 308 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
308-0000-371100	Contributions - Restricted for Capital	-	(50,000)	(50,000)
308-0000-393100	GEFA Debt Proceeds DW20200020	(1,482,010)	(1,698,177)	(3,180,187)
308-0000-393200	GEFA Debt Proceeds DW20200010	(10,585,000)	(11,020,302)	(21,605,302)
308-0000-399900	Budgeted Retained Earnings	(767,990)	(1,919,891)	(2,687,881)
308-0000-541100	Water Line Improvements Planning & Design	140,000	672,339	812,339
308-0000-541220	Atlanta Hwy Water Line	140,000	(140,000)	-
308-0000-541520	Wastewater Expansion Construction	11,485,000	10,920,302	22,405,302
308-0000-541521	Interim Improvements - Design Mgt	-	13,480	13,480
308-0000-541530	Wastewater Pump Station Modification	100,000	100,000	200,000
308-0000-541550	Modify Well Pumps & Well House 1 & 3	-	200,000	200,000
308-0000-541610	Water Distribution System Upgrade	200,000	222,010	422,010
308-0000-541620	Lights Ferry Water Line	250,000	250,000	500,000
308-0000-541630	Purchase Well 4 & 5	1,120,000	723,768	1,843,768
308-0000-541660	SCADA System Improvements	50,000	50,000	100,000
308-0000-541670	New 250,000 Gallon Elevated Tank Const.	-	861,259	861,259
308-0000-541680	Gainesville Sewer Line	-	1,037,222	1,037,222
308-0000-541690	Water Distribution at Railroad Crossing	250,000	(250,000)	-
308-0000-541710	Replacement Generator	100,000	27,990	127,990
(To Establish Available Budgets for FY24)				-
				-
				-
				-
				-
				-
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				-
				-
				-
				-
				-
				-
				-
				-
Totals		\$ 1,000,000	\$ -	\$ 1,000,000

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**



*City of Flowery Branch
Request for Budget Adjustment*

ATTACHMENT A

Fund/Department: _____ Fund 350 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
350-0000-331310	Intergovernmental Revenue - Federal Capital Direct	-	(50,000)	(50,000)
350-0000-331350	Federal Capital Indirect	-	(27,279)	(27,279)
350-0000-334310	Intergovernmental Revenue - State Capital Direct	-	(3,638)	(3,638)
350-0000-371100	Contributions - Restricted for Capital	-	(150,000)	(150,000)
350-0000-399900	Budgeted Fund Balance	1,826,345	(535,253)	1,291,092
350-0000-542400	IT Equipment Annual Upgrades	25,000	67,339	92,339
350-0000-542700	City Buildings Generator Project	-	50,000	50,000
350-0000-543002	Website Upgrades	-	69,246	69,246
350-0000-543004	Tourism Golf Cart	-	25,000	25,000
350-0000-543005	Police Utility Vehicle	-	2,412	2,412
350-0000-543018	Axon Equipment	-	402,173	402,173
350-0000-543019	Public Bathroom	-	100,000	100,000
350-0000-543020	Emergency Response Vehicle	-	50,000	50,000
(To Establish Available Budget for FY24 and Move Grant Budget for Axon)				-
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				-
				-
				-
				-
Totals		\$ 1,851,345	\$ -	\$ 1,851,345

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____



City of Flowery Branch

Budget Adjustment Report

Adjustment Detail

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
Budget Code: FY2024 - FY2024 Budget Fiscal: FY2024						
Fund: 100 - GENERAL FUND						
Revenue						
100-0000-371001	Non-Capital Donations and Contributions			0.00	0.00	0.00
BA0000615	To Increase Budgets for Grant Award	GLPKT16261	01/10/2024		-1,400.00	
BA0000619	To Correct Revenue Budget for Donation rec...	GLPKT16676	02/28/2024		1,400.00	
100-0000-371400	PD - Cadet Program			-1,000.00	-1,400.00	-2,400.00
BA0000619	To Correct Revenue Budget for Donation rec...	GLPKT16676	02/28/2024		-1,400.00	
Revenue Total:				-1,000.00	-1,400.00	-2,400.00
Expense						
100-1130-523201	Cell Phone			720.00	-720.00	0.00
BA0000629	Move Clerk Cellphone Budget to Clerk com...	GLPKT16923	03/27/2024		-720.00	
100-1130-523220	City Clerk / Communications			0.00	720.00	720.00
BA0000629	Move Clerk Cellphone Budget to Clerk com...	GLPKT16923	03/27/2024		720.00	
100-1500-521240	Admin / Legal Fees			50,000.00	-2,000.00	48,000.00
BA0000621	Shipping Postage	GLPKT16923	03/27/2024		-2,000.00	
100-1500-523250	Admin / Shipping & Postage			4,000.00	2,000.00	6,000.00
BA0000621	Shipping Postage	GLPKT16923	03/27/2024		2,000.00	
100-3210-523200	PD / Communications			14,000.00	15,000.00	29,000.00
BA0000625	Move Cell phone Budget to communications	GLPKT16923	03/27/2024		15,000.00	
100-3210-523221	PD / Cell Phones			15,000.00	-15,000.00	0.00
BA0000625	Move PD Cell phone Budget to PD communi...	GLPKT16923	03/27/2024		-15,000.00	
100-3210-523500	PD / Travel			0.00	10,000.00	10,000.00
BA0000616	Move Travel Exp	GLPKT16275	01/12/2024		10,000.00	
100-3210-523700	PD / Education & Training			20,000.00	-10,000.00	10,000.00
BA0000616	Move Travel Exp	GLPKT16275	01/12/2024		-10,000.00	
100-3210-531100	PD/ Supplies & Materials			7,000.00	1,000.00	8,000.00
BA0000622	Increase PD Supplies	GLPKT16923	03/27/2024		1,000.00	
100-3210-531131	PD / Cadet program			1,000.00	1,400.00	2,400.00
BA0000615	To Increase Budgets for Grant Award	GLPKT16261	01/10/2024		1,400.00	
100-3210-531600	PD / Small Equipment			37,580.00	-16,000.00	21,580.00
BA0000620	Establish Furniture & Fix budget	GLPKT16733	03/04/2024		-15,000.00	
BA0000622	Increase PD Supplies	GLPKT16923	03/27/2024		-1,000.00	
100-3210-542300	Furniture and Fixtures			0.00	15,000.00	15,000.00
BA0000620	Establish Furniture & Fix budget	GLPKT16733	03/04/2024		15,000.00	
100-4210-522260	PWs / Stormwater Management			100,000.00	-8,000.00	92,000.00
BA0000623	Increase Traffic Signal Budget	GLPKT16923	03/27/2024		-8,000.00	
100-4210-523210	Traffic Signals			2,300.00	8,000.00	10,300.00
BA0000623	Increase Traffic Signal Budget	GLPKT16923	03/27/2024		8,000.00	
100-7400-523200	PCD/ Communications			480.00	2,160.00	2,640.00
BA0000626	Move PCD Cell phone Budget to PCD comm...	GLPKT16923	03/27/2024		2,160.00	
100-7400-523221	PCD/ Cell Phones			2,160.00	-2,160.00	0.00
BA0000626	Move PCD Cell phone Budget to PCD comm...	GLPKT16923	03/27/2024		-2,160.00	
100-7540-523200	Tourism / Communications			7,312.00	5,720.00	13,032.00
BA0000624	Increase Tourism Communications Budget	GLPKT16923	03/27/2024		5,000.00	
BA0000627	Move Tourism Cellphone Budget to T comm...	GLPKT16923	03/27/2024		720.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
100-7540-523201	Tourism / Cell Phone			720.00	-720.00	0.00
BA0000627	Move Tourism Cellphone Budget to T comm...	GLPKT16923	03/27/2024		-720.00	
100-7540-531230	Tourism / Electricity			23,700.00	-5,000.00	18,700.00
BA0000624	Increase Tourism Communications Budget	GLPKT16923	03/27/2024		-5,000.00	
Expense Total:				285,972.00	1,400.00	287,372.00
Fund 100 Total:				284,972.00	0.00	284,972.00
Fund: 210 - CONFISCATED ASSETS						
Revenue						
210-0000-351321	State Confiscations			0.00	-12,254.00	-12,254.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		-12,254.00	
210-0000-399900	Budget Fund Balance			-32,800.00	2,628.00	-30,172.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		2,628.00	
Revenue Total:				-32,800.00	-9,626.00	-42,426.00
Expense						
210-0000-531100	Supplies & Materials			32,800.00	-16,946.00	15,854.00
BA0000613	Reallocate Budget Confiscated Assets	GLPKT16096	12/21/2023		-22,572.00	
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		5,626.00	
210-0000-531600	Small Equipment			0.00	22,572.00	22,572.00
BA0000613	Reallocate Budget Confiscated Assets	GLPKT16096	12/21/2023		22,572.00	
210-0000-572000	Payment to other Agencies			0.00	4,000.00	4,000.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		4,000.00	
Expense Total:				32,800.00	9,626.00	42,426.00
Fund 210 Total:				0.00	0.00	0.00
Fund: 230 - AMERICAN RESCUE PLAN ACT OF 2021						
Revenue						
230-0000-399900	Budgeted Fund Balance			-1,999,758.00	-56,495.00	-2,056,253.00
BA0000600	To Establish Available Budget for FY2024	GLPKT15273	07/01/2023		-56,495.00	
Revenue Total:				-1,999,758.00	-56,495.00	-2,056,253.00
Expense						
230-0000-543000	Two (2) Blower Lease			0.00	56,495.00	56,495.00
BA0000600	To Establish Available Budget for FY2024	GLPKT15273	07/01/2023		56,495.00	
Expense Total:				0.00	56,495.00	56,495.00
Fund 230 Total:				-1,999,758.00	0.00	-1,999,758.00
Fund: 270 - TAX ALLOCATION DISTRICT F						
Revenue						
270-0000-311100	TAD - Revenue - Hall Co Portion			-700,000.00	130,300.00	-569,700.00
BA0000607	Tenant Improvements Budget overstated	GLPKT15734	09/30/2023		130,300.00	
270-0000-399900	Budgeted Fund Balance			0.00	-363,250.00	-363,250.00
BA0000601	To Establish Available Budget for FY2024 - 2...	GLPKT15274	07/01/2023		-363,250.00	
BA0000608	Reopen Old Town Bike Path Budget	GLPKT15735	07/01/2023		-82,362.00	
BA0000610	Move Old town bike path to SPLOST	GLPKT15821	09/30/2023		82,362.00	
Revenue Total:				-700,000.00	-232,950.00	-932,950.00
Expense						
270-0000-541300	Tenant Improvements - Main St Building			130,300.00	232,950.00	363,250.00
BA0000601	To Establish Available Budget for FY2024 - 2...	GLPKT15274	07/01/2023		363,250.00	
BA0000607	Tenant Improvements Budget overstated	GLPKT15734	09/30/2023		-130,300.00	
270-0000-541420	Old Town Bike-Pedestrian Path			0.00	0.00	0.00
BA0000608	Reopen Old Town Bike Path Budget	GLPKT15735	07/01/2023		82,362.00	
BA0000610	Move Old town bike path to SPLOST	GLPKT15821	09/30/2023		-82,362.00	
Expense Total:				130,300.00	232,950.00	363,250.00
Fund 270 Total:				-569,700.00	0.00	-569,700.00

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name				Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date			Amount	
Fund: 308 - WATER/ SEWER CAPITAL PROJECTS FUND							
Revenue							
<u>308-0000-371100</u>	Contributions - Restricted for Capital				0.00	-50,000.00	-50,000.00
BA0000605	Elevated Tank Contribution	GLPKT15336	10/03/2023			-50,000.00	
<u>308-0000-393100</u>	GEFA Debt Proceeds - DW2020020				-1,482,010.00	-1,698,177.00	-3,180,187.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-200,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-250,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-453,991.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-50,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-454,186.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-140,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-150,000.00	
<u>308-0000-393200</u>	GEFA Debt Proceeds - CW2020010				-10,585,000.00	-11,020,302.00	-21,605,302.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-10,170,302.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-100,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-750,000.00	
<u>308-0000-399900</u>	Budgeted Retained Earnings				-767,990.00	-1,919,891.00	-2,687,881.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-272,339.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-406,894.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-13,480.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-250,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-1,026,999.00	
BA0000609	Elevated Tank opening budget overstate	GLPKT15779	07/01/2023			49,821.00	
Revenue Total:					-12,835,000.00	-14,688,370.00	-27,523,370.00
Expense							
<u>308-0000-541100</u>	Water Line Improvements Planning & Design				140,000.00	672,339.00	812,339.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			272,339.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			400,000.00	
<u>308-0000-541220</u>	Atlanta Hwy Water Line				140,000.00	-140,000.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			140,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-280,000.00	
<u>308-0000-541520</u>	Wastewater Expansion Construction (Parallel Plant)				11,485,000.00	10,920,302.00	22,405,302.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			10,170,302.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			750,000.00	
<u>308-0000-541521</u>	Interim Improvements - Design and Management				0.00	13,480.00	13,480.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			13,480.00	
<u>308-0000-541530</u>	Wastewater Pump Station Modification				100,000.00	100,000.00	200,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			100,000.00	
<u>308-0000-541540</u>	Roberts Dr Pump Station Reliability (Natural Gas)				0.00	0.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			250,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-250,000.00	
<u>308-0000-541550</u>	Modify Well Pumps & Well House #1 & #3				0.00	200,000.00	200,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			150,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			50,000.00	
<u>308-0000-541610</u>	Water Distribution System Upgrade				200,000.00	222,010.00	422,010.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			200,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			22,010.00	
<u>308-0000-541620</u>	Lights Ferry Water Line				250,000.00	250,000.00	500,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			250,000.00	
<u>308-0000-541630</u>	Purchase Well 4 & 5				1,120,000.00	723,768.00	1,843,768.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			453,991.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			269,777.00	
<u>308-0000-541660</u>	SCADA System Improvements				50,000.00	50,000.00	100,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			50,000.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name				Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date			Amount	
308-0000-541670	New 250,000 Gallon Elevated Tank Construction				0.00	861,259.00	861,259.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			861,080.00	
BA0000605	Elevated Tank Contribution	GLPKT15336	10/03/2023			50,000.00	
BA0000609	Elevated Tank opening budget overstate	GLPKT15779	07/01/2023			-49,821.00	
308-0000-541680	Gainesville Sewer Line				0.00	1,037,222.00	1,037,222.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			1,026,999.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			10,223.00	
308-0000-541690	Water Distribution at Railroad Crossings				250,000.00	-250,000.00	0.00
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-250,000.00	
308-0000-541710	Replacement Generator - W&S				100,000.00	27,990.00	127,990.00
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			27,990.00	
308-0000-542000	Wastewater Effluent Discharge Force Main - Phase 2				0.00	0.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			750,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-750,000.00	
Expense Total:					13,835,000.00	14,688,370.00	28,523,370.00
Fund 308 Total:					1,000,000.00	0.00	1,000,000.00

Fund: 320 - SPLOST FUND

Revenue							
320-0000-334100	LMIG Revenue				-85,000.00	-22,496.59	-107,496.59
BA0000617	Increase Budget for Larger LMIG Revenue	GLPKT16437	01/30/2024			-22,496.59	
320-0000-399900	Budgeted Fund Balance				-1,132,102.00	-2,080,169.00	-3,212,271.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-972,852.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-550,000.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-550,000.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-7,317.00	
Revenue Total:					-1,217,102.00	-2,102,665.59	-3,319,767.59
Expense							
320-0000-522250	VIII -Annual Road Paving & Sidewalks Program				1,773,797.00	995,348.59	2,769,145.59
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			972,852.00	
BA0000617	Increase Budget for Larger LMIG Revenue	GLPKT16437	01/30/2024			22,496.59	
320-0000-541002	VIII -Old Town (General) Stormwater				0.00	550,000.00	550,000.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			550,000.00	
320-0000-541004	VIII - Lights Ferry Culvert				0.00	550,000.00	550,000.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			550,000.00	
320-0000-542100	McEver & Gaines Ferry Rd Traffic Improvements				0.00	7,317.00	7,317.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			7,317.00	
Expense Total:					1,773,797.00	2,102,665.59	3,876,462.59
Fund 320 Total:					556,695.00	0.00	556,695.00

Fund: 350 - LOCAL RESOURCES FUND

Revenue							
350-0000-331310	Intergovernmental Revenue - Federal Capital Direct				0.00	-50,000.00	-50,000.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023			-50,000.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-27,279.00	
BA0000618	Moving Grant Budget	GLPKT16666	02/26/2024			27,279.00	
350-0000-331350	Federal Capital Indirect				0.00	-27,279.00	-27,279.00
BA0000618	Moving Grant Budget	GLPKT16666	02/26/2024			-27,279.00	
350-0000-334310	Intergovernmental Revenue - State Capital Direct				0.00	-3,638.00	-3,638.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-3,638.00	
350-0000-371100	Contributions - Resticted for Capital				0.00	-150,000.00	-150,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023			-150,000.00	
350-0000-399900	Budgeted Fund Balance				-1,826,345.00	-535,253.00	-2,361,598.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023			-352,173.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-19,083.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-67,339.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-2,412.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-69,246.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-25,000.00	
Revenue Total:				-1,826,345.00	-766,170.00	-2,592,515.00
Expense						
350-0000-542400	IT Equipment Upgrades Annual Program			25,000.00	67,339.00	92,339.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		67,339.00	
350-0000-542700	City Buildings Generator Project			0.00	50,000.00	50,000.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		50,000.00	
350-0000-543002	Website Upgrades			0.00	69,246.00	69,246.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		69,246.00	
350-0000-543004	Tourism Golf Cart			0.00	25,000.00	25,000.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		25,000.00	
350-0000-543005	Police Utility Vehicle			0.00	2,412.00	2,412.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		2,412.00	
350-0000-543018	Axon Equipment			0.00	402,173.00	402,173.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023		402,173.00	
350-0000-543019	Public Bathroom			0.00	100,000.00	100,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023		100,000.00	
350-0000-543020	Emergency Response Vehicle			0.00	50,000.00	50,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023		50,000.00	
Expense Total:				25,000.00	766,170.00	791,170.00
Fund 350 Total:				-1,801,345.00	0.00	-1,801,345.00
Budget Code FY2024 Total:				-2,529,136.00	0.00	-2,529,136.00

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: FY2024 - FY2024 Budget		Fiscal: FY2024		
	100	284,972.00	0.00	284,972.00
	210	0.00	0.00	0.00
	230	-1,999,758.00	0.00	-1,999,758.00
	270	-569,700.00	0.00	-569,700.00
	308	1,000,000.00	0.00	1,000,000.00
	320	556,695.00	0.00	556,695.00
	350	-1,801,345.00	0.00	-1,801,345.00
Budget Code FY2024 Total:		-2,529,136.00	0.00	-2,529,136.00

ATTACHMENT B
QUARTERLY BUDGET ADJUSTMENT RESOLUTION 24-002
ADJUSTMENT DESCRIPTIONS
GENERAL FUND

GENERAL FUND

Notable adjustments within the departments, which did not affect the total budget, are as follows:

- City Clerk:
 - Adjustment made to consolidate Cell phone budget to Communications.
- Admin:
 - Adjustment made for increased postage charge and increased notices.
- Police:
 - Adjustment made to consolidate Cell phone budget to Communications.
 - Created an account to separate travel expenses from education.
- Public Works:
 - Adjustment made for increased Traffic Signal Cost by \$8,000 from Stormwater Management.
- Planning:
 - Adjustment made to consolidate Cell phone budget to Communications.
- Fun (tourism):
 - Adjustment made to consolidate Cell phone budget to Communications.
 - Increase the Communications budget by \$5,000 from electricity.

SPECIAL REVENUE FUNDS

CONFISCATED ASSETS FUND

Adjustments made to consolidate capital projects.

AMERICAN RESCUE PLAN ACT OF 2021 FUND

Adjustments made to consolidate capital projects.

- Two (2) Blower Lease

TAX ALLOCATION DISTRICT FUND

Adjustments made to consolidate capital projects.

- Tenant Improvements

HOTEL MOTEL TAX FUND

No adjustments are needed for the quarter ending March 31, 2024.

CAPITAL PROJECTS FUND

ATTACHMENT B
QUARTERLY BUDGET ADJUSTMENT RESOLUTION 24-002
ADJUSTMENT DESCRIPTIONS

WATER/WASTEWATER CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects.

- Water Line Improvements Planning & Design
- Atlanta Hwy Water Line
- Wastewater Expansion Construction
- Interim Improvements - Design Mgt
- Wastewater Pump Station Modification
- Modify Well Pumps & Well House 1 & 3
- Water Distribution System Upgrade
- Lights Ferry Water Line
- Purchase Well 4 & 5
- SCADA System Improvements
- New 250,000 Gallon Elevated Tank Const.
- Gainesville Sewer Line
- Water Distribution at Railroad Crossing
- Replacement Generator

SPLOST VII CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects and recognize increased LMIG revenue.

- VIII - Annual Road Paving & Sidewalks Program
- VIII - Old Town (General) Stormwater
- VIII - Lights Ferry Culvert
- McEver & Gaines Ferry Rd Traffic Improv.

LOCAL RESOURCES CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects.

- IT Equipment Annual Upgrades
- City Buildings Generator Project
- Website Upgrades
- Tourism Golf Cart
- Police Utility Vehicle
- Axon Equipment
- Public Bathroom
- Emergency Response Vehicle

ENTERPRISE FUNDS

WATER AND WASTEWATER OPERATING FUND

No adjustments are needed for the quarter ending March 31, 2024.



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider the Purchase and Installation of Synthetic Grass on the Lawn of the Market Pavilion and the Amphitheater.

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

The Market Pavilion and Amphitheater officially opened May of 2023. The pavilion is the home to our summer & winter markets, multiple spring and fall festivals, city block parties, weddings, proms, play dates and so much more. The Amphitheater is home to several events, Music in the Branch, Day of Prayer, and a worship service. The venues have had over 35k visitors, with cell phones capturing data since May of 2023. Both locations are growing in demand as citizens and groups become more familiar with them.

FACTS AND ISSUES:

With lots of foot traffic from walking, playing, dancing and sitting on the lawns the current sod is not able to sustain its durability. The lawn at the market pavilion currently has dead spots, it holds water in multiple locations, in one spot the yard has settled and is uneven. It also is just not pleasant to look at.

Installing new synthetic grass at each location will create a beautiful low-maintenance natural appearance lawn that our citizens will enjoy.

Pricing for this project is through Sourcewell, which is a cooperative purchasing agency that the City is registered with. Funding for this project will come out of our TAD fund.

Market Pavilion \$53,298.10 (Materials \$33,873.10 & installation \$17,615)

Amphitheater \$135,875.69 (Materials \$88,225.69 & installation \$42,900)

The product comes with a 15-year warranty.

OPTIONS:

- 1) Authorize the contract with Forever Lawn Landscape for both the market pavilion and amphitheater
- 2) Authorize the contract with Forever Lawn for either (A) market pavilion or (B) amphitheater
- 3) Do not authorize a contract with Forever Lawn Landscape.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

\$189,173.79 TAD funding

RECOMMENDATION:

SAMPLE MOTION:

I make a motion to approve the pricing propoal from Forever Lawn Landscape for both the market pavilion \$53,298.10 (materials \$33,873.10 & installation \$17,615) and the amphitheater \$135,879.69 (materials \$88,225.69 & \$42,900 labor) with a total amount of \$189,173.79 (materials \$122,098.79 & installation \$60,515)

COLLABORATING DEPARTMENT:

DEPARTMENT: Department of Fun

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary for Synthetic Grass.pdf](#)
- [Pricing Agreement - City of Flowery Branch Amphitheater 04-16-24.pdf](#)
- [Pricing Agreement - City of Flowery Branch Market Yard 04-16-24 \(1\).pdf](#)
- [Pricing Agreement - Cost breakdown for Market Pavillion and Amphitheater 4.29.24.pdf](#)
- [Market Pavilion lawn.pdf](#)
- [Market Pavilion corner.pdf](#)
- [Market Pavilion drain.pdf](#)
- [Sample Work Hello Hilo 2.pdf](#)
- [Sample Work King St. Park 2.pdf](#)
- [Sample Work King St. Park.pdf](#)

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

SUBJECT: PURCHASE AND INSTALLATION OF SYNTHETIC GRASS ON THE LAWN OF THE MARKET PAVILION AS WELL AS AT THE AMPHITHEATER

DATE: MAY 2, 2024

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL-

() OTHER

CAPITAL- \$189,173.79

COUNCIL ACTION REQUESTED ON: MAY 2, 2024

PURPOSE: The purpose of this agenda item is to request council to approve the contract with Forever Lawn Landscape for purchase and installation of synthetic grass on the lawn of the Market Pavilion and the Amphitheater.

HISTORY: The Market Pavilion and Amphitheater officially opened May of 2023. The pavilion is the home to our summer & winter markets, multiple spring and fall festivals, city block parties, weddings, proms, play dates and so much more. The Amphitheater is home to several events, Music in the Branch, Day of Prayer, and a worship service. The venues have had over 35k visitors, with cell phones capturing data since May of 2023. Both locations are growing in demand as citizens and groups become more familiar with them.

FACTS AND ISSUES: With lots of foot traffic from walking, playing, dancing and sitting on the lawns the current sod is not able to sustain its durability. The lawn at the market pavilion currently has dead spots, it holds water in multiple locations, in one spot the yard has settled and is uneven. It also is just not pleasant to look at.

Installing new synthetic grass at each location it will create a beautiful low-maintenance natural appearance lawn that our citizens will enjoy.

Pricing for this project is through Sourcewell, which is a cooperative purchasing agency that the City is registered with. Funding for this project will come out of our TAD fund.

Market Pavilion \$53,298.10 (Materials \$33,873.10 & installation \$17,615)

Amphitheater \$135,875.69 (Materials \$88,225.69 & installation \$42,900)

OPTIONS: 1) Authorize the contract with Forever Lawn Landscape for both the market pavilion and amphitheater

2) Authorize the contract with Forever Lawn for either (A) market pavilion or (B) amphitheater

3) Do not authorize a contract with Forever Lawn Landscape.

RECOMMENDED SAMPLE MOTION: I make a motion to approve the pricing proposal from Forever Lawn Landscape for both the market pavilion \$53,298.10 (installation \$17,615) and the amphitheater \$135,879.69 (installation \$42,900) with a total amount of \$189,173.79 (installation \$60,515).

DEPARTMENT: Administration

Prepared by: Renee Carden



Pricing Proposal

Turf Expert: Brian Looper

Date: 04/16/24

Location:

5502 Church Street

Flowery Branch, GA 30542

Project Name: Select EL Install Amphitheater

Project Description: Commercial Select EL install. Remove grass and sublayer. Replace with turf. Accessible via side on Pine Street.

Area Detail:

Select EL Install: \$ 135,875.69

Pricing Includes: All materials for the turf, installation materials, all associated freight charges and a professional installation by a trained and certified ForeverLawn installation team.

Note: Any changes to project scope may incur additional charges.

Expiration: This pricing is guaranteed for 60 days from the date above.

Project Timeline: Project will be scheduled upon receipt of the down payment of 50% of the project cost and may vary depending on availability of turf and crew.

ForeverLawn to Provide:

- ForeverLawn product and installation accessories
- Professional ForeverLawn installation including layout, trimming, seaming, and attaching of the product.
- Cleanup
- Excavation as needed to prepare area for base materials below finish grade

- Client is to Provide:**
- Easy access to work area for crew and equipment and staging area for materials.
 - Any changes to scope of work prior to start of project
 - Access to water hookup and electricity
 - Clear markings of any subsurface wiring, plumbing, fiber optic cables or any other subsurface features

NOTE:

- In case of project cancellation, a 10% fee from the deposit will be non-refundable w/ a maximum non-refundable amount being \$500.
- 3% fee added for credit card payments.

Remit Payment to:

ForeverLawn NGA

Authorized Signature

Date

ForeverLawn Representative

Date



Pricing Proposal

Turf Expert: Brian Looper

Date: 04/16/24

Location:

5507 Main Street

Flowery Branch, GA 30542

Project Name: Select EL Install

Project Description: Commercial Select EL install. Remove grass and sublayer. Replace with turf. Accessible via side on Railroad Avenue.

Area Detail:

Select EL Install: \$ 53,298.10

Pricing Includes: All materials for the turf, installation materials, all associated freight charges and a professional installation by a trained and certified ForeverLawn installation team.

Note: Any changes to project scope may incur additional charges.

Expiration: This pricing is guaranteed for 60 days from the date above.

Project Timeline: Project will be scheduled upon receipt of the down payment of 50% of the project cost and may vary depending on availability of turf and crew.

ForeverLawn to Provide:

- ForeverLawn product and installation accessories
- Professional ForeverLawn installation including layout, trimming, seaming, and attaching of the product.
- Cleanup
- Excavation as needed to prepare area for base materials below finish grade

- Client is to Provide:**
- Easy access to work area for crew and equipment and staging area for materials.
 - Any changes to scope of work prior to start of project
 - Access to water hookup and electricity
 - Clear markings of any subsurface wiring, plumbing, fiber optic cables or any other subsurface features

NOTE:

- In case of project cancellation, a 10% fee from the deposit will be non-refundable w/ a maximum non-refundable amount being \$500.
- 3% fee added for credit card payments.

Remit Payment to:

ForeverLawn NGA

Authorized Signature

Date

ForeverLawn Representative

Date



Pricing Proposal

Turf Expert: Shane Ellis

foreverlawn.com/nga

Date: 4/29/2024

Location:

City of Flowery Branch

City Amphitheater / Market Center Lawn

Project Name: Flowery Branch Amphitheater and Market Center Lawn

Project Description: Installation of turf in the amphitheater area and the farmers market pavilion lawn.

Project Size:

Area Detail:

Amphitheater:

Materials – Turf, stone, lumber, and misc.: \$88,225.69

Labor for removal and installation: \$42,900

Total cost: \$135,875.69

Market Center Lawn:

Materials – Turf, stone, lumber, and misc.: \$33,873.10

Labor for removal and installation: \$17,615

Total Cost: \$53,298.10

Combined Projects:

Materials – Turf, stone, lumber, and misc.: \$122,098.79

Labor for removal and installation: \$60,515

Total Cost: \$189,173.79

Note:

The information provided is a cost breakdown for materials and labor for the Flowery Branch Amphitheater.









Hello Hilo, Gainesville GA



King St. Park, Clermont GA



King St. Park, Clermont GA



FLOWERY BRANCH CITY COUNCIL



EXECUTIVE SUMMARY

SUBJECT: Recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands Trail Construction.

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

The “Highlands to Islands” trail is a multi-use trail that reaches from Gainesville to Lake Lanier Islands. A planned section of this multi-jurisdictional trail falls in Flowery Branch. In an effort to promote healthy living and pedestrian connectivity, the city seeks to begin planning and constructing a trail portion located in Flowery Branch. The trail would begin at the end of an existing trail at I-985, travel through downtown, and continue to lakeside Flowery Branch Bay Park. With a partnership with the Georgia Mountains Regional Commission (GMRC) and Appalachian Regional Commission (ARC), additional funding may be acquired to support this endeavor. Through a competitive and transparent selection process, an engineering firm must be approved by council to conduct a Preliminary Engineering Report (PER) for the city on the project’s costs. The cost of the PER is \$5,000.

FACTS AND ISSUES:

The Appalachian Regional Commission (ARC) is an economic development partnership entity of the federal government. Their mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in Appalachia by providing grants, publishing research, and sponsoring learning opportunities to address economic disparity and advance prosperity. The Georgia Mountains Regional Commission (GRMC) is a state level commission that supports the northeast region of the state and has created an application on the city’s behalf for ARC grant funds. The ARC requires a Preliminary Engineering Report as part of the application to allow extensive review of the proposed project, as well as the local governing body’s approval of the selected engineering firm.

OPTIONS:

To approve, or not approve, contracting with ESG Engineering, Inc to conduct a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

\$5,000 - Allocated Capital Project Funds

RECOMMENDATION:

I make a motion to approve contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

SAMPLE MOTION:

I make a motion to approve contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch portion of the Highlands to Islands bike and pedestrian trail.

COLLABORATING DEPARTMENT:

Planning

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary - ARC Grant PER Firm Selection \(TSDP edits\).pdf](#)
- [Trail Map PDF.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Recommendation to select ESG Engineering, Inc to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands trail construction.

DATE: May 2, 2024

(X)RECOMMENDATION
() POLICY DISCUSSION
() STATUS REPORT
() OTHER

BUDGET INFORMATION:

ANNUAL-
CAPITAL- \$5,000

COUNCIL ACTION REQUESTED ON: May 2, 2024

PURPOSE:

In order to pursue funding from the Appalachian Regional Commission (ARC) to support construction of a pedestrian/bike trail, an engineering firm must be approved by council to complete a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with the construction project.

HISTORY:

The “Highlands to Islands” trail is a multi-use trail that reaches from Gainesville to Lake Lanier Islands. A planned section of this multi-jurisdictional trail falls in Flowery Branch. In an effort to promote healthy living and pedestrian connectivity, the city seeks to begin planning and constructing a trail portion located in Flowery Branch. The trail would begin at the end of an existing trail at I-985, travel through downtown, and continue to lakeside Flowery Branch Bay Park. With a partnership with the Georgia Mountains Regional Commission (GMRC) and ARC, additional funding may be acquired to support this endeavor. Through a competitive and transparent selection process, an engineering firm must be approved by council to conduct a Preliminary Engineering Report (PER) for the city on the project’s costs.

FACTS AND ISSUES:

The Appalachian Regional Commission (ARC) is an economic development partnership entity of the federal government. Their mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in Appalachia by providing grants, publishing research, and sponsoring learning opportunities

to address economic disparity and advance prosperity. The Georgia Mountains Regional Commission (GRMC) is a state level commission that supports the northeast region of the state and has created an application on the city's behalf for ARC grant funds. The ARC requires a Preliminary Engineering Report as part of the application to allow extensive review of the proposed project, as well as the local governing body's approval of the selected engineering firm. The cost of the PER is \$5,000.

OPTIONS:

To approve, or not approve, contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

RECOMMENDED SAMPLE MOTION:

I make a motion to approve contracting with ESG Engineering, Inc to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch portion of the Highlands to Islands bike and pedestrian trail.

DEPARTMENT: Finance

Prepared by: Elias Gobble



City of Flowery Branch
Downtown in
Renewal Process



Staff Right



Rusted Daisy
Salon
& Boutique



Whole Being Cafe

1 Proposed trail development : Phil Neikro-Thurmond Tanner- E Main St-Mulberry St-Spring St- Mitchell St

Local business boosted area

4 Elephants



Antebellum



Peyton's Pie
& Home Care Matters



Salon
Carpe' Diem



Sample
Pleasure Art



Social Peach Boutique





FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider April 2024 Per Diem for Mayor Asbridge

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

\$250.00 Meeting Per Diem GL 100-1110-511101

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

- [April 2024 Mayor Asbridge Per Diem.pdf](#)



City of Flowery Branch
Mayor & Council Attendance Sheet Per Diem Pay

Name: Mayor Edward Asbridge Month/Year: April 2024

Meeting Date	Description of Meeting
April 9, 2024	Chamber – Transportation
April 10, 2024	Hall County Dedication of Park
April 12, 2024	Chamber – EDC Meeting
April 16, 2024	West Hall Student Showcase
April 17, 2024	Chamber – Issues Committee

My signature certifies that I am eligible to be paid for 5 meeting dates, a maximum of 5 per month, in accordance with the Per Diem Pay as described in Ordinance 477 and at a rate of \$50.00 per meeting.

Total of \$250.00

Signature



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider April 18, 2024 City Council Meeting Minutes

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

FACTS AND ISSUES:

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

No

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

SAMPLE MOTION:

COLLABORATING DEPARTMENT:

DEPARTMENT: Administration

Prepared by: Shelia Cooper

ATTACHMENTS

- [Unofficial April 18, 2024 City Council Meeting Minutes.pdf](#)



**City of Flowery Branch
City Council meeting
Thursday, April 18, 2024, 6:00 PM
City of Flowery Branch City Hall
5410 Pine Street, Flowery Branch, GA 30542**



CALL WORK SESSION TO ORDER:

Mayor Pro Tem Joe Anglin called the council meeting to order at 6:00 p.m.

Present: Mayor Pro Tem Joe Anglin and Council Members Oliver McClellan, William McDaniel, Joseph Mezzanotte, and Chris Mundy.

Also present were City Manager Tonya Parrish, City Clerk Shelia Cooper, Planning & Community Development Director Rich Atkinson, Human Resources Director Krystle Hightower, Public Works & Utilities Director Bill Whidden, Finance Director Matt Hamby, Director of Fun Renee Carden, and City Attorney Ted Baggett.

Absent: Mayor Asbridge

PLEDGE OF ALLEGIANCE:

Mayor Pro Tem Joe Anglin led the Pledge of Allegiance.

ADOPTION OF AGENDA:

There was a motion made to approve the agenda as presented.

MOTION: Chris Mundy
SECOND: William McDaniel
AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy
NAYS: None
Motion carried

AWARDS & RECOGNITIONS: There were no awards or recognitions.

NEW BUSINESS -WORK SESSION:

Discussion Concerning the Use of a Distillery in the Central Business District (CBD)

Director Atkinson asked for guidance and feedback from Council regarding the use of a distillery in the Central Business District. There was discussion regarding local distilleries in the area to see the concept. Council is interested in staff updating the ordinances to include the use of a

distillery in the Central Business District. There will be further discussion in the future in a work session.

Discussion with Mr. Mike Dye of Edge City Properties Concerning a Potential Rezoning.

Mr. Mike Dye of Edge City Properties presented a potential rezoning request. He is requesting a variance for eleven lots on 9.3 acres on a piece of property adjacent to his newly approved Hemingway Subdivision. Mr. Dye explained the newly approved Hemingway Subdivision needed access to a gravity sewer manhole that is located on the 9.3 acres. The owners of the property would not allow Mr. Dye on the property and suggested he purchase the property instead. He is asking for the following variance requests:

1. To reduce minimum lot size from 15,000 SQ. FT. to 6,700 SQ. FT.
2. To reduce minimum lot width to reduce from 75 FT. to 60 FT.
3. To reduce minimum side setback (interior lot line) from 15 to 5 FT.
4. Lot coverage (Impervious) from 35% to 45%.



Council held a discussion with Mr. Dye. Council directed staff to proceed with the required advertisements and a public hearing in the future.

Consideration of Real Estate Agreement with Sarkar Development Group, Inc. for the Purchase of Real Property

City Manager Parrish presented a real estate agreement with Sarkar Development Group for the purchase of real property. The purpose of the purchase is for a roundabout at the intersection of McEver Road and Gaines Ferry Road. The entire parcel consists of 16.093 acres. The temporary construction easement which will revert to the property owner after construction is 13,554 square

feet (or 0.311 acres) with the permanent easement totaling 1,774 square feet or (0.041 acres). There are also three permanent drainage easements totaling 1,740 square feet or (0.040 acres). The cost of the real property is \$20,918. The funding for the roundabout project is SPLOST funding.

Council held a discussion with City Manager Parrish.

Consideration of Resolution 24-001 Declaring the City of Flowery Branch's Intention to Issue Approximately \$25,000,000 of Revenue Bonds, Series 2024, Through the Gainesville and Hall County Development Authority.

City Manager Parrish presented Resolution 24-001 declaring the City of Flowery Branch's intention to issue approximately \$25,000,000 of Revenue Bonds, Series 2024, through the Gainesville and Hall County Development Authority. This resolution will also authorize the engagement of an underwriter and a bond counsel for the issuance of the bonds. Recently, during a presentation from the engineer and CMAR, it was shown that the new estimate for construction of the WRF was approximately \$45M. Efforts are ongoing to reduce costs from that number, but the time has come to look at other potential funding sources. The city already had a loan secured from GEFA (Georgia Environmental Finance Authority) for \$23.3M of which approximately \$20M is still available. Funding will need to be secured for the additional \$20-25M prior to issuing a Notice to Proceed on the new plant which is currently scheduled for June 2024. GEFA has also changed their rules on extending loans to local governments. The current maximum amount of a loan is \$12M. Funding options would have been explored anyway to determine what was best for the city and its ratepayers, but this now requires another funding option besides GEFA. After much review, staff has determined that issuing revenue bonds for the other \$25,000,000 is in the city's best interest.

Consideration of First Amendment to the Lease Agreement for 5509 Main Street for Giustino's Deli

City Manager Parris presented a consideration of a First Amendment to the lease agreement for Giustino's Deli located at 5509 Main Street. Giustino's Deli is asking for an extension of the fixed rent commencement date for an additional 6 months. This will allow them to focus solely on the build-out and getting the business open.

Council held a discussion with City Manager Parrish.

DEPARTMENT REPORTS:

Director of Fun Report:

Director Carden noted upcoming event.

Human Resources Report:

Director Hightower advised that May is Mental Health Awareness Month.

Council Report:

Council Member Mezzanotte reported that he has had several citizens thanking him for the improvements to the railroad crossings and he said he could not take the credit and thanked City Manager Parrish and Director Whidden for their hard work on the getting the improvements to the railroad crossings.

ADJOURNMENT WORK SESSION:

Mayor Pro Tem adjourned the work session at 6:52 p.m.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Pro Tem called the voting session to order at 6:52 p.m.

PUBLIC COMMENTS:

Adam Youngman, 4793 Chariot Drive, Flower Branch, Georgia.

Mr. Youngman is concerned about excessive speeding on Cantrell Road. There are children playing, a bus stop and there are runners that access this area. This is a safety concern and he would like to make this area safe for all who live and play in this area.

CONSENT AGENDA:

- Consider March 2024 Per Diem for Mayor Asbridge
- Consider April 2, 2024 Special Called Meeting Minutes
- Consider April 2, 2024 Executive Session Minutes
- Consider April 4, 2024 City Council Meeting Minutes

There was a motion made to approve the consent agenda as presented.

MOTION: Chris Mundy

SECOND: Oliver McClellan

AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

UNFINISHED BUSINESS - VOTING SESSION:

Consider the Second Reading of Ordinance 710 GMEBS Restated Defined Benefit Retirement Plan Adoption Agreement

Clerk Cooper read the caption for Ordinance 710 GMEBS Restated Defined Benefit Retirement Plan Adoption Agreement.

There was a motion made to approve the second reading of Ordinance 710 as presented.

MOTION: Oliver McClellan

SECOND: Chris Mundy

AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

NEW BUSINESS - VOTING SESSION:

Consideration of Real Estate Agreement with Sarkar Development Group, Inc. for the Purchase of Real Property

There was a motion made to approve a real estate agreement with Sarkar Development Group, Inc. for the purchase of real property as presented.

MOTION: Joseph Mezzanotte

SECOND: William McDaniel

AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

Consideration of Resolution 24-001 Declaring the City of Flowery Branch's Intention to Issue Approximately \$25,000,000 of Revenue Bonds, Series 2024, Through the Gainesville and Hall County Development Authority.

There was a motion made to approve Resolution 24-001 declaring the City of Flowery Branch's intention to issue approximately \$25,000,000 of Revenue Bonds, Series 2024, through the Gainesville and Hall County Development Authority.

MOTION: Chris Mundy

SECOND: Joseph Mezzanotte

AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

Consideration of First Amendment to the Lease Agreement for 5509 Main Street for Giustino's Deli

There was a motion made to approve the First Amendment to the lease agreement for Giustino's Deli, 5509 Main Street.

MOTION: Oliver McClellan
SECOND: William McDaniel
AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy
NAYS: None
Motion carried

EXECUTIVE SESSION:

There was a motion made to enter executive session for matters related to the acquisition/disposition of real estate, for matters related to certain personnel issues, and for matter related to pending or potential litigation at 6:57 p.m.

MOTION: Chris Mundy
SECOND: Oliver McClellan
AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy
NAYS: None
Motion carried

There was a motion made to exit executive session at 7:09 p.m.

MOTION: Oliver McClellan
SECOND: William McDaniel
AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy
NAYS: None
Motion carried

ADJOURNMENT:

There was a motion made to adjourn the meeting at 7:09 p.m.

MOTION: Oliver McClellan
SECOND: Chris Mundy
AYES: Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy
NAYS: None
Motion carried

Edward R. Asbridge, Mayor

Date

Shelia Cooper, City Clerk



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

A budget is balanced when the sum of estimated revenues and appropriated fund balances is equal to expenditure/expense appropriations for each applicable fund. Revenue estimates and governmental needs change throughout the year which requires approval from Council for said budget amendments.

FACTS AND ISSUES:

See attachment A and B for 3rd quarter details.

OPTIONS:

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

RECOMMENDATION:

Approve Resolution 24-002 Third Quarter Amendment to the Budget for FY2024 as previously adopted on June 15, 2023.

SAMPLE MOTION:

I make a motion for the City Council to authorize approval of Resolution 24-002 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023, as presented in Attachment A and B.

COLLABORATING DEPARTMENT:

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary 24-002 Budget Amendment.pdf](#)
- [Resolution #24-002 Budget Amendment.pdf](#)
- [Presentation Resolution #24-002.pdf](#)
- [Attachment A - Resolution 24-002 3rd Quarter Adjustments.pdf](#)
- [Attachment B - 3rd Quarter Adjustments Descriptions.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Resolution 24-002: Second Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023.

DATE: May 2, 2024

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL-

() OTHER

CAPITAL-

COUNCIL ACTION REQUESTED ON: May 2, 2024

PURPOSE: To approve Resolution 24-002, 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023.

HISTORY: A budget is balanced when the sum of estimated revenues and appropriated fund balances is equal to expenditure/expense appropriations for each applicable fund. Revenue estimates and governmental needs change throughout the year which requires approval from Council for said budget amendments.

FACTS AND ISSUES:

- See attachment A and B for 3rd quarter details.

RECOMMENDED SAMPLE MOTION: I make a motion to approve Resolution 24-002 3rd Quarter Amendment to the Budget for FY2024 as Previously Adopted on June 15, 2023, as presented in Attachment A and B.

DEPARTMENT: Finance Department

Prepared by: Nancy Rodriguez

RESOLUTION NO.: 24-002

**TO AMEND THE BUDGET FOR FISCAL YEAR 2024 AS PREVIOUSLY ADOPTED
ON JUNE 15, 2023.**

WHEREAS, the City Council approved a budget for fiscal year 2024 for the City of Flowery Branch on June 15, 2023 by Resolution 23-007; and

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds.

NOW, THEREFORE, BE IT RESOLVED THAT the governing body for the City of Flowery Branch hereby adopts the adjustments to the budget listed on “Attachment A” and “Attachment B”, attached hereto and made a part of the Resolution.

RESOLVED this 2nd day of May 2024.

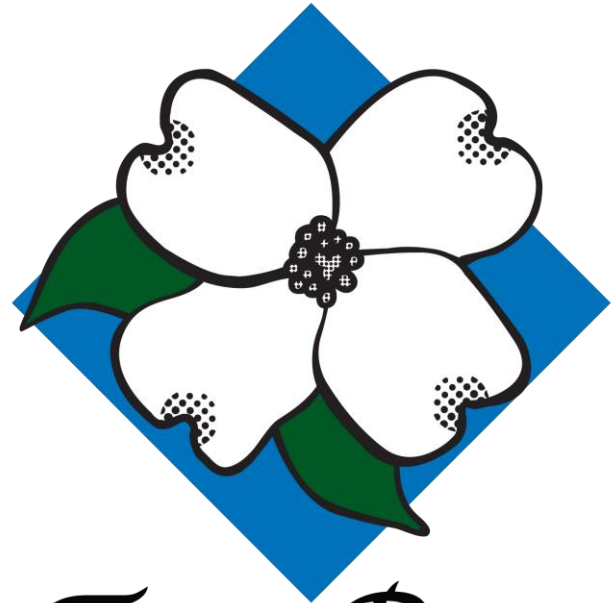
Edward R. Asbridge, Mayor

ATTEST:

Shelia Cooper, City Clerk

APPROVED AS TO FORM:

Ted C. Baggett, City Attorney



Flowering Branch

New Business – Work Session:

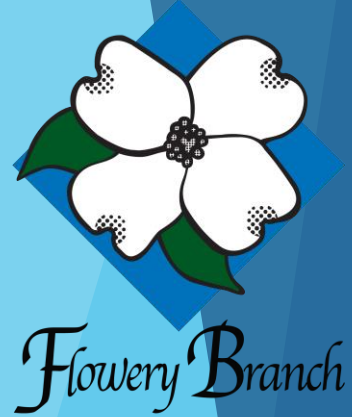
**Consider Resolution 24-002
Third Quarter Budget
Amendment FY2024**

Resolution 24-002: Explanation

- A balanced budget is required by Georgia Law on Local Government Budgets (36-81-3) and Government Finance Officers Association (GFOA) Best Practices
- Requests will be presented quarterly (if needed) to ensure the City stays in compliance with balanced budget requirements.
- <http://www.audits.ga.gov/NALGAD/36812-6.html>
- Adjustment Requests Form (Attachment A)

Resolution 24-002: Explanation:

General Fund



City Clerk:

Adjustment made to consolidate Cell phone budget to Communications.

Admin:

Adjustment made for increased postage charge and increased notices.

Police:

Adjustment made to consolidate Cell phone budget to Communications.
Created an account to separate travel expenses from education.

Public Works:

Adjustment made for increased Traffic Signal Cost by \$8,000 from Stormwater Management.

Planning:

Adjustment made to consolidate Cell phone budget to Communications.

Fun:

Adjustment made to consolidate Cell phone budget to Communications.
Increase the Communications budget by \$5,000 from electricity.

Resolution 24-002: Attachment A and B

- Includes –
 - Explanations for the amendments as previously presented
 - Report of quarterly departmental adjustments – for review by Council
 - Approved at the City Manager/Finance Director Level
- Conclusion –
 - Request to approve Resolution 24-002: FY2024 3rd Quarter Budget Amendments as presented.
 - Questions?

**City of Flowery Branch
Request For Budget Adjustment**

*City of Flowery Branch
Request for Budget Adjustment*



ATTACHMENT A

Fund/Department: _____ Fund 100 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
				-
100-0000-371400	PD - Cadet Program	(1,000)	(1,400)	(2,400)
100-3210-531131	PD - Cadet Program	1,000	1,400	2,400
(Increase budget for Grant Award)				-
100-3210-531600	PD - Small Equipment	37,580	(16,000)	21,580
100-3210-542300	Furniture & Fixtures	-	15,000	15,000
100-3210-531100	PD - Supplies	-	1,000	1,000
(Establish PD Furniture & Fixture budget and increase PD Supplies)				-
				-
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				-
Totals		\$ 37,580	\$ -	\$ 37,580

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**

*City of Flowery Branch
Request for Budget Adjustment*



ATTACHMENT A

Fund/Department: _____ Fund 230 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
				-
230-0000-399900	Budgeted Fund Balance	(1,999,758)	(56,495)	(2,056,253)
230-0000-543000	Two (2) Blower Lease	-	56,495	56,495
(To establish available budget for FY24)				
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				-
	Totals	\$ (1,999,758)	\$ -	\$ (1,999,758)

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**



**City of Flowery Branch
Request for Budget Adjustment**

ATTACHMENT A

Fund/Department: _____ Fund 308 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
308-0000-371100	Contributions - Restricted for Capital	-	(50,000)	(50,000)
308-0000-393100	GEFA Debt Proceeds DW20200020	(1,482,010)	(1,698,177)	(3,180,187)
308-0000-393200	GEFA Debt Proceeds DW20200010	(10,585,000)	(11,020,302)	(21,605,302)
308-0000-399900	Budgeted Retained Earnings	(767,990)	(1,919,891)	(2,687,881)
308-0000-541100	Water Line Improvements Planning & Design	140,000	672,339	812,339
308-0000-541220	Atlanta Hwy Water Line	140,000	(140,000)	-
308-0000-541520	Wastewater Expansion Construction	11,485,000	10,920,302	22,405,302
308-0000-541521	Interim Improvements - Design Mgt	-	13,480	13,480
308-0000-541530	Wastewater Pump Station Modification	100,000	100,000	200,000
308-0000-541550	Modify Well Pumps & Well House 1 & 3	-	200,000	200,000
308-0000-541610	Water Distribution System Upgrade	200,000	222,010	422,010
308-0000-541620	Lights Ferry Water Line	250,000	250,000	500,000
308-0000-541630	Purchase Well 4 & 5	1,120,000	723,768	1,843,768
308-0000-541660	SCADA System Improvements	50,000	50,000	100,000
308-0000-541670	New 250,000 Gallon Elevated Tank Const.	-	861,259	861,259
308-0000-541680	Gainesville Sewer Line	-	1,037,222	1,037,222
308-0000-541690	Water Distribution at Railroad Crossing	250,000	(250,000)	-
308-0000-541710	Replacement Generator	100,000	27,990	127,990
(To Establish Available Budgets for FY24)				-
				-
				-
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				-
				-
	Totals	\$ 1,000,000	\$ -	\$ 1,000,000

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____

**City of Flowery Branch
Request For Budget Adjustment**



*City of Flowery Branch
Request for Budget Adjustment*

ATTACHMENT A

Fund/Department: _____ Fund 350 _____ Effective Date: 3/31/2024

Account Number	Account Name	Current Budget	Debit (Credit)	Revised Budget
350-0000-331310	Intergovernmental Revenue - Federal Capital Direct	-	(50,000)	(50,000)
350-0000-331350	Federal Capital Indirect	-	(27,279)	(27,279)
350-0000-334310	Intergovernmental Revenue - State Capital Direct	-	(3,638)	(3,638)
350-0000-371100	Contributions - Restricted for Capital	-	(150,000)	(150,000)
350-0000-399900	Budgeted Fund Balance	1,826,345	(535,253)	1,291,092
350-0000-542400	IT Equipment Annual Upgrades	25,000	67,339	92,339
350-0000-542700	City Buildings Generator Project	-	50,000	50,000
350-0000-543002	Website Upgrades	-	69,246	69,246
350-0000-543004	Tourism Golf Cart	-	25,000	25,000
350-0000-543005	Police Utility Vehicle	-	2,412	2,412
350-0000-543018	Axon Equipment	-	402,173	402,173
350-0000-543019	Public Bathroom	-	100,000	100,000
350-0000-543020	Emergency Response Vehicle	-	50,000	50,000
(To Establish Available Budget for FY24 and Move Grant Budget for Axon)				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Totals		\$ 1,851,345	\$ -	\$ 1,851,345

Justification: RESOLUTION 24-002; BUDGET AMENDMENT TO FY2024 APPROVED BUDGET FROM JUNE 15, 2023.
(See Attachment A and Attachment B for additional details)

Approvals: Finance Director: _____ Date: _____
City Manager: _____ Date: _____
Mayor: _____ Date: _____

<i>Finance Department Use</i>	
Posted By: _____	Date Posted: _____
Council Action Required: Yes _____ No _____	Budget Adjust. #: _____



City of Flowery Branch

Budget Adjustment Report

Adjustment Detail

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name	Packet Number	Post Date	Original Budget	Budget Adjustments Amount	Current Budget
Adjustment Number	Adjustment Description					
Budget Code: FY2024 - FY2024 Budget Fiscal: FY2024						
Fund: 100 - GENERAL FUND						
Revenue						
100-0000-371001	Non-Capital Donations and Contributions			0.00	0.00	0.00
BA0000615	To Increase Budgets for Grant Award	GLPKT16261	01/10/2024		-1,400.00	
BA0000619	To Correct Revenue Budget for Donation rec...	GLPKT16676	02/28/2024		1,400.00	
100-0000-371400	PD - Cadet Program			-1,000.00	-1,400.00	-2,400.00
BA0000619	To Correct Revenue Budget for Donation rec...	GLPKT16676	02/28/2024		-1,400.00	
Revenue Total:				-1,000.00	-1,400.00	-2,400.00
Expense						
100-1130-523201	Cell Phone			720.00	-720.00	0.00
BA0000629	Move Clerk Cellphone Budget to Clerk com...	GLPKT16923	03/27/2024		-720.00	
100-1130-523220	City Clerk / Communications			0.00	720.00	720.00
BA0000629	Move Clerk Cellphone Budget to Clerk com...	GLPKT16923	03/27/2024		720.00	
100-1500-521240	Admin / Legal Fees			50,000.00	-2,000.00	48,000.00
BA0000621	Shipping Postage	GLPKT16923	03/27/2024		-2,000.00	
100-1500-523250	Admin / Shipping & Postage			4,000.00	2,000.00	6,000.00
BA0000621	Shipping Postage	GLPKT16923	03/27/2024		2,000.00	
100-3210-523200	PD / Communications			14,000.00	15,000.00	29,000.00
BA0000625	Move Cell phone Budget to communications	GLPKT16923	03/27/2024		15,000.00	
100-3210-523221	PD / Cell Phones			15,000.00	-15,000.00	0.00
BA0000625	Move PD Cell phone Budget to PD communi...	GLPKT16923	03/27/2024		-15,000.00	
100-3210-523500	PD / Travel			0.00	10,000.00	10,000.00
BA0000616	Move Travel Exp	GLPKT16275	01/12/2024		10,000.00	
100-3210-523700	PD / Education & Training			20,000.00	-10,000.00	10,000.00
BA0000616	Move Travel Exp	GLPKT16275	01/12/2024		-10,000.00	
100-3210-531100	PD/ Supplies & Materials			7,000.00	1,000.00	8,000.00
BA0000622	Increase PD Supplies	GLPKT16923	03/27/2024		1,000.00	
100-3210-531131	PD / Cadet program			1,000.00	1,400.00	2,400.00
BA0000615	To Increase Budgets for Grant Award	GLPKT16261	01/10/2024		1,400.00	
100-3210-531600	PD / Small Equipment			37,580.00	-16,000.00	21,580.00
BA0000620	Establish Furniture & Fix budget	GLPKT16733	03/04/2024		-15,000.00	
BA0000622	Increase PD Supplies	GLPKT16923	03/27/2024		-1,000.00	
100-3210-542300	Furniture and Fixtures			0.00	15,000.00	15,000.00
BA0000620	Establish Furniture & Fix budget	GLPKT16733	03/04/2024		15,000.00	
100-4210-522260	PWs / Stormwater Management			100,000.00	-8,000.00	92,000.00
BA0000623	Increase Traffic Signal Budget	GLPKT16923	03/27/2024		-8,000.00	
100-4210-523210	Traffic Signals			2,300.00	8,000.00	10,300.00
BA0000623	Increase Traffic Signal Budget	GLPKT16923	03/27/2024		8,000.00	
100-7400-523200	PCD/ Communications			480.00	2,160.00	2,640.00
BA0000626	Move PCD Cell phone Budget to PCD comm...	GLPKT16923	03/27/2024		2,160.00	
100-7400-523221	PCD/ Cell Phones			2,160.00	-2,160.00	0.00
BA0000626	Move PCD Cell phone Budget to PCD comm...	GLPKT16923	03/27/2024		-2,160.00	
100-7540-523200	Tourism / Communications			7,312.00	5,720.00	13,032.00
BA0000624	Increase Tourism Communications Budget	GLPKT16923	03/27/2024		5,000.00	
BA0000627	Move Tourism Cellphone Budget to T comm...	GLPKT16923	03/27/2024		720.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
100-7540-523201	Tourism / Cell Phone			720.00	-720.00	0.00
BA0000627	Move Tourism Cellphone Budget to T comm...	GLPKT16923	03/27/2024		-720.00	
100-7540-531230	Tourism / Electricity			23,700.00	-5,000.00	18,700.00
BA0000624	Increase Tourism Communications Budget	GLPKT16923	03/27/2024		-5,000.00	
Expense Total:				285,972.00	1,400.00	287,372.00
Fund 100 Total:				284,972.00	0.00	284,972.00
Fund: 210 - CONFISCATED ASSETS						
Revenue						
210-0000-351321	State Confiscations			0.00	-12,254.00	-12,254.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		-12,254.00	
210-0000-399900	Budget Fund Balance			-32,800.00	2,628.00	-30,172.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		2,628.00	
Revenue Total:				-32,800.00	-9,626.00	-42,426.00
Expense						
210-0000-531100	Supplies & Materials			32,800.00	-16,946.00	15,854.00
BA0000613	Reallocate Budget Confiscated Assets	GLPKT16096	12/21/2023		-22,572.00	
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		5,626.00	
210-0000-531600	Small Equipment			0.00	22,572.00	22,572.00
BA0000613	Reallocate Budget Confiscated Assets	GLPKT16096	12/21/2023		22,572.00	
210-0000-572000	Payment to other Agencies			0.00	4,000.00	4,000.00
BA0000614	Recognize State Confiscations	GLPKT16097	12/21/2023		4,000.00	
Expense Total:				32,800.00	9,626.00	42,426.00
Fund 210 Total:				0.00	0.00	0.00
Fund: 230 - AMERICAN RESCUE PLAN ACT OF 2021						
Revenue						
230-0000-399900	Budgeted Fund Balance			-1,999,758.00	-56,495.00	-2,056,253.00
BA0000600	To Establish Available Budget for FY2024	GLPKT15273	07/01/2023		-56,495.00	
Revenue Total:				-1,999,758.00	-56,495.00	-2,056,253.00
Expense						
230-0000-543000	Two (2) Blower Lease			0.00	56,495.00	56,495.00
BA0000600	To Establish Available Budget for FY2024	GLPKT15273	07/01/2023		56,495.00	
Expense Total:				0.00	56,495.00	56,495.00
Fund 230 Total:				-1,999,758.00	0.00	-1,999,758.00
Fund: 270 - TAX ALLOCATION DISTRICT F						
Revenue						
270-0000-311100	TAD - Revenue - Hall Co Portion			-700,000.00	130,300.00	-569,700.00
BA0000607	Tenant Improvements Budget overstated	GLPKT15734	09/30/2023		130,300.00	
270-0000-399900	Budgeted Fund Balance			0.00	-363,250.00	-363,250.00
BA0000601	To Establish Available Budget for FY2024 - 2...	GLPKT15274	07/01/2023		-363,250.00	
BA0000608	Reopen Old Town Bike Path Budget	GLPKT15735	07/01/2023		-82,362.00	
BA0000610	Move Old town bike path to SPLOST	GLPKT15821	09/30/2023		82,362.00	
Revenue Total:				-700,000.00	-232,950.00	-932,950.00
Expense						
270-0000-541300	Tenant Improvements - Main St Building			130,300.00	232,950.00	363,250.00
BA0000601	To Establish Available Budget for FY2024 - 2...	GLPKT15274	07/01/2023		363,250.00	
BA0000607	Tenant Improvements Budget overstated	GLPKT15734	09/30/2023		-130,300.00	
270-0000-541420	Old Town Bike-Pedestrian Path			0.00	0.00	0.00
BA0000608	Reopen Old Town Bike Path Budget	GLPKT15735	07/01/2023		82,362.00	
BA0000610	Move Old town bike path to SPLOST	GLPKT15821	09/30/2023		-82,362.00	
Expense Total:				130,300.00	232,950.00	363,250.00
Fund 270 Total:				-569,700.00	0.00	-569,700.00

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name				Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date			Amount	
Fund: 308 - WATER/ SEWER CAPITAL PROJECTS FUND							
Revenue							
<u>308-0000-371100</u>	Contributions - Restricted for Capital				0.00	-50,000.00	-50,000.00
BA0000605	Elevated Tank Contribution	GLPKT15336	10/03/2023			-50,000.00	
<u>308-0000-393100</u>	GEFA Debt Proceeds - DW2020020				-1,482,010.00	-1,698,177.00	-3,180,187.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-200,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-250,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-453,991.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-50,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-454,186.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-140,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-150,000.00	
<u>308-0000-393200</u>	GEFA Debt Proceeds - CW2020010				-10,585,000.00	-11,020,302.00	-21,605,302.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-10,170,302.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-100,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-750,000.00	
<u>308-0000-399900</u>	Budgeted Retained Earnings				-767,990.00	-1,919,891.00	-2,687,881.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-272,339.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-406,894.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-13,480.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-250,000.00	
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			-1,026,999.00	
BA0000609	Elevated Tank opening budget overstate	GLPKT15779	07/01/2023			49,821.00	
Revenue Total:					-12,835,000.00	-14,688,370.00	-27,523,370.00
Expense							
<u>308-0000-541100</u>	Water Line Improvements Planning & Design				140,000.00	672,339.00	812,339.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			272,339.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			400,000.00	
<u>308-0000-541220</u>	Atlanta Hwy Water Line				140,000.00	-140,000.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			140,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-280,000.00	
<u>308-0000-541520</u>	Wastewater Expansion Construction (Parallel Plant)				11,485,000.00	10,920,302.00	22,405,302.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			10,170,302.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			750,000.00	
<u>308-0000-541521</u>	Interim Improvements - Design and Management				0.00	13,480.00	13,480.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			13,480.00	
<u>308-0000-541530</u>	Wastewater Pump Station Modification				100,000.00	100,000.00	200,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			100,000.00	
<u>308-0000-541540</u>	Roberts Dr Pump Station Reliability (Natural Gas)				0.00	0.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			250,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-250,000.00	
<u>308-0000-541550</u>	Modify Well Pumps & Well House #1 & #3				0.00	200,000.00	200,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			150,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			50,000.00	
<u>308-0000-541610</u>	Water Distribution System Upgrade				200,000.00	222,010.00	422,010.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			200,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			22,010.00	
<u>308-0000-541620</u>	Lights Ferry Water Line				250,000.00	250,000.00	500,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			250,000.00	
<u>308-0000-541630</u>	Purchase Well 4 & 5				1,120,000.00	723,768.00	1,843,768.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			453,991.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			269,777.00	
<u>308-0000-541660</u>	SCADA System Improvements				50,000.00	50,000.00	100,000.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			50,000.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name				Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date			Amount	
308-0000-541670	New 250,000 Gallon Elevated Tank Construction				0.00	861,259.00	861,259.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			861,080.00	
BA0000605	Elevated Tank Contribution	GLPKT15336	10/03/2023			50,000.00	
BA0000609	Elevated Tank opening budget overstate	GLPKT15779	07/01/2023			-49,821.00	
308-0000-541680	Gainesville Sewer Line				0.00	1,037,222.00	1,037,222.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			1,026,999.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			10,223.00	
308-0000-541690	Water Distribution at Railroad Crossings				250,000.00	-250,000.00	0.00
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-250,000.00	
308-0000-541710	Replacement Generator - W&S				100,000.00	27,990.00	127,990.00
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			27,990.00	
308-0000-542000	Wastewater Effluent Discharge Force Main - Phase 2				0.00	0.00	0.00
BA0000602	To Establish Available Budget for FY2024 - 3...	GLPKT15275	07/01/2023			750,000.00	
BA0000612	Reallocated 308 project budgets	GLPKT15983	12/13/2023			-750,000.00	
Expense Total:					13,835,000.00	14,688,370.00	28,523,370.00
Fund 308 Total:					1,000,000.00	0.00	1,000,000.00

Fund: 320 - SPLOST FUND

Revenue							
320-0000-334100	LMIG Revenue				-85,000.00	-22,496.59	-107,496.59
BA0000617	Increase Budget for Larger LMIG Revenue	GLPKT16437	01/30/2024			-22,496.59	
320-0000-399900	Budgeted Fund Balance				-1,132,102.00	-2,080,169.00	-3,212,271.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-972,852.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-550,000.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-550,000.00	
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			-7,317.00	
Revenue Total:					-1,217,102.00	-2,102,665.59	-3,319,767.59
Expense							
320-0000-522250	VIII -Annual Road Paving & Sidewalks Program				1,773,797.00	995,348.59	2,769,145.59
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			972,852.00	
BA0000617	Increase Budget for Larger LMIG Revenue	GLPKT16437	01/30/2024			22,496.59	
320-0000-541002	VIII -Old Town (General) Stormwater				0.00	550,000.00	550,000.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			550,000.00	
320-0000-541004	VIII - Lights Ferry Culvert				0.00	550,000.00	550,000.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			550,000.00	
320-0000-542100	McEver & Gaines Ferry Rd Traffic Improvements				0.00	7,317.00	7,317.00
BA0000603	To Establish Available Budget for FY2024 - 3...	GLPKT15276	07/01/2023			7,317.00	
Expense Total:					1,773,797.00	2,102,665.59	3,876,462.59
Fund 320 Total:					556,695.00	0.00	556,695.00

Fund: 350 - LOCAL RESOURCES FUND

Revenue							
350-0000-331310	Intergovernmental Revenue - Federal Capital Direct				0.00	-50,000.00	-50,000.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023			-50,000.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-27,279.00	
BA0000618	Moving Grant Budget	GLPKT16666	02/26/2024			27,279.00	
350-0000-331350	Federal Capital Indirect				0.00	-27,279.00	-27,279.00
BA0000618	Moving Grant Budget	GLPKT16666	02/26/2024			-27,279.00	
350-0000-334310	Intergovernmental Revenue - State Capital Direct				0.00	-3,638.00	-3,638.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-3,638.00	
350-0000-371100	Contributions - Resticted for Capital				0.00	-150,000.00	-150,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023			-150,000.00	
350-0000-399900	Budgeted Fund Balance				-1,826,345.00	-535,253.00	-2,361,598.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023			-352,173.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023			-19,083.00	

Budget Adjustment Report

For Date Range: 07/01/2023 - 03/31/2024

Account Number	Account Name			Original Budget	Budget Adjustments	Current Budget
Adjustment Number	Adjustment Description	Packet Number	Post Date		Amount	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-67,339.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-2,412.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-69,246.00	
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		-25,000.00	
Revenue Total:				-1,826,345.00	-766,170.00	-2,592,515.00
Expense						
350-0000-542400	IT Equipment Upgrades Annual Program			25,000.00	67,339.00	92,339.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		67,339.00	
350-0000-542700	City Buildings Generator Project			0.00	50,000.00	50,000.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		50,000.00	
350-0000-543002	Website Upgrades			0.00	69,246.00	69,246.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		69,246.00	
350-0000-543004	Tourism Golf Cart			0.00	25,000.00	25,000.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		25,000.00	
350-0000-543005	Police Utility Vehicle			0.00	2,412.00	2,412.00
BA0000604	To Establish Available Budget for FY2024 - 3...	GLPKT15283	07/01/2023		2,412.00	
350-0000-543018	Axon Equipment			0.00	402,173.00	402,173.00
BA0000599	To Record Axon Package Project 20390	GLPKT15271	09/21/2023		402,173.00	
350-0000-543019	Public Bathroom			0.00	100,000.00	100,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023		100,000.00	
350-0000-543020	Emergency Response Vehicle			0.00	50,000.00	50,000.00
BA0000611	Setup Public Bathroom and Response Veh Pr...	GLPKT15860	11/29/2023		50,000.00	
Expense Total:				25,000.00	766,170.00	791,170.00
Fund 350 Total:				-1,801,345.00	0.00	-1,801,345.00
Budget Code FY2024 Total:				-2,529,136.00	0.00	-2,529,136.00

Description

Fund Summary

Description	Fund	Original Budget	Budget Adjustments	Current Budget
Budget Code: FY2024 - FY2024 Budget		Fiscal: FY2024		
	100	284,972.00	0.00	284,972.00
	210	0.00	0.00	0.00
	230	-1,999,758.00	0.00	-1,999,758.00
	270	-569,700.00	0.00	-569,700.00
	308	1,000,000.00	0.00	1,000,000.00
	320	556,695.00	0.00	556,695.00
	350	-1,801,345.00	0.00	-1,801,345.00
Budget Code FY2024 Total:		-2,529,136.00	0.00	-2,529,136.00

ATTACHMENT B
QUARTERLY BUDGET ADJUSTMENT RESOLUTION 24-002
ADJUSTMENT DESCRIPTIONS
GENERAL FUND

GENERAL FUND

Notable adjustments within the departments, which did not affect the total budget, are as follows:

- City Clerk:
 - Adjustment made to consolidate Cell phone budget to Communications.
- Admin:
 - Adjustment made for increased postage charge and increased notices.
- Police:
 - Adjustment made to consolidate Cell phone budget to Communications.
 - Created an account to separate travel expenses from education.
- Public Works:
 - Adjustment made for increased Traffic Signal Cost by \$8,000 from Stormwater Management.
- Planning:
 - Adjustment made to consolidate Cell phone budget to Communications.
- Fun (tourism):
 - Adjustment made to consolidate Cell phone budget to Communications.
 - Increase the Communications budget by \$5,000 from electricity.

SPECIAL REVENUE FUNDS

CONFISCATED ASSETS FUND

Adjustments made to consolidate capital projects.

AMERICAN RESCUE PLAN ACT OF 2021 FUND

Adjustments made to consolidate capital projects.

- Two (2) Blower Lease

TAX ALLOCATION DISTRICT FUND

Adjustments made to consolidate capital projects.

- Tenant Improvements

HOTEL MOTEL TAX FUND

No adjustments are needed for the quarter ending March 31, 2024.

CAPITAL PROJECTS FUND

ATTACHMENT B
QUARTERLY BUDGET ADJUSTMENT RESOLUTION 24-002
ADJUSTMENT DESCRIPTIONS

WATER/WASTEWATER CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects.

- Water Line Improvements Planning & Design
- Atlanta Hwy Water Line
- Wastewater Expansion Construction
- Interim Improvements - Design Mgt
- Wastewater Pump Station Modification
- Modify Well Pumps & Well House 1 & 3
- Water Distribution System Upgrade
- Lights Ferry Water Line
- Purchase Well 4 & 5
- SCADA System Improvements
- New 250,000 Gallon Elevated Tank Const.
- Gainesville Sewer Line
- Water Distribution at Railroad Crossing
- Replacement Generator

SPLOST VII CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects and recognize increased LMIG revenue.

- VIII - Annual Road Paving & Sidewalks Program
- VIII - Old Town (General) Stormwater
- VIII - Lights Ferry Culvert
- McEver & Gaines Ferry Rd Traffic Improv.

LOCAL RESOURCES CAPITAL PROJECTS FUND

Adjustments made to consolidate capital projects.

- IT Equipment Annual Upgrades
- City Buildings Generator Project
- Website Upgrades
- Tourism Golf Cart
- Police Utility Vehicle
- Axon Equipment
- Public Bathroom
- Emergency Response Vehicle

ENTERPRISE FUNDS

WATER AND WASTEWATER OPERATING FUND

No adjustments are needed for the quarter ending March 31, 2024.



FLOWERY BRANCH CITY COUNCIL

EXECUTIVE SUMMARY



SUBJECT: Consider the Purchase and Installation of Synthetic Grass on the Lawn of the Market Pavilion and the Amphitheater.

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

The Market Pavilion and Amphitheater officially opened May of 2023. The pavilion is the home to our summer & winter markets, multiple spring and fall festivals, city block parties, weddings, proms, play dates and so much more. The Amphitheater is home to several events, Music in the Branch, Day of Prayer, and a worship service. The venues have had over 35k visitors, with cell phones capturing data since May of 2023. Both locations are growing in demand as citizens and groups become more familiar with them.

FACTS AND ISSUES:

With lots of foot traffic from walking, playing, dancing and sitting on the lawns the current sod is not able to sustain its durability. The lawn at the market pavilion currently has dead spots, it holds water in multiple locations, in one spot the yard has settled and is uneven. It also is just not pleasant to look at.

Installing new synthetic grass at each location will create a beautiful low-maintenance natural appearance lawn that our citizens will enjoy.

Pricing for this project is through Sourcewell, which is a cooperative purchasing agency that the City is registered with. Funding for this project will come out of our TAD fund.

Market Pavilion \$53,298.10 (Materials \$33,873.10 & installation \$17,615)

Amphitheater \$135,875.69 (Materials \$88,225.69 & installation \$42,900)

The product comes with a 15-year warranty.

OPTIONS:

- 1) Authorize the contract with Forever Lawn Landscape for both the market pavilion and amphitheater
- 2) Authorize the contract with Forever Lawn for either (A) market pavilion or (B) amphitheater
- 3) Do not authorize a contract with Forever Lawn Landscape.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

\$189,173.79 TAD funding

RECOMMENDATION:

SAMPLE MOTION:

I make a motion to approve the pricing propoal from Forever Lawn Landscape for both the market pavilion \$53,298.10 (materials \$33,873.10 & installation \$17,615) and the amphitheater \$135,879.69 (materials \$88,225.69 & \$42,900 labor) with a total amount of \$189,173.79 (materials \$122,098.79 & installation \$60,515)

COLLABORATING DEPARTMENT:

DEPARTMENT: Department of Fun

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary for Synthetic Grass.pdf](#)
- [Pricing Agreement - City of Flowery Branch Amphitheater 04-16-24.pdf](#)
- [Pricing Agreement - City of Flowery Branch Market Yard 04-16-24 \(1\).pdf](#)
- [Pricing Agreement - Cost breakdown for Market Pavillion and Amphitheater 4.29.24.pdf](#)
- [Market Pavilion lawn.pdf](#)
- [Market Pavilion corner.pdf](#)
- [Market Pavilion drain.pdf](#)
- [Sample Work Hello Hilo 2.pdf](#)
- [Sample Work King St. Park 2.pdf](#)
- [Sample Work King St. Park.pdf](#)

**FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY**

**SUBJECT: PURCHASE AND INSTALLATION OF SYNTHETIC GRASS ON THE
LAWN OF THE MARKET PAVILION AS WELL AS AT THE AMPHITHEATER**

DATE: MAY 2, 2024

(X) RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL-

() OTHER

CAPITAL- \$189,173.79

COUNCIL ACTION REQUESTED ON: MAY 2, 2024

PURPOSE: The purpose of this agenda item is to request council to approve the contract with Forever Lawn Landscape for purchase and installation of synthetic grass on the lawn of the Market Pavilion and the Amphitheater.

HISTORY: The Market Pavilion and Amphitheater officially opened May of 2023. The pavilion is the home to our summer & winter markets, multiple spring and fall festivals, city block parties, weddings, proms, play dates and so much more. The Amphitheater is home to several events, Music in the Branch, Day of Prayer, and a worship service. The venues have had over 35k visitors, with cell phones capturing data since May of 2023. Both locations are growing in demand as citizens and groups become more familiar with them.

FACTS AND ISSUES: With lots of foot traffic from walking, playing, dancing and sitting on the lawns the current sod is not able to sustain its durability. The lawn at the market pavilion currently has dead spots, it holds water in multiple locations, in one spot the yard has settled and is uneven. It also is just not pleasant to look at.

Installing new synthetic grass at each location it will create a beautiful low-maintenance natural appearance lawn that our citizens will enjoy.

Pricing for this project is through Sourcwell, which is a cooperative purchasing agency that the City is registered with. Funding for this project will come out of our TAD fund.

Market Pavilion \$53,298.10 (Materials \$33,873.10 & installation \$17,615)

Amphitheater \$135,875.69 (Materials \$88,225.69 & installation \$42,900)

OPTIONS: 1) Authorize the contract with Forever Lawn Landscape for both the market pavilion and amphitheater

2) Authorize the contract with Forever Lawn for either (A) market pavilion or (B) amphitheater

3) Do not authorize a contract with Forever Lawn Landscape.

RECOMMENDED SAMPLE MOTION: I make a motion to approve the pricing proposal from Forever Lawn Landscape for both the market pavilion \$53,298.10 (installation \$17,615) and the amphitheater \$135,879.69 (installation \$42,900) with a total amount of \$189,173.79 (installation \$60,515).

DEPARTMENT: Administration

Prepared by: Renee Carden



Pricing Proposal

Turf Expert: Brian Looper

Date: 04/16/24

Location:

5502 Church Street

Flowery Branch, GA 30542

Project Name: Select EL Install Amphitheater

Project Description: Commercial Select EL install. Remove grass and sublayer. Replace with turf. Accessible via side on Pine Street.

Area Detail:

Select EL Install: \$ 135,875.69

Pricing Includes: All materials for the turf, installation materials, all associated freight charges and a professional installation by a trained and certified ForeverLawn installation team.

Note: Any changes to project scope may incur additional charges.

Expiration: This pricing is guaranteed for 60 days from the date above.

Project Timeline: Project will be scheduled upon receipt of the down payment of 50% of the project cost and may vary depending on availability of turf and crew.

ForeverLawn to Provide:

- ForeverLawn product and installation accessories
- Professional ForeverLawn installation including layout, trimming, seaming, and attaching of the product.
- Cleanup
- Excavation as needed to prepare area for base materials below finish grade

- Client is to Provide:**
- Easy access to work area for crew and equipment and staging area for materials.
 - Any changes to scope of work prior to start of project
 - Access to water hookup and electricity
 - Clear markings of any subsurface wiring, plumbing, fiber optic cables or any other subsurface features

NOTE:

- In case of project cancellation, a 10% fee from the deposit will be non-refundable w/ a maximum non-refundable amount being \$500.
- 3% fee added for credit card payments.

Remit Payment to:

ForeverLawn NGA

Authorized Signature

Date

ForeverLawn Representative

Date



Pricing Proposal

Turf Expert: Brian Looper

Date: 04/16/24

Location:

5507 Main Street

Flowery Branch, GA 30542

Project Name: Select EL Install

Project Description: Commercial Select EL install. Remove grass and sublayer. Replace with turf. Accessible via side on Railroad Avenue.

Area Detail:

Select EL Install: \$ 53,298.10

Pricing Includes: All materials for the turf, installation materials, all associated freight charges and a professional installation by a trained and certified ForeverLawn installation team.

Note: Any changes to project scope may incur additional charges.

Expiration: This pricing is guaranteed for 60 days from the date above.

Project Timeline: Project will be scheduled upon receipt of the down payment of 50% of the project cost and may vary depending on availability of turf and crew.

ForeverLawn to Provide:

- ForeverLawn product and installation accessories
- Professional ForeverLawn installation including layout, trimming, seaming, and attaching of the product.
- Cleanup
- Excavation as needed to prepare area for base materials below finish grade

- Client is to Provide:**
- Easy access to work area for crew and equipment and staging area for materials.
 - Any changes to scope of work prior to start of project
 - Access to water hookup and electricity
 - Clear markings of any subsurface wiring, plumbing, fiber optic cables or any other subsurface features

NOTE:

- In case of project cancellation, a 10% fee from the deposit will be non-refundable w/ a maximum non-refundable amount being \$500.
- 3% fee added for credit card payments.

Remit Payment to:

ForeverLawn NGA

Authorized Signature

Date

ForeverLawn Representative

Date



Pricing Proposal

Turf Expert: Shane Ellis

foreverlawn.com/nga

Date: 4/29/2024

Location:

City of Flowery Branch

City Amphitheater / Market Center Lawn

Project Name: Flowery Branch Amphitheater and Market Center Lawn

Project Description: Installation of turf in the amphitheater area and the farmers market pavilion lawn.

Project Size:

Area Detail:

Amphitheater:

Materials – Turf, stone, lumber, and misc.: \$88,225.69

Labor for removal and installation: \$42,900

Total cost: \$135,875.69

Market Center Lawn:

Materials – Turf, stone, lumber, and misc.: \$33,873.10

Labor for removal and installation: \$17,615

Total Cost: \$53,298.10

Combined Projects:

Materials – Turf, stone, lumber, and misc.: \$122,098.79

Labor for removal and installation: \$60,515

Total Cost: \$189,173.79

Note:

The information provided is a cost breakdown for materials and labor for the Flowery Branch Amphitheater.









Hello Hilo, Gainesville GA



King St. Park, Clermont GA



King St. Park, Clermont GA



FLOWERY BRANCH CITY COUNCIL



EXECUTIVE SUMMARY

SUBJECT: Recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands Trail Construction.

COUNCIL MEETING DATE: May 2, 2024

HISTORY:

The “Highlands to Islands” trail is a multi-use trail that reaches from Gainesville to Lake Lanier Islands. A planned section of this multi-jurisdictional trail falls in Flowery Branch. In an effort to promote healthy living and pedestrian connectivity, the city seeks to begin planning and constructing a trail portion located in Flowery Branch. The trail would begin at the end of an existing trail at I-985, travel through downtown, and continue to lakeside Flowery Branch Bay Park. With a partnership with the Georgia Mountains Regional Commission (GMRC) and Appalachian Regional Commission (ARC), additional funding may be acquired to support this endeavor. Through a competitive and transparent selection process, an engineering firm must be approved by council to conduct a Preliminary Engineering Report (PER) for the city on the project’s costs. The cost of the PER is \$5,000.

FACTS AND ISSUES:

The Appalachian Regional Commission (ARC) is an economic development partnership entity of the federal government. Their mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in Appalachia by providing grants, publishing research, and sponsoring learning opportunities to address economic disparity and advance prosperity. The Georgia Mountains Regional Commission (GRMC) is a state level commission that supports the northeast region of the state and has created an application on the city’s behalf for ARC grant funds. The ARC requires a Preliminary Engineering Report as part of the application to allow extensive review of the proposed project, as well as the local governing body’s approval of the selected engineering firm.

OPTIONS:

To approve, or not approve, contracting with ESG Engineering, Inc to conduct a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

IF FUNDING IS INVOLVED, ARE FUNDS APPROVED IN THE CURRENT BUDGET:

Yes

AMOUNT AND SOURCE OF FUNDS:

\$5,000 - Allocated Capital Project Funds

RECOMMENDATION:

I make a motion to approve contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

SAMPLE MOTION:

I make a motion to approve contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch portion of the Highlands to Islands bike and pedestrian trail.

COLLABORATING DEPARTMENT:

Planning

DEPARTMENT: Finance

Prepared by: Shelia Cooper

ATTACHMENTS

- [Executive Summary - ARC Grant PER Firm Selection \(TSDP edits\).pdf](#)
- [Trail Map PDF.pdf](#)

FLOWERY BRANCH CITY COUNCIL
EXECUTIVE SUMMARY

SUBJECT: Recommendation to select ESG Engineering, Inc to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands trail construction.

DATE: May 2, 2024

(X)RECOMMENDATION

() POLICY DISCUSSION

BUDGET INFORMATION:

() STATUS REPORT

ANNUAL-

() OTHER

CAPITAL- \$5,000

COUNCIL ACTION REQUESTED ON: May 2, 2024

PURPOSE:

In order to pursue funding from the Appalachian Regional Commission (ARC) to support construction of a pedestrian/bike trail, an engineering firm must be approved by council to complete a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with the construction project.

HISTORY:

The “Highlands to Islands” trail is a multi-use trail that reaches from Gainesville to Lake Lanier Islands. A planned section of this multi-jurisdictional trail falls in Flowery Branch. In an effort to promote healthy living and pedestrian connectivity, the city seeks to begin planning and constructing a trail portion located in Flowery Branch. The trail would begin at the end of an existing trail at I-985, travel through downtown, and continue to lakeside Flowery Branch Bay Park. With a partnership with the Georgia Mountains Regional Commission (GMRC) and ARC, additional funding may be acquired to support this endeavor. Through a competitive and transparent selection process, an engineering firm must be approved by council to conduct a Preliminary Engineering Report (PER) for the city on the project’s costs.

FACTS AND ISSUES:

The Appalachian Regional Commission (ARC) is an economic development partnership entity of the federal government. Their mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in Appalachia by providing grants, publishing research, and sponsoring learning opportunities

to address economic disparity and advance prosperity. The Georgia Mountains Regional Commission (GRMC) is a state level commission that supports the northeast region of the state and has created an application on the city's behalf for ARC grant funds. The ARC requires a Preliminary Engineering Report as part of the application to allow extensive review of the proposed project, as well as the local governing body's approval of the selected engineering firm. The cost of the PER is \$5,000.

OPTIONS:

To approve, or not approve, contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

RECOMMENDED SAMPLE MOTION:

I make a motion to approve contracting with ESG Engineering, Inc to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch portion of the Highlands to Islands bike and pedestrian trail.

DEPARTMENT: Finance

Prepared by: Elias Gobble



City of Flowery Branch
Downtown in
Renewal Process



Staff Right



Rusted Daisy
Salon
& Boutique



Whole Being Cafe

1 Proposed trail development : Phil Neikro-Thurmond Tanner- E Main St-Mulberry St-Spring St- Mitchell St

Local business boosted area

4 Elephants



Antebellum



Peyton's Pie
& Home Care Matters



Salon
Carpe' Diem



Sample
Pleasure Art



Social Peach Boutique

