



CITY COUNCIL MEETING & PUBLIC HEARING FEBRUARY 24, 2025

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE TO THE FLAG**
4. **BOARDS & COMMISSIONS**
 - A. **Recreation Commission Appointment by Mayor Gilvin at the request of Council Member Hipes**
 - B. **Swearing in of New Recreation Commissioner**
5. **CONSENT AGENDA**
 - A. **City Council Meeting Minutes (Meeting of 1/27/2025)**
Consideration of approval of the City Council meeting minutes from the meeting of January 27, 2025.
 - B. **City Council Meeting Minutes (Meeting of 2/10/2025)**
Consideration of approval of the City Council meeting minutes from the meeting of February 10, 2025.
 - C. **Warranty Deed: Thompson Street Right of Way**
Consideration of approval of the acceptance of the Thompson Street right of way dedication related to Park Walke Phase 1 Subdivision and with authorization for the Mayor to execute all necessary documents.
 - D. **Financial Management Report (Month Ending December 31, 2024)**
Consideration of approval of the Financial Management Report for the month ending December 31, 2024.
6. **PUBLIC HEARING**
 - A. **Announcement of Public Hearing Procedures**
 - B. **MP-25-02/CU-25-04 Lotus Animal Hospital/Oxford Green MP Pod A**
Consideration of a master plan amendment and conditional use to allow a 'Animal Hospital, Small Animals (Veterinarian)' business in the Windward Square shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animal (Veterinarian)' to the Oxford Green Master Plan Tract A and a conditional use and a conditional use is requested to allow 'Animal Hospital, Small Animal (Veterinarian)' for Lotus Animal Hospital. The property is located at 5215 Windward Parkway, Suite B2 and is legally described as being located in Land Lots 1120 & 1121, 2nd District, 2nd Section, Fulton County, Georgia.
 - C. **MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R**
Consideration of a master plan amendment and conditional use to allow a 'School, Academic' to re-use an existing office building on a 4.48-acre property in the North Point Overlay. A master plan amendment is requested to add 'School, Academic' to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The property is located at 8995 Westside Parkway and is legally described as being located in Land Lot 691, 1st District, 2nd Section, Fulton County, Georgia.
 - D. **CU-25-06 Activate Games Alpharetta/Windward MP Pod 4**
Consideration of a conditional use to allow an interactive gaming business in an existing building. A

conditional use is requested to allow 'Recreation Facilities, Indoor' for Activate Games Alpharetta. The property is located at 3020 Windward Plaza and is legally described as being located in Land Lots 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

E. CLUP-24-05/Z-24-17/PH-24-20 Mayfair at Haynes Bridge

Consideration of a comprehensive land use plan amendment, rezoning, change of conditions, and public hearing to allow for a 2nd phase of a residential development including 10 single-family detached homes on 1.53 acres in the Downtown. A comprehensive land use plan amendment is requested from Medium Density Residential to High Density Residential and a rezoning is requested from O-I (Office-Institutional) to DT-R (Downtown Residential). Changes to conditions of zoning is requested for the adjoining 2.83-acre property (Phase 1) approved for a single-family residential subdivision. A public hearing is requested to bring the subject property into the Downtown Overlay. The property is located at 0 Norcross Street and is legally described as being located in Land Lot 747, 1st District, 2nd Section, Fulton County, Georgia.

7. NEW BUSINESS

A. Memorandum of Understanding: Johns Creek and City of Alpharetta Parks Renewal

Consideration of approval of the renewal of a Memorandum of Understanding with the City of Johns Creek for Parks Without Borders.

B. Request For Proposals 25-105: Park Wayfinding and General Signage

Consideration to approve the award of a contract for RFP 25-105 for Parks Wayfinding and General Signage to Roswell Signs LLC (dba Signarama of Roswell) and with authorization for the Mayor to execute all necessary documents.

C. Ordinance: Fiscal Year 2025 Mid-Year Budget Amendment

SECOND READING

The first reading of this item occurred during the February 10, 2025 City Council Meeting.

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

D. Contract Approval: RightSite Telehealth for Fire

Consideration of approval of a contract with RightSite Health Physicians PLLC to provide Telehealth EMS Services for Alpharetta Fire & EMS and with authorization for the Mayor to execute all necessary documents.

8. PUBLIC COMMENT

9. REPORTS

10. EXECUTIVE SESSION (IF NECESSARY)

11. ADJOURNMENT



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: February 24, 2025

AGENDA ITEM:

City Council Meeting Minutes (Meeting of 1/27/2025)

Consideration of approval of the City Council meeting minutes from the meeting of January 27, 2025.

STAFF RECOMMENDATION:

Approve, as part of the consent agenda, the minutes from the January 27, 2025 City Council Meeting at 6:30 p.m.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

City Clerk, Lauren Shapiro, prepared a synopsis of the pertinent information that occurred during the City Council meeting on January 27, 2025 at 6:30 pm.

ALTERNATIVES:

Do not approve the City Council Meeting minutes as part of the Consent Agenda.

ATTACHMENTS:

1. CC Minutes 1.27.2025



City Council Meeting & Public Hearing

JANUARY 27, 2025

UNOFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL

COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. This is not an official record of the Alpharetta City Council Meeting proceedings. Meetings are recorded and available for review at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 6:30 p.m.

2. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- Brian Will
- Donald F. Mitchell
- John Hipes
- Fergal M. Brady

• Absent

- Douglas J. DeRito

• Staff

- Chris Lagerbloom, City Administrator
- Melissa Tracy, City Attorney
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- Brooke Lappin, Director of Courts
- Charlie Jewell, Director of Economic Development
- Cris Randall, Director of Human Resources
- John Robison, Director of Public Safety
- Kathi Cook, Director of Community Development

- Morgan Rodgers, Director of Recreation, Parks & Cultural Arts Services
- Pete Sewczwicz, Director of Public Works
- Tom Harris, Director of Finance
- Michael Woodman, Planning and Development Services Manager
- Deanna McKay, Public Communication & Engagement Coordinator
- Suzanne Swain, Community Services Manager

3. PLEDGE TO THE FLAG

4. PRESENTATIONS & PROCLAMATIONS

A. Proclamation: Alpharetta High School CyberPatriot Club

- Mayor Gilvin presented a proclamation to the student advisor and student members of the Alpharetta High School CyberPatriot Club to recognize their recent successful competition season.

5. BOARDS & COMMISSIONS

A. Cultural Arts Commission Appointment by Mayor Gilvin

- Mayor Gilvin announced the appointment of Luis Gonzalez to the Cultural Arts Commission.

B. Historic Preservation Commission Appointment by Council Member Hipes

- Council Member Hipes announced the appointment of Kristen Colby to the Historic Preservation Commission.

C. Resolution: Development Authority Reappointment

Consideration of adoption of a Resolution to reappoint Jill Bernard, Shawn Allen, Morgan Smith, and John Goss to the Alpharetta Development Authority.

- City Attorney, Molly Esswein, read the resolution title aloud.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to adopt a resolution to reappoint Jill Bernard, Shawn Allen, Morgan Smith, and John Goss to the Alpharetta Development Authority.
 - Council Member Hipes seconded the motion.
 - The motion was approved (6-0).

D. Swearing in of New and Reappointed Board and Commission Members

- Mayor Gilvin swore in the new and reappointed Board and Commission Members.

6. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 1/6/2025)

Consideration of approval of the City Council meeting minutes from the meeting of January 6, 2025.

B. Financial Management Report (Month Ending November 30, 2024)

Consideration of approval of the Financial Management Report for the month of November 30, 2024.

C. Conflict Waiver: City of Alpharetta and City of Milton for North Fulton Emergency Medical Response Oversight Committee ("EMROC")

Consideration of approval of a Waiver of Conflict for Jarrard and Davis, LLP to represent the legal interests of the City of Alpharetta and the City of Milton for the purposes of joining and drafting bylaws of the EMROC and with authorization for the Mayor to execute all necessary documents.

D. Quitclaim Deed: Builder Support Services Inc. and City of Alpharetta, Georgia in Hampton Hall Subdivision

Consideration of approval of a Quitclaim Deed between Builder Support Services Inc. and the City of Alpharetta, Georgia and with authorization for the Mayor to execute all necessary documents.

E. Right of Way Warranty Deed – Hawthorne Subdivision

Consideration of approval and acceptance of a Right of Way Warranty Deed for land along Kimball Bridge Road and Buice Road from Toll Southeast LP Company, Inc. for the Hawthorne Subdivision to the City of Alpharetta.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the Consent Agenda.
 - Council Member Brady seconded the motion.
 - The motion was approved (6-0).

7. PUBLIC HEARING

A. MP-24-09/CU-24-12/V-24-28 Alpharetta Hotel Holdings LLC / Hybrid Hotel

DEFERRED: This item has been deferred by the applicant and will not be considered during the January 27, 2025 Council Meeting.

Consideration of a master plan amendment, conditional use, and variance to allow 'Hotel, Hybrid' on 9.89 acres in the Preston Ridge Master Plan. A master plan amendment is requested to the Preston Ridge Master Plan Pod H to add 'Hotel, Hybrid' for a dual brand Marriott Hotel. A variance is requested to deviate from the Hybrid Hotel regulations. The property is located at 12140 Morris Road and is legally described as being located in Land Lot 1262, 2nd District, 2nd Section, Fulton County, Georgia.

B. Announcement of Public Hearing Procedures

- City Attorney, Molly Esswein, announced the City's public hearing procedures.

C. Z-25-01/CU-25-01 The Shipping Post/312 North Main Street

Consideration of rezoning and conditional use to allow for the re-use of an existing structure for a shipping and printing store on a 0.59-acre property in the Downtown. A rezoning is requested from O-I (Office-Institutional) to DT-LW (Downtown Live-Work) and a conditional use is requested to allow 'Print Shop' for The Shipping Post. The property is located at 312 North Main Street and is legally described as being located in Land Lot 1197, 2nd District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Siva Doraisamy, is requesting a rezoning and conditional use to allow for the re-use of an existing one (1) story, 1,275 square foot structure for a 'Print Shop' on 0.59 acres in the Downtown. A rezoning is requested from O-I (Office-Institutional) to DT-LW (Downtown Live-Work), and a conditional use is requested to allow a 'Print Shop' for The Shipping Post. The subject property is located at 312 North Main Street on the west side of North Main Street and north of Mayfield Road.
- This item was considered at the January 9, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 7-0).
- Staff is recommending that Mayor and Council approve Z-25-01/CU-25-01 The Shipping Post/312 North Main Street, subject to the following conditions:
 1. Approximately 0.59 acres shall be rezoned to DT-LW and developed substantially similar to survey prepared by Engineering 303, dated 5/17/23, except for modifications required to comply with the conditions below.
 2. Exterior changes to the existing structure shall be in compliance with the Downtown Code building design regulations, subject to final approval by DRB.
 3. 'Print Shop' shall be added as a conditional use at 312 North Main Street and limited to no more than 1,275 square feet.
 4. Conditional use approval shall be limited to The Shipping Post; no additional 'Print Shop' use or subleasing shall be permitted within the approved space.
 5. Hours of operation shall be limited to Monday – Friday 9:00 AM – 7:00 PM, Saturday 10:00 AM – 5:00 PM, and Sunday 12:00 PM – 4:00 PM.
 6. A 50' planted buffer shall be provided at the rear of the property replanted to City buffer standards, as approved by Staff.
 7. North Main Street streetscape shall include decorative pedestrian lighting, as approved by Staff.

8. Minimum 10' landscape strip shall be provided along North Main Street. Landscape strip shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by DRB.
 9. Minimum 5' landscape strips along the north and south property lines shall be planted with a mix of evergreen and hardwood trees and shrubs, as approved by DRB.
 10. Project entrance shall include decorative landscape, as approved by DRB.
 11. The front yard shall be developed with a park-like setting with decorative landscape. Landscape material shall include plant selections promoting the historic Downtown.
 12. Developer shall plant Creeping Phlox (pink or white) at the top of the GDOT wall along the property frontage, with final approval by DRB.
 13. Developer shall save tree #121 (28" Water Oak) and #120A (25" China fir), with final approval by Staff.
 14. If a dumpster is utilized, dumpster shall be contained within a masonry enclosure with opaque decorative metal gate, with final approval by DRB.
 15. Existing parking lot shall be re-stripped, as approved by Staff.
 16. If signage is placed on the rear of the building, signage shall not be illuminated.
 17. Site lighting in the rear parking lot shall be on a timer with lights turned off at 8:00 PM Monday – Sunday.
- The 0.59-acre property was developed in 1940 with a one (1) story, 1,275 square foot building originally used as a single-family home. Surrounding properties are zoned O-I to the north, east and south and R-15 (Dwelling, 'For-Sale', Residential) to the west. O'Neal Smiles (dental office) is located to the north, a former chiropractic center is located to the east, Pavlova by Marian Bakery has been approved to the south and an unplatted single-family residential lot to the west. The comprehensive land use designation of the property is 'Mixed Use Live Work', which supports the proposed rezoning and uses.
 - The Shipping Post is a print and shipping store similar to FedEx Office Print & Ship Center or The UPS Store. According to the application, the business offers a variety of services, including packing and shipping, printing and copying, passport photos, notary services, mailbox rentals, and computer rentals. The applicant proposes to re-use an existing 1,275 square foot vacant structure. The business anticipates approximately four (4) employees and will have hours of operation from Monday – Friday 9:00 AM – 7:00 PM, Saturday 10:00 AM – 5:00 PM, and Sunday 12:00 PM – 4:00 PM. The applicant states that the only immediate exterior change to the site will be parking space striping, with plans to upgrade windows, replace the roof and expand the driveway access to allow for two-way traffic.

- The submitted site plan depicts re-use of an existing one (1) story, 1,275 square foot building. The site plan does not depict any changes to the building or site. Access to the property will continue through an existing curb cut off North Main Street. The building has an existing front setback of approximately 47' from North Main Street. A minimum ten-foot (10') building setback and landscape strip are required along North Main Street and a 50' undisturbed buffer replanted to buffer standards is required at the rear of the property.
- The existing 3,000 square feet parking lot is not stripped. The Downtown Code requires one (1) space per 500 square feet, or three (3) parking spaces for the proposed Print Shop. The existing parking lot provides sufficient area to accommodate the parking needs of the proposed use.
- The Downtown Code requires a minimum ten percent (10%) amenity space, or 0.06 acres, for the proposed development. It is recommended that the front yard be landscaped to comply with the minimum open space requirement.
- The applicant submitted a tree survey and arborist assessment but does not propose any tree removal. Trees in the 50' undisturbed buffer at the rear of the property are required to be saved. Buffer should be replanted to City buffer standards. The applicant does not propose any changes to the impervious area of the site and therefore would not trigger any stormwater requirements.
- Staff estimates that the 1,275 square foot 'Print Shop' would generate approximately sixteen (16) AM Peak Hour trips and 21 PM Peak Hour trips.
- The Citizen Participation Plan report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.
- A Community Zoning Information Meeting was held on December 11, 2024. There was one (1) public comment in support of the request.
- Staff has reviewed the applicant's proposal against the review criteria for a rezoning and conditional use. The zoning proposal is consistent with the future land use designation of the property and surrounding area, which is 'Mixed Use Live Work'. In addition, the proposed conditional use would be compatible with surrounding uses and other locations for these businesses, which are similarly situated along commercial corridors. The proposed 'Print Shop' will add to the variety of retail service offerings in the City and in the Downtown.
- Sivaganesh Doraisamy (2143 McFarlin Lane, Milton, Georgia 30004) came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Mayor Pro Tem Merkel offered a motion to approve Z-25-01/CU-25-01 The Shipping Post/312 North Main Street, subject to the following conditions:
1. Approximately 0.59 acres shall be rezoned to DT-LW and developed substantially similar to survey prepared by Engineering 303, dated 5/17/23, except for modifications required to comply with the conditions below.
 2. Exterior changes to the existing structure shall be in compliance with the Downtown Code building design regulations, subject to final approval by DRB.
 3. 'Print Shop' shall be added as a conditional use at 312 North Main Street and limited to no more than 1,275 square feet.
 4. Conditional use approval shall be limited to The Shipping Post; no additional 'Print Shop' use or subleasing shall be permitted within the approved space.
 5. Hours of operation shall be limited to Monday – Friday 9:00 AM – 7:00 PM, Saturday 10:00 AM – 5:00 PM, and Sunday 12:00 PM – 4:00 PM.
 6. A 50' planted buffer shall be provided at the rear of the property replanted to City buffer standards, as approved by Staff.
 7. North Main Street streetscape shall include decorative pedestrian lighting, as approved by Staff.
 8. Minimum 10' landscape strip shall be provided along North Main Street. Landscape strip shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by DRB.
 9. Minimum 5' landscape strips along the north and south property lines shall be planted with a mix of evergreen and hardwood trees and shrubs, as approved by DRB.
 10. Project entrance shall include decorative landscape, as approved by DRB.
 11. The front yard shall be developed with a park-like setting with decorative landscape. Landscape material shall include plant selections promoting the historic Downtown.
 12. Developer shall plant Creeping Phlox (pink or white) at the top of the GDOT wall along the property frontage, with final approval by DRB.
 13. Developer shall save tree #121 (28" Water Oak) and #120A (25" China fir), with final approval by Staff.
 14. If a dumpster is utilized, dumpster shall be contained within a masonry enclosure with opaque decorative metal gate, with final approval by DRB.
 15. Existing parking lot shall be re-stripped, as approved by Staff.
 16. If signage is placed on the rear of the building, signage shall not be illuminated.

17. Site lighting in the rear parking lot shall be on a timer with lights turned off at 8:00 PM Monday – Sunday.

18. The Applicant shall stripe and maintain the asphalt on the property for 10 additional spaces.

- Council Member Mitchell seconded the motion.
- The motion was approved (5-1; with Council Member Will in opposition).

D. CU-25-02 Kids Avenue/Stonewood Village

Consideration of a conditional use to allow a children's event venue business in an existing shopping center. A conditional use is requested to allow 'Recreation Facilities, Indoor' for Kids Avenue. The property is described as being located at 670 North Main Street, Suite 115B and is legally described as being located in Land Lot 1197, 2nd District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Roi Shlomo, is requesting a conditional use to allow 'Recreation Facilities, Indoor' in an 8,819 square foot space in an existing strip shopping center. According to the application, Kids Avenue is an indoor playground for children 0 – 8 years old. A conditional use is requested to allow 'Recreation Facilities, Indoor' for Kids Avenue. The subject property is located at 670 North Main Street, Suite 115B at the northwest corner of North Main Street and Cogburn Road.
- This item was considered at the January 9, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions (vote 7-0)
- Staff is recommending that Mayor and City Council approve CU-25-02 Kids Avenue/Stonewood Village, subject to the following conditions:
 1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 670 North Main Street, Suite 115B and limited to no more than 8,819 square feet.
 2. Conditional use approval shall be limited to Kids Avenue; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
 3. 'Recreation Facilities, Indoor' shall be limited to an indoor playground and event space for children.
 4. Hours of operation shall be Monday – Friday 10:00 AM – 6:00 PM and Saturday – Sunday 8:00 AM – 6:00 PM.
 5. Exterior modifications to the side of the building shall be consistent with the existing storefront, subject to final approval by the Design Review Board (DRB).

6. A designated sidewalk shall be provided along the side of the building connecting the existing storefront sidewalk to the protective barrier, shall be used to buffer the sidewalk from the drive aisle.
- The property is zoned C-1 (Neighborhood Commercial) and is developed with a one (1) story, 110,000 square foot strip shopping center (Stonewood Village). Surrounding properties are zoned R-15 (Dwelling, 'For-Sale', Residential) to the north, AG (Agriculture) to the east, and C-1 to the east, west, and south. City of Milton is located to the south, an undeveloped commercial parcel is located to the west, Gatewood subdivision is located to the north, Cogburn Park and Addington Place Assisted Living are located to the east, and Custom Pools of Atlanta is located to the south. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's proposal.
 - According to the application, Kids Avenue is an indoor playground and event space for children 0 – 8 years old. The space features a miniature city with interactive and soft play areas. The applicant states that the focus of the business is to provide a space where children not only have fun but also learn, socialize, and develop essential life skills through interactive and engaging activities. The business has one (1) existing location in Buckhead at 3199 Maple Drive NE R, Atlanta, GA 30305. Hours of operation are proposed to be Monday – Friday 10:00 AM – 6:00 PM and Saturday – Sunday 8:00 AM – 6:00 PM. The applicant anticipates approximately eight (8) to ten (10) employees.
 - Kids Avenue proposes to re-use an 8,819 square foot space in the Stonewood Village shopping center located on the west side of the building behind Wellstar. No exterior changes to the building or site are proposed. There are approximately 564 parking spaces existing on the property. The applicant's proposal is supported by a sufficient amount of parking.
 - Staff estimates that the proposed use will generate approximately thirteen (13) PM Peak Hour trips.
 - The Citizen Participation Plan Report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no public comments were received.
 - A Community Zoning Information Meeting was held on December 11, 2024. There were no public comments
 - Staff has reviewed the applicant's proposal against the review criteria for a conditional use. The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed with a variety of commercial uses. The addition of an entertainment use to the Stonewood Village shopping center would draw additional customers to the center benefiting the existing businesses.

- Roi Shlomo (3235 Roswell Road, NE, Suite 901, Atlanta, GA 30305) came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve CU-25-02 Kids Avenue/Stonewood Village, subject to the following conditions:
 1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 670 North Main Street, Suite 115B and limited to no more than 8,819 square feet.
 2. Conditional use approval shall be limited to Kids Avenue; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
 3. 'Recreation Facilities, Indoor' shall be limited to an indoor playground and event space for children.
 4. Hours of operation shall be Monday – Friday 10:00 AM – 6:00 PM and Saturday – Sunday 8:00 AM – 6:00 PM.
 5. Exterior modifications to the side of the building shall be consistent with the existing storefront, subject to final approval by the Design Review Board (DRB).
 6. A designated sidewalk shall be provided along the side of the building connecting the existing storefront sidewalk to the protective barrier, shall be used to buffer the sidewalk from the drive aisle.
 - Council Member Mitchell seconded the motion.
 - Council Member Mitchell offered a friendly amendment that "The slow children crossing signs be added and the additional striping on the street to designate the in and out and also where the elevated sidewalk is."
 - Mayor Pro Tem Merkel accepted the friendly amendment.
 - The motion was approved (5-1; with Council Member Will in opposition).

E. PH-25-02 Unified Development Code Text Amendments – Third Party Inspections and Plan Review

FIRST READING

Consideration of text amendments to Section 4.4 Development Permitting and Construction of Article IV of the Unified Development Code (UDC) to add regulations pertaining to third party inspections and plan review.

- City Attorney, Molly Esswein, read the Ordinance title aloud.
- Director of Community Development, Kathi Cook, came forward to present this item.

- This item was considered at the January 9, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval (vote 7-0).
- A draft of the Ordinance for the proposed text amendments is attached hereto as "Exhibit A."
- In 2021, the State of Georgia enacted regulations allowing for third party plan review and inspections, per O.C.G.A § 8-2-26(g). The State Act allows owners, developers, and contractors to submit inspection certifications by approved third party inspectors and plans review affidavits by approved third party plans reviewers to satisfy certain inspection and plans review requirements. Under the State Act, the City will only consider inspection certifications and plans review affidavits from individuals listed on the approved third-party inspector and plans reviewer list. Individuals wishing to be placed on the approved third-party inspectors and plans reviewer list as an approved third-party inspector and plans reviewer must submit an initial application, as well as an annual renewal, along with an application fee as established by the City of Alpharetta.
- Staff recommends text amendments to Unified Development Code (UDC) Article IV Procedures to establish a program and procedures for third party inspections and plan review in compliance with the State Act.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve PH-25-02 Unified Development Code Text Amendments – Third Party Inspections and Plan Review.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (6-0).

F. E-25-01 Angela Krause Sign Exception

Consideration of an exception to allow an additional wall sign and increase the size of the wall sign. The property is located at 1565 Mansell Road and is legally described as being located in Land Lots 560, 561, 589 & 590, 1st District, 2nd Section, Fulton County, Georgia.

- Planning and Development Services Manager, Michael Woodman, came forward to present this item.
- The applicant, Mike Hammond with Apollo Sign & Light, is requesting consideration of a sign exception to allow for a 2nd wall sign on a commercial building and increase to the total allowable sign copy area from 65 square feet to 294.34 square feet. The subject property is located at 1565 Mansell Road at the southeast corner of Kingswood Place and Mansell Road.
- Staff is recommending that Mayor and City Council approve E-25-01 Angela Krause Ford Sign Exception, subject to the following conditions:

1. Wall sign location, number, and illumination shall be limited to the submitted sign plans prepared by AGI, dated 9/24/24, except to comply with the conditions below, as approved by Staff.
 2. The total copy area of both wall signs shall not exceed 156 square feet, as approved by Staff.
 3. Developer shall assess site landscaping along Mansell Road and replace any missing, dead, or dying landscape material, as approved by Staff.
- The 7.37-acre property is zoned LI (Light Industrial) and is developed with a two (2) story, 24,280 square foot building formerly occupied by the Atlanta Humane Society. Angela Krause Ford recently acquired the subject property as part of an expansion of the car dealership. Surrounding properties are zoned LI.
 - For free-standing commercial establishments not located within a shopping center, Unified Development Code (UDC) Subsection 2.6.12(E) allows one (1) wall sign per road frontage no greater than one square foot (1 SF) of area per one linear foot (1 LF) of frontage. The building frontage facing Mansell Road is approximately 65'; therefore, one (1), 65 square foot wall sign is permitted on the north elevation of the building. In addition, UDC Subsection 2.6.8 (26) prohibits signs exceeding 156 square feet in copy area located on a commercial building. Exceptions cannot be granted to a prohibited sign.
 - The applicant requests a 2nd wall sign on the north elevation of a building which is set back approximately 500' from Mansell Road. As shown in the sign plan below, the existing wall sign is 64.69 square feet and the proposed 2nd wall sign is 229.65 square feet, for a total of 294.34 square feet. The existing sign is halo-lit, which is also proposed for the 2nd wall sign.
 - The Citizen Participation Plan Report submitted by the applicant states that adjacent property owners were contacted regarding the applicant's intent. The report states that no comments have been received.
 - A Community Zoning Information Meeting was held on December 11, 2024. There were no public comments.
 - Staff has reviewed the applicant's request against the review criteria for a sign exception. The proposal should not have significant impacts on surrounding properties, which are primarily developed with commercial uses. The property has exceptional conditions due to its large size and the building is setback approximately 500' from Mansell Road. Signage on the north elevation of the building would have limited visibility from Mansell Road. If approved, the total copy area of both wall signs should not exceed 156 square feet.
 - Mike Hammond (Appollo Signs) came forward to speak on behalf of this application.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to deny E-25-01 Angela Krause Sign Exception.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (6-0).

8. NEW BUSINESS

A. Invitation to Bid 25-008: Kimball Bridge Road Pedestrian Lighting

Consideration to award ITB 25-008 to NGT Group LLC for Kimball Bridge Road Pedestrian Lighting in an amount totaling \$247,685.13 and to authorize Mayor to execute all necessary documents.

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- The widening of Kimball Bridge Road from two to four lanes between Georgia 400 and North Point Parkway started by Georgia Department of Transportation and will be continued by True North 400. The scope of work with True North 400's work does not include pedestrian lighting.
- This procurement will provide for the installation of 31 pedestrian lights along Kimball Bridge Road from the bridge over Georgia 400 to approximately 400' north of North Point Parkway.
- The proposed lights will match the existing pole and fixture types currently utilized on the Kimball Bridge Road Corridor.
- The Department of Public Works, with guidance from the Finance Department, prepared ITB 25-008 which was issued on October 3, 2024. ITB 25-008 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 757 vendor (firm) invites and 36 document takers. ITB 25-008 responses were received on October 31, 2024, and included bids from 5 firms.
- Staff recommends award of ITB 25-008 to NGT Group LLC as the low-cost responsive and responsible bidder.
- NGT Group LLC is an experienced contractor that has successfully completed projects of similar scopes throughout the region including work on multiple segments of the Atlanta Belt Line and on Forsyth County's Coal Mountain Connector project.
- Currently, True North 400 CID's contractor is waiting on utility relocations to occur before commencing construction of the roadway widening. Once construction begins, it is anticipated to be completed within four months.

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Council Member Mitchell offered a motion to award ITB 25-008 to NGT Group LLC for Kimball Bridge Road Pedestrian Lighting in an amount totaling \$247,685.13 and to authorize Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved (6-0).

B. Resolution and Interlocal Agreement: 2024 Byrne Justice Assistance Grant (JAG) Program Award

Consideration of adoption of a resolution and approval of an Interlocal Agreement between the City of Atlanta and the City of Alpharetta for the 2024 Byrne Justice Assistance Grant (JAG) Program Award.

- Director of Public Safety, John Robison, came forward to present this item.
- City Attorney, Molly Esswein, read the resolution title aloud.
- The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to states and local governments.
- Grant award allocations are based on National Incident-Based Reporting System (NIBRS) reporting. Implemented to improve the overall quality of crime data collected by law enforcement, NIBRS captures details on each single crime incident—as well as on separate offenses within the same incident—including information on victims, known offenders, relationships between victims and offenders, arrestees, and property involved in crimes.
- Based upon those criteria, the City of Alpharetta has been awarded an allocation of \$13,927.00.
- For the 2024 JAG Program application, the City of Atlanta served as the applicant and fiscal agent representing all Fulton County municipalities. Per JAG Program requirements, Alpharetta must now execute an MOU or Interlocal Agreement with the City of Atlanta to receive program funds.
- The funds from the Bureau of Justice Assistance (BJA) FY24 Justice Assistance Grant will be used to purchase software which is needed for the City's inventory management. We need an inventory management module for Public Safety to manage our assets accurately using an electronic system rather than an Excel spreadsheet.
- The purchase will encumber the \$13,900 awarded to Alpharetta through the JAG Program. The Public Safety Department will use current FY25 funds to cover the additional \$1,850 for the upgrade.

PUBLIC COMMENTS:

- There were no public comments.

- ❖ Council Member Will offered a motion to adopt a resolution and approve an Interlocal Agreement between the City of Atlanta and the City of Alpharetta for the 2024 Byrne Justice Assistance Grant (JAG) Program award.
 - Council Member Hipes seconded the motion.
 - The motion was approved (6-0).

C. Emergency Medical Response Oversight Committee

Consideration of the Creation of the Emergency Medical Response Oversight Committee (EMROC) and Adopting Bylaws with the cities of Johns Creek, Milton, Roswell, and Sandy Springs.

- City Administrator, Chris Lagerbloom, came forward to present this item.
- City Attorney, Molly Esswein, read the resolution title aloud.
- The cities of Alpharetta, Johns Creek, Milton, Roswell and Sandy Springs entered into a contract with American Medical Response (AMR) earlier in the year. Subsequent to the adoption of that contract, it is necessary to establish contract oversight. Previously, the north Fulton cities participated in the Emergency Medical Response Oversight Committee (EMROC) to fulfill this requirement. With the addition of Sandy Springs, and the new adoption of the contract, the cities desire to re-form EMROC.
- If adopted, the bylaws (attached) will form the basis for the newly constituted EMROC.
- This item is being considered in each of the participating cities simultaneously.
- Finally, City Administrator Lagerbloom shared that he and City Attorney noticed that the numbering in the bylaw document is slightly off (Article 3, specifically) and if this were approved to ask for the authority to change the numbering within the document.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve a resolution for the creation of the Emergency Medical Response Oversight Committee (EMROC) and Adopting Bylaws with the cities of Johns Creek, Milton, Roswell, and Sandy Springs along with the authority to change the incorrect numbering within the document.
 - Council Member Brady seconded the motion.
 - The motion was approved (6-0).

D. Ratification of Purchase Award: Greenway Emergency Washout Repairs

Consideration of approval of the ratification of a purchase award in order to repair Greenway Washout to Steele and Associates and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.

- On September 27th, the City of Alpharetta prepared for the arrival of Hurricane Helene. While the storm's impact on the City was not as severe as it was for our neighboring areas, it did cause significant damage to certain parts of the community. Among the most affected areas was Alpharetta's Big Creek Greenway, specifically the area south of Webb Bridge Road.
- This severe flooding threatened the root stability of a large tree in the area. When the tree ultimately fell, the high waters created a whirlpool effect between the root ball and creek banks. This swirling action caused the soil to become destabilized, leading to a washout along the Greenway.
- In 2016 and 2018, similar washouts occurred for the same reason: intense flooding destabilizing the root systems of nearby trees, which led to washouts and soil erosion along the creek. In each of these prior incidents, the city used a method call Gabion Baskets to restore the creek banks. This method proved to be both effective and sustainable for stabilizing the soil and preventing further erosion, and it was also economical.
- To proceed with the repairs, staff sought quotes from qualified vendors who have experience in installing Gabion Baskets for creek bank restoration, as they have successfully completed similar work in Alpharetta before.
- Three proposals were received from qualified companies, each offering a turnkey solution to complete the required work.
- After careful consideration, the decision was made by the City Administrator to move forward with a purchase order for the lowest bidder, Steele and Associates, allowing the repair work to begin prior to Council approval. The delay in waiting for Council approval would have been detrimental to this section of the Greenway's current condition.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the ratification of a purchase award in order to repair Greenway Washout to Steele and Associates and to authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved (6-0).

E. Partnered Athletic Association's Annual Agreement Renewals

Consideration of approval of the renewal of annual agreements as partnered athletic associations with the City of Alpharetta's Recreation, Parks and Cultural Services Department: Alpharetta Ambush Youth Soccer Club, Inc., Alpharetta Youth Baseball Association, Inc., Alpharetta Youth Girls Softball Association, Inc., and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- The City of Alpharetta Recreation, Parks & Cultural Services Department partners with three Youth Athletic Associations. The youth athletic league programs operate in Wills Park, Webb Bridge Park, North Park, and the Innovation Academy Sports Complex (Alpharetta Youth Baseball Association, Inc., Alpharetta Girls Youth Softball Association, Inc., and Alpharetta Ambush Soccer Club, Inc.).
- If this item is approved, the city would renew the annual Facility Use Agreements for each partnered Youth Athletic Association, January 1, 2025 - December 31, 2025.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the renewal of annual agreements as partnered athletic associations with the City of Alpharetta's Recreation, Parks and Cultural Services Department: Alpharetta Ambush Youth Soccer Club Inc., Alpharetta Youth Baseball Association, Inc., Alpharetta Youth Girls Softball Association, Inc. (excluding Alpharetta Phoenix Rugby) and to authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved (6-0).

F. Agreement for Exchange of Realty: 840 and 850 Old Rucker Road

Consideration of approval of an Agreement for Exchange of Realty between the City of Alpharetta and Jonna L. Beiletti for property referred to as 840 Old Rucker Road and 850 Old Rucker Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.
- If approved, this agreement would allow the City to dispose of 2,726 square feet of property located at 850 Old Rucker Road in exchange for 2,726 square feet of property located at 840 Old Rucker Road and owned by Jonna L. Beiletti.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve an Agreement for Exchange of Realty between the City of Alpharetta and Jonna L. Beiletti for property referred to as 840 Old Rucker Road and 850 Old Rucker Road and with authorization for the Mayor to execute all necessary documents.
 - Council Member Mitchell seconded the motion.
 - The motion was approved (6-0).

9. PUBLIC COMMENT

- There were no public comments.

10. REPORTS

- Council Member Will reported that January is firefighter cancer awareness month, and the city did recently lose one of our own retired firefighters, Shawn Webster. Last year, the city created a program for cancer screenings for fire employees. Additionally, this past Friday night, there was a report from Avalon that there was a significant car break-in and Officer Janke and K9 Maverick located and apprehended the suspect.
- Council Member Hipes reported that the Alpharetta Rotary Club's Annual Polar Bear Plunge is this upcoming weekend at Wills Park Pool. Currently, \$188,000 have been raised for various charities in Alpharetta or our immediate area.
- Mayor Pro Tem Merkel reported that the Public Safety Chili Cook Off was postponed to March 1st.
- Mayor Gilvin reported that the St. James United Methodist Church Martin Luther King, Jr. Day Celebration was a very powerful event, and the service is available to watch on YouTube.

11. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

12. ADJOURNMENT

- ❖ Council Member Mitchell offered a motion to adjourn the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (6-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 8:30 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk

EXHIBIT A



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO AMEND ARTICLE IV OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF ALPHARETTA, GEORGIA; TO ADD REGULATIONS PERTAINING TO THIRD PARTY INSPECTIONS AND PLAN REVIEW; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council of the City of Alpharetta (the "City Council" or "Council") are charged with the protection of the public health, safety, and welfare of the citizens of the City of Alpharetta;

WHEREAS, the Unified Development Code was designed to be amended from time to time when circumstances warrant that modifications be made in order to make said Codes more responsive to community needs;

WHEREAS, the City Council finds that ordinances and regulations governing the uses of land and development of land within the City, as well as the City's operations, should be continually improved from time to time and modified as necessary to better protect and promote the public health, safety and welfare of the residents and businesses of the City of Alpharetta;

WHEREAS, the City Council desires to amend Article IV of the Unified Development Code for the foregoing purposes; and

WHEREAS, the City Council finds that the following amendments to the Unified Development Code promote the health, safety, morals, convenience, order, prosperity and general welfare of the present and future inhabitants of the City of Alpharetta.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

Section 1: Article IV, Section 4.4 titled "Development Permitting and Construction" of the Unified Development Code is hereby amended by amending same as set forth in Exhibit "A" attached hereto as if fully set forth herein.

Section 2: If any section, subsection, provisions, or clause of any part of this Ordinance shall be declared invalid or unconstitutional or, if the provisions of any part of this Ordinance as applied to any particular situation or set of circumstances shall be declared invalid or unconstitutional, such invalidity shall not be construed to affect the portions of this Ordinance not so held to be invalid, or the application of this Ordinance to other circumstances not so held to be invalid. It is hereby declared as the intent of the City Council that this Ordinance would have been adopted in its current form without the invalid or unconstitutional provision contained therein.

Section 3: This Ordinance shall be effective immediately upon its adoption by the City Council and the amendments made herein shall be incorporated into the Unified Development Code of the City of Alpharetta, Georgia, as applicable. This Ordinance hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED, this ____ day of February ____.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

[INSERT ATTORNEY], City Attorney

Exhibit "A"

4.4.10 Third party inspections and plan review.

A. Definitions. For purposes of this third-party inspection and plan review ordinance, the following definitions shall apply unless the context clearly indicates otherwise:

Approved third party inspectors and plans reviewer list. A list maintained by the Community Development Department comprised of the names of approved third party inspectors and plans reviewers that have complied with the application and renewal requirements of the City of Alpharetta Third Party Inspection and Plans Review Program and have been approved to perform third party inspections and plans review pursuant to this article of the City of Alpharetta Unified Development Code.

Approved third party inspector. A registered professional engineer, registered professional architect, or qualified inspector that has complied with the application and renewal requirements of the City of Alpharetta Third Party Inspection and Plans Review Program and has been approved to perform third party inspections pursuant to this article of the City of Alpharetta Unified Development Code. An approved third-party inspector is intended to constitute a "private professional provider" for the purposes of performing inspections as described in the State Act.

Approved third party plans reviewer. A registered professional engineer, registered professional architect, or qualified inspector that has complied with the application and renewal requirements of the City of Alpharetta Third Party Inspection and Plans Review Program and has been approved to perform third party plans review pursuant to this article of the City of Alpharetta Unified Development Code. An approved third-party plans reviewer is intended to constitute a "private professional provider" for the purpose of reviewing building construction plans as described in the State Act.

Complete Application. For purposes of processing applications in compliance with the State Act, an application submitted to the City of Alpharetta shall not be considered complete until all applicable fees have been paid, and all applicable reviewing agencies have received the application and provided any required approvals. For each permit type, the Community Development Department shall establish and publish the requirements of a complete application.

Convenience fees. Fees established by the Community Development Department to be paid to the City upon the election by an applicant to use a third-party inspector or third-party plans reviewer or despite the Community Development Department otherwise being able to provide inspection and plan review services within the time frames required by the State Act. Such fees shall be the same as any regulatory fees assessed by the City of Alpharetta for inspections and plan review services performed by the Community Development Department.

Department. The City of Alpharetta Community Development Department, or such other department as may be assigned by the City of Alpharetta City Administrator or his representative the responsibility of performing inspections and overseeing the third-party inspection and plans review system described herein.

Inspection. The observance of work and the performance of test for certain components and elements to establish conformance with City of Alpharetta approved construction documents, building codes and ordinances adopted by City of Alpharetta, and the requirements of the state minimum standards as adopted and amended by the Georgia Department of Community Affairs.

Inspection certification. A written statement signed by an approved third party inspector or his/her approved technician, which shall indicate that the item(s) being inspected, in the approved third party inspector's professional opinion and to the best of their knowledge, complies with City of Alpharetta approved construction documents, building codes and ordinances adopted by the City of Alpharetta, the requirements of the state minimum standards as adopted and amended by the Georgia Department of Community Affairs, and any other applicable inspections that are typically performed by inspectors employed by the City of Alpharetta.

Inspection field report. A written report prepared by an approved third-party inspector or a technician working under the direct supervision of an approved third-party inspector describing the work conducted and findings of an inspection performed by an approved third-party inspector or a technician working under the direct supervision of an approved third-party inspector.

Plans review affidavit. A written affidavit on a form adopted by the Georgia Department of Community Affairs that is completed and signed under oath by an approved third party plans reviewer, which shall indicate the plans which have been reviewed for the purpose of a building permit for the application in question, in the approved third party plans reviewer's professional opinion and to the best of their knowledge, complies with the regulatory requirements as designated by City of Alpharetta, including the Georgia State Minimum Standard Codes most recently adopted by the Department of Community Affairs and any locally adopted ordinances and amendments to such codes, applicable zoning ordinances and conditions, design standards, and any other applicable laws and regulations that would otherwise be required of staff employed by the City of Alpharetta Community Development Department.

Qualified inspector. A person who meets the definition of a qualified inspector as defined in O.C.G.A. § 8-2-26.1.

Registered professional architect. An individual that holds a certificate of registration issued under O.C.G.A. Title 43, Chapter 4.

Registered professional engineer. An individual that holds a certificate of registration issued under O.C.G.A. Title 43, Chapter 15.

Regulatory fees. All fees established by the City to be paid to the City for any regulatory action, inspection services, or plan review services as provided by the State Act and this article.

State act. O.C.G.A. § 8-2-26(g).

Technician. An individual that performs inspections under the direct supervision of an approved third-party inspector.

Third party inspection. Inspection performed in conformance with this program by approved third party inspectors.

Third party inspection and plans review program. The rules and procedures described in this third-party inspection and plans review ordinance.

Third party plans review. Building construction plans review performed in conformance with this program by approved third party plans reviewers.

B. Third Party Inspection and Plans Review Program

1. The department will establish and maintain an approved third-party inspectors and plans reviewers list from whom the department will accept third party inspections and third-party plans reviews in accordance with this third-party inspection and plans review ordinance.
2. In full compliance with the requirements of the State Act, the City of Alpharetta shall allow owners, developers, and contractors to submit inspection certifications by approved third party inspectors and plans review affidavits by approved third party plans reviewers to satisfy certain inspection and plans review requirements.
3. The department will only consider inspection certifications and plans review affidavits from individuals listed on the approved third-party inspector and plans reviewer list. The City of Alpharetta makes no representation concerning the approved third-party inspectors and approved third party plans reviewers other than that they have submitted evidence showing that they have met the minimum criteria necessary to qualify for the third-party inspection and plans review program described herein.
4. In order for an inspection certification or plans review affidavit to be accepted by the department for a particular project, an approved third-party inspector or approved third party plans reviewer must be independent of and must not be an employee of or otherwise affiliated with or

- financially interested in the person, firm or corporation engaged in the construction project to be inspected.
5. The person, firm or corporation retaining an approved third party inspector or approved third party plans reviewer to conduct an inspection or plans review shall be required to pay to the City fifty percent (50%) of the regulatory fees and charges which would have been required had the inspection or plans review been conducted by a City inspector or City plan reviewer, irrespective of whether the City determines that the City could conduct a particular inspection or plans review in a time as determined by the State Act. Should the department determine that it can conduct a particular inspection, or plans review in a time as determined by the State Act, a convenience fee shall be paid to the City. Upon paying in full of the convenience fees associated with the complete application, the applicant may choose to retain, at its own expense, an approved third-party inspector or approved third party plans reviewer to provide the required inspection or plan review, subject to the requirements set forth in this Ordinance. Any regulatory fees or convenience fees paid to the City are nonrefundable.
 6. All other fees and costs related to the performance of the third-party inspections, or third-party plans review are matters solely between the approved third-party inspector or approved third party plans reviewer and the person, firm, or corporation engaging the approved third-party inspector or approved third party plans reviewer.
 7. Notwithstanding the submission of an inspection certification or plans review affidavit, the department retains the authority to make all code interpretations and to monitor the quality of all third-party inspections and third-party plans reviews and nothing in this article shall be construed as authorizing any approved third-party inspector or approved third party plans reviewer to issue a certificate of occupancy.
 8. For purposes of processing applications in compliance with the State Act, an application submitted to the department shall not be considered complete until all applicable fees have been paid, and all applicable City departments have previously received the application and provided any required approvals.
- C. Inspection Types.
1. The department will, at a minimum, accept third party inspections in compliance with the State Act for any construction inspections required by the City of Alpharetta Construction Code. A comprehensive list of the various inspection types, their allowed timing and other related details are established by department policy. This document is available from the department and is published on the City's website.
 2. Approved third party inspectors shall be authorized to conduct any inspection required by the City necessary or required to determine compliance with all regulatory requirements and for the issuance of a building permit or certificate of occupancy, provided that the inspection being performed is within the scope of the approved third party inspector's area of competency; and further, that a qualified inspector acting as an approved third party inspector or as an approved third party plans reviewer shall only be empowered to perform a plan review or inspection within an area for which such qualified inspector has been issued a certification, license, or completion of training provided for in paragraph (2) of subsection (a) of O.C.G.A. § 8-2-26.1. However, nothing in this article shall be construed as authorizing third party inspections for compliance with state or local fire safety standards or erosion control standards.
- D. Approved third party inspector requirements and qualifications.
1. Individuals wishing to be placed on the approved third-party inspectors and plans reviewer list as an approved third-party inspector must submit an initial application along with an application fee as established by the City of Alpharetta. Those individuals who are placed on the third-party inspectors and plans reviewer list must submit a renewal form no later than December 1 each year. Individuals that do not timely submit a renewal form shall be removed from the third-party inspectors and plans reviewer list.
 2. In order to qualify as an approved third-party inspector, an individual must:
 - a. Be employed by or be a partner in an engineering or architect firm, in full compliance with the City of Alpharetta Unified Development Code, including timely payment of the occupational tax and registration required thereunder;

- b. Be a registered professional engineer, a registered professional architect, or a qualified inspector as defined in this article;
 - c. Otherwise, be in good standing with all pertinent certification and professional accreditation boards;
 - d. Possess and maintain minimum insurance as described herein; and
 - e. Demonstrate relevant experience of at least one (1) year.
3. An individual shall not be qualified to be placed on the approved third-party inspectors and plans reviewer list if he/she has had his/her authority to issue third party inspection certifications in any other jurisdictions revoked. If an individual previously qualified to be on the approved third-party inspectors and plans reviewer list and subsequently has his/her authority to issue third party inspection certifications revoked, the individual shall be removed from the approved third-party inspectors and plans reviewer list.
 4. An approved third party inspector may not submit an inspection certification if the approved third party inspector is an officer or employee of the owner, developer, contractor, or other party or if the approved third party inspector is employed by or a partner in a firm that is affiliated with or financially interested in the owner, developer, contractor, or other party on whose behalf the inspection certification is submitted.
 5. Technicians may perform inspections under the supervision of an approved third-party inspector provided that the technician has satisfied any specific requirements as may be designated by the building official if those same requirements are imposed on the municipal employees completing the plan review or inspection.
 6. Technicians performing inspections under the supervision of an approved third-party inspector shall possess ICC certifications relevant to the types of inspections performed. For building inspections, technicians shall provide documentation demonstrating previous experience and/or training that includes general building construction, construction trades, and code enforcement/interpretation, or any equivalent combination of education, training, and experience to be determined in the discretion of the building official.
 7. Approved third party inspectors shall obtain and maintain the following minimum insurance coverages and provisions, evidence of which shall be submitted to the department with the initial application:
 - a. Professional liability insurance for errors and omissions in an amount of not less than \$1,000,000.00 per occurrence and \$1,000,000.00 in aggregate coverage for any project with a construction cost of \$5,000,000.00 or less. For any project with a construction cost of more than \$5,000,000.00, the amount of professional liability insurance for errors and omissions shall not be less than \$2,000,000.00 per claim and \$2,000,000.00 in aggregate coverage.
 - b. Such insurance may be a practice policy or may be project-specific coverage. If the insurance is a practice policy, it shall contain prior acts coverage for the approved third-party inspector. If the insurance is project-specific, it shall continue in effect for two years following the issuance of the final certificate of occupancy or certification of completion for the project.
 - c. The cancellation provision shall provide for 30 days' notice of cancellation.
 - d. The City of Alpharetta, Georgia, its officers, officials, employees, and representatives shall be named as additional insureds on the required insurance policies.
 - e. The required insurance coverages shall be provided by an insurance company licensed to do business in good standing with the Georgia Department of Insurance at all times.
 - f. Approved third party inspectors shall maintain the minimum insurance coverage as required above during which they are listed as approved third party inspectors. Approved third party inspectors shall provide the department with evidence of minimum insurance coverage and provisions on an annual basis prior to the expiration of any policy or coverage and upon request by the department. Should any insurance coverage or information change, the approved third-party inspector shall provide written notice of any such change to the City within ten (10) business days. If at any time an approved third-party inspector fails to maintain the required insurance coverage, the department may remove them from the approved third-party inspectors and plans reviewer list.
 8. Suspension of technicians and approved third party inspectors:

- a. An individual who performs inspections under this article, whether a technician or an individual approved third-party inspector, shall be subject to suspension from the approved third-party inspector and plans reviewer list, and from submitting inspection field reports and inspection certifications for the following infractions:
- i. Providing inspections without appropriate license or certification.
 - ii. Providing inspection services prior to issuance of a valid building permit.
 - iii. Failing to identify any noncompliance with applicable codes governing individual and public safety and welfare (in compliance with Georgia Department of Community Affairs mandated construction code editions and amendments, approved plans, and City of Alpharetta Unified Development Code), as determined in the sole good faith discretion of the City Building Official. However, it is the express intent of the City not to impose sanctions on an individual under this article for failing to identify multiple instances of noncompliance in one inspection such as that each such failure constitutes an individual and separate infraction. Rather, multiple failures contained in a single inspection under this paragraph shall be treated as a single infraction.
 - iv. Authorizing any deviation from the approved permit.
 - v. Falsifying reports.
 - vi. Unauthorized employee performing inspections.
 - vii. Performing unauthorized types of inspections.
 - viii. Inspections passed with hold on project or under stop work order.
 - ix. Failure to identify noncompliance with any applicable code not captured in subsection (iii) above, upon identification of such failure by the City on multiple occasions, as determined in the sole good faith discretion of the City Building Official.
- b. Suspension for submitting inspection field reports and inspection certifications for infractions by a technician or individual approved third-party inspector shall be progressive based on the number of infractions in the previous 12-month period. For any combination of infractions within a 12-month period, the following actions, and suspensions against a technician or individual approved third-party inspector shall be assessed:
- i. First infraction: Warning letter.
 - ii. Second infraction: 7-Day suspension from eligibility to perform inspections and submit inspection field reports and inspection certifications.
 - iii. Third infraction: 30-day suspension from eligibility to perform inspections and submit inspection field reports and inspection certifications.
 - iv. Fourth infraction: 90-day suspension from eligibility to perform inspections and submit inspection field reports and inspection certifications.
 - v. Fifth infraction: One (1) year suspension from eligibility to perform inspections and submit inspection field reports and inspection certifications.
- c. An approved third-party inspector shall be subject to progressive action based on the number of infractions in the previous 24-month period by individuals performing inspections, including the individual approved third party inspector or any one or more technicians acting under the supervision of the approved third-party inspector (which shall include technicians serving as employees, independent contractors, agents, etc.). Violations under this paragraph shall accrue upon every third (3rd) infraction by an individual contemplated in paragraph (b) above, and shall subject approved third-party inspectors to the following actions and suspensions for any combination of infractions within a 24-month period:
- i. First violation (upon third individual infraction): Written letter of reprimand from the City of Alpharetta Community Development Director.
 - ii. Second violation (upon sixth individual infraction): Seven-day suspension from approved third party inspector and plans reviewer list.
 - iii. Third violation (upon ninth individual infraction): 30-day suspension from approved third party inspector and plans reviewer list.
 - iv. Fourth violation (upon 12th individual infraction): 90-day suspension from approved third party inspector and plans reviewer list.
 - v. Fifth violation (upon 15th individual infraction): One (1) year suspension from approved third party inspector and plans reviewer list.

The City shall send written notice to the approved third party inspector for each infraction as contemplated in paragraph (b) above, the purpose of which shall be to inform the approved third party inspector of the number of infractions accruing under paragraph (b), to put the approved third party inspector on notice of possible violations under this paragraph (c), and so the approved third party inspector has the opportunity to take any remedial action necessary to prevent future infractions and/or violations.

- d. Notwithstanding any other provision of this article, in the event a technician or individual approved third-party inspector is found to have violated subsection (8)(a)(v) – falsifying reports, the progressive actions and suspensions of this article may, in the discretion of the City, be bypassed with an immediate suspension and/or disqualification imposed.
- e. The appeal of a suspension and/or disqualification shall be processed through the Board of Zoning Appeals at its next scheduled meeting as an appeal of an administrative decision.

E. Procedures for Conducting Third Party Inspections.

- 1. An approved third-party inspector shall not suggest, direct, or authorize any deviation from approved construction documents without first obtaining approval from the department.
- 2. The following procedures shall apply to all third-party inspections:
 - a. To ensure quality control of the third-party inspection and plans review program, a copy of all inspection field reports and inspection certifications shall be provided to the department within two (2) business days from the date the inspection is performed.
 - b. All inspection field reports shall note the type of inspection and any deficiencies observed.
 - c. Final inspections will not be scheduled until all outstanding reinspection fees have been paid.
 - d. Prior to the scheduling of any final inspection, the third-party inspector shall sign and seal a completed Certificate of Compliance; summarizing the inspections performed, including a written representation, that states:
“To the best of my knowledge and belief, the third-party agency scope of work outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes.”
 - e. When performing re-inspections for violations initially noted by department staff, each corrected item shall be addressed individually.
- 3. The department shall have a right of entry to any premises inspected by an approved third-party inspector or technician to ensure compliance with this article and the State Act.
- 4. Upon submission by the approved third party inspector of a copy of his or her inspection report to the City, the City shall accept the inspection of the approved third party inspector without the necessity of further inspection or approval by City inspectors or other personnel employed by the local governing authority, unless the City notifies the approved third party inspector within two (2) business days following the date of submission of the inspection report, that it finds the report incomplete or the inspection inadequate and has provided the approved third party inspector with a written description of the deficiencies and specific code regulatory requirements that have not been adequately addressed.

F. Approved third party plans reviewer requirements and qualifications.

- 1. Individuals wishing to be placed on the approved third-party inspectors and plans reviewer list as an approved plans reviewer must submit an initial application along with an application fee as established by the City of Alpharetta. Those individuals who are placed on the third-party inspectors and plans reviewer list must submit a renewal form no later than December 1 each year. Individuals that do not timely submit a renewal form shall be removed from the third-party inspectors and plans reviewer list.
- 2. In order to qualify as an approved third-party plans reviewer, an individual must:
 - a. Be a partner in or employed by an engineering or architect firm, in full compliance with chapter 20 of the City of Alpharetta, Georgia Code of Ordinances, including timely payment of the occupational tax and registration required thereunder;
 - b. Be a registered professional engineer, a registered professional architect, or a qualified inspector as defined in this article;

- c. Otherwise, be in good standing with all pertinent certification and professional accreditation boards;
 - d. Possess and maintain minimum insurance as described herein; and
 - e. Demonstrate relevant experience of at least one (1) year.
- 3. An individual shall not be qualified to be placed on the approved third-party inspectors and plans reviewer list if he/she has had his/her authority to issue third party plans review affidavits in any other jurisdictions revoked. If an individual previously qualified to be on the approved third-party inspectors and plans reviewer list and subsequently has his/her authority to issue third party plans review affidavits revoked, the individual shall be removed from the approved third-party inspectors and plans reviewer list.
- 4. An approved third party plans reviewer may not submit a plans review affidavit if the approved third party plans reviewer is an officer or employee of the owner, developer, contractor or other party or if the approved third party plans reviewer is employed by or a partner in a firm that is affiliated with or financially interested in the owner, developer, contractor or other party on whose behalf the plans review affidavit is submitted.
- 5. Approved third party plans reviewers shall obtain and maintain the following minimum insurance coverages and provisions, evidence of which shall be submitted to the department with the initial application:
 - a. Professional liability insurance for errors and omissions in an amount of not less than \$1,000,000.00 per occurrence and \$1,000,000.00 in aggregate coverage for any project with a construction cost of \$5,000,000.00 or less. For any project with a construction cost of more than \$5,000,000.00, the amount of professional liability insurance for errors and omissions shall not be less than \$2,000,000.00 per claim and \$2,000,000.00 in aggregate coverage.
 - b. Such insurance may be a practice policy or may be project-specific coverage. If the insurance is a practice policy, it shall contain prior acts coverage for the private professional provider. If the insurance is project-specific, it shall continue in effect for two (2) years following the issuance of the final certificate of occupancy or certification of completion for the project.
 - c. The cancellation provision shall provide for 30 days' notice of cancellation.
 - d. City of Alpharetta, Georgia, its officers, officials, employees, and representatives shall be named as additional insureds on the required insurance policies.
 - e. The required insurance coverages shall be provided by an insurance company licensed to do business in good standing with the Georgia Department of Insurance at all times.
 - f. Approved third party plans reviewers shall maintain the minimum insurance coverage as required above during which they are listed as approved third party plans reviewers. Approved third party plans reviewers shall provide the department with evidence of minimum insurance coverages and provisions on an annual basis prior to the expiration of any policy or coverage and upon request by the department. Should any insurance coverage or information change, the approved third-party plans reviewer shall provide written notice of any such change to the City within ten (10) business days. If at any time an approved third-party plans reviewer fails to maintain the required insurance coverage, the department may remove them from the approved third-party inspectors and plans reviewer list.
- 6. Suspension of approved third party plans reviewers:
 - a. An individual who performs plans review under this article shall be subject to suspension from the approved third-party inspector and plans reviewer list, and from submitting plans review affidavits for the following infractions:
 - i. Providing plans reviews without appropriate license or certification.
 - ii. Failing to identify any noncompliance with applicable codes governing individual and public safety and welfare (in compliance with Georgia Department of Community Affairs mandated construction code editions and amendments, approved plans, and City of Alpharetta Unified Development Code), as determined in the sole good faith discretion of the City Building Official. However, it is the express intent of the City not to impose sanctions on an individual under this article for failing to identify multiple instances of noncompliance in one inspection such as that each such failure constitutes an individual and separate infraction. Rather, multiple failures contained in a single inspection under this paragraph shall be treated as a single infraction.
 - iii. Falsifying plans review affidavits.

- iv. Performing unauthorized types of plan reviews.
 - b. Suspension for submitting plans review affidavits for infractions by an approved third-party plans reviewer shall be progressive based on the number of infractions in the previous 12-month period. For any combination of infractions within a 12-month period, the following actions, and suspensions against an approved third-party plans reviewer shall be assessed:
 - i. First infraction: Written letter of reprimand from the City of Alpharetta Community Development Director.
 - ii. Second infraction: Seven (7) day suspension from approved third party inspector and plans reviewer list.
 - iii. Third infraction: 30-day suspension from approved third party inspector and plans reviewer list.
 - iv. Fourth infraction: 90-day suspension from approved third party inspector and plans reviewer list.
 - v. Fifth infraction: One (1) year suspension from approved third party inspector and plans reviewer list.
 - c. The City shall send written notice to the approved third-party plans reviewer for each infraction as contemplated in paragraph (b) above, the purpose of which shall be to inform the approved third-party plans reviewer of the number of infractions accruing under paragraph (b) and so the approved third-party plans reviewer has opportunity to take any corrective action necessary to prevent future infractions.
 - d. Notwithstanding any other provision of this article, in the event an approved third-party plans reviewer is found to have violated subsection (6)(a)(iii) - falsifying plans review affidavits, the progressive actions and suspensions of this article may, in the discretion of the City, be bypassed with an immediate suspension and/or disqualification imposed.
 - e. The appeal of a suspension and/or disqualification shall be processed through the Board of Zoning Appeals at its next scheduled meeting as an appeal of an administrative decision.
- G. Procedures for Conducting Third Party Plans Review.
- 1. Any plan review conducted by an approved third-party plans reviewer shall be no less extensive than plan reviews conducted by City personnel.
 - 2. Plan reviews shall be within the scope of such approved third-party plan reviewer's area of competency.
 - 3. The following procedures shall apply to all third-party plans review:
 - a. To ensure quality control of the third-party inspection program, a copy of all plans review affidavits shall be provided to the department within five (5) business days of its completion.
 - b. All plans review affidavits shall certify that:
 - i. The plans were reviewed by the affiant who is duly authorized to perform plan review pursuant to the third-party inspection and plans review program;
 - ii. The plans comply with all applicable regulatory requirements; and
 - iii. The plans submitted for plan review are in conformity with plans previously submitted to obtain City approvals required in the plan submittal process and do not make any changes to the project reviewed for such approvals.
- H. Appeals
- 1. If the City of Alpharetta building official and the private professional provider are unable to resolve a dispute or meet within the time required by the State Act, the matter shall be referred to the Board of Zoning Appeals.
 - 2. Appeals, hearings, and notice. All questions arising in connection with the interpretation and enforcement of this Ordinance shall first be presented to the city administrator or his designee, and that such questions shall be presented to the Board of Zoning Appeals only on appeal from the decision of the city administrator or his designee, and that from the decision of the Board of Zoning Appeals, recourse shall be as provided by state law. The city administrator or his designee shall forthwith transmit to the Board of Zoning Appeals all papers constituting the record upon which the action appealed was taken.

3. Appeals to these regulations may be taken to the Board of Zoning Appeals by the City of Alpharetta building official, the approved third-party inspector or approved third party plans reviewer, or the owner of the subject building.
4. An appeal stays all legal proceedings in furtherance of the action appealed from, unless the officer from whom the appeal is taken certifies to the Board of Zoning Appeals, after the notice of appeal shall have been filed with the officer, that by reason of facts stated in the certificate a stay would, in the officer's opinion, cause imminent peril to life and property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board of Zoning Appeals or by a court of record on application, on notices to the officer from whom the appeal is taken, and on due cause shown.
5. The Board of Zoning Appeals shall fix a reasonable time for the hearing of the appeal or other matter referred to it, and give public notice thereof, as well as due notice to the parties in interest, and decide the same within a reasonable time. At the hearing any party may appear in person, or by agent, or by attorney.
6. Nothing in this subsection shall limit the authority of the building official to issue a stop-work order for a building project or any portion of such project, which may go into effect immediately as provided by law, after giving notice and opportunity to remedy the violation, if the official determines that a condition on the building site constitutes an immediate threat to public safety and welfare.



STAFF REPORT

Department: City Clerk
Submitted By: Lauren Shapiro
Meeting Date: February 24, 2025

AGENDA ITEM:

City Council Meeting Minutes (Meeting of 2/10/2025)

Consideration of approval of the City Council meeting minutes from the meeting of February 10, 2025.

STAFF RECOMMENDATION:

Approve, as part of the consent agenda, the minutes from the February 10, 2025 City Council Meeting at 6:30 p.m.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

City Clerk, Lauren Shapiro, prepared a synopsis of the pertinent information that occurred during the City Council meeting on February 10, 2025 at 6:30 pm.

ALTERNATIVES:

Do not approve the City Council Meeting minutes as part of the Consent Agenda.

ATTACHMENTS:

1. CC Minutes 2.10.2025



City Council Meeting & Public Hearing
FEBRUARY 10, 2025
UNOFFICIAL MINUTES
Office of the City Clerk

ALPHARETTA CITY HALL
COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

This summary is provided as a convenience and service to the public, media and staff. It is not the intent to record proceedings verbatim. Any reproduction of this summary must include this notice. This is not an official record of the Alpharetta City Council Meeting proceedings. Meetings are recorded and available for review at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Pro Tem Merkel called the meeting to order at 6:30 p.m.

2. ROLL CALL

• Council Members

- Mayor Pro Tem Dan Merkel, serving as Chair
- Brian Will
- John Hipes
- Fergal M. Brady
- Douglas J. DeRito

• Absent

- Mayor Jim Gilvin
- Donald F. Mitchell

• Staff

- Chris Lagerbloom, City Administrator
- Melissa Tracy, City Attorney
- Lauren Shapiro, City Clerk
- Brooke Lappin, Director of Courts
- Charlie Jewell, Director of Economic Development
- Cris Randall, Director of Human Resources
- John Robison, Director of Public Safety
- Kathi Cook, Director of Community Development
- Morgan Rodgers, Director of Recreation, Parks, and Cultural Services
- Pete Sewczwicz, Director of Public Works

- Tom Harris, Director of Finance
- Bret Schroeder, Code Enforcement Manager
- David Cureton, Information Systems Manager
- Deanna McKay, Public Communication & Engagement Coordinator
- Suzanne Swain, Community Services Manager

3. PLEDGE TO THE FLAG

4. PRESENTATIONS & PROCLAMATIONS

A. Proclamation: Arbor Day 2025

- Mayor Pro Tem Merkel presented a proclamation to members of the Natural Resources Commission, students and teachers involved with the Environmental Stewardship Club at Innovation Academy, and the City Arborist, David Shostak.

5. CONSENT AGENDA

A. Annual Renewal: Title VI Policy Statement and Agreement

Consideration of approval of the Title VI Policy Statement and Agreement and with authorization for the Mayor to execute all necessary documents.

B. Ratification of Consent Order and Final Judgment: Kanth and Varudhini Parcel for Douglas Road Drainage Improvements

Council ratification of Consent Order and Final Judgement (CAFN: 24CV002607) in the total amount of \$10,000.00 regarding Tax Parcel ED 21-5702-1232-151-5 of the Douglas Road Drainage Improvements Projects (Owners: Pragathi Kanth and Divya Varudhini).

C. Ratification of Consent Order and Final Judgment: Parcel 1 of Encore Greenway Park and Gateway Project

Council ratification of Consent Order and Final Judgment (CAFN:24CV012913) in the total amount of \$128,180.00 regarding parcel #1 of the Encore Greenway Park and Gateway Project (Owners: Blue Ventures, LLC).

D. Ratification of Consent Order and Final Judgment: Parcel 5 of Webb Bridge Road Bike & Pedestrian Improvements Project

Council ratification of Consent Order and Final Judgment (CAFN: 2023CV379405) in the total amount of \$50,500.00 regarding Parcel #5 of Webb Bridge Road Bike & Pedestrian Improvements Project (Owners: Amir A. Shash and Zubeda Idris).

E. Ratification of Consent Order and Final Judgment: Parcel 15 of Webb Bridge Road Bike & Pedestrian Improvements Project

Council ratification of Consent Order and Final Judgment (CAFN:24CV005288) in the total amount of \$15,000.00 regarding Parcel #15 of Webb Bridge Road Bike & Pedestrian Improvements Project (Owner: Tina A. Smith).

F. Quitclaim Deed and Permanent Easement: Old Milton Parkway Improvements – Parcel 5

Consideration of approval of a Quitclaim Deed between the City of Alpharetta (Grantor) to the Georgia Department of transportation (Grantee) conveying 958.055 square feet (0.022 acres) of fee simple right-of-way and approval of a Permanent Easement for the Construction and Maintenance of Slopes between the City of Alpharetta (Grantor) to the Georgia Department of Transportation (Grantee) conveying 9,270.381 square feet (0.213 acres) of permanent easement in connection with the SR120/Old Milton Parkway from North Point Parkway to Kimball bridge Road project for property interest in Tax Parcel # 12-3110-0911-046-7 (Parcel Owner: City of Alpharetta) and with authorization for the Maor to execute all necessary documents.

G. Quitclaim Deed: Old Milton Parkway Improvements – Parcel 7

Consideration of approval of a Quitclaim Deed between the City of Alpharetta to the Georgia Department of Transportation conveying 0.030 acres (1,301.185 square feet) of fee simple right-of-way in connection with the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road project for property interest in Tax Parcel # 11-0020-0003-021-6 (Parcel Owner: City of Alpharetta) and with authorization for the Mayor to execute all necessary documents.

H. Quitclaim Deed: Old Milton Parkway Improvements – Parcel 8

Consideration of approval of a Quitclaim Deed between the City of Alpharetta to the Georgia Department of Transportation conveying 0.085 acres (3,684.377 square feet) of fee simple right-of-way in connection with the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge project for property interest in Tax Parcel # 11-0011-0002-022-6 (Parcel Owner: City of Alpharetta) and with authorization for the Mayor to execute all necessary documents.

I. Permanent Easement: Old Milton Parkway Improvements – Parcel 9

Consideration of approval of a Permanent Easement for the Construction and Maintenance of Slopes between the City of Alpharetta to the Georgia Department of Transportation conveying 8,663.752 square feet (0.199 acres) of permanent easement in connection with the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road project for property interest in Tax Parcel # 11-0020-0002-027-4 (Parcel Owner: City of Alpharetta) and with authorization for the Mayor to execute all necessary documents.

J. Letter Submission to Georgia Department of Transportation for Bonding Requirements

Consideration of approval of submission of an annual bonding requirement letter to the Georgia Department of Transportation for permitted projects within the City of Alpharetta and with authorization for the Mayor to execute all necessary documents.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve the Consent Agenda.
 - Council Member DeRito seconded the motion.

- The motion was approved unanimously (5-0).

6. WORK SESSION ITEMS

A. Article IX of The Code of the City of Alpharetta Massage and Spa Establishments

This item is for work session purposes only. This item will be presented to the City Council by the City Attorney to discuss possible text amendments to the City's Massage and Spa Establishments Ordinance.

- City Attorney, Molly Esswein, came forward to present this item.
- A draft of the proposed text amendments is attached hereto as "Exhibit A."
- Council Member DeRito asked if there have been any violations or unscrupulous activities at these type of establishments in the city or by applicants.
 - Code Enforcement Manager, Bret Schroeder, shared that the city has not denied any applications this year, but 2 businesses applied for an exemption, which is allowed by the Director. Code Enforcement completes semi-annual inspections at each establishment.

7. NEW BUSINESS

A. Ordinance: Fiscal Year 2025 Mid-Budget Amendment

FIRST READING

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

- City Attorney, Molly Esswein, read the Ordinance title aloud.
- Director of Finance, Tom Harris, came forward to present this item.
- A draft of the proposed budget amendment is attached hereto as "Exhibit B."

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to adopt an Ordinance for the Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (5-0).

B. PH-25-02 Unified Development Code Text Amendments – Third Party Inspections and Plan Review

SECOND READING

The first reading of this item occurred during the January 27, 2025, City Council Meeting and Public Hearing.

Consideration of text amendments to Section 4.4 Development Permitting and Construction of Article IV of the Unified Development Code (UDC) to add regulations pertaining to third party inspections and plan review.

- City Attorney, Molly Esswein, read the Ordinance title aloud.
- Director of Community Development, Kathi Cook, came forward to present this item.
- There have been no changes since the first reading.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ **Council Member Hipes offered a motion to adopt an Ordinance for text amendments to Section 4.4 Development Permitting and Construction of Article IV of the Unified Development Code (UDC) to add regulations pertaining to third party inspections and plan review.**
 - **Council Member Brady seconded the motion.**
 - **The motion was approved unanimously (5-0).**

C. Reallocation of North Point Parkway TSPLOST

Consideration of approval of reallocation of North Point Parkway corridor TSPLOST funds to the Alpha Link project, development of a TSPLOST II Alpha Link Project, and authorization of the Mayor to execute all necessary documents.

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff seeks approval to reallocate TSPLOST 2 funds associated with the North Point Parkway Corridor Improvements to the Alpha Link project and create a TSPLOST II Alpha Link project.
- The City Council conducted its Annual Planning Retreat on Friday, January 17, and Saturday, January 18, 2025. During the Planning Retreat, there was discussion to reallocate TSPLOST 2 funds associated with North Point Parkway corridor improvements to Alpha Link project. The North Point Parkway corridor is on the tier 1 list of the TSPLOST 2 projects.
- The Alpha Link project will be locally funded without requiring applying for federal grants. Reallocating the North Point Parkway TSPLOST funds to the Alpha Link project would enable staff to accelerate the remaining phases of the Alpha Link project such as design, right of way acquisition, and construction. Additionally, the City would be

forgoing Federal and GDOT funds associated with the North Point Corridor and Alpha Link Projects.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve a reallocation of North Point Parkway corridor TSPOLST funds to the Alpha Link project, development of a TSPLOST II Alpha Link Project, and to authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (5-0).

D. Request for Proposals (RFP) 25-109: Public Safety Vehicle Upfitting

Consideration to award a contract for Request for Proposal 25-109 to Dana Safety Supply and Prologic for Public Safety vehicle upfitting and with authorization for the Mayor to execute all necessary documents.

- Director of Public Safety, John Robison, came forward to present this item.
- The Department of Public Safety annually up-fits new vehicles with emergency lights, sirens, radios, cages, etc. The City's current vehicle up-fitting contract expired in October 2024. With this RFP, it is the City's intent to award a 5-year non-exclusive contract to the two vendor(s) that best met the requirements listed in the RFP.
- The Department of Public Safety, with guidance from the Finance Department, prepared RFP 25-109, which was issued on October 17, 2024. RFP 25-109 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry. RFP 25-109 responses were received on November 14, 2024, at 10:00 AM and included proposals from three firms.
- Historically, the City has contracted with two vendors to ensure timely delivery of vehicles ready for deployment. Staff's recommendation is to contract with both Prologic and Dana Supply.
- We based the estimated cost for FY25 on the purchase of 25 vehicles, each with approximately a \$25,000 upfit. The upfit can differ depending on the type of vehicle. 25 Vehicles at \$25,000 upfit each = \$625,000.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to award a contract for Request for Proposals 25-109 to Dana Safety Supply and Prologic for Public Safety vehicle upfitting and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - The motion was approved (5-0).

E. Memorandum of Understanding: Home By Dark

Consideration of approval of a Memorandum of Understanding between the City of Alpharetta and Home By Dark to approve the City's Summer Concert Series with Home By Dark at Brooke Street Park from April to September 2025 and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- The Brooke Street Park concerts have been taking place since 2018 and originally began with different talent performances each month. By 2020, Home By Dark and the City of Alpharetta had developed a strong working relationship, and the community embraced the performances led by James Casto and his network of musicians. Since 2020, the five or six-show series has been a highlight of each month's schedule in Brooke Street Park. These concerts are free to the public, and people bring blankets, chairs, and picnics.
- The proposed concert dates in calendar year 2025 are April 26th, May 10th, June 14th, July 12th, August 9th, and September 13th.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve a Memorandum of Understanding between the City of Alpharetta and Home By Dark to approve the City's Summer Concert Series with Home By Dark at Brooke Street Park from April to September 2025 and to authorize the Mayor to execute all necessary documents.
 - Council Member Brady seconded the motion.
 - City Administrator, Chris Lagerbloom, asked the Mayor and City Council for an amendment to the motion that would remove the reference to any language within the contract that states "Troubadors at Twilight."
 - Council Member Hipes offered an amendment to his original motion "the contract will omit the reference to Troubadors at Twilight."
 - Council Member Brady agrees to this amendment and keeps the second to the motion.
 - The motion was approved unanimously (5-0).

F. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 3

Consideration of adoption of a resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 12-3110-0911-021-0 (Parcel Owners: Drew & Co.) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, explained that she would read the resolution one time for agenda items F through L, as they are related to the same project, but are different parcels and have the same resolution title.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to adopt a resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 12-3110-0911-021-0 (Parcel Owners: Drew & Co.) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved (5-0).

G. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 11

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 002000440175 (Parcel Owners: PSC Holdings-Alpharetta, LLC) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to adopt a resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 002000440175 (Parcel Owners: PSC Holdings-Alpharetta, LLC.) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved (5-0).

H. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 13

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Parcel 13 (Parcel Owners: Camden Pond Condominium Association, Inc.) of the SR 120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to adopt a Resolution to authorize the use of eminent domain to acquire a property interest in Parcel 13 (Parcel Owners: Camden Pond Condominium Association, Inc.) of the SR 120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved (5-0).

I. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 14

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 014000490985 (Parcel Owners: Marfam Enterprises, Inc.) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to adopt a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 014000490985 (Parcel Owners: Marfam Enterprises, Inc.) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved (5-0).

J. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 15

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 014000490993 (Parcel Owners: 102-104 Greenwich Street Manhattan) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to adopt a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 014000490993

(Parcel Owners: 102-104 Greenwich Street Manhattan) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.

- Council Member Brady seconded the motion.
- The motion was approved (5-0).

K. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 20

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 025000900401 (Parcel Owners: Wealth Migrate Medical 3 Holdings, LLC) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to adopt a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 025000900401 (Parcel Owners: Wealth Migrate Medical 3 Holdings, LLC) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved (5-0).

L. Resolution: Authorizing the Use of Eminent Domain for Old Milton Parkway Improvements – Parcel 21

Consideration of adoption of a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 025001210537 (Parcel Owners: Clock Tower Investments, LLC) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to adopt a Resolution to authorize the use of eminent domain to acquire a property interest in Tax Parcel # 11 025001210537 (Parcel Owners: Clock Tower Investments, LLC) of the SR120/Old Milton Parkway from North Point Parkway to Kimball Bridge Road and to authorize the Mayor to execute all necessary documents.

- Council Member Brady seconded the motion.
- The motion was approved (5-0).
 - During the motion, the City Administrator, Chris Lagerbloom, shared that there is clarification needed for what was provided in the agenda staff report; the compensation for this parcel should have been listed as \$79,300.

8. PUBLIC COMMENT

- There were no public comments.

9. REPORTS

- Mayor Pro Tem Merkel reported that City Administrator, Chris Lagerbloom, was recently inducted into the Milton High School Hall of Fame.

10. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

11. ADJOURNMENT

- ❖ Council Member Hipes offered a motion to adjourn the meeting.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (5-0).
- With there being no further items to consider or discuss, Mayor Pro Tem Merkel adjourned the meeting at 7:14 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk

EXHIBIT A

ARTICLE IX. MESSAGE AND SPA ESTABLISHMENTS¹

Sec. 10-275. Purpose and legislative findings.

The Georgia General Assembly has declared that the practice of massage therapy is an activity affecting the public interest and involving the health, safety, and welfare of the public, and that the practice of massage therapy by a person who is not licensed under the Georgia Massage Therapy Practice Act (O.C.G.A. § 43-24A-1 et seq.) is a public nuisance, and harmful to the public health, safety, and welfare. The city council agrees with those findings. Furthermore, the city council finds that, for many massage establishments, the business in fact is sexual conduct or the intimation of sexual conduct, rather than lawful massage therapy. Such establishments offer massage services as a subterfuge for prostitution, masturbation for hire, and other paid sexual contact, which are harmful to the public health, safety, and welfare. There is difficulty and expense in conclusively distinguishing between such establishments and legitimate massage establishments, but one rational distinction is whether the establishment has a relationship with a corporate or franchising hierarchy, which would tend to safeguard against unlawful sexual activities on the massage establishment premises. It is a purpose of this article to impose licensing requirements to help prevent illegal massage, prostitution, and related sex crimes, yet without hindering legitimate massage establishments operating under a business structure with external oversight that serves that purpose. Pursuant to O.C.G.A. § 43-24A-22 (allowing local regulation of massage businesses and of persons not licensed by the state), it is the purpose of this article to regulate the operation of massage establishments and spa establishments, and to regulate employees of such establishments who are not licensed as massage therapists by the state, as an exercise of the city's police power in order to protect the health, safety and general welfare of the citizens of the city.

(Ord. No. 723, § 12-161, 4-4-2016)

Sec. 10-276. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant means any person, firm, corporation, or other legal entity applying for a license to operate a massage establishment or spa establishment, as defined herein, or a person applying for a work permit, as provided for herein.

Employee means any person who performs any service on the premises of a massage establishment or spa establishment, on a full-time, part-time, or contract basis, regardless of whether the person is denominated an employee, independent contractor, agent, apprentice, trainee, or otherwise. The term "employee" does not include a person who is licensed or provisionally permitted pursuant to the Georgia Massage Therapy Practice Act (O.C.G.A. § 43-24A-1 et seq.), or a person exclusively on the premises for repair or maintenance of the premises or for the delivery of goods to the premises.

Hearing officer means the city administrator, or his/her designee, appointed to conduct hearings under this article.

Massage or massage therapy means the manipulation and/or treatment of soft tissues of the body, including, but not limited to, the use of effleurage, petrissage, pressure, friction, tapotement, kneading, vibration, range of

¹State law reference(s)—Massage therapy practice, O.C.G.A. § 43-24A-22 et seq.

motion stretches, a system of structured touch, pressure, movement, and holding to the soft tissue of the body, and any other soft tissue manipulation whether manual or by use of massage apparatus, and may include the use of water, oils, lotions, creams, lubricants, salt glows or scrubs, hydrotherapy, heliotherapy, hot packs, cold packs or other topical preparations. Such business shall be located within a zoning category allowing retail use, shall not occupy more than 4,000 square feet and shall not be closer than 2,000 feet to a comparable business. The term "massage" or "massage therapy" shall not include diagnosis, the prescribing of drugs or medicines, spinal or other joint manipulations, or any service or procedure when performed by a person who is licensed by the state to practice chiropractic, physical therapy, podiatry or medicine. Further, the term "massage" or "massage therapy" shall not include the following when lawfully performed by a natural person licensed or certified by the state board of cosmetology while engaged in the practice authorized by such state license (or certificate of registration) in accordance with, and as further regulated by, the state licensing laws set forth in O.C.G.A. § 43-10-1 et seq.:

- (1) Touching of the scalp or face by a state-licensed barber or cosmetologist;
- (2) Touching of the hands or feet by a state-licensed nail technician or cosmetologist; and
- (3) Touching of the face, neck, décolletage, or arms by a state-licensed esthetician or cosmetologist.

It shall be unlawful to establish a massage establishment in the city, unless said establishment is located:

- (1) At least 300 feet from State Route 9;
- (2) At least 300 feet from State Route 120; and
- (3) At least 300 feet from any parcel occupied by a house of worship, public or private elementary or secondary school, public park, state-licensed day care facility, or any residence.

The foregoing minimum distance requirements shall not apply to any massage establishment located within a mixed use development in the MU district. For the purpose of this subsection, measurements shall be made in a straight line in all directions without regard to intervening structures or objects, from the closest point on a boundary line of the massage establishment parcel to the closest point on the State Route 9 or State Route 120 right-of-way, or to the closest point on a boundary line of any parcel containing a house of worship, public or private elementary or secondary school, public park, or residence.

Massage apparatus means any manual, mechanical, hydraulic, hydrokinetic, electric or electronic device or instrument or any device or instrument operated by manual, mechanical, hydraulic, hydrokinetic or electric power for the purpose of administering a massage.

Massage establishment means a commercial establishment where any person offers or engages in massage or massage therapy. The term "massage establishment" shall not include hospitals or other professional health care establishments separately licensed as such by the state.

Premises means the real property, or portion thereof, upon which the massage establishment or spa establishment is located, including, but not limited to, the establishment and the grounds, private walkways, and parking lots and/or parking garages under the ownership or control of the establishment.

Spa establishment means a business that provides services requiring a customer to disrobe, which may include non-medical massage, other personal services such as skin, nail, hair treatments, hair removal/waxing, and may have the sale of associated retail products. Such business shall be located within a zoning category allowing retail use, shall not occupy more than 4,000 square feet and shall not be closer than 2,000 feet to a comparable business. The term "spa establishment" shall not include hospitals or other professional health care establishments separately licensed as such by the state.

It shall be unlawful to establish a spa establishment in the city, unless said establishment is located:

- (1) At least 300 feet from State Route 9;
- (2) At least 300 feet from State Route 120; and

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- (3) At least 300 feet from any parcel occupied by a house of worship, public or private elementary or secondary school, public park, state-licensed day care facility, or any residence.

The foregoing minimum distance requirements shall not apply to any spa establishment located within a mixed use development in the MU district. For the purpose of this subsection, measurements shall be made in a straight line in all directions without regard to intervening structures or objects, from the closest point on a boundary line of the spa establishment parcel to the closest point on the State Route 9 or State Route 120 right-of-way, or to the closest point on a boundary line of any parcel containing a house of worship, public or private elementary or secondary school, public park, or residence.

Specified criminal activity means any of the following specified crimes:

- (1) Illegal gambling;
- (2) Prostitution, keeping a place of prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, sodomy, aggravated sodomy, rape, child molestation, sexual assault, sexual battery, aggravated sexual assault, aggravated sexual battery, or public indecency;
- (3) Obscenity, disseminating or displaying matter harmful to a minor, or use of a child in a sexual performance;
- (4) Any offense related to any massage establishment or spa establishment or which is related to the regulatory purposes of this article, including controlled substance offenses, tax violations, racketeering, crimes involving sex, crimes involving prostitution, or crimes involving obscenity;
- (5) Any attempt, solicitation, or conspiracy to commit one of the foregoing offenses; or
- (6) Any offense in another jurisdiction that, had the predicate act been committed in Georgia, would have constituted any of the foregoing offenses.

(Ord. No. 723, § 12-162, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-277. Penalties.

Any person violating any of the provisions of this article shall be punished as provided in section 1-8. Nothing in this section and no action taken hereunder shall be held to exclude such other civil, criminal, or administrative proceedings as may be authorized by other provisions of this Code or any of the laws in force in the city, or to exempt anyone violating this Code or any part of said laws from any penalty which may be incurred.

(Ord. No. 723, § 12-163, 4-4-2016)

Sec. 10-278. Scope of regulations.

- (a) All licenses and work permits issued under this article shall constitute a mere privilege to operate or work at the establishment specified in the license or work permit during the term of the license or work permit only, and shall be subject to all terms and conditions imposed by the city, the county and the state.
- (b) This article shall not be enforced against:
 - (1) Any natural person who is a physician, chiropractor, physical therapist, or similar professional licensed and regulated by or through the state while engaged in the practice of the profession for which the person is licensed by the state;
 - (2) Any hospital or other professional health care establishment, including a physician's, physical therapist's, or chiropractor's office, separately licensed as such by the state;

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- (3) Any natural person who is a massage therapist licensed by the state under the Georgia Massage Therapy Practice Act (O.C.G.A. § 43-24A-1 et seq.) while engaged in the practice of massage therapy as authorized and regulated under said Act; notwithstanding the foregoing exception, the provisions of this article regulating massage establishments and spa establishments and the operation of such establishments shall be enforced against any such person to the extent such person owns, operates or manages a massage establishment or spa establishment or supervises the employees thereof, unless otherwise expressly excepted herein; or
 - (4) Any other individual or entity expressly exempted from local legislation by the laws of the state.
 - (c) Licenses and work permits issued before the adoption of the ordinance from which this article is derived shall continue in effect for their original terms, subject to the regulations provided herein, including the revocation provisions in section 10-284, as amended.
 - (d) All massage establishments, spa establishments, and their employees shall comply with this article upon its adoption, including those that hold a license or a work permit issued before the adoption of the ordinance from which this article is derived.
 - (e) The director of community development may exempt a massage establishment or a spa establishment and its employees from the licensing requirements of sections 10-279 through 10-281 for a specified calendar year. An exemption under this subsection expires on December 31 of the year for which it was granted. Upon the expiration of an exemption, the establishment and its employees are subject to all requirements of sections 10-279 through 10-281. Any request for an exemption shall be submitted in writing to the director of community development and is automatically rejected unless the director of community development grants the exemption. An exemption, if granted by the director of community development, shall be in writing and shall be based upon evaluation of the request according to the following standards:
 - (1) Whether the establishment is part of a chain that operates in multiple locations under common ownership, franchise agreements, or a similar arrangement that involves centralized control or corporate supervision;
 - (2) Whether persons who provide services to customers at the establishment hold state licenses;
 - (3) The establishment's, its owners', and its managers' histories relative to compliance with massage establishment or spa establishment licensing requirements;
 - (4) Whether the location used by the establishment has been free from association with unlawful activity for the last 12 months; and
 - (5) Whether the establishment is managed and operated by a person who has been continually licensed pursuant to the Georgia Massage Therapy Practice Act for at least seven years.

(Ord. No. 723, § 12-164, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-279. Massage/spa establishment license required; application.

- (a) *Massage/spa establishment license required.* It shall be unlawful for any person or legal entity to operate a massage establishment or a spa establishment in the city without a valid massage/spa establishment license or exemption therefrom. This license requirement is in addition to obtaining an occupation tax certificate pursuant to article III of chapter 42 pertaining to taxation.
- (b) *Application.* An applicant for a massage/spa establishment license shall file in person at the city department of community development a completed application made on a form provided by the city. The application must be executed by the person primarily responsible for the operation of the establishment. If the applicant is a partnership, limited liability company, corporation, or other legal entity, the application must also be

executed by an officer, member, partner or shareholder, as applicable. Signatures on the application shall be notarized. An application shall be considered complete when it contains the information and/or items required in this subsection, accompanied by the annual regulatory fee:

- (1) The applicant's full legal name and any other names used by the applicant in the preceding five years.
- (2) A signed and sworn affidavit verifying the applicant's lawful presence in the United States as required by O.C.G.A. § 50-36-1. If the applicant is a partnership, limited liability company, corporation, or other legal entity, a signed and sworn affidavit verifying the lawful presence of each person who executes the application on behalf of the applicant.
- (3) A signed and sworn affidavit attesting that the applicant either uses the federal work authorization program in accordance with federal regulations or that the applicant employs fewer than 11 people or otherwise does not fall within the requirements of O.C.G.A. § 36-60-6.
- (4) Current business address and residential mailing address for the applicant.
- (5) The business name, location, legal description, mailing address and telephone number of the establishment.
- (6) If the applicant is a sole proprietor, written proof of age, in the form of a driver's license or a picture identification document containing the applicant's date of birth issued by an agency of a state or of the federal government.
- (7) If the applicant is not a sole proprietor, then the partnership, limited liability company, corporation, or other legal entity shall submit a complete list of the legal entity's:
 - a. Officers;
 - b. Directors;
 - c. Partners, members, or shareholders (natural persons) holding a ten percent or greater ownership interest in such legal entity, or if there is no shareholder (natural person) with at least a ten percent interest, the ten shareholders with the greatest ownership interest;
 - d. Employee or agent primarily responsible for operation of the massage or spa establishment; and
 - e. Written proof of age, in the form of a driver's license or a picture identification document containing the applicant's date of birth issued by an agency of a state or of the federal government for each person listed in subsections (b)(7)a through d of this section.
- (8) A statement of whether the applicant or any person listed in response to subsection (b)(7) of this section has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; ~~or~~
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
- (9) A statement of whether the applicant or any person listed in response to subsection (b)(7) of this section has within the previous five years been arrested for, convicted of, or pleaded guilty or entered a plea of nolo contendere to a specified criminal activity as defined in this article, and if so, each

specified criminal activity involved, including the date, place, and jurisdiction of each such arrest and/or conviction.

- (10) A statement of whether the applicant or a person listed in response to subsection (b)(7) of this section has in the previous 12 months resided with someone who has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
- Been declared by a court of law to be a nuisance; or
 - Had its license to operate a massage establishment or a spa establishment revoked;
 - Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
- (11) If the applicant is a partnership, limited liability company, corporation or other legal entity required to be chartered under the laws of the state or authorized by the secretary of state to do business in the state, such corporation must be chartered under the laws of the state or authorized by the secretary of state to do business in the state and must submit copies of the certificate of organization or incorporation, as applicable, and articles of organization or incorporation, as applicable.
- (12) A sworn and notarized statement of a registered agent who is a resident of the county and who is at least 18 years of age, required to be designated by a licensee to receive any process, notice or demand required or permitted by law or under this article to be served upon the applicant.
- (13) A statement as to whether the applicant is the owner of the premises wherein the establishment will be operated or the holder of a lease thereon for the period to be covered by the license. If the applicant is a lease holder, the following shall be submitted with the license application:
- A copy of the lease; and
 - The written consent of the owner of the real property upon which the premises are located which demonstrates knowledge and acceptance of the applicant's proposed operation of a massage establishment or spa establishment on the subject property, grants permission to the applicant to submit the subject application, and acknowledges and represents that such real property owner has read and fully understands the requirements of this article, including, but not limited to, the provisions set forth in section 10-288.
- (14) A survey (dated no more than 180 days prior to submission of the application to the city), certified by a registered surveyor of this state, showing a scaled drawing of the premises to be licensed and the distance in feet from State Route 9, State Route 120, and any parcel occupied by a house of worship, public or private elementary or secondary school, public park, state-licensed day care facility, or any residence, unless the establishment to be licensed is located within a mixed use development in the MU district. For the purpose of this subsection, measurements shall be made in a straight line in all directions without regard to intervening structures or objects, from the closest point on a boundary line of the massage establishment or spa establishment parcel to the closest point on the State Route 9 or State Route 120 right-of-way, or to the closest point on a boundary line of any parcel containing a house of worship, public or private elementary or secondary school, public park, or residence.
- (15) For every person on the premises who offers, or will offer, services for which a license under O.C.G.A. § 43-24A-1 et seq. is required, a copy of the state license for each such person as well as a color photograph, no smaller than two inches by two inches, showing the face, neck, and shoulders of each such person; or, if there are none, a statement certifying that the application is for the operation of a

spa establishment only and that neither the establishment nor any person on the premises offers, or will offer, massage or services for which said person is required to be licensed by the State of Georgia pursuant to O.C.G.A. § 43-24A-1, et seq.

- (16) As a prerequisite to the issuance of any license, the applicant shall furnish a complete set of fingerprints for all persons required to sign the application to be forwarded to the Georgia Bureau of Investigation and to the Federal Bureau of Investigation, as specified under O.C.G.A. § 35-3-35(a)(1) and Federal Public Law 92-544. By filing such application, the applicant consents to the City obtaining their criminal history record information (CHRI) from the Georgia Crime Information Center (GCIC) and the Federal Bureau of Investigation (FBI).
- a. The applicant shall bear the cost of: (1) an administrative fingerprinting fee to be charged by the City, which shall be the maximum allowed by statute, which is currently \$20.00, which fee shall include fingerprinting when carried out by the City; and (2) the charge by the GBI and the FBI for the CHRI history at their latest rate, paid to the City by certified or cashier's check, money order, or credit card.
 - b. Once an application, accompanying documents, fingerprints, and the required fees are filed with the City, the City shall transmit said fingerprints and appropriate fees to the GCIC. As provided by law, the GCIC will compare the subject's fingerprints against its criminal file and submit the fingerprints to the FBI for a comparison with nation-wide records, unless submission to the FBI is automatic pursuant to the use of live-scan. The results of the FBI check will be returned based on its current procedure, presently being directly to the City if submissions are made manually to the GCIC, or electronically from both the GBI and FBI where submissions are made electronically to the GCIC.
 - c. In compliance with Federal law 95-544, which provides for the rendering of a "fitness determination," the City shall decide whether the applicant has been convicted of, or is under pending indictment for enumerated disqualifiers, as set forth within this chapter.
 - d. A person who has consented to the City for a criminal history based on fingerprinting record may request and receive a copy of the criminal history record report from the City at no additional charge. Should the person seek to amend or correct the record, he or she shall be responsible for contacting the GCIC as to Georgia records and/or the FBI concerning records from other jurisdictions maintained in its file.

The information provided pursuant to subsection (b) of this section shall be supplemented in writing by certified mail, return receipt requested, to the city department of community development within ten working days of a change of circumstances which would render the information originally submitted false or incomplete.

- (c) *Confidentiality.* The information provided by an applicant in connection with an application for a license under this article shall be maintained by the city department of community development on a confidential basis, and such information may be disclosed to the public only as required under governing law. Any information protected by the right to privacy as recognized by state or federal law shall be redacted prior to any required disclosure under the Georgia Open Records Act or other applicable law.
- (d) *Issuance of license.* Upon the filing of a completed massage/spa establishment license application, the city shall cause to be conducted a ~~National (FBI)~~ criminal background investigation, as set forth above, of the applicant and shall transmit a summary of the investigation results to the director of community development or his/her designee. Within 60 days of the filing of the application, the director of community development, or his/her designee, shall either issue a license to the applicant or issue a written notice of intent to deny the license to the applicant. The director of community development, or his/her designee, shall issue the license unless:

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- (1) The applicant or a person listed in response to subsection (b)(7) of this section is less than 21 years of age.
 - (2) The applicant has failed to provide information required by this article for issuance of a license or has falsely answered a question or request for information on the application form.
 - (3) The applicant is neither the owner of the premises wherein the establishment will be operated, nor the holder of a lease thereon for the period to be covered by the license.
 - (4) The annual regulatory fee required by this article has not been paid.
 - (5) The establishment is not in compliance with the location requirements of this article or of any part of the Code. This provision shall not be grounds to deny a license to a massage establishment or spa establishment that was, in all respects, lawfully operating at the premises prior to the adoption of the location requirements of the ordinance from which this article is derived and that has continued to lawfully operate at the premises.
 - (6) The city has revoked a massage/spa establishment license at the premises within the previous 12 months.
 - (7) The applicant or a person listed in response to subsection (b)(7) of this section has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
 - (8) The applicant or a person listed in response to subsection (b)(7) of this section has within the previous five years been convicted of, or pleaded guilty or entered a plea of nolo contendere to, a specified criminal activity, as defined in this article.
 - (9) The establishment does not comply with all applicable building, health, and life safety codes, or the building to be occupied does not have a valid, current certificate of occupancy.
 - (10) The applicant or a person listed in response to subsection (b)(7) of this section has in the previous 12 months resided with someone who has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
 - (11) Reserved.

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- (12) The applicant is a partnership, limited liability company, corporation or other legal entity that is required to be chartered under the laws of the state or authorized by the secretary of state to do business in the state, but is not so chartered or authorized.
- (e) *License display.* A license, if issued, shall be issued in the name of the applicant. The license shall be posted in a conspicuous place at or near the entrance to the establishment so that it may be read at any time that the establishment is occupied by patrons or is open to the public.
- (f) *Employee permit display.* Massage establishments and spa establishments shall post each employee's work permit issued by the city in a conspicuous place at or near the entrance to the establishment so that it may be read at any time that the establishment is occupied by patrons or is open to the public.
- (Ord. No. 723, § 12-165, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-280. Regulatory fee; expiration.

- (a) There shall be an annual regulatory fee, consisting of a non-refundable investigative fee and a license fee, for each massage and spa establishment licensed within the city. The investigative and license fees shall be set by the director of community development. The full regulatory fee shall be paid with the license application and shall not be prorated under any circumstances. If the applicant withdraws the application or the license is denied, the applicant shall be refunded the full license fee paid. No refund shall be allowed once the license has been issued.
- (b) All licenses granted hereunder shall be for the calendar year and expire on December 31 of each year. Each subsequent renewal application shall be treated as an initial application and the applicant shall be required to comply with all rules and regulations for the granting of licenses as if no previous license had been held, except that renewal applications for which the applicant certifies there are no changes to information and data contained in the original application shall not be required to include information or documents specified in Section 10-279(b)(7), (11), (12), (13), or (14). Existing licensees shall file renewal applications by November 1 of each year for the following license year. Applications received after November 1 shall be subject to a ten percent late fee.
- (c) No license issued pursuant to this article shall be transferable. Upon change of ownership, even if only in part, a new application will be completed and submitted along with all necessary fees.

(Ord. No. 723, § 12-166, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-281. Employee work permits required.

- (a) Massage/spa establishment work permit required. It shall be unlawful for any person to be an employee, as defined in this article, of a massage establishment or spa establishment in the city without a valid massage/spa establishment work permit issued under the terms of this article, except that a person who holds a valid massage/spa establishment license or who is listed in response to section 10-279(b)(7)a through c in relation to a valid massage/spa establishment license shall not be required to also obtain a massage/spa establishment work permit to be an employee at that particular licensed establishment. A person who works at more than one establishment shall obtain a separate work permit for each establishment. No applicant for a massage/spa establishment work permit shall work at a massage establishment or a spa establishment in the city until the applicant receives, and the establishment posts, the employee's work permit as required by this article. A receipt issued by the city is not a valid massage/spa establishment work permit and does not authorize the person to work in a massage establishment or spa establishment.
- (b) Application. An applicant for a massage/spa establishment work permit shall file in person at the city department of public safety, records division, a completed application made on a form provided by the city.

The application must be signed and notarized. Applicants shall make themselves available for photographing. An application shall be considered complete when it contains the information and/or items required in this subsection (b), accompanied by the work permit fee:

- (1) The applicant's full legal name and any other names used by the applicant in the preceding five years.
- (2) Current business address or another mailing address for the applicant.
- (3) Written proof of age, in the form of a driver's license or a picture identification document containing the applicant's date of birth issued by an agency of a state or of the federal government.
- (4) A signed and sworn affidavit verifying the applicant's lawful presence in the United States as required by O.C.G.A. § 50-36-1.
- (5) The name and address of the massage establishment or spa establishment for which the applicant seeks to obtain the work permit.
- (6) A statement of whether the applicant has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
- (7) A statement of whether the applicant has within the previous five years been arrested for, convicted of, or pleaded guilty or entered a plea of nolo contendere to a specified criminal activity as defined in this article, and if so, each specified criminal activity involved, including the date, place, and jurisdiction of each such arrest and/or conviction.
- (8) A statement of whether the applicant has in the previous 12 months resided with someone who has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.

~~A copy of the applicant's state massage therapy license and proof of continuing education credit.~~

The information provided pursuant to subsection (b) of this section shall be supplemented in writing by certified mail, return receipt requested, to the city department of public safety, records division, within ten working days of a change of circumstances which would render the information originally submitted false or incomplete.

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- (c) The information provided by an applicant in connection with an application for a work permit under this article shall be maintained by the city department of public safety, records division, on a confidential basis, and such information may be disclosed to the public only as required under governing law. Any information protected by the right to privacy as recognized by state or federal law shall be redacted prior to any required disclosure under the Georgia Open Records Act or other applicable law.
- (d) Issuance of work permit. Upon the filing of a completed massage/spa establishment work permit application, the city shall cause to be conducted a criminal background investigation of the applicant and shall transmit a summary of the investigation results to the director of public safety or his/her designee. Within 30 days of the filing of a completed massage/spa establishment work permit application, the director of public safety or his/her designee shall either issue a work permit to the applicant or issue a written notice of intent to deny the work permit to the applicant. The director of public safety, or his/her designee, shall issue the work permit unless:
- (1) The applicant is less than 18 years of age.
 - (2) The applicant has failed to provide information required by this article for issuance of a work permit or has falsely answered a question or request for information on the application form.
 - (3) The work permit fee required by this article has not been paid.
 - (4) The establishment for which the applicant seeks a work permit does not have a valid massage/spa establishment license from the city.
 - (5) The applicant has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.
 - (6) The applicant has within the previous five years been convicted of, or pleaded guilty or entered a plea of nolo contendere to, a specified criminal activity, as defined in this article.
 - (7) The applicant has in the previous 12 months resided with someone who has been an owner, director, officer, partner, member, or shareholder of a massage establishment or spa establishment that has, in the previous five years (and at a time during which the person was so related to the establishment):
 - a. Been declared by a court of law to be a nuisance; or
 - b. Had its license to operate a massage establishment or a spa establishment revoked;
 - c. Engaged in or allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment; or
 - d. Has allowed, been convicted of, or plead guilty or entered a plea of nolo contendere to three or more violations of this article within a 12-month period.

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- (e) The work permit, if issued, will be valid for a period of one year from the date it is issued. The replacement and additional work permit shall be issued upon payment of one-half of the fee charged for a work permit and will expire the same date as the then-current work permit. A massage establishment or spa establishment employee shall provide the employee's work permit to the establishment for which it was issued to be posted on the premises pursuant to this article.
 - (f) The director of public safety, or his/her designee shall issue a written notice of intent to revoke an employee's work permit, following notice and hearing pursuant to this article, and demand its return if the employee has violated the provisions of this article, any state law or applicable local ordinance.
 - (g) It shall be unlawful for an employee whose work permit has been revoked to refuse to return the work permit to the city department of public safety, records division, or to alter, conceal, deface, or destroy the work permit.
 - (h) The permit fee for a massage/spa establishment work permit shall be established by the director of public safety.

(Ord. No. 723, § 12-167, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-282. General operating provisions.

- (a) Massage establishments and spa establishments shall keep on file, on the premises of the establishment, a list of all persons who perform any service on the premises of the establishment, their home addresses and home or mobile telephone numbers, their duties and services performed for the massage or spa establishment, whether such persons have massage/spa establishment work permits issued by the city, and whether such persons have licenses or provisional permits issued by the state pursuant to the Georgia Massage Therapy Practice Act. The holder of a massage/spa establishment license must also keep on file, on the premises of the establishment, a copy of the establishment's two most recent license applications. A list of all employees, and most recent copies of their state licenses (if so licensed) and certifications shall be provided to the city department of community development no later than January 15 of each year.
- (b) Massage establishments and spa establishments shall maintain correct and accurate records of each instance that a service is provided, the type of service provided, and the name of the person at the establishment who provided the service. The records shall be subject to inspection by the city manager, the chief of police, and their designees during those times when the establishment is occupied by patrons or is open to the public.
- (c) No massage establishment or spa establishment shall allow any person required to have any state-mandated licenses, or a massage/spa establishment work permit pursuant to this article, to perform any service on the premises until such person has procured such license or work permit. Licensees and all managers and/or supervisors of any massage or spa establishment are required by this article to inspect and verify that each person who performs services on the premises who is required to have a valid state license or city work permit, has the required license or work permit on the establishment premises at all times, and failure to do so shall be a violation of this article.
- (d) Each massage establishment and spa establishment shall have an owner, manager or supervisor on the premises at all hours that the establishment is occupied by patrons or is open to the public. Further, each massage establishment shall have a state-licensed massage therapist on the premises at all hours that the establishment is occupied by patrons or is open to the public. No massage establishment shall hold itself out as being open for business at any time when there is no state-licensed massage therapist on the premises. In addition to the other penalties and remedies provided herein, if during an inspection there is no owner, manager, or supervisor, or, if applicable, state-licensed massage therapist on the premises, the establishment must cease operations and close until an owner, manager or supervisor or state-licensed massage therapist, as applicable, is on the premises.

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- (e) Records required to be maintained under this article shall be kept for a minimum of two years. Records shall be made available to the director of community development or his/her designee, during business hours, at the establishment's business location in the city.
 - (f) All employees and other persons on the premises, with the exception of customers receiving a massage from a state-licensed massage therapist, shall be completely clothed. For the purposes of this article, the term "completely clothed" means having on the upper portion of the body appropriate undergarments and either a blouse or shirt which shall cover all the upper body, save the arms and neck, and shall mean having on the lower body appropriate undergarments plus either pants or a skirt, and said pants or skirt must cover from the waist down to a point at least two inches above the knee. All clothes worn in compliance with this article shall be entirely non-transparent.
 - (g) No customer receiving a massage from a state-licensed massage therapist shall expose his/her genitals, pubic area, anus, buttocks, or the female breast to another person on the premises of a massage establishment or spa establishment. This prohibition does not apply to the showing of the cleavage of the human female breasts exhibited by a bikini, dress, blouse, shirt, leotard, or similar wearing apparel, provided the areola is not exposed in whole or in part.
 - (h) No massage establishment or spa establishment shall be or remain open for business between the hours of 9:00 p.m. and 7:00 a.m. No person shall be or remain inside a massage establishment or spa establishment between the hours of 10:00 p.m. and 6:00 a.m. No massage establishment or spa establishment shall hold itself out as open at a time that the establishment is prohibited, under this subsection, from being open for business.
 - (i) A readable sign shall be posted at the main entrance identifying the establishment. Signs shall comply with the sign requirements of this Code.
 - (j) Minimum lighting shall be provided in accordance with the building code, as adopted by the city council, and at least one artificial light of not less than 40 watts (or equivalent illumination) shall be provided in each enclosed room or booth.
 - (k) Ordinary beds or mattresses shall not be permitted in any massage establishment or spa establishment.
 - (l) No massage establishment or spa establishment shall knowingly or recklessly allow any minor (i.e., a person under the age of 18 years) to be or remain inside the massage establishment or spa establishment unless the minor is accompanied by his/her parent, legal guardian, or a person who is at least 21 years of age and has been entrusted with the minor by the minor's parent or legal guardian.
 - (m) No person shall knowingly or recklessly touch, manipulate, fondle, or handle in any manner the sexual organs, genital area, or anus of any other person on the premises of a massage establishment or spa establishment.
 - (n) Massage establishments and spa establishments shall post and maintain a copy of the human trafficking notice available on the Georgia Bureau of Investigation internet website (as per O.C.G.A. § 16-5-47) in each public restroom for the establishment and in another conspicuous location in clear view of the public and employees where similar notices are customarily posted.
 - (o) It shall be unlawful to operate a massage establishment or spa establishment with storefront windows that have material and glazing applied or affixed that reduce light transmission through the windows to less than 32 percent, plus or minus three percent, or increase light reflectance to more than 20 percent.
 - (p) Massage establishments, spa establishments, and their employees shall ensure that storefront windows are not blocked by curtains, blinds, posters, advertisements, or any other screening material.
- (Ord. No. 723, § 12-168, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-283. Inspection.

Massage establishments, spa establishments, and their employees shall permit the city manager, director of community development, and/or their designees or agents to inspect, from time to time on an occasional basis, any portion of the establishment premises where patrons are permitted, for the purpose of ensuring compliance with the regulations of this article, during those times when the establishment is occupied by any patron or is open to the public. This section shall be narrowly construed by the city to authorize reasonable inspections of the licensed premises pursuant to this article.

(Ord. No. 723, § 12-169, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-284. Revocation of license or work permit.

- (a) Revocation for specific violations. The director of public safety and/or community development, or his/her designee shall issue a written notice of intent to revoke a massage/spa establishment license or a massage/spa establishment work permit, as applicable, if:
- (1) The licensee or work permit holder has failed to maintain the qualifications for holding a license or work permit;
 - (2) The licensee or work permit holder has recklessly given false information in the application for the license or the employee work permit or has failed to supplement the application information as required by section 10-279(b) or 10-281(b) after a change of circumstances that rendered the information originally submitted false or incomplete;
 - (3) The licensee or work permit holder has failed to maintain correct and accurate records as required by this article;
 - (4) The licensee or work permit holder has engaged in or recklessly allowed possession, use, or sale of controlled substances on the premises of the establishment;
 - (5) The licensee or work permit holder has engaged in or recklessly allowed prostitution on the premises of the establishment;
 - (6) The licensee or work permit holder has engaged in or recklessly allowed sodomy, aggravated sodomy, public indecency, prostitution, pimping, pandering, pandering by compulsion, masturbation for hire, or disorderly conduct to occur in or on the premises of the establishment;
 - (7) The licensee or work permit holder has knowingly or recklessly allowed a person under the age of 21 years to consume alcohol on the premises of the establishment;
 - (8) The licensee or work permit holder has violated section 10-282(c);
 - (9) The licensee or work permit holder has knowingly or recklessly allowed any minor (i.e., a person under the age of 18 years) to be or remain inside the massage establishment or spa establishment unless the minor is accompanied by his/her parent, legal guardian, or a person who is at least 21 years of age and has been entrusted with the minor by the minor's parent or legal guardian; or
 - (10) The licensee or work permit holder has recklessly allowed three or more violations of this article within a 12-month period.
- (b) When a notice of intent to revoke a license or employee work permit has been issued, the licensee, any person listed on the licensee's application, or the work permit holder, as the case may be, shall not apply for or be issued any new license or permit under chapter 4, chapter 28, or chapter 42, until such notice has been withdrawn or, if revocation has become effective, until two years after the effective date of revocation.

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- (c) When any person listed on a massage/spa establishment license application, any employee of the establishment, or any person who performs massage at the establishment, is arrested for unlawful sexual conduct of any kind alleged to have occurred at the massage establishment or spa establishment, no person listed on the establishment's license application and no employee of the establishment may apply for or be issued any new license or permit for that location under chapter 4, chapter 28, or chapter 42, until the arrestee is cleared or until 90 days following the arrest have passed, whichever occurs sooner.

(Ord. No. 723, § 12-170, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-285. Hearing; license denial, revocation; appeal.

- (a) When the director of public safety and/or community development, or his/her designee, issues a written notice of intent to deny or revoke a license or employee work permit, the director of public safety and/or community development or his/her designee shall immediately send such notice, which shall include the specific grounds under this article for such action, to the applicant or licensee/work permit holder (respondent) by personal delivery or certified mail. The notice shall be directed to the most current business address or other mailing address on file with the city department of public safety, records division, and/or community development for the respondent. The notice shall also set forth the following: The respondent shall have ten days after the delivery of the written notice to submit, at the office of the director of public safety and/or community development, or his/her designee, a written request for a hearing. If the respondent does not request a hearing within said ten days, the city manager's written notice shall become a final denial or revocation, as the case may be, on the 30th day after it is issued.
- (b) If the respondent does make a written request for a hearing within said ten days, then the director of public safety and/or community development, or his/her designee shall, within ten days after the submission of the request, send a notice to the respondent indicating the date, time, and place of the hearing. The hearing shall be conducted not less than ten days nor more than 20 days after the date that the hearing notice is issued.
- (c) The city administrator or his/her designee shall serve as the hearing officer for any such appeal.
- (d) At the hearing, the respondent shall have the opportunity to present all relevant arguments and to be represented by counsel, present evidence and witnesses on his/her behalf, and cross-examine any of the city's witnesses. The respondent shall bear the burden of proving entitlement to the license. The hearing shall take no longer than one day, unless extended at the request of the respondent to meet the requirements of due process and proper administration of justice. The hearing officer shall issue a final written decision, including specific reasons for the decision pursuant to this article, to the respondent within five days after the hearing.
- (e) If the decision is to deny or revoke the license, the decision shall advise the respondent of the right to appeal such decision to a court of competent jurisdiction, and the decision shall not become effective until the 30th day after it is rendered. If the hearing officer's decision finds that no grounds exist for denial or revocation of the license, the hearing officer shall, contemporaneously with the issuance of the decision, order the director of public safety and/or community development to immediately withdraw the intent to deny or revoke the license and to notify the respondent in writing by certified mail of such action. If the respondent is not yet licensed, the director of public safety and/or community development shall contemporaneously therewith issue the license or work permit to the applicant.
- (f) If any court action challenging a licensing or work permitting decision is initiated, the city shall consent to expedited briefing and/or disposition of the action, shall comply with any expedited schedule set by the court, and shall facilitate prompt judicial review of the proceedings.

(Ord. No. 723, § 12-171, 4-4-2016; Ord. No. 804 , § 2(Exh. B), 8-10-2020)

Sec. 10-286. Reserved.

Editor's note(s)—Ord. No. 804 , § 2(Exh. B), adopted Aug. 10, 2020, repealed § 10-286, which pertained to location and distance requirements, and derived from Ord. No. 723, § 12-172, adopted Apr. 4, 2016.

Sec. 10-287. Remedies.

- (a) Any premises, building, dwelling, or other structure in which a massage establishment or spa establishment is operated or maintained in violation of this article is declared to be a public nuisance, and harmful to the public health, safety, and welfare. The city's legal counsel may bring an action in the county superior court to restrain, prohibit, and/or enjoin the use of such premises as a massage establishment or spa establishment in the county superior court.
- (b) The operation of a massage establishment or spa establishment by a partnership, limited liability company, corporation, or other legal entity in violation of this article is declared to be a public nuisance, and harmful to the public health, safety, and welfare. The city's legal counsel may bring an action in the county superior court to restrain, prohibit, and/or enjoin such operation of a massage establishment or spa establishment.
- (c) The operation of a massage establishment by a person in violation of this article is declared to be a public nuisance, and harmful to the public health, safety, and welfare. The city's legal counsel may bring an action in the county superior court to restrain, prohibit, and/or enjoin such operation of a massage establishment or spa establishment.
- (d) It shall not be necessary, in order to obtain an injunction under this section, to allege or prove that there is no adequate remedy at law or to allege or prove any special injury.
- (e) If the court declares a massage establishment or spa establishment to be a nuisance, or if the court issues an injunction against a massage establishment or spa establishment pursuant to this article, the city shall be entitled, on motion, to recover its reasonable attorney's fees and costs incurred in bringing the action.

(Ord. No. 723, § 12-173, 4-4-2016)

Sec. 10-288. Real property used for illegal sexual activity; property owner responsibility.

- (a) In accordance with O.C.G.A. § 41-3-13, the municipal court shall have jurisdiction to hear and determine the question of the existence of the nuisance provided for in O.C.G.A. § 41-3-1 and as further defined herein, and, if found to exist, to order its abatement.
- (b) As used in this subsection, the term:
 - (1) "Sex crime-related arrest" means an arrest for unlawful sexual conduct of any kind alleged to have occurred at the massage establishment or spa establishment, including, but not limited to, and citation, summons, accusation or indictment for violations of state laws concerning lewdness, prostitution, sodomy, the solicitation of sodomy, or masturbation for hire; provided, however, that any such arrests which result directly from cooperation between the real property owner and a law enforcement agency shall not be considered a sex crime-related arrest for purposes of this section.
 - (2) "Substantial illegal sexual activity" means activity comprised of three or more separate incidents resulting in sex crime-related arrests within a 24-month period on the same parcel of real property.
- (c) Any owner of real property, regardless of whether such owner is the occupant of the subject premises, who has knowledge that substantial illegal sexual activity is being conducted on such property, shall be guilty of maintaining a nuisance, and such real property shall be deemed a nuisance and may be abated as provided by law.

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(Supp. No. 10)

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- (d) The owner of real property shall be deemed to have knowledge of illegal sexual activity occurring on a parcel of real property if the city notifies the owner in writing of two or more separate incidents occurring on the same premises within a 24-month period that result in sex crime-related arrests and, after the receipt of such notice and within 24 months of the first of the incidents resulting in a sex crime-related arrest, one or more separate incidents occur which result in a sex crime-related arrest.
 - (e) The provisions of this section are cumulative of any other remedies and shall not be construed to repeal any other existing remedies for related nuisances. Nothing in this section and no action taken hereunder shall be held to exclude such other civil, criminal, or administrative proceedings as may be authorized by other provisions of this Code or any of the laws in force in the city, or to exempt anyone violating this Code or any part of said laws from any penalty which may be incurred.

(Ord. No. 723, § 12-174, 4-4-2016)

Secs. 10-289—10-309. Reserved.

EXHIBIT B



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO ADOPT A FISCAL 2025 BUDGET AMENDMENT FOR CERTAIN FUNDS OF THE CITY OF ALPHARETTA, GEORGIA APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF REVENUE ANTICIPATION, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES TO EXCEED ACTUAL FUNDING AVAILABLE.

WHEREAS, the Director of Finance has presented a proposed fiscal year 2025 budget amendment to the City Council on certain funds of the City; and

WHEREAS, each of these proposed amendments will adjust expenditures and revenues originally appropriated in the fiscal year 2025 budget and subsequent amendments; and

WHEREAS, each of these mid-year amendments represent a balanced budget, so that anticipated revenues for each fund equal or exceed proposed expenditures.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

- that this budget amendment, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance shall be the City of Alpharetta's fiscal year 2025 budget amendment for these certain funds for the fiscal year 2025; and
- that this budget amendment be and is hereby approved and the revenue items shown in the budget for each fund in the amount anticipated are adopted and that the several amounts shown in the budget for each fund as proposed expenditures are hereby appropriated to the departments named in each fund; and
- that the expenditures shall not exceed the appropriations authorized by this mid-year budget or amendments thereto provided; and that expenditures shall not exceed actual funding available.

SO ORDAINED, this _____ day of February 2025.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]
[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal M. Brady

(SEAL)

Attest:

Approved as to form and legal sufficiency:

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney



City of Alpharetta, Georgia
Fiscal Year 2025
Budget Amendment Request

The purpose of the Fiscal Year (FY) 2025 Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g., during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

General Fund

This Fund is the principal operating fund of the city and includes governmental activities such as police, fire, recreation, transportation, and other general government functions that are primarily funded with property taxes, franchise fees, state shared revenues, and charges for services such as recreation program fees. State law requires that the city's budget be balanced: revenues = expenditures.

The budgetary legal level of control resides at the department level (e.g., City Administration, Recreation, Parks, and Cultural Services, etc.). A given department has the operational flexibility to reallocate appropriations within specific line-items to achieve its mission but cannot exceed its overall appropriation level as approved by City Council. Furthermore, the Adopted Budget approves the staffing level (i.e., authorized full-time equivalent staffing level) for each department. The FY 2025 Budget Amendment adjusts departmental budgets to fund/authorize the targeted initiatives discussed in detail over the following pages.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

GENERAL FUND			
LEGAL LEVEL OF CONTROL			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenues by Source:			
Property Taxes	\$ 37,437,000	\$ -	\$ 37,437,000
Local Option Sales Taxes	22,250,000	-	22,250,000
Other Taxes	18,185,300	-	18,185,300
Licenses and Permits	3,196,500	-	3,196,500
Intergovernmental Revenue	370,926	-	370,926
Charges for Services	1,503,100	-	1,503,100
Recreation/Special Event Fees	3,725,980	108,000	3,833,980
Fines and Forfeitures	2,605,000	-	2,605,000
Investment Earnings	1,100,000	-	1,100,000
Other/Miscellaneous	238,811	-	238,811
Other Financing Sources			
Transfer-in from Hotel/Motel Fund	3,468,750	-	3,468,750
Budgeted Fund Balance	9,447,780	-	9,447,780
Total Revenues	\$103,529,147	\$ 108,000	\$103,637,147
Expenditures by Department:			
Mayor and City Council	\$ 394,044	\$ -	\$ 394,044
City Administration	3,025,435	-	3,025,435
Finance	4,124,713	-	4,124,713
City Attorney	1,000,000	-	1,000,000
Information Technology	2,543,961	-	2,543,961
Human Resources	1,065,277	-	1,065,277
Municipal Court	1,362,008	-	1,362,008
Public Safety	43,735,476	13,105	43,748,581
Public Works	11,462,030	-	11,462,030
Recreation, Parks, and Cultural Services	14,587,491	108,000	14,695,491
Community Development	4,733,725	-	4,733,725
subtotal	\$ 88,034,160	\$ 121,105	\$ 88,155,265
General Government:			
Insurance Premiums	\$ 966,800	\$ -	\$ 966,800
Gwinnett Tech Bond (P&I)	286,978	-	286,978
Transfer to Capital Project Fund	11,843,416	-	11,843,416
Transfer to Stormwater Capital Fund	1,604,364	-	1,604,364
Contingency	713,629	66,695	780,324
Operating Initiatives (Reserve)	79,800	(79,800)	-
subtotal	\$ 15,494,987	\$ (13,105)	\$ 15,481,882
Total Expenditures	\$103,529,147	\$ 108,000	\$103,637,147

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

The following section provides, by department, the associated detail/justification for each targeted initiative requested through the FY 2025 Budget Amendment.

Public Safety

Initiative: **Administrative Assistant II Position (1 FTE; reclassification from two existing part-time positions)**

Funding Request: \$13,105 (FY 2025); \$31,000 annualized (FY 2026 and beyond)

This request involves reclassifying the existing 0.5 FTE Police Officer part-time position and 0.5 FTE Records Clerk position into one full-time (1.0 FTE) Administrative Assistant II position to, amongst other tasks, help with Public Safety Training needs. Primary difference in costs consists of benefits offered to full-time positions (e.g., medical, dental, vision insurance).

Recreation, Parks, and Cultural Services

Initiative: **Wills Park Pool Maintenance (est. impact of new contract costs; fees have been adjusted accordingly)**

Funding Request: \$33,000 (\$33,000 additional revenue; \$33,000 additional expenses)

This request is for additional maintenance funding (cleaning, chemicals, etc.) for the Wills Park Pool. Specifically, an RFP for maintenance of the Pool was awarded after adoption of the FY 2025 Budget. Much like many labor-intensive and chemical-intensive contracts, inflationary pressures have resulted in increased costs. This request is to increase the existing funding (\$48,000) to cover the current cost trends for fiscal year 2025 (\$81,000). Fees will be adjusted moving forward to recover the additional costs. The preliminary budget for Fiscal Year 2026 has been adjusted accordingly.

Initiative: **Wills Park Equestrian Center Stall Cleaning (est. impact of new contract costs; fees have been adjusted accordingly)**

Funding Request: \$75,000 (\$75,000 additional revenue; \$75,000 additional expenses)

This request is for additional maintenance funding (stall cleaning including removal of shavings/manure) for the Wills Park Equestrian Center. Specifically, an RFP for maintenance of the Wills Park Equestrian Center stalls was awarded after adoption of the FY 2025 Budget. Much like many labor-intensive contracts, inflationary pressures have resulted in increased costs. This request is to increase the existing funding (\$200,000) to cover the current cost trends for fiscal year 2025 (\$275,000). Fees will be adjusted moving forward to recover the additional costs. The preliminary budget for Fiscal Year 2026 has been adjusted accordingly.

General Government

Initiative: **Contingency and Operating Initiatives Reserve**

Funding Request: (\$13,105) (net)

This request removes the reserve for Operating Initiatives that was included in the FY 2025 Budget (\$79,800) and reallocates \$66,695 to Contingency. The difference of \$13,105 is being reallocated to the Public Safety Department budget to cover the additional costs related to the Administrative Assistant II Position reclassification detailed above.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Capital Project Fund

This Fund accounts for the acquisition and construction of major items such as buildings, infrastructure, parks, streets, and other major capital facilities. The budgetary legal level of control resides at the project level.

CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Expenditures by Project:			
Community Development			
North Fulton Comprehensive Transportation Plan (Alpharetta share)	\$ -	\$ 60,000	\$ 60,000
Recreation, Parks, and Cultural Services			
Parks Repairs/Improvements	197,117	30,000	227,117
Public Works			
Striping and Signage (add'l funding)	252,829	60,000	312,829
Traffic Signal System Maintenance (reallocation)	123,832	(30,000)	93,832
Traffic Control Equipment (reallocation)	145,477	(30,000)	115,477
General Government			
Non-Allocated	2,547,316	(90,000)	2,457,316
Net Budget Adjustments	\$ 3,266,571	\$ -	\$ 3,266,571

Community Development

Initiative: North Fulton Comprehensive Transportation Plan (Alpharetta share)

Funding Request: \$60,000

The Atlanta Regional Commission is pursuing an update to the 2018 North Fulton Comprehensive Transportation Plan (NFCTP) that will start in 2025, in collaboration with the collective North Fulton cities (Alpharetta, Johns Creek, Mountain Park, Milton, Roswell, and Sandy Springs). Total funds requested is City of Alpharetta's fair share allocation.

Executing the NFCTP will provide an opportunity to inform the regional transportation planning process on establishing a vision for North Fulton's transportation future that addresses economic prosperity and quality of life improvements through a variety of transportation solutions oriented around roadway, bicycle, pedestrian, and transit projects.

Recreation, Parks, and Cultural Services

Initiative: Parks Repairs/Improvements

Funding Request: \$30,000

This request is for an increase of \$30,000 to offset expenses for lights/fixtures that were installed on the Baseball, Lower Soccer Field, and Tennis Courts at Webb Bridge Park. Specifically, the original lighting fixtures, which became inoperable, were installed in 1999 and are no longer manufactured. These fixtures are being retro fitted with NuGen LED fixtures/lamps. These

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

replacements were made to ensure safe and effective playing fields for our customers. Where possible, future replacements are being put on hold pending the City's facility assessment and maintenance plan currently being conducted by McKinstry.

Public Works

Initiative: **Striping of City Roads (additional funding through a reallocation of existing appropriations)**

Funding Request: \$0 (net)

This request is for additional funding for striping of City roads. Specifically, white lines at various sections on Windward Parkway from Windward Plaza to McGinnis Ferry Road along with several crosswalks and stop bars. Funding for this request is being reallocated from several existing traffic accounts (Traffic Signal System Maintenance and Traffic Control Equipment).

General Government

Initiative: **Decrease in Non-Allocated**

Funding Request: \$90,000

The net funding request from the Non-Allocated account totals \$90,000 leaving an estimated balance of \$2.5 million available for future appropriation by the City Council.

TSPLOST-I Capital Project Fund

This fund accounts for the collection of T-SPLOST 1 (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022. The budgetary legal level of control resides at the project level.

TSPLOST-I CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ 500,000	\$ 350,000	\$ 850,000
Net Budget Adjustments	\$ 500,000	\$ 350,000	\$ 850,000
Expenditures by Project:			
Non-Allocated	\$ 154,763	\$ 350,000	\$ 504,763
Net Budget Adjustments	\$ 154,763	\$ 350,000	\$ 504,763

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$350,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances. Non-Allocated account balances are available for future appropriation by the City Council. As discussed at the 2025 City Council Retreat, potential future uses of the non-allocated balance include completion of the Webb Bridge Road Corridor project, inclusive of the Morris Road to North Point Parkway section.

TSPLOST-II Capital Project Fund

This fund accounts for the collection of T-SPLOST (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027. The budgetary legal level of control resides at the project level.

TSPLOST-II CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
TSPLOST-II Tax Revenue (85% to 90% of GSU forecast)	\$ 18,883,508	\$ 3,061,913	\$ 21,945,421
Investment Earnings	300,000	150,000	450,000
Net Budget Adjustments	\$ 19,183,508	\$ 3,211,913	\$ 22,395,421
Expenditures by Project:			
Public Works			
Tradewinds Ripple Effect Improvements	\$ 3,062,985	\$ (1,500,000)	\$ 1,562,985
Webb Bridge Rd Improvements (PH 4; NPP-Greenway)/Morris-AHS	7,435,301	500,000	7,935,301
North Point Parkway Improvements	7,486,201	(7,046,559)	439,642
North Point Parkway Improvements (STBG Construction Grant Match)	1,250,000	(1,250,000)	-
North Point Parkway Improvements (TIP Construction Grant Match)	1,000,000	(1,000,000)	-
AlphaLink Design/Construction (\$10M total allocation including Impact Fees & TSPLOST-2)	-	7,937,063	7,937,063
Non-Allocated	1,918,622	5,571,409	7,490,031
Net Budget Adjustments	\$ 22,153,109	\$ 3,211,913	\$ 25,365,022

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Public Works

Initiative: Tradewinds Ripple Effect Improvements

Funding Reallocation: -\$1,500,000

Tradewinds Ripple Effect Improvements was originally funded at \$6.5 million. Approximately \$3 million of this total is being funded towards the Dryden Road extension. Of the remaining funding, an additional \$2 million is reserved to cover traffic improvements associated with the Tradewinds interchange. The remaining \$1.5 million is being reallocated to other allowable TSPLOST-II projects and Non-Allocated (for future appropriation by the City Council).

Initiative: Webb Bridge Road Improvements (PH 4)

Funding Request: \$500,000 (additional)

Webb Bridge Road improvements within TSPLOST-II was originally funded at \$13 million. Design changes, including widening the sidewalks along Morris Road to North Point Parkway, result in an additional forecasted funding need of \$500,000.

Initiative: North Point Parkway Improvements

Funding Reallocation: -\$9,296,559 (multiple accounts: \$7,046,559, \$1,250,000, and \$1,000,000)

The City is revisiting the lane reduction design that was a basis for the North Point Parkway Improvements project given development potential along the corridor coupled with escalating cost requirements in excess of identified appropriations. Funding is being reallocated to (1) the AlphaLink project (see below) which is anticipated to have a major beneficial impact on redevelopment along the North Point corridor, and (2) Non-Allocated (for future appropriation by the City Council). Please note: the referenced grants in the table above have not been accepted, and no grant funds were spent, leaving the matching funds available for reallocation as proposed herein.

Initiative: AlphaLink (design/construction)

Funding Request: \$7,937,063 (\$10M total when combined with the Impact Fee Fund)

The Alpha Link is a 12' wide lighted multi-use trail connection from Haynes Bridge Road to Encore Parkway, approximately 1.2 miles. More specifically, this segment connects the Big Creek Greenway (via Encore Parkway) to the Alpha Loop at Haynes Bridge Road. The AlphaLink is open 24/7, illuminated, and allows for multiple modes of transportation including pedestrian, bicycle, scooter, e-bike, etc.

The City was awarded funding from the Atlanta Regional Commission (ARC) to assist with Phase-1 of the project which includes concept plan development, survey, and environmental studies only. This phase is complete. Phase 2 involves the design and construction of the improvements as well as project management services. Costs for this phase are estimated at \$10 million. Funding is proposed through TSPLOST-II (\$7.9 million) and Transportation Impact Fees (\$2.1 million).

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$5,571,409

Funding Source: \$3,061,913 (TSPLOST-II Tax Revenue; 85% to 90% of GSU Forecast)
\$150,000 (additional investment earnings)
\$2,359,496 (project funding reallocations)

The increase in Non-Allocated is funded through additional TSPLOST revenues (based on current trends), anticipated investment earnings on the City's cash balances, and the net reallocation of project balances discussed above.

TSPLOST-II Fund appropriations currently reflect tax revenues at 85% of the original forecasted revenue collections over the life of the 5-year tax (or \$52 million, as provided by Georgia State University). For comparison purposes, TSPLOST-I collections trended at over 90% of forecasted revenue collections. Life-to-date collections for TSPLOST-II have trended at 110% of the original forecasted revenue estimates. Staff recommends increasing the tax revenue forecast within the TSPLOST-II Fund to 90% of the GSU forecast which results in an additional \$3.1 million. This tax revenue will likely be increased in the future if current collection trends continue. Non-Allocated account balances are available for future appropriation by the City Council.

Impact Fee Fund

This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance. The budgetary legal level of control resides at the project level.

IMPACT FEE FUND				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
	Fiscal Year 2025			
	Current Budget	Budget Amendment	Revised Budget	
Revenue by Source:				
Impact Fees (Parks)	\$ -	\$ 110,000	\$	110,000
Impact Fees (Roads)	-	100,000		100,000
Impact Fees (Public Safety)	-	18,000		18,000
Net Budget Adjustments	\$ -	\$ 228,000	\$	228,000
Expenditures by Project:				
North Point Parkway (STBG ROW Grant Match)	\$ 1,250,000	\$ (1,250,000)	\$	-
AlphaLink Design/Construction (\$10M total allocation including Impact Fees & TSPLOST-2)	-	2,062,937		-
Non-Allocated (Parks)	919,038	110,000		1,029,038
Non-Allocated (Roads)	712,937	(712,937)		-
Non-Allocated (Public Safety)	50,526	18,000		68,526
Net Budget Adjustments	\$ 2,932,501	\$ 228,000	\$	1,097,564

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Public Works

Initiative: North Point Parkway Improvements

Funding Reallocation: -\$1,250,000

The City is revisiting the lane reduction design that was a basis for the North Point Parkway Improvements project given development potential along the corridor coupled with escalating cost requirements in excess of identified appropriations. Funding is being reallocated to (1) the AlphaLink project (see below) which is anticipated to have a major beneficial impact on redevelopment along the North Point corridor, and (2) Non-Allocated (for future appropriation by the City Council). Please note: the referenced grant in the table above has not been accepted, and no grant funds were spent, leaving the matching funds available for reallocation as proposed herein.

Initiative: AlphaLink (design/construction)

Funding Request: \$2,062,937 (\$10M total with the Impact Fee Fund)

The Alpha Link is a 12' wide lighted multi-use trail connection from Haynes Bridge Road to Encore Parkway, approximately 1.2 miles. More specifically, this segment connects the Big Creek Greenway (via Encore Parkway) to the Alpha Loop at Haynes Bridge Road. The AlphaLink is open 24/7, illuminated, and allows for multiple modes of transportation including pedestrian, bicycle, scooter, e-bike, etc.

The City was awarded funding from the Atlanta Regional Commission (ARC) to assist with Phase-1 of the project which includes concept plan development, survey, and environmental studies only. This phase is complete. Phase 2 involves the design and construction of the improvements as well as project management services. Costs for this phase are estimated at \$10 million. Funding is proposed through TSPLOST-II (\$7.9 million) and Transportation Impact Fees (\$2.1 million). Specifically, Impact Fee funding is coming through the reallocation of North Point Parkway Improvement appropriations (discussed above) coupled with available Impact Fee monies.

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$110,000 (Parks Non-Allocated)
\$18,000 (Public Safety Non-Allocated)

Funding Source: \$110,000 (Parks Impact Fees)
\$18,000 (Public Safety Impact fees)

The increase in Non-Allocated is funded through the appropriation of impact fees received for each system improvement category. Balances within the Non-Allocated account is available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Assets Forfeiture Fund (DEA)

The DEA Fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender's arrests that can be used by public safety to aid in drug enforcement activity. The budgetary legal level of control resides at the department level (Public Safety) for operations/minor capital and project level for targeted initiatives.

ASSETS FORFEITURE FUND (DEA)				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
		Fiscal Year 2025		
		Current Budget	Budget Amendment	Revised Budget
Revenue by Source:				
Asset Forfeiture		\$ -	\$ 29,935	\$ 29,935
Net Budget Adjustments		\$ -	\$ 29,935	\$ 29,935
Expenditures by Project:				
Non-Allocated		\$ 265,126	\$ 29,935	\$ 295,061
Net Budget Adjustments		\$ 265,126	\$ 29,935	\$ 295,061

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$29,935

The increase in Non-Allocated is funded through the appropriation of asset forfeiture collections. The balance within the Non-Allocated account is available for future funding in accordance with asset forfeiture guidelines.

Fiscal Year 2025 Budget Amendment Requests

OPEB Health Benefit Fund

This Fund represents activity associated the other post-employment benefit plan (OPEB). Historically, eligible retirees were offered the same health and prescription drug coverage as active employees. However, recent updates to the Plan, previously approved by City Council, have removed this option for employees ending service with the City on or after July 1, 2023. Available resources above the actuarially determined retiree liability is being transferred to the OPEB Reimbursement Health Benefit Fund to augment this important post-retirement benefit for our employees.

OPEB HEALTH BENEFIT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Expenditures by Project:			
Non-Allocated/Reserve	\$ 667,382	\$ (216,579)	\$ 450,803
Transfer Out to the OPEB Reimbursement Health Benefit Fund	-	216,579	216,579
Net Budget Adjustments	\$ 667,382	\$ -	\$ 667,382

OPEB Reimbursement Health Benefit Fund

This Fund accounts for the post-employment healthcare benefit and is funded through City operations (increased from 2% to 2.5% of payroll in fiscal year 2024). Additionally, as detailed above, available resources above the actuarially determined OPEB Health Benefit Fund retiree liability is being transferred to the OPEB Reimbursement Health Benefit Fund to augment this important post-retirement benefit for our employees. Specifically, this request involves the transfer of actuarially determined resources within the OPEB Health Benefit Fund (\$216,579) to the OPEB Reimbursement Health Benefit Fund.

OPEB REIMBURSEMENT HEALTH BENEFIT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Transfer In from OPEB Health Benefit Fund	\$ -	\$ 216,579	\$ 216,579
Net Budget Adjustments	\$ -	\$ 216,579	\$ 216,579
Expenditures by Project:			
Non-Allocated/Reserve	\$ 5,618,099	\$ 216,579	\$ 5,834,678
Net Budget Adjustments	\$ 5,618,099	\$ 216,579	\$ 5,834,678



STAFF REPORT

Department: Community & Economic Development

Submitted By: Michael Woodman

Meeting Date: February 24, 2025

AGENDA ITEM:

Warranty Deed: Thompson Street Right of Way

Consideration of approval of the acceptance of the Thompson Street right of way dedication related to Park Walke Phase 1 Subdivision and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve, as part of the Consent Agenda, the acceptance of the Thompson Street right of way dedication related to Park Walke Phase 1 Subdivision.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The developer for Park Walke Phase 1 Subdivision seeks to dedicate to the city 0.104-acres of right of way adjacent to their property frontage on Thompson Street. This right of way dedication would ensure new city infrastructure including street curbing and sidewalk are held on publicly owned land.

ALTERNATIVES:

ATTACHMENTS:

1. Park Walke Phase 1 ROW Deed

After recording, please return to:

Jackson Stephens
JBGL Atlanta Development 2014, LLC
11340 Lakefield Drive, Ste 140
Johns Creek, Georgia 30097

Re: Tax Parcel Nos. 12-270307480685 & 12-270307480693

**STATE OF GEORGIA
COUNTY OF FULTON
CITY OF ALPHARETTA**

RIGHT OF WAY WARRANTY DEED

THIS INDENTURE is made this _____ day of _____, 2025, between **JBGL ATLANTA DEVELOPMENT 2014, LLC**, a Georgia limited liability company, hereinafter called “Grantor,” and the **CITY OF ALPHARETTA**, a Georgia municipal corporation, hereinafter called “Grantee.” Where the context requires or permits, “Grantor” and “Grantee” shall include their respective heirs, successors and assigns.

WITNESSETH, That, Grantor, for and in consideration of Ten Dollars (\$10.00) and other good and valuable consideration, in hand paid at and before the sealing and delivery of these presents, the receipt and sufficiency of which are hereby acknowledged, has granted, bargained, sold, and conveyed, and by these presents does grant, bargain, sell and convey unto Grantee, all that tract or parcel of land more particularly described as follows:

All that tract or parcel of land lying and being in Land Lot 247 of the 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being the **0.093 acre (4,069 square feet) area**, marked as “Right-of-Way Dedication 1,” and the **0.011 acre (493 square feet) area**, marked as “Right-Way-Dedication 2,” as more fully depicted (on page 1 of 3) and described (on pages 2 and 3) on Exhibit “A” attached hereto, being a document titled “Final Plat Park Walke,” dated May 2, 2024, under seal of Kevin Glenn Pate, RLS# 3499.

TO HAVE AND TO HOLD the said bargained premises, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in any way appertaining, to the only proper use, benefit and behoof of Grantee, forever, in fee simple. Grantor shall warrant and forever defend the right, title and interest in and to said property unto Grantee, their successors and assigns, against the claims of all persons whomsoever arising by, through or under Grantor, but not otherwise.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, Grantor has executed this Deed under Seal on the date above written.

GRANTOR:

Signed, sealed and delivered
in the presence of:

JBGL ATLANTA DEVELOPMENT, LLC,
a Georgia limited liability company

Witness

By: _____ (seal)

Print: _____

Notary Public

Title: _____

My Commission expires:

(affix notary seal)

[illegible]

**DESCRIPTION OF
Park Walke R/W Dedication 1**

All that tract or parcel of land lying and being in Land Lot 247 of the 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia and being more particularly described as follows:

BEGINNING at a Mag Nail Set in a brick sidewalk located at the Southwest end of the mitered intersection of the Southerly right-of-way line of Thompson Street (right-of-way varies) and the Southeasterly right-of-way line of Haynes Bridge Road (right-of-way varies), **THENCE** proceeding along the Southerly right-of-way line of said Thompson Street the following courses and distances: North 72 degrees 32 minutes 08 seconds East a distance of 35.05 feet to Nail Set; **THENCE** South 84 degrees 58 minutes 20 seconds East a distance of 237.36 feet to Nail Set; **THENCE** North 04 degrees 21 minutes 19 seconds East a distance of 2.49 feet to Nail Set; **THENCE** North 86 degrees 58 minutes 39 seconds East a distance of 27.74 feet to Nail Set; **THENCE** South 85 degrees 27 minutes 54 seconds East a distance of 114.27 feet to Nail Set; **THENCE** leaving said right-of-way line South 02 degrees 29 minutes 42 seconds East a distance of 9.00 feet to 1/2" Rebar Set; **THENCE** North 85 degrees 45 minutes 24 seconds West a distance of 142.73 feet to 1/2" Rebar Set; **THENCE** South 04 degrees 44 minutes 31 seconds West a distance of 5.63 feet to 1/2" Rebar Set; **THENCE** North 85 degrees 15 minutes 27 seconds West a distance of 237.03 feet to 1/2" Rebar Set; **THENCE** South 60 degrees 58 minutes 56 seconds West a distance of 39.63 feet to 1/2" Rebar Set; **THENCE** North 04 degrees 47 minutes 47 seconds East a distance of 19.11 feet to Mag Nail Set, said Nail Set being the **TRUE POINT OF BEGINNING**.

Said tract contains 4,069 square feet or 0.093 acre.

Being the same property as shown as Right-of-way Dedication 1 on Final Plat of Park Walke for JBGL Atlanta Development 2014, LLC, prepared by Travis Pruitt and Associates, Inc., dated 05/02/2024, recorded in Plat Book 469, Page 61 Records of Fulton County on 09/10/2024. (FN: 116-C-3232)

**DESCRIPTION OF
Park Walke R/W Dedication 2**

All that tract or parcel of land lying and being in Land Lot 247 of the 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia and being more particularly described as follows:

COMMENCING at a Mag Nail Set in a brick sidewalk located at the Southwest end of the mitered intersection of the Southerly right-of-way line of Thompson Street (right-of-way varies) and the Southeasterly right-of-way line of Haynes Bridge Road (right-of-way varies), **THENCE** proceeding along the Southerly right-of-way line of said Thompson Street the following courses and distances: North 72 degrees 32 minutes 08 seconds East a distance of 35.05 feet to Nail Set; **THENCE** South 84 degrees 58 minutes 20 seconds East a distance of 237.36 feet to Nail Set; **THENCE** North 04 degrees 21 minutes 19 seconds East a distance of 2.49 feet to Nail Set; **THENCE** North 86 degrees 58 minutes 39 seconds East a distance of 27.74 feet to Nail Set; **THENCE** South 85 degrees 27 minutes 54 seconds East a distance of 114.27 feet to Nail Set; **THENCE** leaving said right-of-way South 02 degrees 29 minutes 42 seconds East a distance of 13.05 feet to 1/2" Rebar Set; **THENCE** South 82 degrees 11 minutes 19 seconds East a distance of 10.35 feet to 1/2" Rebar Set; **THENCE** North 03 degrees 45 minutes 13 seconds East a distance of 4.67 feet Rebar Set, said 1/2" Rebar Set being the **TRUE POINT OF BEGINNING**.

THENCE from said **TRUE POINT OF BEGINNING** North 03 degrees 45 minutes 13 seconds East a distance of 8.88 feet to Nail Set on the Southerly right-of-way of Thompson Street (right-of-way varies); **THENCE** South 85 degrees 27 minutes 55 seconds East a distance of 56.27 feet to Nail Set; **THENCE** leaving said right-of-way line South 01 degrees 40 minutes 27 seconds West a distance of 8.61 feet to Nail Set; **THENCE** North 85 degrees 45 minutes 24 seconds West a distance of 56.58 feet to 1/2" Rebar Set, said 1/2" Rebar Set being the **TRUE POINT OF BEGINNING**.

Said tract contains 493 square feet or 0.011 acre.

Being the same property as shown as Right-of-way Dedication 2 on Final Plat of Park Walke for JBGL Atlanta Development 2014, LLC, prepared by Travis Pruitt and Associates, Inc., dated 05/02/2024, recorded in Plat Book 469, Page 61 Records of Fulton County on 09/10/2024. (FN: 116-C-3232)



STAFF REPORT

Department: Finance
Submitted By: Shawn Mitchell
Meeting Date: February 24, 2025

AGENDA ITEM:

Financial Management Report (Month Ending December 31, 2024)

Consideration of approval of the Financial Management Report for the month ending December 31, 2024.

STAFF RECOMMENDATION:

Approve the Financial Management Report for the month ending December 31, 2024

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

On a monthly basis, the Finance Department prepares detailed revenue and expenditure statements for all city operating funds (including prior-year comparisons for the General Fund). In addition, this report includes:

1. Detailed capital project report including life-to-date activity;
2. Payments \$5,000 and greater; and
3. Purchase orders with an estimated cost between \$5,000 and \$50,000.

ALTERNATIVES:

ATTACHMENTS:

1. FY 2025 Financial Management Report (6-December)

Financial Management Reports



**for the month ending
December 31, 2024
(period 6 of 12 – unaudited)**

Please visit the Financial Transparency Portal for additional information including audited financial statements, adopted budgets, and automated tools aimed at simplifying access to the City's financial data.

<https://www.alpharetta.ga.us/government/departments/finance/transparency-portal>

Financial Management Reports

Fiscal Year 2025

Table of Contents

Performance Dashboard	1
Transmittal Letter	2
General Fund	6
Revenue Summary and Collection Comparison	7
Expenditure Summary by Department	9
Expenditure Summary by Category	10
Grant and Capital Funds	11
Grant Funds	12
Capital Funds	16
Special Revenue Funds (w/capital projects)	26
Other Reports	31
Payments \$5,000 and Greater	32
PO's between \$5,000 and \$50,000	35
GAAP Financial Statements (Governmental/Enterprise Funds)	36
Alpharetta Development Authority	40
Revenue & Expenditure Report	41
GAAP Financial Statements	43
Republic Services	

Accountability and Performance Dashboards (available online – link below):

<https://www.alpharetta.ga.us/government/departments/finance/services/trash-and-recycling>



CITY OF ALPHARETTA

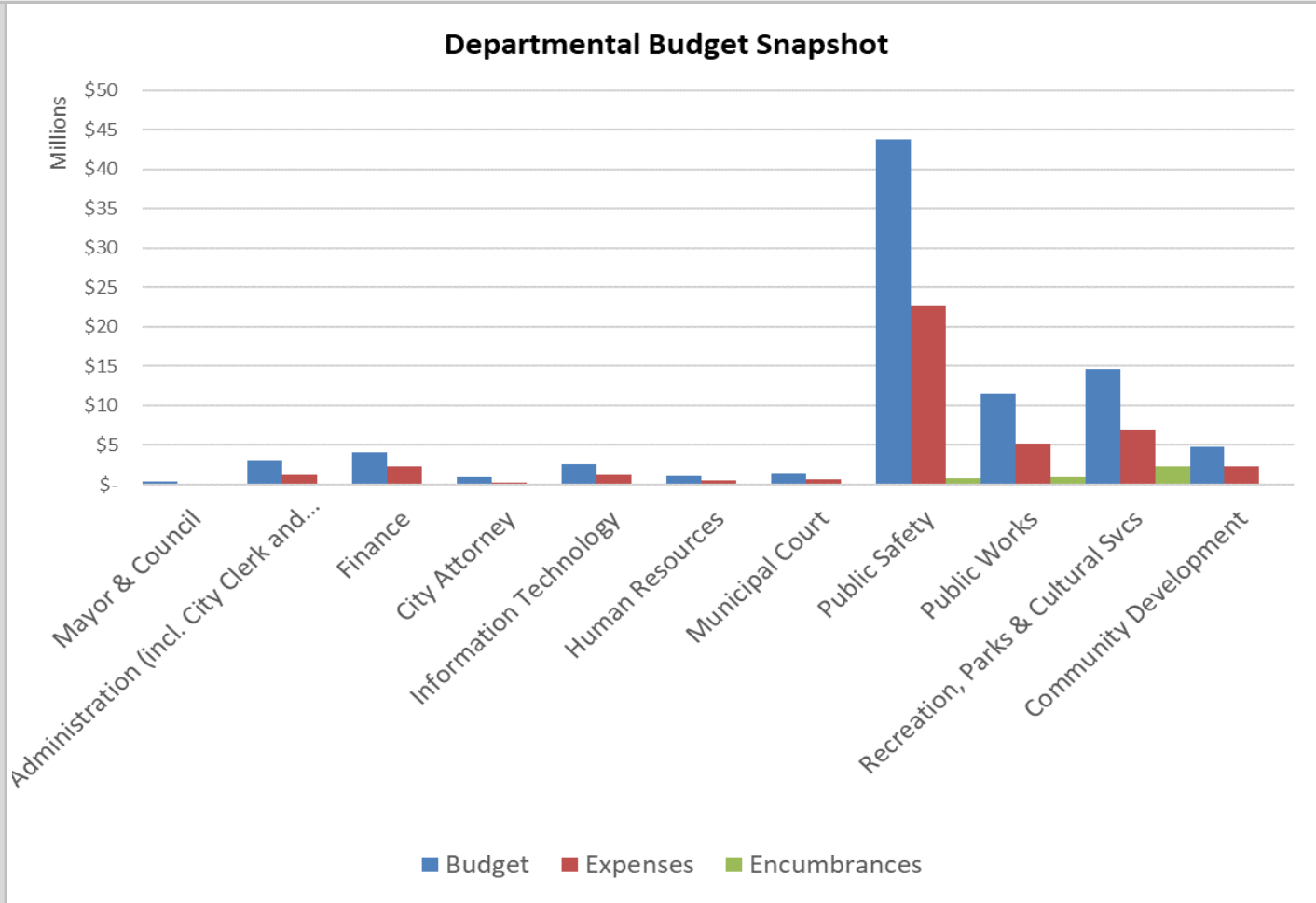
Financial Management Reports
Performance Dashboard
For the month ended December 31, 2024

LEGEND	
↑	Positive
↔	Neutral
↓	Negative

GENERAL FUND DETAIL

Revenues	Performance Status	Forecasted Gain/Loss
Top-10		
Property/Motor Vehicle Taxes	↔	(\$583,000)
Local Option Sales Tax	↔	\$50,000
Franchise Tax	↔	(\$155,280)
Insurance Premium Tax	↔	\$204,075
Alcohol Beverage Excise Tax	↔	(\$150,000)
Building Permit Fees	↔	\$175,000
Business and Occupational Tax	↔	\$40,000
Court/Traffic Fines	↓	(\$150,000)
Recreation/Special Event Fees	↔	\$77,190
Hotel/Motel Tax (City portion)	↔	(\$56,250)
Other Revenues	↔	\$363,517
Minimum Surplus Goal Needed to Fund Capital: (\$15M Annual Capital Need less \$4M allocated in the annual budget)		\$11M
Less: Forecasted Revenue Loss		(\$185K)*
Less: Forecasted Expenditure Savings		(\$3.5M)*
Favorable (Unfavorable) Net Surplus vs \$15M Capital Need:		(\$7.7M)*

* Forecasted losses/savings will be updated once more trend data becomes available.



FUND SYNOPSIS

	Revenue	Expenses	Non-Allocated
General Fund (1)	↔	↔	\$765,979
Special Revenue Funds			
Confiscated Assets Fund (DEA)	↔	↔	\$265,126
Opioid Settlement Fund	↔	↔	\$61,930
Emergency 911 Fund (1)	↓	↔	\$0
Impact Fee Fund	↔	↔	\$1,682,501
Hotel/Motel Fund (1)	↔	↔	\$1,655,663
Debt Service Fund	↔	↔	\$953,873
Proprietary Funds			
Solid Waste Fund (1),(2)	↔	↔	\$0
Risk Management Fund	↔	↔	\$1,835,239
Medical Insurance Fund	↔	↔	\$63,041

	Non-Allocated
Grant Funds	
Operating Grant Fund (3)	\$30,641
Capital Grant Fund (3)	\$48,979
Capital Project Funds	
Capital Project Fund (3)	\$2,547,316
Stormwater Capital Fund	\$107,581
Series 2022 Bond Fund (Parks) (3)	\$1,666,566
TSPLOST I Capital Fund	\$154,763
TSPLOST II Capital Fund	\$1,918,622
Blended Component Unit	
Development Authority Fund	\$150,997

BOND RATING

AAA

strongest rating available

EMERGENCY RESERVE

General Fund

\$23.5M (25%)

Emergency 911 Fund

\$1.1M (19%)*

Sanitation Fund

\$15K (<1%)*

* less than 25% Target

Please Note: Current year revenue in excess of budgeted amounts may be available to augment Non-Allocated balances upon City Council approval (e.g. Impact Fees and Confiscated Asset collections).

(1) General Fund value represents Contingency balance/Reserve for Operating Initiatives. Hotel/Motel Fund represents Debt Service Reserve (target is \$1.5 million). Other Funds represents amounts in excess of the 25% fund balance target.

(2) Solid Waste Fund operational trends require further review and may necessitate an adjustment in rates or reallocation of expenses to other operating Funds of the City (i.e. General Fund).

(3) Does not include amounts, if any, currently set aside for matches on active grant applications or arbitrage liability (Series 2022 Bond Fund).



2 PARK PLAZA
ALPHARETTA, GA 30009
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TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: THOMAS G. HARRIS, FINANCE DIRECTOR *TH*

DATE: FEBRUARY 24, 2025

RE: FINANCIAL MANAGEMENT REPORTS AS OF DECEMBER 31, 2024

The documents contained herein represent the financial management reports for the City of Alpharetta ("city") as of the period ending December 31, 2024.

General Fund

Revenue: The following section pertains to information detailed in the attached Revenue Summary and Collection Comparison report. FY 2025 revenues are budgeted at \$94 million (net of Carryforward Fund Balance totaling \$9 million). As of December 31, 2024, actual revenue collections total 61% or \$57 million. Trends (property digest valuations and collection trends) through the December collection period indicate collections trailing budget by -\$184,749 and will be updated in future periods as more trend data becomes available.

The October 1st billing for General Fund property taxes totals roughly \$33.2 million. Property taxes for public utilities will occur in Spring 2025 and is estimated at an additional \$455,000. Historically, the City collects between 98% and 99% of billed property taxes within the fiscal year but the figure for FY 2024 was closer to 97%. The current budget for property taxes totals \$33.2 million and represents 98.5% of the initial billing. Due to the recent collection trends being lower than historical averages, the revenue forecast is being reduced to \$33 million with further adjustments held pending data on appeals and adjustments.

Motor Vehicle Title Fee collections is trending -4% less than FY 2024 (\$3.5 million) with the October and November collections representing reductions of -14% and -12% respectively over prior year collections for the same period. Collection estimates for FY 2025 tentatively total \$3.6 million (\$400,000 less than budget) and will be adjusted down further if the October and November revenue trends continue.

Estimated reductions in Franchise Tax collections is primarily related to the cable and telephone components. Franchise taxes for cable have been declining since FY 2020 (\$919,107) and is down -8% year-to-date resulting in a revised forecast of \$560,000 in FY 2025 (\$100,000 less than budget). Franchise taxes for telecommunication have been declining since FY 2022 and is down -64% year-to-date due primarily to a settlement with a

MAYOR
JIM GILVIN

MAYOR PRO TEM
DAN MERKEL

COUNCIL MEMBERS
FERGAL M. BRADY
DOUGLAS J. DERITO
JOHN HIPES
DONALD F. MITCHELL
BRIAN WILL

CITY
ADMINISTRATOR
CHRIS LAGERBLOOM

telecom provider resulting in a revised forecast of \$175,000 in FY 2025 (\$105,000 less than budget).

Insurance Premium Tax collections total \$6.3 million in FY 2025 and represent an 8% increase (\$204,075 greater than budget) over FY 2024 collections of \$5.8 million.

Collections for Alcohol Beverage Excise Taxes is trending -4% lower than FY 2024. Current estimates for FY 2025 total \$2.75 million which is -\$150,000 less than budget. November collections mark a significant improvement over the prior year (+40%) while December collections contracted -2% compared to the prior year. If positive gains continue, this revenue estimate will be adjusted and may approach the original budget forecast.

Building Permit Fee collections is trending 32% higher than FY 2024 (\$1.8 million). This revenue source is non-standard in that it experiences high variability dependent upon development/construction trends occurring within the City. While the revenue collection trend may change moving forward, staff felt it was prudent to tentatively adjust the FY 2025 collection estimate to \$2 million (\$175,000 greater than budget) pending further trend data.

Collections for Municipal Court Fines is trending 3% higher than FY 2024 (\$1.6 million). While the revenue trend is positive, the trend is not strong enough to cover the budgetary growth programmed into the FY 2025 budget. Collection estimates for FY 2025 total \$1.7 million which is -\$150,000 less than budget.

Hotel/Motel tax collections is discussed within the Special Revenue Funds section of this letter.

Expenditures: The following section pertains to information detailed in the attached Expenditure Summary by Department (expenditure rollup by department) and Expenditure Summary by Category (expenditure rollup by account) reports. As of December 31, 2024, city departments (not including General Government¹) have encumbered and expensed 55%, or \$48 million, of their FY 2025 budget appropriations.

Contingency: The General Fund contingency balance totals \$765,979 (including the Operating Initiative Reserve).

Other Funds

The following section references information included within the attached Performance Dashboard, Grant and Capital Funds Detail Reports, GAAP Financial Statements, etc.

Operating Grant Fund (Fund 220): Unspent/unencumbered project appropriations total \$128,265. Remaining appropriations are set aside for a non-allocated reserve (\$30,641).

Capital Grants Fund (Fund 340): Unspent/unencumbered project appropriations total \$618,861. Remaining appropriations are set aside for a non-allocated reserve (\$48,979).

General Capital Project Fund (Fund 301): Unspent/unencumbered project appropriations total \$14.5 million. Remaining appropriations are set aside for a non-allocated reserve (\$2.4 million for general non-allocated and \$276,000 constituting matching funds for grant applications).

¹ General Government is utilized to account for non-operating transactions such as transfers-out to other city funds, contingency, etc.

Stormwater Capital Fund (Fund 302): Unspent/unencumbered project appropriations total \$5 million. Remaining appropriations are set aside for a non-allocated reserve (\$107,581).

Series 2022 Parks Bond Fund (Fund 318): Unspent/unencumbered project appropriations total \$22.2 million. Remaining appropriations are set aside for a non-allocated reserve (\$1.7 million) and a reserve for future arbitrage liability (\$1.3 million).

TSPLOST 1 Capital Project Fund (Fund 335): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2017, and expired on March 31, 2022. Unspent/unencumbered project appropriations total \$7.7 million. Remaining appropriations are set aside for a non-allocated reserve (\$154,763).

TSPLOST 2 Capital Project Fund (Fund 336): This fund accounts for collections under the Transportation Special Local Option Sales Tax (TSPLOST) that went into effect on April 1, 2022. Appropriated funding totals \$52 million and represents Tier-1 project funding.

Tier-1 projects are funded at 85% of forecasted revenue collections over the life of the 5-year tax. For comparison purposes, TSPLOST 1 collections have trended at over 90% of forecasted revenue collections. Life-to-date collections for TSPLOST 2 have trended at 110% of the original forecasted revenue estimates which indicates a strong likelihood of funding Tier-2/3 projects in addition to Tier-1.

Unspent/unencumbered project appropriations total \$24.3 million. Remaining appropriations are set aside for a non-allocated reserve (\$1.9 million).

Hotel/Motel Fund: FY 2025 revenues are budgeted at \$9.3 million (net of carryforward fund balance totaling \$1.4 million) with budgeted disbursements as follows: Alpharetta Convention & Visitor's Bureau (43.75% or \$4 million); Facilities (18.75% and a portion of the carryforward fund balance detailed above; \$1.4 million for debt service on the Series 2016 Convention Center Bonds; \$15,070 for eligible initiatives such as Wills Park Master Plan Improvements; with residual funding for bond/debt service reserve); and the city (37.5% or \$3.5 million).

Specifically, Debt Service Reserve funding (Convention Center Bonds) from the Facilities portion of the tax totals \$1.7 million and is in excess of the \$1.5 million target.

Hotel tax collections is trending -1% lower than FY 2024 (\$9.1 million). Current estimates for FY 2025 total \$9.1 million which is -\$150,000 less than budget. The estimate for FY 2025 will be revisited as additional collection data becomes available.

Other Items

Council Member Stipend Activity Listing: The FY 2025 budget includes appropriations of \$9,200 for the Mayor and \$8,000 for each City Council Post and the available balances as of December 31, 2024 are as follows:

	Budget	Expenditures	Available Balance
Mayor: Jim Gilvin	\$ 9,200	\$ 4,323	\$ 4,877
Post #1: Donald Mitchell	\$ 8,000	\$ 1,000	\$ 7,000
Post #2: Brian Will	\$ 8,000	\$ 0	\$ 8,000
Post #3: Doug DeRito	\$ 8,000	\$ 60	\$ 7,940
Post #4: John Hipes	\$ 8,000	\$ 3,350	\$ 4,650
Post #5: Fergal Brady	\$ 8,000	\$ 400	\$ 7,600
Post #6: Dan Merkel	\$ 8,000	\$ 1,216	\$ 6,784

Development Authority² (Component Reporting Unit)

As of December 31, 2024, the Development Authority has \$289,342 in forecasted resources to support its main functions of promoting the public good and general welfare, trade, commerce, industry, general tax base and the employment opportunities available in the city.

² The Development Authority is a public corporation created and existing under the Constitution and laws of the State of Georgia and is governed by seven directors duly appointed by the Alpharetta City Council.



GENERAL FUND

Revenue Report



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (Unaudited)
Revenue Summary and Collection Comparison
 As of December 31, 2024

	Current Fiscal Year					Prior Fiscal Year		
	2025 Budget	2025 YTD	% Collected	2025 Estimated	Variance	2024 Actual	2024 YTD	% Collected
Top 10 Revenues:								
Property Taxes								
Current Year	\$ 33,180,000	\$ 30,862,345	93.0%	\$ 33,000,000	\$ (180,000)	\$ 30,901,251	\$ 28,336,116	91.7%
Delinquent	249,000	80,572	32.4%	249,000	-	516,431	159,258	30.8%
Motor Vehicle Tax	58,000	18,502	31.9%	55,000	(3,000)	58,343	20,261	34.7%
Motor Vehicle Title Fee	3,950,000	1,249,137	31.6%	3,550,000	(400,000)	3,535,536	1,297,841	36.7%
Local Option Sales Tax	22,250,000	9,187,126	41.3%	22,300,000	50,000	22,003,613	9,151,296	41.6%
Franchise Tax	6,785,000	515,813	7.6%	6,629,720	(155,280)	6,657,758	560,212	8.4%
Insurance Premium Tax	6,075,000	6,279,075	103.4%	6,279,075	204,075	5,837,570	5,837,570	100.0%
Alcohol Beverage Excise Tax	2,900,000	1,218,729	42.0%	2,750,000	(150,000)	2,915,349	1,262,743	43.3%
Building Permit Fees	1,825,000	1,124,682	61.6%	2,000,000	175,000	1,767,446	849,654	48.1%
Business and Occupational Tax	1,210,000	93,498	7.7%	1,250,000	40,000	1,286,921	105,483	8.2%
Court/Traffic Fines	2,600,000	1,098,767	42.3%	2,450,000	(150,000)	2,515,143	1,124,862	44.7%
Recreation/Special Event Fees	3,729,780	1,424,334	38.2%	3,806,970	77,190	3,330,531	1,125,787	33.8%
Hotel/Motel Tax (City portion)	3,468,750	845,995	24.4%	3,412,500	(56,250)	3,418,049	1,492,816	43.7%
subtotal	\$ 88,280,530	\$ 53,998,573	61.2%	\$ 87,732,265	\$ (548,265)	\$ 84,743,942	\$ 51,323,899	60.6%
Other Revenues	5,802,637	3,329,306	57.4%	6,166,154	363,517	6,414,013	3,034,424	47.3%
Total Revenues	\$ 94,083,167	\$ 57,327,879	60.9%	\$ 93,898,418	\$ (184,749)	\$ 91,157,956	\$ 54,358,323	59.6%
 Carryforward Fund Balance	 9,447,780							



GENERAL FUND

Expenditure Reports



CITY OF ALPHARETTA
 Financial Management Reports
 General Fund (unaudited)
Expenditure Summary by Department
 As of December 31, 2024

		Current Fiscal Year						Prior Fiscal Year		
		2025 Budget	2025 Encumbrances	2025 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2024 Exp. (Total)	2024 Exp. (YTD)	% Exp.
Expenditures by Department:										
	Mayor & Council	\$ 394,044	\$ 3,970	\$ 175,345	\$ 214,729	45.5%	44.5%	\$ 330,619	\$ 175,530	53.1%
(1)	City Administration (incl. City Clerk and Economic Development)	3,025,435	142,892	1,221,312	1,661,231	45.1%	40.4%	1,962,226	987,446	50.3%
	Finance	4,124,713	73,112	2,299,239	1,752,362	57.5%	55.7%	3,884,976	2,219,464	57.1%
	City Attorney	1,000,000	-	314,514	685,486	31.5%	31.5%	636,323	305,997	48.1%
	Information Technology	2,543,961	25,164	1,272,665	1,246,132	51.0%	50.0%	2,441,958	1,249,028	51.1%
	Human Resources	1,065,277	26,057	540,895	498,326	53.2%	50.8%	898,324	468,093	52.1%
	Municipal Court	1,362,008	27,472	641,157	693,378	49.1%	47.1%	1,140,547	580,398	50.9%
	Public Safety	43,735,476	765,333	22,705,291	20,264,852	53.7%	51.9%	38,510,158	20,564,127	53.4%
	Public Works	11,462,030	995,625	5,197,790	5,268,615	54.0%	45.3%	10,157,660	4,975,693	49.0%
	Recreation, Parks & Cultural Svcs	14,589,291	2,267,459	6,982,157	5,339,674	63.4%	47.9%	13,424,187	6,455,015	48.1%
(1)	Community Development	4,733,725	53,942	2,345,502	2,334,281	50.7%	49.5%	4,668,399	2,440,306	52.3%
	subtotal	\$ 88,035,960	\$ 4,381,025	\$ 43,695,868	\$ 39,959,067	54.6%	49.6%	\$ 78,055,376	\$ 40,421,096	51.8%
General Government:										
	Insurance Premiums (Risk)	\$ 966,800	\$ -	\$ 483,400	\$ 483,400	50.0%	50.0%	\$ 928,885	\$ 464,442	50.0%
	Gwinnett Tech Bond P&I	286,978	-	35,989	250,989	12.5%	12.5%	287,490	38,745	13.5%
	Transfer(s) to other Funds	13,447,780	-	-	13,447,780	0.0%	0.0%	16,457,920	9,068,909	55.1%
	Operating Initiatives (Reserve)	79,800	-	-	79,800	0.0%	0.0%	-	-	-
	Contingency	713,629	-	27,450	686,179	3.8%	3.8%	9,062	8,770	96.8%
	subtotal	\$ 15,494,987	\$ -	\$ 546,839	\$ 14,948,148	3.5%	3.5%	\$ 17,683,357	\$ 9,580,866	54.2%
Total Expenditures		\$ 103,530,947	\$ 4,381,025	\$ 44,242,707	\$ 54,907,215	47.0%	42.7%	\$ 95,738,733	\$ 50,001,962	52.2%

Notes:

- (1) The Economic Development function has been organized under City Administration for FY 2025. All prior year activity for the Economic Development function is reflected under the Community Development Department.



CITY OF ALPHARETTA
Financial Management Reports
General Fund (unaudited)
Expenditure Summary by Category
As of December 31, 2024

Current Fiscal Year								Prior Fiscal Year		
		2025 Budget	2025 Encumbrances	2025 Exp. (YTD)	Funds Available	% Enc./Exp.	% Exp.	2024 Exp. (Total)	2024 Exp. (YTD)	% Exp.
Expenditures by Category:										
Salaries & Benefits:										
(1) Regular Salaries	\$	37,952,993	\$ -	\$ 17,791,695	\$ 20,161,298	46.9%	46.9%	\$ 34,229,593	\$ 16,516,862	48.3%
Overtime		2,905,179	-	1,841,647	1,063,532	63.4%	63.4%	3,436,814	1,749,491	50.9%
Group Insurance		10,123,339	-	4,833,454	5,289,885	47.7%	47.7%	8,350,514	4,431,416	53.1%
FICA and Social Security		3,128,159	-	1,416,050	1,712,109	45.3%	45.3%	2,760,264	1,324,916	48.0%
Defined Benefit Pension		3,537,725	-	3,537,725	-	100.0%	100.0%	3,187,015	3,187,015	100.0%
401(A) Retirement/Match		4,007,115	-	1,863,622	2,143,493	46.5%	46.5%	3,269,287	1,698,680	52.0%
(2) Other		1,845,963	-	1,386,623	459,340	75.1%	75.1%	1,768,250	1,320,449	74.7%
subtotal	\$	63,500,473	\$ -	\$ 32,670,818	\$ 30,829,655	51.4%	51.4%	\$ 57,001,736	\$ 30,228,828	53.0%
Maintenance & Operations:										
Professional Services	\$	3,974,732	\$ 1,473,650	\$ 1,633,830	\$ 867,252	78.2%	41.1%	\$ 3,196,835	\$ 1,469,760	46.0%
Legal Services		1,000,000	-	314,514	685,486	31.5%	31.5%	636,323	305,997	48.1%
Vehicle Fuel/Maintenance		1,359,750	2,665	714,557	642,528	52.7%	52.6%	1,646,154	703,170	42.7%
Maintenance Contracts		3,843,234	1,841,354	1,490,419	511,461	86.7%	38.8%	3,179,338	1,392,592	43.8%
IT Professional Services		4,696,723	664,112	2,419,684	1,612,928	65.7%	51.5%	3,267,577	2,024,747	62.0%
General Supplies		1,311,268	98,245	628,996	584,026	55.5%	48.0%	1,120,732	503,764	44.9%
Utilities		3,277,825	-	1,427,241	1,850,584	43.5%	43.5%	3,250,163	1,383,502	42.6%
Insurance Premiums (Risk)		966,800	-	483,400	483,400	50.0%	50.0%	928,885	464,442	50.0%
Other		4,084,489	267,816	1,709,827	2,106,846	48.4%	41.9%	3,607,377	1,575,343	43.7%
subtotal	\$	24,514,821	\$ 4,347,843	\$ 10,822,467	\$ 9,344,511	61.9%	44.1%	\$ 20,833,384	\$ 9,823,317	47.2%
Capital/Leases/Other:										
Fire Vehicle/Equip. Leases	\$	779,066	\$ -	\$ 629,987	\$ 149,079	80.9%	80.9%	\$ 779,059	\$ 629,987	80.9%
City Hall HVAC		-	-	-	-	-	-	128,355	128,355	100.0%
Equipment/Capital		200,900	33,183	53,689	114,028	43.2%	26.7%	236,726	70,050	29.6%
Other		7,500	-	2,307	5,193	30.8%	30.8%	5,000	5,000	100.0%
subtotal	\$	987,466	\$ 33,183	\$ 685,983	\$ 268,300	72.8%	69.5%	\$ 1,149,141	\$ 833,393	72.5%
General Government:										
Gwinnett Tech Bond P&I	\$	286,978	\$ -	\$ 35,989	\$ 250,989	12.5%	12.5%	\$ 287,490	\$ 38,745	13.5%
Transfer(s) to other Funds		13,447,780	-	-	13,447,780	0.0%	0.0%	16,457,920	9,068,909	55.1%
Op. Initiatives (Reserve)		79,800	-	-	79,800	0.0%	0.0%	-	-	-
Contingency		713,629	-	27,450	686,179	3.8%	3.8%	9,062	8,770	96.8%
subtotal	\$	14,528,187	\$ -	\$ 63,439	\$ 14,464,748	0.4%	0.4%	\$ 16,754,472	\$ 9,116,424	54.4%
Total Expenditures	\$	103,530,947	\$ 4,381,025	\$ 44,242,707	\$ 54,907,215	47.0%	42.7%	\$ 95,738,733	\$ 50,001,962	52.2%

Notes:

- (1) Includes the following components: regular salaries, holiday leave, temporary and seasonal salaries, and separation payout.
- (2) Includes the following components: workers compensation, educational programs, automobile allowance, tuition reimbursement, and employee service awards.



GRANT AND CAPITAL FUNDS

Revenue & Expenditure Reports



CITY OF ALPHARETTA
Financial Management Reports
Grant Funds
Operating Grant Fund Detail (Fund 220; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenues									
Public Safety									
22031150-331110	C2243 2022 BULLETPROOF VEST (DOJ)	27,409	7,728	\$ -	\$ 19,681	\$ 19,681	\$ 19,680		\$ 1
22031150-371000	C2310 ALPHA BUS. ASSOC. K-9	17,000	17,000	-	-	-	-		-
22031150-331110	C2317 2023 BULLETPROFF VEST (DOJ)	17,000	-	-	17,000	17,000	3,907		13,093
22031150-331110	G2509 2024 BULLETPROOF VEST (DOT)	13,334	-	-	13,334	13,334	-		13,334
	subtotal			\$ -	\$ 50,015	\$ 50,015	\$ 23,588		\$ 26,428
Recreation, Parks & Cultural Services									
22061150-347509	C2039 WIRE & WOOD (ACVB SPONSOR)	341,324	256,000	\$ -	\$ 85,324	\$ 85,324	\$ 85,324		\$ -
22061150-371000	C2234 ARTS CENTER (CERAMICS)	100	-	-	100	100	100		-
22061150-347509	C2308 MUSIC MATCH SPONSORSHIPS	2,550	-	-	2,550	2,550	2,550		-
22061150-371000	C2308 MUSIC MATCH APPLICATIONS	4,298	3,926	-	372	372	495		(123)
22061150-336000	G2508 FC ARTS & CULTURE	9,000	-	-	9,000	9,000	9,000		-
	subtotal			\$ -	\$ 97,346	\$ 97,346	\$ 97,469		\$ (123)
General Government									
22090200-361000	INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ 2,294		\$ (2,294)
22090200-362000	REALIZED GAIN/LOSS			-	-	-	(82)		82
22090200-363000	UNREALIZED GAIN/LOSS			-	-	-	948		(948)
22090200-395000	CARRYFORWARD FUND BALANCE			-	105,337	105,337	-		105,337
	subtotal			\$ -	\$ 105,337	\$ 105,337	\$ 3,160		\$ 102,177
	Total			\$ -	\$ 252,698	\$ 252,698	\$ 124,216		\$ 128,482



CITY OF ALPHARETTA
 Financial Management Reports
 Grant Funds
Operating Grant Fund Detail (Fund 220; life-to-date for active projects)
 As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Expenditures									
City Administration									
22013230-521200	C2100 MURAL ART PROJECT	17,215	2,800	\$ -	\$ 14,415	\$ 14,415	\$ -	\$ -	\$ 14,415
	subtotal			\$ -	\$ 14,415	\$ 14,415	\$ -	\$ -	\$ 14,415
Public Safety									
22031150-542100	C2243 2022 BULLETPROOF VEST (DOJ)	49,433	38,376	\$ -	\$ 11,057	\$ 11,057	\$ 11,057	\$ -	\$ -
22031150-521200	C2310 ALPHA BUS. ASSOC K-9	17,000	10,560	-	6,440	6,440	-	-	6,440
22031150-542100	C2317 2023 BULLETPROOF VEST (DOJ)	34,000	-	-	34,000	34,000	18,851	-	15,149
22031150-542100	G2509 2024 BULLETPROOF VEST (DOT)	26,668	-	-	26,668	26,668	-	-	26,668
	subtotal			\$ -	\$ 78,165	\$ 78,165	\$ 29,908	\$ -	\$ 48,257
Recreation, Parks & Cultural Services									
22061159-521200	C2039 WIRE & WOOD (ACVB SPONSOR)	289,324	181,454	\$ -	\$ 107,870	\$ 107,870	\$ 10,905	\$ 50,000	\$ 46,965
22061150-531100	C2101 SPECIAL NEEDS EXPO / EVENT	1,018	925	-	93	93	-	-	93
22061150-531100	C2102 FULTON GOLDEN GAMES	3,630	-	-	3,630	3,630	-	-	3,630
22061150-531100	C2212 PARKING PERMIT - FILM	4,000	3,750	-	250	250	-	-	250
22061150-531100	C2234 ARTS CENTER (CERAMICS)	4,979	3,023	-	1,956	1,956	-	-	1,956
22061150-531100	C2237 PARTNERED EVENTS	5,000	4,305	-	695	695	-	-	695
22061150-521200	C2308 MUSIC MATCH APPLICATIONS	8,919	5,615	-	3,304	3,304	300	-	3,004
22061150-531100	C2418 2023 CAMP HAPPY HEARTS	6,000	3,321	-	2,679	2,679	2,679	-	-
22061150-521200	G2508 FC ARTS & CULTURE	9,000	-	-	9,000	9,000	-	-	9,000
	subtotal			\$ -	\$ 129,477	\$ 129,477	\$ 13,884	\$ 50,000	\$ 65,593
Non-Allocated									
22090200-579000	CONTINGENCY			\$ -	\$ 30,641	\$ 30,641	\$ -	\$ -	\$ 30,641
22090200-579011	MATCH (GRANTS UNDER REVIEW)			-	-	-	-	-	-
	subtotal			\$ -	\$ 30,641	\$ 30,641	\$ -	\$ -	\$ 30,641
	Total			\$ -	\$ 252,698	\$ 252,698	\$ 43,792	\$ 50,000	\$ 158,906



CITY OF ALPHARETTA
Financial Management Reports
Grant Funds
Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of December 31, 2024

			Project Snapshot: FY2013 - FY2024		FY 2025					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project									
Revenue										
Public Works										
34041100-331150	C2242	NORTHPOINT ALPHALINK (ARC/LCI)	973,916	287,689	\$ -	\$ 686,227	\$ 686,227	\$ 55,635		\$ 630,592
34041100-331350	C2305	ALPHALOOP (LANDWATER)	500,000	-	-	500,000	500,000	450,000		50,000
34041100-334310	G2500	FY 2025 LMIG GRANT (MILLING/RESURFACING)	693,744	-	-	693,744	693,744	693,743		1
34041100-334310	G2501	FY 2025 LRA GRANT (MILLING/RESURFACING)	1,675,031	837,515	-	837,516	837,516	-		837,516
		subtotal			\$ -	\$ 2,717,487	\$ 2,717,487	\$ 1,199,378		\$ 1,518,109
Recreation, Parks & Cultural Services										
34061150-371000	C2248	CITY AGRICULTURE PLAN (FOOD WELL)	150,000	75,000	\$ -	\$ 75,000	\$ 75,000	\$ -		\$ 75,000
		subtotal			\$ -	\$ 75,000	\$ 75,000	\$ -		\$ 75,000
General Government										
34090200-361000		INTEREST EARNINGS			\$ -	\$ -	\$ -	\$ 18,679		\$ (18,679)
34090200-362000		REALIZED GAIN/LOSS			-	-	-	(627)		627
34090200-363000		UNREALIZED GAIN/LOSS			-	-	-	3,759		(3,759)
34090200-395000		CARRYFORWARD FUND BALANCE			-	(554,564)	(554,564)	-		(554,564)
		subtotal			\$ -	\$ (554,564)	\$ (554,564)	\$ 21,811		\$ (576,375)
		Total			\$ -	\$ 2,237,923	\$ 2,237,923	\$ 1,221,189		\$ 1,016,734



CITY OF ALPHARETTA
Financial Management Reports
Grant Funds
Capital Grant Fund Detail (Fund 340; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Expenditures									
Public Works									
34041100-521200	C2242 NORTHPOINT ALPHALINK (ARC/LCI)	1,000,000	417,316	\$ -	\$ 582,684	\$ 582,684	\$ 11,839	\$ 21,670	\$ 549,175
34041100-541420	C2305 ALPHALOOP (LANDWATER)	500,000	500,000	-	-	-	-	-	-
34041100-541410	G2500 FY 2025 LMIG GRANT (MILLING/RESURFACING)	693,744	-	-	693,744	693,744	265,964	427,780	-
34041100-541410	G2501 FY 2025 LRA GRANT (MILLING/RESURFACING)	837,516	-	-	837,516	837,516	837,516	-	-
	subtotal			\$ -	\$ 2,113,944	\$ 2,113,944	\$ 1,115,319	\$ 449,450	\$ 549,175
Recreation, Parks & Cultural Services									
34061150-541500	C2248 CITY AGRICULTURE PLAN (FOOD WELL)	75,000	-	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 5,314	\$ 69,686
	subtotal			\$ -	\$ 75,000	\$ 75,000	\$ -	\$ 5,314	\$ 69,686
Non-Allocated									
34090200-579000	CONTINGENCY			\$ -	\$ 48,979	\$ 48,979	\$ -	\$ -	\$ 48,979
	subtotal			\$ -	\$ 48,979	\$ 48,979	\$ -	\$ -	\$ 48,979
	Total			\$ -	\$ 2,237,923	\$ 2,237,923	\$ 1,115,319	\$ 454,764	\$ 667,840



CITY OF ALPHARETTA

Financial Management Reports

Capital Project Funds

General Capital Project Fund Detail (Fund 301; life-to-date for active projects)

As of December 31, 2024

				Project Snapshot: FY2013 - FY2024		FY 2025					
						Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
Account #	Project			Total Project Authorization	Prior Year Actuals						
Revenue											
30131150-337051	C2421	CAD/RECORDS MGMT (MILTON)		241,538	-	\$ -	\$ 241,538	\$ 241,538	\$ -		\$ 241,538
30131150-332200	C2526	TESLA FLEET TAX CREDIT FY2025		30,000	-	-	30,000	30,000	-		30,000
30141100-336000	C2104	WBR PH 4 (NPP-GREENWAY)		333,925	-	-	333,925	333,925	-		333,925
30141100-371000	C2113	ENCORE GREENWAY GATEWAY		1,930,001	421,466	-	1,508,535	1,508,535	-		1,508,535
30161150-371000	C0922	SYNTHETIC TURF (AMBUSH)		14,100	-	-	14,100	14,100	-		14,100
30161150-371000	C1929	COMM AG PROGRAM		108,045	102,525	-	5,520	5,520	6,042		(522)
30161150-371000	C2010	MEMORIAL-PARK ENHANCEMENTS		7,840	-	-	7,840	7,840	7,840		-
30161150-371000	C2309	WACKY WORLD 2.0 (DONATIONS)		225,380	194,874	-	30,506	30,506	13,630		16,876
30161150-371000	C2415	PUBLIC ART FUND (CITY LOC)		20,000	20,000	-	-	-	12,500		(12,500)
30161150-337052	C2426	MAYFIELD PARK - MILTON IGA		65,000	-	-	65,000	65,000	-		65,000
30161150-371000	C2519	GREENHOUSE (RUCKER ROAD)		3,000	-	-	3,000	3,000	3,000		-
30174150-337000	C0910	TREE REPLACEMENT FUND		417,450	417,450	-	-	-	43,500		(43,500)
30174150-347509	C2500	DOWNTOWN WAYFINDING SIGNAGE		24,000	-	-	24,000	24,000	-		24,000
subtotal						\$ -	\$ 2,263,964	\$ 2,263,964	\$ 86,512		\$ 2,177,452
Non-Departmental											
30190200-395000		CARRYFORWARD FUND BALANCE				\$ 3,405,350	\$ 10,945,336	\$ 14,350,686	\$ -		\$ 14,350,686
30190200-391100		TRANSFER-IN FROM THE GENERAL FUND				11,843,416	-	11,843,416	-		11,843,416
30190200-362000		REALIZED GAIN/LOSS				-	-	-	(7,520)		7,520
30190200-363000		UNREALIZED GAIN/LOSS				-	-	-	101,991		(101,991)
30190200-361000		INTEREST EARNINGS				325,000	-	325,000	205,753		119,247
subtotal						\$ 15,573,766	\$ 10,945,336	\$ 26,519,102	\$ 300,224		\$ 26,218,878
Total						\$ 15,573,766	\$ 13,209,300	\$ 28,783,066	\$ 386,736		\$ 28,396,330
Expenditures											
Administration											
30113230-542400	C1404	WEBSITE UPGRADE		95,001	63,647	\$ -	\$ 31,354	\$ 31,354	\$ -	\$ 25,173	\$ 6,181
30113230-521200	C2524	PARKING MANAGEMENT PLAN		53,197	-	-	53,197	53,197	21,000	32,197	-
subtotal						\$ -	\$ 84,551	\$ 84,551	\$ 21,000	\$ 57,370	\$ 6,181



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of December 31, 2024

					Project Snapshot: FY2013 - FY2024		FY 2025					
							Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
Account #	Project		Total Project Authorization	Prior Year Actuals								
Finance												
30115150-542400	C1141	TYLER ERP SYSTEM	362,163	358,550	\$ -	\$ 3,613	\$ 3,613	\$ 350	\$ -	\$ 3,263		
subtotal					\$ -	\$ 3,613	\$ 3,613	\$ 350	\$ -	\$ 3,263		
Information Technology												
30117400-542400	C1103	NETWORK AND VOIP	717,679	401,067	\$ -	\$ 316,612	\$ 316,612	\$ (8,283)	\$ 141,088	\$ 183,806		
30117400-542400	C1312	BACKUP DATA STORAGE MGMT.	510,003	488,947	-	21,056	21,056	14,706	-	6,350		
30117400-542400	C1313	TECHNOLOGY REPLACEMENT	3,892,370	3,276,902	390,000	225,468	615,468	218,233	79,225	318,010		
30117400-542400	C1519	WIRELESS ACCESS POINTS	100,000	-	50,000	50,000	100,000	-	-	100,000		
30117400-542400	C1615	APP/DESKTOP VIRTUALIZATION	400,145	128,749	-	271,396	271,396	35,640	-	235,756		
30117400-542400	C2201	CITY COUNCIL A/V REPLACEMENT	300,001	286,136	-	13,865	13,865	-	-	13,865		
30117400-544200	C2300	BUSINESS CONTINUITY STUDY	50,000	-	-	50,000	50,000	-	35,500	14,500		
subtotal					\$ 440,000	\$ 948,397	\$ 1,388,397	\$ 260,297	\$ 255,813	\$ 872,287		
Municipal Court												
30126550-542400	C1222	RECORDS MANAGEMENT	39,600	35,700	\$ -	\$ 3,900	\$ 3,900	\$ -	\$ 3,900	\$ -		
subtotal					\$ -	\$ 3,900	\$ 3,900	\$ -	\$ 3,900	\$ -		
Public Safety												
30131150-542200	C1202	FLEET REPLACEMENT	9,848,663	8,818,650	\$ -	\$ 1,030,013	\$ 1,030,013	\$ 542,385	\$ 482,910	\$ 4,718		
30131150-542100	C1401	PS EQUIPMENT REPLACEMENT	1,513,925	1,482,159	-	31,766	31,766	14,995	-	16,771		
30131150-541300	C1706	RAPSTC IMPROVEMENTS	492,531	198,250	-	294,281	294,281	56,292	-	237,989		
30131150-542400	C2052	SECURITY SYSTEM REFRESH	472,060	377,455	72,000	22,605	94,605	898	-	93,708		
30131150-542100	C2235	CRABAPPLE TRAINING FACILITY	43,871	41,681	-	2,190	2,190	-	-	2,190		
30131150-542400	C2301	CAD/RECORDS MANAGEMENT SOFTWARE	2,250,001	894,887	-	1,355,114	1,355,114	14,033	1,335,263	5,818		
30131150-542100	C2303	2023 OP INITIATIVES EQUIPMENT	449,501	298,063	-	151,438	151,438	118,036	20,156	13,246		
30131150-541300	C2314	FIRE STATION FACILITIES ASSESSMENT	300,001	98,413	-	201,588	201,588	2,438	-	199,151		
30131150-542400	C2406	REAL TIME CRIME CENTER	128,901	8,776	-	120,125	120,125	-	-	120,125		
30131150-542200	C2407	ASST FIRE MARSHAL EQUIPMENT	61,759	47,621	-	14,138	14,138	2,768	7,854	3,515		
30131150-542400	C2421	CAD/RECORDS MGMT (MILTON)	241,538	-	-	241,538	241,538	-	241,537	1		
30131150-541300	C2501	FS81 RENOVATIONS	2,830,000	-	2,830,000	-	2,830,000	-	243,420	2,586,580		
30131150-541300	C2502	2972 WB RD RENOVATIONS	150,000	-	150,000	-	150,000	-	-	150,000		
30131150-542200	C2504	FY2025 FLEET REPLACEMENT	1,558,689	-	1,875,000	(316,311)	1,558,689	35,469	-	1,523,220		



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of December 31, 2024

Account #	Project	Project Snapshot: FY2013 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
30131150-542200	V2505 FY2025 FIRE LT VEHICLE	50,000	-	50,000	-	50,000	-	-	50,000
30131150-542100	C2506 FIRE TRUCK EQUIPMENT	75,000	-	75,000	-	75,000	75,000	-	-
30131150-542400	C2508 CLICK-2-ENTER SYSTEM	31,400	-	31,400	-	31,400	-	-	31,400
30131150-542200	C2526 TESLA FLEET (FY 2025)	346,311	-	-	346,311	346,311	-	-	346,311
	subtotal			\$ 5,083,400	\$ 3,494,796	\$ 8,578,196	\$ 862,314	\$ 2,331,140	\$ 5,384,742
Public Works									
30141100-541200	C0910 TREE REPLACEMENT FUND	\$ 2,065,602	\$ 1,515,151	\$ -	\$ 550,451	\$ 550,451	\$ 1,380	\$ 41,277	\$ 507,794
30141100-541200	C1008 CEMETERY AUTHORITY-MAINTENANCE	493,161	246,994	-	246,167	246,167	8,125	4,963	233,079
30141100-541410	C1207 BRIDGE MAINTENANCE	1,115,212	722,040	250,000	143,172	393,172	17,400	17,400	358,372
30141100-541410	C1208 MAST ARM MAINTENANCE	45,000	-	45,000	-	45,000	-	-	45,000
30141100-541410	C1215 STRIPING & SIGNAGE	2,434,665	2,181,836	170,000	82,829	252,829	74,579	175,310	2,941
30141100-541410	C1217 TRAFFIC CALMING & INTERSECTION IMP	613,584	553,584	60,000	-	60,000	-	4,890	55,110
30141100-541410	C1218 TRAFFIC SIGNAL SYSTEM MAINTENANCE	1,004,268	880,436	100,000	23,832	123,832	31,641	11,969	80,222
30141100-541410	C1219 MILLING AND RESURFACING	29,051,629	26,627,537	2,500,000	(75,908)	2,424,092	3,063	1,705,705	715,324
30141100-541410	G2500 FY 2025 LMIG GRANT (MILLING/RES.)	208,123	-	-	208,123	208,123	-	208,123	-
30141100-541410	C1220 TRAFFIC CONTROL EQUIPMENT	1,187,079	1,041,602	100,000	45,477	145,477	22,373	47,873	75,231
30141100-541410	C1221 DESIGN SERVICES	1,068,301	954,705	50,000	63,596	113,596	24,116	34,525	54,955
30141100-542200	C1223 FLEET REPLACEMENT	2,025,223	1,484,474	353,000	187,749	540,749	-	337,983	202,766
30141100-541300	C1229 FACILITY ROOF REPAIR/REPLACE	810,000	325,000	550,000	(65,000)	485,000	5,850	476,073	3,077
30141100-541200	C1302 TREE PLANTING & LANDSCAPING IMP	1,529,472	1,166,590	160,000	202,882	362,882	23,713	13,725	325,444
30141100-541420	C1801 SIDEWALK MAINTENANCE & REPAIR	240,000	25,841	140,000	74,159	214,159	116,348	-	97,811
30141100-542100	C1802 PW EQUIPMENT REPLACEMENT	277,374	203,793	60,000	13,581	73,581	-	49,990	23,591
30141100-541410	C1901 TRAFFIC RESPONSIVE SYSTEM MAINT	550,002	528,894	-	21,108	21,108	18,367	-	2,741
30141100-541300	C1902 FIRE STATION RENOVATIONS	435,003	422,819	-	12,184	12,184	9,586	-	2,598
30141100-541300	C1906 CITY HALL RENOVATIONS	65,000	25,000	40,000	-	40,000	4,200	-	35,800
30141100-541300	C2003 HVAC REPLACEMENTS	491,730	391,730	100,000	-	100,000	8,726	-	91,274
30141100-542400	C2026 TCC HARDWARE/SOFTWARE	170,002	107,770	-	62,232	62,232	-	-	62,232
30141100-541410	C2048 STREETLIGHT MAINTENANCE	434,080	270,126	85,000	78,954	163,954	4,590	4,885	154,478
30141100-541500	C2050 REC FACILITY MAINTENANCE	155,000	135,938	-	19,062	19,062	19,062	-	-
30141100-541300	C2053 PARKING GARAGE MAINTENANCE	331,308	159,118	150,000	22,190	172,190	4,870	-	167,320



CITY OF ALPHARETTA
 Financial Management Reports
 Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
 As of December 31, 2024

Account #	Project	Project Snapshot: FY2013 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
30141100-541410	C2104 WEBB BR ROAD PH4 (NPP-GREENWAY)	333,925	24,570	-	309,355	309,355	11,700	297,655	-
30141100-541410	C2113 ENCORE GREENWAY GATEWAY	1,930,001	429,981	-	1,500,020	1,500,020	-	1,500,019	1
30141100-521200	C2242 NORTHPOINT ALPHALINK (ARC/LCI)	365,001	72,092	-	292,909	292,909	8,755	36,663	247,491
30141100-541420	C2305 ALPHALOOP (OMP - NORTHWINDS)	110,001	110,000	-	1	1	-	-	1
30141100-544200	C2408 WEBB BRIDGE PARK SEWER	491,157	399,325	-	91,832	91,832	-	-	91,832
30141100-541200	C2409 SR9 LANDSCAPING	925,000	-	575,000	350,000	925,000	-	-	925,000
30141100-542100	C2410 WINTER WEATHER EQUIPMENT	65,000	-	-	65,000	65,000	-	-	65,000
30141100-541410	C2509 BRICK PAVER MAINTENANCE/REPAIR	50,000	-	50,000	-	50,000	4,898	-	45,102
30141100-544200	C2510 DOWNTOWN BUS SHELTERS	80,000	-	80,000	-	80,000	3,970	2,950	73,080
30141100-541300	C2511 FACILITY ASSESSMENT/RENOVATIONS	189,647	-	300,000	(110,353)	189,647	-	189,647	-
30141100-541300	C2512 PS FACILITY MAINTENANCE	75,000	-	75,000	-	75,000	58,569	-	16,431
30141100-542200	C2513 FY 2025 FORESTRY ASST VEHICLE	50,000	-	50,000	-	50,000	-	-	50,000
subtotal				\$ 6,043,000	\$ 4,415,604	\$ 10,458,604	\$ 485,881	\$ 5,161,625	\$ 4,811,098
Recreation, Parks & Cultural Services									
30161150-541500	C0922 SYNTHETIC TURF REPLACEMENT	1,635,779	1,021,629	\$ -	\$ 614,150	\$ 614,150	\$ 600,050	\$ 14,100	\$ -
30161150-541200	C1210 TREE MAINT-PLANTING-REMOVAL	585,001	434,219	125,000	25,782	150,782	146,577	4,078	127
30161150-541500	C1221 DESIGN SERVICES	235,424	212,646	21,200	1,578	22,778	585	5,335	16,858
30161150-541300	C1229 FACILITY ROOF REPAIR	680,412	674,895	-	5,517	5,517	-	-	5,517
30161150-542200	C1232 FLEET	534,009	434,009	100,000	-	100,000	-	-	100,000
30161150-542100	C1402 RP EQUIPMENT REPLACEMENT	1,145,788	885,567	177,000	83,221	260,221	35,731	40,044	184,446
30113230-544200	C1527 VETERANS MEMORIAL	105,667	75,806	-	29,861	29,861	-	-	29,861
30161150-541500	C1614 THE STORIES PROJECT	85,000	54,565	-	30,435	30,435	-	23,500	6,935
30161150-541510	C1636 GREENWAY REPAIR AND MAINTENANCE	1,188,594	402,166	275,000	511,428	786,428	-	1,956	784,472
30161150-541500	C1804 PARK REPAIRS/IMPROVEMENTS	1,006,212	809,095	160,000	37,117	197,117	46,199	40,325	110,593
30161150-541500	C1806 PARKS PLAYGROUND EQUIPMENT	738,640	288,640	50,000	400,000	450,000	450,000	-	-
30161150-544100	C1807 PUBLIC ARTS PROGRAM	341,000	262,340	55,000	23,660	78,660	-	10,250	68,410
30161150-541500	C1926 NORTHSIDE MOU (PARKS)	149,904	138,991	-	10,913	10,913	7,126	-	3,787
30161150-541500	C1929 COMMUNITY AGRICULTURE PROGRAM	108,049	69,990	-	38,059	38,059	11,132	23,871	3,056
30161150-541500	C2010 PARK ENHANCEMENTS	656,418	631,629	-	24,789	24,789	14,284	-	10,505
30161150-541500	C2030 TOWN GREEN IMPROVEMENTS	250,001	237,421	-	12,580	12,580	12,580	-	-



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of December 31, 2024

Account #	Project	Project Snapshot: FY2013 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
30161150-541500	C2035 NORTH PARK RESTROOM 1 - 4 (DESIGN)	16,180	-	16,180	-	16,180	-	-	16,180
30161150-541500	C2051 FOUNTAIN MAINTENANCE	86,306	76,156	-	10,150	10,150	5,450	-	4,700
30161150-541500	C2202 ATHLETIC COURTS RESURFACING	198,433	154,470	-	43,963	43,963	-	-	43,963
30161150-541500	C2217 MID-BROADWELL PARK	52,081	51,840	-	241	241	-	(0)	241
30161150-541500	C2248 CITY AGRICULTURE PLAN (FOOD WELL)	75,000	-	-	75,000	75,000	-	5,314	69,686
30161150-541500	C2309 WACKY WORLD 2.0 (DONATIONS)	235,381	6,673	-	228,708	228,708	450	-	228,258
30161150-541500	C2411 PARK TRAIL MAINTENANCE	200,000	-	-	200,000	200,000	31,510	-	168,490
30161150-541500	C2412 CULTURAL ARTS MASTER PLAN	30,001	11,693	-	18,308	18,308	-	18,307	1
30161150-544100	C2415 PUBLIC ART FUND (CITY LOCATIONS)	45,000	-	25,000	20,000	45,000	-	-	45,000
30161150-544100	C2416 PUBLIC ART DEV (CITY PROP)	10,000	-	10,000	-	10,000	-	-	10,000
30161150-544100	C2417 PUBLIC ART IN PARKS	20,000	-	20,000	-	20,000	-	-	20,000
30161150-541500	C2419 WEBB BRIDGE PARK DOG PARK	50,000	45,215	-	4,785	4,785	4,785	-	-
30161150-541500	C2426 MAYFIELD PARK - MILTON IGA	130,000	-	-	130,000	130,000	4,853	-	125,148
30161150-541500	C2514 INNOV ACADEMY SOCCER	40,000	-	40,000	-	40,000	25,464	-	14,537
30161150-541500	C2515 PARK SECURITY IMPROVEMENTS	80,000	-	80,000	-	80,000	-	-	80,000
30161150-541300	C2519 GREENHOUSE (RUCKER PARK)	3,000	-	-	3,000	3,000	1,500	1,500	-
30161150-541500	G2507 LWCF GRANT MATCH (NORTH PARK LIGHTING)	500,001	101,164	-	398,837	398,837	-	-	398,837
	subtotal			\$ 1,154,380	\$ 2,982,082	\$ 4,136,462	\$ 1,398,275	\$ 188,581	\$ 2,549,606
Community Development									
30174150-544100	C0019 DOWNTOWN PARKING FUND	523,552	315,748	\$ -	\$ 207,804	\$ 207,804	\$ -	\$ -	\$ 207,804
30174150-544200	C1300 CITY ECON DEVELOPMENT TOOLKIT	245,760	202,010	-	43,750	43,750	-	-	43,750
30174150-541410	C1603 DESIGN SERVICES	649,604	493,832	62,400	93,372	155,772	17,486	23,576	114,711
30174150-542400	C2111 COMMUNITY DEVELOPMENT EQUIPMENT	21,001	16,037	-	4,964	4,964	2,470	-	2,494
30174150-521200	C2307 WINDWARD-HWY9 MASTER PLAN MOU	60,000	700	-	59,300	59,300	59,300	-	-
30174150-521200	C2401 NORTH POINT FRAMEWORK PLAN	200,000	20,506	-	179,494	179,494	147,419	31,683	392
30174150-523400	C2402 GARDEN DISTRICT SIGNAGE	12,700	6,350	-	6,350	6,350	4,488	-	1,862
30174150-544100	C2403 SOUTH MAIN DISTRICT	200,000	27,407	150,000	22,593	172,593	9,200	23,743	139,650
30174150-544100	C2404 BROOKSIDE PARK GATEWAY	300,000	-	225,000	75,000	300,000	-	28,500	271,500



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
General Capital Project Fund Detail (Fund 301; life-to-date for active projects)
As of December 31, 2024

Account #	Project	Project Snapshot: FY2013 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrance	Available Budget
30174150-541410	C2414 BROOKSIDE PARKWAY LAND DIET	40,000	-	-	40,000	40,000	5,280	34,720	-
30174150-544100	C2500 DWTN WAYFINDING SIGNAGE	36,000	-	12,000	24,000	36,000	16,269	16,269	3,462
30174150-544200	C2516 MILTON AVE LIGHTING	50,000	-	50,000	-	50,000	-	-	50,000
30174150-541410	C2517 ENTRY MONUMENTS	50,000	-	50,000	-	50,000	-	-	50,000
	subtotal			\$ 549,400	\$ 756,627	\$ 1,306,027	\$ 261,911	\$ 158,491	\$ 885,625
Non-Departmental									
30190200-579000	NON-ALLOCATED			\$ 2,003,586	\$ 543,730	\$ 2,547,316	\$ -	\$ -	\$ 2,547,316
30190200-579011	MATCH (GRANTS UNDER REVIEW)			-	276,000	276,000	-	-	276,000
	subtotal			\$ 2,003,586	\$ 819,730	\$ 2,823,316	\$ -	\$ -	\$ 2,823,316
	Total			\$ 15,273,766	\$ 13,509,300	\$ 28,783,066	\$ 3,290,028	\$ 8,156,921	17,336,117



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
Stormwater Capital Fund Detail (Fund 302; life-to-date for all projects)
As of December 31, 2024

		Project Snapshot: FY2017 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project								
Revenue									
Non-Departmental									
30290200-361000	INTEREST EARNINGS	522,470	412,470	\$ 110,000	\$ -	\$ 110,000	\$ 90,952		\$ 19,048
30290200-362000	REALIZED GAIN/LOSS INV	-	-	-	-	-	(3,278)		3,278
30290200-363000	UNREALIZED GAIN/LOSS INV	-	-	-	-	-	45,127		(45,127)
30290200-391100	TRANSFER IN/GENERAL FUND MATCH	20,014,364	18,410,000	1,604,364	-	1,604,364	-		1,604,364
30290200-395000	CARRYFORWARD FUND BALANCE	6,276,426	-	285,636	5,990,790	6,276,426	-		6,276,426
	subtotal			\$ 2,000,000	\$ 5,990,790	\$ 7,990,790	\$ 132,800		\$ 7,857,990
	Total			\$ 2,000,000	\$ 5,990,790	\$ 7,990,790	\$ 132,800		\$ 7,857,990
Expenditures									
Public Works									
30241100-541430-C1308	SW PIPE & STRUCTURE R&M	17,037,844	9,779,619	\$ 2,000,000	\$ 5,258,225	\$ 7,258,225	\$ 1,300,453	\$ 954,752	\$ 5,003,020
30241100-541430-C2423	DOUGLAS ROAD DRAINAGE	11,768	11,700	-	68	68	68	-	1
30241100-541430-C2428	HARRIS ROAD DRAINAGE	122,595	-	-	122,595	122,595	115,345	-	7,250
30241100-541430-C2429	WINDWARD PKWY DRAINAGE	383,506	-	-	383,506	383,506	223,924	159,582	-
30241100-541430-C2518	MID-BORADWELL CULVERT	118,815	-	-	118,815	118,815	7,129	111,686	-
	subtotal			\$ 2,000,000	\$ 5,883,209	\$ 7,883,209	\$ 1,646,919	\$ 1,226,020	\$ 5,010,270
Non-Departmental									
30290200-579000	NON-ALLOCATED			\$ -	\$ 107,581	\$ 107,581	\$ -	\$ -	\$ 107,581
	subtotal			\$ -	\$ 107,581	\$ 107,581	\$ -	\$ -	\$ 107,581
	Total			\$ 2,000,000	\$ 5,990,790	\$ 7,990,790	\$ 1,646,919	\$ 1,226,020	\$ 5,117,851



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
2022 Parks Bond Fund Detail (Fund 318; life-to-date for all projects)
As of December 31, 2024

		Project Snapshot: FY2017 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
Non-Departmental									
31890200-361000	INTEREST EARNINGS			\$ 900,000	\$ -	\$ 900,000	\$ 597,873		\$ 302,127
31890200-395000	CARRYFORWARD FUND BALANCE			-	27,383,446	27,383,446	-		27,383,446
	subtotal			\$ 900,000	\$ 27,383,446	\$ 28,283,446	\$ 597,873		\$ 27,685,573
	Total			\$ 900,000	\$ 27,383,446	\$ 28,283,446	\$ 597,873		\$ 27,685,573
Expenditures									
31841100-541420 C1712	ALPHALOOP	7,335,240	-	\$ -	\$ 7,335,240	\$ 7,335,240	\$ 26,980	\$ 650,735	\$ 6,657,525
31841100-541420 C2520	ALPHALOOP (ROSWELL ST)	43,675	-	-	43,675	43,675	10,919	32,756	-
31841100-541420 C2521	ALPHALOOP (DEVORE RD)	33,265	-	-	33,265	33,265	5,665	27,600	-
31841100-541420 C2522	ALPHALOOP (OMP TO THOMPSON)	52,725	-	-	52,725	52,725	7,909	44,816	-
31841100-541420 C2523	ALPHALOOP (HBR TO WESTSIDE)	35,095	-	-	35,095	35,095	702	34,393	-
31861150-541500 C0922	SYNTHETIC TURF	1,632,541	47,597	-	1,584,944	1,584,944	-	1,584,180	764
31861150-541500 C1911	EQUESTRIAN CENTER (CITY)	5,000,000	914,017	-	4,085,983	4,085,983	392,892	157,470	3,535,621
31861150-541500 C2011	WILLS PARK MASTER PLAN IMP	5,671,367	759,165	-	4,912,202	4,912,202	4,540	31,010	4,876,652
31861150-541500 C2216	UNION HILL PARK	3,250,002	581,769	-	2,668,233	2,668,233	31,450	85,188	2,551,596
31861150-541500 C2217	MID-BROADWELL PARK	496,021	494,463	-	1,558	1,558	1,558	0	0
31861150-541500 C2218	OLD RUCKER PARK	3,000,000	395,470	-	2,604,530	2,604,530	15,060	3,925	2,585,545
31861150-541500 C2219	FARMHOUSE PARK	2,000,000	30,570	-	1,969,430	1,969,430	-	-	1,969,430
31861150-541500 C2220	WATERS ROAD PARK	1,256,501	1,256,501	-	-	-	-	-	-
31861150-541500 C2245	WILLS PARK MAINTENANCE FACILITY	328,634	328,634	-	-	-	-	-	-
31890200-579000	PARKS RESERVE	1,666,566	-	900,000	766,566	1,666,566	-	-	1,666,566
31890200-579012	RESERVE FOR ARBITRAGE	1,290,000	-	-	1,290,000	1,290,000	-	-	1,290,000
31890200-584000	DEBT ISSUANCE COSTS	368,549	368,549	-	-	-	-	-	-
	Total			\$ 900,000	\$ 27,383,446	\$ 28,283,446	\$ 497,674	\$ 2,652,074	\$ 25,133,698



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
TSPLOST I Fund Detail (Fund 335; life-to-date for all projects)
As of December 31, 2024

			Project Snapshot: FY2017-FY2024		FY 2025					
			Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project									
Revenue										
Non-Departmental										
33590200-395000	CARRYFORWARD FUND BALANCE				\$ -	\$ 31,602,130	\$ 31,602,130	\$ -		\$ 31,602,130
33541100-361000	INTEREST EARNINGS				500,000	-	500,000	686,735		(186,735)
	Total				\$ 500,000	\$ 31,602,130	\$ 32,102,130	\$ 686,735		\$ 31,415,395
Expenditures										
33541100-541410	C1219	MILLING AND RESURFACING	2,000,000	2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
33541100-541410	C1631	MCGINNIS FERRY IGA (FORSYTH)	5,026,414	1,228,787	-	3,797,627	3,797,627	90,237	-	3,707,390
33541100-541410	C1713	KIMBALL BR RD OP IMP.	1,359,742	1,297,487	-	62,255	62,255	-	61,170	1,085
33541100-541410	C1717	OLD MILTON PKWY CAPACITY IMP.	5,579,475	3,066,278	-	2,513,197	2,513,197	140,961	463,073	1,909,164
33541100-541410	C1800	HAYNES BRIDGE RD IMP	187,598	187,598	-	-	-	-	-	-
33541100-541410	C1934	WINDWARD PKWY EAST IMPROVEMENTS	1,427,989	1,427,989	-	-	-	-	-	-
33541100-541410	C2054	GA 400 BRIDGES (WEBB; KIMBALL)	4,886,000	2,811,714	-	2,074,286	2,074,286	-	2,074,286	0
33541100-541410	C1933	WEBB BRIDGE RD (DESIGN-PROJ. MGMT., ETC.)	876,389	876,389	-	-	-	-	-	-
33541100-541410	C2211	WEBB BRIDGE RD PHASE 1 (WESTWIND TO GREENWAY)	725,037	725,037	-	-	-	-	-	-
33541100-541410	C2229	WEBB BRIDGE RD PHASE 2 (ROUNDAABOUT-PARK)	6,000,001	3,666,445	-	2,333,556	2,333,556	295,785	832,581	1,205,190
33541100-541410	C2232	WEBB BRIDGE RD PHASE 3 (GREENWAY-ROUNDAABOUT)	17,000,001	2,217,194	-	14,782,807	14,782,807	1,141,407	13,002,863	638,537
33541100-541410	C2104	WEBB BR RD PHASE 4 (NPP TO GREENWAY)	692,472	692,472	-	-	-	-	-	-
33541100-541410	C2113	ENCORE GREENWAY GATEWAY	6,678,124	294,485	-	6,383,639	6,383,639	477,840	5,675,480	230,319
33541100-541420	C2305	ALPHALOOP (OMP-NORTHWINDS)	825,000	825,000	-	-	-	-	-	-
33590200-579000	CONTINGENCY				500,000	(345,237)	154,763	-	-	154,763
	Total				\$ 500,000	\$ 31,602,130	\$ 32,102,130	\$ 2,146,229	\$ 22,109,453	\$ 7,846,448



CITY OF ALPHARETTA
Financial Management Reports
Capital Project Funds
TSPLOST II Fund Detail (Fund 336; life-to-date for all projects)
As of December 31, 2024

		Project Snapshot: FY2017-FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
Non-Departmental									
33690200-313400	TSPLOST II			\$ -	\$ 18,883,508	\$ 18,883,508	\$ 6,124,177		\$ 12,759,331
33641100-361000	INTEREST EARNINGS			300,000	-	300,000	368,041		(68,041)
33690200-395000	CARRYFORWARD FUND BALANCE			-	15,625,733	15,625,733	-		15,625,733
	Total			\$ 300,000	\$ 34,509,241	\$ 34,809,241	\$ 6,492,218		\$ 28,317,023
Expenditures									
33641100-541410 C1713	KIMBALL BR RD GAP	500,000	25,356	\$ -	\$ 474,644	\$ 474,644	\$ 94,370	\$ -	\$ 380,274
33641100-541410 C2040	TRADEWINDS PARKWAY	3,500,000	437,015	-	3,062,985	3,062,985	-	-	3,062,985
33641100-541410 C2104	WEBB BRIDGE ROAD (NPP-GREENWAY)	13,000,001	5,564,700	-	7,435,301	7,435,301	1,359,307	2,978,684	3,097,310
33641100-541410 C2107	NORTH POINT PARKWAY IMP	7,786,414	300,213	-	7,486,201	7,486,201	97,788	341,854	7,046,559
33641100-541410 G2505	NORTH POINT PARKWAY IMP (STBG CONST GRANT MATCH RESERVE)	1,250,000	-	-	1,250,000	1,250,000	-	-	1,250,000
33641100-541410 G2506	NORTH POINT PARKWAY IMP (TIP CONST GRANT MATCH RESERVE)	1,000,000	-	-	1,000,000	1,000,000	-	-	1,000,000
33641100-541410 C2221	CROSSWALK (ALPHARETTA ELEM)	107,670	107,670	-	-	-	-	-	-
33641100-541410 C2222	CROSSWALK (MANNING OAKS ELEM)	18,537	18,537	-	-	-	-	-	-
33641100-541410 C2223	CROSSING (92 MILTON GARAGE)	208,128	208,128	-	-	-	-	-	-
33641100-541410 C2224	RAISED INTSECTION (MARIETTA ST)	350,001	93,685	-	256,316	256,316	134,173	122,143	-
33641100-541410 C2225	CROSSINGS (CITY CTR/CHURCHES)	750,001	38,061	-	711,940	711,940	-	80,639	631,301
33641100-541410 C2226	PEDESTRIAN BRIDGES (WW PKWY)	3,999,495	611,349	-	3,388,146	3,388,146	280,939	2,841,907	265,299
33641100-541410 C2227	CROSSWALK (COGBURN PARK)	129,616	129,616	-	-	-	-	-	-
33641100-541410 C2228	CROSWALK (CHARLOTTE DR)	146,000	146,000	-	-	-	-	-	-
33641100-541410 C2230	CUMMING ST CORRIDOR	4,757,526	2,056	-	4,755,470	4,755,470	60,567	106,681	4,588,222
33641100-541420 C2305	ALPHALOOP (OMP - NORTHWINDS)	11,110,929	11,041,215	-	69,714	69,714	7,522	62,192	1
33641100-541410 C2427	DRYDEN RD EXTENSION	3,000,000	98	-	2,999,902	2,999,902	-	-	2,999,902
33690200-579000	CONTINGENCY	1,918,622	-	300,000	1,618,622	1,918,622	-	-	1,918,622
	Total			\$ 300,000	\$ 34,509,241	\$ 34,809,241	\$ 2,034,665	\$ 6,534,101	\$ 26,240,476



CITY OF ALPHARETTA
 Financial Management Reports
 Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
 As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
27074110-341321	IMPACT FEES STREETS & HIGHWAYS	3,691,936	3,691,936	\$ -	\$ -	\$ -	\$ 88,229		\$ (88,229)
27074110-341323	IMPACT FEES RECREATION & PARKS	8,506,029	8,506,029	-	-	-	88,001		(88,001)
27074110-341324	IMPACT FEES PUBLIC SAFETY	1,075,145	1,075,145	-	-	-	15,148		(15,148)
27074110-362000	REALIZED GAIN/LOSS			-	-	-	(3,158)		3,158
27074110-363000	UNREALIZED GAIN/LOSS			-	-	-	38,684		(38,684)
27074110-395000	CARRYFORWARD FUND BALANCE	5,603,670	-	353,820	5,249,850	5,603,670	-		5,603,670
27074110-361000	INTEREST EARNINGS	553,222	553,222	-	-	-	87,428		(87,428)
	Total			\$ 353,820	\$ 5,249,850	\$ 5,603,670	\$ 314,332		\$ 5,289,338
Expenditures									
Public Safety									
27031150-541300 C2501	FS 81 RENOVATIONS	170,000	-	\$ 170,000	\$ -	170,000	\$ -	\$ -	\$ 170,000
	subtotal			\$ 170,000	\$ -	\$ 170,000	\$ -	\$ -	\$ 170,000
Public Works									
27041100-541410 C1410	RUCKER RD CORRIDOR	1,002,447	1,001,847	\$ -	\$ 600	600	\$ -	\$ 600	\$ -
27041100-541410 G2502	NORTH POINT PARKWAY IMP (STBG ROW GRANT MATCH RESERVE)	1,250,000	-	-	1,250,000	1,250,000	-	-	1,250,000
	subtotal			\$ -	\$ 1,250,600	\$ 1,250,600	\$ -	\$ 600	\$ 1,250,000
Recreation, Parks & Cultural Services									
27061150-541500 C2011	WILLS PARK MASTER PLAN	328,634	21,930	\$ -	\$ 306,704	\$ 306,704	\$ -	\$ -	\$ 306,704
27061150-541500 C2035	NORTH PARK RESTROOM 1 - 4 (DESIGN)	183,820	-	183,820	-	183,820	-	-	183,820
27061150-541410 C2113	ENCORE GREENWAY GATEWAY	2,000,000	27,480	-	1,972,520	1,972,520	-	1,972,520	-
	subtotal			\$ 183,820	\$ 2,279,224	\$ 2,463,044	\$ -	\$ 1,972,520	\$ 490,524



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Impact Fee Fund (Fund 270; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
		Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Account #	Project								
Non-Departmental									
27074110-521200	PROFESSIONAL SERVICES			\$ -	\$ 37,525	\$ 37,525	\$ -	\$ 37,525	\$ -
27074110-579001	NON-ALLOCATED STREETS & HIGHWAYS			-	712,937	712,937	-	-	712,937
27074110-579002	NON-ALLOCATED PARKS				919,038	919,038	-	-	919,038
27074110-579003	NON-ALLOCATED PUBLIC SAFETY			-	50,526	50,526	-	-	50,526
	subtotal			\$ -	\$ 1,720,026	\$ 1,720,026	\$ -	\$ 37,525	\$ 1,682,501
	Total			\$ 353,820	\$ 5,249,850	\$ 5,603,670	\$ -	\$ 2,010,645	\$ 3,593,025



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Hotel/Motel Fund (Fund 275; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
27590150-314100	HOTEL/MOTEL TAXES	88,934,129	79,684,129	\$ 9,250,000	\$ -	\$ 9,250,000	\$ 3,940,454		\$ 5,309,546
27590150-319201	PEALTY/INT HOTEL/MOTEL TAX	(3,413)	(3,413)	-	-	-	835		(835)
27590150-362000	REALIZED GAIN/LOSS	7,903	7,903	-	-	-	(930)		930
27590150-363000	UNREALIZED GAIN/LOSS	117,443	117,443	-	-	-	10,696		(10,696)
27590150-361000	INTEREST EARNINGS	122,977	102,977	20,000	-	20,000	26,293		(6,293)
	subtotal			\$ 9,270,000	\$ -	\$ 9,270,000	\$ 3,977,348		\$ 5,292,652
Non-Departmental									
27590150-395000	CARRYFORWARD FUND BALANCE	1,339,071	-	\$ -	\$ 1,339,071	\$ 1,339,071	\$ -		\$ 1,339,071
	subtotal			\$ -	\$ 1,339,071	\$ 1,339,071	\$ -		\$ 1,339,071
	Total			\$ 9,270,000	\$ 1,339,071	\$ 10,609,071	\$ 3,977,348		\$ 6,631,723
Expenditures									
Alpharetta Convention & Visitors Bureau									
27590150-572002	ALPHA CONV & VISITORS BUREAU DISTRIBUTION	39,834,935	35,788,060	\$ 4,046,875	\$ -	\$ 4,046,875	\$ 1,398,709	\$ -	\$ 2,648,166
	subtotal			\$ 4,046,875	\$ -	\$ 4,046,875	\$ 1,398,709	\$ -	\$ 2,648,166
City of Alpharetta									
27590150-611100	CITY OF ALPHARETTA DISTRIBUTION	33,618,657	30,149,907	3,468,750	-	3,468,750	845,995	-	2,622,755
	subtotal			\$ 3,468,750	\$ -	\$ 3,468,750	\$ 845,995	\$ -	\$ 2,622,755
Tourism Product Development									
27590150-521200	PROFESSIONAL SERVICES	47,635	42,135	\$ 5,500	\$ -	\$ 5,500	\$ -	\$ -	\$ 5,500
27590150-579006	DEBT SERVICE RESERVE	2,392,485	736,822	331,662	1,324,001	1,655,663	-	-	1,655,663
27590450-541500	C2011 WILLS PARK MASTER PLAN	3,646,892	3,631,822	-	15,070	15,070	-	-	15,070
27590151-581100	D1600 PRINCIPAL (2016 CONF CTR BOND)	9,691,367	8,921,367	770,000	-	770,000	-	-	770,000
27590151-582100	D1600 INTEREST PAYMENT (2016 CONF CTR BOND)	6,673,580	6,026,367	647,213	-	647,213	323,606	-	323,607
	subtotal			\$ 1,754,375	\$ 1,339,071	\$ 3,093,446	\$ 323,606	\$ -	\$ 2,769,840
	Total			\$ 9,270,000	\$ 1,339,071	\$ 10,609,071	\$ 2,568,310	\$ -	\$ 8,040,761



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Confiscated Assets Fund (Fund 210; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2013 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
DEA									
21031110-351300	CONFISCATION/FEDERAL SEIZURE	3,411,430	3,411,430	\$ -	\$ -	\$ -	\$ 29,935		\$ (29,935)
21031110-395000	CARRYFORWARD FUND BALANCE	346,851	-	43,800	303,051	346,851	-		346,851
	Total			\$ 43,800	\$ 303,051	\$ 346,851	\$ 29,935		\$ 316,916
Expenditures									
DEA									
21031110-523500	EMPLOYEE TRAVEL	47,178	32,030	\$ -	\$ 15,148	\$ 15,148	\$ -	\$ -	\$ 15,148
21031110-523700	EMPLOYEE TRAINING	66,279	63,779	-	2,500	2,500	-	-	2,500
21031110-531100	GENERAL SUPPLIES AND MATERIALS	127,897	107,620	-	20,277	20,277	-	-	20,277
21031110-542100	C2503 ARTIC FURNITURE	25,000	-	25,000	-	25,000	-	-	25,000
21031110-542100	C2507 DRONE 1ST RESPONDER PROGRAM	18,800	-	18,800	-	18,800	-	-	18,800
21031110-579000	CONTINGENCY		-	-	265,126	265,126	-	-	265,126
	Total			\$ 43,800	\$ 303,051	\$ 346,851	\$ -	\$ -	\$ 346,851



CITY OF ALPHARETTA
Financial Management Reports
Special Revenue Funds
Opioid Settlement Fund (Fund 213; life-to-date for active projects)
As of December 31, 2024

		Project Snapshot: FY2024 - FY2024		FY 2025					
Account #	Project	Total Project Authorization	Prior Year Actuals	Original Appropriation	Transfers / Adjustments	Revised Budget	Collections / Expenditures	Encumbrances	Available Budget
Revenue									
State									
21331510-351920	OPIOID SETTLEMENT	61,930	61,930	\$ -	\$ -	\$ -	\$ 10,756		\$ (10,756)
21331510-395000	CARRYFORWARD	61,930	-	-	61,930	61,930	-		61,930
	subtotal			\$ -	\$ 61,930	\$ 61,930	\$ 10,756		\$ 51,174
	Total			\$ -	\$ 61,930	\$ 61,930	\$ 10,756		\$ 51,174
Expenditures									
State									
21331510-579000	CONTINGENCY	61,930	-	\$ -	\$ 61,930	\$ 61,930	\$ -	\$ -	\$ 61,930
	subtotal			\$ -	\$ 61,930	\$ 61,930	\$ -	\$ -	\$ 61,930
	Total			\$ -	\$ 61,930	\$ 61,930	\$ -	\$ -	\$ 61,930



OTHER REPORTS



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended March 31, 2024

Vendor	Description	Department	\$ Amount
A. B. GYMNASTICS LLC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 12,496.51
AFLAC	VOL SUPP ACCIDENT INS	General Government	\$ 10,611.41
ALCALDE & FAY LTD	LOBBY SERVICES	City Administration	\$ 10,000.00
ALLIED PAVING	PAVING/RESURFACING, STREET (MAJOR AND RESIDENTIAL)	Public Works	\$ 497,569.45
ALLIED PAVING	PAVING/RESURFACING, STREET (MAJOR AND RESIDENTIAL)	Public Works	\$ 94,414.70
ALLIED WASTE SERVICE	WASTE MANAGEMENT SERVICES	Finance	\$ 9,766.56
ALLIED WASTE SERVICE	MISCELLANEOUS UTILITIES	Various Departments	\$ 467,733.71
ALPHARETTA	OCTOBER FY25 HOTEL/MOTEL OCCUPANCY	General Government	\$ 411,714.37
AMERICAN FACILITY	JANITORIAL/CUSTODIAL SERVICES	Various Departments	\$ 10,485.25
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES, LONG DISTANCE AND LOCAL (E-911)	Public Safety	\$ 10,105.21
AT&T/BELLSOUTH @ 85	TELEPHONE SERVICES, LONG DISTANCE AND LOCAL	Public Safety	\$ 17,187.21
AVALON HOTEL	CONCESSIONS, CATERING, VENDING: MOBILE AND STATION	City Administration	\$ 14,079.02
BACKBONE INFRASTRUCTURE	CONSTRUCTION, SEWER AND STORM DRAIN	Public Works	\$ 100,031.51
CLEARPOINT STRATEGY	PROJECT MANAGEMENT SERVICES	Various Departments	\$ 22,500.00
CORPORATE BILLING	VEHICLE REPAIR & MAINTENANCE	Public Safety	\$ 44,319.74
CRABAPPLE TURF	GROUNDS REPAIR & MAINTENANCE	Rec., Parks & Cultural Services	\$ 39,139.80
CRABAPPLE TURF	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 18,899.70
CSTE INC	CONSTRUCTION, CURB AND GUTTER (INCLUDES MAINTENANCE)	Public Works	\$ 44,611.25
CUMBERLAND LANDSCAPE	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 5,660.17
CUMBERLAND LANDSCAPE	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES	Rec., Parks & Cultural Services	\$ 5,660.17
DANA SAFETY SUPPLY	AUTOMOBILES, POLICE AND SECURITY EQUIPPED	Public Safety	\$ 42,373.96
DANA SAFETY SUPPLY I	AUTOMOBILES, POLICE AND SECURITY EQUIPPED	Various Departments	\$ 28,762.61
DC POOL SERVICE LLC.	SWIMMING POOL MANAGEMENT AND OPERATION	Rec., Parks & Cultural Services	\$ 5,765.00
DELL MARKETING LP	MICROCOMPUTERS, HANDHELD, LAPTOP, AND NOTEBOOK	Information Technology	\$ 51,838.31
DOCUSIGN INC	SOFTWARE MAINTENANCE/SUPPORT	Various Departments	\$ 11,040.00
DREAM HOUSE PAINTING	PAINTING, MAINTENANCE AND REPAIR SERVICES	Public Works	\$ 25,635.00
ESIS INC	MONTHLY WC INVOICE	Risk Management	\$ 13,002.89



CITY OF ALPHARETTA
Financial Management Reports
Listing of Payments \$5,000 and greater
for the month ended March 31, 2024

Vendor	Description	Department	\$ Amount
FIVE OAKS FENCE COMP	FENCING, CHAIN LINK (INCLUDING FABRIC, GATES)	Rec., Parks & Cultural Services	\$ 12,450.00
FULTON COUNTY BOARD OF COMMISSIONERS	LOCAL CRIME VICTIMS ASS COLLECTION REPORT	Public Safety	\$ 6,661.28
FULTON COUNTY BOARD OF EDUCATION	NOVEMBER FUEL BILL	General Government	\$ 37,463.83
FULTON COUNTY BOARD OF EDUCATION	ELECTRICAL UTILITIES SERVICES ATTN JAMES THARP	Rec., Parks & Cultural Services	\$ 22,546.00
FULTON COUNTY SHERIFFS DEPARTMENT	INMATE SERVICES	Public Safety	\$ 5,940.00
FULTON COUNTY SUPERIOR COURT	MCGINNIS FERRY-PARCEL 63	Public Works	\$ 13,600.00
FULTON COUNTY SUPERIOR COURT	ROSWELL ST. PED IMPROVEMENTS-PARCEL 3	Public Works	\$ 16,700.00
FULTON COUNTY SUPERIOR COURT	MCGINNIS FERRY RD PARCEL 66A	Public Works	\$ 50,050.00
FULTON COUNTY-DEPT OF FINANCE	WATER AND SEWER UTILITIES	Various Departments	\$ 15,919.57
FULTON COUNTY-DEPT OF FINANCE	WATER AND SEWER UTILITIES	Various Departments	\$ 6,294.84
GEORGIA BRIDGE AND CONCRETE	CONSTRUCTION, STREET (WBR PH4 (NPP-GREENWAY))	Public Works	\$ 427,243.48
GEORGIA GREEN	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 17,142.80
GEORGIA INTERLOCAL RISK MGMT AGENCY	SEMI ANNUAL FIREFIGHTER CANCER BENEFIT	Public Safety	\$ 6,321.62
GEORGIA INTERLOCAL RISK MGMT AGENCY	PTSD BENEFIT-MEMBER 0000005	Public Safety	\$ 18,130.00
GEORGIA MUNICIPAL ASSOCIATION	TELECOMMUNICATIONS MANAGEMENT SERVICES	City Administration	\$ 11,000.00
GEORGIA MUNICIPAL ASSOCIATION	MEMBERSHIP DUES	City Administration	\$ 21,351.36
GEORGIA POWER CO	ELECTRICITY UTILITIES	Various Departments	\$ 6,356.23
GEORGIA POWER CO	ELECTRICITY UTILITIES	Various Departments	\$ 193,340.54
GEORGIA SUPERIOR COURT	NOV MONTHLY DISBURSEMENT REPORT	Public Safety	\$ 30,370.26
JARRARD & DAVIS	LEGAL SERVICES	Legal Services	\$ 91,138.49
JONES CONTRACTING	CONSTRUCTION, GENERAL (BACKFILL SERVICES, DIGGING)	Rec., Parks & Cultural Services	\$ 12,865.00
KIMLEY-HORN & ASSOCIATES	BBROOKSIDE PARKWAY LANE DIET	Community Development	\$ 5,279.69
KRISTEN THIGPEN ORR	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 5,000.00
LD GYMNASTICS INC	INSTRUCTORS, CLASSES FOR THE PUBLIC	Rec., Parks & Cultural Services	\$ 8,379.00
MATT MITCHELL DESIGN	DESIGNING SERVICES	Rec., Parks & Cultural Services	\$ 8,500.00
MAULDIN & JENKINS	ACCOUNTING/AUDITING/BUDGET CONSULTING	Finance	\$ 17,000.00
MEER ELECTRIC	ELECTRICAL	Rec., Parks & Cultural Services	\$ 21,961.16



CITY OF ALPHARETTA
 Financial Management Reports
Listing of Payments \$5,000 and greater
 for the month ended March 31, 2024

Vendor	Description	Department	\$ Amount
MEER ELECTRIC	ELECTRICAL	Various Departments	\$ 10,547.16
MOFFATT & NICHOL	DESIGNING SERVICES (VARIOUS PROJECTS)	Public Works	\$ 33,790.58
NATIONAL DATA & SURVEY	TRAFFIC RESPONSIVE SYS MAINT	Public Works	\$ 6,282.00
OHMSHIV	CONSTRUCTION, SIDEWALK AND DRIVEWAY	Public Works	\$ 274,182.07
PEACE OFFICER'S ANNUITY BENEFIT FUND OF GA	MUNICIPAL COURT FINES	Public Safety	\$ 13,265.62
PIVOT PARKING LLC	PARKING MANAGEMENT PLAN	City Administration	\$ 21,000.00
POND & COMPANY	BRIDGE ENGINEERING	Public Works	\$ 5,220.00
RUMMEL, KLEPPER & KA	SW PIPE & STRUCTURE R&M	Public Works	\$ 23,737.50
RURAL METRO	EMERGENCY MEDICAL SERVICES	Public Safety	\$ 31,317.99
RUSSELL LANDSCAPE	GROUNDS MAINTENANCE: MOWING, EDGING, PLANT	Public Works	\$ 57,343.66
SCREENSMITH	EMPLOYEE UNIFORMS	Rec., Parks & Cultural Services	\$ 5,313.00
SOUTHERN COMPUTER WAREHOUSE	POWER SUPPLIES: SURGE PROTECTORS, UNINTERRUPTIBLE	Information Technology	\$ 76,918.40
STARR WHITEHOUSE	NORTH POINT FRAMEWORK PLAN	Community Development	\$ 16,732.40
TEN 8 FIRE & SAFETY	VEHICLE REPAIR & MAINTENANCE	Public Safety	\$ 26,834.36
THE CDL SCHOOLS	EDUCATIONAL/TRAINING SERVICES	Public Works	\$ 16,000.00
THE DUMPSTER CO	CLEANING OF AMUSEMENT AREAS, EXPOSITION CENTERS	Rec., Parks & Cultural Services	\$ 25,242.21
THE F. A. BARTLETT T	GROUNDS REPAIR & MAINTENANCE	Various Departments	\$ 9,710.53
THE F. A. BARTLETT T	GROUNDS REPAIR & MAINTENANCE	Public Works	\$ 21,517.61
TOKIO MARINE HCC	REIMBURSEMENT CLAIM-PRIMROSE SCHOOL	Risk Management	\$ 6,482.88
TRI SCAPES	GROUNDS REPAIR & MAINTENANCE	Rec., Parks & Cultural Services	\$ 61,339.88
TRUIST BANK	PCARD STATEMENT 12/2/24	General Government	\$ 154,560.95
TRUIST BANK	PURCHASE OF AERIAL LADDER FIRE TRUCK LEASE	Public Safety	\$ 114,027.47
UNIVERSITY OF GA RESEARCH FOUNDATION INC	TESTING SERVICES	Public Safety	\$ 11,981.00
VERIZON WIRELESS	TELEPHONE SERVICES, CELLULAR	Various Departments	\$ 15,256.66
VERIZON WIRELESS	TELEPHONE SERVICES, CELLULAR	Various Departments	\$ 14,705.65
VERTICAL EARTH	CONSTRUCTION, HIKE AND BIKE TRAIL	Public Works	\$ 231,507.63
WHITE OAK RENOVATION	REDUCED TREE RECOMPENSE DUE TO SAVED TREES	Public Works	\$ 11,100.00



CITY OF ALPHARETTA
 Financial Management Reports
Listing of PO's between \$5,000.01 and \$50,000.00
 for the month ended December 31, 2024

Purchase Order #	Vendor	Department	Purchase Order Amt.	Description
25000486	TEN 8 FIRE & SAFETY EQUIPMENT OF GEORGIA	PUBLIC SAFETY	\$ 26,746.74	VEHICLE REPAIRS FOR FD8036
25000488	LASER PRODUCTS, LLC	REC., PARKS & CULTURAL SVCS	\$ 9,600.00	TURFPLANING OF (4) BASEBALL FIELDS AT WEBB BRIDGE PARK
25000489	AMERICAN FACILITY SERVICES INC	PUBLIC SAFETY	\$ 6,180.00	JANITORIAL SERVICES FOR FORMER ALPHARETTA TECHNOLOGY CENTER
25000493	THE F. A. BARTLETT TREE EXPERT COMPANY	PUBLIC WORKS	\$ 11,376.35	TREE AND SHRUB REMOVAL SERVICES ON LANTERN RIDGE CT
25000495	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	\$ 10,222.50	TREE REPLACEMENTS AT RUCKER/CHARLOTTE ROUNDABOUT
25000497	HASLEY RECREATION, INC	REC., PARKS & CULTURAL SVCS	\$ 24,433.72	REPLACEMENT PAVILION AT WINDWARD COMMUNITY PARK
25000501	RUSSELL LANDSCAPE, LLC	PUBLIC WORKS	\$ 39,663.00	ALPHA LOOP TREE PLANTING, INCLUDING WATERING SERVICES
25000502	DOCUSIGN INC	FINANCE	\$ 11,040.00	ANNUAL DOCUSIGN MAINTENANCE AND SUPPORT
25000507	YELLOBEE STUDIO	REC., PARKS & CULTURAL SVCS	\$ 8,045.00	GRAPHIC DESIGN SERVICES FOR 2025 SUMMER GUIDE
25000508	FULTON COUNTY BOARD OF EDUCATION	REC., PARKS & CULTURAL SVCS	\$ 22,546.00	UTILITY REIMBURSEMENT FOR INNOVATION ACADEMY
25000509	BARRETT CONTRACTING GROUP, LLC	REC., PARKS & CULTURAL SVCS	\$ 49,950.00	GENERAL CONTRACTOR FOR SPOTLIGHT STAGE AT NORTH POINT MALL
25000510	CAPITAL SPORTS CONSTRUCTION, INC.	REC., PARKS & CULTURAL SVCS	\$ 40,325.00	CONCRETE REPAIRS AT NORTH PARK MIRACLE LEAGUE
25000514	TERRAMARK LAND SURVEYING INC	PUBLIC WORKS	\$ 8,965.00	SURVEYING SERVICES AT WEBB BRIDGE RD AND BIG CREEK OVERLOOK
25000519	UGA RESEARCH FOUNDATION INC	PUBLIC SAFETY	\$ 11,981.00	POLICE PROMOTIONAL TESTING
25000520	GEORGIA MUNICIPAL ASSN	ADMINISTRATION	\$ 21,351.36	2025 MEMBERSHIP SERVICE FEES
25000521	AVALON HOTEL ASSOCIATES, LLC	ADMINISTRATION	\$ 14,837.18	2024 EMPLOYEE HOLIDAY LUNCHEON
25000522	WITT O'BRIEN'S LLC	ADMINISTRATION	\$ 50,000.00	GRANT MANAGEMENT SERVICES
25000524	THE CDL SCHOOLS LLC	PUBLIC WORKS	\$ 16,000.00	MOBILE CDL TRAINING FOR (4) STAFF MEMBERS
25000528	G-PRODUCTS LLC	REC., PARKS & CULTURAL SVCS	\$ 7,020.77	CARPET BONDED FORM FOR GYMNASTICS TRAINING CENTER
25000529	ICAN SHINE INC	REC., PARKS & CULTURAL SVCS	\$ 11,400.00	FACILITATION OF 2025 SUMMER ICAN BIKE CAMP
25000530	TELEMESSAGE, INC.	INFORMATION TECHNOLOGY	\$ 35,374.56	SMS AND MMS TEXT MESSAGE STORAGE FOR FOIA REQUEST
25000532	BOOT HOLDINGS 2022, LLC	ADMINISTRATION	\$ 15,000.00	CITY COUNCIL RETREAT ON JAN 17-18, 2025
25000534	THE F. A. BARTLETT TREE EXPERT COMPANY	PUBLIC WORKS	\$ 7,385.10	TREE AND SHRUB REMOVAL SERVICES AT FIRE STATION 85

**City of Alpharetta
Balance Sheet
Governmental Funds
December 31, 2024**

	Major Governmental Funds						Non-Major	Total
	General Fund	Capital Project Fund	Capital Grant Fund	2022 Bond Fund	T-SPLOST Capital Fund	T-SPLOST II Capital Fund	Governmental Funds	Governmental Funds
ASSETS								
Cash / Cash Equivalents / Investments	\$ 52,754,827	\$ 11,272,716	\$ 953,923	\$ 27,594,444	\$ 30,400,543	\$ 20,484,804	\$ 19,992,067	\$ 163,453,323
Receivables (net of allowance for uncollectibles)								
Taxes Receivable								
Property Taxes	2,724,176	-	-	-	-	-	1,421	2,725,596
Other Taxes	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-
Accounts	1,316,480	-	-	-	-	-	455,655	1,772,135
Due from Other Funds	569,482	-	-	-	-	-	1,493	570,975
Intergovernmental Receivable	1,682	64,456	50,000	-	-	-	-	116,139
Cash - Restricted	258,724	253,189	-	-	-	-	-	511,914
Total Assets	57,625,371	11,590,361	1,003,923	27,594,444	30,400,543	20,484,804	20,450,636	169,150,083
LIABILITIES AND FUND BALANCES								
Liabilities								
Current								
Accounts Payable	938,423	33,088	-	1,015	14,164	1,390	45,941	1,034,020
Retainage Payable	-	31,816	55,174	-	125,138	321,210	68,448	601,786
Intergovernmental Payable	-	-	-	-	-	-	-	-
Claims Payable	-	-	-	-	-	-	-	-
Payroll Payable	255,888	-	-	-	-	-	-	255,888
Due to Other Funds	-	-	458,221	-	-	-	14,638	472,859
Deferred Revenue	4,988,612	64,456	23,915	-	-	-	458,569	5,535,552
Unearned Revenue	187,082	-	75,000	-	-	-	7,865	269,947
Non-Current								
Unclaimed Property	105,106	-	-	-	-	-	-	105,106
Claims Payable	-	-	-	-	-	-	-	-
Total Liabilities	6,475,111	129,361	612,311	1,015	139,302	322,599	595,461	8,275,158
Fund Balances:								
Restricted for:								
Capital Projects	-	480,763	(112,130)	21,984,790	7,997,026	11,709,482	5,675,710	47,735,641
Law Enforcement	-	-	-	-	-	-	150,552	150,552
Emergency Telephone Activities	-	-	-	-	-	-	(774,560)	(774,560)
Debt Service	-	-	-	-	-	-	4,755,235	4,755,235
Promotion of Tourism	-	-	-	-	-	-	1,097,470	1,097,470
Assigned for:								
Grant Projects	-	276,000	-	-	-	-	105,266	381,266
Arbitrage	-	-	-	1,290,000	-	-	-	1,290,000
Encumbrances	4,381,025	8,156,921	454,764	2,652,074	22,109,453	6,534,101	4,088,186	48,376,524
Unallocated	46,769,235	2,547,316	48,979	1,666,566	154,763	1,918,622	4,757,315	57,862,796
Total Fund Balances	51,150,260	11,461,001	391,612	27,593,430	30,261,241	20,162,205	19,855,175	160,874,924
Total Liabilities and Fund Balances	\$ 57,625,371	\$ 11,590,361	\$ 1,003,923	\$ 27,594,444	\$ 30,400,543	\$ 20,484,804	\$ 20,450,636	\$ 169,150,083

City of Alpharetta
Combining Balance Sheet
Non-Major Governmental Funds
December 31, 2024

	Special Revenue							Total Non-major		
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911	Opioid Settlement Fund	Debt Service Fund	Stormwater Capital Fund	Governmental Funds
ASSETS										
Cash / Cash Equivalents / Investments	\$ 2,753,133	\$ 5,930,531	\$ 376,787	\$ 28,135	\$ 187,107	\$ 79,999	\$ 72,686	\$ 5,716,973	\$ 4,846,715	\$ 19,992,067
Taxes Receivable	1,421	-	-	-	-	-	-	-	-	1,421
Pre-Paid Expenditures	-	-	-	-	-	-	-	-	-	-
Accounts Receivable	-	-	-	-	-	-	-	-	-	-
Property Taxes	-	-	-	-	-	-	-	455,655	-	455,655
Intergovernmental Receivable	-	-	-	-	1,493	-	-	-	-	1,493
Due From Other Funds	-	-	-	-	-	-	-	-	-	-
Restricted	-	-	-	-	-	-	-	-	-	-
Total Assets	2,754,554	5,930,531	376,787	28,135	188,600	79,999	72,686	6,172,629	4,846,715	20,450,636
LIABILITIES										
Accounts Payable	-	-	-	-	1,200	38,399	-	-	6,342	45,941
Retainage Payable	-	-	-	-	-	-	-	-	68,448	68,448
Intergovernmental Payable	-	-	-	-	-	-	-	-	-	-
Arbitrage Payable	-	-	-	-	-	-	-	-	-	-
Compensated Absences	-	-	-	-	-	-	-	-	-	-
Payroll Liabilities	-	-	-	-	-	14,638	-	-	-	14,638
Due to Other Fund	-	-	-	-	-	-	-	-	-	-
Deferred Revenue	1,421	-	-	-	1,493	-	-	455,655	-	458,569
Unearned Revenue	-	-	-	-	-	-	-	7,865	-	7,865
Total Liabilities	1,421	-	-	-	2,693	53,037	-	463,521	74,790	595,461
FUND BALANCES										
Restricted:										
Capital Projects	-	2,237,385	-	-	-	-	-	-	3,438,325	5,675,710
Law Enforcement	-	-	111,661	28,135	-	-	10,756	-	-	150,552
Promotion of Tourism	1,097,470	-	-	-	-	-	-	-	-	1,097,470
Emergency Telephone Activities	-	-	-	-	-	(774,560)	-	-	-	(774,560)
Debt Service	-	-	-	-	-	-	-	4,755,235	-	4,755,235
Assigned for: Grant Projects	-	-	-	-	-	-	-	-	-	-
Grant Projects	-	-	-	-	105,266	-	-	-	-	105,266
Encumbrances	-	2,010,645	-	-	50,000	801,521	-	-	1,226,020	4,088,186
Unallocated	1,655,663	1,682,501	265,126	-	30,641	-	61,930	953,873	107,581	4,757,315
Total Fund Balances	2,753,133	5,930,531	376,787	28,135	185,907	26,962	72,686	5,709,108	4,771,926	19,855,175
Total Liabilities and Fund Balances	\$ 2,754,554	\$ 5,930,531	\$ 376,787	\$ 28,135	\$ 188,600	\$ 79,999	\$ 72,686	\$ 6,172,629	\$ 4,846,715	\$ 20,450,636

City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended December 31, 2024

	Major Governmental Funds						Non-Major	Total
	General	Capital	Capital	S2022 Const	T-SPLOST	T-SPLOST II	Governmental	Governmental
	Fund	Project Fund	Grant Fund	Bond Fund	Capital Fund	Capital Fund	Funds	Funds
REVENUES								
Taxes:								
Property Tax	\$ 32,423,870	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,841,439	\$ 38,265,308
Local Option Sales Tax	9,187,126	-	-	-	-	-	-	9,187,126
Transportation SPLOST	-	-	-	-	-	6,124,177	-	6,124,177
Other Taxes	8,291,329	-	-	-	-	-	3,941,289	12,232,618
Licenses and permits	2,389,232	-	-	-	-	-	-	2,389,232
Intergovernmental	75,492	43,500	2,036,894	-	-	-	1,326,705	3,482,590
Charges for services	2,217,140	-	-	-	-	-	87,874	2,305,014
Impact Fees	-	-	-	-	-	-	191,378	191,378
Fines/Forfeitures	1,103,367	-	-	-	-	-	20,599	1,123,966
Investment earnings (Loss)	765,957	322,287	24,601	707,657	805,341	446,959	366,877	3,439,678
Contributions and Donations	46,553	43,012	-	-	-	-	595	90,160
Misc Revenue	68,433	-	-	-	-	-	-	68,433
Other	-	-	-	-	-	-	-	-
Total revenues	56,568,498	408,799	2,061,495	707,657	805,341	6,571,136	11,776,755	78,899,680
EXPENDITURES								
Current:								
Unallocated	-	-	-	-	-	-	-	-
General government	6,975,977	284,757	-	-	-	-	1,724,665	8,985,399
Public safety	22,733,395	862,314	-	-	-	-	2,662,807	26,258,515
Public works	5,201,300	488,819	1,115,319	52,174	2,146,229	2,034,665	1,646,949	12,685,456
Economic and community development	2,346,457	261,911	-	-	-	-	-	2,608,368
Alpharetta Business Community	-	-	-	-	-	-	-	-
Culture and recreation	6,985,836	1,400,683	-	445,500	-	-	14,119	8,846,138
Contingency	-	-	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-	-	-
Debt service:								
Principal	-	-	-	-	-	-	226,006	226,006
Interest	35,989	-	-	-	-	-	1,594,050	1,630,038
Other Costs	-	-	-	-	-	-	-	-
Bond issuance costs	-	-	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-	-	-
Total expenditures	44,278,954	3,298,484	1,115,319	497,674	2,146,229	2,034,665	7,868,594	61,239,921
Excess (deficiency) of revenues over (under) expenditures	12,289,544	(2,889,685)	946,176	209,983	(1,340,889)	4,536,471	3,908,160	17,659,760
OTHER FINANCING SOURCES (USES)								
Transfers in	845,995	-	-	-	-	-	-	845,995
Transfers out	-	-	-	-	-	-	(845,995)	(845,995)
Loan Proceeds	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-
Sale of capital assets	25,768	-	-	-	-	-	-	25,768
Sale of non-capital assets	4,126	-	-	-	-	-	-	4,126
Land Sale	-	-	-	-	-	-	-	-
Insurance Proceeds	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-
Total other financing sources and (uses)	875,889	-	-	-	-	-	(845,995)	29,894
Net change in fund balances	13,165,433	(2,889,685)	946,176	209,983	(1,340,889)	4,536,471	3,062,165	17,689,654
Fund balances - beginning	37,984,828	14,350,686	(554,563)	27,383,447	31,602,130	15,625,733	16,793,010	143,185,270
Fund balances - ending	\$ 51,150,260	\$ 11,461,001	\$ 391,612	\$ 27,593,430	\$ 30,261,241	\$ 20,162,205	\$ 19,855,175	\$ 160,874,924

City of Alpharetta
Combining Statement of Revenues, Expenditures, and Changes in Fund Balances
Non-major Governmental Funds
For the Period Ended December 31, 2024

	Special Revenue								Total Non-major	
	Hotel Motel	Impact Fee	Federal Confiscated Assets	State Confiscated Assets	Grant Operating	E911 Fund	Opiod Settlement Fund	Debt Service Fund	Stormwater Service Fund	Governmental Funds
REVENUES:										
Hotel Motel Tax	\$ 3,941,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,941,289
Property tax	-	-	-	-	-	-	-	5,841,439	-	5,841,439
Charges for Service	-	-	-	-	87,874	-	-	-	-	87,874
Impact Fees	-	191,378	-	-	-	-	-	-	-	191,378
Forfeiture Income	-	-	-	9,843	-	-	10,756	-	-	20,599
Intergovernmental	-	-	29,935	-	32,588	1,264,182	-	-	-	1,326,705
Contributions & Donations	-	-	-	-	595	-	-	-	-	595
Investment Earnings (Loss)	41,082	135,482	-	-	3,541	(3,596)	-	47,920	142,448	366,877
Other	-	-	-	-	-	-	-	-	-	-
Total revenues	3,982,371	326,860	29,935	9,843	124,597	1,260,586	10,756	5,889,359	142,448	11,776,755
EXPENDITURES:										
Tourism	1,722,315	-	-	-	-	-	-	-	-	1,722,315
Community Development	-	-	-	-	-	-	-	-	-	-
Culture/Recreation	-	-	-	-	14,119	-	-	-	-	14,119
Public Safety	-	-	-	13,809	29,908	2,619,090	-	-	-	2,662,807
Public Works	-	-	-	-	-	-	-	-	1,646,949	1,646,949
General Government	-	-	-	-	-	-	-	2,350	-	2,350
Debt Service:	-	-	-	-	-	-	-	-	-	-
Principal	-	-	-	-	-	226,006	-	-	-	226,006
Interest	-	-	-	-	-	-	-	1,594,050	-	1,594,050
Bond Issuance Costs	-	-	-	-	-	-	-	-	-	-
Total expenditures	1,722,315	-	-	13,809	44,027	2,845,096	-	1,596,400	1,646,949	7,868,594
Excess (deficiency) of revenues over expenditures	2,260,057	326,860	29,935	(3,966)	80,570	(1,584,509)	10,756	4,292,960	(1,504,501)	3,908,160
OTHER FINANCING SOURCES (USES):										
Transfers in / out:										
General fund	(845,995)	-	-	-	-	-	-	-	-	(845,995)
Budgeted Fund Balance:	-	-	-	-	-	-	-	-	-	-
Capital Leases	-	-	-	-	-	-	-	-	-	-
Total other financing sources	(845,995)	-	-	-	-	-	-	-	-	(845,995)
Net change in fund balances	1,414,061	326,860	29,935	(3,966)	80,570	(1,584,509)	10,756	4,292,960	(1,504,501)	3,062,165
Fund balances - beginning	1,339,072	5,603,671	346,852	32,101	105,337	1,611,471	61,930	1,416,149	6,276,427	16,793,010
Fund balances - ending	\$ 2,753,133	\$ 5,930,531	\$ 376,787	\$ 28,135	\$ 185,907	\$ 26,962	\$ 72,686	\$ 5,709,108	\$ 4,771,926	\$ 19,855,175

DEVELOPMENT AUTHORITY



Revenue & Expenditure Report GAAP Financial Statements



ALPHARETTA DEVELOPMENT AUTHORITY

Financial Management Report - As of December 31, 2024 (unaudited)

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Revenues					
99575100-346900	Bond Application Fee	\$ -	\$ 138,100		\$ (138,100)
99575100-361000	Investment Earnings	-	8,103		(8,103)
99575100-371000-C1532	Tech Alpharetta Operational Funding (IGA with COA)	95,000	23,750		71,250
(2) 99575100-381000-C1535	Tech Alpharetta Incubator Operations	23,700	7,355		-
	subtotal	\$ 118,700	\$ 177,308		\$ (74,953)
(1) 99575100-395000	Carryforward Fund Balance	\$ 284,976	\$ -		\$ 284,976
	subtotal	\$ 284,976	\$ -		\$ 284,976
	Total	\$ 403,676	\$ 177,308		\$ 210,023
Expenditures					
99575100-571000	Local Job Creation Grant Program	\$ 32,500	\$ -	\$ -	\$ 32,500
99575100-544100-C1532	Tech Alpharetta Operational Funding	95,000	47,500	47,500	-
99575100-544100-C2525	Tech Alpharetta Relocation MOU	30,000	27,865	-	2,135
99575100-544100-C1601	High Impact Permitting Grant Program (IGA with COA)	20,948	-	-	20,948
99575100-544100-C2210	Downtown Economic Development Initiative	10,000	-	-	10,000
99575100-544100-C2422	Connect Forward Grant Program	50,000	-	-	50,000
	subtotal	\$ 238,448	\$ 75,365	\$ 47,500	\$ 115,583
(2) 99575100-523860-C1535	Tech Alpharetta Incubator Operation (Maint. Contracts)	\$ 12,000	\$ 2,888	\$ 889	\$ 8,223
(2) 99575100-531200-C1535	Tech Alpharetta Incubator Operation (Misc. Utilities)	1,100	316	-	784
(2) 99575100-531210-C1535	Tech Alpharetta Incubator Operation (Water/Sewer)	1,200	43	-	1,157
(2) 99575100-531220-C1535	Tech Alpharetta Incubator Operation (Natural Gas)	5,000	880	-	4,120
(2) 99575100-531230-C1535	Tech Alpharetta Incubator Operation (Electricity)	4,400	1,617	-	2,783
	subtotal	\$ 23,700	\$ 5,744	\$ 889	\$ 17,067
99575100-579000	Reserve	\$ 141,528	\$ -	\$ -	\$ 141,528
	Total	\$ 403,676	\$ 81,109	\$ 48,389	\$ 274,178

- (1) Carryforward Fund Balance represents cash available at the end of the prior fiscal year that is programmed into the current fiscal year budget. As this account represents cash already received, there will not be actual collections.
- (2) Tech Alpharetta Incubator utilities are being funded by Tech Alpharetta on a reimbursement basis. As such, revenues and/or expenses will outpace budget at month end due to the billing/reimbursement delay. Additionally, collections totaling \$1,587 are related to prior year utility billings.



ALPHARETTA DEVELOPMENT AUTHORITY
Financial Management Report - As of December 31, 2024 (unaudited)

Account #	Project	Total Budget	Actuals (Collections/ Expenditures)	Encumbrances	Remaining
Fund Balance Reconciliation					
Fund Balance (beginning of Fiscal Year)			\$ 284,976		
Revenues collected to date			177,308		
Expenditures incurred to date			(81,109)		
Fund Balance (current)			\$ 381,175		
Forecasted revenue collections (Tech Alpharetta Operational Funding from the City)			71,250		
Fund Balance*			\$ 452,425		
Fund Balance Allocation (forecasted):					
Non-Spendable (unspent/remaining project allocations)			\$ 163,083		
Spendable (available for investment by the Board)			289,342		
			\$ 452,425		

* May differ from the Fund Balance figures in the attached Balance Sheet due to forecasted revenue collections that are anticipated, but not yet collected.

City of Alpharetta
Balance Sheet
COMPONENT UNIT-DEVELOPMENT AUTHORITY
December 31, 2024

ASSETS

Current Assets:

Cash and Cash Equivalents	\$ 381,175
Investments	-
Receivables	0
Restricted Cash for Bond Issuance Costs	-
Total Assets	381,175

LIABILITIES

Current Liabilities:

Accounts Payable	-
Deferred Revenue	0
Due to Other Funds	-
Total Current Liabilities	0

Current Liabilities Payable from Restricted Assets:

	-
Total Current Liabilities Payable from Restricted Assets	-

Noncurrent Liabilities:

	-
Total Noncurrent Liabilities	-
Total Liabilities	0

Fund Balance

Restricted	163,083
Unallocated	218,092
Total Fund Balance	381,175

Total Liabilities & Fund Balance	\$ 381,175
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City of Alpharetta
Statement of Revenues, Expenditures, and Changes in Fund Balance
COMPONENT UNIT-DEVELOPMENT AUTHORITY
For the Period Ended December 31, 2024

	<u>Actual Amounts</u>
Revenues	
Rent/Royalties	\$ 138,100
State Grant	-
Fees	-
Contributions & Donations	23,750
Miscellaneous Income-Interest	8,103
Miscellaneous Revenue	<u>7,355</u>
Total Revenues	<u>177,308</u>
Expenditures	
Economic Development	122,865
Maintenance Contracts	3,777
Donation to private source	-
Utilities - Miscellaneous	2,856
Debt Service:	
Principal	-
Interest	<u>-</u>
Total Expenditures	<u>129,498</u>
Excess (deficiency) of revenues over (under) expenditures	47,810
Other Financing Sources (Uses)	
Sale of capital assets	<u>-</u>
Net Change in Fund Balances	47,810
Fund Balance, Beginning of Year	<u>284,976</u>
Encumbrances	48,389
Fund Balance, End of Year	<u>381,175</u>





STAFF REPORT

Department: City Clerk

Submitted By:

Meeting Date: February 24, 2025

AGENDA ITEM:

Announcement of Public Hearing Procedures

STAFF RECOMMENDATION:

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

ALTERNATIVES:

ATTACHMENTS:



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: February 24, 2025

AGENDA ITEM: MP-25-02/CU-25-04 LOTUS ANIMAL HOSPITAL/OXFORD GREEN MP TRACT A

The applicant, Alissa Stephens, DVM, is requesting a master plan amendment and conditional use to allow an 'Animal Hospital, Small Animals' for Lotus Animal Hospital in a 2,761 square foot suite within an existing shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animals' to the Oxford Green Master Plan Tract A and a conditional use is requested to allow 'Animal Hospital, Small Animal' for Lotus Animal Hospital. The subject property is located at 5215 Windward Parkway, Suite B2 in the Windward Square shopping center.

This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve MP-25-02/CU-25-04 Lotus Animal Hospital/Oxford Green MP Tract A, subject to the following conditions:

1. 'Animal Hospital, Small Animals' shall be added as a conditional use in the Oxford Green Master Plan Tract A.
2. 'Animal Hospital, Small Animals' shall be added as a conditional use at 5215 Windward Parkway, Suite B2 and limited to no more than 2,761 square feet.
3. Conditional use approval shall be limited to Lotus Animal Hospital; no additional 'Animal Hospital, Small Animals' businesses or subleasing shall be permitted in the approved space.
4. Business shall be permitted to operate Monday – Sunday 8:00 AM – 6:00 PM.
5. Boarding of animals shall be limited to short-term care incidental to the hospital use.
6. A pet waste station with waste bags and trash shall be installed in the pet relief area. The business shall be responsible to maintain the pet relief area and waste station, including daily removal of trash and regular cleaning and replenishing of waste bags.
7. As submitted by the applicant, interior tenant improvements shall include noise attenuation measures.
8. Mobile resources supporting the business, such as a mobile MRI or X-ray, shall not be visible from the public right-of-way.

ITEM DESCRIPTION:

The submitted request, if approved, would allow the applicant to operate a 'Animal Hospital, Small Animal' use in a 2,761 square foot suite within an existing shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animals' to the Oxford Green Master Plan Tract A and a conditional use is requested to allow 'Animal Hospital, Small Animal' for Lotus Animal Hospital. The subject property is located at 5215 Windward Parkway, Suite B2 in the Windward Square shopping center.

The property is zoned O-I (Office-Institutional) subject to the Oxford Green Master Plan Tract A. Surrounding properties are zoned O-I. City of Milton is located to the east, Georgia Banking Company is located to the south, Costco is located to the west and Bank of America is located to the north. The comprehensive land use plan designation of the property is 'Commercial', which supports the applicant's proposal.

The Windward Square shopping center is a 1.38-acre property developed with a one (1) story, 11,270 square foot building. A variety of businesses operate in the center, including Verizon, Willow Orthodontics, Heavenly Pet Spa, Eye Level Learning Center, and Bombay BBQ Co. The applicant's business is proposed in Suite B2 of the shopping center.

UDC Section 1.4.2 defines 'Animal Hospital, Small Animals' as, "A place where dogs, cats, birds or other animals normally kept as household pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use." The use is permitted by-right in the LI (Light Industrial) district and as a conditional use in the AG (Agriculture), CUP (Community Unit Plan), C-1 (Neighborhood Commercial), C-2 (General Commercial), O-I (Office-Institutional) and PSC (Planned Shopping Center) districts.

According to the application, Lotus Animal Hospital is a new boutique veterinary clinic providing personalized care for pets, including cats and dogs. The business does not provide boarding services and overnight stays will be limited to pets under observation after surgery or other treatment. Hours of operation will be Monday – Sunday from 8:00 AM to 6:00 PM. The applicant estimates the business will include six (6) employees. Noise attenuation measures are proposed within the proposed suite. Clinic staff and customers will have access to a pet relief area located at the rear of the building, which will be maintained by the business.

As shown in the table below, there are eleven (11) animal hospitals operating or approved in the City. The applicant's business would be approximately 2,000' away from the nearest animal hospital, which is EasyVet Clinic at 12850 Highway 9.

Animal Hospitals Located in the City

Project Name	Address	Zoning
Alpharetta Animal Hospital	80 Milton Ave	C-2
North Main Animal Hospital	562 North Main St	C-2
Paw Patch Animal Clinic	1150 Upper Hembree Rd	C-1
Webb Bridge Animal Hospital	3953 Webb Bridge Rd	AG
Country Place Animal Hospital	2165 Old Milton Pkwy	C-2
EasyVet Clinic	12850 Alpharetta Hwy, Ste 2200	C-2
Veterinary Emergency Group	2725 Old Milton Pkwy, Ste A	O-I
Edgewater Animal Hospital	6195 Windward Parkway, Suite 109	CUP
Alpharetta Veterinary Specialty & Emergency	3100 Royal Boulevard South	O-I
PetSmart Veterinary Services	6370 North Point Parkway	PSC
Wills Park Vet	11770 Haynes Bridge Road	C-2

TRAFFIC

As shown in the table below, Staff estimates that the 2,761 square foot animal hospital would generate nine (9) AM Peak Hour trips and six (6) PM Peak Hour trips.

Lotus Animal Hospital Trip Generation Summary (PHA240056)

Land Use	Code	Density (SF)	Period	TOTAL	IN	OUT		
Animal Hospital/Veterinary Clinic	640	2,761	Daily	60	30	30		
			AM Peak Hour	9	6	3		
			PM Peak Hour	6	2	4		
Total Net New Trips			Daily	60	30	30		
			AM Peak Hour	9	6	3		
			PM Peak Hour	6	2	4		

Based upon methodologies from ITE's Trip Generation Manual, 11th Edition (2021)

STANDARDS FOR MASTER PLAN AMENDMENTS

The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

a. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property.

Response: The proposal would be suitable as it relates to the use and development of adjacent or nearby properties, which are primarily developed with commercial uses. In addition, there is an existing pet spa business operating in the adjacent suite.

b. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

Response: The zoning proposal should not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed with commercial uses. In addition, there is an existing pet spa business operating in the adjacent suite.

c. Whether the zoning proposal will adversely affect the natural environment.

Response: The proposal should not have significant impacts on the natural environment. The applicant proposes to occupy an existing building and does not propose any exterior changes to the site.

d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: The subject property is approved for commercial use. There are several examples in the City of 'Animal Hospital, Small Animal' businesses operating in commercial corridors and strip centers.

e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The proposal would not have significant impacts on public facilities and services. The proposed use would generate approximately nine (9) AM Peak Hour trips and six (6) PM Peak Hour trips.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: Not applicable.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality or general welfare against the right to unrestricted use of property.

Response: The proposal reflects a reasonable balance and would be compatible with surrounding uses and other locations for this business type, which are similarly situated along commercial corridors and in retail strip centers. In addition, there is an existing pet spa business operating in the adjacent suite.

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: The subject property is approved for commercial use. There are several examples in the City of 'Animal Hospital, Small Animal' businesses operating in commercial corridors and strip centers.

i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: The zoning proposal is consistent with the comprehensive land use plan designation of the property, which is 'Commercial'.

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: The Windward Square shopping center was developed in compliance with site access development standards with multiple points of access from Windward Parkway and Jordan Court, as well as interparcel connectivity with adjacent properties. The use would not have significant impacts on vehicular and pedestrian access.

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: The property is in compliance with regard to refuse areas, loading and service areas, off-street parking, and buffers and screening.

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: The proposed use would be compatible with the surrounding retail uses and other locations for this business, which are similarly situated along commercial corridors. In addition, there is an existing pet spa business operating in the adjacent suite.

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: Not applicable.

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area; and

Response: The proposed use would be compatible with the surrounding uses and other locations for this business, which are similarly situated along commercial corridors. In addition, there is an existing pet spa business operating in the adjacent suite.

6. Ensuring that the location and character of the conditional use is considered to be consistent with a desirable pattern of development for the city, in general.

Response: The proposed use would be compatible with the surrounding uses and other locations for this business, which are similarly situated along commercial corridors. In addition, there is an existing pet spa business operating in the adjacent suite.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches or schools.

Response: The nearest animal hospital is located approximately 2,000' to the north at EasyVet Clinic (12850 Highway 9). There does not appear to be any conflicting uses in the immediate vicinity.

CONCURRENCES

Staff has reviewed the applicant's proposal against the review criteria for a master plan amendment and conditional use. The proposed use would be compatible with surrounding uses and other locations for this business type, which are similarly situated along commercial corridors. If approved, it is recommended that conditions be established that regulate and limit any expansion of the business.

CITIZEN PARTICIPATION PLAN

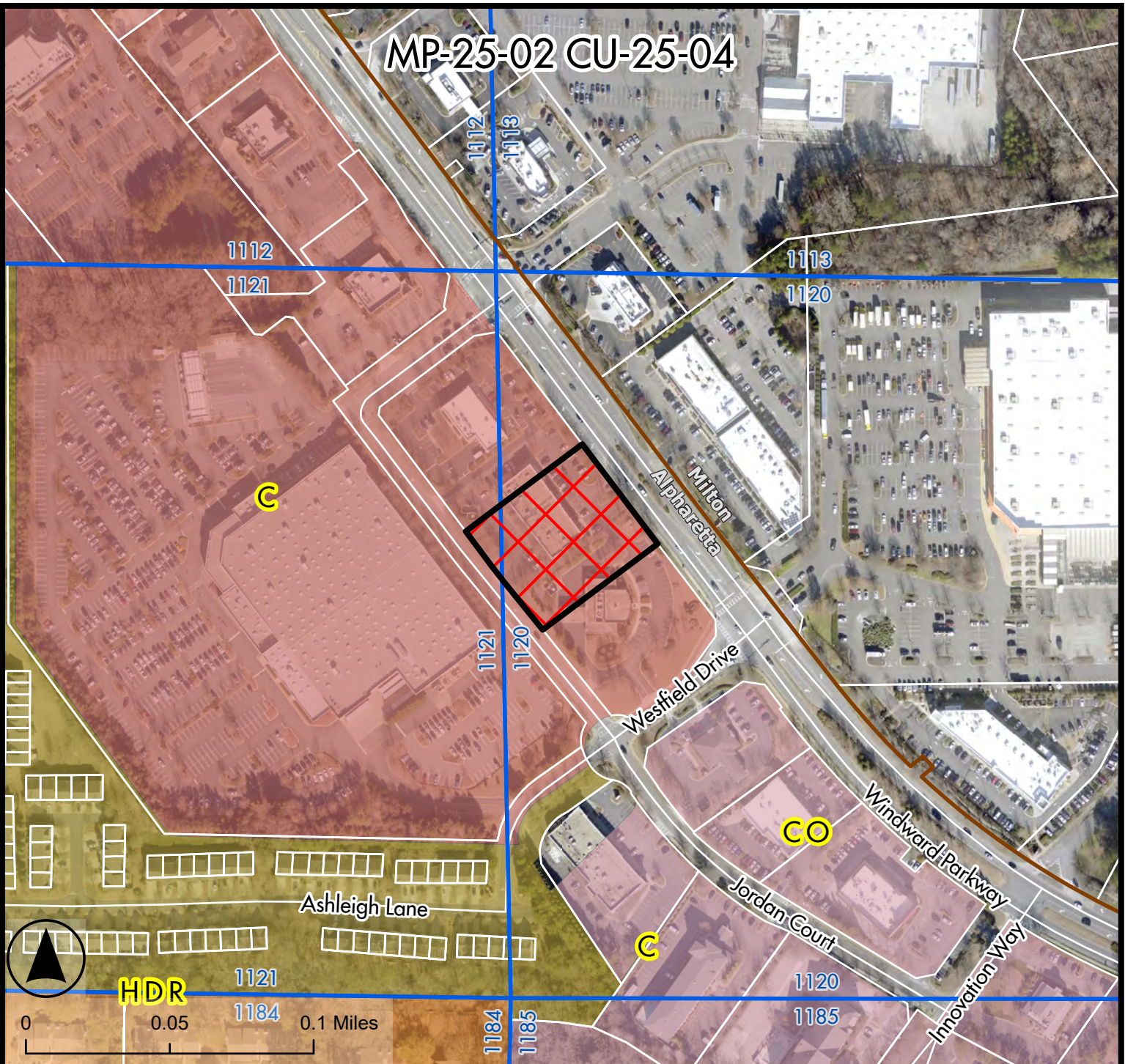
The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on January 8, 2024. There were no public comments.

ATTACHMENTS:
• Map Series • CZIM • Citizen Part B • Application

MP-25-02 CU-25-04



Legend

- MP-25-02 CU-25-04
- Land Lots
- Tax Parcels
- Alpharetta City Limits

Future Land Use 2040

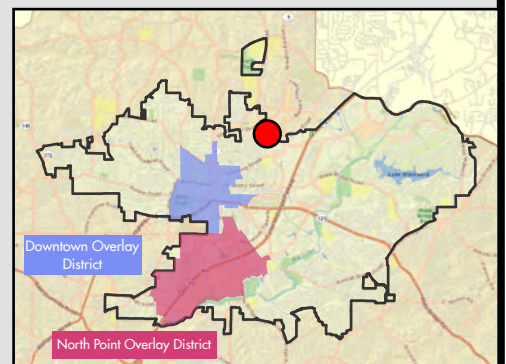
- Commercial
- Corporate Office
- High Density Residential
- Medium Density Residential

Future Land Use Map

Lotus Animal Hospital / Oxford Green MP Tract A
5215 Windward Parkway

MP-25-02 CU-25-04
D/LL: 2/2/1120

PC: 2/6/2025
CC: 2/24/2025



MP-25-02 CU-25-04

C-1

O-I

1112

1121

1112

1113

1113

1120

1121

1120

Milton
Alpharetta

Westfield Drive

Ashleigh Lane

1121

1184

CUP

1184

1185

1120

1185

Jordan Court

Windward Parkway

Innovation Way



0 0.05 0.1 Miles

Legend

MP-25-02 CU-25-04

Land Lots

Tax Parcels

Alpharetta City Limits

Zoning District

C-1 Neighborhood Commercial

CUP Community Unit Plan

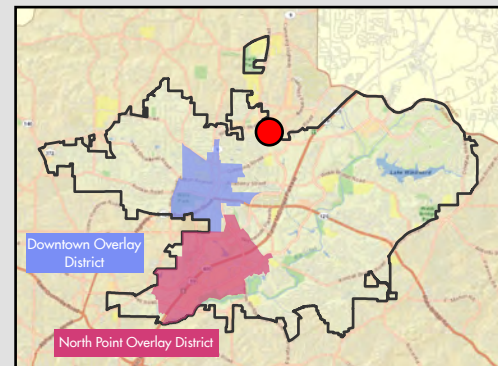
O-I Office Institutional

Zoning Map

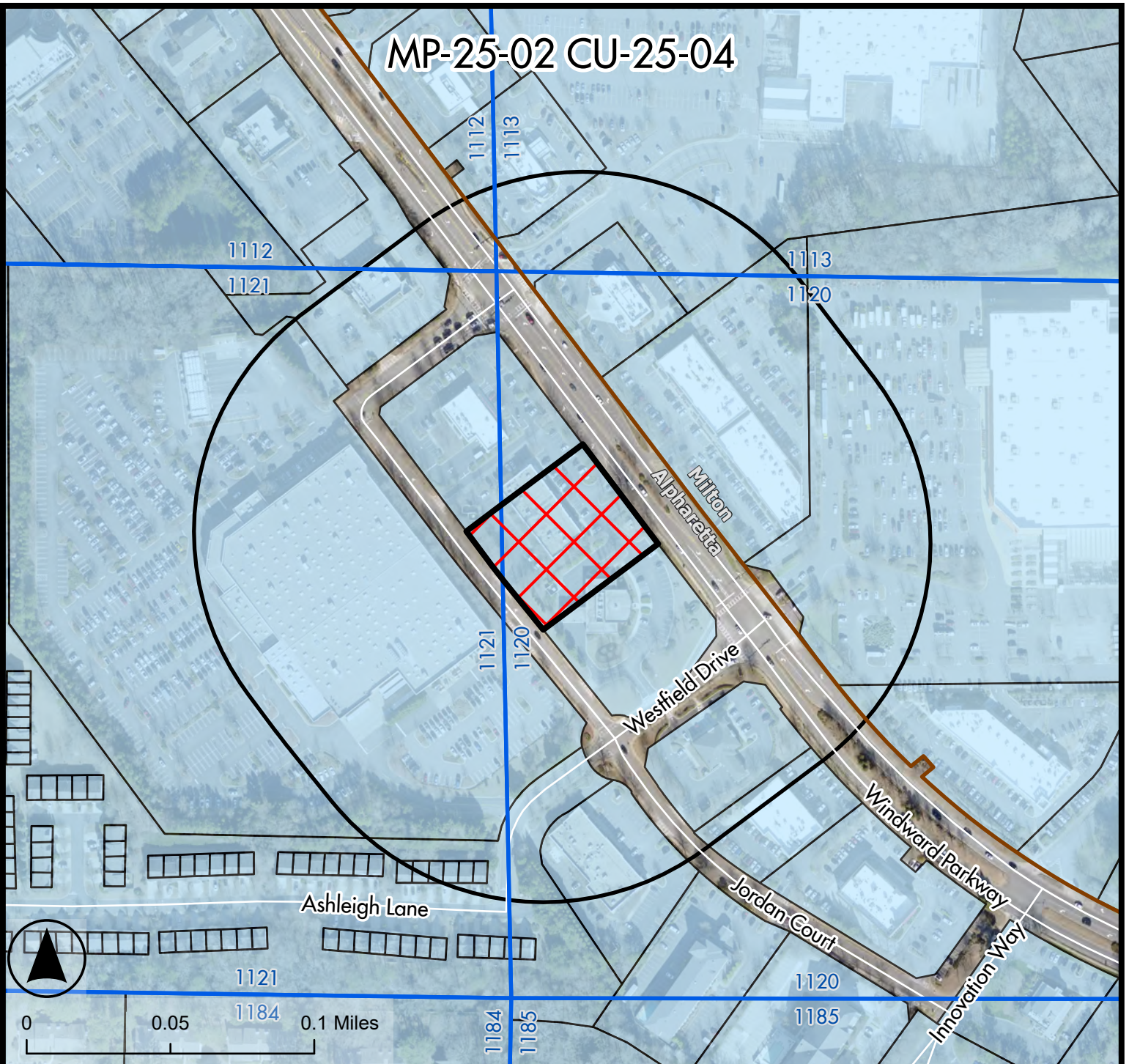
Lotus Animal Hospital / Oxford Green MP Tract A
5215 Windward Parkway

MP-25-02 CU-25-04
D/LL: 2/2/1120

PC: 2/6/2025
CC: 2/24/2025



MP-25-02 CU-25-04



Legend

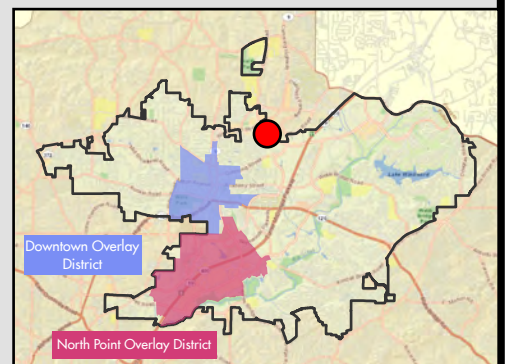
-  MP-25-02 CU-25-04
-  Land Lots
-  500 ft Buffer
-  Tax Parcels
-  Alpharetta City Limits

Location and Buffer Map

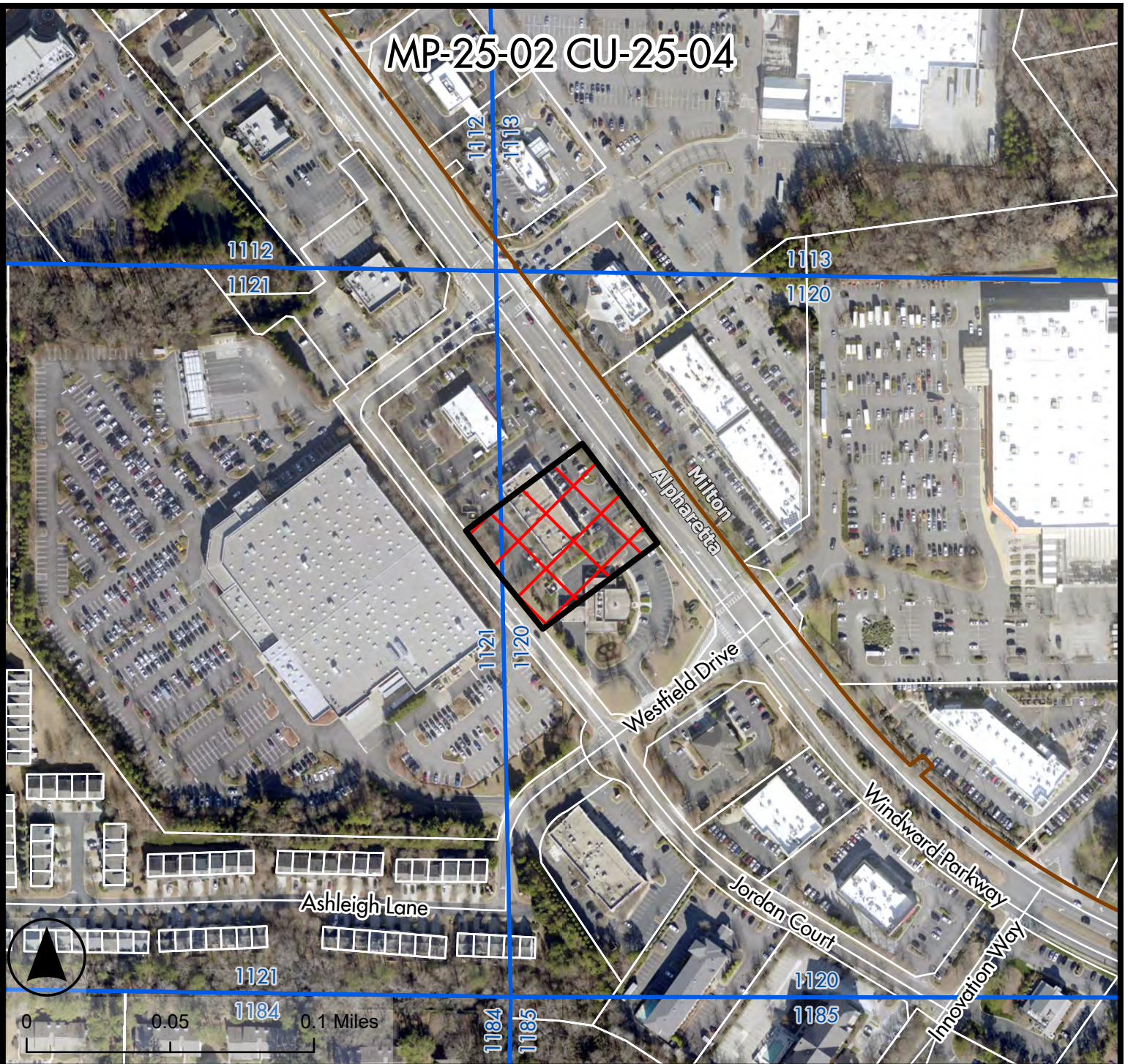
Lotus Animal Hospital / Oxford Green MP Tract A
5215 Woodward Parkway

MP-25-02 CU-25-04
D/LL: 2/2/1120

PC: 2/6/2025
CC: 2/24/2025



MP-25-02 CU-25-04



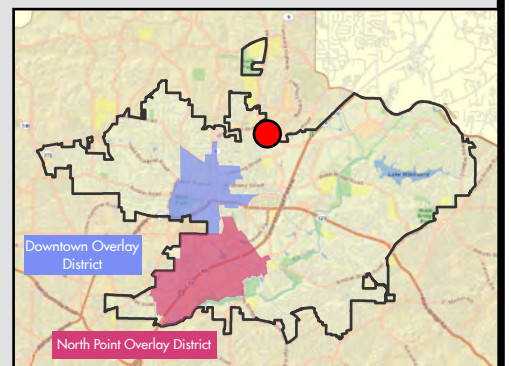
Legend

-  MP-25-02 CU-25-04
-  Land Lots
-  Alpharetta City Limits
-  Tax Parcels

Aerial Map
Lotus Animal Hospital / Oxford Green MP Tract A
5215 Woodward Parkway

MP-25-02 CU-25-04
D/LL: 2/2/1120

PC: 2/6/2025
CC: 2/24/2025



Community Zoning Information Meeting (CZIM)

January 8, 2025

Please sign-in and leave your comments and/or concerns.

MP-25-02/CU-25-04 / Lotus Animal Hospital/Oxford Green MP Tract A

NAME	ADDRESS	COMMENTS
	No	Comments

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Lotus Animal Hospital

Public Hearing or Project Name: _____

Kelly Edge

770-841-8017

Contact Name: _____ Telephone: _____

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.
No comments have been provided up to today (1/20/25).

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|--|--|
| ☒ Letter | ☒ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

DocuSigned by:

4823262EB31148E...

Signature of Authorized Agent _____

1/21/25

Date: _____

SALEM GLEN APARTMENTS LLC
120 HABERSHAM ST
SAVANNAH GA 31401

WINDWARD EYE GROUP LLC
5315 F WINDWARD PKWY
ALPHARETTA GA 30004

COSTCO WHOLESALE CORPORATION
999 LAKE DR
ISSAQUAH WA 98027

MUBARAK REAL ESTATE LLC
5225 FIVE FORKS TRICKUM RD
LILBURN GA 30047

DOROODGAR JINA LOO
2851 ASHLEIGH LN
ALPHARETTA GA 30004

MANSELL ROAD HOLDINGS LLC
5200 BUFFINGTON RD
ATLANTA GA 30349

DAVIS FLORENCE
PO BOX 1204
ALPHARETTA GA 30009

NORTHMARK WINDWARD LLC
P.O. BOX 570486
ATLANTA GA 30357

MENCIAS JUAN C COMPRETTA CONSTANCE
HALEY
2847 ASHLEIGH LN
ALPHARETTA GA 30004-6165

PIONEER REAL ESTATE DEV INC
4652 UNION HWY
GAFFNEY SC 29340

GODOY WALTER C
2845 ASHLEIGH LN
ALPHARETTA GA 30004

SHUBERT & BOOTH WINDWARD 1 LLC
234 W 44TH ST
NEW YORK NY 10036

BAKER KIMBERLY V
2843 ASHLEIGH LN
ALPHARETTA GA 30004

OWEN MOTORS INC
16 INVERNESS DR
BLUFFTON SC 29910

2841 ASHLEIGH LANE LLC
1035 LAKE WINDWARD OVLK
ALPHARETTA GA 30005

BALCH ALPHARETTA LLC ET AL
6 SANTA BARBARA PL STE 250
LAGUNA BEACH CA 92677

DEVELOPMENT OF MARYLAND INC
P.O. BOX 105842
ATLANTA GA 30348-5842

SCOTT H LEE TR
P.O. BOX 8050 MS-0555
BENTONVILLE AR 72712-8050

WINDWARD POINTE HOMEOWNERS ASSOC.
INC
3350 BRECKINRIDGE BLVD
DULUTH GA 30096

SUNTRUST BANK ATLANTA
PO BOX 26665 VA-RIC-8614
RICHMOND VA 23261-6665

5035 WINDWARD LLC
3715 NORTHSIDE PKWY NW BLDG/STE 40
0 515
ATLANTA GA 30327

December 13, 2024

Kelly Edge
3062 Four Oaks Drive
Atlanta, GA 30362

RE: MP-25-02/CU-25-04 Lotus Animal Hospital/Oxford Green MP

Dear Property Owner:

Please allow this letter to serve as public notice for consideration of a master plan amendment and conditional use to allow a 'Animal Hospital, Small Animals (Veterinarian)' business in the Windward Square shopping center. A master plan amendment is requested to add 'Animal Hospital, Small Animal (Veterinarian)' to the Oxford Green Master Plan Tract A and a conditional use is requested to allow 'Animal Hospital, Small Animal (Veterinarian)' for Lotus Animal Hospital. The property is located at 5215 Windward Parkway, Suite B2 and is legally described as being located in Land Lots 1120 & 1121, 2nd District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, January 8, 2025, at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by the **Planning Commission on Thursday, February 6, 2025, and City Council on Monday, February 24, 2025, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at kelly@lightpointcre.com, 770-841-8017.

Sincerely,

Kelly Edge

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Kelly Edge

Telephone: 770-841-8017

Address: 3062 Four Oaks Drive

Suite: _____

City Atlanta

State: GA

Zip: 30360

Fax: _____

Mobile Tel: 770-841-8017

Email: kelly@lightpointcre.com

Subject Property Information:

Address: 5215 Windward Pkwy Alpharetta GA 30004 - Suite B2

Current Zoning: OI

District: _____

Section: _____

Land Lot: _____

Parcel ID: 22 512011202908

Proposed Zoning: _____

Current Use: _____

This Application For (Check All That Apply):

☒ Conditional Use

☒ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☐ Other (Specify): _____

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

We are seeking approval to utilize the property as a veterinary clinic. Specifically, this will be a boutique veterinary facility focusing on providing high-quality, personalized care to pets.

Applicant's Request (Please itemize the proposal):

We are requesting an amendment to the Master Plan to allow for veterinary use with no outside kennels or overnight boarding.

Applicant's Intent *(Please describe what the proposal would facilitate).*

1. Services Provided:

- The clinic will focus on outpatient veterinary services, such as wellness exams, vaccinations, diagnostics, and minor procedures.
- No overnight boarding or hospitalizations will occur at this facility. All animals will be cared for during standard business hours only.

2. Operational Impact:

- Traffic flow and parking demands will be minimal, as appointments will be scheduled to prevent overcrowding.
- Noise levels will be contained within the building to ensure minimal disruption to neighboring properties.

3. Community Benefits:

- The boutique model fosters a welcoming and stress-free environment for pet owners and their animals.
- By providing specialized care locally, we aim to support the health and well-being of pets in the community without the need for extensive travel.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Rahim Asani or Ali Ravi

Telephone: 770-727-1773

Address: 5215 Windward Pky

Suite: _____

City Alpharetta

State: GA

Zip: 30004 - _____

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☒ Conditional Use |
| ☐ Variance | ☒ Master Plan |
| ☐ Land Use Application | ☐ Other |

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Kelly Edge on behalf of Alissa Stephens, DVM

Telephone: 770-841-8017

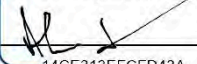
Address: _____

Suite: _____

City _____ State: _____ Zip: _____ - _____

So Sworn and Attested:

Owner Signature: _____

DocuSigned by:

14CE313EFCFD43A...

Date: 11/25/2024

Notary:

Notary Signature: _____

Date: _____

DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: Kelly Edge

Subject Public Hearing Case: _____

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: N/A Position: _____

Description of Contribution: N/A Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

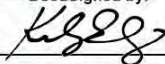
Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: _____

DocuSigned by:

4823262EB31148E...

Date: 11/26/2024

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

Veterinary services have become a common part of retail environments as small practices establish themselves to meet the growing demand for pet care. Our proposal aligns with that trend by introducing a small, companion-animal-only practice focused on personalized outpatient care for pets.

How will this proposal affect the use and value of the surrounding properties?

This use will have no impact on surrounding properties and will complement the existing groomer on-site. Together, these businesses create a convenient, cohesive service hub for pet owners in the community.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

What would be the increase to population and traffic if the proposal were approved?

Traffic flow and parking demands will be minimal, as appointments will be scheduled to prevent overcrowding.

What would be the impact to schools and utilities if the proposal were approved?

None

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

Are there existing or changing conditions which affect the development of the property and support the proposed request?

No change.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: Veterinary use - Amendment to Master Plan - 5215 Windward Pky

Contact Name: Kelly Edge Telephone: 770-841-8017

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

See attached list

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

- | | |
|--|--|
| ☒ Letter | ☒ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> |

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

We will be contacting each property owner via letter and direct personal visit. The owners will be able to contact us via phone, email, or come to the meeting to respond.

SALEM GLEN APARTMENTS LLC
120 HABERSHAM ST
SAVANNAH GA 31401

WINDWARD EYE GROUP LLC
5315 F WINDWARD PKWY
ALPHARETTA GA 30004

COSTCO WHOLESALE CORPORATION
999 LAKE DR
ISSAQUAH WA 98027

MUBARAK REAL ESTATE LLC
5225 FIVE FORKS TRICKUM RD
LILBURN GA 30047

DOROODGAR JINA LOO
2851 ASHLEIGH LN
ALPHARETTA GA 30004

MANSELL ROAD HOLDINGS LLC
5200 BUFFINGTON RD
ATLANTA GA 30349

DAVIS FLORENCE
PO BOX 1204
ALPHARETTA GA 30009

NORTHMARK WINDWARD LLC
P.O. BOX 570486
ATLANTA GA 30357

MENCIAS JUAN C COMPRETTA CONSTANCE
HALEY
2847 ASHLEIGH LN
ALPHARETTA GA 30004-6165

PIONEER REAL ESTATE DEV INC
4652 UNION HWY
GAFFNEY SC 29340

GODOY WALTER C
2845 ASHLEIGH LN
ALPHARETTA GA 30004

SHUBERT & BOOTH WINDWARD 1 LLC
234 W 44TH ST
NEW YORK NY 10036

BAKER KIMBERLY V
2843 ASHLEIGH LN
ALPHARETTA GA 30004

OWEN MOTORS INC
16 INVERNESS DR
BLUFFTON SC 29910

2841 ASHLEIGH LANE LLC
1035 LAKE WINDWARD OVLK
ALPHARETTA GA 30005

BALCH ALPHARETTA LLC ET AL
6 SANTA BARBARA PL STE 250
LAGUNA BEACH CA 92677

DEVELOPMENT OF MARYLAND INC
P.O. BOX 105842
ATLANTA GA 30348-5842

SCOTT H LEE TR
P.O. BOX 8050 MS-0555
BENTONVILLE AR 72712-8050

WINDWARD POINTE HOMEOWNERS ASSOC.
INC
3350 BRECKINRIDGE BLVD
DULUTH GA 30096

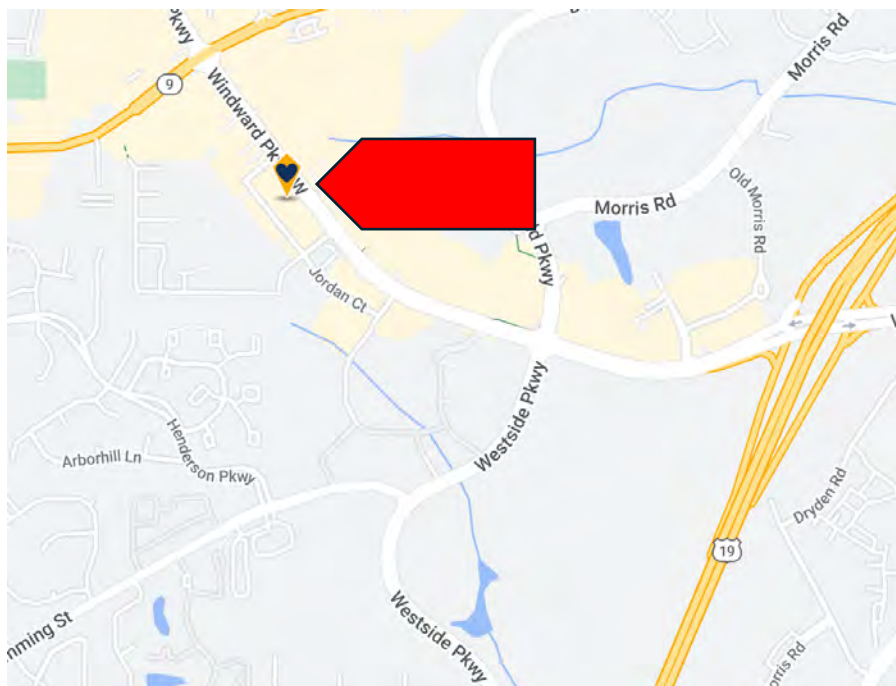
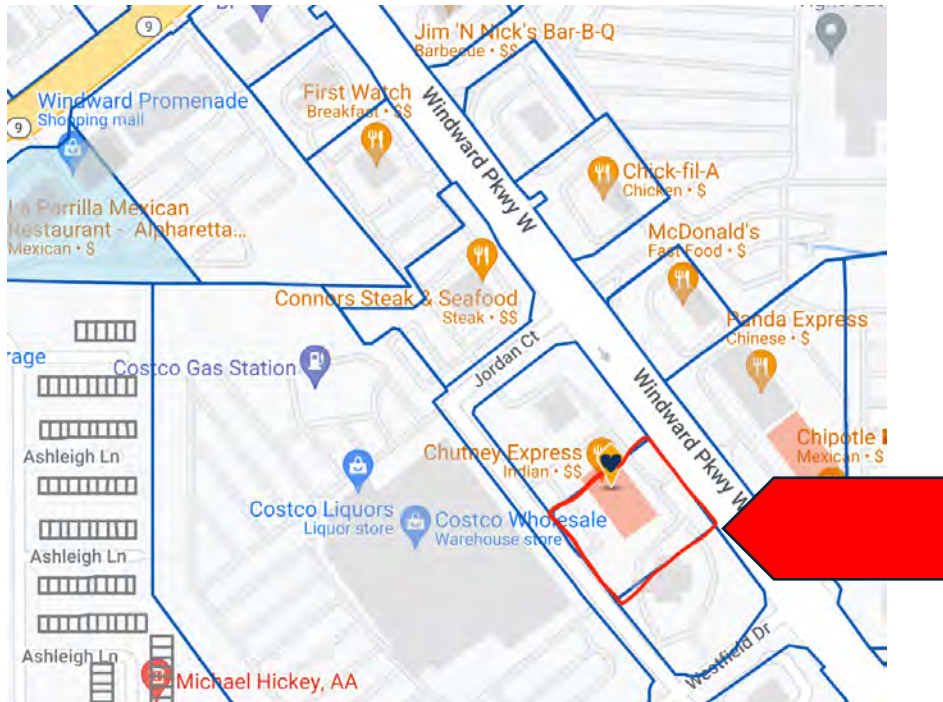
SUNTRUST BANK ATLANTA
PO BOX 26665 VA-RIC-8614
RICHMOND VA 23261-6665

5035 WINDWARD LLC
3715 NORTHSIDE PKWY NW BLDG/STE 40
0 515
ATLANTA GA 30327

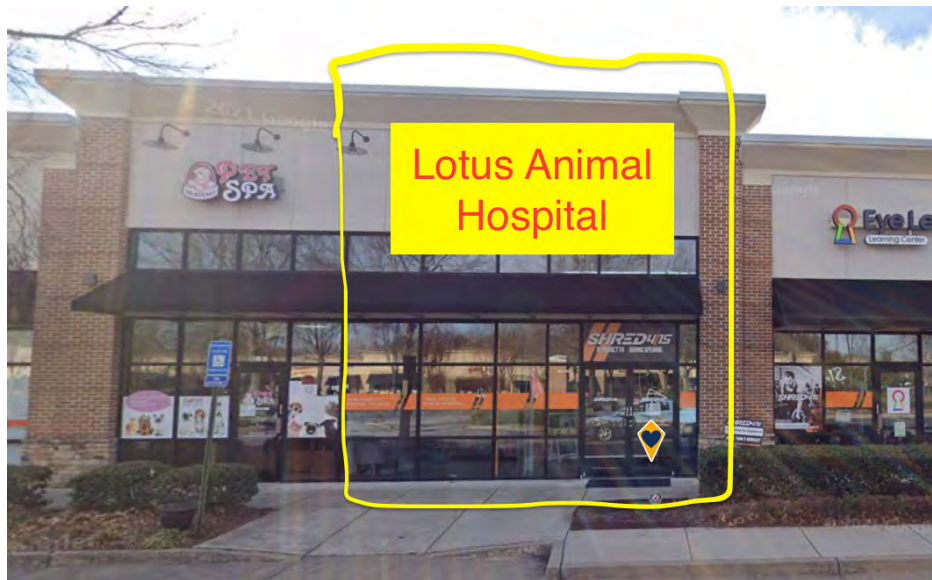
Letter of Intent

Name of Business: Lotus Animal Hospital

Address: 5215 Windward Parkway, Alpharetta, GA 30004, Suite B-2

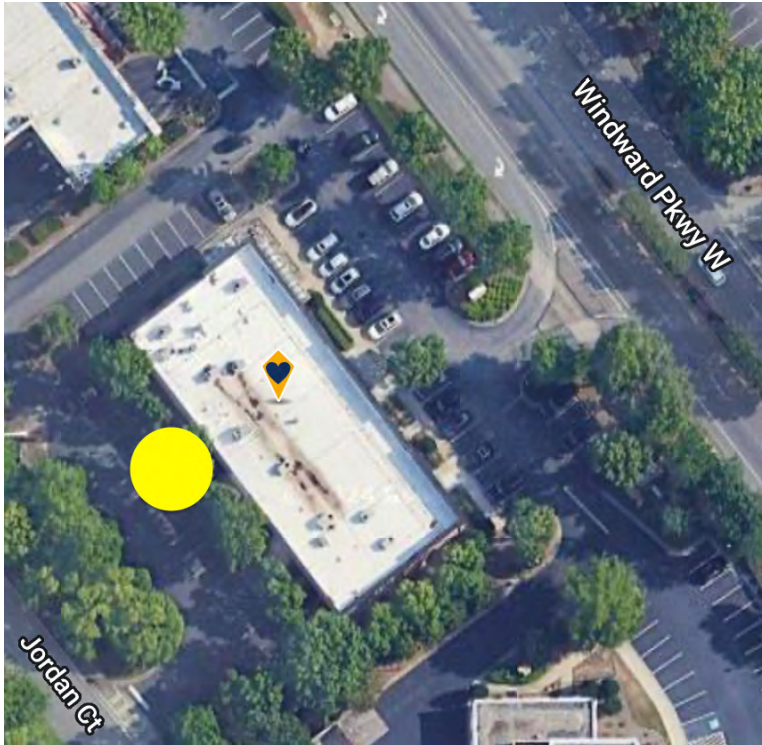


Front of Building showing the space



Relief Area:

Aerial view showing relief area in rear of building

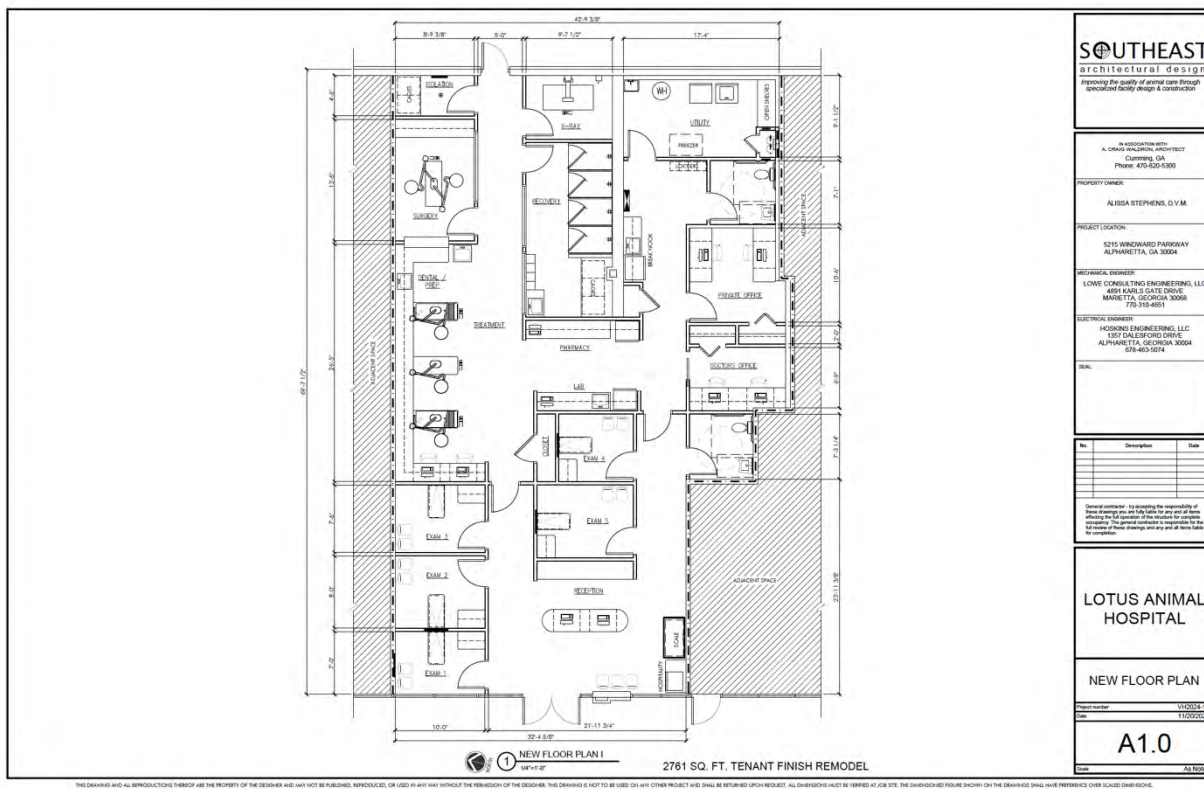


Relief Area:

Rear view showing relief area



Size of space: 2,761 Square Feet



Proposal: We are seeking approval to utilize the property as a veterinary clinic. Specifically, this will be a boutique veterinary facility focusing on providing high-quality, personalized care to pets.

Key Details:

1. Services Provided:

- The clinic will focus on outpatient veterinary services, such as wellness exams, vaccinations, diagnostics, and minor procedures.
- No overnight boarding or hospitalizations will occur at this facility. All animals will be cared for during standard business hours only.
- Hours of operation will be 8am – 6pm.
- There will be approximately 6 employees.

2. Operational Impact:

- Traffic flow and parking demands will be minimal, as appointments will be scheduled to prevent overcrowding.

- Specific materials and design will be used so that noise levels will be contained within the space to ensure minimal disruption to neighboring properties.
- We will utilize a veterinary specific architect, contractor, equipment supplier, technology provider, etc. Each of these vendors is extremely familiar with this process and works on dozens of these projects per year. The architect will manage the entire process.

3. Community Benefits:

- The boutique model fosters a welcoming and stress-free environment for pet owners and their animals.
- By providing specialized care locally, we aim to support the health and well-being of pets in the community without the need for extensive travel.

Owner/Operator:

Dr. Alissa Stephens

Medical Director/Operations Director

Since 2011

Dr. Alissa Stephens grew up in East Brunswick, New Jersey. In 2008, she graduated from Rutgers University and moved to Atlanta to complete an internship at Zoo Atlanta. She began vet school in 2011 at the University of Georgia and during the summer and winter breaks, worked as a vet assistant at TVV Buckhead. Dr. Stephens joined us as a vet in 2015. She is currently completing her certification in veterinary acupuncture at the Chi Institute in Florida. Her special interests include general surgery and acupuncture.

Dr. Stephens and her husband, Chris - practice manager at TVV - live in Canton with their four rescue dogs: Stitch, a Lab mix; Virginia, a Boxer/Anatolian Shepherd mix; Madison, a Pitbull mix; and Captain Jack, a German Shepherd mix.





CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: February 24, 2025

AGENDA ITEM: MP-25-01/CU-25-05 FULTON SCIENCE ACADEMY/COUSINS WESTSIDE MP POD R

The applicant, Fulton Science Academy, is requesting a master plan amendment and conditional use to allow an existing two (2) story office building to be re-used for pre-K and elementary school with an overall enrollment of 600 students on 4.48-acres in the North Point Overlay. The Fulton Science Academy main campus operates a pre-K through 12th grade private school at 3035 Fanfare Way. A master plan amendment is requested to add 'School, Academic' as a permitted use to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The subject property is located at 8995 Westside Parkway, at the signalized intersection of Westside Parkway and Hembree Road.

This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R, subject to the following conditions:

1. 'School, Academic' shall be listed as a permitted use in the Cousins Westside Master Plan Pod R.
2. 'School, Academic' shall be added as a permitted use at 8995 Westside Parkway and limited to no more than the area within the existing building, which is approximately 53,110 gross square feet.
3. Conditional use approval shall be limited to Fulton Science Academy; no additional 'School, Academic' uses or subleasing shall be permitted in the approved space.
4. School shall be in session Monday – Friday with drop-off beginning at approximately 7:00 AM and pick-up beginning at approximately 3:00 PM. Staff will arrive before 7:00 AM and leave after 3:00 PM. Aftercare programs, clubs, parent teacher nights, meet and greets, or other normal after school programs will occur when school is not in session. FSA shall have flexibility in modifying the daily schedule based on the needs of the FSA community.
5. Site shall be developed substantially similar to the site plan labeled Exhibit A – Site Plan. Site shall be limited to 'School, Academic' use for pre-K and elementary school, except that the 2nd floor of the building may be used for a professional office. School enrollment shall not exceed 300 students until such time that the 2nd floor office tenant ceases operation, upon which school enrollment may be increased to no more than 600 students.
6. Exterior modifications to the building or site shall be consistent with the North Point Overlay Unified Development Code regulations and the North Point Design Guidelines, subject to final approval by Staff and DRB. Primary colors shall not be used on the exterior of the building or site, including on awnings, canopies, signage, and playground equipment.
7. To safely accommodate entering vehicular movements at the signalized intersection's left turn lane along Morrison Parkway, the existing left turn lane storage and taper lengths of 110' and 85', respectfully, shall be restriped to 210' storage and 50' taper lengths, as approved by Staff.
8. A pick-up and drop-off circulation plan and traffic management plan shall be approved by the City at LDP, or prior to a Certificate of Occupancy if no LDP, and may deviate from the circulation pattern currently proposed on the site plan, labeled Exhibit A. Fulton Science Academy shall provide personnel at the intersection(s) of the easement access road and the pick-up/drop off lane to direct traffic. Fulton Science Academy shall install a stop sign at both the eastbound and westbound approaches to the intersection of the easement access road and the pick-up/drop off lane, where the "FSA STAFF POSITION TO MAINTAIN EASEMENT ACCESS" call-out is depicted on the site plan, labeled Exhibit A. If traffic problems from the school are observed, the school shall implement corrective measures which may include phased arrival and dismissal schedule times, stationing a police officer in the vicinity and/or improving signalized intersection timing plans, as approved by Staff.

9. Temporary traffic control devices, such as safety cones or other like devices, shall be placed and removed at the beginning and end of each pick-up and drop-off timeframe. Permanent traffic control devices shall be inconspicuous as viewed from the public right-of-way, as approved by DRB.
10. Wayfinding signage shall be provided throughout the site to direct entering/exiting vehicles through the proposed pick-up/drop-off circulation lane, as approved by Staff.
11. To properly accommodate exiting vehicular movements at the signalized intersection, pick-up and drop-off location shall be adjusted to provide a minimum 200' of exiting stacking distance, as approved by Staff.
12. EcoDistrict measures shall be similar to the description and exhibit provided in the applicant, as approved by Staff. Developer shall provide detailed information at LDP and building permit regarding compliance with the proposed EcoDistrict measures. Conditional EcoDistrict measures based on needed improvements and upgrades may not be implemented until such time that a need or upgrade is identified by the property owner.
13. Property owner shall assess site landscaping and replace missing, dead or dying landscape material, with final approval by DRB.
14. Property owner shall make reasonable efforts to save trees in the areas labeled 'Play Area' on the site plan, including altering the play area layout to work around and save trees, as approved by Staff.
15. Playground area(s) shall be heavily screened from the public right-of-way, with final approval by DRB.
16. All previous master plan regulations and conditions of zoning shall remain in effect.

ITEM DESCRIPTION:

The submitted request, if approved, will allow Fulton Science Academy to re-use an existing two (2) story office building for pre-K and elementary school with an overall enrollment of 600 students. The Fulton Science Academy main campus operates a pre-K through 12th grade private school at 3035 Fanfare Way. A master plan amendment is requested to add 'School, Academic' as a permitted use to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The subject property is located at 8995 Westside Parkway, at the signalized intersection of Westside Parkway and Hembree Road.

The 4.48-acre property is zoned CUP (Community Unit Plan) and is subject to the Cousins Westside Master Plan Pod R. Surrounding properties are zoned CUP to the north, west and south, and LI (Light Industrial) to the east. Firefly subdivision is located to the north, an undeveloped commercial property is located to the west, 9005 Westside Parkway office building is located to the south, and Honda is located to the east.

The 220-acre Cousins Westside Master Plan was approved in 2003 and includes a horizontal mix of uses, including residential, office, retail/restaurant, senior living, education, community center, and performing arts. Permitted uses and development regulations are established for each pod within the master plan. The Fulton Science Academy main campus is located in Pod O within the same master plan. Pod R allows Office as the primary use and Community Center as the secondary use.

Fulton Science Academy has their main campus on a nearby property located at 3035 Fanfare Way, which is approximately 1,800' south of the subject property. The private school current offers pre-K through 12th grade classes at the main campus with an overall enrollment of 935 students. The main campus is current under construction related to an expansion of the school's athletic program which will include four (4) tennis courts, a soccer field, field house and concessions and parking. The applicant proposes a phased approach to converting the office building to a school, with the school sharing the building with an existing office tenant, MiLend, to remain on the 2nd floor of the building until 2028.

SITE PLAN

The submitted site plan depicts re-use of the existing two (2) story, 53,110 square foot office building for a school. Access to the site will continue from two (2) existing curb cuts on Westside Parkway, including the main entrance at the signalized intersection of Westside Parkway and Hembree Road. A pick-up/drop-off canopy is depicted along the frontage of the existing office building. The site plan depicts entry stacking for approximately 59 cars, as

well as exit stacking of four (4) cars at the signalized intersection and thirteen (13) cars at the right-in/right-out driveway. The stacking queue winds through the existing parking lot, except for the center north-south drive aisle which has a shared access easement for the two (2) office buildings to the south.

The site plan depicts removal of thirteen (13) parking spaces on the north side of the building, leaving approximately 197 parking spaces to serve the school and 2nd floor office tenant. As shown in the parking requirement table below, the City's Unified Development Code (UDC) requires 131 parking spaces in Phase 1 where the existing office user remains on the 2nd floor and the school uses the 1st floor. Once the school expands to the entire building, 48 parking spaces will be required.

Parking Requirements

	Unit	Parking Rate	Required Parking
Elementary School – 300 students	26,555 SF (20 classrooms & offices)	1/classroom and office + 5 visitor spaces	25
Office	26,555 SF	1/250 SF	106
Total			131
Elementary School – 600 students	53,110 SF (43 classrooms/offices)	1/classroom and office + 5 visitor spaces	48
Total			48

It appears that the only trees that could be impacted by the applicant's proposal are the trees in and around the proposed play areas, which are located on the north and east sides of the building. The existing stormwater pond at the rear of the building will remain in its current configuration. A play area consisting of a deck overhanging the stormwater pond is proposed at the rear of the building. However, the City's stormwater regulations would not permit the play deck to overhang the stormwater pond.

The applicant's proposal does not trigger compliance with North Point open space or EcoDistrict measures. However, the applicant proposes to convert existing parking on the north side of the building to open space for a play area, as well as commitments to several EcoDistrict measures, including Building Energy Efficiency, Bio-retention, Building Water Efficiency, Heat Island Reduction, Transportation Demand Management, Pervious Pavement, Sustainable Landscaping, and Alternative Transportation. Some of the EcoDistrict measure commitments made by the applicant are conditional based on whether certain upgrades are needed.

TRAFFIC

The applicant submitted a traffic study and trip generation report. The trip generation table below estimate that an elementary school with an initial enrollment of 300 students (Phase 1) would generate 292 AM Peak Hour trips, 183 School Dismissal Peak Hour trips, and 78 PM Peak Hour trips. In Phase 2, it is estimated that 625 AM Peak Hour trips, 361 School Dismissal Peak Hour trips, and 156 PM Peak Hour trips would be generated by an elementary school with an enrollment of 600 students.

TABLE 1 – TRIP GENERATION FOR PROPOSED DEVELOPMENT						
Land Use	Code	Density (SF/DU)	Period	Total	In	Out
Private School (K-8) (Phase – 1)	530	300 Students	Daily	1233	617	616
			AM Peak Hour	292	164	128
			Dismissal Peak Hour	183	86	97
			PM Peak Hour	78	36	42
Private School (K-8) (Phase – 2)	530	600 students	Daily	2466	1233	1233
			AM Peak Hour	625	350	275
			Dismissal Peak Hour	361	170	191
			PM Peak Hour	156	72	84

The applicant provided a pick-up and drop-off circulation plan, as well as commitments to provide traffic control devices and station school personnel in the parking lot to assist with traffic management. Staff believes that the circulation plan provides more than sufficient entering stacking length. However, it is recommended that the plan be adjusted to provide a minimum 200' of exiting stacking length at the signalized intersection.

The traffic study concludes that all study intersections will continue to operate at an acceptable level of service in the AM, School Dismissal and PM peak hours. The study recommends that the existing access configuration of the two (2) site driveways remains the same.

STANDARDS FOR MASTER PLAN AMENDMENTS

The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

- a. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property.

Response: The proposal would be suitable as it relates to the use and development of adjacent or nearby properties, which are developed or approved for a mix of office, commercial and residential uses. The request to allow a 'School, Academic' use represents a neighborhood-level use that would complement surrounding uses. The proposed school use is permitted in other pods in the Cousins Westside Master Plan.

- b. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

Response: The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are developed or approved for a mix of office, commercial and residential uses. The property has two (2) site driveways on Westside Parkway, including at the signalized intersection at Westside Parkway and Hembree Road, as well as interparcel access with the properties to the south. If approved, it is recommended that a circulation plan be reviewed and approved by City Staff.

- c. Whether the zoning proposal will adversely affect the natural environment.

Response: The proposal would not have significant impacts on the natural environment. The applicant proposes re-use of an existing office building.

d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: The Cousins Westside Master Plan Pod R limits the primary use on the subject property to office. However, Fulton Science Academy's main campus is approved on a nearby property in Pod O of the Cousins Westside Master Plan.

e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The proposal would not cause an excessive use of public facilities and services. Sufficient capacity exists on the area road network to support the proposed expansion of the Fulton Science Academy. If approved, it is recommended that a circulation plan be reviewed and approved by City Staff.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: Not applicable.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality, or general welfare against the right to unrestricted use of property.

Response: The zoning proposal reflects a reasonable balance. The proposal represents re-use of a distressed office building and would complement surrounding uses, which are developed or approved for a mix of office, commercial and residential uses.

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: The Cousins Westside Master Plan Pod R limits the primary use on the subject property to office. However, Fulton Science Academy's main campus is approved on a nearby property in Pod O of the Cousins Westside Master Plan.

i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: The zoning proposal is consistent with the comprehensive land use plan designation of the subject property, which is 'Business, Manufacturing, Warehouse, Light Industrial'.

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant's request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: The property has adequate site access with multiple points of access from Westside Parkway, as well as interparcel connectivity with adjacent properties to the south. The use would not have significant impacts on vehicular and pedestrian access. If approved, it is recommended that a circulation plan be reviewed and approved by City Staff.

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: The subject property is in compliance with regard to refuse areas, loading and service areas, off-street parking, and buffers and screening. Conditions of zoning are recommended requiring screening of the play areas from the public right-of-way.

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: The proposed use would complement surrounding uses and other locations for this use, which are typically situated in close proximity to residential uses. If approved, it is recommended that a circulation plan be reviewed and approved by City Staff.

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: Not applicable.

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area; and

Response: The proposed use would complement surrounding uses and other locations for this use, which are typically situated in close proximity to residential uses.

6. Ensuring that the location and character of the conditional use is considered to be consistent with a desirable pattern of development for the city, in general.

Response: The proposed use would complement surrounding uses and other locations for this use, which are typically situated in close proximity to residential uses.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches or schools.

Response: The nearest 'School, Academic' is located approximately 1,800' to the south at 3035 Fanfare Way, which is the applicant's main campus. There does not appear to be any conflicting uses in the immediate vicinity.

CONCURRENCES

Staff has reviewed the applicant's proposal against the review criteria for a master plan amendment and conditional use. The proposal represents re-use of a distressed office building and would complement surrounding uses, which are developed or approved for a mix of office, commercial and residential uses. In addition, the proposal is consistent with the future land use designation of the property and represents an expansion of a use that is already permitted within the Cousins Westside Master Plan. If approved, it is recommended that a circulation plan be reviewed and approved by City Staff.

CITIZEN PARTICIPATION PLAN

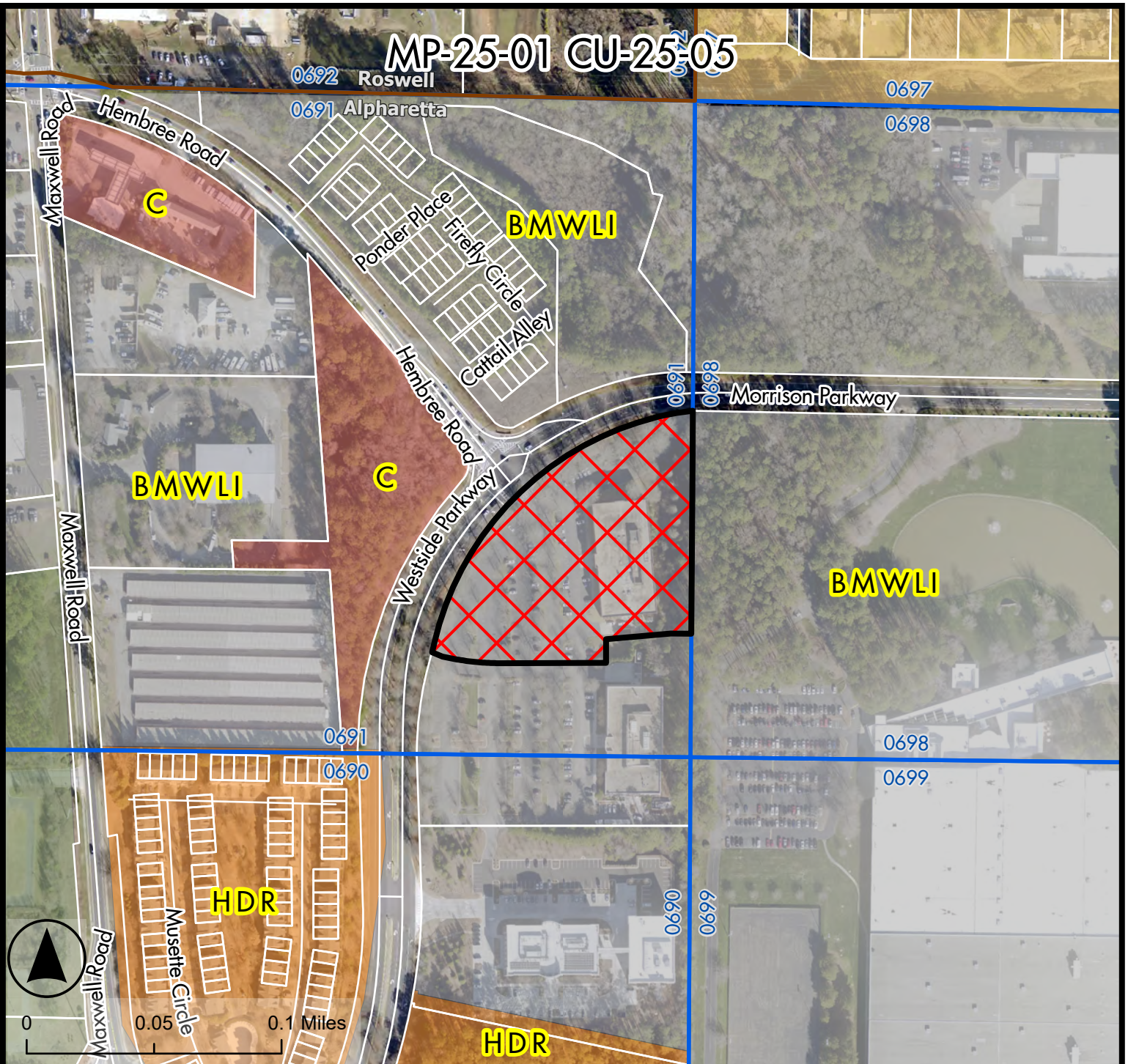
The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. The report states that no comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on January 8, 2025. There were no public comments.

ATTACHMENTS:
• Map Series • Exhibit A – Site Plan • EcoDistrict Proposal • CZIM • Citizen Part B • Application

MP-25-01 CU-25-05



Legend

- MP-25-01 CU-25-05
- Land Lots
- Tax Parcels
- Alpharetta City Limits

Future Land Use 2040

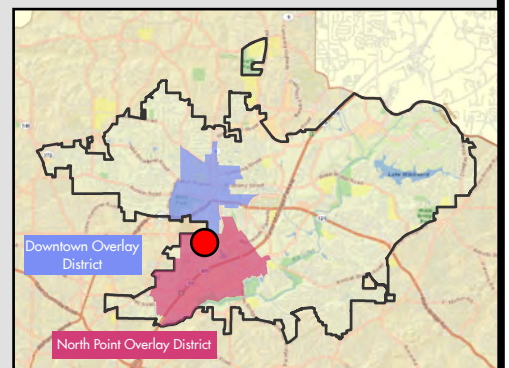
- Business, Manufacturing, Warehousing, Light Industrial
- Commercial
- High Density Residential
- Low Density Residential
- Parks, Recreation, Open Space

Future Land Use Map

Fulton Science Academy / Cousins Westside MP Pod R
8995 Westside Parkway

MP-25-01 CU-25-05
D/LL: 1/2/0691

PC: 2/6/2025
CC: 2/24/2025



MP-25-01 CU-25-05

R-12

0692 Roswell
0691 Alpharetta

0697
0698

O-I

Morrison Parkway

L-I



CUP

L-I

0691
0690

0698
0699



0 0.05 0.1 Miles

Legend

MP-25-01 CU-25-05 Fulton Science Academy / Cousins Westside MP Pod R
 Land Lots
 Tax Parcels

Alpharetta City Limits

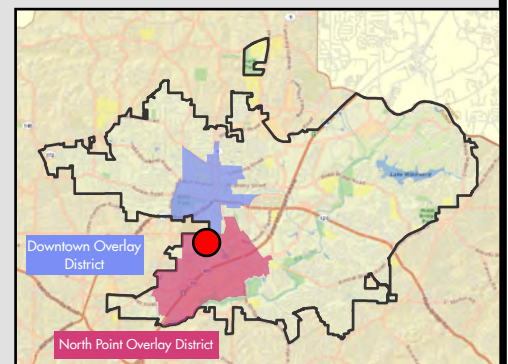
Zoning District

CUP Community Unit Plan
 L-I Light Industrial
 O-I Office Institutional
 R-12 Single Family Detached Residential

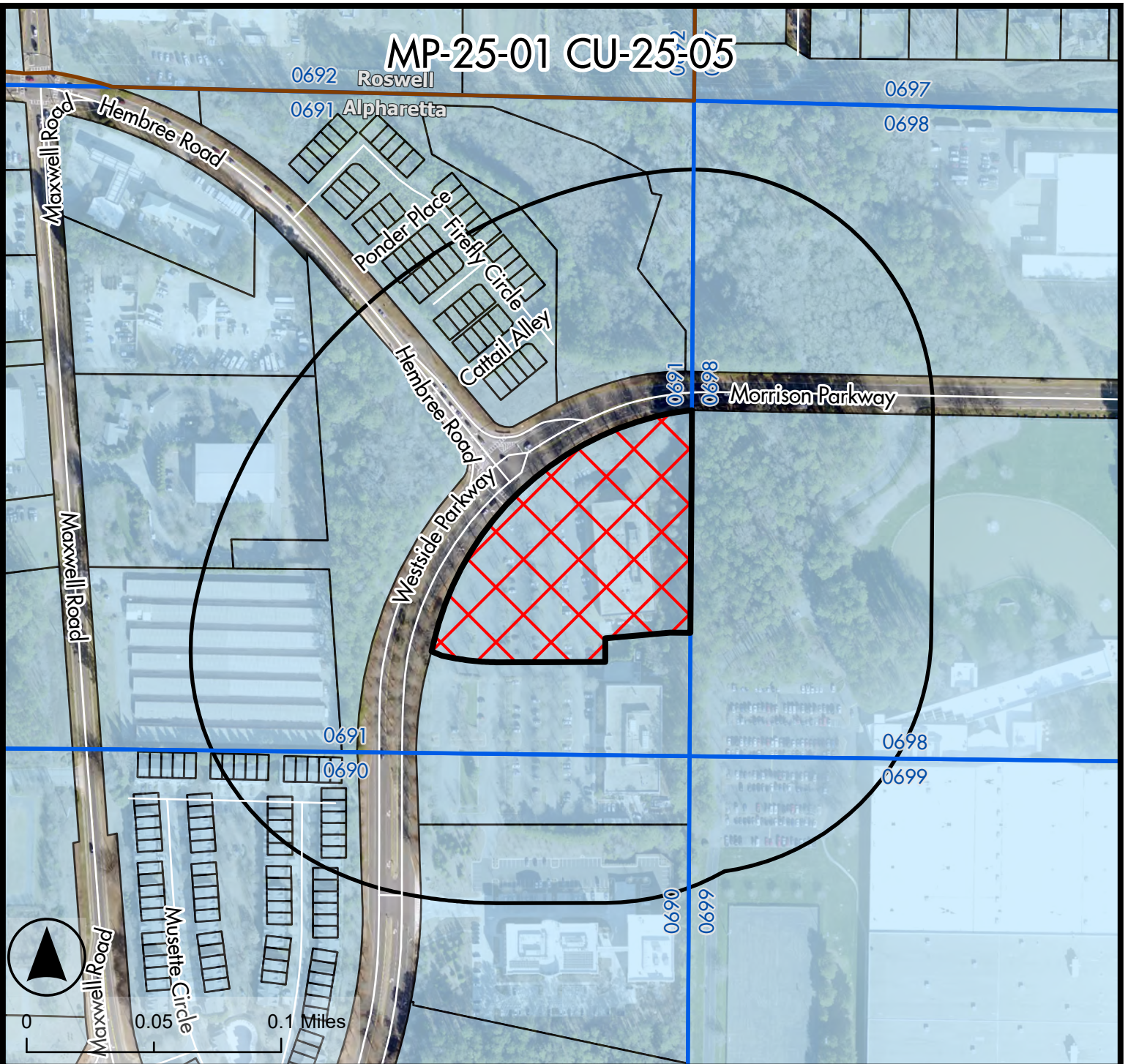
Zoning Map

MP-25-01 CU-25-05
D/LL: 1/2/0691

PC: 2/6/2025
CC: 2/24/2025



MP-25-01 CU-25-05



Legend

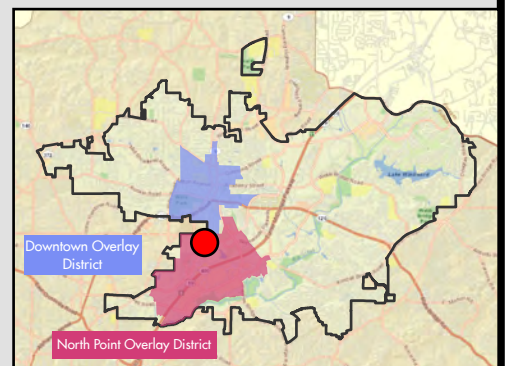
-  MP-25-01 CU-25-05
-  Land Lots
-  500 ft Buffer
-  Tax Parcels
-  Alpharetta City Limits

Fulton Science Academy / Cousins Westside MP Pod R
8995 Westside Parkway

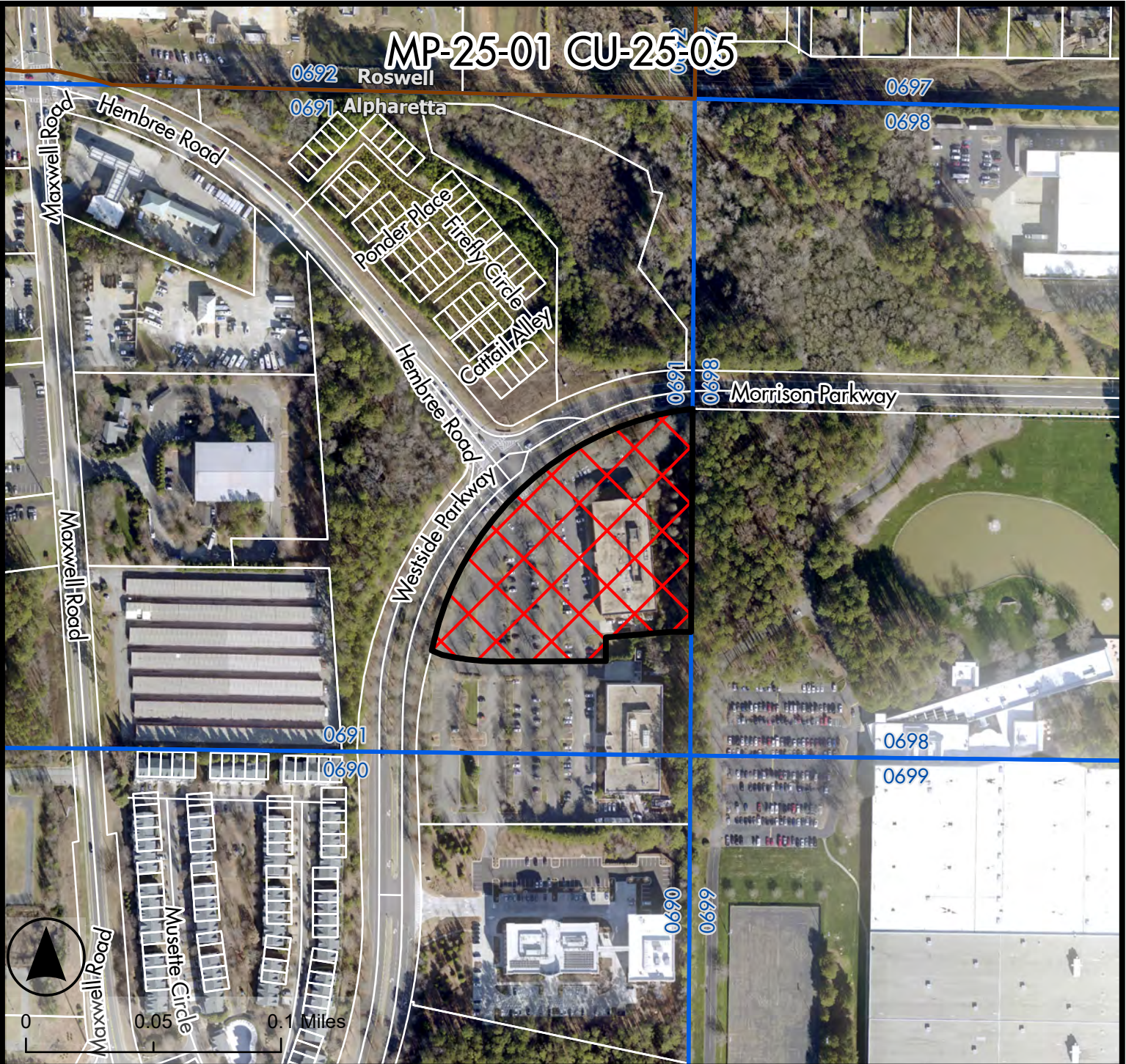
Location and Buffer Map

MP-25-01 CU-25-05
D/LL: 1/2/0691

PC: 2/6/2025
CC: 2/24/2025



MP-25-01 CU-25-05



Legend

-  MP-25-01 CU-25-05
-  Land Lots
-  Alpharetta City Limits
-  Tax Parcels

Fulton Science Academy / Cousins Westside MP Pod R
8995 Westside Parkway

Aerial Map

MP-25-01 CU-25-05
D/LL: 1/2/0691

PC: 2/6/2025
CC: 2/24/2025

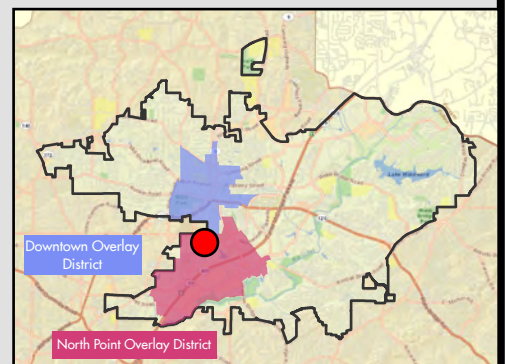
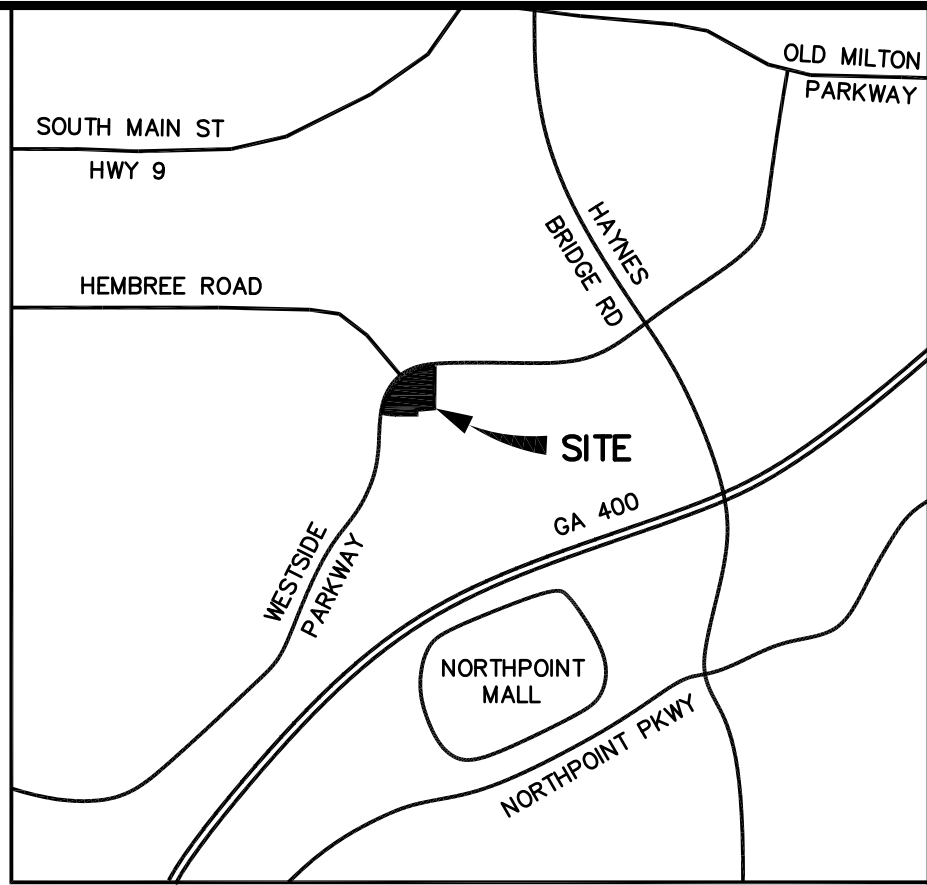
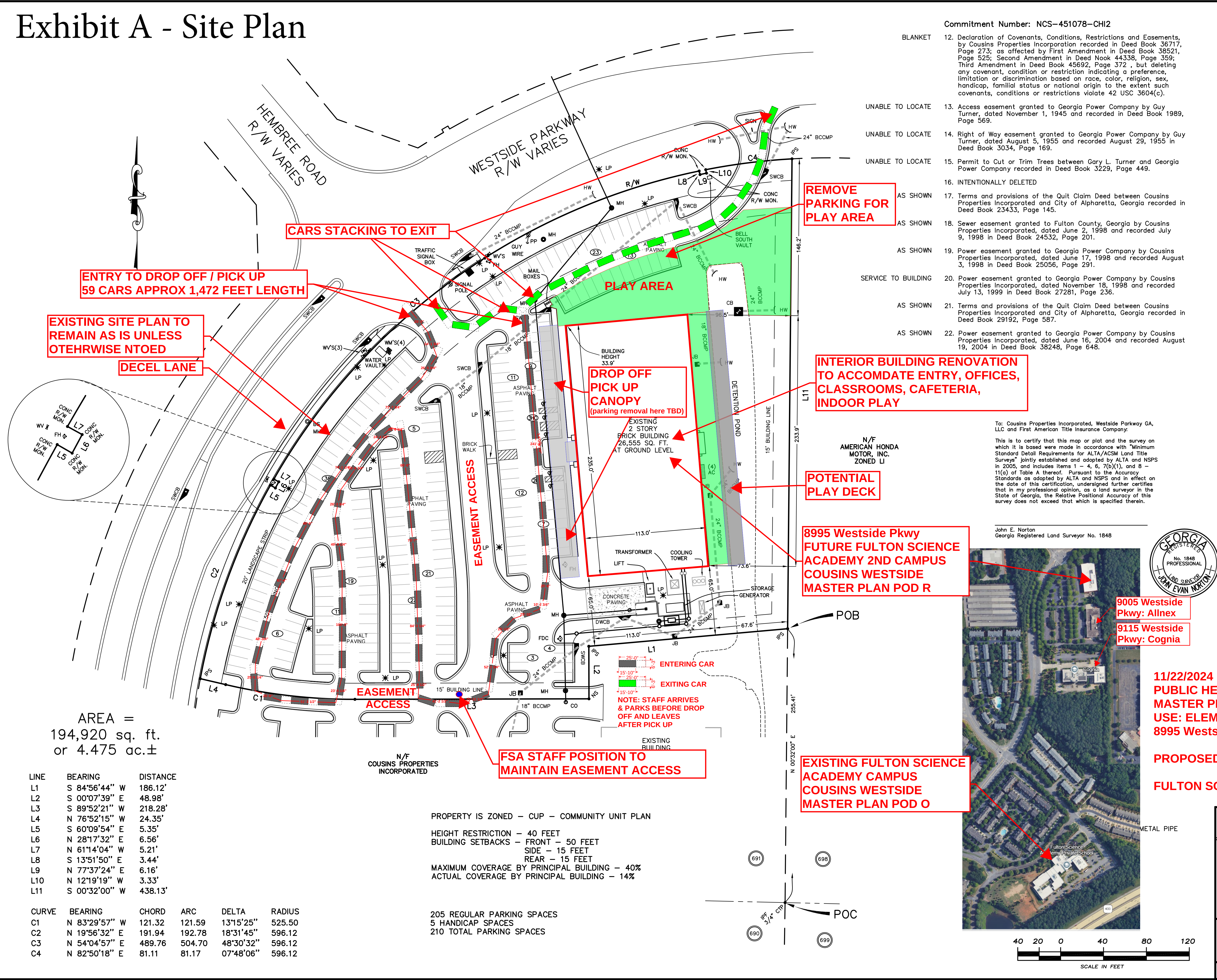


Exhibit A - Site Plan



VICINITY MAP

- Commitment Number: NCS-451078-CHI2
- BLANKET 12. Declaration of Covenants, Conditions, Restrictions and Easements, by Cousins Properties Incorporated recorded in Deed Book 36717, Page 273; as affected by First Amendment in Deed Book 38521, Page 525; Second Amendment in Deed Book 44338, Page 359; Third Amendment in Deed Book 45692, Page 372, but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status or national origin to the extent such covenants, conditions or restrictions violate 42 USC 3604(c).
 - UNABLE TO LOCATE 13. Access easement granted to Georgia Power Company by Guy Turner, dated November 1, 1945 and recorded in Deed Book 1989, Page 569.
 - UNABLE TO LOCATE 14. Right of Way easement granted to Georgia Power Company by Guy Turner, dated August 5, 1955 and recorded August 29, 1955 in Deed Book 3034, Page 169.
 - UNABLE TO LOCATE 15. Permit to Cut or Trim Trees between Gary L. Turner and Georgia Power Company recorded in Deed Book 3229, Page 449.
 - 16. INTENTIONALLY DELETED
 - AS SHOWN 17. Terms and provisions of the Quit Claim Deed between Cousins Properties Incorporated and City of Alpharetta, Georgia recorded in Deed Book 23433, Page 145.
 - AS SHOWN 18. Sewer easement granted to Fulton County, Georgia by Cousins Properties Incorporated, dated June 2, 1998 and recorded July 9, 1998 in Deed Book 24532, Page 201.
 - AS SHOWN 19. Power easement granted to Georgia Power Company by Cousins Properties Incorporated, dated June 17, 1998 and recorded August 3, 1998 in Deed Book 25056, Page 291.
 - SERVICE TO BUILDING 20. Power easement granted to Georgia Power Company by Cousins Properties Incorporated, dated November 18, 1998 and recorded July 13, 1999 in Deed Book 27281, Page 236.
 - AS SHOWN 21. Terms and provisions of the Quit Claim Deed between Cousins Properties Incorporated and City of Alpharetta, Georgia recorded in Deed Book 29192, Page 587.
 - AS SHOWN 22. Power easement granted to Georgia Power Company by Cousins Properties Incorporated, dated June 16, 2004 and recorded August 19, 2004 in Deed Book 38248, Page 648.

To: Cousins Properties Incorporated, Westside Parkway GA, LLC and First American Title Insurance Company.

This is to certify that this map or plat and the survey on which it is based were made in accordance with "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys" jointly established and adopted by ALTA and NSPS in 2005, and includes items 1 - 4, 6, 7(b)(1), and 8 - 11(a) of Table A thereof. Pursuant to the Accuracy Standards as adopted by ALTA and NSPS and in effect on the date of this certification, undersigned further certifies that in my professional opinion, as a land surveyor in the State of Georgia, the Relative Positional Accuracy of this survey does not exceed that which is specified therein.

John E. Norton
Georgia Registered Land Surveyor No. 1848



The field data upon which this plat is based has a closure precision of one foot in 37,250 feet and an angular error of 0.001" per angle point and was adjusted using the Crandall Rule; and

This plat has been calculated for closure by the coordinate method and is found to be accurate within one foot in +500,000 feet; and

The linear and angular measurements shown on this plat were obtained by using in the field survey a Wild T-1000/D-1000 Total Station.

I CERTIFY THAT IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF THE REAL PROPERTY SURVEYED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

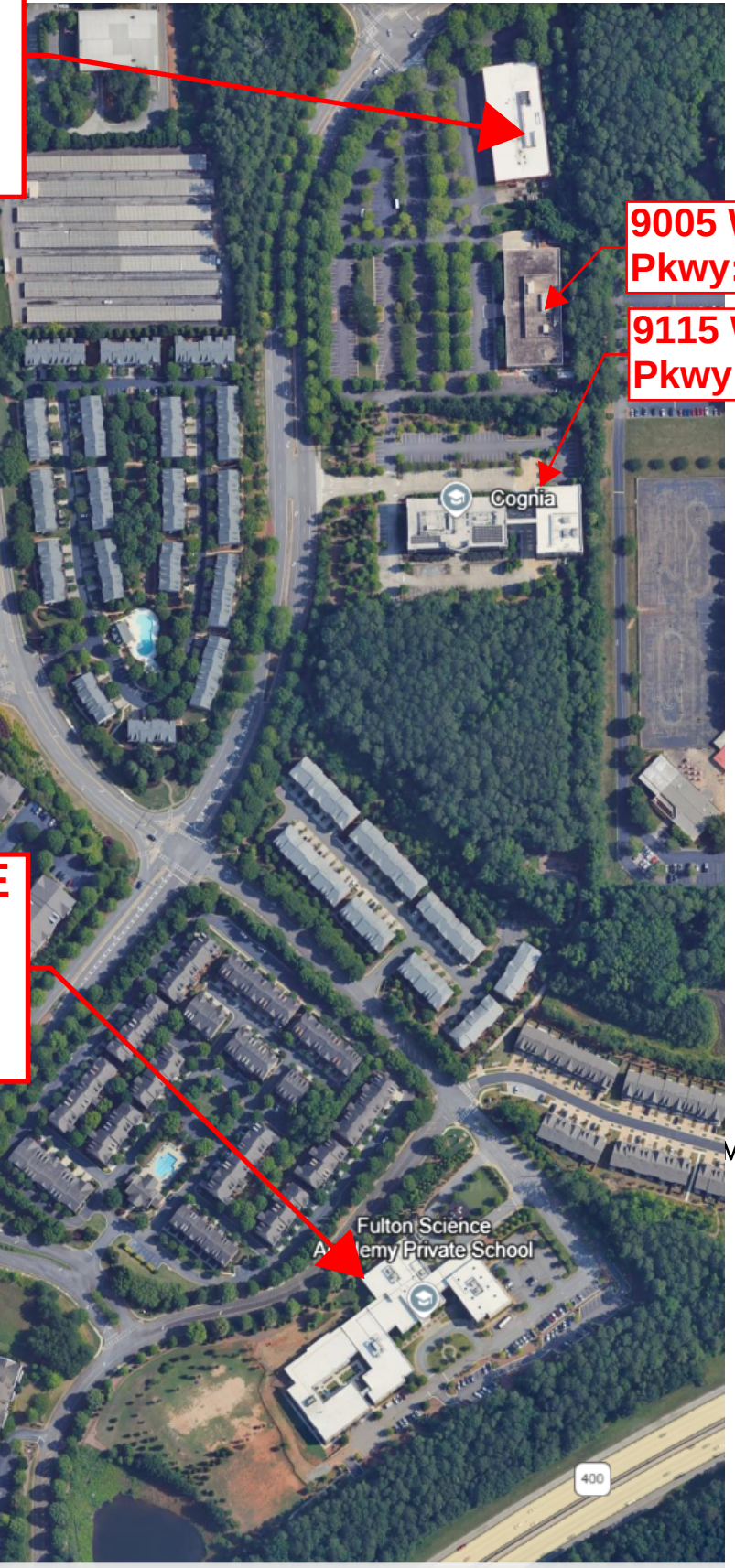
JOHN E. NORTON
GEORGIA REGISTERED LAND SURVEYOR
NO. 1848

TO WHOM IT MAY CONCERN

I have this date examined the FIRM Flood Insurance Rate Map # 13121C0068 E, Community Panel No. 130084-0068 E, dated June 22, 1998, covering Fulton County, Georgia and incorporated areas. No portion of the property lies within an area having special flood hazards. Property lies within Zone "X" - areas determined to be outside 500 year floodplain.

11/22/2024
PUBLIC HEARING APPLICATION
MASTER PLAN AND CONDITIONAL USE AMENDMENT
USE: ELEMENTARY SCHOOL
8995 Westside Pkwy, Alpharetta, GA 30009

PROPOSED SITE PLAN
FULTON SCIENCE ACADEMY

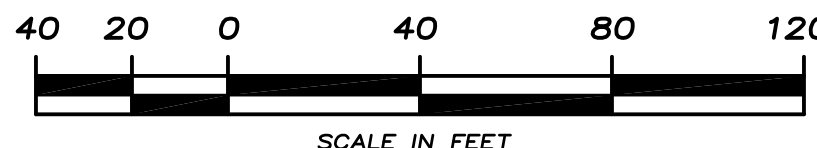


ALTA/ACSM LAND TITLE SURVEY

Cousins Properties Incorporated,
Westside Parkway GA, LLC
and
First American Title Insurance Company

Located in
Land Lot 691 - 1st District - 2nd Section
City of Alpharetta - Fulton County, Georgia

	<u>Engineering & Inspection Systems, Inc.</u>			Scale: 1" = 40'
	8960 Martin Road			Date: 10-11-11
	Roswell, Georgia 30076			Sh. <u>1</u> of <u>3</u>
	(770) 343-8800			
DRAWN:	DESIGN:	CHECKED:	DRAWING FILE:	JOB No.:
EBT		JEN	ALTA 10018	10-1-018



1/29/25

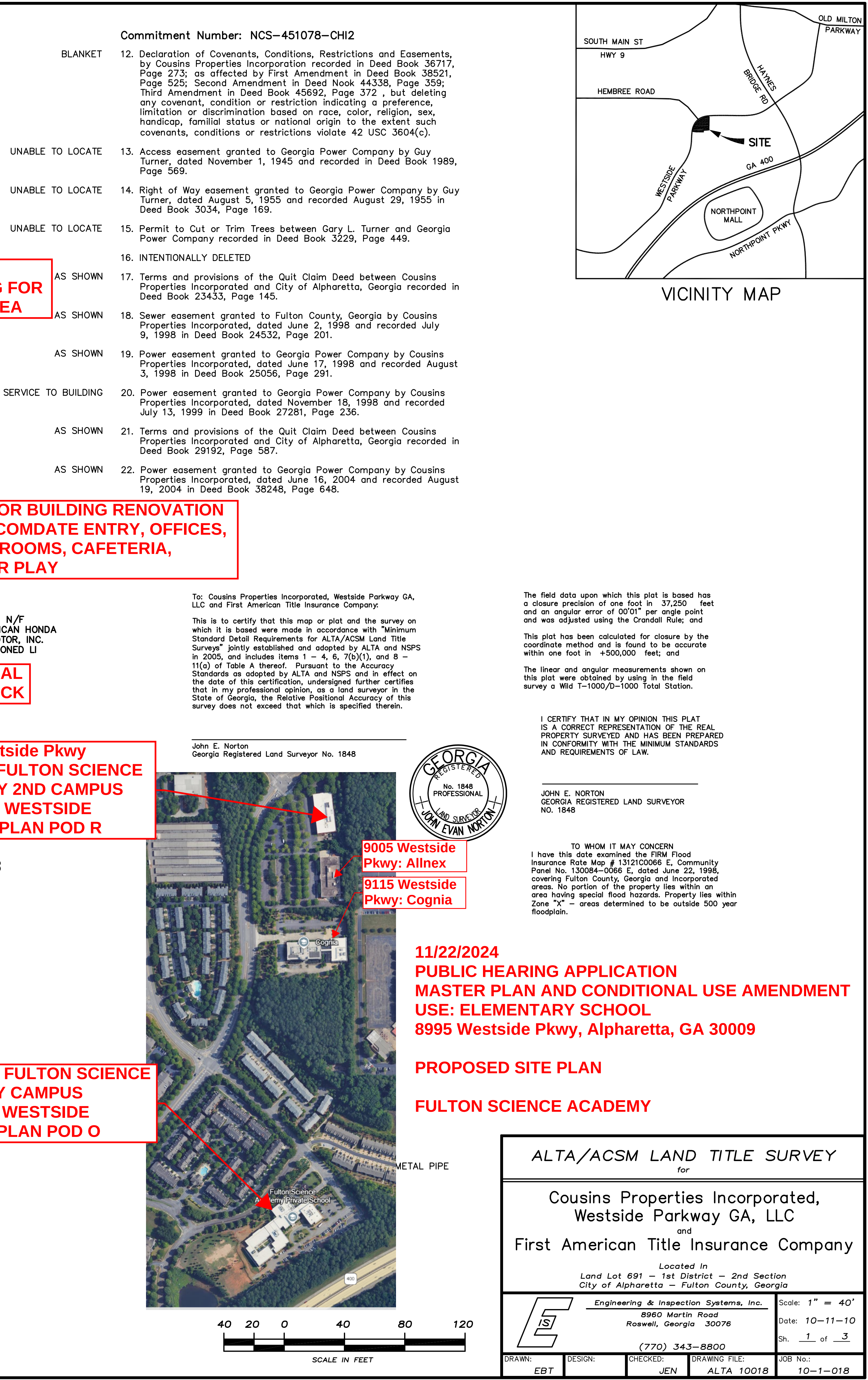
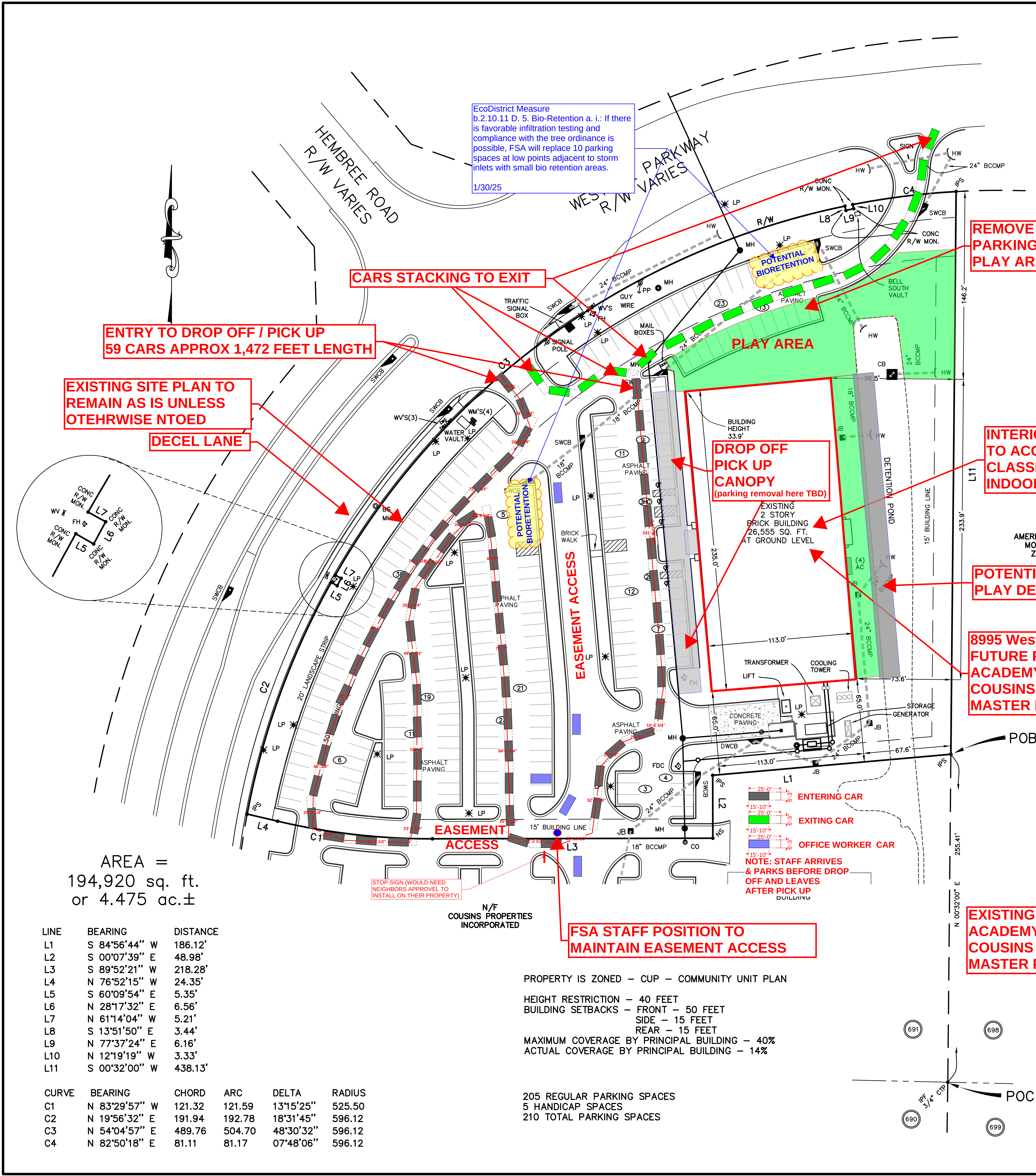
Zoning Master Plan Amendment Request to Allow 'Academic School' Use

8995 Westside Pkwy

Alpharetta, GA 30009

EcoDistrict **DRAFT** Conditions

1. FSA understands that the scope of work contemplated for 8995 Westside Parkway does not trigger the requirements of Section 2.10 North Point Overlay; however, FSA agrees to implement the following found in 2.10.11 EcoDistrict Measures:
 - a. 2.10.11 D. 4. Building Energy Efficiency Measure a. ii.: FSA intends to reuse MEP equipment and fixtures wherever feasible and is not planning a scope of work that would allow achieving this measure; however, any new equipment and fixtures will be specified for an average 5% improvement over the energy code currently in effect. FSA will provide documentation in the form of equipment and fixture specifications.
 - b. 2.10.11 D. 5. Bio-Retention a. i.: If there is favorable infiltration testing and compliance with the tree ordinance is possible, FSA will replace 10 parking spaces at low points adjacent to storm inlets with small bio retention areas.
 - c. 2.10.11 D. 6. Building Water Efficiency a.: FSA intends to reuse existing plumbing fixtures wherever feasible; however, any new fixtures will be specified for an average 20% less than baseline water usage as determined by the Energy Policy Act of 1992 and subsequent ruling by the USDOE. FSA will provide documentation in the form of equipment and fixture specifications.
 - d. 2.10.11 D. 7 Heat Island Reduction .a.i.: FSA plans to do limited sitework; however, FSA will be removing some parking spaces to create an additional playground space. Doing this will reduce the heat island. The site may already meet the tree canopy measure as there are many mature trees on site. For documentation purposes only, FSA will have the existing tree canopy cover calculated to determine whether the cover meets or exceeds 35%.
 - e. 2.10.11 D. 8. Transportation Demand Management a.iii: FSA will provide a free ride home in case of emergency or sickness for employees using transit.
 - f. 2.10.11 D. 8. Transportation Demand Management a.iv: FSA will provide transit passes to FSA staff wishing to use public transit for a period of 2 or more years
 - g. 2.10.11 D. 8. Transportation Demand Management a.v: FSA has established a carpool intake form to connect parents and reduce the number of vehicles during arrival and dismissal times. The form helps connect families in the same neighborhood to make car pool arrangements.
 - h. 2.10.11 D. 9.Pervious Pavement Measure a: FSA will explore the perc rates in Phase 1 areas where new paving is proposed. If the perc rates are favorable, the new paving will be designed to comply with the minimum requirements.
 - i. 2.10.11 D. 12. Sustainable Landscaping Measure: FSA does not intend to relandscape the entire site; however, for new planting, FSA will comply with the measures in this section.
 - j. 2.10.11 D. 14 Alternative Transportation Measure a. ii. Van Pools: FSA will provide a van pool space dedicated to employees that choose to van or car pool.



Community Zoning Information Meeting (CZIM)

January 8, 2025

Please sign-in and leave your comments and/or concerns.

MP-25-01/CU-25-05 / Fulton Science Academy/Cousins Westside MP Pod R

NAME	ADDRESS	COMMENTS
	No Comments	

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R

Contact Name: Jim Winer Telephone: 404 876 5510 Ext 1

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

The public notification letters were sent on 12/13/24 to the address list provided by the City. Letters addressed to properties that are under construction and unoccupied at the Corner of Hembree Rd and Morrison Pkwy were returned to FSA. FSA has the returned letters and can provide them to the City at the City's request. FSA and I received no contacts or responses from the letters.

The owner of 9005 Westside Pkwy lives in the Golf States. I reviewed the project via a phone call with Michelle Roland-Amrane, Senior Property manager in charge of the building. Following the call, I sent the application, the traffic study, the project schedule, and a copy of the public notification letter to her, to Scott Sweeny the CEO Property Income Advisors, whose company also manages the asset for the owner; to Juan Garcia, the on site property manager; to Nanci Love, who is with Savills and currently managing a project for the 9005 building. Michelle Roland-Amrane indicated that she would review the documents and follow-up with me.

The owner of 9115 Westside Pkwy is Dr. Mark Elgart, President & CEO of Cognia. I called the general Cognia number and was advised to speak with Anna Moran-Eden, assistant to Ken Bergman, the Cognia Chief Legal Officer. I spoke with Anna on 1/7/25, explained the application, offered to email the material to her, and invited Dr. Elgart and Ken Bergman to meet at their convenience. Rather than an email, she suggested that she leave a message with Ken Bergman for him to call me.

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|------------------------------------|--|
| ☐ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: _____

Date: 1/15/25

Print Form

12/16/2024

Public Notification Letter

Jim Winer, Make3 Principal, AIA, LEED AP
1075 Brady Avenue
Atlanta, Georgia 30318

Re: **MP-25-01/CU-25-05 Fulton Science Academy/Cousins Westside MP Pod R**

Dear Property Owner,

Please allow this letter to serve as public notice for consideration of a master plan amendment and conditional use to allow a 'School, Academic' to re-use an existing office building on a 4.48-acre property in the North Point Overlay. A master plan amendment is requested to add 'School, Academic' to the Cousins Westside Master Plan Pod R and a conditional use is requested to allow 'School, Academic' for Fulton Science Academy. The property is located at 8995 Westside Parkway and is legally described as being located in Land Lot 691, 1st District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, January 8, 2025, at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by **the Planning Commission on Thursday, February 6, 2025, and City Council on Monday, February 24, 2025, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at jwiner@make3arch.com or **404 876 5510 Ext 1**.

Sincerely,



Jim Winer, Principal, AIA, LEED AP

Copy

Michael Woodman, Planning + Development Services Manager, City of Alpharetta
David Aiden, Head of School, Fulton Science Academy
Mark Granigan, 8995 Westside Parkway

END

2025-01-15

Attachment 2_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
PUBLIC NOTIFICATION LETTERS SENT TO THIS MAILING LIST PROVIDED BY CITY

STORAGE TRUST PROPERTIES L P
P O BOX 25025
GLENDALE CA 91201-5025

HEMBREE NORTH LLC
P O BOX 28953
ATLANTA GA 30358

KSFV PROPERTIES LLC
16880 W BERNARDO DR STE 150
SAN DIEGO CA 92127

WESTSIDE VILLAS TOWNHOME ASSN INC
2555 WESTSIDE PKWY STE 600
ALPHARETTA GA 30004

FESHKI KARAM ALI & FARAHANI
MAHBOOBEH HAROURANI
11330 MUSETTE CIR
ALPHARETTA GA 30009

WONG MING YUEN & HAN YANG
11320 MUSETTE CIR
ALPHARETTA GA 30009

DAKER MARK & DAKER MARY C
13152 FREEMANVILLE RD
ALPHARETTA GA 30004

MARYA ASHISH & VIDESHA
11316 MUSETTE CIR
ALPHARETTA GA 30004

JOHNSON ANDREW & JOHNSON TAMARA
11314 MUSETTE CIR
ALPHARETTA GA 30009

MAHADAS ADITHYA
11312 MUSETTE CIR
ALPHARETTA GA 30009

DAMLEY GAURANG & JOSHI SHRUTI
11310 MUSETTE CIR
ALPHARETTA GA 30009

NIDOY VICTOR S JR
11308 MUSETTE CIR
ALPHARETTA GA 30004

SHARPE BONNIE M
11306 MUSETTE CIR
ALPHARETTA GA 30009

QUDRI SAFI ABDUL AZIZ &
BANU NASEEM
11304 MUSETTE CIR
ALPHARETTA GA 30009

MACKIW MEREDITH B & MARK G
11302 MUSETTE CIR
ALPHARETTA GA 30009

SUTARIA SAILESH J & MONA
11300 MUSETTE CIR
ALPHARETTA GA 30004

LIPSCOMB KIMBERLY DENISE
11298 MUSETTE CIR
ALPHARETTA GA 30004

GUILBAUD MALEAH LYNN & JOSHUA
5186 LAUREL BRIDGE CT SE
SMYRNA GA 30082

HARDY ETHAN W & JORDAN E K
11294 MUSETTE CIR
ALPHARETTA GA 30009-8623

DI ZHOU & TSANG TOMMY
11292 MUSETTE CIR
ALPHARETTA GA 30009

2025-01-15

Attachment 2_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
PUBLIC NOTIFICATION LETTERS SENT TO THIS MAILING LIST PROVIDED BY CITY

PATEL CHIRAG & THAKKAR HATARTHI
11290 MUSETTE CIR
ALPHARETTA GA 30009

KALAYCI HASAN & ALTAN
11311 MUSETTE CIR
ALPHARETTA GA 30009

BRUNK JAMES F & MICHELE M
11313 MUSETTE CIR
ALPHARETTA GA 30009

MARTIN MAURICE EDWIN III &
MARTIN AMANDA ELIZABETH
11315 MUSETTE CIR APT 7202
CUMMING GA 30040

DELSIGNORE DARREN A
11317 MUSETTE CIR
ALPHARETTA GA 30009

SOSEBEE CATHLEEN B & JASON M
785 BRICKWOOD LN
ALPHARETTA GA 30004-0875

AG EHC II EMP MULTI STATE 2 LLC
125 VILLARBOIT CRES
VAUGHAN ONTARIO CAN L4K 4K2

MILEND INC
8995 WESTSIDE PKWY
ALPHARETTA GA 30009

ADVANCE EDUCATION INC
9115 WESTSIDE PKWY
ALPHARETTA GA 30009-8000

ALPHARETTA TRANSFER STATION LLC
P O BOX 1450
CHICAGO IL 60690-1450

AMERICAN HONDA MOTOR CO INC
P.O. BOX 239
GREENSBORO GA 30642

AMERICAN HONDA MOTOR CO INC
P.O. BOX 239
GREENSBORO GA 30642

WESTSIDE COMMERCIAL PROPERTIES INC
2125 HEMBREE RD
ALPHARETTA GA 30009

SEALY ALPHARETTA L L C
333 TEXAS ST STE 1050
SHREVEPORT LA 71101

CURRENT OCCUPANT
730 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
720 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
710 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
700 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
745 CATTAIL ALY
ALPHARETTA GA 30009

2025-01-15

Attachment 2_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
PUBLIC NOTIFICATION LETTERS SENT TO THIS MAILING LIST PROVIDED BY CITY

CURRENT OCCUPANT
735 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
725 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
715 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
540 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
530 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
705 CATTAIL ALY
ALPHARETTA GA 30009

CURRENT OCCUPANT
520 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
510 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
500 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
645 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
545 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
535 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
635 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
525 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
625 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
515 BULRUSH LN
ALPHARETTA GA 30009

CURRENT OCCUPANT
340 PONDER PL
ALPHARETTA GA 30009

CURRENT OCCUPANT
615 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
330 PONDER PL
ALPHARETTA GA 30009

CURRENT OCCUPANT
505 BULRUSH LN
ALPHARETTA GA 30009

2025-01-15

Attachment 2_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
PUBLIC NOTIFICATION LETTERS SENT TO THIS MAILING LIST PROVIDED BY CITY

CURRENT OCCUPANT
320 PONDER PL
ALPHARETTA GA 30009

CURRENT OCCUPANT
605 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
310 PONDER PL
ALPHARETTA GA 30009

CURRENT OCCUPANT
300 PONDER PL
ALPHARETTA GA 30009

CURRENT OCCUPANT
455 FIREFLY CIR
ALPHARETTA GA 30009

CURRENT OCCUPANT
445 FIREFLY CIR
ALPHARETTA GA 30009

AG EHC II EMP MULTI STATE 2 LLC
125 VILLARBOIT CRES
VAUGHAN ONTARIO CAN L4K 4K2

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

From: Jim Winer

Sent: Wednesday, January 8, 2025 2:45 PM

To: Roland - Amrane, [REDACTED] Scott
Sweeney [REDACTED]; Timothy Puhek [REDACTED]; [REDACTED]

Cc: Serkan Saglam [REDACTED]

Subject: RE: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Hello All,

Michelle and I just spoke, so there's no need for others to call. Michelle will try to arrange dates/times for a meeting next week. Once that is established, I'll send out a Teams invite.

Michelle was unable to open the zipped attachment. This link includes that and the traffic study.

 [Electronic Copy Application \(2\).zip](#)

 [24-200 - Fulton Science Academy - 8895 Westside Parkway, Alpharetta - TIS.pdf](#)

The schedule DRAFT and public notifications are reattached.

Take Care,

Jim

Jim Winer, AIA Leed AP
Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

From: Jim Winer

Sent: Wednesday, January 8, 2025 12:55 PM

To: 'Roland - Amrane, Michelle [REDACTED] Scott
Sweeney [REDACTED]; [REDACTED]

Cc: Serkan Saglam [REDACTED] <[REDACTED]>

Subject: RE: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Hello Michelle,

Thank you for contacting me.

Our civil engineer, Chris Finke, at AEC is working on 9005. He just provided Nanci Love's contact as well. She and I spoke briefly before lunch, and attached is a follow-up email that I sent to her after our conversation.

I am available this afternoon until 2:45, tomorrow between 9 and 10:30 or at 3:00 or after, and anytime on Friday. I can send a Teams invite.

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

Take Care,

Jim

Jim Winer, AIA Leed AP
Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

From: Roland - Amrane, Michelle

Sent: Wednesday, January 8, 2025 12:36 PM

To: Jim Winer <jwiner@make3arch.com>; Scott Sweeney Timothy Puhek

Cc: Serkan Saglam

Subject: RE: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Jim:

I have been out office so appreciate your patience. I understand from Allnex, you reached out to them yesterday afternoon regarding the school and plans.

Typically, you would meet with Property Operations as first layer and then if needed, can additionally meet with ownership.

Please give me a couple of dates and times and we'll get you set up. I am pretty sure I can answer most of your questions.

Thank you.

Michelle Roland-Amrane
Senior Property Manager



**AVISON
YOUNG**

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Our latest Impact Report

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of progress

Avison Young – Atlanta, LLC | [Legal Disclaimer](#)

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

From: Jim Winer

Sent: Wednesday, January 8, 2025 12:00 PM

To: nlove@savills.us

Cc: P. E. LEED A. P Christopher J Kinke - AEC, Inc. ([REDACTED]) Serkan Saglam
[REDACTED]

Subject: FW: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Hello Nanci,

Thank you for picking up my call. Chris Finke provided your contact.

The email at the bottom of the chain below provides a basic 8995 building summary. The chain includes the names of people involved with 9005 that we have contacted but not spoken with. Attached is the public notification letter that the school sent to the property owners several weeks ago (mailing list provided by the City).

School Arrival and Dismissal Times vs. Employer Check-In and Check-Out:

There is minimal overlap between FSA's school schedules and the office worker schedule.

- **FSA Arrival:** 7:00–7:40 AM
- **FSA Dismissal (Monday–Thursday):** 2:20–2:35 PM
- **FSA Dismissal (Friday):** 1:55–2:15 PM

The project schedule with key zoning master plan amendment dates is attached along with the publicly available application.

The first public meeting is tonight at City Hall at 6PM (see info in attached letter). I would enjoy meeting you if you can make it.

Please feel free to forward this information to the 9005 people that you feel should receive it, including those below. I am available for a call up to 2:45 today and anytime later this week.

Take Care,

Jim

Jim Winer, AIA Leed AP

Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

From: Jim Winer <jwiner@make3arch.com>

Sent: Wednesday, January 8, 2025 11:10 AM

To: Scott Sweeney [REDACTED]; Timothy Puhek [REDACTED]

Cc: Serkan Saglam ([REDACTED]); Roland - Amrane, Michelle ([REDACTED])

Subject: RE: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

CAUTION: External Sender

Hello Tim,

I am available anytime today before 2:45. I'm happy to set up a Teams call.

I have also reached out to Michelle Roland-Amrane with Avison Young and copied her here.

Take Care,

Jim

Jim Winer, AIA Leed AP

Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

From: Scott Sweeney <ssweeney@propincadv.com>

Sent: Tuesday, January 7, 2025 4:18 PM

To: Jim Winer <jwiner@make3arch.com>; Timothy Puhek [REDACTED]

Cc: Serkan Saglam ([REDACTED])

Subject: Re: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Tim – Please see the email below and check in with Jim regarding the property adjacent to the Allnex building.

Thank you. Please contact me with any questions.

All the best,

Scott



PROPERTY INCOME ADVISORS, INC.

Advisory Services for the Investor in U.S. Real Estate

Scott A. Sweeney

Chief Executive Officer

Office/Cell: 619.507.8286

Email: [REDACTED] Website: www.propincadv.com

16870 West Bernardo Drive, Suite 400

San Diego, California 92127

Licensed and Regulated by:

California Department of Corporations #C3463801

California Bureau of Real Estate #01914717

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

From: Jim Winer <jwiner@make3arch.com>

Date: Tuesday, January 7, 2025 at 10:55 AM

To: Scott Sweeney <ssweeney@propincadv.com>

Cc: Serkan Saglam (saglam@buildline.net) <saglam@buildline.net>

Subject: FW: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Hello Scott,

My understanding is that you run the investment management group that includes the Allnex HQ.

We're trying to make ourselves available to the 9005-building ownership to answer any question that they may have concerning the neighboring building. See below for more details.

Take Care,

Jim

Jim Winer, AIA Leed AP

Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

From: Jim Winer

Sent: Tuesday, January 7, 2025 1:37 PM

To: [REDACTED]

Cc: Serkan Saglam [REDACTED]

Subject: 8995 Westside Parkway_Next to Allnex USA 9005 Westside Parkway Alpharetta

Juan Garcia,
Avison Young

Hello Juan,

Yesterday, Serkan Saglam, representing the Fulton Science Academy, dropped by the building that you manage at 9005 Westside Parkway. Someone in the building provided your email to him.

The Fulton Science Academy currently has the adjacent Milend Inc. building under contract and are seeking a zoning amendment to allow the building to be used as a school. The current plan is to move their PreK through possibly the second grade into the ground floor of the existing building. Milend would continue as a tenant at floor 2. The school would occupy floor two when Milend moves out. The school sent out a public notification mailer several weeks ago.

2025-01-15

Attachment 1_CPF Part B_MP-25-01 CU-25-05 FSA COUSINS WESTSIDE MP POD R
EMAIL CORRESPONDENCE WITH MANAGEMENT AT 9005 WESTSIDE PARKWAY

We also wanted to contact the owner of 9005 to review the project. Are you able to provide contact information for the owner? I have left a message with your property management office at 404 865 3663, and I left a message for the owner, KSF properties at their published number of 770 777 4980 (which is actually the elevator number in the building).

Take Care,

Jim

Jim Winer, AIA Leed AP

Principal

Make3 architecture/planning/design

t 404.876.5510 Ext 1

w www.make3arch.com

e jwiner@make3arch.com

a 1075 Brady Avenue NW, Atlanta, GA 30318

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Jim Winer

Telephone: 404 876 5510

Address: 1075 Brady Avenue

Suite: NA

City: Atlanta

State: GA

Zip: 30318

Fax: NA

Mobile Tel: 6787780795

Email: jwiner@make3arch.com

Subject Property Information:

Address: 8995 Westside Pkwy, Alpharetta, GA 30009

Current Zoning: POD R
Cousins
Westside,

District: 1st

Section: 2nd

Land Lot: 691

Parcel ID: 12-2600-0691-016-5

Proposed Zoning: Master Plan
Amendment for
K-12 Use,

Current Use: Office Building

This Application For (Check All That Apply):

☐ Conditional Use

☒ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☐ Other (Specify): _____

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

The Fulton Science Academy (FSA) would like to use the building as a K-12 educational facility. In Phase 1, the FSA PreK through 2nd grade program will occupy the first floor and the current owner will lease back the second floor to occupy the space as an office tenant.

FSA has the building under contract to purchase. One condition of closing on the sale is that the City grants the needed Master Plan Amendment to allow 'Academic School' use.

Applicant's Request (Please itemize the proposal):

A Master Plan Amendment that will add 'Academic School' Use as a Permitted Use within Cousins Westside - Parcel R.

Applicant's Intent *(Please describe what the proposal would facilitate).*

The proposal would facilitate allowing the Fulton Science Academy to purchase and use 8995 Westside Pkwy, Alpharetta, GA 30009 as a K-12 Educational facility

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Mark Granigan Telephone: 678-495-3390
Address: 8995 Westside Pkwy Suite: _____
City: Alpharetta State: GA Zip: 30009

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☐ Conditional Use |
| ☐ Variance | ☒ Master Plan |
| ☐ Land Use Application | ☐ Other |

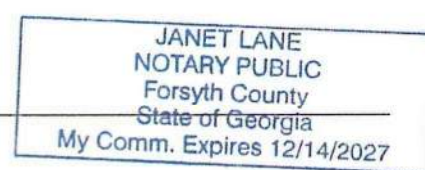
Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Jim Winer Telephone: 4048765510
Address: 1075 Brady Avenue Suite: NA
City: Atlanta State: GA Zip: 30318 5527

So Sworn and Attested:

Owner Signature: MARK GRANIGAN  Date: 11-16-24

Notary:

Notary Signature: Janet Lane  Date: 11/16/24

DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: Mark Granigan, Owner, 8995 Westside Pkwy, Alpharetta, GA 30009

Subject Public Hearing Case: 8995 Westside Pkwy Master Plan Amendment to allow an 'Academic School' Use

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official:	<u>N/A</u>	Position:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: _____

Date: 11-16-2011

DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: David Aiden, Head of School

Subject Public Hearing Case: Fulton Science Academy

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official:	<u>N/A</u>	Position:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>
Description of Contribution:	<u>N/A</u>	Value:	<u>N/A</u>

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature:

David Aiden

Date:

11-20-2024

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The compatibility between 8995 Westside Parkway and the surrounding areas would largely remain as is. The FSA plans include reusing the existing building and site with minor modifications to include creating outdoor play space, adding a canopy shelter for pick up and drop off, and adding FSA signage - all of which would involve going through the DRB process.

How will this proposal affect the use and value of the surrounding properties?

The Fulton Science Academy is a successful STEAM School that is currently ranked the number one private school in Georgia. The presence of the school contributes positively to the value of surrounding properties. By allowing a K-12 use in the existing building, the value of the building is improved in the current economic environment of high office building vacancies.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

There is limited demand and excess supply in the office space market. The building is under utilized with the first floor being empty and the second floor sparsely occupied. Adding 'Academic School' to the allowable uses increases the opportunity for office space to be repurposed.

What would be the increase to population and traffic if the proposal were approved?

Given the high vacancy rate, the current occupancy provides a population and traffic baseline well below the historical use and design capacity of the building and site. There are currently 40 employees occupying the approximately 53,113 gross square foot building a few days each week. Using the NFPA 101 Occupancy of 1 person per 100 GSF, the building has an office use capacity of 531 people. The FSA program will include approximately 400 students and 40 staff. The proposed population would be roughly the same as the population that the existing building was designed for. FSA has commissioned A&R Engineering to produce a traffic study.

What would be the impact to schools and utilities if the proposal were approved?

FSA is a school, so the project strengthens school offerings in the area. The existing building utilities are sufficient for the intended FSA use.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

Horizon 2040 identifies the area as CO Corporate Office with a future zoning of CUP (Community Unit Plan) and O-I (Office Institutional). The Fulton Science Academy campus is currently approximately 1/2 mile from 8895 Westside Parkway. A school is compatible with and benefits a mixed use CUP district.

Are there existing or changing conditions which affect the development of the property and support the proposed request?

The existing building is underutilized. The office market has changed, and the demand for office space is significantly less than it was before COVID. This is an opportunity to add to the possible uses that can help solve the problem of underutilized office space.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: 8995 Westside Parkway, Alpharetta, GA 30009

Contact Name: Jim Winer Telephone: 404 876 5510 Ext 1

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

Letter to addresses approved by the City

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> |

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

A letter, to be approved by the City, will be sent to addresses from City "Instructions for Creating a 500 FT Mailing List" (attached: there are 32 repeat addresses on the attached list downloaded from the City) or as otherwise instructed by the City.

"Instructions for Creating a 500 FT Mailing List"

STORAGE TRUST PROPERTIES L P
P O BOX 25025
GLENDALE CA 91201-5025

DAMLEY GAURANG & JOSHI SHRUTI
11310 MUSETTE CIR
ALPHARETTA GA 30009

PATEL CHIRAG & THAKKAR HATARTHI
11290 MUSETTE CIR
ALPHARETTA GA 30009

HEMBREE NORTH LLC
P O BOX 28953
ATLANTA GA 30358

NIDOY VICTOR S JR
11308 MUSETTE CIR
ALPHARETTA GA 30004

KALAYCI HASAN & ALTAN
11311 MUSETTE CIR
ALPHARETTA GA 30009

KSFV PROPERTIES LLC
16880 W BERNARDO DR STE 150
SAN DIEGO CA 92127

SHARPE BONNIE M
11306 MUSETTE CIR
ALPHARETTA GA 30009

BRUNK JAMES F & MICHELE M
11313 MUSETTE CIR
ALPHARETTA GA 30009

WESTSIDE VILLAS TOWNHOME ASSN INC
2555 WESTSIDE PKWY STE 600
ALPHARETTA GA 30004

QUDRI SAFI ABDUL AZIZ & BANU NASEEM
11304 MUSETTE CIR
ALPHARETTA GA 30009

MARTIN MAURICE EDWIN III & MARTIN
AMANDA ELIZABETH
11315 MUSETTE CIR APT 7202
CUMMING GA 30040

FESHKI KARAM ALI & FARAHANI MAHBOO
BEH HAROURANI
11330 MUSETTE CIR
ALPHARETTA GA 30009

MACKIW MEREDITH B & MARK G
11302 MUSETTE CIR
ALPHARETTA GA 30009

DELSIGNORE DARREN A
11317 MUSETTE CIR
ALPHARETTA GA 30009

WONG MING YUEN & HAN YANG
11320 MUSETTE CIR
ALPHARETTA GA 30009

SUTARIA SAILESH J & MONA
11300 MUSETTE CIR
ALPHARETTA GA 30004

SOSEBEE CATHLEEN B & JASON M
785 BRICKWOOD LN
ALPHARETTA GA 30004-0875

DAKER MARK & DAKER MARY C
13152 FREEMANVILLE RD
ALPHARETTA GA 30004

LIPSCOMB KIMBERLY DENISE
11298 MUSETTE CIR
ALPHARETTA GA 30004

AG EHC II EMP MULTI STATE 2 LLC
125 VILLARBOIT CRES
VAUGHAN ONTARIO CAN L4K 4K2

MARYA ASHISH & VIDESHA
11316 MUSETTE CIR
ALPHARETTA GA 30004

GUILBAUD MALEAH LYNN & JOSHUA
5186 LAUREL BRIDGE CT SE
SMYRNA GA 30082

MILEND INC
8995 WESTSIDE PKWY
ALPHARETTA GA 30009

JOHNSON ANDREW & JOHNSON TAMARA
11314 MUSETTE CIR
ALPHARETTA GA 30009

HARDY ETHAN W & JORDAN E K
11294 MUSETTE CIR
ALPHARETTA GA 30009-8623

CITY OF ALPHARETTA
2 SOUTH MAIN ST
ALPHARETTA GA 30004

MAHADAS ADITHYA
11312 MUSETTE CIR
ALPHARETTA GA 30009

DI ZHOU & TSANG TOMMY
11292 MUSETTE CIR
ALPHARETTA GA 30009

ADVANCE EDUCATION INC
9115 WESTSIDE PKWY
ALPHARETTA GA 30009-8000

"Instructions for Creating a 500 FT Mailing List"

ALPHARETTA TRANSFER STATION LLC
P O BOX 1450
CHICAGO IL 60690-1450

AMERICAN HONDA MOTOR CO INC
P.O. BOX 239
GREENSBORO GA 30642

AMERICAN HONDA MOTOR CO INC
P.O. BOX 239
GREENSBORO GA 30642

WESTSIDE COMMERCIAL PROPERTIES INC
2125 HEMBREE RD
ALPHARETTA GA 30009

SEALY ALPHARETTA L L C
333 TEXAS ST STE 1050
SHREVEPORT LA 71101

Repeat Addresses

AG EHC II EMP MULTI STATE 2 LLC
125 VILLARBOIT CRES
VAUGHAN ONTARIO CAN L4K 4K2

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125 VILLARBOIT CRES
VAUGHAN ONTARIO CAN L4K 4K2

Repeat Addresses

11/22/2024

Public Hearing Letter of Intent

To: Department of Community Development
2 Park Plaza
Alpharetta, GA 30009
Fr: Jim Winer, Make3 Principal, AIA, LEED AP
Re: Zoning Master Plan Amendment Request to Allow 'Academic School' Use
8995 Westside Pkwy
Alpharetta, GA 30009

FSA has 8995 Westside Pkwy Alpharetta GA 30009 under contract to purchase. One contingency of the purchase is receiving a Master Plan Amendment that will allow an 'Academic School' use on the property.

The property is a partially occupied office building. It is in POD R of the Cousins Westside Development, which does not list 'Academic School' as a Primary, Secondary, or Permitted Use.

Current Property Overview:

1. Property
 - a. 4.47 acres
 - b. 210 Parking Spaces
2. Building: There is one building on the property.
 - a. 2 stories
 - b. 53,110 Gross Square Feet
 - c. Used as an Office Building

Proposed Changes if Amendment is Granted:

FSA will initially convert the ground level to an approximately 26,555 GSF PreK through 2nd grade facility including office space, classrooms, a cafeteria, and an indoor play area. In addition, FSA will add a playground, an entry canopy, FSA signage, and potentially an outdoor play deck behind the main entry. The office tenant will remain on the 2nd floor for a few years.

A&R Engineering is working on a traffic study that is anticipated to be completed in late December. The existing parking lot provides on-site car stacking space for student drop off and pick up. The site has more parking spaces than the number that will be required by zoning. FSA will remove some spaces to create outdoor play space. Please see the attached parking analysis.

FSA would like to complete the initial renovations by January 2026.

At some point in the future, FSA will expand their educational space to the second floor.

Attachment: 11/22/24 Parking Analysis

END

LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set, and THE TRUE POINT OF BEGINNING.

Thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 186.12 feet to an iron pin set; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 48.98 feet to a nail set; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 218.28 feet to a point; thence, along an arc of curve to the right (which has a radius of 525.50 feet, a central angle of 13 degrees 15 minutes 25 seconds and a chord distance of 121.32 feet, along a bearing of North 83 degrees 29 minutes 57 seconds West), an arc distance of 121.59 feet to a point; thence, North 76 degrees 52 minutes 15 seconds West, a distance of 24.35 feet to an iron pin set, said iron pin being located on the east right-of-way of Westside Parkway, having a varying right-of-way; thence, northeasterly along said right-of-way, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 18 degrees 31 minutes 45 seconds and a chord distance of 191.94 feet, along a bearing of North 19 degrees 56 minutes 32 seconds East), an arc distance of 192.78 feet to a concrete right-of-way monument found; thence, South 60 degrees 09 minutes 54 seconds East, a distance of 5.35 feet to a concrete right-of-way monument found; thence, North 28 degrees 17 minutes 32 seconds East, a distance of 6.56 feet to a concrete right-of-way monument found; thence, North 61 degrees 14 minutes 04 seconds West, a distance of 5.21 feet to a concrete right-of-way monument found; thence, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 48 degrees 30 minutes 32 seconds and a chord distance of 489.76 feet, along a bearing of North 54 degrees 04 minutes 57 seconds East), an arc distance of 504.70 feet to a concrete right-of-way monument found; thence, South 13 degrees 51 minutes 50 seconds East, a distance of 3.44 feet to a concrete right-of-way monument found; thence, North 77 degrees 37 minutes 24 seconds East, a distance of 6.16 feet to a concrete right-of-way monument found; thence, North 12 degrees 19 minutes 19 seconds West, a distance of 3.33 feet to a concrete right-of-way monument found; thence, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 07 degrees 48 minutes 06 seconds and a chord distance of 81.11 feet, along a bearing of North 82 degrees 50 minutes 18 seconds East), an arc distance of 81.17 feet to an iron pin set; thence, leaving said Westside Parkway right-of-way, South 00 degrees 32 minutes 00 seconds West, a distance of 438.13 feet to an iron pin set, and THE TRUE POINT OF BEGINNING.

Said tract of land comprising 194,920 square feet, or 4.475 acres, more or less.

LEGAL DESCRIPTION – DETENTION AND ACCESS/MAINTENANCE EASEMENT #1

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 18.13 feet to a point, and THE TRUE POINT OF BEGINNING.

Thence, running South 84 degrees 56 minutes 44 seconds West, a distance of 39.05 feet to a point; thence, northeasterly, along an arc of curve to the left (which has a radius of 4.12 feet, a central angle of 01 degrees 12 minutes 30 seconds and a chord distance of 0.09 feet, along a bearing of North 04 degrees 19 minutes 33 seconds West), an arc distance of 0.09 feet to a point; thence, North 04 degrees 55 minutes 48 seconds West, a distance of 338.56 feet to a point; thence, along an arc of curve to the right (which has a radius of 15.50 feet, a central angle of 90 degrees 16 minutes 11 seconds and a chord distance of 21.97 feet, along a bearing of North 40 degrees 12 minutes 18 seconds East), an arc distance of 24.42 feet to a point; thence, North 85 degrees 20 minutes 23 seconds East, a distance of 23.33 feet to a point; thence, along an arc of curve to the right (which has a radius of 15.50 feet, a central angle of 85 degrees 56 minutes 09 seconds and a chord distance of 21.13 feet, along a bearing of South 51 degrees 41 minutes 32 seconds East), an arc distance of 23.25 feet to a point; thence, along an arc of curve to the right (which has a radius of 1,046.52 feet, a central angle of 05 degrees 00 minutes 55 seconds and a chord distance of 91.58 feet, along a bearing of South 06 degrees 13 minutes 00 seconds East), an arc distance of 91.61 feet to a point; thence, South 01 degrees 18 minutes 00 seconds East, a distance of 112.27 feet to a point; thence, South 00 degrees 29 minutes 11 seconds West, a distance of 109.31 feet to a point; thence, South 05 degrees 11 minutes 38 seconds East, a distance of 27.06 feet to a point, and THE TRUE POINT OF BEGINNING.

LEGAL DESCRIPTION – DETENTION AND ACCESS/MAINTENANCE EASEMENT #2

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 18.13 feet to a point, and THE TRUE POINT OF BEGINNING.

Thence, running South 05 degrees 11 minutes 38 seconds East, a distance of 77.02 feet to a point; thence, South 00 degrees 14 minutes 31 seconds East, a distance of 63.57 feet to a point; thence, along an arc of curve to the right (which has a radius of 12.09 feet, a central angle of 180 degrees 01 minutes 06 seconds and a chord distance of 24.18 feet, along a bearing of South 89 degrees 45 minutes 47 seconds West), an arc distance of 37.98 feet to a point; thence, North 00 degrees 14 minutes 31 seconds West, a distance of 63.41 feet to a point; thence, along an arc of curve to the left (which has a radius of 24.75 feet, a central angle of 89 degrees 45 minutes 43 seconds and a chord distance of 34.93 feet, along a bearing of North 45 degrees 07 minutes 23 seconds West), an arc distance of 38.77 feet to a point; thence, South 89 degrees 59 minutes 46 seconds West, a distance of 10.91 feet to a point; thence, along an arc of curve to the right (which has a radius of 18.00 feet, a central angle of 35 degrees 15 minutes 51 seconds and a chord distance of 10.90 feet, along a bearing of North 72 degrees 22 minutes 19 seconds West), an arc distance of 11.08 feet to a point; thence, North 54 degrees 44 minutes 23 seconds West, a distance of 11.11 feet to a point; thence, along an arc of curve to the right (which has a radius of 18.00 feet, a central angle of 138 degrees 50 minutes 24 seconds and a chord distance of 33.70 feet, along a bearing of North 14 degrees 40 minutes 49 seconds East), an arc distance of 43.62 feet to a point; thence, North 84 degrees 06 minutes 01 seconds East, a distance of 21.33 feet to a point; thence, along an arc of curve to the left (which has a radius of 4.12 feet, a central angle of 87 degrees 49 minutes 20 seconds and a chord distance of 5.71 feet, along a bearing of North 40 degrees 11 minutes 21 seconds East), an arc distance of 6.32 feet to a point; thence, North 84 degrees 56 minutes 44 seconds East, a distance of 39.05 feet to a point, and THE TRUE POINT OF BEGINNING.

Property Boundary Legal Description:8995 Westside Parkway, Alpharetta, GA 30009

LEGAL DESCRIPTION – INGRESS/EGRESS EASEMENT #1

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, running North 00 degrees 32 minutes 00 seconds East, a distance of 438.13 feet to an iron pin set, said iron pin being located on the south right-of-way of Westside Parkway, having a varying right-of-way; running thence southwesterly along said Westside Parkway right-of-way, along an arc of curve to the left (which has a radius of 596.12 feet, a central angle of 07 degrees 48 minutes 06 seconds and a chord distance of 81.11 feet, along a bearing of South 82 degrees 50 minutes 15 seconds West), an arc distance of 81.17 feet to a point; thence, South 12 degrees 19 minutes 19 seconds East, a distance of 3.33 feet to a point; thence, South 77 degrees 37 minutes 24 seconds West, a distance of 6.18 feet to a point; thence, North 13 degrees 51 minutes 50 seconds West, a distance of 3.44 feet to a point; thence, along an arc of curve to the left (which has a radius of 596.12 feet, a central angle of 25 degrees 45 minutes 52 seconds and a chord distance of 265.81 feet, along a bearing of South 65 degrees 27 minutes 17 seconds West), an arc distance of 268.06 feet to a point, and THE TRUE POINT OF BEGINNING.

Thence, leaving said Westside Parkway right-of-way and running southeasterly, along an arc of curve to the left (which has a radius of 27.21 feet, a central angle of 22 degrees 53 minutes 48 seconds and a chord distance of 10.80 feet, along a bearing of South 07 degrees 16 minutes 15 seconds East), an arc distance of 10.87 feet to a point; thence, South 33 degrees 33 minutes 58 seconds East, a distance of 11.73 feet to a point; thence, South 39 degrees 36 minutes 19 seconds East, a distance of 8.07 feet to a point; thence, along an arc of curve to the right (which has a radius of 148.64 feet, a central angle of 14 degrees 35 minutes 44 seconds and a chord distance of 37.76 feet, along a bearing of South 31 degrees 45 minutes 20 seconds East), an arc distance of 37.87 feet to a point; thence, South 05 degrees 03 minutes 16 seconds East, a distance of 196.42 feet to a point; thence, along an arc of curve to the right (which has a radius of 425.00 feet, a central angle of 04 degrees 55 minutes 37 seconds and a chord distance of 36.54 feet, along a bearing of South 02 degrees 35 minutes 28 seconds East), an arc distance of 36.54 feet to a point; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 40.56 feet to a point; thence, South 00 degrees 25 minutes 19 seconds East, a distance of 50.38 feet to a point; thence, South 89 degrees 52 minutes 21 seconds East, a distance of 24.00 feet to a point; thence, North 00 degrees 25 minutes 19 seconds West, a distance of 50.32 feet to a point; thence, North 00 degrees 07 minutes 39 seconds West, a distance of 40.62 feet to a point; thence, along an arc of curve to the left (which has a radius of 401.00 feet, a central angle of 04 degrees 55 minutes 37 seconds and a chord distance of 34.47 feet, along a bearing of North 02 degrees 35 minutes 28 seconds West), an arc distance of 34.48 feet to a point; thence, North 05 degrees 03 minutes 16 seconds West, a distance of 156.78 feet to a point; thence, along an arc of curve to the left (which has a radius of 178.13 feet, a central angle of 19 degrees 02 minutes 43 seconds and a chord distance of 58.94 feet, along a bearing of North 26 degrees 50 minutes 19 seconds West), an arc distance of 59.21 feet to a point; thence, along an arc of curve to the left (which has a radius of 32.66 feet, a central angle of 52 degrees 19 minutes 28 seconds and a chord distance of 28.80 feet, along a bearing of North 55 degrees 43 minutes 54 seconds West), an arc distance of 29.82 feet to a point, said point being located on the southeast right-of-way of the aforementioned Westside Parkway; thence running northeasterly along said right-of-way, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 04 degrees 44 minutes 56 seconds and a chord distance of 49.39 feet, along a bearing of North 50 degrees 11 minutes 53 seconds East), an arc distance of 49.41 feet to a point, and THE TRUE POINT OF BEGINNING.

LEGAL DESCRIPTION – INGRESS/EGRESS EASEMENT #2

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4" CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 186.12 feet to an iron pin set; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 48.98 feet to a nail set; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 86.73 feet to a point, and THE TRUE POINT OF BEGINNING.

Thence, running South 00 degrees 25 minutes 19 seconds East, a distance of 27.54 feet to a point; thence, South 00 degrees 15 minutes 05 seconds West, a distance of 292.82 feet to a point; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 127.15 feet to a point; thence South 00 degrees 07 minutes 39 seconds East, a distance of 12.04 feet to a point; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 24.00 feet to a point; thence, North 00 degrees 07 minutes 39 seconds West, a distance of 36.04 feet to a point; thence, North 89 degrees 52 minutes 21 seconds East, 127.30 feet to a point; thence, North 00 degrees 15 minutes 17 seconds East, a distance of 268.70 feet to a point; thence, North 00 degrees 25 minutes 19 seconds West, a distance of 27.66 feet to a point; thence, North 89 degrees 52 minutes 21 seconds East, a distance of 24.00 feet to a point, and THE TRUE POINT OF BEGINNING.

LEGAL DESCRIPTION – INGRESS/EGRESS EASEMENT #3

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 186.12 feet to an iron pin set; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 48.98 feet to a nail set, and THE TRUE POINT OF BEGINNING.

Thence, running South 89 degrees 52 minutes 21 seconds West, a distance of 218.28 feet to a point; thence, along an arc of curve to the right (which has a radius of 525.50 feet, a central angle of 13 degrees 15 minutes 25 seconds and a chord distance of 121.32 feet, along a bearing of North 83 degrees 29 minutes 57 seconds West), an arc distance of 121.59 feet to a point; thence, North 76 degrees 52 minutes 15 seconds West, a distance of 24.35 feet to an iron pin set, said iron pin being located on the east right-of-way of Westside Parkway, having a varying right-of-way; thence, running northeasterly along said right-of-way, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 01 degrees 17 minutes 53 seconds and a chord distance of 13.51 feet, along a bearing of North 11 degrees 19 minutes 36 seconds East), an arc distance of 13.51 feet to a point; thence, leaving said right-of-way and running South 76 degrees 52 minutes 15 seconds East, a distance of 24.78 feet to a point; thence, along an arc of curve to the left (which has a radius of 612.02 feet, a central angle of 13 degrees 15 minutes 25 seconds and a chord distance of 118.20 feet, along a bearing of South 83 degrees 29 minutes 57 seconds East), an arc distance of 118.46 feet to a point; thence, North 89 degrees 52 minutes 21 seconds East, a distance of 218.28 feet to a point; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 13.50 feet to a point, and THE TRUE POINT OF BEGINNING.

LEGAL DESCRIPTION – INGRESS/EGRESS EASEMENT #4

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 186.12 feet to an iron pin set; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 48.98 feet to a nail set, and THE TRUE POINT OF BEGINNING.

Thence, running South 00 degrees 07 minutes 39 seconds East, a distance of 10.50 feet to a point; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 218.28 feet to a point; thence, along an arc of curve to the right (which has a radius of 536.00 feet, a central angle of 13 degrees 15 minutes 25 seconds and a chord distance of 123.74 feet, along a bearing of North 83 degrees 29 minutes 57 seconds West), an arc distance of 124.02 feet to a point; thence, North 76 degrees 52 minutes 15 seconds West, a distance of 23.81 feet to a point, said point being located on the east right-of-way of Westside Parkway; thence, running northeasterly along said right-of-way, along an arc of curve to the right (which has a radius of 596.12 feet, a central angle of 01 degrees 00 minutes 38 seconds and a chord distance of 10.51 feet, along a bearing of North 10 degrees 10 minutes 20 seconds East), an arc distance of 10.52 feet to a point; thence, leaving said right-of-way and running South 76 degrees 52 minutes 15 seconds East, a distance of 24.35 feet to a point; thence, along an arc of curve to the left (which has a radius of 525.50 feet, a central angle of 13 degrees 15 minutes 25 seconds and a chord distance of 121.32 feet, along a bearing of South 83 degrees 29 minutes 57 seconds East), an arc distance of 121.59 feet to a point; thence, North 89 degrees 52 minutes 21 seconds East, a distance of 218.28 feet to a point, and THE TRUE POINT OF BEGINNING.

LEGAL DESCRIPTION – DRAINAGE EASEMENT #1

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 691, 1st District, 2nd Section, City of Alpharetta, Fulton County, Georgia, and being more particularly described as follows:

Commence at an iron pin found (3/4 " CTP) at the intersection of the northeast corner of Land Lot 690, the southeast corner of Land Lot 691, the southwest corner of Land Lot 698 and the northwest corner of Land Lot 699; thence, leaving said land lot corner and running northeasterly along the east land lot line of said Land Lot 691, North 00 degrees 32 minutes 00 seconds East, a distance of 255.41 feet to an iron pin set; thence, leaving said land lot line and running South 84 degrees 56 minutes 44 seconds West, a distance of 90.32 feet to a point, and THE TRUE POINT OF BEGINNING.

Thence, running South 84 degrees 56 minutes 44 seconds West, a distance of 33.56 feet to a point; thence, North 69 degrees 57 minutes 35 seconds West, a distance of 29.06 feet to a point; thence, South 58 degrees 01 minutes 32 seconds West, a distance of 27.23 feet to a point; thence, South 84 degrees 56 minutes 44 seconds West, a distance of 11.63 feet to a point; thence, South 00 degrees 07 minutes 39 seconds East, a distance of 6.20 feet to a point; thence, South 58 degrees 01 minutes 32 seconds West, a distance of 5.61 feet to a point; thence, South 51 degrees 37 minutes 04 seconds West, a distance of 64.31 feet to a point; thence, South 89 degrees 52 minutes 21 seconds West, a distance of 20.80 feet to a point; thence, North 16 degrees 01 minutes 35 seconds East, a distance of 12.24 feet to a point; thence, North 51 degrees 37 minutes 04 seconds East, a distance of 71.81 feet to a point; thence, North 58 degrees 01 minutes 32 seconds East, a distance of 57.36 feet to a point; thence, South 69 degrees 57 minutes 35 seconds East, a distance of 49.04 feet to a point; thence, North 53 degrees 36 minutes 55 seconds East, a distance of 41.25 feet to a point; thence, North 05 degrees 05 minutes 22 seconds West, a distance of 29.73 feet to a point; thence, North 84 degrees 56 minutes 44 seconds East, a distance of 3.32 feet to a point; thence, North 05 degrees 03 minutes 16 seconds West, a distance of 72.93 feet to a point; thence, North 39 degrees 08 minutes 51 seconds East, a distance of 15.44 feet to a point; thence, South 04 degrees 55 minutes 48 seconds East, a distance of 128.75 feet to a point; thence, South 53 degrees 36 minutes 55 seconds West, a distance of 38.85 feet to a point, and THE TRUE POINT OF BEGINNING.

11/22/2024
PUBLIC HEARING APPLICATION
MASTER PLAN AMENDMENT
USE: ELEMENTARY SCHOOL
8995 Westside Pkwy, Alpharetta, GA 30009

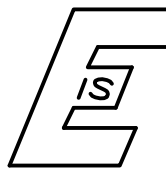
LEGAL DESCRIPTIONS

FULTON SCIENCE ACADEMY

ALTA/ACSM LAND TITLE SURVEY
for

Cousins Properties Incorporated,
Westside Parkway GA, LLC
and
First American Title Insurance Company

Located in
Land Lot 691 – 1st District – 2nd Section
City of Alpharetta – Fulton County, Georgia



Engineering & Inspection Systems, Inc.

8960 Martin Road
Roswell, Georgia 30076

(770) 343-8800

Scale: 1" = 50'

Date: 10-11-10

Sh. 3 of 3

DRAWN:

DESIGN:

CHECKED:

DRAWING FILE:

JOB No:

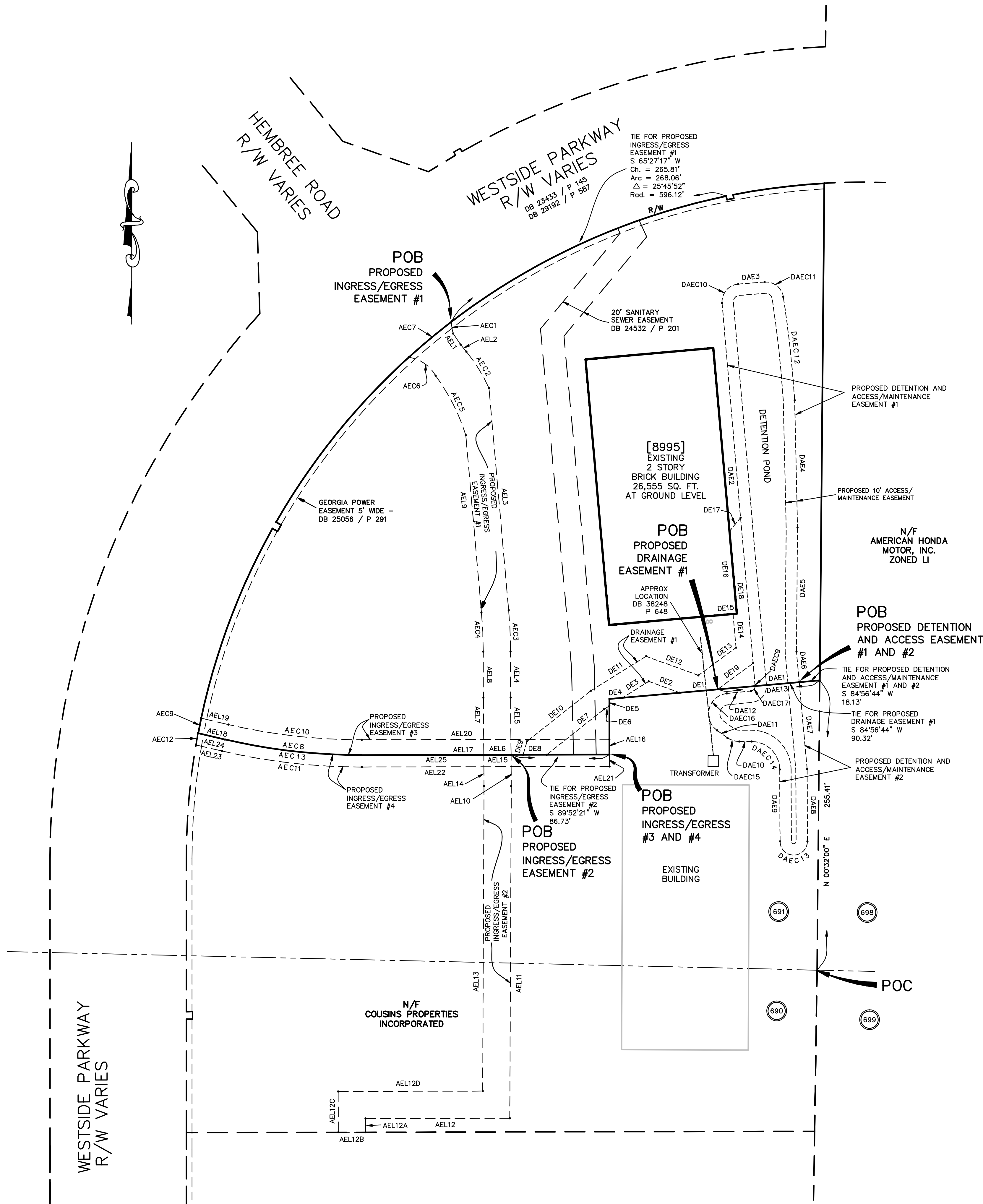
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ALTA 10018

10-1-018





PROPOSED INGRESS/EGRESS EASEMENT #1		
LINE	BEARING	DISTANCE
AEL1	S33°33'58"E	11.73'
AEL2	S39°36'19"E	8.07'
AEL3	S05°03'16"E	196.42'
AEL4	S00°07'39"E	40.56'
AEL5	S00°25'19"E	50.38'
AEL6	S89°52'21"W	24.00'
AEL7	N00°25'19"W	50.32'
AEL8	N00°07'39"W	40.62'
AEL9	N05°03'16"W	156.78'

CURVE	BEARING	DISTANCE	ARC	DELTA	RADIUS
AEC1	S07°16'15"E	10.80	10.87	22°53'58"	27.21
AEC2	S31°45'20"E	37.76	37.87	14°35'44"	148.64
AEC3	S02°35'28"E	36.54	36.55	04°55'37"	425.00
AEC4	N02°35'28"W	34.47	34.48	04°55'37"	401.00
AEC5	N26°50'19"W	58.94	59.21	19°02'43"	178.13
AEC6	N55°43'54"W	28.80	29.82	52°19'28"	32.66
AEC7	N50°11'53"E	49.39	49.41	04°44'56"	596.12

PROPOSED INGRESS/EGRESS EASEMENT #2		
NUMBER	BEARING	DISTANCE
AEL10	S00°25'19"E	27.54'
AEL11	S00°15'05"W	292.82'
AEL12	S89°52'21"W	127.15'
AEL12A	S00°07'39"E	12.04'
AEL12B	S89°52'21"W	24.00'
AEL12C	N00°07'39"W	36.04'
AEL12D	N89°52'21"E	127.30'
AEL13	N00°15'17"E	268.70'
AEL14	N00°25'19"W	27.66'
AEL15	N89°52'21"E	24.00'

PROPOSED INGRESS/EGRESS EASEMENT #3		
NUMBER	BEARING	DISTANCE
AEL16	S00°07'39"E	13.50'
AEL17	S89°52'21"W	218.28'
AEL18	N76°52'15"W	24.35'
AEL19	S76°52'15"E	24.78'
AEL20	N89°52'21"E	218.28'

NUMBER	BEARING	DISTANCE	ARC	DELTA	RADIUS
AEC8	N83°29'57"W	121.32	121.59	13°15'25"	525.50
AEC9	N11°19'36"E	13.51	13.51	01°17'53"	596.12
AEC10	S83°29'57"E	118.20	118.46	13°15'25"	512.00

PROPOSED INGRESS/EGRESS EASEMENT #4		
NUMBER	BEARING	DISTANCE
AEL21	S00°07'39"E	10.50'
AEL22	S89°52'21"W	218.28'
AEL23	N76°52'15"W	23.81'
AEL24	S76°52'15"E	24.35'
AEL25	N89°52'21"E	218.28'

NUMBER	BEARING	DISTANCE	ARC	DELTA	RADIUS
AEC11	N83°29'57"W	123.74	124.02	13°15'25"	536.00
AEC12	N10°10'20"E	10.51	10.52	01°00'38"	596.12
AEC13	S83°29'57"E	121.32	121.59	13°15'25"	525.50

PROPOSED DRAINAGE EASEMENT #1		
NUMBER	BEARING	DISTANCE
DE1	S84°56'44"W	33.56'
DE2	N69°57'35"W	29.06'
DE3	S58°01'32"W	27.23'
DE4	S84°56'44"W	11.63'
DE5	S00°07'39"E	6.20'
DE6	S58°01'32"W	5.61'
DE7	S51°37'04"W	64.31'
DE8	S89°52'21"W	20.80'
DE9	N16°01'35"E	12.24'
DE10	N51°37'04"E	71.81'
DE11	N58°01'32"E	57.36'
DE12	S69°57'35"E	49.04'
DE13	N53°36'55"E	41.25'
DE14	N05°05'22"W	29.73'
DE15	N84°56'44"E	3.32'
DE16	N05°03'16"W	72.93'
DE17	N39°08'51"E	15.44'
DE18	S04°55'48"E	128.75'
DE19	S53°36'55"W	36.85'

PROPOSED DETENTION & ACCESS/MAINTENANCE EASEMENT #1		
NUMBER	BEARING	DISTANCE
DAE1	S84°56'44"W	39.05'
DAE2	N04°55'48"W	338.56'
DAE3	N85°20'23"E	23.33'
DAE4	S01°18'00"E	112.27'
DAE5	S00°29'11"W	109.31'
DAE6	S05°11'38"E	27.06'

NUMBER	BEARING	DISTANCE	ARC	DELTA	RADIUS
DAEC9	N04°19'33"W	0.09	0.09	01°12'30"	4.12
DAEC10	N40°12'18"E	21.97	24.42	90°16'11"	15.50
DAEC11	S51°41'32"E	21.13	23.25	85°56'09"	15.50
DAEC12	S06°13'00"E	91.58	91.61	05°00'55"	1046.52

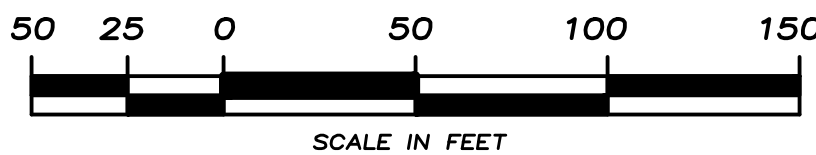
PROPOSED DETENTION & ACCESS/MAINTENANCE EASEMENT #2		
NUMBER	BEARING	DISTANCE
DAE7	S05°11'38"E	77.02'
DAE8	S00°14'31"E	63.57'
DAE9	N00°14'31"W	63.41'
DAE10	S89°59'46"W	10.91'
DAE11	N54°44'23"W	11.11'
DAE12	N84°06'01"E	21.33'
DAE13	N84°56'44"E	39.05'

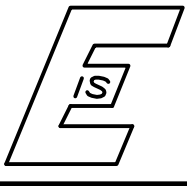
NUMBER	BEARING	DISTANCE	ARC	DELTA	RADIUS
DAEC13	S89°45'47"W	24.18	37.98	180°01'06"	12.09
DAEC14	N45°07'23"W	34.93	38.77	89°45'43"	24.75
DAEC15	N72°22'19"W	10.90	11.08	35°15'51"	18.00
DAEC16	N14°40'49"E	33.70	43.62	138°50'24"	18.00
DAEC17	N40°11'21"E	5.71	6.32	87°49'20"	4.12

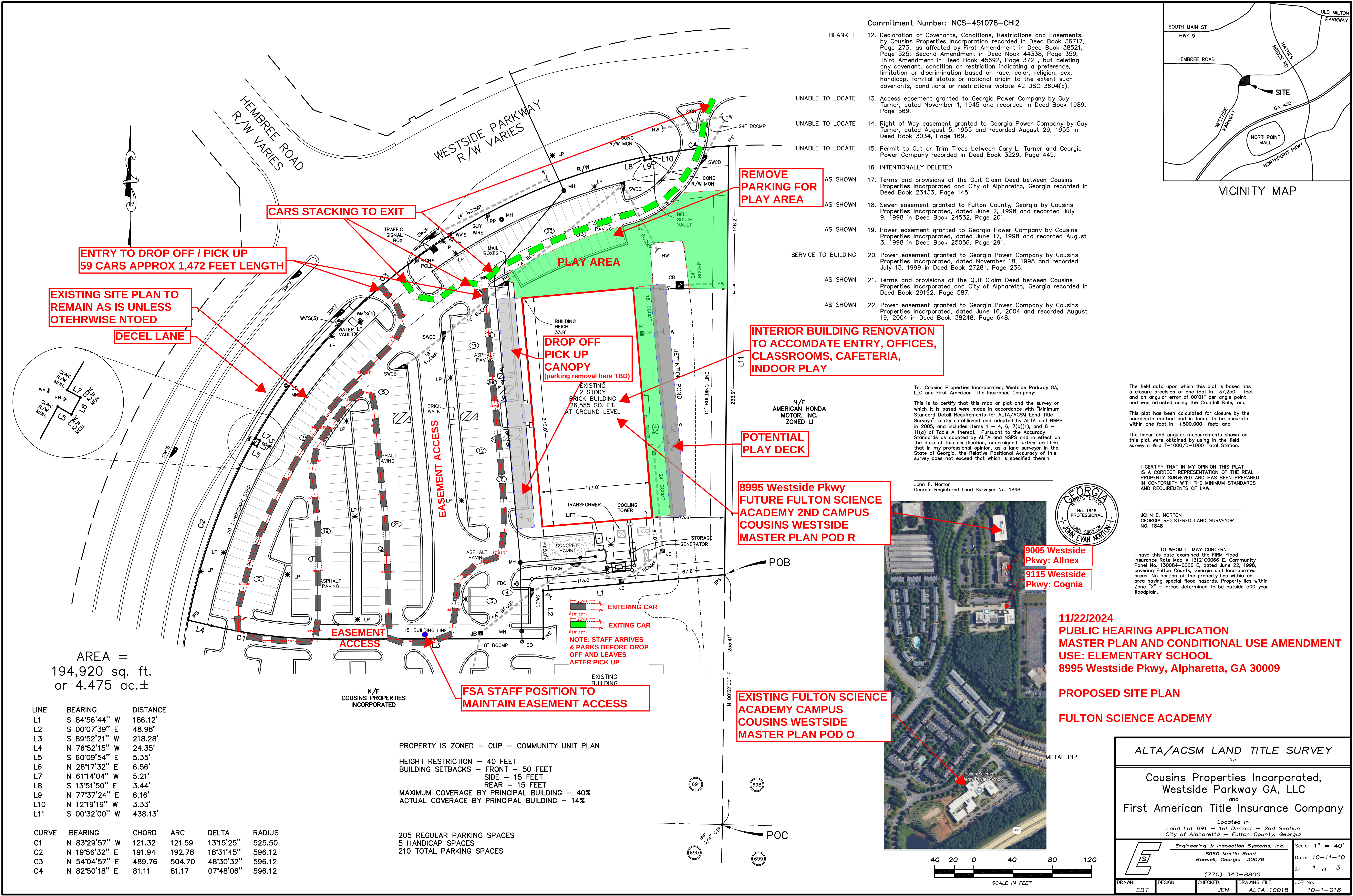
11/22/2024
PUBLIC HEARING APPLICATION
MASTER PLAN AMENDMENT
USE: ELEMENTARY SCHOOL
8995 Westside Pkwy, Alpharetta, GA 30009

EASEMENTS

FULTON SCIENCE ACADEMY



ALTA/ACSM LAND TITLE SURVEY for	
Cousins Properties Incorporated, Westside Parkway GA, LLC and First American Title Insurance Company	
Located In Land Lot 691 - 1st District - 2nd Section City of Alpharetta - Fulton County, Georgia	
	Engineering & Inspection Systems, Inc. 8960 Martin Road Roswell, Georgia 30076 (770) 343-8800
DRAWN: EBT	DESIGN: JEN
CHECKED: JEN	DRAWING FILE: ALTA 1001B
JOB No.: 10-1-01B	Scale: 1" = 50' Date: 10-11-10 Sh. 2 of 3



Current Office Occupancy	Floor 1& 2: Office Building				
	Spaces Per 1000 SF (1)	GSF of Building			Req'd for Use
	4	1000	53110		212
	Total Zoning Required				212
	Total Provided				210
	Total Excess				-2
Approximate Proposed Occupancy In Phase 1	Floor 1: Elementary & Middle School				
	Spaces per Classroom & Admin Office (1)	Office	Classrms	Req'd Guest (1)	Req'd for Use
	1	7	13	5	25
	Floor 2: Office Building				
	Spaces Per 1000 SF (1)	GSF of Building			Req'd for Use
	4	1000	26555		106
	Total Zoning Required				131
	Total Provided (13 removed for Play Area				197
	Total Excess				66
	Floor 1: Elementary & Middle School				
Approximate Proposed Occupancy In Phase 2	Spaces per Classroom & Admin Office (1)	Office	Classrms	Req'd Guest (1)	Req'd for Use
	1	7	13	5	25
	Floor 2: Elementary & Middle School				
	Spaces per Classroom & Admin Office (1)	Office	Classrms	Req'd Guest (1)	Req'd for Use
	1	7	16	0	23
	Total Zoning Required				48
	Total Provided (13 removed for Play Area				176
	Total Excess				128
	Floor 1: HS				
	1 space per each 4 HS students (1)	Office	Classrms	HS Seniors Students (1) (2)	Req'd for Use
Approximate Proposed Occupancy Hypothetical HS	1	7	13	20	40
	Floor 2: HS				
	1 space per each 4 HS students (1)	Office	Classrms	HS Seniors Students (1) (2)	
		7	16	25	48
	Total Zoning Required				88
	Total Provided (13 removed for Play Area				176
	Total Excess				88
(1)	Article II-Use of Land & Structures Section 2.5 Parking and Loading https://library.municode.com/ga/alpharetta/codes/unified_development_code?nodeId=AR_TIIUSLAST_S2.5PALO				
(2)	Calc assuming 1 in 4 students would be senior high and no guest parking required. D. Public & Semipublic Uses: Schools, <u>senior high</u> : One (1) space for each classroom and administrative office plus 1 space for each 4 students based on the design capacity of the school.				



A&R Engineering Inc.

2160 Kingston Court, Suite O
Marietta, GA 30067
Tel: (770) 690-9255 Fax: (770) 690-9210
www.areng.com

Memorandum



To: Transportation Engineer,
City of Alpharetta.

From: Abdul Amer, PE., PTOE, A&R Engineering, Inc.

Date: November 5, 2024

Subject: Traffic Impact Study Methodology for school re-location to 8895 Westside Parkway
Alpharetta, GA | A&R 24-200

The purpose of this memorandum is to document the scope of the traffic impact study for a proposed Fulton Science Academy Pre-K to Grade 2 school at 8895 Westside Parkway in Alpharetta, GA. The schools will initially have maximum enrollment of 300 students in 2025. The existing "Milend" office with 40 employees, will continue to occupy the second floor of the building as tenant up to 2029 and the school will expand its registration to 400 students once they leave in 2029. Traffic operations will be analyzed for the year 2029 with maximum enrollment of 400 students. The school will continue to use the existing full access driveway on Westside Parkway, aligned with Hembree Road. This driveway will also be shared by the adjacent Cognia office building which is currently 100% occupied. The school will also share the adjacent Cognia office's existing driveway on Westside Parkway. The location of the site is shown below in Figure 1.



Figure 1 – Site Overlay Map

STUDY METHODOLOGY:

To evaluate future traffic operations in this area, a projection of normal traffic growth will be applied to the existing volumes. Existing data points collected by GDOT over the last five years (2018-2019 and 2021-2023) revealed a traffic volume increase of approximately 2% in the area. This growth factor will be applied to the existing traffic volumes to estimate the build year (2029) traffic volumes for the development. The traffic study will include an analysis for the existing and future “No-Build” and “Build” conditions at the study intersections, both of which account for a background growth in traffic.

Future “Build” analysis will be for the year 2029. We propose to remove Milend’s trips generation estimate for 40 office employees from the existing entering and exiting volumes at Site Driveway 1 when Milend vacates the building.

Recommendations, if any, to improve operations will be included as necessary.

TRIP GENERATION FOR PROPOSED SITE:

Trip generation estimates were based on the rates and equations published in the 11th edition of the Institute of Transportation Engineers (ITE) Trip Generation report. This reference contains traffic volume count data collected at similar facilities nationwide. The trip generation for the site is based on the following ITE Land use categories: *530 – Private School(K-8)* and *710 – General Office Building*. The trip generation for the and the office is shown below in Tables 1 and 2.

TABLE 1 – TRIP GENERATION FOR PROPOSED DEVELOPMENT

Land Use	Size	AM Peak Hour			School Dismissal Peak Hour			PM Peak Hour			24 Hour
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total	Two-Way
ITE 530 – Private School (K-8)	400 students	226	177	403	114	129	243	48	56	104	1,644
Total Trips		226	177	403	114	129	243	48	56	104	1,644

TABLE 2 – TRIP GENERATION FOR EXISTING OFFICE BUILDING

Land Use	Size	AM Peak Hour			School Dismissal Peak Hour			PM Peak Hour			24 Hour
		Enter	Exit	Total	Enter	Exit	Total	Enter	Exit	Total	Two-Way
ITE 710 – General Office**	40 staff	17	3	20	11*	-9*	20*	3	15	18	133
Total Milend Office Trips		17	3	20	11*	-9*	20*	3	15	18	133

*ITE’s hourly distribution percentages were applied to the 24-hour volume to obtain these numbers. (8.3% entering & 6.5% exiting)

**Due to the small office size, Average Rate was used.

STUDY INTERSECTIONS AND TRAFFIC COUNTS:

Traffic counts will be collected between AM (7:00 - 9:00), School Dismissal (2:00 – 4:00) and PM (4:00 - 6:00) at the following intersections.

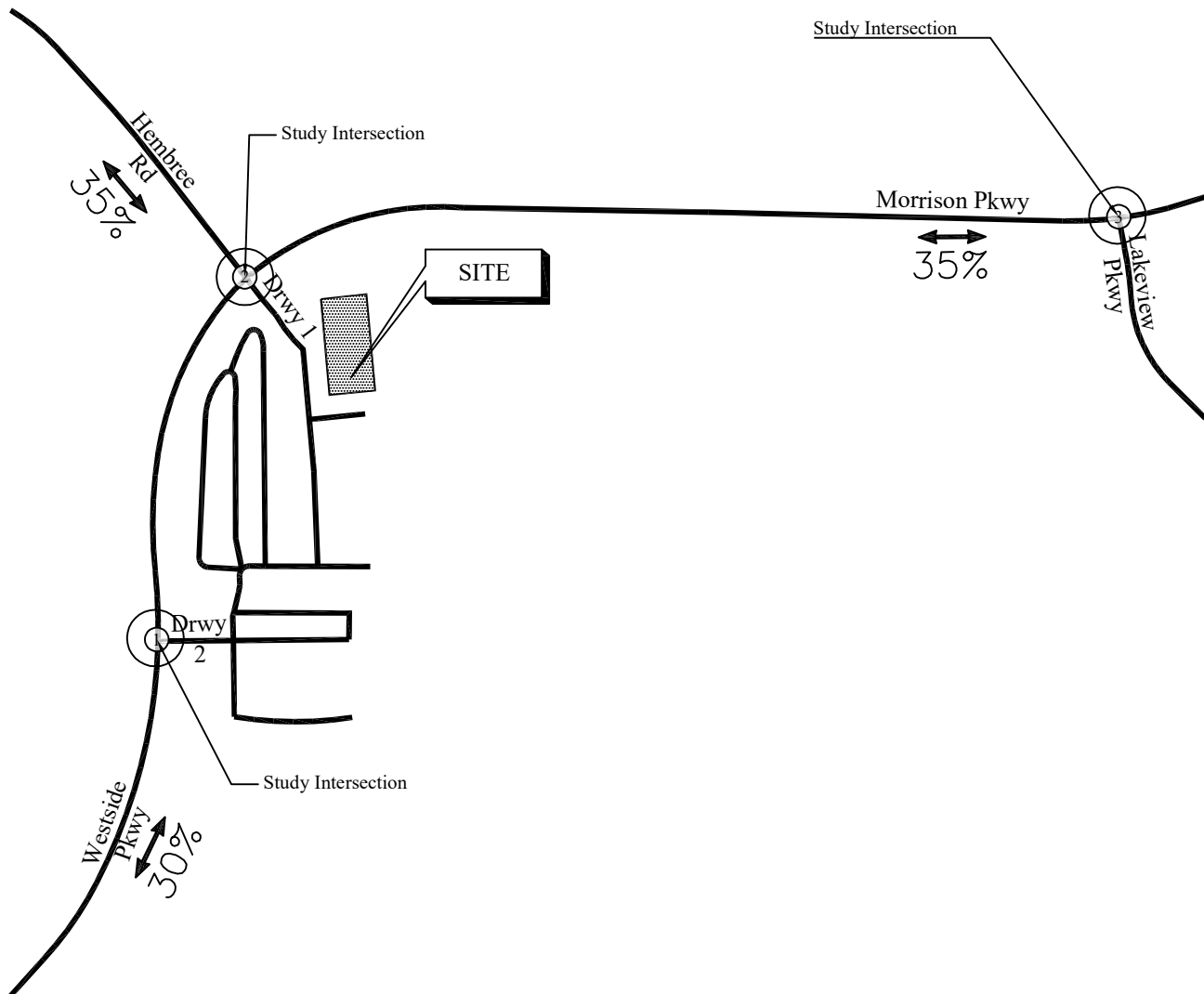
- 1) Westside Parkway at Cognia Driveway
- 2) Westside Parkway at Morrison Parkway / Hembree Road/Site Driveway
- 3) Morrison Parkway at Lakeview Parkway

TRIP DISTRIBUTION:

We are proposing the following outer leg trip distribution based on the roadway network and nature of development.

- Hembree Road (West) – 35%
- Morrison Parkway (East) – 35%
- Westside Parkway (South) – 30%

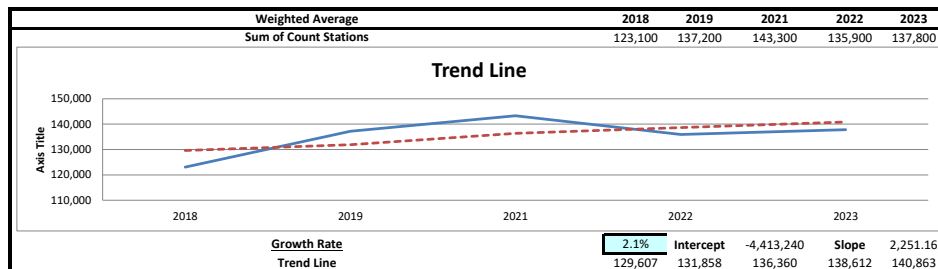
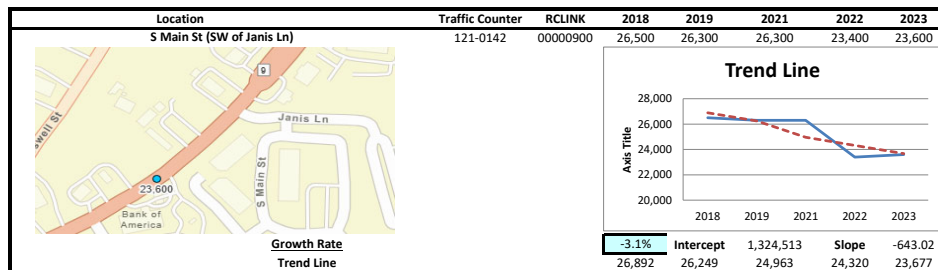
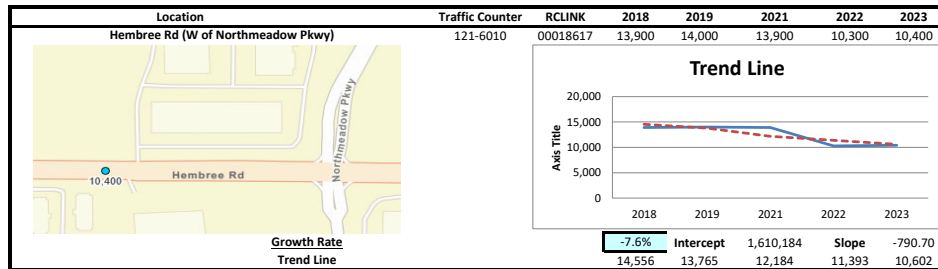
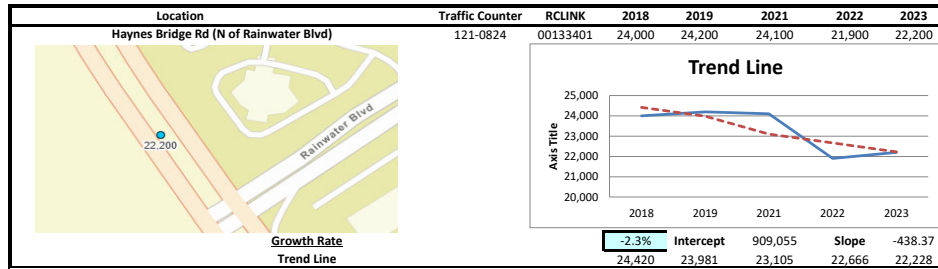
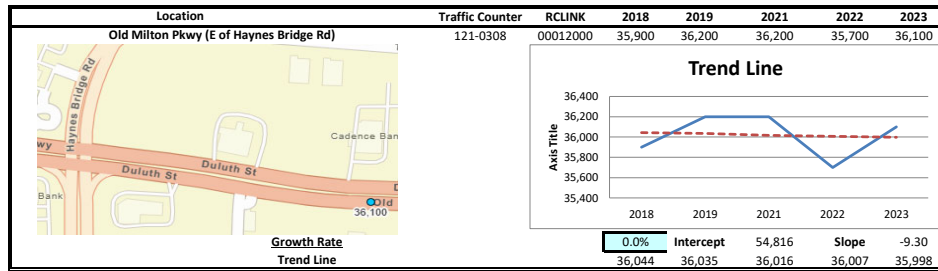
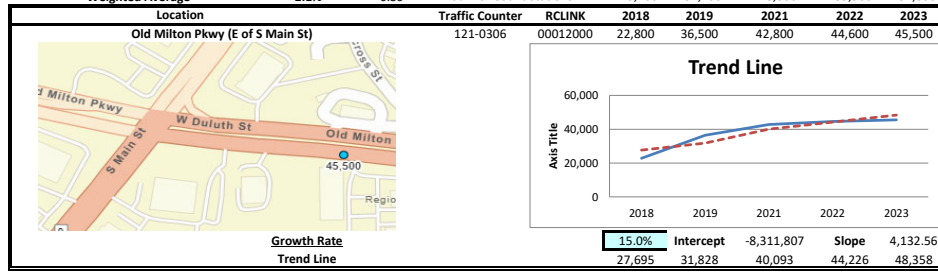
A graphic showing the study intersection locations and outer leg distribution is included in the next page.



OUTER LEG DISTRIBUTION

A&R Engineering Inc.

Location	Growth Rate	R Squared	Station ID	Route	2018	2019	2021	2022	2023
Old Milton Pkwy (E of S Main St)	15.0%	0.83	121-0306	00012000	22,800	36,500	42,800	44,600	45,500
Old Milton Pkwy (E of Haynes Bridge Rd)	0.0%	0.01	121-0308	00012000	35,900	36,200	36,200	35,700	36,100
Haynes Bridge Rd (N of Rainwater Blvd)	-2.3%	0.65	121-0824	00133401	24,000	24,200	24,100	21,900	22,200
Hembree Rd (W of Northmeadow Pkwy)	-7.6%	0.70	121-6010	00018617	13,900	14,000	13,900	10,300	10,400
S Main St (SW of Janis Ln)	-3.1%	0.72	121-0142	00000900	26,500	26,300	26,300	23,400	23,600
Weighted Average	2.1%	0.39	Sum of Count Stations =		123,100	137,200	143,300	135,900	137,800





Arthur E. Ferdinand
Tax Commissioner, Fulton County

2024 TAX BILL

141 Pryor St SW
Atlanta, GA 30303
(404) 613-6100

Property Owner	Parcel Identification	Description	User ID
MILEND INC	12 -2600-0691-016-5 IMPROVED PROPERTY	REAL PROPERTY TAX DISTRICT : 10A ALPHARETTA / NORTH FULTON CID	ORG 27356217
Property Address	Account Number	Fair Market Value	Assessed Value
8995 WESTSIDE PKWY	5520650	5,853,600	2,341,440

County Tax Credit: \$442.53

Control # 81,461

Levies	Assessment	Exemptions	Net Assessment	Net Rate	Net Tax
Fulton					
FULTON OPER	2,341,440 -	0 =	2,341,440 x	0.008870	= 20,768.57
FULTON BONDS	2,341,440 -	0 =	2,341,440 x	0.000170	= 398.04
FULTON SCHOOL GEN	2,341,440 -	0 =	2,341,440 x	0.017080	= 39,991.80
STATE	2,341,440 -	0 =	2,341,440 x	0.000000	= 0.00
NORTH FULTON CID	2,341,440 -	0 =	2,341,440 x	0.003000	= 7,024.32
Total Billed for 2024					68,182.73
Less Amount Paid					0.00
Fulton Total Due					\$68,182.73

PAY THIS AMOUNT FOR TAX YEAR 2024.

\$68,182.73

Please read the reverse side of the bill and enclosed brochure for additional information and instructions or call our 24-hour automated customer service line at (404) 613-6100.

Parcel Identification	Property Address	Due Date	Amount Due
-----------------------	------------------	----------	------------

Act
Americas
7073

Parcel Identification	Property Address	Due Date	Amount Due
12 -2600-0691-016-5	8995 WESTSIDE PKWY	11/15/2024	\$68,182.73
MILEND INC 8995 WESTSIDE PKWY ALPHARETTA GA 30009		RETURN COUPON WITH FULTON PAYMENT MAKE YOUR CHECK PAYABLE TO: FULTON COUNTY TAX COMMISSIONER Arthur E. Ferdinand P.O. Box 105052 Atlanta, GA 30348-5052	



55206500324002000068182739

Michelle Jones

From: no-reply@invoicecloud.net on behalf of Fulton County Tax Commissioner <no-reply@invoicecloud.net>
Sent: Friday, October 25, 2024 12:08 PM
To: Michelle Jones
Subject: Fulton County Tax Commissioner Invoice# 12 260006910165 2024RE-CTY Payment Confirmation



Dear MILEND INC

Thank you for your payment to Fulton County Tax Commissioner

Your payment has been successfully processed and your account has been updated.

You will continue to receive an email each time a bill is ready for your review. This is an easy way to access, review and pay your bills.

If you haven't already gone paperless, please consider helping the environment, reducing your clutter and supporting our green strategy by opting to move to paperless billing in your next billing cycle. You will always have the option to print your bill directly from your computer if you need it for your records.

To go paperless, log on to your account at <https://www.invoicecloud.com/fultoncounty> and select paperless options under My Profile. Then check the Yes, I want to go Paperless box and press update.

If you have any questions regarding your account, please email us at taxcom.pub@fultoncountygga.gov and include your account number, first name and last name on the account.

Thank you for being a valued Fulton County Tax Commissioner customer.

Payment Confirmation

Account Number:

12 260006910165

Invoice Number:

12 260006910165 2024RE-CTY

Payment Amount:

\$68,182.73

Message:

PAYMENT PROCESSED
627251



Phone: (404) 613-6100

Email: taxcom.pub@fultoncountyga.gov

Billing Information

MILEND INC
8995 WESTSIDE PKWY
ALPHARETTA, GA 30009
mjones@milend.com

Transaction Detail

EFT (Check)
XXXXXX7073
10/25/2024 11:55:43 AM
PAYMENT PROCESSED 627251

Invoices

Type	Account #	Invoice #	Amount
Real Estate Taxes	12 260006910165	12 260006910165 2024RE-CTY	\$68,182.73
SUBTOTAL			\$68,182.73
GRAND TOTAL			\$68,182.73



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: February 24, 2025

AGENDA ITEM: CU-25-06 ACTIVATE GAMES ALPHARETTA/WINDWARD MP POD 4

The applicant, Dylan Tighe, is requesting a conditional use to allow 'Recreation Facilities, Indoor' in a 10,965 square foot existing building for Activate Games Alpharetta. The building was formerly occupied by CVS and is currently vacant. According to the application, Activate Games is a new form of active entertainment gaming experience blending fitness with re-playable custom games. The subject property is located at 3020 Windward Plaza at the northeast corner of Windward Plaza and Windward Parkway.

This item was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve CU-25-06 Activate Games Alpharetta/Windward MP Pod 4, subject to the following conditions:

1. 'Recreation Facilities, Indoor' shall be added as a conditional use at 3020 Windward Plaza and limited to no more than 10,965 square feet.
2. Conditional use approval shall be limited to Activate Games; no additional 'Recreation Facilities, Indoor' use or subleasing shall be permitted within the approved space.
3. 'Recreation Facilities, Indoor' shall be limited to an indoor active entertainment gaming business.
4. Hours of operation shall be Monday – Sunday 9:00 AM – 11:00 PM.
5. Applicant shall assess site landscaping and replace any missing, dead, or dying landscape material, as approved by Staff. The area to be assessed shall consist of the approximately 1.5-acre property associated with the building at 3020 Windward Plaza.
6. Existing shrubs around the base of the 2 monument signs shall be removed and replaced with decorative planting beds, as approved by Staff.
7. Landscaping along the east and west sides of the property shall be cleaned up to reflect a well-manicured condition, as approved by Staff.
8. Existing shrubs along Windward Parkway shall be removed and replaced with a row of shrubs to screen the detention pond. Natural grasses shall be planted between the row of shrubs and back of sidewalk, as approved by Staff.
9. Dumpster enclosure and back of house area on the east side of the building shall have updated (replaced where needed and painted) wooden gates, as approved by Staff.
10. Existing retaining walls shall be pressure washed and fencing shall be repaired or replaced where needed, as approved by Staff.

ITEM DESCRIPTION:

The submitted request, if approved, would allow Activate Games Alpharetta to operate a 'Recreation Facilities, Indoor' use in a 10,965 square foot existing building. The building was formerly occupied by CVS and is currently vacant. According to the application, Activate Games is a new form of active entertainment gaming experience blending fitness with re-playable custom games. The subject property is located at 3020 Windward Plaza at the northeast corner of Windward Plaza and Windward Parkway.

The property is zoned CUP (Community Unit Plan) subject to the Windward Master Plan Pod 4, which is designated Commercial. The property is developed with a strip shopping center (The Terraces at Windward) and two (2) out buildings, including the former CVS building. Surrounding properties are zoned CUP and subject to the Windward Master Plan. Windward Fairways office complex is located to the south and west, a two (2) story office building is

located to the north, The Terraces at Windward is located to the east, and a one (1) story retail building is located to the south. The comprehensive land use plan designation of the property is ‘Commercial’, which supports the applicant’s proposal.

The property is located in the Windward Parkway & Highway 9 Livable Centers Initiative (LCI), which was recently updated in 2024. While the LCI does not identify specific projects or development concepts related to the subject property, the Windward Parkway streetscape design recommends natural grasses along the streetscape and extending through the front building setback in order to keep with the agrarian heritage of the City. In 2023, an Urban Land Institute (ULI) Technical Assistance Panel (TAP) report was prepared for the Windward Tech District. The report focused on the Windward Plaza commercial node and included a set of recommendations related to repositioning the area’s underutilized commercial corridor and office campuses. Branding and placemaking were identified as strategies for drawing in visitors and raising the visibility of the area, with the report recommending that a public art program be established for the area.

According to the application, Activate Games is a new form of active entertainment gaming experience blending fitness with re-playable custom games. The business offers interactive challenges, gaming options, and amenities that promote physical fitness and social interaction among customers. The business has several locations around the world including an existing location in Atlanta at 4540 Roswell Road, Suite A, Atlanta, GA 30342. Hours of operation are proposed to be Monday – Sunday 9:00 AM – 11:00 PM. The applicant anticipates approximately fifteen (15) to twenty (20) employees.

SITE PLAN

Activate Games proposes to re-use the former CVS building which is 10,965 square feet and located in the northwest corner of The Terraces at Windward shopping center. The applicant does not propose any changes to the site or building. There are approximately 546 parking spaces on the property. Unified Development Code (UDC) parking requirements for the shopping center and the applicant’s proposed use are calculated in the table below. The applicant’s proposal is supported by a sufficient amount of parking.

Required Parking

Use	Area (SF)	Parking Rate	Required Parking
Recreation Facilities, Indoor Courts	8,224 SF	1/500 SF	16
Recreation Facilities, Indoor Support Areas	2,741 SF	1/200 SF	14
Strip shopping center	70,532 SF	1/250 SF	282
TOTAL			312 spaces

TRAFFIC

Staff estimates that the proposed use will generate approximately nine (9) AM Peak Hour trips and thirteen (13) PM Peak Hour trips.

CONDITIONAL USE REVIEW CRITERIA

City staff has reviewed the applicant’s request and compared it to the conditional use standards established in UDC Sec. 4.2.3 (B) which are as follows:

A conditional use otherwise permitted within a zoning district shall be considered to be compatible with other uses permitted in the district, provided that due consideration is given to the following objective criteria at a public hearing and satisfactory provisions or arrangements are made for:

1. Access into and out of the property with regard to traffic and pedestrian safety, volume of traffic flow, and emergency vehicles, as well as the type of street providing access;

Response: The property has several points of access from Windward Parkway and Windward Plaza. The proposed use would not impact vehicular and pedestrian safety.

2. The extent to which refuse areas, loading and service areas, off street parking, and buffers and screening are provided on the property;

Response: The above-referenced improvements are provided on the subject property.

3. Ensuring that the conditional use will not be injurious to the use and enjoyment of the environment or of other property in the immediate vicinity or diminish and impair property values within the surrounding neighborhood;

Response: The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are developed with a variety of commercial and office uses.

4. Ensuring that the conditional use will not increase local or state expenditures in relation to the cost of servicing or maintaining neighboring properties;

Response: Not applicable.

5. Ensuring that the conditional use will not impede the normal and orderly development of surrounding property for uses predominant in the area;

Response: The proposal would not impede the normal and orderly development of surrounding properties, which are developed with a variety of commercial and office uses.

6. Ensuring that the location and character of the conditional use is consistent with a desirable pattern of development for the city, in general; and

Response: The location and character of the proposed use is appropriate as it relates to the use and development of adjacent or nearby properties. Properties in the immediate vicinity are developed with a variety of commercial and office uses.

7. Ensuring that the conditional use is appropriately separated from similar uses and conflicting uses, such as residences, government buildings, parks, churches, or schools.

Response: The nearest similar indoor recreation facility is Immersive Gamebox located at 3920 1st Street in Avalon, which is approximately 2.5 miles southwest of the applicant's proposed location. There are no conflicting uses in the area.

CONCURRENCES

Staff has reviewed the applicant's proposal against the review criteria for a conditional use. The proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are primarily developed with a variety of commercial and office uses. Allowing an entertainment use at The Terraces at Windward shopping center would draw additional customers to the center benefiting the existing businesses. If approved, it

is recommended that natural grasses be planted along the properties' frontage, as well as the provision of an art installation along Windward Parkway.

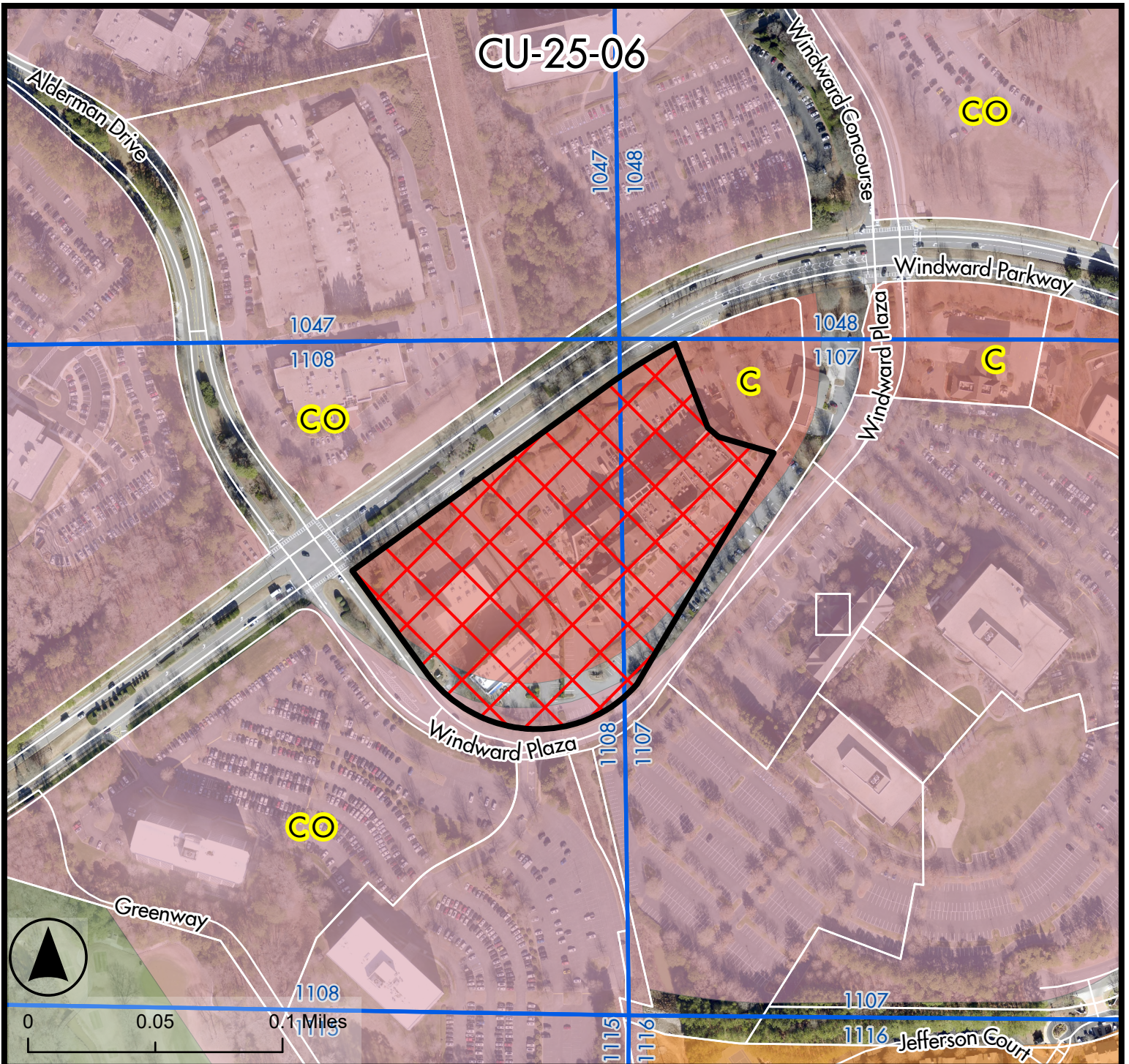
CITIZEN PARTICIPATION PLAN

The report submitted by the applicant states that letters were mailed to each property owner within 500' of the subject property stating the applicant's intent. The report states that no public comments were received.

COMMUNITY ZONING INFORMATION MEETING

The CZIM was held on January 8, 2025. There were no public comments.

ATTACHMENTS:
• Map Series • CZIM • Citizen Part B • Application



Legend

-  CU-25-06
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits

Future Land Use 2040

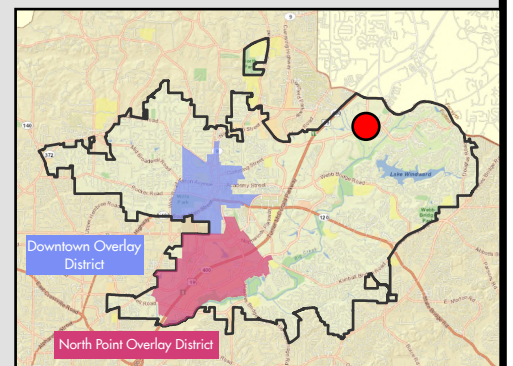
-  Commercial
-  Corporate Office
-  High Density Residential
-  Parks, Recreation, Open Space

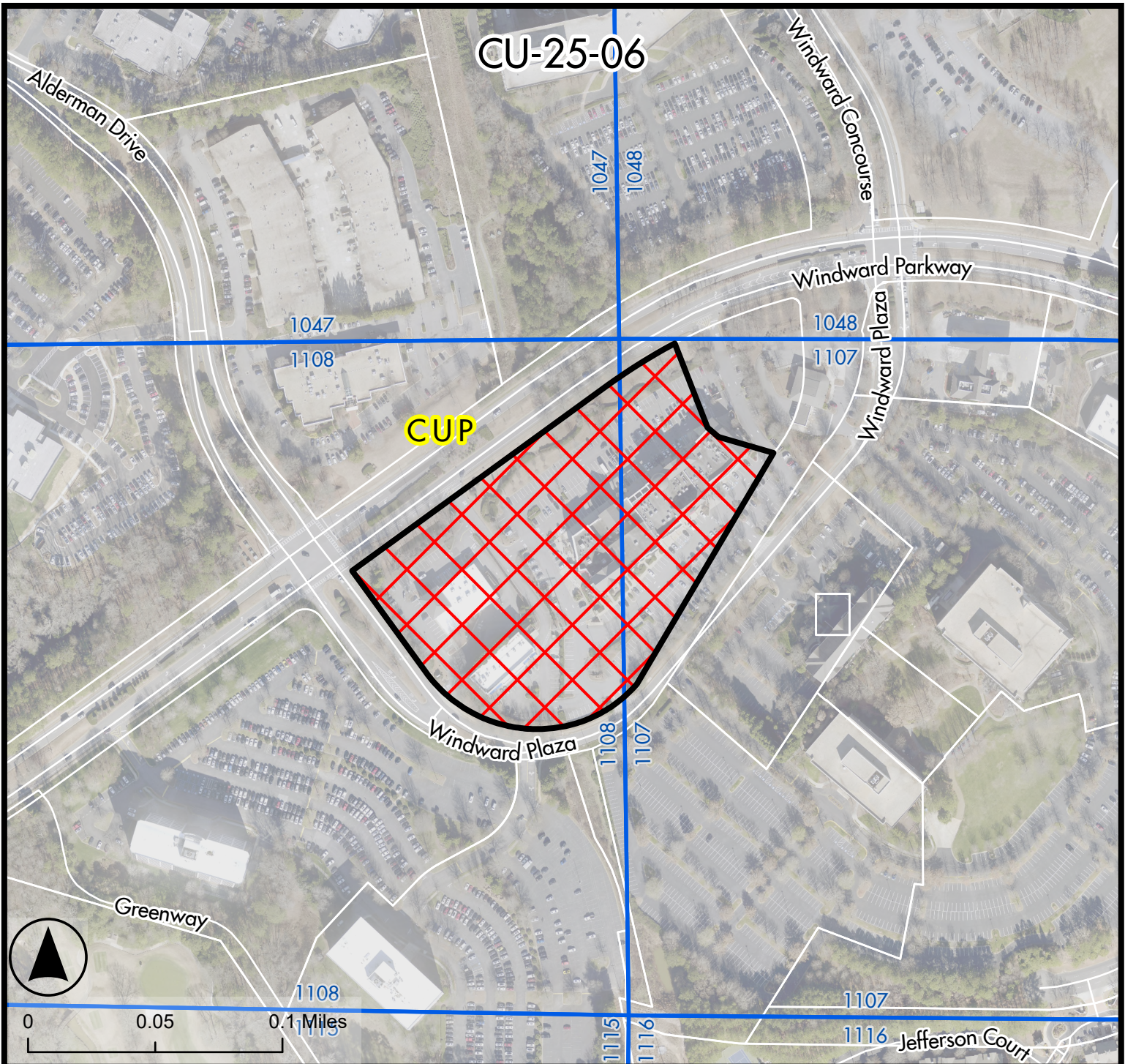
Future Land Use Map

Active Games / Woodward MP Pod 4
3020 Woodward Parkway

CU-25-06
D/LL: 2 / 1108

PC : 2/6/2025
CC: 2/24/2025





Legend

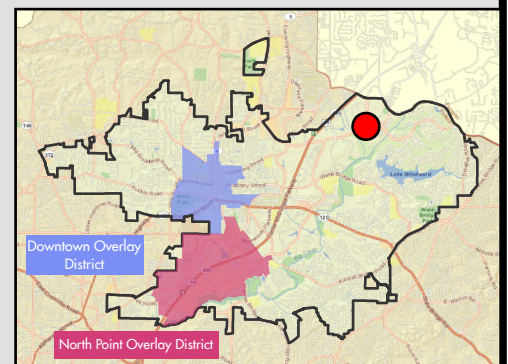
-  CU-25-06
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits
- Zoning District
-  CUP Community Unit Plan

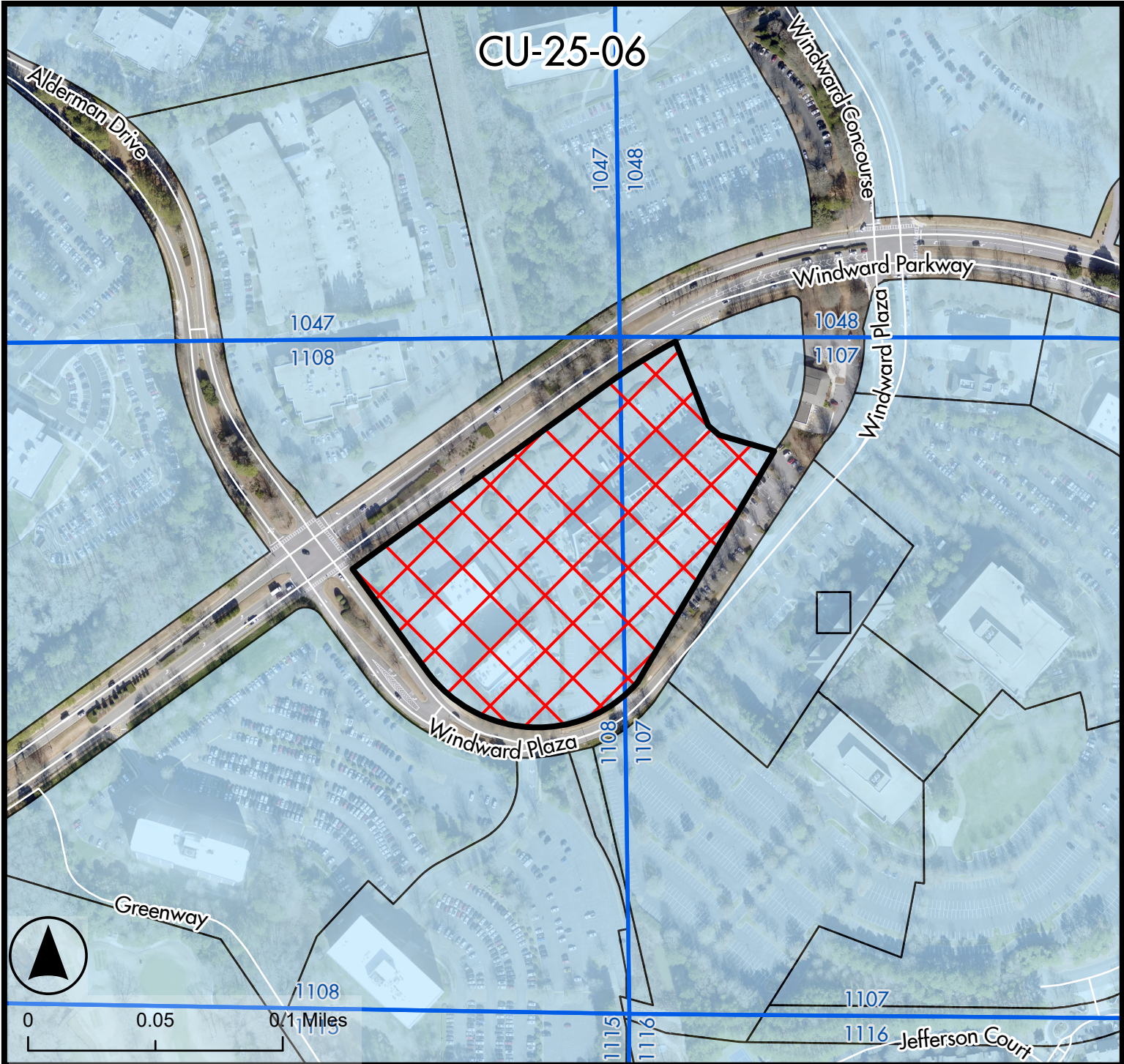
Zoning Map

Active Games / Windward MP Pod 4
3020 Windward Parkway

CU-25-06
D/LL: 2 / 1108

PC : 2/6/2025
CC: 2/24/2025





Legend

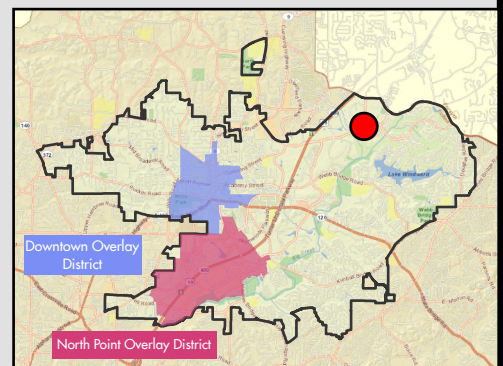
-  CU-25-06
-  Land Lots
-  500 ft Buffer
-  Tax Parcels
-  Alpharetta City Limits

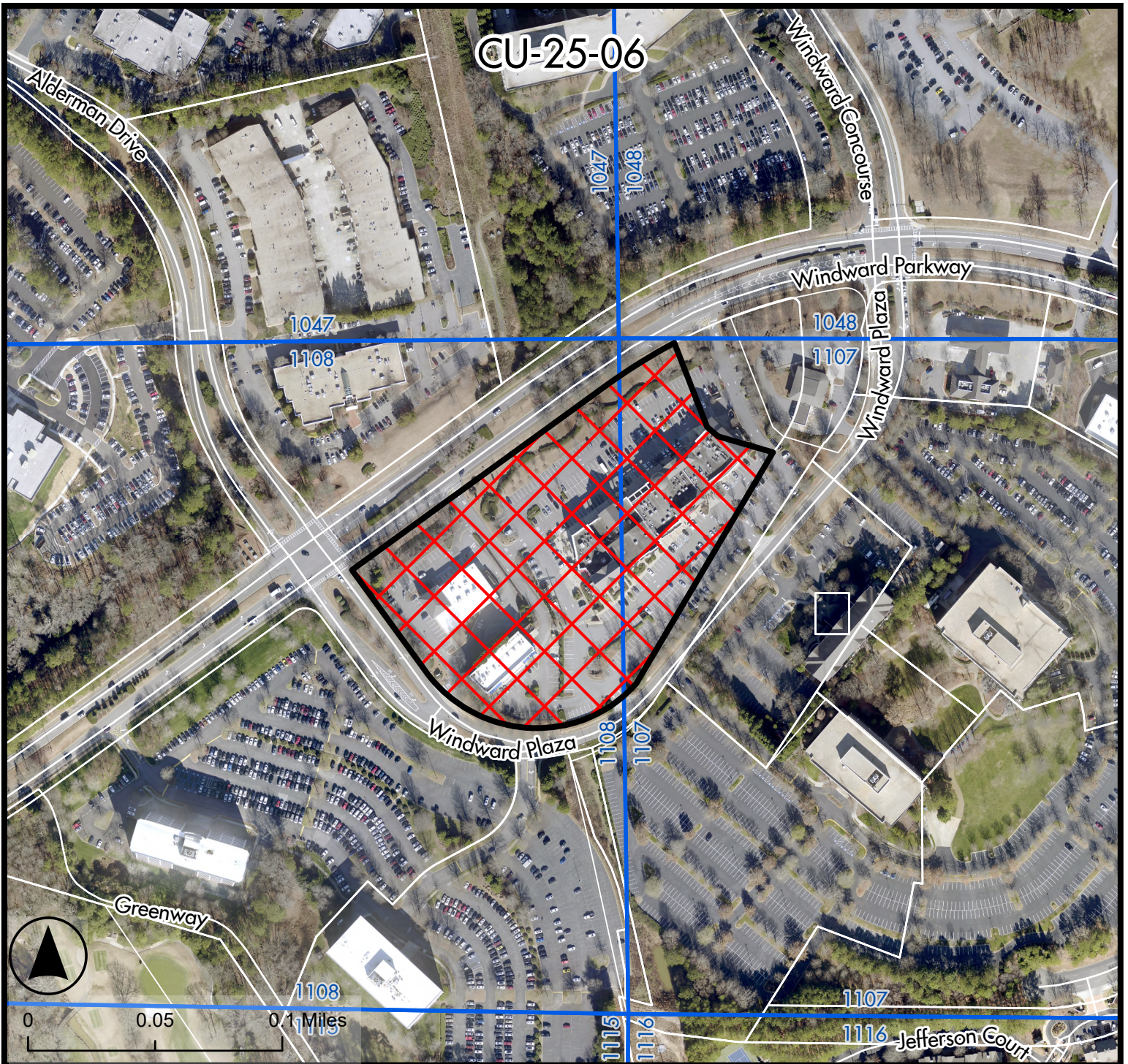
Location Map

Active Games / Woodward MP Pod 4
3020 Woodward Parkway

CU-25-06
D/LL: 2 / 1108

PC : 2/6/2025
CC: 2/24/2025





Legend

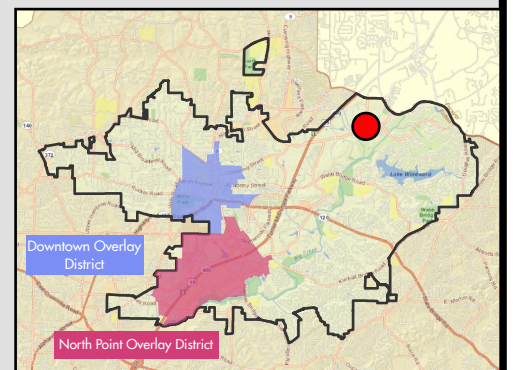
-  CU-25-06
-  Land Lots
-  Tax Parcels
-  Alpharetta City Limits

Aerial Map

Active Games / Windward MP Pod 4
3020 Windward Parkway

CU-25-06
D/LL: 2 / 1108

PC : 2/6/2025
CC: 2/24/2025



Community Zoning Information Meeting (CZIM)

January 8, 2025

Please sign-in and leave your comments and/or concerns.

CU-25-06 / Activate Games Alpharetta/Windward MP Pod 4

NAME	ADDRESS	COMMENTS
	No Comments	

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: Activate Games Alpharetta

Contact Name: Dylan Tighe Telephone: 859-433-6322

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

No response from public

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners **MUST** be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent:  Date: 01/14/2025

Print Form



12/30/2024

Activate Alpharetta, LLC
Chase Torgerson
PO Box 1627
Lexington KY 40588

RE: CU-25-06 Activate Games Alpharetta/Windward MP Pod 4

Dear Property Owner:

Please allow this letter to serve as public notice for consideration of a conditional use to allow an interactive gaming business in an existing building. A conditional use is requested to allow 'Recreation Facilities, Indoor' for Activate Games Alpharetta. The property is located at 3020 Windward Plaza and is legally described as being located in Land Lots 1107 & 1108, 2nd District, 1st Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, January 8, 2025 at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by **the Planning Commission on Thursday, February 6, 2025, and City Council on Monday, February 24, 2025, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at 859-242-5162 or Chase@activate.games.

Sincerely,
Chase Torgerson

ACTIVATE

MERITEX ATLANTA INDUSTRIAL II LLC 24 UNIVERSITY AVE NE STE 200 MINNEAPOLIS MN 55413	WINDWARD ACQUISITION DELAWARE LLC 2937 SW 27TH AVE STE 202 MIAMI FL 33133
LEXISNEXIS RISK SOLUTIONS INC 300 CONNELL DR STE 1200 BERKELEY HEIGHTS NJ 07922	6120 WINDWARD PW LLC 95 FROELICH FARMS BLVD WOODBURY NY 11797
CUMBERLAND DC ASSETS LLC 13155 NOEL RD STE 100 DALLAS TX 75240	WINDWARD PARKWAY LLC 1100 SPRING ST # 550 ATLANTA GA 30309
WACHOVIA BANK P.O. BOX 2609 CARLSBAD CA 92018-2609	WINDWARD ASSCOIATES LLC 6400 POWERS FERRY RD NW # #100 ATLANTA GA 30339
WINDWARD OWNERSHIP LLC 2060 MOUNT PARAN RD NW STE 111 ATLANTA GA 30327	GH WINDWARD PLAZA INC 225 PEACHTREE ST NE STE 200 ATLANTA GA 30303
GEORGIA POWER COMPANY TAX DEPT BIN 10120 241 RALPH MCGILL BLVD NE ATLANTA GA 30308-3374	WINDWARD OWNERSHIP LLC 2060 MOUNT PARAN RD NW STE 111 ATLANTA GA 30327
GH WINDWARD PLAZA INC 225 PEACHTREE ST NE STE 200 ATLANTA GA 30303	GH WINDWARD PLAZA INC 225 PEACHTREE ST NE STE 200 ATLANTA GA 30303
4025 WINDWARD PLAZA ALPHARETTA LLC P.O. BOX 56607 ATLANTA GA 30343	TERRA HOSPITALITY GIANT LLC P.O. BOX 56607 ATLANTA GA 30343

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY	
Case #:	CU_25-06
PH #:	
☐ Property Taxes & Code Violations Verified	
☐ Fee Paid	Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Dylan Tighe

Telephone: 859-433-6322

Address: 100 W Main St

Suite: 600

City Lexington

State: KY

Zip: 40507

Fax:

Mobile Tel: 859-433-6322

Email: dylan@activate.games

Subject Property Information:

Address: 3020 Windward Pkwy

Current Zoning: CUP

District: 2nd

Section: 1st

Land Lot:

Parcel ID: 21 557011070278

Proposed Zoning: CUP

Current Use: Retail

This Application For (Check All That Apply):

☒ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☐ Rezoning

☐ Master Plan Review

☐ Variance

☐ Public Hearing

☐ Exception

☐ Other (Specify): _____

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

The proposed use of the property is for an indoor entertainment facility, 'Activate Games,' which qualifies under the 'Recreation Facilities, Indoor and Outdoor' category as defined in the Alpharetta Unified Development Code.

Applicant's Request (Please itemize the proposal):

1. Request for approval of a conditional use permit to operate 'Activate Games,' an indoor recreation facility, within the existing Community Unit Plan (CUP) zone as per Article 5 of the Alpharetta Unified Development Code. The current permitted use of the space is retail, and would like to convert this standalone space.

2. Request for signage in compliance with the city's sign ordinance, potentially needing an additional permit for unique or illuminated signs, as outlined in Section 4.5.

Applicant's Intent *(Please describe what the proposal would facilitate).*

The intent is to establish 'Activate Games' as a unique indoor recreation destination, enhancing the community's vibrancy and entertainment options within the framework of the existing CUP zoning. This will contribute to local economic development, provide new recreational activities for residents, attract visitors, and support the city's vision for a vibrant, mixed-use community, all while adhering to the city's development and noise standards.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Denzil Terrell Telephone: 404-876-5511
Address: 1100 Spring Street, NW Suite: 550
City: Atlanta State: GA Zip: 30309-2800

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

- | | |
|---|---|
| ☐ Annexation | ☐ Special Use |
| ☐ Rezoning | ☒ Conditional Use |
| ☐ Variance | ☐ Master Plan |
| ☐ Land Use Application | ☐ Other |

Property Owner's Authorized Applicant (if applicable):

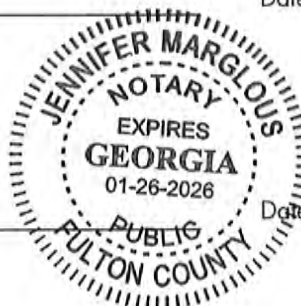
Name of Authorized Applicant: Chase Torgerson Telephone: 785-218-9566
Address: 100 W Main St Suite: 600
City: Lexington State: KY Zip: 40507

So Sworn and Attested:

Owner Signature: [Signature] Date: 12-20-24

Notary:

Notary Signature: [Signature] Date: 12-20-24



DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent: Dylan Tighe

Subject Public Hearing Case: _____

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: N/A Position: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Description of Contribution: _____ Value: _____

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature: _____



Date: 12/21/2024

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The subject location is located within a mixed-use commercial/retail area. 'Activate Games' is a unique, globally-recognized entertainment concept that does not provide food and beverage. We expect surrounding retailers and restaurants to see additional traffic once established.

How will this proposal affect the use and value of the surrounding properties?

'Activate Games' is solely contained within its premise and will strictly adhere to any noise or quiet enjoyment standards within the development and community. The concept has limited capacity per hour, which will not interfere with neighboring tenant's parking. The influx of visitors to the center due to 'Activate Games' should promote growth in visitors to surrounding businesses, thus increasing the vibrancy and value of the property.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

No, the property cannot be developed as currently zoned. The existing 'Retail' zoning does not align with our intended use, necessitating a change in zoning or approval for a conditional use to make the development economically viable.

What would be the increase to population and traffic if the proposal were approved?

On average, we anticipate 1500-2500 visitors per week, with the bulk (approximately 50%) of those visitors being Friday evening (6 pm to 11 pm) and Saturdays (2 pm to 11 pm). Not all visitors will drive as our average group size is around 3.5 and usually travel together. Visitors to the center typically park for 90 minutes.

What would be the impact to schools and utilities if the proposal were approved?

This will have no negative impact on schools or utilities. If anything, we provide a unique option for schools to bring students.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

This proposal is consistent with the Alpharetta Comprehensive Plan, particularly the Future Land Use Map. The property has a 'Commercial' future land use designation, which is consistent with our proposed use.

Are there existing or changing conditions which affect the development of the property and support the proposed request?

There are no known existing or changing conditions that would affect the development of the property. 'Activate Games' will perform mostly interior renovations.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: Activate Games - Alpharetta

Contact Name: Dylan Tighe Telephone: 859-433-6322

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

See Attached List

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

- | | |
|--|--|
| ☒ Letter | ☐ Personal Visits |
| ☐ Telephone | ☐ Group Meeting |
| ☐ Email | ☐ Other <i>(Please Specify)</i> |

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

The notification letters were sent to neighboring businesses outlining the details of the upcoming City Council meeting. The contact information (phone number and email) of our representative who will be at the meeting were also listed on the letter, welcoming any questions.

MERITEX ATLANTA INDUSTRIAL II LLC
24 UNIVERSITY AVE NE STE 200
MINNEAPOLIS MN 55413

WINDWARD ACQUISITION DELAWARE LLC
2937 SW 27TH AVE STE 202
MIAMI FL 33133

LEXISNEXIS RISK SOLUTIONS INC
300 CONNELL DR STE 1200
BERKELEY HEIGHTS NJ 07922

6120 WINDWARD PW LLC
95 FROELICH FARMS BLVD
WOODBURY NY 11797

CUMBERLAND DC ASSETS LLC
13155 NOEL RD STE 100
DALLAS TX 75240

WINDWARD PARKWAY LLC
1100 SPRING ST # 550
ATLANTA GA 30309

WACHOVIA BANK
P.O. BOX 2609
CARLSBAD CA 92018-2609

WINDWARD ASSCOIATES LLC
6400 POWERS FERRY RD NW # #100
ATLANTA GA 30339

WINDWARD OWNERSHIP LLC
2060 MOUNT PARAN RD NW STE 111
ATLANTA GA 30327

GH WINDWARD PLAZA INC
225 PEACHTREE ST NE STE 200
ATLANTA GA 30303

GEORGIA POWER COMPANY TAX DEPT BIN 10120
241 RALPH MCGILL BLVD NE
ATLANTA GA 30308-3374

WINDWARD OWNERSHIP LLC
2060 MOUNT PARAN RD NW STE 111
ATLANTA GA 30327

GH WINDWARD PLAZA INC
225 PEACHTREE ST NE STE 200
ATLANTA GA 30303

GH WINDWARD PLAZA INC
225 PEACHTREE ST NE STE 200
ATLANTA GA 30303

4025 WINDWARD PLAZA ALPHARETTA LLC
P.O. BOX 56607
ATLANTA GA 30343

TERRA HOSPITALITY GIANT LLC
P.O. BOX 56607
ATLANTA GA 30343



Activate America, LLC
100 W Main St, Ste 600
Lexington, KY 40507

Dec 21, 2024

Activate Alpharetta, LLC
3020 Windward PI
Alpharetta, GA 30005

RE: DESCRIPTION OF PROPOSED USE

To Whom it May Concern

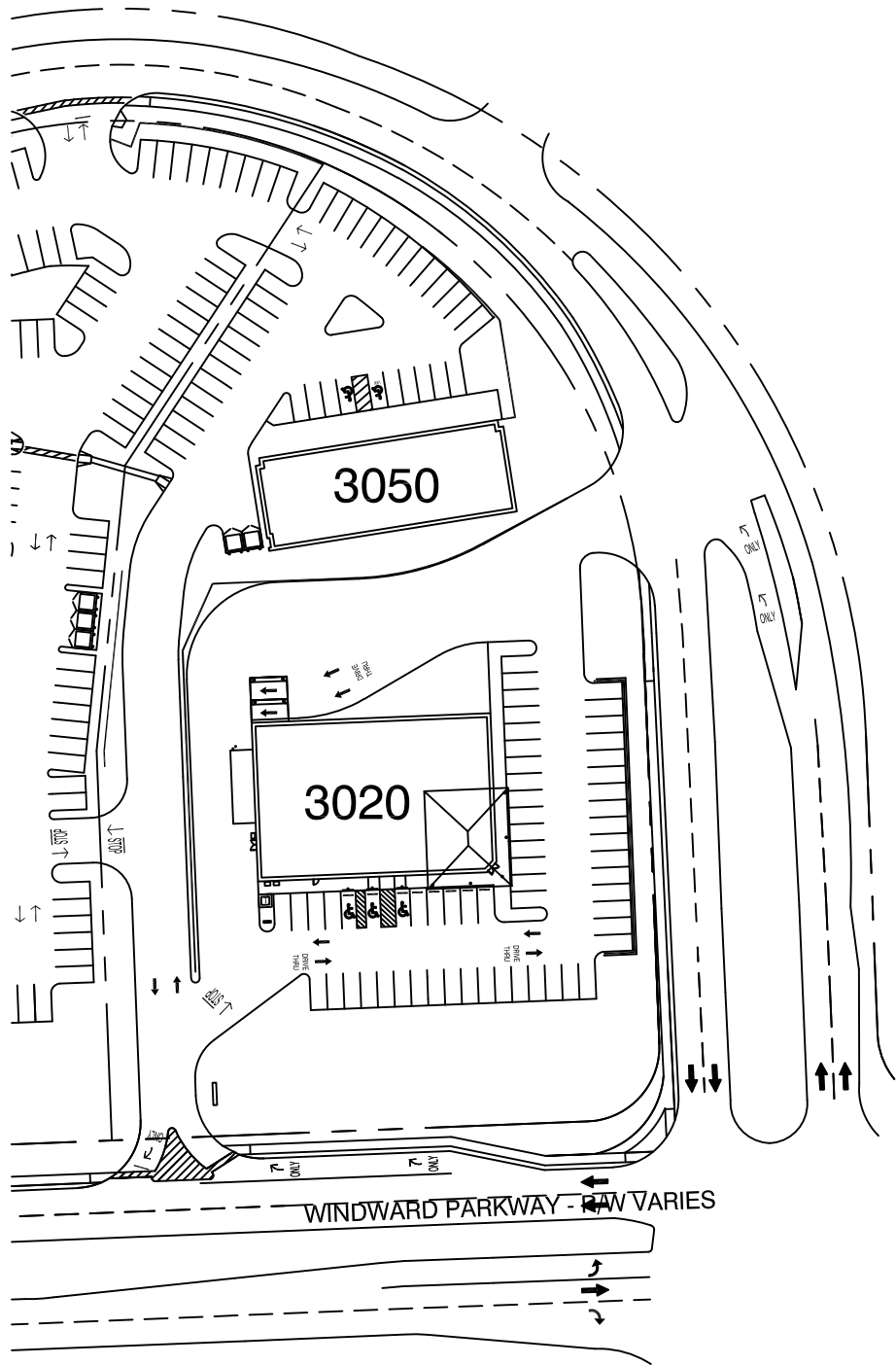
Activate Games seeks approval for a Conditional Use Permit (CUP) for the use category described as Recreation Facilities, Indoor and Outdoor.

Activate Games is a new form of active entertainment growing in the North American market. Our mission is to provide the world's premier interactive gaming experience, blending fitness with re-playable custom games. As we continue our expansion in the US, we hope to bring this state-of-the-art concept to the Alpharetta area.

Activate is a time-limited concept where each group plays for 75 minutes and their time is controlled by a RFID wristband. This wristband admission system also allows us to control the number of customers in our Game Area at any time. This differs from a traditional Family Entertainment Center (FEC) or Arcade where the crowd size varies only with demand. We offer new interactive challenges, gaming options, and amenities that not only promote physical fitness but also foster social interaction among customers. This aligns with the growing demand for active entertainment options and non-digital interactions - Activate customers play with their teams, consisting of friends and family, and often remark that they haven't had such a long break from their phones in months!



EXCEPT WITH RESPECT TO THE OBLIGATIONS OF LANDLORD WHICH ARE EXPRESSLY PROVIDED IN THE LEASE, LANDLORD HAS MADE NO AGREEMENT, REPRESENTATION OR WARRANTY WITH RESPECT TO THE STATUS OR EXISTENCE OF ANY LEASE, OCCUPANCY OR USAGE OF ANY SPACE, OR THE EXISTENCE, DESIGN OR LOCATION OF ANY BUILDINGS, IMPROVEMENTS, PARKING AREAS, CURB CUTS, DRIVES OR OTHER COMMON AREAS WITH RESPECT TO THE SHOPPING CENTER OR ANY OUTPARCELS OR OTHER PROPERTY. LANDLORD BELIEVES THAT THE INFORMATION CONTAINED WITHIN THIS DRAWING IS PRESENTLY CORRECT, BUT LANDLORD MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO ITS ACCURACY OR WHETHER IT WILL REMAIN AS CONFIGURED, AND LANDLORD RECOMMENDS THAT ALL INFORMATION BE FIELD VERIFIED PRIOR TO DESIGN AND CONSTRUCTION.



SCALE: 1"=100'



THE TERRACES AT WINDWARD: SITE PLAN

3020 & 3050 WINDWARD PARKWAY
ALPHARETTA, GEORGIA 30005

DRAWN BY: KA

DATE: 12/20/24



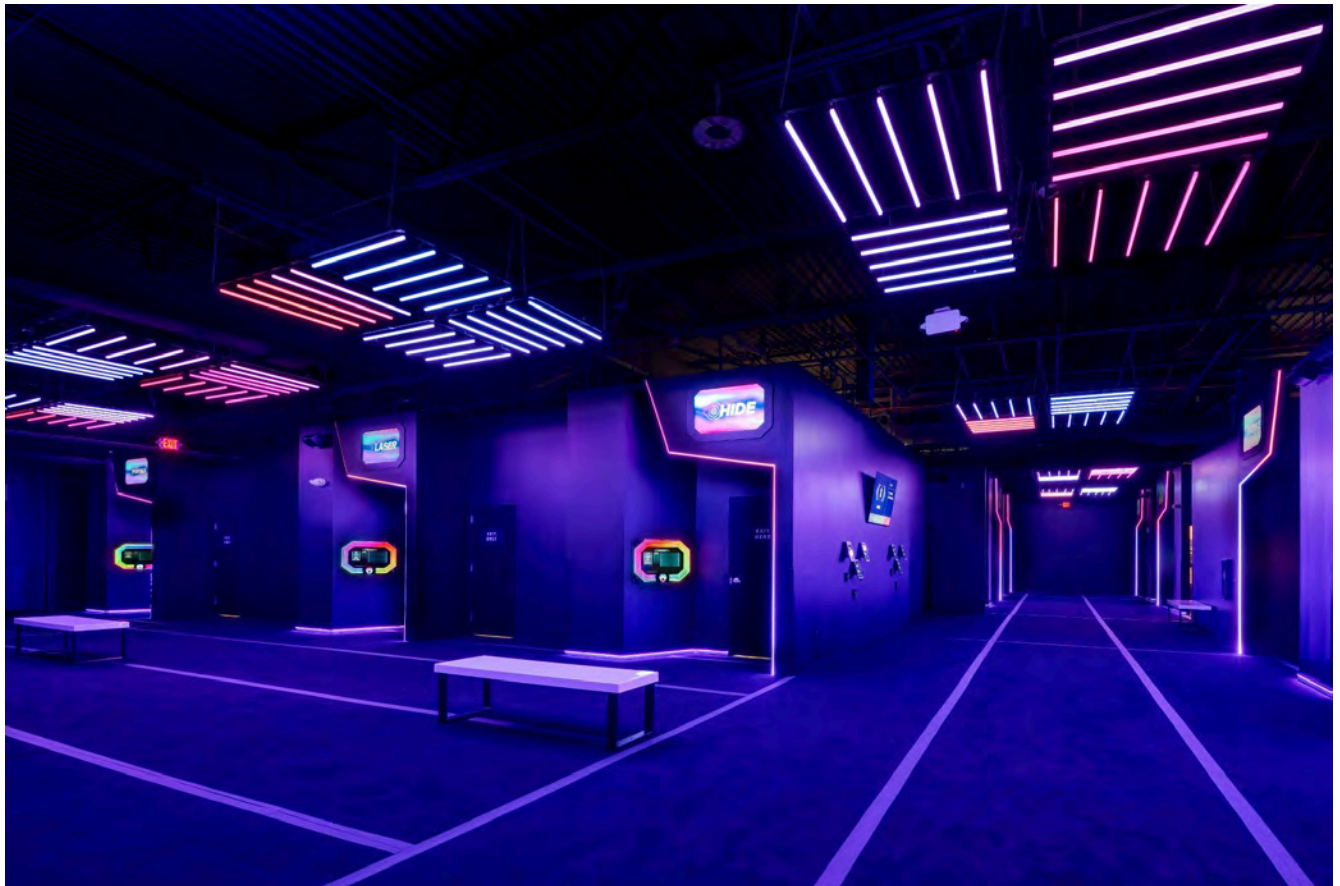
1100 SPRING STREET NW SUITE 550
ATLANTA, GEORGIA 30309-2848
TEL (404) 876-5511 FAX (404) 875-2629

ACTIVATE

*Activate America, LLC
100 W Main St, Ste 600
Lexington, KY 40507*

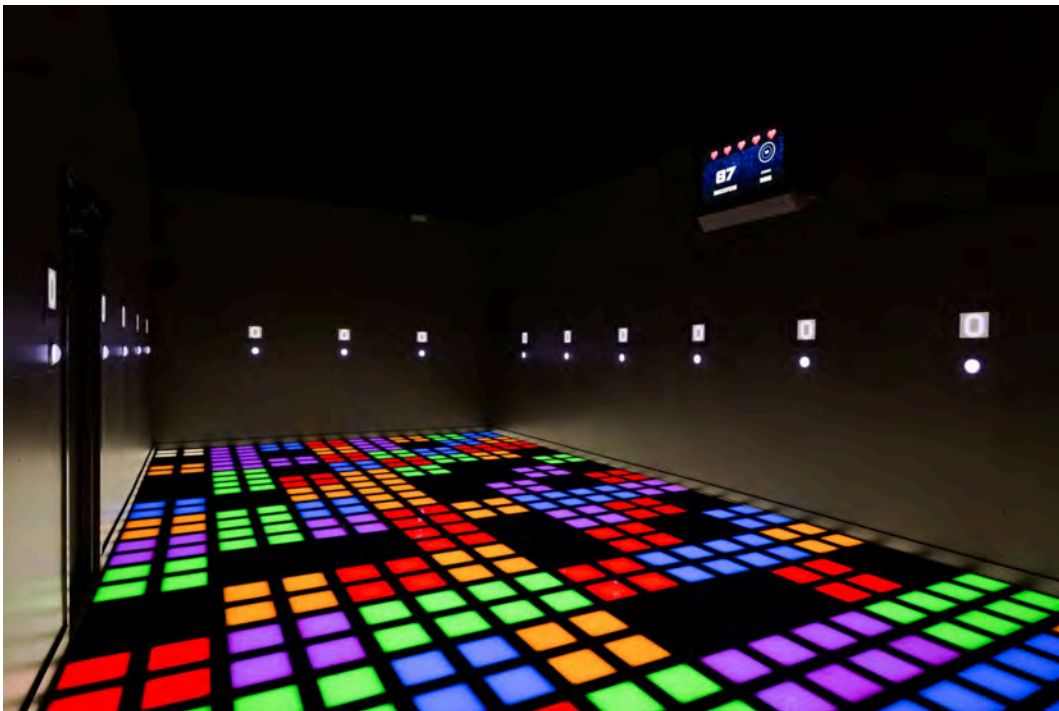
At Activate, we hide our technology behind intuitive physical games that appeal to a wide range of age and skill levels. While we offer something completely new, each activity feels familiar and provides the opportunity for endless visits. Our massive library of games - each with 10 difficulty levels - offers more than 550 unique challenges for customers to explore.

We are confident that Activate Games would add something unique to the Alpharetta area, and we are confident we can do so without negative impacts on parking, other employees, or neighboring tenants. Below you find some photos showcasing our concept.



ACTIVATE

Activate America, LLC
100 W Main St, Ste 600
Lexington, KY 40507



ACTIVATE

Activate America, LLC
100 W Main St, Ste 600
Lexington, KY 40507





*Activate America, LLC
100 W Main St, Ste 600
Lexington, KY 40507*

Sincerely,

Jeremiah Sizemore
President
Activate America, LLC



ACTIVATE

A New Way To Play

Activate offers high-tech games that test your team's physical and mental agility across a wide variety of real-life challenges. Once inside, you and your team choose from hundreds of combinations of games and difficulty levels, each lasting one to three minutes. Your RFID wristband tracks your score and progress throughout your experience, making Activate perfect for a casual night out or intense competition.

What to Expect

What can you expect during an Activate experience? You'll have to come play for yourself to understand the full experience, but here's a sneak peek at some of our most popular rooms.



[LEARN MORE](#)



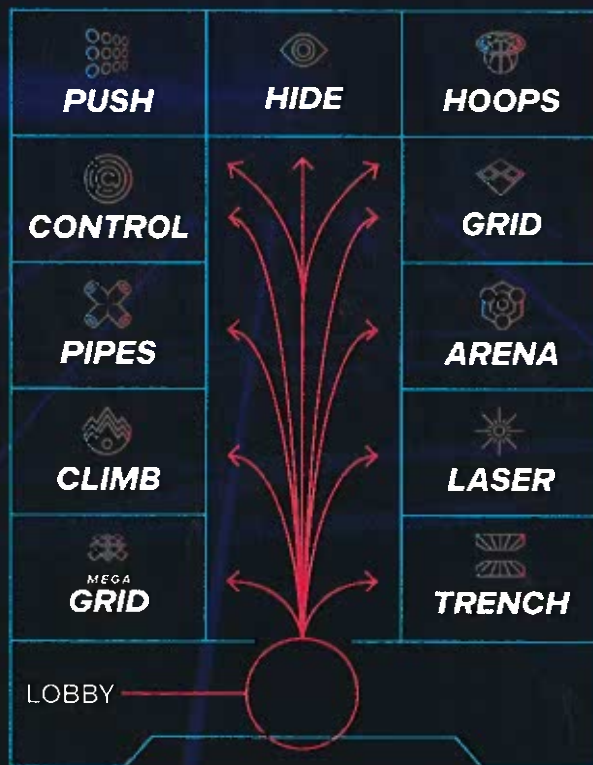
We've Been Busy Leveling Up

You can find our 34 current Activate Games locations in cities across the US and Canada, and we don't plan on stopping there. We have over 25 more locations coming in 2025.

- 34 open locations in US and Canada
- 10+ locations under construction
- Seeking 30+ sites throughout the US for 2025/2026 openings

Real Estate Specs

Activate facilities are located in a variety of locations. However, areas that provide high customer traffic with added visibility and accessibility from main highways have even more success. Activate fits in an area of 8,000–14,000 square feet — enough for 8–12 game rooms, a lobby, two bathrooms, and storage areas.



LOCATION

In cities with MSA over 1 million people



SPACE REQUIREMENTS

8,000 - 14,000 sq ft.
12' ceilings or higher



DEMOGRAPHICS

5 mile radius
\$100,000+ avg. income
200,000+ population



PARKING

5 parking spaces
per 1,000 sq ft.

A Facility Made For Play

Our game facilities are typically between 8,000–14,000 square feet and house a number of game rooms that vary across our locations.

Our locations drive foot traffic resulting in increased consumer spending in the area.

Why Activate?

1. High Foot Traffic - over 100,000 guests/location/yr
2. No Food and Beverage - doesn't compete with other cotenants
3. Patented Attraction
4. Affluent Clientele
5. Financially Stable - 40% EBITDA with year over year sales growth

Are you ready?
**Enter
the Game**

realestate@activate.games



CITY COUNCIL STAFF REPORT

Department: Community Development

Submitted By: Kathi Cook

Prepared By: Michael Woodman

Meeting Date: February 24, 2025

AGENDA ITEM: CLUP-24-05/Z-24-17/PH-24-20 MAYFAIR AT HAYNES BRIDGE

The applicant, Mayfair Residential, LLC, is requesting a comprehensive land use plan amendment, rezoning, change of conditions, and public hearing to allow for a 2nd phase of a residential development including an additional ten (10) 'For-Sale' single-family detached homes on 1.53 acres. Phase 1 of the development was approved for ten (10) single-family detached homes, four (4) semi-detached homes, and five (5) townhomes on 2.84 acres. A comprehensive land use plan amendment is requested from 'Medium Density Residential' to 'Downtown Residential Density', as well as a request to bring the property into the Downtown Overlay. A rezoning is requested from O-I (Office-Institutional) to DT-R (Downtown Mixed-Use). Changes to conditions of zoning related to Phase 1 of the development are requested. The subject property is located at 340, 350 & 360 Jon Scott Drive, 0 Haynes Bridge Road, and 0 Norcross Road at the southwest corner of Haynes Bridge Road and Devore Road.

This request was considered at the February 6, 2025 Planning Commission meeting. There were no public comments. After discussion, the Commission recommended approval subject to Staff's recommended conditions. Vote 6-0

STAFF RECOMMENDATION:

Approve CLUP-24-05/Z-24-17/PH-24-20 MAYFAIR AT HAYNES BRIDGE, subject to the following conditions:

1. Approximately 4.37 acres shall be rezoned to DT-R and developed substantially similar to site plan prepared by Paradigm, revised 12/20/24, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. Architecture and materials shall be developed substantially similar to the renderings prepared by Lew Oliver, labeled Exhibit A, subject to final approval by the Downtown Consultant and DRB. Homes shall have 4-sided architecture, materials and details.
3. Density on the 4.37-acre property shall not exceed 6.17 dwelling units per acre and shall be limited to 'For-Sale' single-family detached homes, as depicted on the site plan prepared by Paradigm, revised 12/20/24.
4. Developer shall provide a Downtown focal point feature at the southwest corner of Haynes Bridge Road and Devore Road, with final approval by the Cultural Arts Commission and installation prior to the 1st CO. The HOA shall be responsible for regular maintenance of the focal point feature.
5. Developer shall provide decorative entrance landscaping (ornamental tree, shrubs and flowering planting bed) at the southeast and southwest corners of Devore Road and Jon Scott Drive, as approved by Staff. The HOA shall be responsible for regular maintenance of the entrance landscaping.
6. Location of development signage shall be limited to the project entrance on Jon Scott Drive.
7. Minimum 20' planted buffer shall be provided along the south property line where the property abuts 11681 Haynes Bridge Road, as depicted on the site plan prepared by Paradigm, revised 12/20/24. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved unless removal is necessary for the construction of the underground detention facility, as approved by Staff.
8. Minimum 10' planted buffer shall be provided where the property abuts 370, 380, 390 & 400 Jon Scott Drive, as approved by Staff. Buffer shall be planted with a mix of evergreen trees and shrubs of varying heights. Existing trees within the buffer identified to be in 'Good' condition shall be saved, except where adjacent to the proposed underground stormwater facility, as approved by Staff.
9. New streets and alleys shall be constructed as depicted on the site plan prepared by Paradigm, revised 12/20/24, with final approval by Staff.
10. Developer shall improve the Jon Scott Drive streetscape as follows: minimum 6' planter planted with street trees, 6' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.

11. Developer shall improve the Devore Road streetscape as follows: minimum 4' planter (existing 2' planter to be expanded by 2' into the existing sidewalk with tree grate to accommodate street trees) planted with street trees, 8' concrete sidewalk, and decorative pedestrian lighting, with final approval by Staff and construction completed prior to the 1st CO. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs.
12. Developer shall construct a 12' concrete, accessible multi-use trail (Alpha Loop) through the Haynes Bridge Road right-of-way as depicted on site plan prepared by Paradigm, revised 12/20/24, with final alignment, design and materials approved by Staff and construction completed prior to the 1st CO. Alpha Loop shall include lighting (pedestrian and bollards), landscaping, hardscape and amenities. Shade trees shall be planted between Haynes Bridge Road and the Alpha Loop. Wayfinding signage shall be provided at key location(s) along the Alpha Loop, as approved by Staff. Alpha Loop improvements constructed by the developer in excess of Downtown sidewalk requirements shall be eligible for impact fee credits, as approved by Staff.
13. Developer shall remove the existing sidewalk along Haynes Bridge Road. The planter along Haynes Bridge Road (area between the road and Alpha Loop) shall be planted with street trees and shrubs, as approved by Staff.
14. Landscape strips along Haynes Bridge Road, Devore Road and Jon Scott Drive shall be planted with shade trees as a continuation of what has been planted or designed in the Downtown and outside of utility easements and overhead utilities, as approved by Staff.
15. Project entrance shall include a decorative paver entrance (min. 20' deep with concrete banding on each end), landscaping and low wall, as approved by Staff.
16. Front yards shall be framed with a decorative low wall, metal fencing or hedge with columns, as approved by Staff.
17. Amenity areas shall be developed with a park-like setting with decorative landscaping, hardscape, low walls and seating, as approved by Staff.
18. Creeping vines shall be planted to cover retaining walls and low walls, as approved by Staff.
19. Trees shall be saved in the area labeled Open Space/Tree Save #1, as depicted on the landscape plan prepared by Frawley Associates, LLC, dated 4/6/2022, with final approval by Staff. Tree grouping of Oaks and Magnolias located at the southeast corner of Devore Road and Jon Scott Drive shall be saved, as approved by Staff. Tree save areas shall be thinned out, cleaned up and re-planted, as approved by Staff.
20. Stormwater management facilities may be placed underground within the proposed private street turnaround, with final approval by Staff. Facilities shall be indicated on the recorded plat, clearly describing the underground facilities, their function, purpose, ownership, and granting access for inspection, maintenance and repair rights to the HOA and the City of Alpharetta. These facilities and associated maintenance responsibilities shall also be included in the recorded covenants with all costs to be borne by the HOA and Homeowners of the subdivision. The detention facility access and maintenance easement can extend into the landscape buffer, as necessary. The HOA is responsible for replacing any landscape material damaged or removed due to maintenance access to the detention facility.
21. Fences and walls visible from the public right-of-way shall be decorative and shall compliment the architecture of the dwelling, as approved by Staff.
22. Unfinished wood fences and decks shall not be visible from the street.
23. HVAC and similar equipment shall not be visible from the public right-of-way.
24. Garbage pickup shall be from within the development.
25. No more than 10% of the residential units shall be permitted to be rented (long-term and short-term rentals), as recorded in the HOA's declarations and covenants.
26. The conditions above shall replace conditions of zoning related to file# CLUP-21-06/Z-21-10/PH-21-20/V-22-04 Alcovy Haynes Bridge Road & Jon Scott Drive.

ITEM DESCRIPTION:

The submitted request, if approved, would allow for a 2nd phase of a residential development including an additional ten (10) 'For-Sale' single-family detached homes on 1.53 acres. A comprehensive land use plan amendment is requested from 'Medium Density Residential' to 'Downtown Residential Density', as well as a request to bring the property into the Downtown Overlay. A rezoning is requested from O-I (Office-Institutional) to DT-R (Downtown Mixed-Use). Changes to conditions of zoning related to Phase 1 of the development are requested. The subject property is located at 340, 350 & 360 Jon Scott Drive, 0 Haynes Bridge Road, and 0 Norcross Road at the southwest corner of Haynes Bridge Road and Devore Road.

The 2nd phase of the residential development is an undeveloped property with frontage on Haynes Bridge Road. The 1st phase of the residential development has not commenced construction activities and consists of an undeveloped property with frontage on Haynes Bridge Road and three (3) residential lots on Jon Scott Drive developed with single-family detached homes. Surrounding properties are zoned C-2 (General Commercial) to the north, R-12 (Dwelling, 'For-Sale', Residential) to the west, R-12 and O-I to the south and R-8A/D (Dwelling, 'For-Sale', Attached/Detached – High Density) and O-I to the east. Quik Trip is located to the north, Alpha Park is located to the west and south, a medical office building is located to the south and, The Atley and Crème de la Crème daycare are located to the east. The comprehensive land use plan designation of the 1.53-acre property is 'Medium Density Residential', which requires an amendment to 'Downtown Residential Density' to allow the proposed density.

SITE PLAN

The submitted site plan depicts 27 single-family detached homes, of which ten (10) homes are located in Phase 2 of the development. The applicant has changed the nineteen (19) homes, semi-detached, and townhomes approved in Phase 1 to seventeen (17) single-family detached homes. Homes are proposed to be two (2) and three (3) stories. Home lots range in size from 4,515 to 5,516 square feet with an average lot size of 4,995 square feet. Homes are all rear-loaded, except Lots 24-27 have side-loaded garages.

Access to the development is from Jon Scott Drive by way of a new private street connecting to private alleys. A ten-foot (10') setback/landscape strip is depicted on Jon Scott Drive, Devore Road, and the new internal street and a twenty-foot (20') setback/landscape strip is provided along Haynes Bridge Road. The Alpha Loop is depicted along Haynes Bridge Road. A six-foot (6') sidewalk is depicted along Jon Scott Drive and an eight-foot (8') sidewalk is recommended along Devore Road.

Each dwelling unit will have two (2) side-by-side parking spaces within a garage, as well as a Code-compliant driveway accommodating two (2) additional cars. Six (6) guest spaces are depicted at the mail kiosk. The Downtown Code requires 2.5 parking spaces per home, or 68 parking spaces, of which 114 spaces are provided.

The site plan depicts approximately 19,957 square feet, or eleven percent (11%) amenity space within the proposed development, which includes a community amenity area with mail kiosk, tree save areas, and yards. The DT-R district requires a minimum 10% amenity space.

The tree survey and assessment identify two (2) specimen trees on the property, a 32" Water Oak and a 35" Pine. A tree save areas were approved in conjunction with the approval of Phase 1. The applicant provided an alternate site plan which saves trees in Phase 2; however, that site layout is not supported by Staff. It is recommended that the developer save trees of quality and tree groupings in the buffers along the east and south property lines. Underground stormwater management facilities are depicted in the community amenity area in Phase 1 and in the southeast corner of the property in Phase 2.

RENDERINGS

The applicant submitted renderings which represent a continuation of the renderings approved in Phase 1 of the development. Homes are depicted in the Colonial Revival style. Homes are depicted to be two (2) and three (3) story including such details as chimneys, porches, and balconies. The renderings were previously approved by the City's Downtown Consultant.

TRAFFIC

Staff estimates that the proposed 27 single-family detached homes would generate nineteen (19) AM Peak Hour trips and 26 PM Peak Hour trips.

SCHOOLS

Residential development is known to increase school enrollment. Fulton County calculated the potential maximum number of children who may live on the property by using the Fulton County Schools standard calculation to identify the number of children that a residential development will generate. The following chart outlines these figures:

FULTON COUNTY SCHOOLS – 10 Single-Family Detached Homes

School	Single Family Average #
Hembree Springs Elementary School	1 to 4 students
Northwestern Middle School	0 to 2 students
Milton High School	1 to 3 students
TOTAL	2 to 9 students

Based on the total figure for all three school levels, it can be assumed that the proposed development could house approximately 2 – 9 school age children. Numbers provided by Fulton County Schools show that Northwestern Middle School and Milton High School are over capacity.

STANDARDS FOR COMPREHENSIVE LAND USE PLAN AMENDMENTS

Unified Development Code Section 4.1.3 Standards for CLUP amendment approval, provides the following criteria for consideration when evaluating a request for a change in land use:

A. The extent to which a change in the economy, land use or development opportunities of the area has occurred.

Response: Phase 1 of the residential development was approved in 2022. The current proposal represents an additional ten (10) 'For-Sale' single-family detached homes.

B. The extent to which the proposed designation is in compliance with the goals and policies of the Plan.

Response: The applicant's proposal is consistent with goals and policies in the City's comprehensive plan as it relates to implementing a walkable, mixed-use environment in the Downtown.

C. The extent to which the proposed designation would require changes in the provision of public facilities and services.

Response: The proposed change would not generate a significant increase in demand on public facilities and services. Development of the property under the current O-I zoning would result in a curb cut on Haynes Bridge Road, which would conflict with the Alpha Loop. In addition, an office development would likely generate more vehicular trips than the proposed residential use.

D. The extent to which the proposed designation would impact the public health, safety, and welfare.

Response: The applicant's proposal is consistent with the vision for Downtown as a walkable, mixed-use environment.

E. The extent to which additional land area is needed to be developed for a specific type of use.

Response: Given the City's jobs to housing ratio of approximately 3.3 jobs per housing unit, additional housing is warranted.

F. The extent to which area demographics or projections are not occurring as projected.

Response: Not applicable.

STANDARDS FOR ZONING CHANGES

The Planning Commission and the City Council shall consider the following standards in considering a rezoning application, giving due weight or priority to those factors particularly appropriate to the circumstances of each application:

a. Whether the zoning proposal will permit a use that is suitable in view of the zoning use and development of adjacent and nearby property.

Response: The proposed zoning would be suitable as it relates to the use and development of adjacent or nearby properties, which are primarily developed with residential use. In order to protect existing homes and maintain the character of the area, conditions are recommended requiring buffers adjacent to existing homes in Alpha Park and entrance landscaping at Jon Scott Drive and Devore Road, as well as a limiting the location of development signage to the project entrance on Jon Scott Drive.

b. Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.

Response: The zoning proposal would not adversely affect the existing use or usability of adjacent or nearby properties, which are developed with residential use. In order to protect existing homes and maintain the character of the area, conditions are recommended requiring buffers adjacent to existing homes in Alpha Park and entrance landscaping at Jon Scott Drive and Devore Road, as well as a limiting the location of development signage to the project entrance on Jon Scott Drive.

c. Whether the zoning proposal will adversely affect the natural environment.

Response: The applicant's proposal would not have significant impacts on the natural environment. Tree save areas were approved in conjunction with Phase 1 and additional tree saves are recommended in the buffers along the east and south property lines.

d. Whether there are substantial reasons why the property cannot or should not be used as currently zoned.

Response: Development of the property under the current O-I zoning would result in a curb cut on Haynes Bridge Road, which would conflict with the Alpha Loop. In addition, an office development would likely generate more vehicular trips than the proposed residential use.

e. Whether the zoning proposal will result in a use that will or could cause an excessive or burdensome use of public facilities or services, including but not limited to existing streets and transportation facilities, schools, water or sewer utilities, and police or fire protection.

Response: The zoning proposal would not cause an excessive or burdensome use of public facilities and services. Development of the property under the current O-I zoning would result in a curb cut on Haynes Bridge Road, which would conflict with the Alpha Loop. In addition, commercial development would generate more vehicular trips than the proposed residential use.

f. Whether the zoning proposal is supported by new or changing conditions not anticipated or reflected in the existing zoning on the property.

Response: Not applicable.

g. Whether the zoning proposal reflects a reasonable balance between the promotion of the public health, safety, morality or general welfare against the right to unrestricted use of property.

Response: *The proposed zoning reflects a reasonable balance given the development of adjacent or nearby properties, which are primarily development with residential use. In order to protect existing homes and maintain the character of the area, conditions are recommended requiring buffers adjacent to existing homes in Alpha Park and entrance landscaping at Jon Scott Drive and Devore Road.*

h. Whether there are substantial reasons why the property cannot be used in accordance with existing zoning.

Response: *Development of the property under the current O-I zoning would result in a curb cut on Haynes Bridge Road, which would conflict with the Alpha Loop. In addition, an office development would likely generate more vehicular trips than the proposed residential use.*

i. The extent to which the zoning proposal is consistent with the Comprehensive Plan.

Response: *The comprehensive land use plan designation of the 1.53-acre property is 'Medium Density Residential', which requires an amendment to 'Downtown Residential Density' to allow the proposed density.*

CONCURRENCES

Staff has reviewed the applicant's proposal against the established review criteria for a comprehensive land use plan amendment and rezoning. The proposal represents an expansion of a residential development approved in 2022 and is suitable as it relates to the use and development of adjacent or nearby properties, which are primarily developed with residential use. In addition, the proposal is consistent with the vision of the Downtown Master Plan, which promotes a walkable, mixed-use environment. Development of the property under the current zoning would result in a curb cut on Haynes Bridge Road, which would conflict with the Alpha Loop. In order to protect existing homes and maintain the character of the area, conditions are recommended requiring buffers adjacent to existing homes in Alpha Park and entrance landscaping at Jon Scott Drive and Devore Road.

CITIZEN PARTICIPATION PLAN

The report submitted by the applicant states that property owners within 500' were contacted regarding the applicant's intent. According to the report, two (2) citizens reached out with questions and comments including, when the 1st Phase would begin construction and support the revisions to Phase 1.

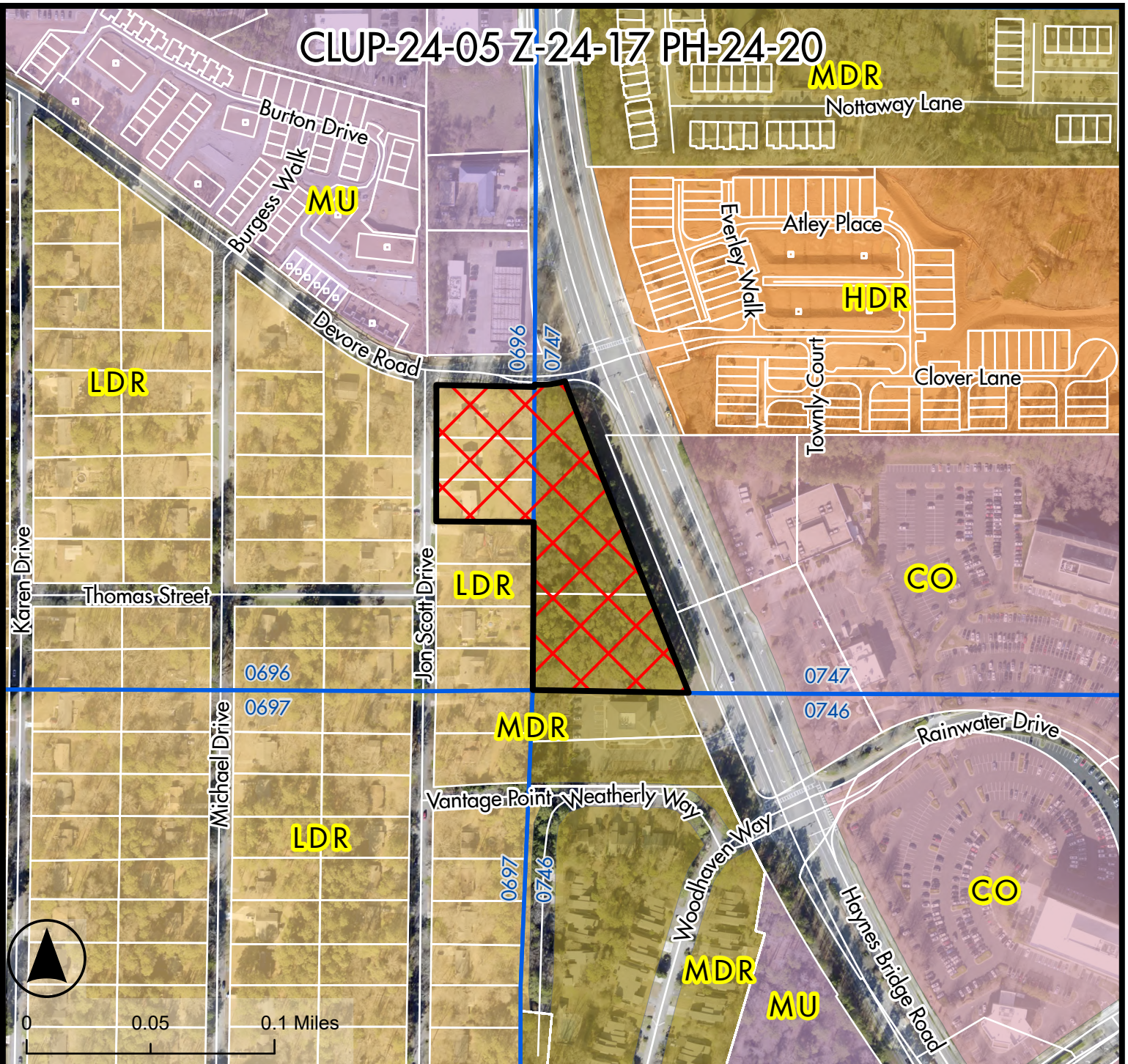
COMMUNITY ZONING INFORMATION MEETING

CZIM was held on November 13, 2024. There were public comments asking when Phase 1 would start construction, support the revisions to Phase 1, appreciates the Alpha Loop extension with the project, and like the change to all detached homes.

ATTACHMENTS:
• Map Series • Latest Site Plan • CZIM

- Citizen Part B
- Application

CLUP-24-05 Z-24-17 PH-24-20



Legend

- Alpharetta City Limits
- CLUP-24-05 Z-24-17 PH-24-20
- Land Lots
- Tax Parcels

Future Land Use 2040

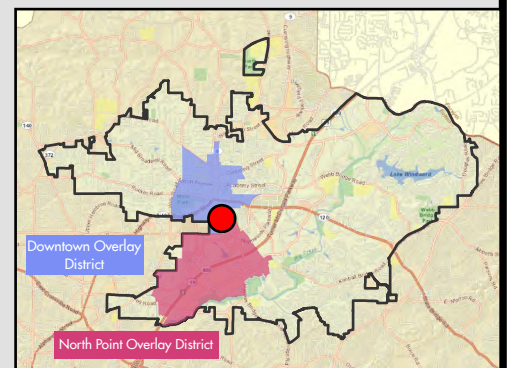
- Corporate Office
- High Density Residential
- Low Density Residential
- Medium Density Residential
- Mixed Use
- Mixed Use Live Work

Future Land Use Map

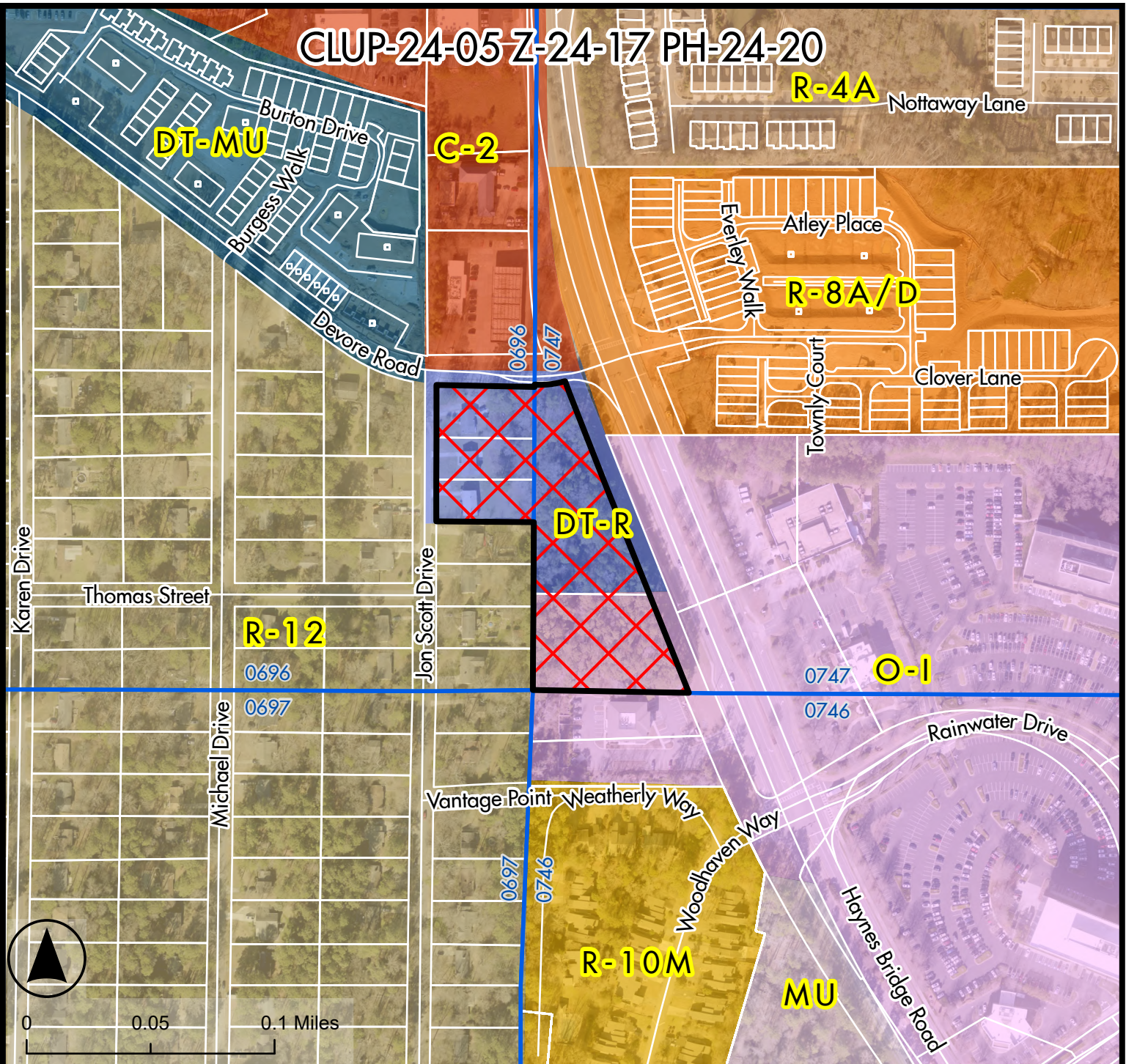
Mayfair on Haynes Bridge
11690 Haynes Bridge Road

CLUP-24-05 Z-24-17 PH-24-20
D/LL: 1/2/0747

PC: 12/05/2024
CC: 12/16/2024



CLUP-24-05 Z-24-17 PH-24-20



Legend

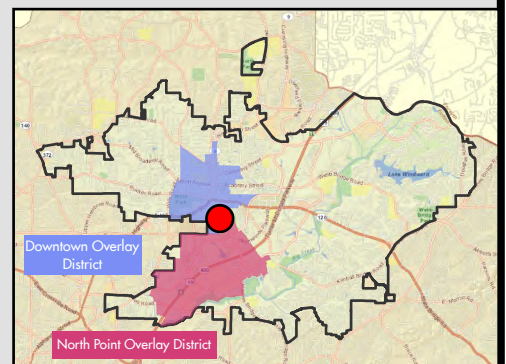
- Alpharetta City Limits
- CLUP-24-05 Z-24-17 PH-24-20
- Land Lots
- Tax Parcels
- Zoning District**
- General Commercial
- DT-LW Downtown Live Work
- DT-MU Downtown Mixed Use
- DT-R Downtown Residential
- MU Mixed Use
- O-I Office Institutional
- R-10M Multi Family Residential (HDR)
- R-12 Single Family Detached Residential
- R-4A Single Family Detached Residential (Low Density)
- R-8A/D Single Family Attached/Detached Residential

Zoning Map

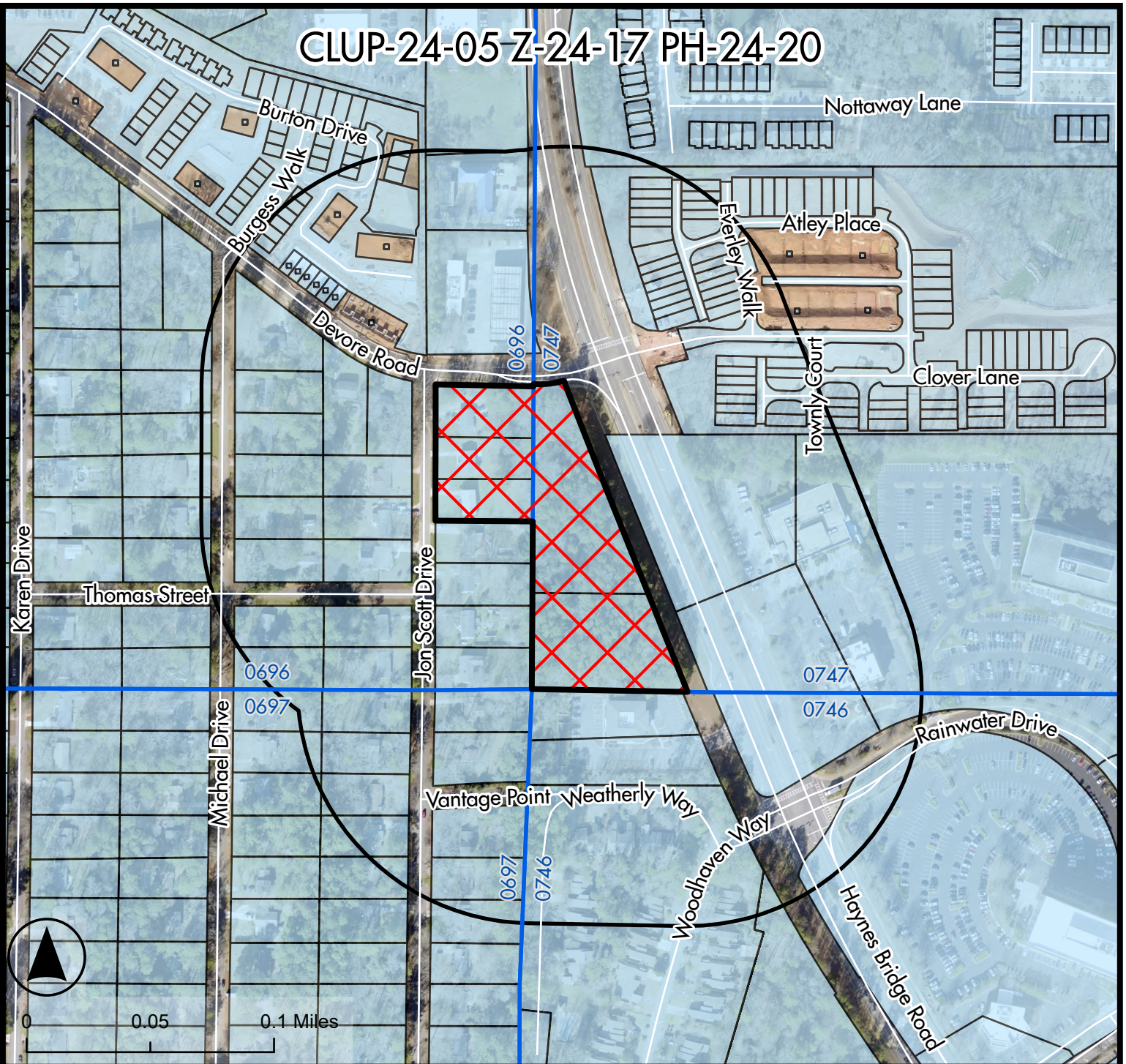
Mayfair on Haynes Bridge
11690 Haynes Bridge Road

CLUP-24-05 Z-24-17 PH-24-20
D/LL: 1/2/0747

PC: 12/05/2024
CC: 12/16/2024



CLUP-24-05 Z-24-17 PH-24-20



Legend

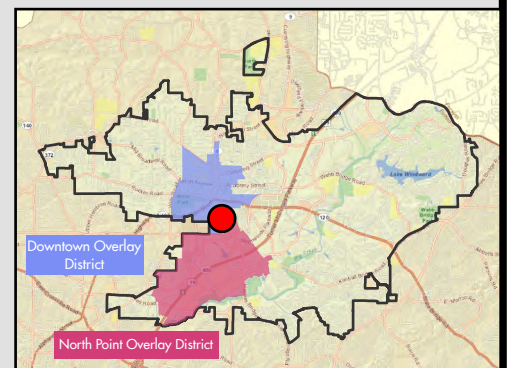
- Alpharetta City Limits
- CLUP-24-05 Z-24-17 PH-24-20
- 500 ft Buffer
- Land Lots
- Tax Parcels

Location and Buffer Map

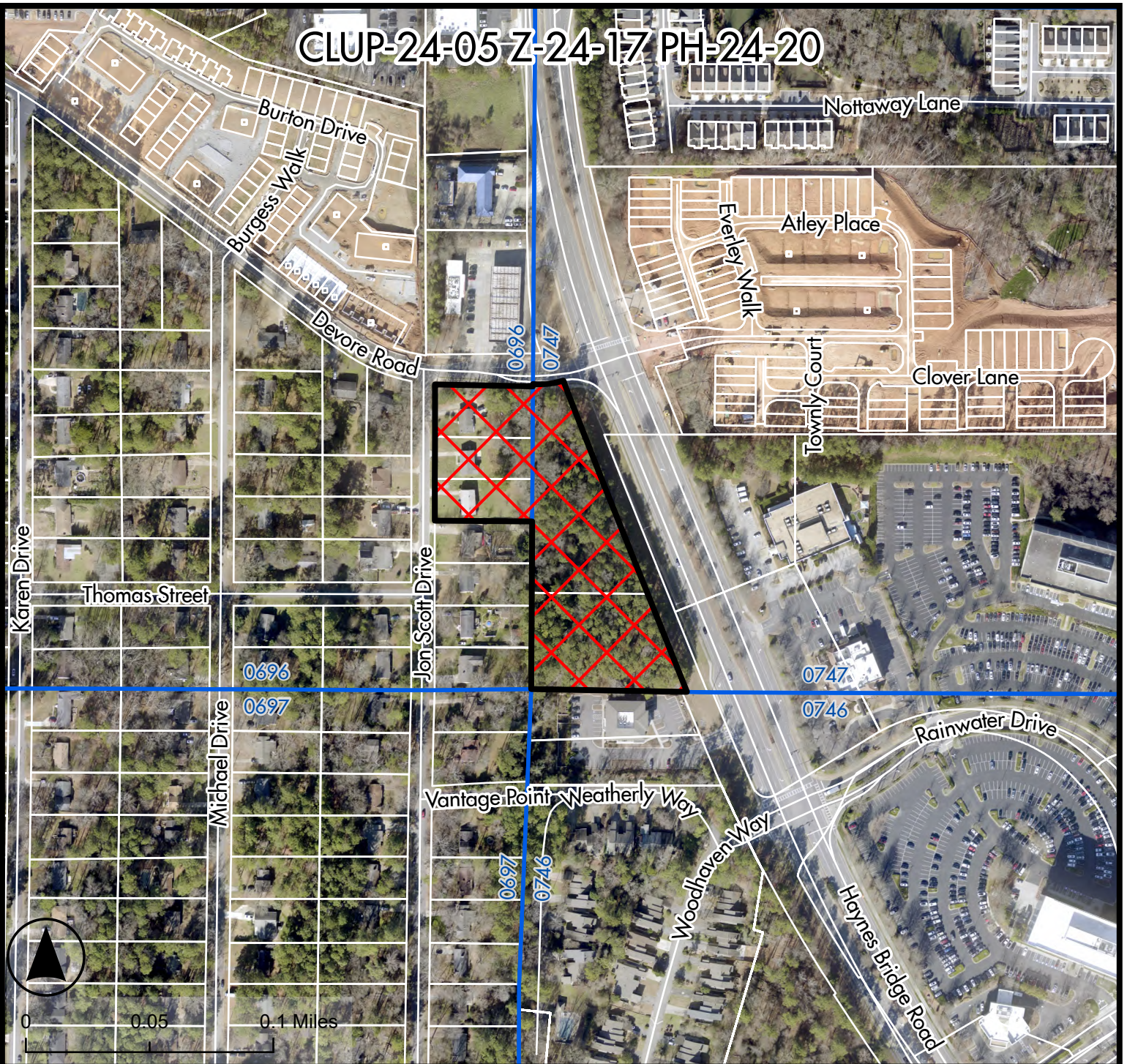
Mayfair on Haynes Bridge
11690 Haynes Bridge Road

CLUP-24-05 Z-24-17 PH-24-20
D/LL: 1/2/0747

PC: 12/05/2024
CC: 12/16/2024



CLUP-24-05 Z-24-17 PH-24-20



Legend

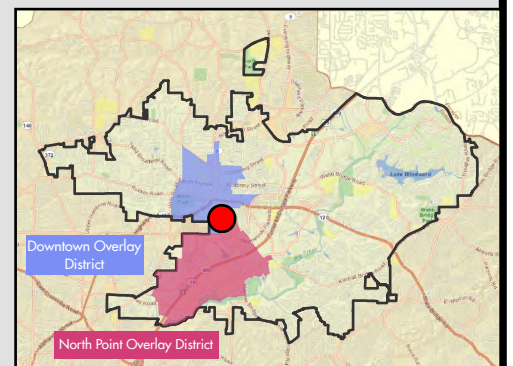
-  Alpharetta City Limits
-  CLUP-24-05 Z-24-17 PH-24-20
-  Land Lots
-  Tax Parcels

Aerial Map

Mayfair on Haynes Bridge
11690 Haynes Bridge Road

CLUP-24-05 Z-24-17 PH-24-20
D/LL: 1/2/0747

PC: 12/05/2024
CC: 12/16/2024





PHASE 1 AREA
2.84 ACRES

PHASE 2 AREA
1.53 ACRES

LEGEND

- PROPOSED MOVEMENT
- PROPERTY LINE
- PROPOSED LOT LINE
- MODULAR BLOCK WALL
- EXISTING CURB & GUTTER
- EXISTING CURB & GUTTER TO BE REMOVED
- PROPOSED CURB & GUTTER
- PROPOSED SIDEWALK
- EXISTING SIDEWALK
- CRZ
- CRITICAL ROOT ZONE

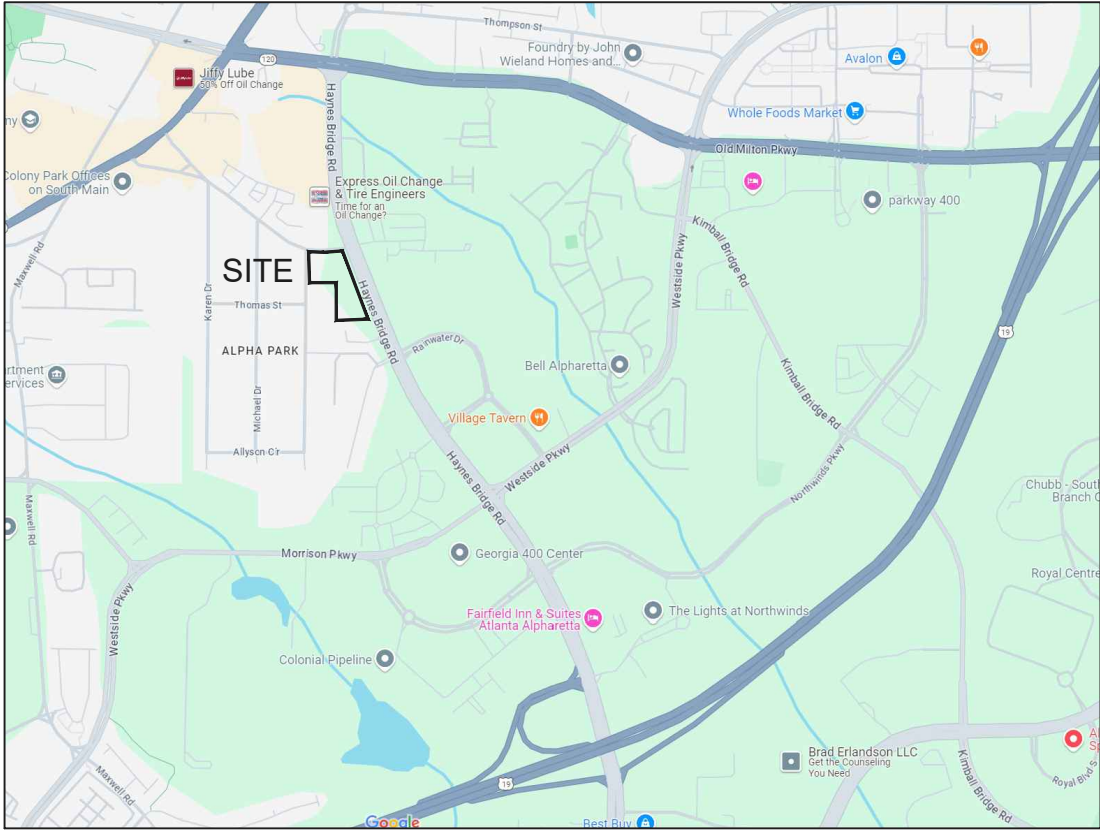
LANDSCAPE LEGEND

- LANDSCAPE STRIPS & OPEN SPACE / COMMON AREA (C.A.)
- INTERIOR LANDSCAPING

FLOOD HAZARD NOTE

No portion of this property is contained within the limits of a Special Flood Hazard Zone as defined by the Federal Emergency Management Agency Flood Insurance Rate Map No. 13121C0058F of Fulton County, GA. (Community Panel No. 1300840058F), most recently revised 09/18/13.

LOCATION MAP



PARCEL DATA

SITE ADDRESS: 11690 HAYNES BRIDGE ROAD
SITE AREA: 1.53 ACRES (66,843 SF)
PARCEL NO.: 12 270107470191

CURRENT ZONING: O-I
PROPOSED ZONING: DT-R (DOWNTOWN RESIDENCE)

PROPOSED OVERLAY DISTRICT: DOWNTOWN

CURRENT FUTURE LAND USE: MDR (MEDIUM DENSITY RES.)
PROPOSED FUTURE LAND USE: HDR (HIGH DENSITY RES.)

CURRENT USE: UNDEVELOPED
PROPOSED USE: 10 SINGLE FAMILY DETACHED HOMES
3-STORY; 3,000 SF MIN.

DISTRICT REGULATIONS:

FRONT YARD: 10'
SIDE YARD: 0' WITH MIN. 10' BETWEEN BUILDINGS
REAR (NO ALLEY): 3'
REAR (ALLEY): 10'

MINIMUM LOT SIZE: 4,500 SF SINGLE FAMILY DETACHED
MINIMUM LOT WIDTH: 25'

IMPERVIOUS LOT COVERAGE: 70% MAX
MAXIMUM BUILDING HEIGHT: 3 STORIES/ 35 FEET

OVERALL COMBINED PROPERTIES

OVERALL AREA: 190,349 SF (4.37 ACRES)

TOTAL PROPOSED USE: 27 SINGLE FAMILY DETACHED

MAXIMUM DENSITY: 6.7 UNITS/ACRE (29 UNITS)
PROPOSED DENSITY: 6.2 UNITS/ACRE

REQUIRED PARKING: 2.5 SPACE PER UNIT = 68 SPACES
PROPOSED PARKING:
2 GARAGE SPACES PER UNIT = 54 SPACES
2 DRIVEWAY SPACES PER UNIT = 54 SPACES
ADDITIONAL GUEST PARKING = 6 SPACES
TOTAL DEVELOPMENT SPACES = 114 SPACES

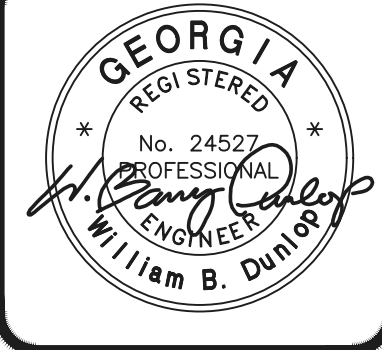
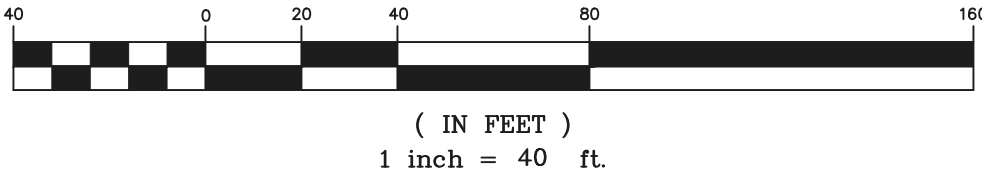
REQUIRED COMBINED AMENITY SPACE: 19,035 SF (10%)
PROPOSED COMBINED AMENITY SPACE: 19,957 SF (11%)

ZONING NOTES

- Common use area such as Pocket Park are required to meet 2010 ADA.
- Developer to provide a signalized pedestrian crossing on DeVore Road from Jon Scott Drive intersection, with pedestrian ramps on both sides of DeVore Road and connect to the Alpha Loop on the north side of DeVore Road. Crossing shall be marked with special paint/decals denoting the Alpha Loop.
- If Alpha Loop section is not yet constructed or programmed, the developer can build this section for impact fee credits. On Haynes Bridge Road they can continue to Rainwater Drive to connect to the section being constructed by Morrison Park for additional impact fee credits.



GRAPHIC SCALE



paradigm
Engineering Services, Inc.
903 Bombay Lane
Roswell, GA 30076
(770) 605-6030
www.Paradigmeng.net

Project No. P-2409
Design By: WBD
Drawn By: LRF
Checked By: WBD
Date: 8/1/24
Scale: 1" = 40'

No.	Address	Staff	Comments	Revision	Date
A					12/20/24

TRILOGY
INVESTMENT COMPANY
6260 AVALON BLVD
ALPHARETTA, GEORGIA 30009
OFFICE (678) 802-4919

OVERALL ZONING PLAN
Mayfair at Haynes Bridge
SE INTERSECTION OF JON SCOTT DR & DEVORE RD
LAND LOT 696 & 747; DISTRICT 1, SECTION 2
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

Drawing No.
Z1.0

11/13/24

Please sign-in and leave your comments and/or concerns.

CLUP-24-05 Z-24-17 PH-24-20 Mayfair on Haynes Bridge

NAME	ADDRESS	COMMENTS
Nathan Sydes	125 Kiltiernan Ct Millen GA 30001	
Amy Gatlin		
Carolyn Moore "CAROLYN"	130 Weatherly Way Alpharetta 30009	- CURIOUS ABOUT THE PROPOSED DEVELOPMENT - WANTED TO KNOW WHEN PHASE 1 WOULD START - REMEMBERED THE PHASE 1 RE-ZONING AND LIKES THE REVISIONS TO THE ORIGINAL PLAN - APPRECIATES THE ALPHA LOOP EXTENSION IN THE HAYNES BRIDGE ROW.
Jane Gilsinger	1715 Broadwell Oaks Dr. Alpharetta, GA 30004	Like the expansion from Phase 1 and that they are detached homes.

CITIZEN PARTICIPATION FORM - PART B

This form must be completed and submitted to the City of Alpharetta Community Development Department a minimum of twenty (20) working days prior to the scheduled Public Hearing. Failure to do so will result in cancellation of the scheduled hearing.

Public Hearing or Project Name: Mayfair at Haynes Bridge (aka Alcovy Estates Phase 2)

Contact Name: Jason Joseph Telephone: (678)521-6070

Please describe comments and concerns provided by any and all individuals contacted as part of the the Citizen Participation Program. If any individuals provided written correspondence, please attach copies of same to this report.

Carolyn Moore (130 Weatherly Way, Alpharetta) -

Curious about the proposed development,

Wwanted to know when Phase 1 would start

Remembered the Phase 1 rezoning and likes the revisions to the original plan

Appreciates the Alpha loop extension in the Haynes Bridge Road

Jane Gilsinger (1715 Broadwell Oaks Dr, Alpharetta) -

Likes the expansion from Phase 1 and that they are detached homes

Method by which these individuals were contacted. Please mark all that apply. *Please provide samples of any and all written communications used to provide notification.*

- | | |
|------------------------------------|---|
| ☐ Letter | ☐ Personal Visits |
| ☐ Telephone | ☒ Group Meeting |
| ☐ Email | ☐ Other (Please Specify) _____ |

Attach a list of people who have been notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified.

I, the undersigned, as an authorized representative of the applicant and Public Hearing item identified above, do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Citizen Participation Form - Part B and in any and all documents provided in support of this report are true and accurate. I further understand that any false statements provided by representatives of the applicant as part of this report may result in penalties up to and including denial of the subject application.

Signature of Authorized Agent: _____

Date: 11/14/2024

Print Form

CGI SFR II, LLC
6260 Avalon Blvd
Alpharetta, GA 30009

October 10, 2024

Property Owner
Address
Address

**RE: CLUP-24-05/Z-24-17/PH-24-20 Mayfair on Haynes Bridge - 0 Norcross St
/Parcel ID#12 270107470191**

Dear Property Owner:

Please allow this letter to serve as public notice for consideration of a rezoning to allow an existing commercial building to be re-used for a single-family residence or an office in the future. A rezoning is requested from O-I (Office-Institutional) to DT-MU (Downtown Mixed-Use). The property is located at 0 Norcross St. and is legally described as being located in Land Lot 747, 1st District, 2nd Section, Fulton County, Georgia.

The Community Zoning Information Meeting (CZIM) for this request will be held on **Wednesday, November 13 2024, at 6:00 PM** in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

This item will be considered by **the Planning Commission on Thursday, December 5, 2024, and City Council on Monday, December 16, 2024, at 6:30 PM**. The meetings will be held in the Council Chambers at City Hall, 2 Park Plaza, Alpharetta, GA 30009.

If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at 678-802-4919.

Sincerely,

CGI SFR II, LLC
/Jason Joseph/
Jason Joseph, Authorized Signatory

CGI SFR II, LLC
6260 Avalon Blvd
Alpharetta, GA 30009

October 10, 2024

Property Owner
Address
Address

**RE: CLUP-24-05/Z-24-17/PH-24-20 Mayfair on Haynes Bridge - 0 Norcross St
/Parcel ID#12 270107470191**

Dear Property Owner:

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If you have any questions regarding the request, please feel free to contact me at your convenience. I can be reached at 678-802-4919.

Sincerely,

CGI SFR II, LLC
/Jason Joseph/
Jason Joseph, Authorized Signatory

CITY OF ALPHARETTA

PUBLIC HEARING APPLICATION

FOR OFFICE USE ONLY

Case #: _____

PH #: _____

☐ Property Taxes & Code Violations Verified

☐ Fee Paid Initial: _____

COMMUNITY DEVELOPMENT DEPARTMENT

2 PARK PLAZA

ALPHARETTA, GA 30009

1. This page should be the first page in each of your completed application packets.
2. It is preferred that all responses be typed. Illegible applications will not be accepted.
3. Prior to signing and submitting your application, please check all information supplied on the following pages to ensure that all responses are complete and accurate. Incomplete applications will not be accepted.
4. Payment of all applicable fees must be made at the time of application. Payment may be made via cash, credit card (American Express, Master Card or Visa), or check made payable to "City of Alpharetta." Please note that a 3% convenience fee will be added to all credit card transactions.
5. Applications will be accepted on the designated submittal dates between the hours of 8:30 AM and 3:30 PM.
6. If you have any questions regarding this form, please contact the Community Development Department by calling 678-297-6070.

Contact Information:

Contact Name: Jason Joseph

Telephone: 678-521-6070

Address: 6260 Avalon Blvd

Suite: _____

City: Alpharetta

State: GA

Zip: 30009

Fax: _____

Mobile Tel: 678-521-6070

Email: jj@trilogyc.com

Subject Property Information:

Address: 11690 Haynes Bridge Road

Current Zoning: O-I

District: 1

Section: 2

Land Lot: 746 & 747

Parcel ID: 12 270107470191

Proposed Zoning: DT-R

Current Use: Undeveloped

This Application For (Check All That Apply):

☐ Conditional Use

☐ Master Plan Amendment

☐ Comprehensive Plan Amendment

☒ Rezoning

☐ Master Plan Review

☐ Variance

☒ Public Hearing

☐ Exception

☒ Other (Specify): _____

Future Land Use Amendment &
Downtown Overlay Boundary Amendment

APPLICANT REQUEST AND INTENT

What is the proposed use(s) of the property?

The property will be developed for the construction of 10 single family detached homes. This development will be a continuation of the Alcovy Estates single family development.

Applicant's Request (Please itemize the proposal):

Change in the Downtown Overlay boundary to include the property.

Change in Future Land Use map from MDR to HDR.

Change in zoning district from O-I to DT-R.

Applicant's Intent *(Please describe what the proposal would facilitate).*

the applicant intends to develop and construct 10 single family detached homes as a continuation of the proposed Alcovy Estates development on the property due south of the Alcovy Estates.

PROPERTY OWNER AUTHORIZATION

Property Owner Information:

Contact Name: Milan Patel, Manager of Paramount Medical Properties LLC

Telephone: 678-925-0775

Address: 1950 Evergrace Drive

Suite:

City Alpharetta

State: GA

Zip: 30009

Authorization:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that I am the legal owner, as reflected in the records of Fulton County, Georgia, of the property identified below, which is the subject of the attached Application for Public Hearing before the City of Alpharetta, Georgia.

As the legal owner of record of the subject property, I hereby authorize the individual named below to act as the applicant in the pursuit of the Application for Public Hearing in request of the items indicated below.

☐ Annexation

☐ Special Use

☒ Rezoning

☐ Conditional Use

☐ Variance

☐ Master Plan

☐ Land Use Application

☒ Other

Future Land Use Amendment and Downtown Overlay
Boundary Amendment

Property Owner's Authorized Applicant (if applicable):

Name of Authorized Applicant: Jason Joseph

Telephone: 678-521-6070

Address: 6260 Avalon Blvd

Suite:

City Alpharetta

State: GA

Zip: 30009

So Sworn and Attested: Paramount Medical Properties LLC

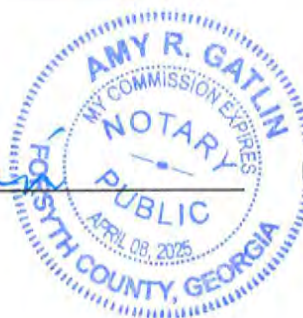
Owner Signature:

Date: 9/3/2024

Notary:

Notary Signature:

Date: 9/3/2024



DISCLOSURE FORM

The Official Code of Georgia Annotated requires disclosure of campaign contributions to government officials by an applicant or opponent of a rezoning or public hearing petition (O.C.G.A. 36-67 A-1).

Applicants must file this form with the City of Alpharetta Community Development Department within ten (10) days after filing for rezoning or public hearing. Opponents to a rezoning or public hearing petition must file this form five (5) days prior to the Planning Commission meeting at which the subject rezoning or public hearing petition is scheduled to be heard.

Name of Applicant or Opponent:

Jason Joseph

Subject Public Hearing Case:

Campaign Contribution Information:

Please provide the requested information for each contribution with a dollar amount or value of \$250 or more made within the past two (2) years to an Alpharetta Official by the individual identified above. Please use a separate form for each Alpharetta Official to whom such a contribution as been made.

If the individual identified above has made no such contributions to an Alpharetta Official within the past two (2) years, please indicate this by entering "N/A" on the appropriate lines below.

Name of Official: N/A

Position:

N/A

Description of Contribution: N/A

Value: N/A

Description of Contribution:

Value:

Description of Contribution:

Value:

Description of Contribution:

Value:

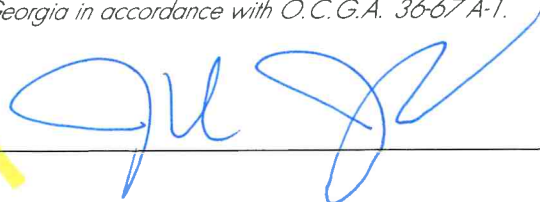
Description of Contribution:

Value:

Campaign Contribution Information:

I do solemnly swear and attest, subject to criminal penalties for false swearing, that the information provided in this Disclosure Form is true and accurate and that I have disclosed herein any and all campaign contributions made to an Official of the City of Alpharetta, Georgia in accordance with O.C.G.A. 36-67 A-1.

Signature:



Date:

9/3/24

ALPHARETTA PLANNING COMMISSION REVIEW CRITERIA

How will this proposal be compatible with surrounding properties?

The proposal call for 10 single family detached residential lots. This property is bordered to the west by existing single family detached lots and bordered to the north by 17 proposed single family lots.

How will this proposal affect the use and value of the surrounding properties?

The proposed new single family detached homes will be designed with high end architecture and constructed with high end finishes. The value of these homes, while on small lots, will boost the values of the existing homes on Jon Scott which are on larger lots.

Can the property be developed for a reasonable economic use as currently zoned? Please explain why or why not.

The current zoning is O-I, which typically would have a high economic value, but the size of the property is too small to construct an office or institutional development sizable enough to make the economics of land cost, building construction, and amount of usable space feasible.

What would be the increase to population and traffic if the proposal were approved?

The proposed development would present 10 additional single family residences. Typically single family residences have the majority of trips in the morning hours and early evening hours. If this were developed as an office or institutional development there is a potential for more daily trips.

What would be the impact to schools and utilities if the proposal were approved?

Schools and utilities would be impacted by the amount 10 residential homes would contribute to those categories.

How is the proposal consistent with the Alpharetta Comprehensive Plan; particularly the Future Land Use Map?

The Future Land Use Plan is to be changed from Medium Density Residential (MDR) to High Density Residential (HDR)

Are there existing or changing conditions which affect the development of the property and support the proposed request?

The property to the north was rezoned to DT-R in April 2022 as a single family development named Alcovy Estates. This development will be the continuation of the Alcovy Estates adding 10 single family homes.

On a separate sheet or sheets, please provide any information or evidence that supports your request and the statements that you have provided in this application.

CITIZEN PARTICIPATION FORM - PART A

This form must be completed and submitted with the applicant's completed Public Hearing Application. Applications submitted to the City of Alpharetta without a completed Citizen Participation Form - Part A will not be accepted.

Public Hearing or Project Name: Mayfair at Haynes Bridge (aka Alcovy Estates Phase 2)

Contact Name: Jason Joseph Telephone: (678)521-6070

The following people will be notified of this application and provided information describing the subject proposal. Please note that ALL adjoining property owners MUST be notified. Use additional pages as needed.

See Exhibit A Property Owners attached

Method by which these individuals will be contacted. Please mark all that apply. *If you select "Other," please provide a description of the method of contact that will be used.*

☒

Letter

☐

Personal Visits

☐

Telephone

☐

Group Meeting

☐

Email

☐

Other *(Please Specify)*

Please describe the method(s) by which these individuals will have the opportunity to respond or contact the applicant with questions or concerns about the proposal.

The Community Zoning Information Meeting (CZIM) for this request will be held on Wednesday, November 13 2024, at 6:00 PM in the Community Room in Alpharetta City Hall across from the Council Chambers. Alpharetta City Hall is Located at 2 Park Plaza, Alpharetta, GA 30009. This is an informal meeting to allow the public to view public hearing requests, ask questions, and provide feedback.

Citizen Participation Form - Part A
Exhibit A Property Owners

CURRENT OCCUPANT
11690 HAYNES BRIDGE RD
ALPHARETTA GA 30009

FREDERICKS KRIS DORIAN
100 WEATHERLY WAY
ALPHARETTA GA 30009

GUREVICH ALEKSEY V & ALISON K
100 WOODHAVEN WAY
ALPHARETTA GA 30009

KJ LUXURY HOMES LLC
1005 CHASEWOOD TRL
ALPHARETTA GA 30005

CAZAYOUX STEPHEN
104 WEATHERLY WAY
ALPHARETTA GA 30009

WILLIAMS MARGARET
10815 SHAGBARK TRL
ROSWELL GA 30075

TUELL SAMUEL EZEKIEL & WHITEN SHAYE M
110 WEATHERLY WAY
ALPHARETTA GA 30009

JOACHIM CARLINE
110 WOODHAVEN WAY
ALPHARETTA GA 30009

RODNEY GLENN B
114 WEATHERLY WAY
ALPHARETTA GA 30009

SCHIMMEL THOMAS CHARLES & CARRIE LEIGH
115 WOODHAVEN WAY
ALPHARETTA GA 30009

MAYA PROPERTIES ALPHARETTA LLC
11681 HAYNES BRIDGE RD STE 200
ALPHARETTA GA 30009

CLARK DIANA N
119 WOODHAVEN WAY
ALPHARETTA GA 30009

BULLA RENTERIA DIEGO SEBASTIAN
& JUAN JOSE NAVARRO SEPULVEDA
120 WEATHERLY LN
ALPHARETTA GA 30004-2142

HERNANDEZ JULIO & HERNANDEZ KATYA
120 WOODHAVEN WAY
ALPHARETTA GA 30009

REVOCABLE TR CREATED JACQUELINE KALLAS THE
124 WEATHERLY WAY
ALPHARETTA GA 30009

ROBERTS MARY B
124 WOODHAVEN WAY
ALPHARETTA GA 30009

TARANGO CONCEPCION ESPINOSA
125 WOODHAVEN WAY
ALPHARETTA GA 30004

MC KENZIE MARK A
129 WOODHAVEN WAY
ALPHARETTA GA 30201

MOORE CAROLYN M
130 WEATHERLY WAY
ALPHARETTA GA 30009

SMITH SHETETA
130 WOODHAVEN WAY
ALPHARETTA GA 30004

Citizen Participation Form - Part A
Exhibit A Property Owners

MARTIN FAMILY LIVING TRUST THE
13395 PROVIDENCE RD
ALPHARETTA GA 30009

BANKS RICKEY E
134 WEATHERLY WAY UNIT 134
ALPHARETTA GA 30009

FOULKES EARTHA MARIE
134 WOODHAVEN WAY
ALPHARETTA GA 30009-2123

CONTANT NICOLE
135 WOODHAVEN WAY
ALPHARETTA GA 30004

BREHM JOANNE
1350 PACES FORREST DR NW
ATLANTA GA 30327

GREENE AINSLEY MARIE
140 WEATHERLY WAY
ALPHARETTA GA 30009

DEEMER RONALD
140 WOODHAVEN WAY
ALPHARETTA GA 30009

FELIX ALEJANDRA
144 WEATHERLY WAY
ALPHARETTA GA 30009

TURNER WESLEY &
TURNER ANGELA NICOLE SATULLO
144 WOODHAVEN WAY
ALPHARETTA GA 30009

SHOUP VICTOR NELSON
145 WOODHAVEN WAY
ALPHARETTA GA 30009

BANKS KHIA C
149 WOODHAVEN WAY
ALPHARETTA GA 30004

MARCUS BETTY S
150 WEATHERLY WAY
ALPHARETTA GA 30004

STEVENS KENNETH & LAURA
150 WOODHAVEN WAY
ALPHARETTA GA 30009

BALCH MARY L
154 WEATHERLY WAY
ALPHARETTA GA 30004-2142

DOLGOPYAT ILYA & DOLGOPYAT SVETLANA
154 WOODHAVEN WAY
ALPHARETTA GA 30009

TURNWALD TIMOTHY J & TURNWALD JULIET J
155 WOODHAVEN WAY
ALPHARETTA GA 30009

ROSARIO CHARLES L & PORTILLO GIOVANNA D
159 WOODHAVEN WAY APT 100
ALPHARETTA GA 30009-2147

BRITT GREGORY C & MEGHAN D
160 WOODHAVEN WAY
ALPHARETTA GA 30009

ROGERS SANDRA L
164 WOODHAVEN WAY
ALPHARETTA GA 30009

GOLD SANDRA S
165 WOODHAVEN WAY
ALPHARETTA GA 30009

Citizen Participation Form - Part A
Exhibit A Property Owners

SPORLEDER AMY
169 WOODHAVEN WAY
ALPHARETTA GA 30009

AMALFI CONSTRUCTION GROUP LLC
1740 GRASSLAND PKWY UNIT 401
MILTON GA 30004

PARAMOUNT MEDICAL PROPERTIES LLC
1950 EVERGRACE DR
ALPHARETTA GA 30009

WHITE OAK RENOVATIONS LLC
2055 N BROWN RD SUITE 250
LAWRENCEVILLE GA 30043

MERUGA VENKATA ANITHA RAJ
2120 DUNBARTON CRST
CUMMING GA 30041

BB MORRISON PARK LLC
280 INTERSTATE NORTH CIR SE SUITE 400
ATLANTA GA 30339

GRBK HAYNES LLC
2805 N DALLAS PKWY STE 400
PLANO TX 75093

AES GB TRUST THE
330 LAKE MANOR TRC
ALPHARETTA GA 30022

F7 NWO LLC
3455 PEACHTREE RD NE STE 650
ATLANTA GA 30326

WRIGHT DAVID & WRIGHT ASHLEY
364 NORCROSS ST
ROSWELL GA 30075-3859

RATHI GHAZAL
3645 PEACHTREE RD NE UNIT 314
ATLANTA GA 30319

GORDUK IRIS
370 JON SCOTT DR
ALPHARETTA GA 30009

PETRAKOPOULOS CHARLES GEORGE
& ANGELOS GEORGE
371 JON SCOTT DR
ALPHARETTA GA 30009-2109

RICHFIELDS INVESTMENTS INC
3771 ARC WAY
LAWRENCEVILLE GA 30044

STALICA MARK D
380 JON SCOTT DR
ALPHARETTA GA 30009

PENDLEY CHARLES E B
387 JON SCOTT DR
ALPHARETTA GA 30004-2134

SOUTHERN HERITAGE HOME BUILDERS LLC
390 BROGDON RD
SUWANEE GA 30024

GUNTER LARRY R & ERIKA
390 JON SCOTT DR
ALPHARETTA GA 30004-2110

JONES RANDALL BURNER
400 JON SCOTT DR
ALPHARETTA GA 30004-2112

LOMAX JAMES W
404 MICHAEL DR
ALPHARETTA GA 30009

Citizen Participation Form - Part A
Exhibit A Property Owners

RENFROW DOUGLAS W
4055 COPPER LEAF LN
CUMMING GA 30040

LIDBERG JONAS PETER
406 TOWNLY CT
ALPHARETTA GA 30009

LACHNIT WILLIAM ALBERT III
407 JON SCOTT DR
ALPHARETTA GA 30009

WEBB TODD & YOUNGLOVE WEBB JULIE
408 TOWNLY CT
ALPHARETTA GA 30009

CROSSON SEAN E & HEIDI L
410 JON SCOTT DR
ALPHARETTA GA 30004

HAMILTON MATTHEW & JENNIFER KAHN
412 TOWNLY CT
ALPHARETTA GA 30009

GALINDO APRIL M SPIVEY
414 MICHAEL DR
ALPHARETTA GA 30009

MIZRAHI ALBERTO
414 TOWNLY CT
ALPHARETTA GA 30009

CRESCI JOHN & NATALIE CIANCETTA
416 TOWNLY CT
ALPHARETTA GA 30009

STEINER IMMANUEL
417 JON SCOTT DR
ALPHARETTA GA 30009

RODD JR RICHARD R & ELIZABETH H
418 TOWNLY CT
ALPHARETTA GA 30009

DICKSON DENNIS W & DICKSON AMY
420 TOWNLY CT
ALPHARETTA GA 30009

WELCH JARED & WOOD HEATHER
422 TOWNLY CT
ALPHARETTA GA 30009

MOCK DAVID T & MELINDA S
424 MICHAEL DR
ALPHARETTA GA 30004-2122

MAYA PROPERTIES ALPHARETTA LLC
42912 BLUEHOUSE LN
ALPHARETTA GA 30022

KIBARA HUMPHREY N
430 JON SCOTT DR
ALPHARETTA GA 30009

TRUSTEE IRREVOCABLE SPECIAL NEEDS TRUST
AGREEMENT FOR WILLIAM F MONDI
447 JON SCOTT DR
ALPHARETTA GA 30004

ZUNIGA FELIPE & LEONILA FUENTES
450 JON SCOTT DR
ALPHARETTA GA 30004

LINDA BILDERBACK LIVING TRUST THE
535 COLONIAL PARK DR
ROSWELL GA 30075

MERUGA MOHAN & PERNI BHANU CHANDRA
5865 BRADENTON RD
CUMMING GA 30040

Citizen Participation Form - Part A
Exhibit A Property Owners

ALCOVY TEAM LLC
6220 IMES WAY
DULUTH GA 30097

CREME PROPERTIES L P
6400 S FIDDLER'S GREEN CIR STE 1400
GREENWOOD VILLAGE CO 80111-2925

PEREIRA STACEY
7647 AVALON BLVD
ALPHARETTA GA 30009

B&O (140) LLC
812 HILLARY ST
NEW ORLEANS LA 70118



September 3, 2024

Michael Woodman
Planning & Zoning
City of Alpharetta

Re: Rezoning for Alcovy Estates Phase 2
11690 Haynes Bridge Road

Dear Michael.

This zoning application is a request to rezone the 1.53-acre parcel of 11960 Haynes Bridge Road, in Alpharetta, Georgia. The rezoning request is from O-I to DT-R. In addition to the change in zoning district, this request asks for the Future Land Use Map to change from MDR to HDR, and the Downtown Overlay boundary to include the subject property. The purpose of this rezoning application is for the development and construction of 10 single family detached homes that will become a continuation of the Alcovy Estates in the bordering property to the north. The minimum lot size will be 4,500 square feet with a minimum lot width of 25'. There are 17 proposed single family detached homes planned for the initial phase of Alcove Estates. With the addition of Phase 2 there will be a total of 27 single family detached homes on a combined 4.37-acre lot for a density of 6.2 units per acre.

Sincerely,

A handwritten signature in blue ink, reading 'W. Barry Dunlop'.

W. Barry Dunlop, P.E.
Owner/Principal

PARCEL # 12 270107470191 LEGAL DESCRIPTION

LEGAL DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 0747, of the 1st District, 2nd Section, Fulton County, Georgia, and being more particularly described as follows:

Beginning at a right-of-way monument at the right-of-way intersection of Devore Road (R/W Varies) and Haynes Bridge Road (R/W Varies), that point being the POINT OF BEGINNING (P.O.B.), thence along the western right-of-way line of Haynes Bridge Road (R/W Varies) South 21 degrees 39 minutes 29 seconds East a distance of 449.21' to a 1/2" rebar found on the right-of-way line of Haynes Bridge Road (R/W Varies) that point being the TRUE POINT OF BEGINNING (T.P.O.B.), thence continuing along said right-of-way line South 21 degrees 59 minutes 10 seconds East a distance of 249.66 feet to a 1/2" rebar found on said right-of-way and Land Lot Line dividing Land lots 747 and 746, thence continuing along said Land Lot Line North 88 degrees 32 minutes 33 seconds West a distance of 10.93 feet to an iron pin set, thence leaving said right-of-way North 88 degrees 32 minutes 33 seconds West a distance of 327.81 feet to a 1/2" rebar found at the intersection of Land Lots 696, 697, 746, and 747 of the 1st District, 2nd Section, thence continue along the Land Lot Line dividing Land Lots 696 and 747 North 00 degrees 04 minutes 20 seconds East a distance of 229.08 feet to an iron pin found, thence leaving said Land Lot Line South 88 degrees 33 minutes 08 seconds East a distance of 244.95 feet to a 1/2" rebar found on the right-of-way line of Haynes Bridge Road (R/W Varies) that point being the TRUE POINT OF BEGINNING (T.P.O.B.).

Said property contains 1.53 acres.

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OR PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Jerry D. Wood GA RLS# 2999

Date

LEGAL DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 0747, of the 1st District, 2nd Section, Fulton County, Georgia, and being more particularly described as follows:

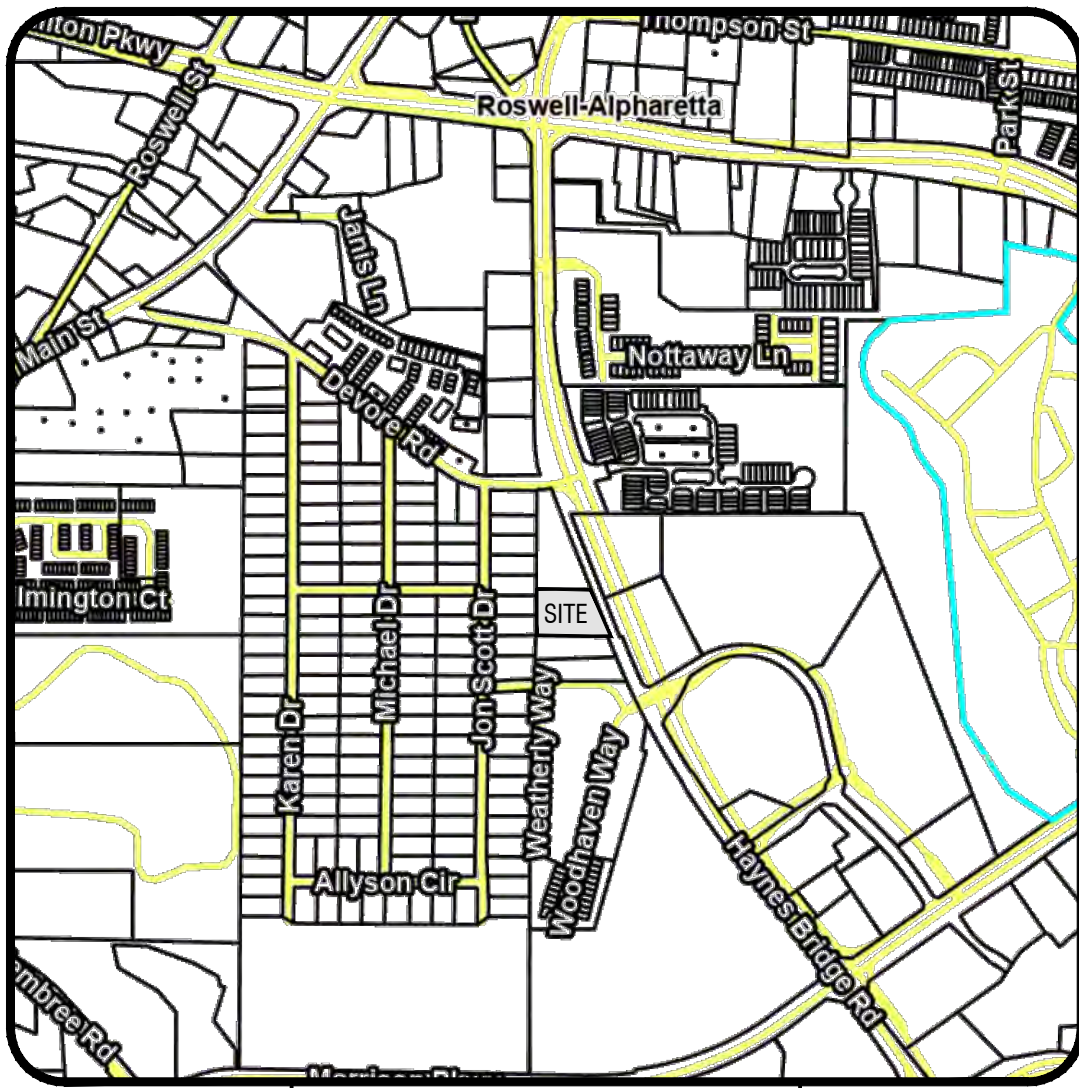
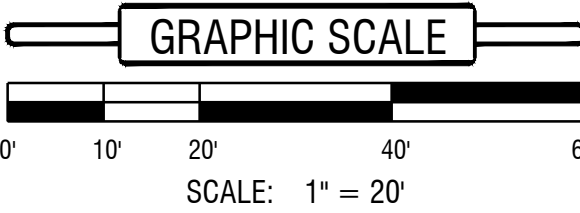
Beginning at a right-of-way monument at the right-of-way intersection of Devore Road (R/W Varies) and Haynes Bridge Road (R/W Varies), that point being the POINT OF BEGINNING (P.O.B.), thence along the western right-of-way line of Haynes Bridge Road (R/W Varies) South 21 degrees 39 minutes 29 seconds East a distance of 449.21' to a 1/2" rebar found on the right-of-way line of Haynes Bridge Road (R/W Varies) that point being the TRUE POINT OF BEGINNING (T.P.O.B.), thence continuing along said right-of-way line South 21 degrees 59 minutes 10 seconds East a distance of 249.66 feet to a 1/2" rebar found on said right-of-way and Land Lot Line dividing Land lots 747 and 746, thence continuing along said Land Lot Line North 88 degrees 32 minutes 33 seconds West a distance of 10.93 feet to an iron pin set, thence leaving said right-of-way North 88 degrees 32 minutes 33 seconds West a distance of 327.81 feet to a 1/2" rebar found at the intersection of Land Lots 696, 697, 746, and 747 of the 1st District, 2nd Section, thence continue along the Land Lot Line dividing Land Lots 696 and 747 North 00 degrees 04 minutes 20 seconds East a distance of 229.08 feet to an iron pin found, thence leaving said Land Lot Line South 88 degrees 33 minutes 08 seconds East a distance of 244.95 feet to a 1/2" rebar found on the right-of-way line of Haynes Bridge Road (R/W Varies)m that point being the TRUE POINT OF BEGINNING (T.P.O.B.).

Said property contains 1.53 acres.

SURVEY CLOSURE STATEMENT
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 105,681 FEET, AND AN ANGULAR ERROR OF 1" PER ANGLE POINT, AND WAS NOT ADJUSTED. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 100,000+ FEET.
LINEAR MEASUREMENT OBTAINED USING GEOMAX ZOOM 90
ANGULAR MEASUREMENT OBTAINED USING GEOMAX ZOOM 90
FIELD WORK COMPLETED 6-15-2024



BEARINGS ARE BASED ON
NORTH AMERICAN DATUM OF 1983
GEORGIA STATE PLANE COORDINATE SYSTEM
(WESTERN ZONE)
ELEVATIONS ARE BASED ON
NORTH AMERICAN VERTICAL DATUM OF 1985



VICINITY MAP

(NOT TO SCALE)

Commitment No. 241307GA
Special Exceptions
Schedule B, Part II - Exceptions
11. Sanitary Sewer Easement from Richard Ott to the City of Alpharetta, dated April 17, 1984, filed April 23, 1984, recorded in Deed Book 8941, Page 272, Fulton County, Georgia records.
DOES NOT AFFECT
12. Declaration of Taking styled City of Alpharetta vs E. Floyd Statham, Mrs. John R. Shaw, Jr., Bank South, as successor in interest to Bank of the South, Charles C. Benedicts and Ella B. Methbin a/k/a Bea Methvin, being Civil Action No. E-16443 dated July 15, 1993, filed July 15, 1993, recorded in Deed Book 16847, Page 206, aforesaid records.
AFFECTS - NOT PLOTTABLE
13. Norcross Street - 40' R/W as shown on that plat recorded in Plat Book 136, Page 88, aforesaid records.
DOES NOT AFFECT

Cedar Grove Investments, LLC, a Georgia Limited Liability Company & Fidelity National Title Insurance Company:
This is to certify that this map or plat and the survey on which it is based were made in accordance with the "2024 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys," jointly established and adopted by ALTA and NSPS and includes Items 1, 2, 3, 4, 6, 6b, 7b, 8, 9, 11a, 12, 14, 16, 17, and 19 Table A thereof. The Field Work was completed on April 22, 2024.

Date:
Jerry D. Wood
Registration No. 2999

PROJECT DATA

- TOTAL PROJECT ACREAGE: 1.53 ACRES
- TAX PARCEL #: 12 270107470191
- FLOOD PLAIN: NO PORTION OF THE PROPERTY LIES WITHIN A FLOOD ZONE ACCORDING TO FIRM COMMUNITY PANEL NUMBER 13121C0058F, DATED SEPTEMBER 18, 2013.
- CURRENT ZONING: O1
- REQUIRED BUILDING SETBACKS: SETBACKS FROM FULTON COUNTY MUNICODE FRONT: 40' SIDE: 40' ADJACENT TO STREET; 25' INTERIOR SIDE LINES REAR: 25'
- ALL UNDERGROUND UTILITY SERVICES SHOWN HEREON ARE BASED ON 811 UTILITY LOCATE.
- THERE IS NO EVIDENCE OF A CEMETERY OR BURIAL SITES DISCOVERED ON THE PROPERTY DURING FIELD INSPECTION.
- THERE IS NO EVIDENCE OF LANDFILLS DISCOVERED ON THE PROPERTY DURING FIELD OBSERVATIONS AT THE TIME OF THIS SURVEY.
- THERE IS NO EVIDENCE OF EARTH MOVING WORK BASED ON FIELD OBSERVATIONS AT THE TIME OF THIS SURVEY.
- THE PROPERTY SHOWN HEREON FORMS A CONTIGUOUS PARCEL WITHOUT ANY GAPS, GORES OR OVERLAPS.
- THERE ARE NO ENCROACHMENTS BASED ON FIELD OBSERVATIONS AT THE TIME OF THIS SURVEY.
- THERE ARE NO PROPOSED CHANGES TO THE STREET RIGHT OF WAY LINES BASED ON FIELD OBSERVATIONS AT THE TIME OF THIS SURVEY.
- THE PROPERTY SHOWN HEREON IS THE SAME PROPERTY REFERENCED IN FIDELITY NATIONAL TITLE INSURANCE COMPANY'S COMMITMENT No. 241307GA.
- PLAT AND DEED REFERENCES:
D.B. 56460, PG. 189-190
D.B. 8941, PG. 274
D.B. 68575, PG. 336
D.B. 65068, PG. 511
D.B. 65896, PG. 614, 618
P.B. 59 PG. 1
P.B. 75 PG. 57
D.B. 56460, PG. 185
D.B. 65896, PG. 621-622
D.B. 136 PG. 88
- PARCEL # 12 271007460050 WAS NOT A PART OF THIS SURVEY AND WAS SURVEYED BY OTHERS.
- SUBJECT PROPERTY HAS ACCESS TO PUBLIC RIGHT OF WAY OF HAYNES BRIDGE ROAD.

MONUMENTATION LEGEND

- Depicts Computed Point Only
- Depicts Iron Pin Set
- Depicts Iron Pin Found
- Depicts Monument Set
- Depicts Monument Found
- Fire Hydrant
- Sanitary Sewer
- Power Pole
- Transformer
- Drop Inlet
- Light Pole

PLAT ABBREVIATIONS

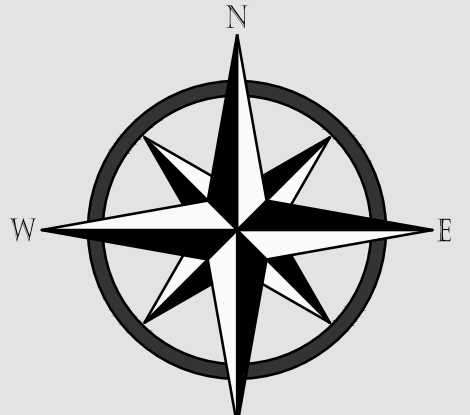
- IPF IRON PIN FOUND (1/2" REBAR)
- IPS IRON PIN SET (1/2" REBAR)
- OTF OPEN TOP PIPE
- CTP CRIMP TOP PIPE
- CMF CONCRETE MONUMENT FOUND
- LL LAND LOT LINE
- R/W RIGHT OF WAY
- TPOB TRUE POINT OF BEGINNING
- POB POINT OF BEGINNING
- PCR POINT OF REFERENCE
- CL CENTERLINE
- PL PROPERTY LINE
- SF SQUARE FOOT
- CONC CONCRETE
- SSMH SANITARY SEWER MANHOLE
- JB JUNCTION BOX
- DI DROP INLET
- SWCB SINGLE WING CATCH BASIN
- DWCB DOUBLE WING CATCH BASIN
- HW HEADWALL
- PP POWER POLE
- LP LIGHT POLE
- UP UTILITY POLE
- WM WATER METER
- VW WATER VALVE
- FH FIRE HYDRANT

Line Table		
Line #	Length	Direction
L1	10.93	N88° 32' 33"W

EX. SSMH
TOP: 1103.15
IE 8" DIP OUT: 1096.19

APPARENT 20' SANITARY
SEWER EASEMENT. SEE
LEGAL DESCRIPTION -
OFFSITE SEWER EASEMENT

N/F
MAYA PROPERTIES ALPHARETTA, LLC.
PN: 12 271007460050
ZONED: O1
DB 53503 PG. 663



DUSOUTH

Land Surveying
Civil Contracting Civil Engineering
Soil Mapping

22 S. Barnett Shoals Rd. - Watkinsville, Ga 30677
706.310.1961 - Email: info@dusouth.net
Online: www.dusouthsurveying.com

ALTA/NSPS LAND TITLE
SURVEY FOR:

**Cedar Grove
Investments, LLC, a
Georgia Limited
Liability Company
& Fidelity National
Title Insurance
Company**

HAYNES BRIDGE ROAD
LAND LOTS 0747
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA

REVISIONS

CHANGES	DATE

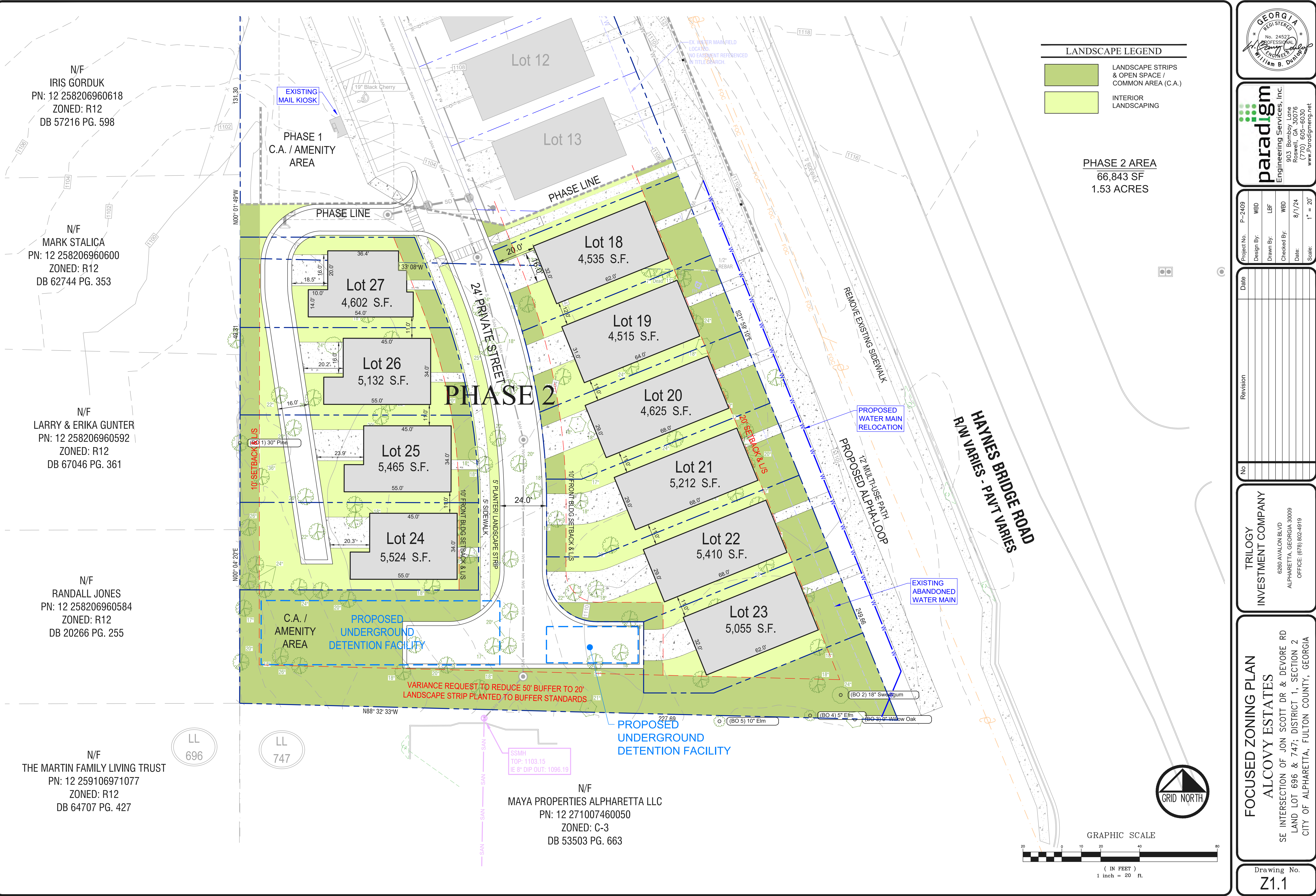
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DATE
8-14-24

PROJECT
24-129



ALTA/NSPS LAND
TITLE SURVEY



LANDSCAPE LEGEND

LANDSCAPE STRIPS & OPEN SPACE / COMMON AREA (C.A.)

INTERIOR LANDSCAPING

PHASE 2 AREA
66,843 SF
1.53 ACRES

GEORGIA REGISTERED PROFESSIONAL ENGINEER
No. 24527
William B. Dunlap

paradigm Engineering Services, Inc.
903 Bombay Lane
Roswell, GA 30076
(770) 605-6030
www.Paradigmeng.net

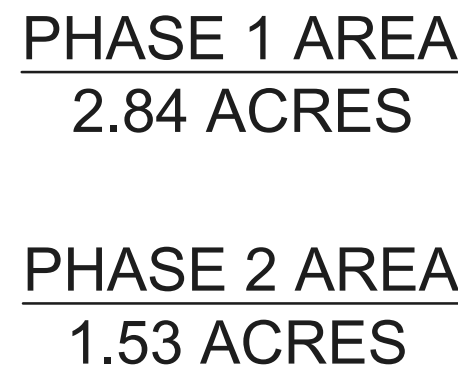
Project No.	P-2409
Design By:	WBD
Drawn By:	LEF
Checked By:	WBD
Date:	8/1/24
Scale:	1" = 20'

Date	
Revision	
No	

TRILOGY INVESTMENT COMPANY
6260 AVALON BLVD
ALPHARETTA, GEORGIA 30008
OFFICE (678) 802-4919

FOCUSED ZONING PLAN
ALCOVY ESTATES
SE INTERSECTION OF JON SCOTT DR & DEVORE RD
LAND LOT 696 & 747; DISTRICT 1, SECTION 2
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

Drawing No.
Z1.1



	PROPOSED MOVEMENT
	PROPERTY LINE
	PROPOSED LOT LINE
	MODULAR BLOCK WALL
	EXISTING CURB & GUTTER
	EXISTING CURB & GUTTER TO BE REMOVED
	PROPOSED CURB & GUTTER
	PROPOSED SIDEWALK
	EXISTING SIDEWALK
	CRITICAL ROOT ZONE

	LANDSCAPE STRIPS & OPEN SPACE / COMMON AREA (C.A.)
	INTERIOR LANDSCAPING

No portion of this property is contained within the limits of a Special Flood Hazard Zone as defined by the Federal Emergency Management Agency Flood Insurance Rate Map No. 13121C0058F of Fulton County, GA. (Community Panel No. 1300840058F), most recently revised 09/18/13.

SITE ADDRESS: 11690 HAYNES BRIDGE ROAD
SITE AREA: 1.53 ACRES (66,843 SF)
PARCEL NO.: 12 270107470191

CURRENT ZONING: O-1
PROPOSED ZONING: DT-R (DOWNTOWN RESIDENCE)

PROPOSED OVERLAY DISTRICT: DOWNTOWN

CURRENT FUTURE LAND USE: MDR (MEDIUM DENSITY RES.)
PROPOSED FUTURE LAND USE: HDR (HIGH DENSITY RES.)

CURRENT USE: UNDEVELOPED
PROPOSED USE: 10 SINGLE FAMILY DETACHED HOMES
3-STORY; 3,000 SF MIN.

DISTRICT REGULATIONS:
FRONT YARD: 10'
SIDE YARD: 0' WITH MIN. 10' BETWEEN BUILDINGS
REAR (NO ALLEY): 3'
REAR (ALLEY): 10'

MINIMUM LOT SIZE: 4,500 SF SINGLE FAMILY DETACHED
MINIMUM LOT WIDTH: 25'

IMPERVIOUS LOT COVERAGE: 70% MAX
MAXIMUM BUILDING HEIGHT: 3 STORIES/ 35 FEET

OVERALL AREA: 190,349 SF (4.37 ACRES)

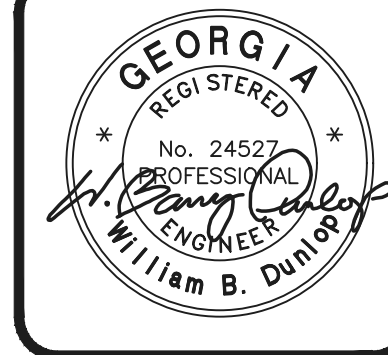
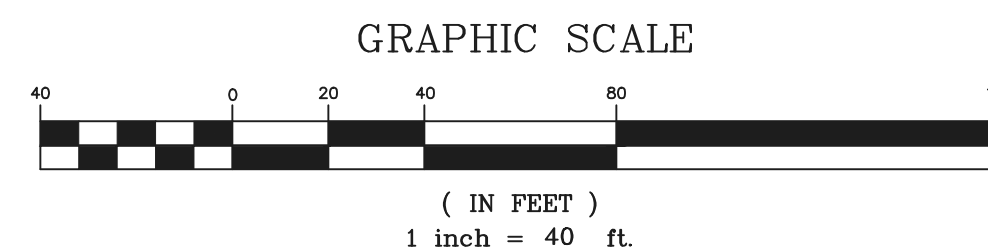
TOTAL PROPOSED USE: 27 SINGLE FAMILY DETACHED

MAXIMUM DENSITY: 6.7 UNITS/ACRE (29 UNITS)
PROPOSED DENSITY: 6.2 UNITS/ACRE

REQUIRED PARKING: 2.5 SPACE PER UNIT = 68 SPACES
PROPOSED PARKING:
2 GARAGE SPACES PER UNIT = 54 SPACES
2 DRIVEWAY SPACES PER UNIT = 54 SPACES
ADDITIONAL GUEST PARKING = 6 SPACES
TOTAL DEVELOPMENT SPACES = 114 SPACES

REQUIRED COMBINED AMENITY SPACE: 19,035 SF (10%)
PROPOSED COMBINED AMENITY SPACE: 19,957 SF (11%)

1. Common use area such as Pocket Park are required to meet 2010 ADA.
2. Developer to provide a signalized pedestrian crossing on DeVore Road from Jon Scott Drive intersection, with pedestrian ramps on both sides of DeVore Road and connect to the Alpha Loop on the north side of DeVore Road. Crossing shall be marked with special paint/decals denoting the Alpha Loop.
3. If Alpha Loop section is not yet constructed or programmed, the developer can build this section for impact fee credits. On Haynes Bridge Road they can continue to Rainwater Drive to connect to the section being constructed by Morrison Park for additional impact fee credits.



Project No.	P-2409
Design By:	WBD
Drawn By:	LBF
Checked By:	WBD
Date:	8/1/24
Scale:	1" = 40'

[illegible]

TRIOLOGY
INVESTMENT COMPANY

6260 AVALON BLVD
ALPHARETTA, GEORGIA 30009
OFFICE: (678) 802-4919

OVERALL ZONING PLAN
ALCOVY ESTATES
SE INTERSECTION OF JON SCOTT DR & DEVORE RD
LAND LOT 696 & 747; DISTRICT 1, SECTION 2
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA

Drawing No.
Z1.0



PROPOSED OVERSTORY LOT TREES

PROPOSED EVERGREEN BUFFER TREES

PROPOSED UNDERSTORY TREES

PROPOSED OVERSTORY TREES

PROPOSED SHURBS

PROPOSED FLOWERING TREES

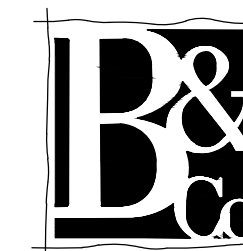
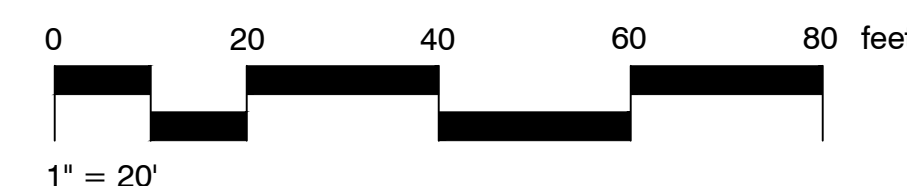
PROPOSED EVERGREEN BUFFER TREES

PROPOSED UNDERGROUND DETENTION FACILITY

PROPOSED UNDERGROUND DETENTION FACILITY

24 HOUR CONTACT:
CASEY HILL @ (404) 274-1123

PHASE II ZONING LANDSCAPE CONCEPT
SCALE: 1" = 20'



Brunson & Company
LANDSCAPE ARCHITECTS
903 BOMBAY LANE
ROSWELL, GA 30076
770 . 864 . 1987

TRILOGY INVESTMENT CO.
6260 Avalon Boulevard
Alpharetta, GA 30009

OWNER:

ALCOVY ESTATES
TREE PROTECTION / LANDSCAPE PLANS

Prepared For:
TRILOGY INVESTMENT CO.
SE INTERSECTION OF JON SCOTT DR. & DEVORE RD.
LL 696 - 1st DISTRICT, 2nd SECTION
CITY OF ALPHARETTA, FULTON COUNTY, GEORGIA



SEAL:

THIS DRAWING IS AND SHALL REMAIN THE PROPERTY OF
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CONSENT. BRUNSON & COMPANY, LLC ASSUMES NO
LIABILITY FOR ANY ELEMENTS CONSTRUCTED FROM THIS
PLAN.

REVISIONS:

DRAWING TITLE:

PHASE 2 ZONING
LANDSCAPE CONCEPT
PLAN

DATE:
09.03.24

PROJECT #
24.035

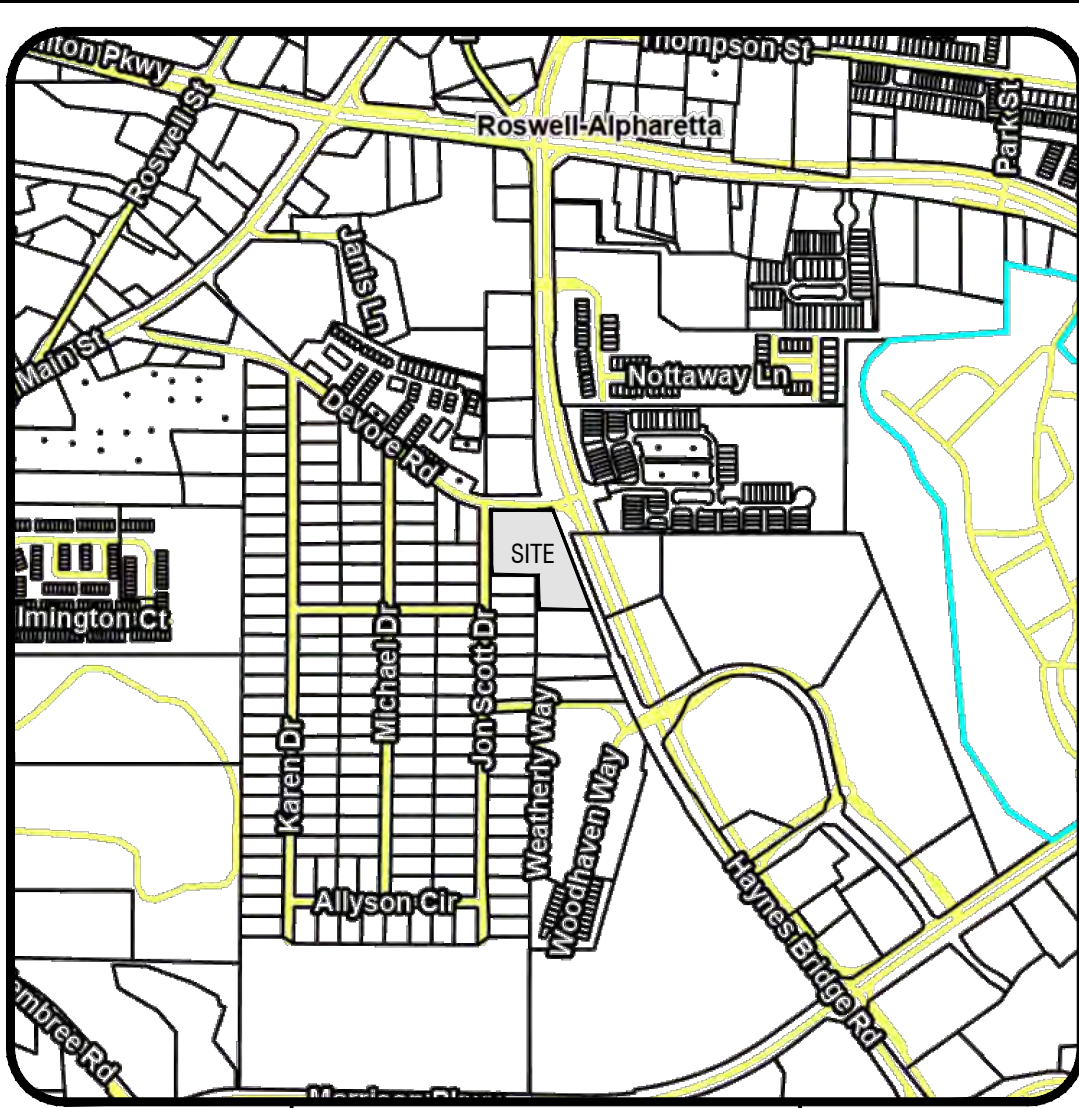
SHEET REF #

EXHIBIT A - Renderings



EXHIBIT A - Renderings



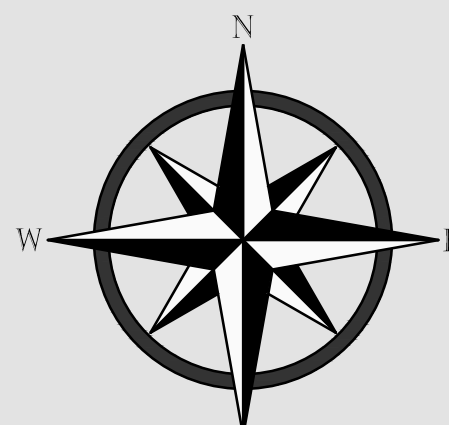


VICINITY MAP

(NOT TO SCALE)

PROJECT DATA

1. TOTAL PROJECT ACREAGE: 2.835 ACRES
HAYNES BRIDGE ROAD: 1.516 ACRES
340 JON SCOTT DRIVE: 0.481 ACRES
350 JON SCOTT DRIVE: 0.418 ACRES
360 JON SCOTT DRIVE: 0.420 ACRES
2. TAX PARCEL #:
HAYNES BRIDGE ROAD PN #: 12 270107470209
340 JON SCOTT DRIVE PN #: 12 258206960642
350 JON SCOTT DRIVE PN #: 12 258206960634
360 JON SCOTT DRIVE PN #: 12 258206960626
3. FLOOD PLAIN: NO PORTION OF THE PROPERTY LIES WITHIN
A FLOOD ZONE ACCORDING TO FIRM COMMUNITY PANEL NUMBER 13121C00508F
DATED SEPTEMBER 18, 2013.
4. THIS IS NOT A BOUNDARY SURVEY.
5. PLAT AND DEED REFERENCES:
D.B. 66575, PG. 336
D.B. 65068, PG. 511
D.B. 65896, PG. 614, 618
P.B. 59 PG. 1
P.B. 75 PG. 57
D.B. 56460, PG. 185
D.B. 65896, PG. 621-622
D.B. 136 PG. 88



DŪSOUTH

**Land Surveying
Civil Contracting Civil Engineering
Soil Mapping**

22 S. Barnett Shoals Rd. - Watkinsville, Ga 30677
706.310.1961 - Email: info@dusouth.net
Online: www.dusouthsurveying.com

TREE & TOPOGRAPHIC
SURVEY FOR:

**Trilogy Acquisitions,
LLC, a Georgia
Limited Liability
Company & Fidelity
National Title
Insurance Company**

340, 350, 360 JON SCOTT DRIVE;
HAYNES BRIDGE ROAD
LAND LOTS 0696 & 0747
CITY OF ALPHARETTA
FULTON COUNTY, GEORGIA

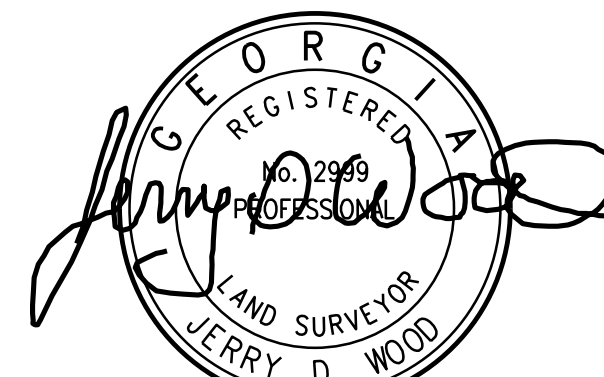
REVISIONS

CHANGES	DATE
REV. PER COMMENTS	7-3-24

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DATE
6-25-24

PROJECT
24-125



TREE & TOPOGRAPHIC SURVEY

MONUMENTATION LEGEND

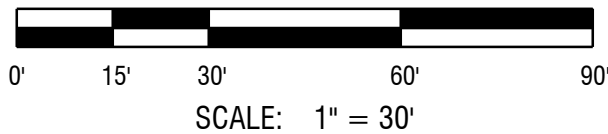
	Depicts Computed Point Only
	Depicts Iron Pin Set
	Depicts Iron Pin Found
	Depicts Monument Set
	Depicts Monument Found
	Fire Hydrant
	Sanitary Sewer
	Power Pole
	Transformer
	Drop Inlet
	Light Pole

PLAT ABBREVIATIONS

IFS	IRON PIN FOUND (1/2" REBAR)
IPF	IRON PIN SET (1/2" REBAR)
OTP	OPEN TOP PIPE
CIP	CRIMP TOP PIPE
CWF	CONCRETE CURBMENT FOUND
RL	RIGHT LINE
R/L	RIGHT OF WAY
TP08	TRUE POINT OF BEGINNING
POB	POINT OF BEGINNING
POR	POINT OF REFERENCE
CL	CENTERLINE
PL	PROPOSED LINE
SL	SQUARE FOOT
CONC	CONCRETE
SSMH	SURVEYOR'S SEWER MANHOLE
JB	JUNCTION BOX
DR	DROP INLET
SWC6	SINGLE WING CATCH BASIN
DWCB	DOUBLE WING CATCH BASIN
HP	HEADWALL
PP	POWER POLE
LP	LIGHT POLE
UP	UTILITY POLE
WM	WATER METER
WH	WATER VALVE
FW	FIRE HYDRANT

BEARINGS ARE BASED ON
NORTH AMERICAN DATUM OF 1983
GEORGIA STATE PLANE COORDINATE SYSTEM
(WESTERN ZONE)
ELEVATIONS ARE BASED ON
NORTH AMERICAN VERTICAL DATUM OF 1988

GRAPHIC SCALE



SPECIMEN TREE REPORT

CITY OF ALPHARETTA

Client

Paradigm

Address

340, 350, 360 Jon Scott



Project

24057

Survey Date

6/19/2024

Alex Phillips
ISA Certified Arborist MA-4868A
Tree Risk Assessment Qualified
American Society of Landscape Architects



Canopy
Consultants
www.canopy-consultants.com
404.858.7471

Alcovy

Specimen Tree Inventory

Some trees on a site warrant special consideration and encouragement for preservation. The intent of these specifications is to provide the necessary information to facilitate project design, plan review and enforcement processes. The City of Alpharetta Specimen tree specifications are organized by size:

- Flowering Understory trees over 8" DBH

- Sourwood trees over 10" DBH

- Beech, Blackgum, Persimmon, Sassafras trees over 20" DBH

- Magnolia trees over 20" DBH

- Cedrus and Thuja trees over 20" DBH

- Overstory Hardwood over 24" DBH

- Poplars and Sweetgums trees over 30" DBH

- Pine trees over 30" DBH

Any tree that does not meet the following requirements as set forth by the International Society of Arboriculture shall be deemed poor in condition, a danger to human life and property and removed from the site.

- Life expectancy less than 15 years

- A trunk with visible decay

- More than one major and several minor dead limbs (hardwoods)

- Major insect or pathological problems

Landscape Tree Inventory

Landscape trees and trees of quality on a site may warrant consideration for preservation. Landscape trees include street trees, parking lot trees and boundary trees. Trees of quality include smaller non specimen trees that are in groupings or groves that have special interest and character.

Site Location

The site is a combination of single family lots and large wooded lots. The single family lots are mostly cleared turf yards with wooded areas to the rear. The large trees are in these areas of the woodland. The woodland is a large narrow piece that is predominately mid-aged Pines. The understory is juvenile pines and water oaks with a thick ground cover of English Ivy.



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There is a large amount of trash and debris throughout the wooded areas.

Definitions

Tree Number: Trees are tagged with an aluminum disk that shows a unique number to identify the tree.

Species: Trees are listed by a regional common name and botanical name.

Diameter at Breast Height (DBH): The diameter of a trunk at 4.5' above ground level. Measured in inches.

Condition:

Good: A specimen tree with healthy productive tip growth. A sound trunk with no visible damage or decay. No major limb loss and healthy branch unions. No visible insect or disease infestations. Life expectancy of more than 15 years.

Fair: A specimen tree with healthy but not vigorous tip growth. Less than 30% of crown is dead. No major dead limbs and no major trunk cavities or damage. Branch unions show some signs of stress. Tree is expected to live longer than 10 years.

Poor: More than 30% of the crown is dead or has significant tip die back. More than one major limb is dead and are large trunk cavities with visible decay. Severe insect or disease damage leading to immediate death. Roots are visible and show signs of decay and rot. Life expectancy is less than 5 years.

Dead: Tree has no bud or leaf production. All limbs are barren and rot is visible.

Invasive: Tree species whose native range is not within the Piedmont classification.

Hazardous: Severe or uncorrectable damage that will lead to a loss of property or life if there is tree failure.



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Specimen Tree Report

Tree #	DBH	Species	Condition	Comments
707	35"	<i>Pinus spp</i> Pine	Good	Tree is in good health.
709	41"	<i>Quercus falcata</i> S Red Oak	Poor 1	Poor 1: Fruiting bodies on trunk, limb dieback. Pic 1
719	32"	<i>Quercus nigra</i> Water Oak	Good	Tree is in good health.
721	30"	<i>Quercus falcata</i> S Red Oak	Poor 2	Poor 2: Split with included bark. Pic 2
722	29"	<i>Quercus nigra</i> Water Oak	Poor 4	Poor 4: Split with included bark. Pic 4
723	38"	<i>Quercus falcata</i> S Red Oak	Poor 3	Poor 3: Multiple dead limbs and tip dieback. Pic 3
1193	30"	<i>Pinus spp</i> Pine	Poor 5	Poor 5: Split with included bark. Pic 5
1194	24"	<i>Prunus serrotina</i> Black Cherry	Poor 6	Poor 6: 30 degree lean Pic 6

Total Specimen Sized Trees: 8

Good Condition: 2

Fair Condition: 0

Poor Condition: 6



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**Pic 1: Fruiting bodies on trunk, limb dieback.
Poor 1**



Pic 2: Split with included bark. Poor 2



**Pic 3: Multiple dead limbs and tip dieback.
Poor 3**



Pic 4: Split with included bark. Poor 4



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Pic 5: Split with included bark. Poor 5



Pic 6: 30 degree lean Poor 6



Alcovy

Tree of Quality Report

Tree #	Species	DBH	Condition	Comments
1	<i>Magnolia grandiflora</i> Magnolia	8"	Good	Tree is in good health.

Tree of Quality Summary: One small tree of quality on site. Most trees are Pines, Water Oaks or Sweetgums.

Landscape Tree Report

Landscape Tree Summary: There are no landscape trees on site.

Boundary Tree Report

Tree #	DBH	Species	Condition	Comments
BO 1	30"	<i>Pinus spp</i> Pine	Good	Tree is in good health.
BO 2	18"	<i>Liquidambar styraciflua</i> Sweetgum	Good	Tree is in good health.
BO 3	9"	<i>Quercus paulustris</i> Willow Oak	Good	Tree is in good health.
BO 4	5"	<i>Ulmus americana</i> Elm	Good	Tree is in good health.
BO 5	10"	<i>Ulmus americana</i> Elm	Good	Tree is in good health.

Boundary Tree Summary: There are 5 boundary trees, 4 are newly planted along the southern property line.



Undersized Tree Report

Boundary Tree Summary: No undersized trees were observed in poor condition.





STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Christine Young

Meeting Date: February 24, 2025

AGENDA ITEM:

Memorandum of Understanding: Johns Creek and City of Alpharetta Parks Renewal

Consideration of approval of the renewal of a Memorandum of Understanding with the City of Johns Creek for Parks Without Borders.

STAFF RECOMMENDATION:

Staff recommends the Mayor and City Council approve the renewal of the Parks Without Borders Memorandum of Understanding between the City of Alpharetta and the City of Johns Creek to allow residents and employees access to each city's softball, baseball, soccer, and lacrosse programs and facilities at the respective city's resident rate and to permit the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST: IT IS BELIEVED THE AGREEMENT HAS HAD AND WILL CONTINUE TO HAVE A POSITIVE FISCAL IMPACT ON THE CITY OF ALPHARETTA. CURRENTLY, THE CITY'S RECREATIONAL SPORTS PROGRAMS ARE AVAILABLE TO ALL NEIGHBORING RESIDENTS AT A NON-RESIDENT RATE, BUT PARTICIPATION CAN BE MINIMALLY BENEFICIAL WHEN THE PROGRAMS AND FACILITIES ARE NOT EASILY ACCESSIBLE TO NON-RESIDENTS. FORTUNATELY, ALPHARETTA AND JOHNS CREEK ARE NEIGHBORING CITIES WITH PARKS AVAILABLE ON THEIR ADJOINING BORDERS AND BOTH BOAST QUALITY RECREATIONAL SPORTS PROGRAMS. ALLOWING EACH CITY TO EXPAND THROUGH SIMPLE SHARING RAISES THE NUMBER OF AVAILABLE FACILITIES AND PROGRAMS AT NO COST TO EITHER CITY, INCREASES REVENUE THROUGH PARTICIPATION, AND IS AN EFFECTIVE WAY TO ENHANCE THE PROGRAM AND ULTIMATELY, THE QUALITY OF LIFE FOR RESIDENTS.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
N/A	\$0.00

ITEM DESCRIPTION:

Background:

The cities of Alpharetta and Johns Creek offer exceptional recreation programs and, throughout the years, have each experienced a high level of citizen engagement in recreational youth softball, baseball, soccer, and lacrosse. As resident participation continued to grow, eventually exceeding either city's bandwidth, the adjoining cities discovered that sharing certain programs and facilities would permit both cities to meet the increased demand.

Formalized as the "Parks Without Borders" Memorandum of Understanding (MOU), the agreement permits residents in either city to enjoy the neighboring city's recreational youth softball, baseball, soccer, and lacrosse programs as the respective city's resident rates, provided space is available. Residents of each city would have priority to register for their city's programs, after which residents of the other city will have priority. Lastly, an open registration period for non-Alpharetta and non-Johns Creek residents will begin. Additionally, the MOU has permitted full-time employees of each partner city and their immediate family members living in the same household to be considered residents of the city in which they are employed, granting access to youth softball, baseball, soccer, and lacrosse programs at the respective city's resident rates. It is important to note the MOU is limited to the recreational sports programs only and does not include travel programs.

Recommendation Explanation:

To continue fostering the relationship between the two cities and for the added benefit brought to residents, Alpharetta and Johns Creek city staff recommend renewal of the MOU attached hereto as the City of Alpharetta and City of Johns Creek Parks Without Borders Memorandum of Understanding.

ALTERNATIVES:

There is one alternative to this recommendation:

Deny the Memorandum of Understanding (MOU) which would limit participation in in each Cities programming. Each city would have to work within its own ability to offer exceptional recreational programs.

ATTACHMENTS:

1. City Of Alpharetta-Johns Creek Parks Without Borders MOU (2025)

PARKS WITHOUT BORDERS
MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF ALPHARETTA AND THE CITY OF JOHNS CREEK

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the City of Alpharetta, a municipal corporation of the State of Georgia, located at 2 Park Plaza, Alpharetta, Georgia 30009 ("Alpharetta"), and the City of Johns Creek, a municipal corporation of the State of Georgia, located at 11360 Lakefield Drive Johns Creek, GA 30097 ("Johns Creek"). Alpharetta and Johns Creek are sometimes referred to in this MOU individually as a "City" or collectively as the "Cities."

WHEREAS, the Cities of Alpharetta and Johns Creek are adjoining communities in North Fulton County; and

WHEREAS, each City maintains and provides staff for its respective department within each City for the purpose of providing recreation and parks services; and

WHEREAS, the Cities have determined that it is to their best interest and mutual advantage to share certain programs and facilities.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, and for good and valuable consideration, the parties agree as follows:

1. GENERAL PURPOSE OF MOU.

The purpose of this MOU is to take another step to continue to foster a long-term mutually beneficial relationship between Alpharetta and Johns Creek as it relates to parks and recreation programs and services as a way to better serve the Cities' respective citizens, offer a wider variety of recreational services, and grow the relationship between the Cities such that similar opportunities can be developed over time.

2. GENERAL RESPONSIBILITIES OF PARTIES.

(a) Alpharetta shall waive non-resident fees for Johns Creek residents who participate in Alpharetta's recreational youth softball, baseball, lacrosse, and soccer programs, provided space is available.

(b) Johns Creek shall waive non-resident fees for Alpharetta residents who participate in Johns Creek's recreational youth softball, baseball, lacrosse, and soccer programs, provided space is available.

(c) Travel/select/club softball, baseball, lacrosse, and soccer programs are not included in this **MOU**.

(d) Residents of each City shall have first priority to register for their City's recreation programs (at least two (2) weeks before open registration). Residents of the other City shall have second priority to register for the recreational youth softball, baseball, lacrosse, and soccer programs (at least one (1) week before open registration). The open registration period for non-Alpharetta and non-Johns Creek residents shall begin after the priority registration ends.

(e) Full time employees of each partner City and their immediate family members living in the same household will be considered residents of the City in which they are employed. As residents of the partner City, eligible employees/family members may register for recreational youth softball, baseball, lacrosse, and soccer programs during the partner City's resident registration period and will pay resident registration fees. Each partner City will waive non-resident fees for the full-time employees and their immediate family members of the other City. To receive the non-resident fee waiver, an employee must provide proof of employment with the partner City when registering for the program. These guidelines are not applicable for part-time and seasonal employees, contracted vendors, and volunteers.

(f) The MOU shall become effective with registration for the Spring 2025 recreational youth softball, baseball, lacrosse, and soccer seasons and shall continue through registration for the Fall 2024 recreational youth softball, baseball, lacrosse, and soccer seasons.

(g) At the conclusion of each Spring season, Alpharetta, and Johns Creek officials (to include the Mayors and City Manager/Administrator, or their designees), shall evaluate the effectiveness of the MOU in meeting established goals. Officials shall evaluate participation in recreational youth softball, baseball, lacrosse, and soccer, and the other terms of the MOU to ensure they are fair and just for both parties. The parties shall exercise their best efforts to resolve any issues.

(h) Duration; Termination. The term of the MOU shall be for a period of one calendar year. This MOU shall take effect and be in full force on January 1, 2025, and shall terminate on December 31, 2025.

3. ADMINISTRATION.

(a) The parties place high value on regular, timely and full communications between themselves, and commit themselves to ensuring strong communication links through their actions.

(b) Each party will designate a single point of contact to coordinate all activities between the parties involved.

(c) Communication between the two parties at the highest level (Mayors, any Administrator/City Manager) will take place if judged necessary by the respective Recreation & Parks Director or Recreation Manager of each City.

(d) More specific delineations of roles, responsibilities, resources, and commitments concerning particular matters may be addressed in written guidelines approved by the Alpharetta Recreation

& Parks Director and the Johns Creek Recreation Manager, if such guidelines are consistent with the general purposes of this MOU.

(e) Unless otherwise provided for herein, this MOU does not impose specific program, resources, or budgetary obligations on either party.

4. OTHER PROVISIONS.

(a) Insurance. Each City shall be responsible for obtaining and maintaining its own liability and property insurance against losses or liability related to this MOU.

(b) No Third Party Beneficiaries. There are no third party beneficiaries to this MOU. No person or entity other than a party to this MOU shall have any rights hereunder or any authority to enforce its provisions. Nothing in this MOU shall be deemed to waive either party's sovereign or other immunity.

(c) Relationship Between the Parties. In consideration of the mutual services provided herein, both parties agree that nothing contained herein is intended to be or should be construed in any manner as creating or establishing the relationship of partners or joint ventures between the parties hereto or as constituting an agency relationship in any manner whatsoever. The individual parties are and shall remain independent entities with respect to all services performed under this MOU. Each party represents that it has, or will secure all its expense, all personnel required in performing its service obligation under this MOU and that the acts of its employees performing the service under this MOU shall be the acts of employees of that entity alone. Each entity agrees that in the performance of this mutual service, its employees shall not require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the other entity to this MOU, including, but not limited to, medical and hospital care, sick and vacation leave, disability, Worker's Compensation or Unemployment Compensation.

(d) Severability. In the event any part or provision of this MOU is held to be invalid, the remainder of this MOU shall not be affected thereby and shall continue in full force and effect.

(e) Applicable Law. This MOU shall be governed in all respects as to the validity, construction, capacity, performance, or otherwise by the laws of the State of Georgia.

(remainder of this page intentionally left blank)

(signature page follows)

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year written below.

CITY OF ALPHARETTA, GEORGIA

Date: _____

By: _____

Jim Gilvin, Mayor

APPROVED AS TO FORM:

Molly Esswein, City Attorney

City of Alpharetta, Georgia

APPROVED AS TO CONTENT:

Chris Lagerbloom, City Administrator

City of Alpharetta, Georgia

CITY OF JOHNS CREEK, GEORGIA

Date: _____

By: _____

John Bradberry, Mayor

Richard A. Carothers, City Attorney

City of Johns Creek, Georgia



STAFF REPORT

Department: Recreation, Parks & Cultural Services

Submitted By: Morgan Rodgers

Meeting Date: February 24, 2025

AGENDA ITEM:

Request For Proposals 25-105: Park Wayfinding and General Signage

Consideration to approve the award of a contract for RFP 25-105 for Parks Wayfinding and General Signage to Roswell Signs LLC (dba Signarama of Roswell) and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve the award of a contract for RFP 25-105 to Roswell Signs LLC (Signarama of Roswell) and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

This agenda item is for consideration to award RFP 25-105 for Parks Wayfinding and General Signage.

Procurement method selected is a Request for Proposals (RFP).

Recommended vendor is Roswell Signs LLC (dba Signarama of Roswell).

BACKGROUND

The award of this Request-for-Proposals (RFP) is for a full-service sign vendor to produce, construct, and install park signage specified in the City's Wayfinding and Sign Replacement Initiative for our parks. This contract will be a continuation of the park signage plan which is to complete updating the regulatory and informational signage along the Greenway as well as updating the park rules signs to reflect the current city's park rules ordinance. In addition, the on-call contract will also be utilized to complete general signage replacement and installation such as for playground guidelines, amenity identification and general information in city parks.

To update the current park signage to its new logo and branding initiative, the City of Alpharetta adopted a parks wayfinding and sign guide in 2017 to reflect these changes (exhibit A). In 2018, a capital initiative was funded to execute the approved plan. The City entered an on-call contract with a vendor that had the ability to produce and install this signage under the requested scope of work. The project was a phased five-year plan beginning with updating entrance signs for existing parks then progressing into park wayfinding for traffic and trail use. In the first two years of the plan, all the signage for the existing parks were updated as well as the wayfinding in Wills Park. Even when capital funds were not available for the final three years due to the covid-19 pandemic, the department was still able to update the traffic wayfinding in North Park and Webb Bridge Park as well as updating the wayfinding signage along the Big Creek Greenway. All this was made possible through forming community partnerships such as with the Alpharetta Convention and Visitors Bureau and Northside Hospital.

The intent of this contract is to complete the remaining park wayfinding phases. In addition, City Council adopted a new park rule ordinance which charged the Recreation, Parks and Cultural Services director to post the updated ordinance in all existing and new parks within the city. Capital funding has been requested for that directive along with the completion of the wayfinding plan. Once these bulk tasks are completed, funding for parks signage updates and replacement will be planned through the annual operating budget.

PROCUREMENT METHOD

Request for Proposals (RFP): This method allows the City to seek a solution or service that is complex and/or requires customization. Unlike an Invitation to Bid (ITB), an RFP goes beyond just the cost factor and instead focuses on evaluating various other aspects (qualifications, experience, project approach, innovation, value-added services, etc.) in addition to cost, when making the contract award decision. By issuing an RFP, the City outlines our needs, expectations, and desired outcomes, allowing suppliers to submit detailed proposals that comprehensively address these requirements.

The focus of an RFP is multi-layered, but ultimately aims to select the best firm to fulfill a specific need, considering both qualifications and cost.

As opposed to an ITB, the RFP process allows for negotiations with firms after proposals have been evaluated. This flexibility allows the City to refine requirements, discuss terms, and potentially negotiate aspects of the contract (e.g. cost) before finalizing the award.

PROCUREMENT PROCESS

The Department of Recreation, Parks and Cultural Services, with guidance from the Finance Department, prepared RFP 25-105 which was issued on October 24, 2024.

RFP 25-105 was advertised through the City’s e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 796 vendor invites and 42 document takers. RFP 25-105 responses were received on November 21, 2024, and included proposals from three (3) firms.

PROCUREMENT EVALUATION

An Evaluation Committee from members of the Recreation, Parks and Cultural Services Department evaluated the proposals based on the following criteria (max of 100 points):

Phase 1 Evaluation Criteria

- Technical Proposal (27 points)
- Statement of Qualifications (30 points)
- Cost Proposal (40 points)
- Local Vendor Preference (3 points)

Evaluation Committee members independently evaluated and scored each proposal for all criteria above, excluding cost. Upon completion of the independent evaluations, cost was added to the overall scoring, resulting in the following rankings:

Firm	Phase 1 Evaluation Points (max of 100)			Cost
	Criteria	Cost	Total	in \$
Roswell Signs LLC (Signarama)	50.48	40	90.48	\$97,791.80
A-1 Signs Inc	36.53	31.73	68.26	\$123,266.45
Denyse Companies	34.65	18.49	53.14	\$211,560.00

PROCUREMENT COST

An example of each sign with its specifications was presented for pricing in the scope of work. Vendors priced these specifications to include the production and installation of each example. The cost is reflective of the total cost for each sign example. The selected vendor will be required to use this pricing once a specific sign is ordered per terms of the contract. The funding of the signage will be through a combination of available capital and operating funds.

After reviewing the qualified proposals, the committee found that Roswell Signs LLC’s (Signarama of Roswell) approach to the project and comparable experience is better suited to accomplish our Wayfinding and General Signage plan. The cost analysis found their prices to be significantly less compared to the other proposals

submitted. References for the vendor also supported the committee's findings. In addition, Signarama's performance as the on-call vendor in the previous contract exceeded staff's expectations.

ALTERNATIVES:

Do not approve the award of RFP 25-105 Roswell Signs LLC (Signarama of Roswell) and select a different vendor.

ATTACHMENTS:

1. RFP 25-105 - Scoring Summary
2. Vendor Submission
3. 25-105 Roswell Sign_Parks Wayfinding and General Signage_Vendor Approved 01062025

25-105 - Parks Wayfinding and General Signage

Scoring Summary

Active Submissions

	Total	A-3 - Local Vendor Preference	B-1 - Technical Proposal, Project Approach, Previous Projects	B-2 - Statement of Qualifications, Project Team, References	C - Group 3 Cost Proposal	C-1 - Cost Proposal
Supplier	/ 100 pts	/ 3 pts	/ 27 pts	/ 30 pts	/ 40 pts	/ 40 pts
Signarama	90.48	0	24.98	25.5	40	40 (\$97,791.80)
A1 SIGNS, INC	68.26	0	15.53	21	31.73	31.73 (\$123,266.45)
Denyse Companies	53.14	0	18.9	15.75	18.49	18.49 (\$211,560.00)



*Kevin Glover
Signarama Roswell
795 Holcomb Bridge Road
Roswell, GA 30076*

November 18th, 2024

City of Alpharetta
Finance Department
2 Park Plaza
Alpharetta, GA 30009

To whom it may concern,

Thank you for the opportunity to once again submit our bid to the City of Alpharetta for the construction and installation of park wayfinding and signage replacements. **Over the past five years, Signarama Roswell has been honored to partner with the City of Alpharetta for this very contract**, delivering projects that enhance the community's aesthetic and functionality while upholding the commitments we made in our original bid.

Throughout this partnership, we have worked diligently to exceed expectations, ensuring that Alpharetta's signage reflects the city's prestige and dedication to excellence. Beyond Alpharetta, we have collaborated with neighboring cities such as Roswell, Sandy Springs, and Dunwoody, as well as construction companies across Georgia, to complete similar transformative park projects.

Alpharetta holds a special significance to us. It's where we enjoy evenings with our families, skate at the Avalon, and listen to live music on the square. We deeply value the opportunity to contribute to Alpharetta's continued beautification and growth, and we are proud of the role we play in helping the city thrive.

For your reference, here is our updated business and contact information:

- **Brief Business Profile:** Signarama Roswell is part of a global franchise network, combining the expertise and resources of a large corporation with the personalized service of a locally owned business. We specialize in creating impactful signage of all types, with a particular focus on monument signs. Our dedication to quality and service has earned us accolades such as Hall of Fame Signarama status and multiple accolades,



including being named as a Best of North Atlanta Company and an Atlanta's Best Company.

- **Office Location:** 795 Holcomb Bridge Road, Suite D, Roswell, GA 30076
- **Years in Business:** Signarama Roswell has 30 years of providing exceptional service to Alpharetta and the surrounding communities.
- **Single Point of Contact:** Kevin Glover, President/Owner
 - Phone: 770-634-3503
 - Email: kevin@signarama-roswell.com

We are thrilled about the opportunity to continue our successful partnership with the City of Alpharetta. Our dedicated team remains committed to providing high-quality, visually appealing, and cost-effective signage solutions that reflect our shared vision for the city. If you have any questions or require additional information, we are happy to assist. We would also welcome the opportunity to present our proposal to City representatives at your convenience.

Thank you for your consideration and for allowing us to continue contributing to the success of this vibrant community.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Kevin Glover', written over a light blue horizontal line.

Kevin Glover
President, Signarama Roswell
Cell: 770-634-3503
kevin@signarama-roswell.com



Statement of Qualifications

Signarama Roswell is proud to bring almost 30 years of experience in delivering high-quality, durable, and visually impactful signage solutions. As the City of Alpharetta's trusted signage partner for the past five years, we have consistently demonstrated our ability to meet and exceed project expectations. Our qualifications include:

Proven Track Record:

Successfully fabricated and installed signage of all types for the City of Alpharetta, including monument signs, park wayfinding, directional signage, playground rules signs, and kiosks.

Extensive experience replicating existing designs with precision, having fabricated and installed multiple playground rules signs and kiosks based on the City's specifications.

Expertise in Fabrication and Installation:

Proficient in working with a wide variety of materials, including aluminum, polymetal, and precision-tooled plaques, ensuring compliance with all design specifications.

Skilled in advanced fabrication techniques and meticulous installation methods, delivering results that meet municipal codes and structural requirements.

Commitment to Excellence:

Recognized as a Hall of Fame Signarama location and multiple award finalist, reflecting our dedication to quality and customer satisfaction.

Adherence to high standards of craftsmanship, utilizing anti-graffiti coatings, UV protection, and durable materials for longevity and reduced maintenance.

Proven Project Approach:

A structured process refined over five years of collaboration with the City, ensuring clear communication, timely submittals, and seamless coordination with stakeholders.

Rigorous quality control measures, including site inspections, field verifications, and engineered approvals to maintain consistency and precision.

Ability to Maintain Budget and Timeline:

Demonstrated capability to deliver projects on time and within budget, even during challenging conditions such as material shortages.



Efficient resource allocation and proactive problem-solving ensure cost-effective solutions without compromising quality.

Strong Community Connection:

Deep familiarity with the City of Alpharetta's vision and commitment to excellence, having built and installed signage that enhances the aesthetic and functional appeal of the community.

Signarama Roswell is uniquely positioned to continue delivering exceptional results for the City of Alpharetta. Our qualifications, combined with our extensive experience and commitment to excellence, make us the most reliable partner for this important project.

Project Team

Kevin Glover, Owner & President

17 years' experience in the signage industry

Kevin Glover began working at Signarama Roswell in 2007, gaining experience in all aspects of the business before purchasing the store in 2017. His industry expertise and passion for signage ensure an exceptional customer experience. Kevin will oversee the relationship with the City of Alpharetta, ensuring all projects meet quality, cost, and service expectations.

Erin Little, Senior Project Manager

20+ years' experience in the signage industry

Erin is a graphic designer and signage industry expert who works directly with the City of Alpharetta team members to ensure that quotes and proofs align with all drawings and meet the City's requirements. Her design expertise and attention to detail ensure the project vision is accurately translated into deliverables.

Bryan Chamberlain Jr., Production Manager

20+ years' experience in the signage industry

Bryan leads the team responsible for fabricating all signage, ensuring every product meets the highest quality standards. His expertise in material handling, finishing techniques, and equipment operation guarantees precision and efficiency throughout the production process.

Patrick Mason, Installation Manager

7 years' experience in the signage industry

Patrick leads the team responsible for installing all signage. Having overseen all Alpharetta projects during his tenure, Patrick ensures that installations are completed safely, efficiently, and in full compliance with the City's standards. His leadership and practical expertise are critical to the seamless execution of every project.

References

City of Alpharetta

Our partnership with the City of Alpharetta began with their multi-year signage program, which we were awarded through a competitive bid. Over the past five years, we have successfully fabricated and installed a wide range of signage, including wayfinding signs, monument signs, and park signage. By adhering to the City's specifications, maintaining consistent communication, and delivering high-quality results on time and within budget, we earned a reputation as a reliable and trusted signage partner.

The following contacts are provided as references for our work on the previous five-year contract with the City of Alpharetta. These individuals were our primary points of contact throughout the duration of the contract, during which we fulfilled all requirements and maintained clear communication to ensure successful project outcomes.

Morgan Rodgers

mrodgers@alpharetta.ga.us
678-297-6103

Kurt Kirby

kkirby@alpharetta.ga.us
770-871-9195



City of Sandy Springs

Our relationship with the City of Sandy Springs began with a competitive bid for a monument sign at Lost Corner Preserve, which we were awarded and completed successfully. Impressed with the quality of our work, the City invited us to bid on additional projects, leading to the fabrication and installation of four additional monument signs. Over time, we developed a strong working relationship with City staff by consistently delivering high-quality signage, meeting expectations, and maintaining clear communication. This track record resulted in the City issuing a single-source memo naming Signarama Roswell as their preferred signage vendor, reflecting their confidence in our work, quality, and ability to meet deadlines.

Richard Collins, Construction and Special Project Manager

rcollins@sandyspringsga.gov

404-931-7704



City of Roswell

Signarama Roswell has a longstanding relationship with the City of Roswell, having been part of the community for over 30 years. The current owners have lifelong ties to the area and take great pride in their involvement with the City and the broader community. This dedication and commitment to quality have led to Signarama securing a five-year citywide on-call contract to provide signage for all departments as needed. Our trusted partnership reflects our ability to consistently deliver reliable, high-quality signage solutions for the City of Roswell.

Taylor Smith, Deputy Director of Roswell Recreation and Parks, Historic and Cultural Affairs

tsmith@roswellgov.com

678-794-5109



City of Dunwoody

Our relationship with the City of Dunwoody began as a subcontractor for a construction company developing a new park and splash park. The City had a highly intricate design vision, and we successfully fabricated and installed signage that met their exacting standards. Recognizing our ability to deliver quality work, we were later awarded the fabrication and installation of six detailed monument signs and four pedestal signs. Additionally, we have completed several smaller projects for the City and are now their preferred vendor for public notice signage, reflecting their trust in our craftsmanship and reliability.

Rachel Waldron, Director of Parks and Recreation

Rachel.waldron@dunwoodyga.gov

678-352-6853





Technical Proposal

Scope of Work

Signarama Roswell is committed to continuing our successful work with the City of Alpharetta by fulfilling all requirements of this project, including the fabrication, installation, and demolition of signage as outlined in the specifications. As we have done over the past five years, we will ensure all structural and wind-load designs meet stability standards, provide shop drawings, samples, and mockups for the City's approval, and work closely with the City to verify all messages and dimensions. Our team will adhere to municipal codes, address field conditions, and collaborate with relevant trades to guarantee the successful completion of these projects, including illumination and landscape considerations. We would be proud to maintain our role as a trusted and valuable partner to the City of Alpharetta.

City of Alpharetta Park Wayfinding Guide, June 2017

We have reviewed the provided guide for this project and are pleased to continue following the specifications that have supported our successful work with the City over the past five years. We have built numerous signs based on these standards and are confident in our ability to deliver high-quality results. Site inspections, proofs, installation, and cleanup will be handled by our experienced team, with materials and finishes meeting the City's expectations. As Alpharetta's signage partner, we remain committed to clear communication, adherence to the guide, and ensuring satisfaction at every stage.

City of Alpharetta Parks Wayfinding Specifications Updated

In addition to following the provided guide, we will ensure compliance with all requirements detailed in the project specifications. This includes producing shop drawings, structural and wind-load calculations, and providing certified engineering approvals as necessary. We will prepare and submit detailed samples, mockups, and material specifications for review by the City. Our team will also coordinate utility and field condition verifications to avoid conflicts and ensure seamless installation. Additionally, we are committed to adhering to municipal codes, maintaining high standards of workmanship, and preserving the integrity of existing features and landscaping throughout the project. By fulfilling these requirements, we will continue to uphold the City's expectations for quality and professionalism.

City of Alpharetta Sign Inventory Drawings

We are fully confident in our ability to fabricate and install the signage detailed in the provided inventory drawings. As the City's existing vendor, we not only created these drawings but have



also successfully built and installed these signs over the past five years. Our extensive experience with these designs ensures we can meet the City's expectations with precision and consistency, continuing the high standard of work we have already established.

General Signage Descriptions

We have thoroughly reviewed the provided signage descriptions and fully understand the specifications outlined. Our experience with these projects and materials, including precision-tooled plaques, aluminum panels, and vehicle graphics, ensures that we are well-equipped to deliver these designs with accuracy and attention to detail. We are confident in our ability to meet the City's standards and execute each installation as specified.

Playground Rules Sign Specifications

We are highly familiar with the Playground Rules sign specifications, having successfully fabricated and installed this design six times throughout the City of Alpharetta. Our experience replicating this sign ensures that we can deliver consistent quality and attention to detail while adhering to the provided specifications. We are confident in our ability to seamlessly produce and install this signage to meet the City's expectations.

Project Approach

Our approach to this project is grounded in five years of successful partnership with the City of Alpharetta, during which we have consistently delivered high-quality signage while adhering to timelines and budgets. We will continue to execute this work with the same proven strategies and attention to detail.

Experienced Team:

- Our team is highly familiar with the City's specifications and design intent, having fabricated and installed numerous signs that meet these standards.
- We bring extensive knowledge of materials, fabrication methods, and installation techniques, ensuring efficiency and precision at every stage.

Proven Process:

- Pre-Fabrication: Conduct thorough site inspections and field verifications to ensure all measurements and conditions are accurate before production.
- Fabrication: Use advanced techniques and high-quality materials, adhering to the City's specifications for durability, aesthetics, and municipal code compliance.



- Installation: Execute seamless installations with minimal disruption, preserving existing features and landscaping, and ensuring alignment with safety and structural requirements.
- Post-Installation: Provide cleanup and final inspections, leaving all areas in pristine condition and confirming the quality of the work with the City.

Commitment to Budget and Timeline:

- Over the past five years, we have consistently delivered projects within budget, even during unprecedented challenges such as material shortages and rising costs during COVID-19.
- Our familiarity with the process allows us to efficiently allocate resources, mitigate risks, and maintain cost-effective solutions without compromising quality.

Clear Communication and Coordination:

- Maintain open lines of communication with the City's representatives to ensure alignment at every stage of the project.
- Provide timely submittals, including shop drawings, samples, and mockups for approval, ensuring no delays in production or installation.
- Coordinate with all relevant trades and stakeholders to address utility conflicts, structural requirements, and any unforeseen challenges effectively.

Sustainability and Longevity:

- Utilize anti-graffiti coatings and weather-resistant materials to enhance durability and reduce long-term maintenance costs.
- Offer a three-year warranty to ensure the continued quality and performance of all installed signage.

By following this proven approach, we are confident in our ability to continue delivering exceptional results for the City of Alpharetta while upholding the high standards we have maintained over the past five years.

Conclusion

Signarama Roswell is a proven and trusted partner for the City of Alpharetta, with a track record of delivering high-quality signage solutions over the past five years. **Our deep understanding of the project requirements, combined with our commitment to excellence, ensures we are the most reliable and qualified choice to continue this important work.** We look forward to building on our established success and exceeding the City's expectations.

Previous Projects

Kiosks



Pedestrian Directionals



Vehicular Monuments



Other Alpharetta Signage



City of Alpharetta
RFP 25-105, Parks Wayfinding & General Signage
Schedule of Items

Company Name: Signarama - Roswell, GA

Instructions for Schedule of Items completion:

- 1. This form MUST be used to submit cost proposal.
- 2. Do not include a copy of this Schedule of Items in your technical bid information.
- 3. Complete all highlighted fields. See end of form for RFP authorization and contact info.
- 4. Verify all amounts entered.
- 5. Enter fabrication and installation cost only. Form will calculate the extension by adding these (2) costs together.
- 6. Reference document key: A - City of Alpharetta Sign Inventory Drawings, B - General Signage Descriptions, C - Playground Rules Sign Specs

Proposal Evaluation Cost. No guarantee of baseline of work.						
Description	Reference Document	Fabrication Costs	Installation Costs	Subtotal	Estimated	Extended
		Per Each	Per Each		Quantities	
				Per Each	July 23 - June 24	
Vehicular Monument with Stonework Signage	A	\$ 10,555.00	\$ 2,256.00	\$ 12,811.00	1	\$ 12,811.00
Vehicular Monument No Stonework Signage	A	\$ 3,799.00	\$ 756.00	\$ 4,555.00	1	\$ 4,555.00
Vehicular Hanging with Stonework Signage	A	\$ 4,901.00	\$ 2,067.00	\$ 6,968.00	3	\$ 20,904.00
Vehicular Hanging No Stonework Signage	A	\$ 2,266.00	\$ 567.00	\$ 2,833.00	2	\$ 5,666.00
Vehicular Directional Signage	A	\$ 1,234.00	\$ 252.00	\$ 1,486.00	9	\$ 13,374.00
Pedestrian Directional Signage	A	\$ 1,022.00	\$ 252.00	\$ 1,274.00	4	\$ 5,096.00
Regulatory Signage	A	\$ 305.00	\$ 189.00	\$ 494.00	1	\$ 494.00
Park Rules Signage	A	\$ 1,279.00	\$ 252.00	\$ 1,531.00	1	\$ 1,531.00
Mile Marker Signage	A	\$ 390.00	\$ 189.00	\$ 579.00	1	\$ 579.00
Kiosk Single Sided No Stonework Signage	A	\$ 3,660.00	\$ 630.00	\$ 4,290.00	1	\$ 4,290.00
Rectangular Memorial Plaque # 1	B	\$ 247.86	\$ 151.20	\$ 399.06	2	\$ 798.12
Rectangular Memorial Plaque # 2	B	\$ 215.00	\$ 151.20	\$ 366.20	4	\$ 1,464.80
Round Memorial Plaque	B	\$ 411.50	\$ 252.00	\$ 663.50	3	\$ 1,990.50
Square Sign # 1	B	\$ 574.37	\$ 189.00	\$ 763.37	1	\$ 763.37
Square Sign # 2	B	\$ 25.00	\$ -	\$ 25.00	8	\$ 200.00
Letters	B	\$ 122.23	\$ 30.00	\$ 152.23	51	\$ 7,763.73
Rectangular Sign # 1	B	\$ 45.47	\$ 94.50	\$ 139.97	4	\$ 559.88
Rectangular Sign # 2	B	\$ 60.16	\$ 94.50	\$ 154.66	5	\$ 773.30
Rectangular Sign # 3	B	\$ 90.46	\$ 94.50	\$ 184.96	10	\$ 1,849.60
Rectangular Sign # 4	B	\$ 30.00	\$ 63.00	\$ 93.00	25	\$ 2,325.00
Rectangular Sign # 5	B	\$ 75.00	\$ -	\$ 75.00	1	\$ 75.00
Rectangular Sign # 6	B	\$ 45.00	\$ -	\$ 45.00	1	\$ 45.00
Rectangular Sign # 7	B	\$ 79.02	\$ 126.00	\$ 205.02	1	\$ 205.02
Rectangular Sign # 8	B	\$ 654.27	\$ 189.00	\$ 843.27	6	\$ 5,059.62
Vehicle Graphics	B	\$ 67.97	\$ 126.00	\$ 193.97	4	\$ 775.88
Playground Rules Sign	C	\$ 3,512.98	\$ 330.00	\$ 3,842.98	1	\$ 3,842.98
Total				\$ 44,968.19		\$ 97,791.80

Price Certification

In compliance with Scope of Project/Specifications, the undersigned offers and agrees that if this Proposal is accepted by the City Council within sixty (60) days of the date of RFP Response Due Date and RFP opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.

Company Name: Signarama - Roswell, GA

Company Address: 795 Holcomb Bridge Road, Suite D, Roswell, GA 30076

Authorized Signature(s): Kevin Glover digital signature 11/18/2024

Print/Type Name(s) and Title(s): Kevin Glover, President

Date Signed: 11/18/2024

Contact Info - Phone Number: 770-998-9126

Contact Info - E-mail Address: kevin@signarama-roswell.com

CITY OF ALPHARETTA
CONTRACT FOR SERVICES

This Contract for Services (this "*Contract*") for the City of Alpharetta is made and entered into and is effective upon execution, by and between **ROSWELL SIGNS, LLC**, a Georgia limited liability company, D/B/A/ SIGNARAMA ROSWELL, with its principal office located at 795 Holcomb Bridge Road, Suite D, Roswell, GA 30076 (the "*Contractor*") and the **CITY OF ALPHARETTA**, a municipal corporation of the State of Georgia (the "*City*").

1. Contract Documents. The Contract Documents consist of this Contract, the City's Request for Proposals 25-105, dated October 24, 2024 (the "*RFP*"), including any addenda thereto, and the Contractor's Proposal dated November 18, 2024 (the "*Proposal*"), all of which collectively are incorporated herein by reference (collectively, the "*Contract Documents*"). In the event of any conflict in the Contract Documents, the provisions and requirements set forth in this Contract will govern; provided, however, to the extent any of Contractor's obligations or duties set forth in the Proposal exceed the requirements provided within the RFP or this Contract, or the City finds any of the terms set forth in the Proposal more desirable, the terms set forth in the Proposal will control. Subject to the foregoing, if there is a conflict between the language in the RFP and the Proposal, the language in the former will govern.
2. Scope of Services. The Contractor's duties and scope of services are specifically set forth in the RFP (the "*Work*") and, in general, include, the construction and installation of parks wayfinding and general signage, including but not be limited to, the demolition, fabrication, delivery, safety testing, installation, lighting, etc. All work is within the geographic limits of the City of Alpharetta, Georgia. The City does not guarantee any amount of work based on this contract or subsequent project task order(s), if any.
3. Contract Prices. For authorized orders made by the City's Designated Representatives, the City shall pay Contractor in accordance with the firm, fixed prices established in Contractor's Cost Proposal, which is attached hereto and incorporated herein as Exhibit "A," subject to authorized budget appropriations.

This price includes the full development and provision of all deliverables as specified in the RFP and Proposal, as further supplemented or modified by the City's requirements. The City will process approved payment requests under this project to the . Payment to sub-contractors and suppliers is the responsibility of the Contractor. The City will not entertain any other payment arrangements.

Invoices must be sent to:

City of Alpharetta
Department of Recreation, Parks & Cultural Services
2 Park Plaza
Alpharetta, GA 30009
Attn: Ruby Flynn
(Rflynn@alpharetta.ga.us)

Payments may be made in the manner and on the periodic basis agreed to by the City prior to the commencement of the Work. Upon completion of the Work or, if agreed to by the City, upon completion of certain portions thereof, the Contractor must send an invoice detailing the appropriate charges as currently allowed. Upon receipt of Contractor's invoice and following inspections and confirmation of the performance of the subject portion of the Work, the City will make payment. Upon receipt of Contractor's final invoice and following final inspection and final acceptance of the Work, the City will make final payment. Subject to the withholding of any amounts due to the City as further set forth herein, all such invoices will be paid within forty-five

(45) days by the City unless any items thereon are questioned, in which event payment will be withheld pending verification of the amount claimed and the validity of the claim. The Contractor will provide complete cooperation during any such investigation. For any such renewal term commencing after the first two (2) years of this Contract, rates may be increased by the lesser of four percent (4%) or the Municipal Cost Index (MCI) (most recent month). Contractor must provide the City with the subsequent rates for any renewal term, if different from the then existing rates, at least ninety (90) days prior to the expiration of the then existing term. Subsequent rates are guaranteed for a minimum of twelve (12) months. Notwithstanding any other provision of this Contract, and without prejudice to any of City's other rights and remedies, City will have the right at any time or times to deduct and withhold from any payment for services that may become due under this Contract, such amount or amounts as may reasonably appear necessary to compensate the City for any portion of the Work that is defective, damaged, flawed, unsuitable, non-conforming or incomplete. Acceptance of final payment will constitute a waiver of all claims against the City by the Contractor except for those claims previously made in writing against the City by the Contractor, pending at the time of final payment, and identified in writing by the Contractor as unsettled at the time of its request for final payment.

4. Commencement of Work; Time for Performance.

- (a) Commencement of Work. The Contractor must not proceed to perform the Work until on or after contract execution and receipt of the Notice to Proceed.
- (b) Time for Performance. From receipt of the Notice to Proceed, the Contractor shall perform the Work in accordance with the project schedule mutually agreed to by the parties prior to the commencement of Work until completion. The Contractor shall fully perform and complete the Work.
- (c) Time is of the Essence. All limitations of time set forth in this Contract are of the essence. The foregoing notwithstanding, Contractor shall not have liability for or be deemed in breach of this Contract because of delays caused by natural disasters, adverse weather, civil insurrection, or by a shelter-in-place or other city, state, or nation-wide "shut-down" order due to civil insurrection or a pandemic event.

5. Term and Termination. The term of this Contract is five (5) years, commencing upon execution. The parties agree that this Contract, as required by O.C.G.A. § 36-60-13, shall terminate absolutely and without further obligation on the part of the City on December 31 of each calendar year of the term, and further, that this Agreement shall automatically renew on January 1 of each subsequent calendar year absent the City's provision of written notice of non-renewal to Contractor at least five (5) days prior to the end of the then current calendar year. Title to any supplies, materials, equipment, or other personal property shall remain in Contractor until fully paid for by the City (if any such transfer of title is applicable to this Contract). The Contract will terminate immediately and absolutely if the City determines that adequate funds are not appropriated or granted or funds are de-appropriated such that the City cannot fulfill its obligations under the Contract, which determination is at the City's sole discretion and shall be conclusive. This Contract may be terminated prior to the term ending by either party in the event of substantial failure or default of the other party to fulfill its obligations under this Contract. Prior to such termination, the non-defaulting party must give notice to the defaulting party of the failure or default. Such party will have fifteen (15) days from the date of the notice to cure the default or failure if such default or failure is capable of being cured. Upon failure to cure the default or failure within fifteen (15) days, or if such failure or default is not capable of being cured, the non-defaulting party may terminate the Contract effective immediately upon the provision of written notice as provided in Section 13 (*Notices*). The Contract may also be terminated prior to term by the City for City's convenience upon the provision of not less than fourteen (14) days written notice to the Contractor. In the event of such termination, the Contractor will be compensated for services performed prior to

termination. Such amount will be paid by the City upon the Contractor's delivering or otherwise making available to the City, all data, drawings, specifications, reports, estimates, summaries and other information and materials as may have been accumulated by the Contractor in performing the services included in this Contract, whether completed or in progress. All unperformed obligations incurred by Contractor prior to such date will survive termination of this Contract.

6. Representations and Warranties. Contractor represents and warrants that:
 - (a) Contractor has full power and authority to perform its obligations hereunder and to deliver the products and services set forth in the Contract Documents to the City without the consent of any other person or entity, and the products and services will be delivered free and clear of any lien, encumbrance, security interest or other claim, of whatever nature;
 - (b) Contractor will comply with all applicable statutes, rules, regulations and requirements of any governmental agency or authority, whether now or hereafter enacted, in performing its obligations hereunder, and the products and services will comply with all such statutes, rules, regulations and requirements in effect at the time of delivery to and acceptance by the City;
 - (c) Contractor will perform its obligations hereunder in a good, professional and workman-like manner and in strict accordance with City's specifications and the terms of this Contract;
 - (d) All services performed by the Contractor under this Contract will be conducted in a manner consistent with the level of care and skill ordinarily exercised by other members of Contractor's profession or trade currently practicing in the same locality under similar conditions; and
 - (e) Contractor, in the performance of its duties under this Contract, including, but not limited to, its dealings with property owners, developers, contractors, Contractors, architects and any local, state or federal governmental agency or political subdivision, will owe its primary duty of loyalty to the City.
7. Licenses, Registrations, Certifications and Permits. The Contractor will be responsible for obtaining and keeping in a valid status, all licenses, registrations, certifications and permits necessary to perform the Work as required by law. Contractor represents to the City that the Contractor and its employees are properly licensed and/or registered within the State of Georgia for the performance of the services required herein, provided such licensure and/or registration is required by applicable law. Contractor will supply copies of any such licenses, certifications or permits to the City upon request.
8. Insurance.
 - (a) Insurance Generally. Contractor must obtain and must continuously keep during the term of this Contract insurance of the kind and in the minimum amounts as specified in the RFP, as follows:
 - i. Statutory Worker's Compensation and Employers Liability Insurance in the minimum amount of Five Hundred Thousand Dollars (\$500,000) or as required by applicable law, whichever is greater, for all employees and other persons as may be required by Georgia law. If Contractor is self-insured, Contractor must additionally provide the City with a certificate from the Georgia Board of Workers' Compensation stating that the Contractor qualifies to pay its own workers' compensation claims.
 - ii. Comprehensive General Liability insurance with minimum combined single limits of One Million Dollars (\$1,000,000) per occurrence and in the aggregate. The policy must apply to all premises and all operations of the Contractor. The policy must include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy must contain a severability of interests' provision. Coverage must be

provided on an “occurrence” basis as opposed to a “claims made” basis. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents, as additional insured parties.

- iii. Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury of not less than One Million Dollars (\$1,000,000) per occurrence and property damage of not less than One Hundred Thousand Dollars (\$100,000) per occurrence with respect to each of the Contractor’s owned, hired and non-owned vehicles assigned to or used in performance of the Work. The policy must have a severability of interests’ provision. Such insurance coverage must extend to all of Contractor’s subcontractors. Such coverage must include all automotive equipment used in the performance of the Contract, both on and off any work site, and such coverage must include non-ownership and hired cars (vehicles and equipment) coverage. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents, as additional insured parties.
- iv. Umbrella/Excess Liability insurance with minimum combined single limits of One Million Dollars (\$1,000,000) per occurrence and in the aggregate. Such policy must supply the same coverage set forth in the Comprehensive General Liability insurance policy. Such insurance must be endorsed to name the City, and its elected officials, officers, employees and agents as additional insured parties.

(b) Requirements of Insurance.

- i. Insurance must be procured and maintained with insurers with an A- or better rating as determined by Best’s Key Rating Guide. All insurance must be continuously kept covering all liability, claims, demands, and other obligations assumed by the Contractor.
- ii. No policy of insurance will contain any exclusion for bodily injury or property damage arising from completed operations.
- iii. Every policy of insurance must provide that the City will receive notice no less than thirty (30) calendar days prior to any cancellation, termination, or a material change in such policy.
- iv. Proof of required insurance must be maintained in all equipment and motor vehicles insured in accordance with the provisions of this Contract.
- v. Contractor will ensure that any and all policies of insurance procured hereunder will provide for a waiver of subrogation against the City, and Contractor waives any claim against the City arising in contract or tort which is covered by its insurance hereunder.

(c) Failure to Obtain or Maintain Insurance. The Contractor’s failure to obtain and continuously maintain policies of insurance in accordance with this Section and its subsections will not limit, prevent, preclude, excuse, or modify any liability, claims, demands, or other obligations of the Contractor arising from performance or non-performance of this Contract. Failure on the part of the Contractor to obtain and to continuously maintain policies providing the required coverage, conditions, restrictions, notices, and minimum limits will constitute a material breach of this Contract upon which the City may immediately terminate this Contract without advance notice.

(d) Insurance Certificates. Contractor must provide proof of such insurance to the City contemporaneously with the execution of this Contract. Prior to commencement of the Work, Contractor must submit to the City certificates of insurance for all required insurance. Insurance limits, term of insurance, insured parties, and other information sufficient to demonstrate conformance with this Section and its subsections must be indicated on each certificate of insurance. Acceptance of a certificate or proof of insurance does not constitute

approval or agreement by the City that the insurance requirements have been satisfied.

- (e) Other Insurance. Contractor must maintain such other types and/or amounts of insurance as reasonably required by the City from time to time.
9. Indemnification. Contractor will, to the fullest extent permitted by law, indemnify and hold harmless the City, including its elected officials, officers, employees, and agents, from and against any and all claims, demands, losses, liabilities, suits, actions, costs, expenses (including expenses of litigation and attorneys' fees) and damages ("Claims") of any type or nature, including, but not limited to, Claims for injury to person or property, provided that this indemnity obligation shall only apply to the extent Claims are caused by or result from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed or utilized by the Contractor in the performance of this Contract. Nothing in this Section or this Contract will be deemed to constitute a waiver of the City's sovereign immunity, create rights in any third party, or create any third-party beneficiaries.
10. Subcontractors and Contractor Personnel.
- (a) No Subcontractors. No subcontractor or consultant will be retained by Contractor to perform services under this Contract without the prior written consent of the City, except for those subcontractors previously identified in the RFP.
 - (b) Subcontractor Requirements. Administration of any approved subcontractor will be the Contractor's responsibility and all subcontracts must require each subcontractor to be bound by all pertinent portions of this Contract and to assume all applicable obligations and responsibilities which the Contractor by this Contract assumes toward the City. In particular, and not by way of limitation, all indemnification and insurance provisions will be fully binding upon any subcontractor providing a portion of the services, for all intents and purposes as if said subcontractor were a party to this Contract.
 - (c) Key Staff. Where Contractor has specifically identified certain personnel in the RFP for the performance of certain portions of the Work (such personnel hereinafter referred to as "Key Staff"), Contractor will assign and furnish such Key Staff to perform the respective tasks and responsibilities as set forth in the RFP. Contractor agrees not to transfer or reassign any member of its Key Staff or the respective tasks or responsibilities of a member of Key Staff without the prior written consent of the City, except for the following reasons, as applicable:
 - (i) Situations where a member of Key Staff requests a transfer from his or her respective employer in order to accept a promotion or special assignment, which has been offered to him or her by such employer based upon his or her special education, qualifications or career path;
 - (ii) Disciplinary reasons;
 - (iii) Failure of the member of Key Staff to perform his or her respective tasks or responsibilities; or
 - (iv) At the request of the member of Key Staff.

In the event Contractor permanently transfers or reassigns a member of Key Staff or the respective tasks or responsibilities of a member of Key Staff for any of the foregoing reasons, Contractor will provide the City Administrator with prompt written notice of such transfer or reassignment and explain the basis of the transfer or reassignment. In the event of a vacancy in the position of any member of Key Staff, Contractor agrees to cooperate with the City in providing a replacement and make selection of a replacement without undue delay, in good faith, and in the best interests of the City.

Further, the City will have the right, utilizing an objective standard based on current and

past performance of the subject Work, to require Contractor to reassign the tasks and/or responsibilities of any member of Key Staff to a different representative of Contractor. Contractor agrees to permanently transfer the tasks and responsibilities of any member of Key Staff as soon as reasonably possible upon notification by the City Administrator.

11. Independent Contractor. The Contractor will always be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture or partner of the City. Contractor will have no authority to contract for or bind City in any manner. Contractor will have and maintain the responsibility for and control of the rendition of the Work, the discipline of its employees, and other matters incident to the performance of the Work (services, duties and responsibilities as described and contemplated herein). Notwithstanding any other provision(s) of this Contract to the contrary, no employee or subcontractor of Contractor will be considered an "employee" of the City during the performance of this Contract (the term "employee" will have the same meaning as provided in IRS Publication No. 15 (2014)(Circular E).
12. Conflict of Interest. The Contractor represents that it has not, within two (2) years preceding the execution of this Contract, made or agreed to make any valuable gift whether in the form of service, loan, thing, or promise to any person (including any member of such person's immediate family), having the duty to recommend, the right to vote upon, or any other direct influence on the selection of the Contractor to provide products and services to the City. This provision will not apply to legal campaign contributions, provided that such contributions have been disclosed in Contractor's response to the City's RFP.
13. Ownership of Work Product. In the event Contractor prepares, pursuant to the performance of this Contract, any drawings, plans, studies, reports, specifications, other documents (the "Work Product"), the City shall be deemed the owner of the original of all such Work Product, and all statutory and common law rights with respect to such Work Product shall accrue to the City, provided the City has paid for the services in full.
14. Notices. All contractual notices and communications under this Contract will be considered sufficient if given by certified mail or statutory overnight mail with return receipt requested, or hand delivered:
 - (a) If to the Contractor, at the following address:

Roswell Sign, LLC dba Signarama Roswell
795 Holcomb Bridge Road, Suite D
Roswell, GA 30076
Attention: Kevin Glover
 - (b) If to the City, at the following address:

City of Alpharetta
Department of Recreation, Parks & Cultural Services
2 Park Plaza
Alpharetta, GA 30009
Attention: Morgan Rodgers
 - (c) With a copy to:

Alpharetta City Attorney
Jarrard & Davis, LLP
222 Webb Street
Cumming, Georgia 30040

For the purposes of this Contract, the effective date of notice will be the date that the notice is placed in certified or statutory overnight mail or placed with a courier for hand delivery.

15. Public Records. Contractor understands that in accordance with O.C.G.A. § 50-18-70, *et seq.*, the public has a right of reasonable access to all public records of the City, subject to certain exceptions set forth therein or as otherwise provided by law, and agrees to allow access by the City to all documents subject to disclosure under applicable law. Contractor's willful failure or refusal to comply with the provisions of this Section will result in the immediate termination of this Contract by the City. Further, Contractor agrees to keep all public records in accordance with the City's records retention and disposal policies, O.C.G.A. § 50-18-92, *et seq.*, and the Georgia Administrative Code. Notwithstanding the foregoing, nothing contained herein will limit the Contractor's or the City's right to defend against disclosure of records alleged to be public.
16. Confidential Information.
 - (a) Access to Confidential Information. The Contractor's employees, agents and subcontractors may have access to confidential data or information maintained by the City to the extent necessary to carry out the Contractor's responsibilities under the Contract. The Contractor shall presume that all information received pursuant to the Contract is confidential unless otherwise designated by the City. If it is reasonably likely the Contractor will have access to the City's confidential information, then:
 - i. The Contractor shall provide to the City a written description of the Contractor's policies and procedures to safeguard confidential information;
 - ii. Policies of confidentiality shall address, as appropriate, information conveyed in verbal, written, and electronic formats;
 - iii. The Contractor must designate one individual who shall remain the responsible authority in charge of all data collected, used, or disseminated by the Contractor in connection with the performance of the Contract; and
 - iv. The Contractor shall provide adequate supervision and training to its agents, employees, and subcontractors to ensure compliance with the terms of the Contract. The private or confidential data of the City shall remain the property of the City at all times. In order to obtain access to certain data in order to perform certain portions of the Work, Contractor may be required to sign a nondisclosure agreement. Contractor understands and agrees that refusal or failure to sign such a nondisclosure agreement, if required, may result in termination of the Contract.
 - (b) No Dissemination of Confidential Data. No confidential data collected, maintained, or used in the course of performance of the Contract shall be disseminated, unless otherwise required by law, without the written consent of the City, either during the period of the Contract or thereafter. Subject to Section 18 (Rights in Proprietary Data) hereof, as between the parties, any data supplied to or created by the Contractor shall be considered the property of the City, and Contractor must return any and all data collected, maintained, created or used in the course of the performance of the Contract, in whatever form it is maintained, promptly at the request of the City.
 - (c) Subpoena. In the event that a subpoena or other legal process is served upon the Contractor for records containing confidential information, the Contractor shall promptly notify the City and cooperate with the City in any lawful effort to protect the confidential information.
 - (d) Reporting of Unauthorized Disclosure. The Contractor shall immediately report to the City any unauthorized disclosure of confidential information.

- (e) Survives Termination. The Contractor's confidentiality obligation under the Contract shall survive termination of the Contract.

17. Compliance with Illegal Immigration Reform and Enforcement Act:

E-Verify Program: The City is committed to compliance with Federal and State laws requiring the verification of newly hired employees to ensure they are lawfully entitled to work in the United States. As such, the City will not enter into a contract for the "physical performance of services" (as defined in O.C.G.A. § 13-10-90) unless the Contractor registers and participates in a federal work authorization program (E-Verify). The E-Verify affidavit or the secure identifiable document submitted by the Contractor will become part of the Contract Documents.

(a) Requirement to Participate in a Federal Work Authorization Program (E-Verify):

- i. Pursuant to O.C.G.A. § 13-10-91, Contractor represents, warrants, acknowledges, and/or agrees that:

The Contractor has registered and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees;

Subcontractors will not enter into any contract with the Contractor for the physical performance of services within the State of Georgia unless such subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees; and

Sub-subcontractors will not enter into any contract with a subcontractor or sub-subcontractor for the physical performance of services within the State of Georgia unless such sub-subcontractor registers and participates in a federal work authorization program to verify the employment eligibility of all newly hired employees.

- ii. As of the date of enactment of O.C.G.A. § 13-10-91, the applicable federal work authorization program is "E-Verify" (<https://e-verify.uscis.gov/enroll/StartPage.aspx?IS=YES>) operated by the United States Citizenship and Immigration Services Bureau of the United States Department of Homeland Security. Information and instructions regarding E-Verify program registration, corporate administrator registration, and designated agent registration can be found at that website address.

(b) Contractor, Subcontractor, and Sub-subcontractor Evidence of Compliance:

- i. Contractor, if providing the physical performance of services under this contract, will comply with the requirements of O.C.G.A. § 13-10-91.
- ii. Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor employs or contracts with a subcontractor in connection with the covered contract, the Contractor will secure from such subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-91 by the subcontractor's execution of the subcontractor affidavit, the form of which is included in Appendix B of the RFP, and will maintain a record of such attestation for inspection by the City at any time. Such subcontractor affidavit will become a part of the Contractor/subcontractor agreement. Further, it will be the duty of the Contractor to submit copies of all affidavits, drivers' licenses, and/or identification cards required pursuant to this Section, as applicable, to the City within five (5) business days of receipt.
- iii. Pursuant to O.C.G.A. § 13-10-91, in the event the Contractor employs or contracts with a subcontractor that employs or contracts with any sub-subcontractor, the subcontractor will secure from such sub-subcontractor attestation of the sub-subcontractor's compliance with O.C.G.A. § 13-10-91 by the sub-subcontractor's execution of the sub-

subcontractor affidavit, the form of which is included in Appendix B of the RFP, and maintain records of such attestation for inspection by the City at any time. Such sub-subcontractor affidavit will become a part of the subcontractor/sub-subcontractor agreement. Any subcontractor receiving an affidavit from a sub-subcontractor will forward notice to the Contractor of the receipt, within five (5) business days of receipt, of such affidavit. Further, it will be the duty of any sub-subcontractor to forward notice of receipt of any affidavit from a sub-subcontractor to the subcontractor or sub-subcontractor with whom such receiving sub-subcontractor has privity of contract. Any subcontractor receiving notice of receipt of an affidavit from any sub-subcontractor that has contracted with a sub-subcontractor will also forward, within five (5) business days of receipt, a copy of such notice to the Contractor.

- iv. In lieu of the affidavit required by this Section, if Contractor, or any subcontractor or sub-subcontractor, as applicable, has no employees and does not hire or intend to hire employees for purposes of satisfying or completing the terms and conditions of the Contract (or the subcontractor's or sub-subcontractor's portion of work utilized to perform part of the Contract with the City), such party will instead provide a copy of his or her state issued driver's license or state issued identification card.
- (c) The Contractor must comply with all other applicable requirements and provisions of O.C.G.A. § 13-10-91 and other applicable rules and regulations promulgated in relation thereto.
- (d) All portions of contracts pertaining to compliance with O.C.G.A. § 13-10-91 and these rules, and any affidavit related hereto, will be open for public inspection in this State at reasonable times during normal business hours.

18. Miscellaneous.

- (a) Compliance with Laws; No Discrimination. The Contractor, including any approved subcontractors, must, in performance of the Work, fully comply with all applicable federal, state, or local laws, rules, and regulations, including, but not limited to, Title VI of the Civil Rights Act of 1964 and its amendments, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. In performance of the Work, the Contractor will not discriminate against any person on the basis of race, color, religion, gender, national origin or ancestry, age, creed, marital status, physical or mental disability, or political ideas and will further ensure that Contractor's agents and/or subcontractors comply with same. Further, Contractor, its agents and subcontractors must affirmatively comply with all applicable provisions of federal, state and local equal employment laws and will not engage in or commit any discriminatory practice against any employee, applicant or person based on race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot lawfully be used as a basis for the provision or denial of employment or service delivery.
- (b) Governing Law. This Contract is executed and will be performed in the State of Georgia, and this Contract will be construed and enforced per the laws of the State of Georgia. Subject to Subsection (j) below (*Arbitration*), venue for any action arising out of this Contract will lie in the appropriate court of Fulton County, Georgia.
- (c) Captions. Titles or captions of sections contained in this Contract are inserted only as a matter of convenience and for reference, and in no way define, limit, extend or prescribe the scope of this Contract or the intent of any provision.

- (d) Electronic Signature. This Contract may be executed by electronic signature, and such signature will have the same validity and effect as a signature affixed by hand and will constitute an original for all purposes.
- (e) Severability. In the event that any provision hereof is held to be invalid or unenforceable, such provision will be severed from this Contract and will not affect the validity or enforceability of the remainder of this Contract.
- (f) Entire Agreement. This Contract supersedes all prior discussions and agreements between the parties with respect to the matters contained herein and constitutes the sole and entire agreement between the parties.
- (g) Persons Bound. This Contract will be binding upon and will inure to the benefit of the parties, their respective successors, successors in title, legal representatives, heirs and permitted assigns. This Contract may not be assigned by the Contractor without the prior written consent of the City.
- (h) Amendment. No term or provision of this Contract may be amended, waived, supplemented, modified or terminated except by an instrument in writing signed by the party against whom the enforcement of the amendment, waiver, supplement, modification or termination is sought.
- (i) Waiver. The City's failure or forbearance to enforce any term hereof will not be deemed to be a waiver of such right or claim, or any right of claim hereunder. Moreover, the City's waiver of any term hereof will not operate or be construed as a waiver of any subsequent breaches of the same or any other term.
- (j) Arbitration. Any dispute arising out of this Contract will, at the option of the City of Alpharetta, be submitted to binding arbitration conducted in Atlanta, Georgia in accordance with the rules of the American Arbitration Association.
- (k) Additional Terms of Contractor. The City will not be bound by any terms and conditions included in any Contractor invoice, packaging, catalog, brochure, technical data sheet, or other document which attempts to impose any condition in variance with or in addition to the terms and conditions contained herein.
- (l) Presumptions and Interpretations. The parties further agree that should any provision of this Contract require interpretation or construction, the court, administrative body or other entity interpreting or construing this Contract will not apply a presumption that the provisions hereof will be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who itself or through its agents prepared same, it being agreed that all parties and/or their respective attorneys and agents have been fully afforded the opportunity to review all provisions of this Contract.
- (m) No Third-Party Beneficiaries. Nothing contained in this Contract is intended to or will create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-Contractor or sub-contractor of the Contractor. Absolutely no third-party beneficiaries are intended by this Contract. Any third-party receiving a benefit from this Contract is an incidental and unintended beneficiary only.
- (n) No Waiver of Governmental Immunity. Nothing in this Contract will be construed to waive, limit, or otherwise modify any governmental or sovereign immunity that may be available by law to the City, its elected officials, officers, employees, contractors, or agents, or any other person acting on behalf of the City and, in particular, governmental or sovereign immunity afforded or available pursuant to Georgia Statutes.

- (o) Publicity Provision. Contractor will not use any trademarks, service marks, or logos of the City without the City's express prior written consent. Contractor will not identify or make reference to the City in any advertising or other promotional modality regardless of its form without the express prior written consent of the City.
- (p) Survival. Any and all provisions of this Contract creating obligations extending beyond the term of this Contract, including, without limitation, Contractor's warranty of products and labor and the indemnification provisions contained herein, will survive the expiration or termination of this Contract, regardless of the reason for such termination.

(signature page follows)

IN WITNESS WHEREOF, the parties hereto have each caused this Contract to be executed and delivered by a duly authorized officer, agent, or official as of the date set forth below.

CITY OF ALPHARETTA, GEORGIA

By: _____

Jim Gilvin, Mayor

Date: _____

Approved as to substance:

Chris Lagerbloom, City Administrator

Approved as to form:
JARRARD & DAVIS, LLP

Joshua F. Jones, City Attorney

**ROSWELL SIGNS, LLC, D/B/A SIGNARAMA
ROSWELL**

By: _____

Kevin Glover, President

Date: _____

Attest:

By: _____

Kevin Glover, President

EXHIBIT "A"

City of Alpharetta							
RFP 25-105, Parks Wayfinding & General Signage							
Schedule of Items							
Company Name:		Signarama - Roswell, GA					
Instructions for Schedule of Items completion:							
1. This form MUST be used to submit cost proposal.							
2. Do not include a copy of this Schedule of Items in your technical bid information.							
3. Complete all highlighted fields. See end of form for RFP authorization and contact info.							
4. Verify all amounts entered.							
5. Enter fabrication and installation cost only. Form will calculate the extension by adding these (2) costs together.							
6. Reference document key: A - City of Alpharetta Sign Inventory Drawings, B - General Signage Descriptions, C - Playground Rules Sign Specs							
						Proposal Evaluation Cost. No guarantee of baseline of work.	
Description	Reference Document	Fabrication Costs Per Each	Installation Costs Per Each	Subtotal Per Each	Estimated Quantities July 23 - June 24	Extended Price	
Vehicular Monument with Stonework Signage	A	\$ 10,555.00	\$ 2,256.00	\$ 12,811.00	1	\$ 12,811.00	
Vehicular Monument No Stonework Signage	A	\$ 3,799.00	\$ 756.00	\$ 4,555.00	1	\$ 4,555.00	
Vehicular Hanging with Stonework Signage	A	\$ 4,901.00	\$ 2,067.00	\$ 6,968.00	3	\$ 20,904.00	
Vehicular Hanging No Stonework Signage	A	\$ 2,266.00	\$ 567.00	\$ 2,833.00	2	\$ 5,666.00	
Vehicular Directional Signage	A	\$ 1,234.00	\$ 252.00	\$ 1,486.00	9	\$ 13,374.00	
Pedestrian Directional Signage	A	\$ 1,022.00	\$ 252.00	\$ 1,274.00	4	\$ 5,096.00	
Regulatory Signage	A	\$ 305.00	\$ 189.00	\$ 494.00	1	\$ 494.00	
Park Rules Signage	A	\$ 1,279.00	\$ 252.00	\$ 1,531.00	1	\$ 1,531.00	
Mile Marker Signage	A	\$ 390.00	\$ 189.00	\$ 579.00	1	\$ 579.00	
Kiosk Single Sided No Stonework Signage	A	\$ 3,660.00	\$ 630.00	\$ 4,290.00	1	\$ 4,290.00	
Rectangular Memorial Plaque # 1	B	\$ 247.86	\$ 151.20	\$ 399.06	2	\$ 798.12	
Rectangular Memorial Plaque # 2	B	\$ 215.00	\$ 151.20	\$ 366.20	4	\$ 1,464.80	
Round Memorial Plaque	B	\$ 411.50	\$ 252.00	\$ 663.50	3	\$ 1,990.50	
Square Sign # 1	B	\$ 574.37	\$ 189.00	\$ 763.37	1	\$ 763.37	
Square Sign # 2	B	\$ 25.00	\$ -	\$ 25.00	8	\$ 200.00	
Letters	B	\$ 122.23	\$ 30.00	\$ 152.23	51	\$ 7,763.73	
Rectangular Sign # 1	B	\$ 45.47	\$ 94.50	\$ 139.97	4	\$ 559.88	
Rectangular Sign # 2	B	\$ 60.16	\$ 94.50	\$ 154.66	5	\$ 773.30	
Rectangular Sign # 3	B	\$ 90.46	\$ 94.50	\$ 184.96	10	\$ 1,849.60	
Rectangular Sign # 4	B	\$ 30.00	\$ 63.00	\$ 93.00	25	\$ 2,325.00	
Rectangular Sign # 5	B	\$ 75.00	\$ -	\$ 75.00	1	\$ 75.00	
Rectangular Sign # 6	B	\$ 45.00	\$ -	\$ 45.00	1	\$ 45.00	
Rectangular Sign # 7	B	\$ 79.02	\$ 126.00	\$ 205.02	1	\$ 205.02	
Rectangular Sign # 8	B	\$ 654.27	\$ 189.00	\$ 843.27	6	\$ 5,059.62	
Vehicle Graphics	B	\$ 67.97	\$ 126.00	\$ 193.97	4	\$ 775.88	
Playground Rules Sign	C	\$ 3,512.98	\$ 330.00	\$ 3,842.98	1	\$ 3,842.98	
Total				\$ 44,968.19		\$ 97,791.80	
Price Certification							
In compliance with Scope of Project/Specifications, the undersigned offers and agrees that if this Proposal is accepted by the City Council within sixty (60) days of the date of RFP Response Due Date and RFP opening, that the undersigned will furnish any or all of the deliverables upon which prices are quoted, at the price set opposite each, to the designated point(s) within the time specified.							
Company Name:		Signarama - Roswell, GA					
Company Address:		795 Holcomb Bridge Road, Suite D, Roswell, GA 30076					
Authorized Signature(s):		Kevin Glover digital signature 11/18/2024					
Print/Type Name(s) and Title(s):		Kevin Glover, President					
Date Signed:		11/18/2024					
Contact Info - Phone Number:		770-998-9126					
Contact Info - E-mail Address:		kevin@signarama-roswell.com					



STAFF REPORT

Department: Finance
Submitted By: Tom Harris
Meeting Date: February 24, 2025

AGENDA ITEM:

Ordinance: Fiscal Year 2025 Mid-Year Budget Amendment

SECOND READING

The first reading of this item occurred during the February 10, 2025 City Council Meeting.

Consideration of an Ordinance to adopt a Mid-Year Fiscal 2025 Budget for certain funds of the City of Alpharetta, Georgia, appropriating the amounts shown in each budget as expenditures, adopting the item of revenue anticipation, prohibiting expenditures to exceed appropriations, and prohibiting expenditures to exceed actual funding available.

STAFF RECOMMENDATION:

Adopt an Ordinance (Second Reading) of the Mayor and Council of the City of Alpharetta, Georgia to adopt a Fiscal Year 2025 Mid-Year Budget (attached as Exhibit A).

BUDGET & PROCUREMENT:

BUDGETED ITEM: YES

FISCAL IMPACT: YES

INCLUDED IN CURRENT FY CPTL BUDGET: YES

INCLUDED IN CURRENT FY OPRT. BUDGET: YES

TOTAL PROJECT COST:

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
-----------------------------	----------------------

EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

The purpose of this meeting is to provide an overview of the Fiscal Year (FY) 2025 Mid-Year Budget Amendment which amends the base budget, as adopted by the City Council, including subsequent amendments, for targeted initiatives that have already occurred (e.g. during the first 7 months of the fiscal year) or are planned to occur before year-end.

Initiatives are discussed in detail within the attached FY 2025 Mid-Year Budget Requests (Exhibit A) which is substantially similar to what was presented by staff at the 2025 City Council Retreat.

The first reading was on February 10, 2025, and there have been no changes.

ALTERNATIVES:

Do not approve the Fiscal Year (FY) 2025 Mid-Year Budget Amendment in its entirety, approve with specific modifications, etc.

ATTACHMENTS:

1. 2025 Budget Amendment Ordinance
2. Exhibit A (2025 Budget Amendment Ordinance)v1

ORDINANCE NUMBER:



AN ORDINANCE BY THE MAYOR AND COUNCIL OF THE CITY OF ALPHARETTA, GEORGIA TO ADOPT A FISCAL 2025 BUDGET AMENDMENT FOR CERTAIN FUNDS OF THE CITY OF ALPHARETTA, GEORGIA APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF REVENUE ANTICIPATION, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES TO EXCEED ACTUAL FUNDING AVAILABLE.

WHEREAS, the Director of Finance has presented a proposed fiscal year 2025 budget amendment to the City Council on certain funds of the City; and

WHEREAS, each of these proposed amendments will adjust expenditures and revenues originally appropriated in the fiscal year 2025 budget and subsequent amendments; and

WHEREAS, each of these mid-year amendments represent a balanced budget, so that anticipated revenues for each fund equal or exceed proposed expenditures.

NOW THEREFORE, the Mayor and City Council of the City of Alpharetta hereby ordains, as follows:

- that this budget amendment, "Exhibit A" attached hereto and by this reference made a part hereof this ordinance shall be the City of Alpharetta's fiscal year 2025 budget amendment for these certain funds for the fiscal year 2025; and
- that this budget amendment be and is hereby approved and the revenue items shown in the budget for each fund in the amount anticipated are adopted and that the several amounts shown in the budget for each fund as proposed expenditures are hereby appropriated to the departments named in each fund; and
- that the expenditures shall not exceed the appropriations authorized by this mid-year budget or amendments thereto provided; and that expenditures shall not exceed actual funding available.

SO ORDAINED, this _____ day of February 2025.

CITY OF ALPHARETTA

By: _____
Jim Gilvin, Mayor

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

[SIGNATURES CONTINUED FROM PRECEDING PAGE]

COUNCIL MEMBERS

Mayor Pro Tem Dan Merkel

Council Member Donald F. Mitchell

Council Member Brian Will

Council Member Douglas J. DeRito

Council Member John Hipes

Council Member Fergal M. Brady

(SEAL)

Attest:
sufficiency:

Approved as to form and legal

Lauren Shapiro, City Clerk

Molly Esswein, City Attorney



City of Alpharetta, Georgia
Fiscal Year 2025
Budget Amendment Request

The purpose of the Fiscal Year (FY) 2025 Budget Amendment is to amend the base budget as adopted by City Council for targeted initiatives that have already occurred (e.g., during the first seven months of the fiscal year) or are planned to occur before fiscal year-end.

General Fund

This Fund is the principal operating fund of the city and includes governmental activities such as police, fire, recreation, transportation, and other general government functions that are primarily funded with property taxes, franchise fees, state shared revenues, and charges for services such as recreation program fees. State law requires that the city's budget be balanced: revenues = expenditures.

The budgetary legal level of control resides at the department level (e.g., City Administration, Recreation, Parks, and Cultural Services, etc.). A given department has the operational flexibility to reallocate appropriations within specific line-items to achieve its mission but cannot exceed its overall appropriation level as approved by City Council. Furthermore, the Adopted Budget approves the staffing level (i.e., authorized full-time equivalent staffing level) for each department. The FY 2025 Budget Amendment adjusts departmental budgets to fund/authorize the targeted initiatives discussed in detail over the following pages.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

GENERAL FUND			
LEGAL LEVEL OF CONTROL			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenues by Source:			
Property Taxes	\$ 37,437,000	\$ -	\$ 37,437,000
Local Option Sales Taxes	22,250,000	-	22,250,000
Other Taxes	18,185,300	-	18,185,300
Licenses and Permits	3,196,500	-	3,196,500
Intergovernmental Revenue	370,926	-	370,926
Charges for Services	1,503,100	-	1,503,100
Recreation/Special Event Fees	3,725,980	108,000	3,833,980
Fines and Forfeitures	2,605,000	-	2,605,000
Investment Earnings	1,100,000	-	1,100,000
Other/Miscellaneous	238,811	-	238,811
Other Financing Sources			
Transfer-in from Hotel/Motel Fund	3,468,750	-	3,468,750
Budgeted Fund Balance	9,447,780	-	9,447,780
Total Revenues	\$103,529,147	\$ 108,000	\$103,637,147
Expenditures by Department:			
Mayor and City Council	\$ 394,044	\$ -	\$ 394,044
City Administration	3,025,435	-	3,025,435
Finance	4,124,713	-	4,124,713
City Attorney	1,000,000	-	1,000,000
Information Technology	2,543,961	-	2,543,961
Human Resources	1,065,277	-	1,065,277
Municipal Court	1,362,008	-	1,362,008
Public Safety	43,735,476	13,105	43,748,581
Public Works	11,462,030	-	11,462,030
Recreation, Parks, and Cultural Services	14,587,491	108,000	14,695,491
Community Development	4,733,725	-	4,733,725
subtotal	\$ 88,034,160	\$ 121,105	\$ 88,155,265
General Government:			
Insurance Premiums	\$ 966,800	\$ -	\$ 966,800
Gwinnett Tech Bond (P&I)	286,978	-	286,978
Transfer to Capital Project Fund	11,843,416	-	11,843,416
Transfer to Stormwater Capital Fund	1,604,364	-	1,604,364
Contingency	713,629	66,695	780,324
Operating Initiatives (Reserve)	79,800	(79,800)	-
subtotal	\$ 15,494,987	\$ (13,105)	\$ 15,481,882
Total Expenditures	\$103,529,147	\$ 108,000	\$103,637,147

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

The following section provides, by department, the associated detail/justification for each targeted initiative requested through the FY 2025 Budget Amendment.

Public Safety

Initiative: **Administrative Assistant II Position (1 FTE; reclassification from two existing part-time positions)**

Funding Request: \$13,105 (FY 2025); \$31,000 annualized (FY 2026 and beyond)

This request involves reclassifying the existing 0.5 FTE Police Officer part-time position and 0.5 FTE Records Clerk position into one full-time (1.0 FTE) Administrative Assistant II position to, amongst other tasks, help with Public Safety Training needs. Primary difference in costs consists of benefits offered to full-time positions (e.g., medical, dental, vision insurance).

Recreation, Parks, and Cultural Services

Initiative: **Wills Park Pool Maintenance (est. impact of new contract costs; fees have been adjusted accordingly)**

Funding Request: \$33,000 (\$33,000 additional revenue; \$33,000 additional expenses)

This request is for additional maintenance funding (cleaning, chemicals, etc.) for the Wills Park Pool. Specifically, an RFP for maintenance of the Pool was awarded after adoption of the FY 2025 Budget. Much like many labor-intensive and chemical-intensive contracts, inflationary pressures have resulted in increased costs. This request is to increase the existing funding (\$48,000) to cover the current cost trends for fiscal year 2025 (\$81,000). Fees will be adjusted moving forward to recover the additional costs. The preliminary budget for Fiscal Year 2026 has been adjusted accordingly.

Initiative: **Wills Park Equestrian Center Stall Cleaning (est. impact of new contract costs; fees have been adjusted accordingly)**

Funding Request: \$75,000 (\$75,000 additional revenue; \$75,000 additional expenses)

This request is for additional maintenance funding (stall cleaning including removal of shavings/manure) for the Wills Park Equestrian Center. Specifically, an RFP for maintenance of the Wills Park Equestrian Center stalls was awarded after adoption of the FY 2025 Budget. Much like many labor-intensive contracts, inflationary pressures have resulted in increased costs. This request is to increase the existing funding (\$200,000) to cover the current cost trends for fiscal year 2025 (\$275,000). Fees will be adjusted moving forward to recover the additional costs. The preliminary budget for Fiscal Year 2026 has been adjusted accordingly.

General Government

Initiative: **Contingency and Operating Initiatives Reserve**

Funding Request: (\$13,105) (net)

This request removes the reserve for Operating Initiatives that was included in the FY 2025 Budget (\$79,800) and reallocates \$66,695 to Contingency. The difference of \$13,105 is being reallocated to the Public Safety Department budget to cover the additional costs related to the Administrative Assistant II Position reclassification detailed above.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Capital Project Fund

This Fund accounts for the acquisition and construction of major items such as buildings, infrastructure, parks, streets, and other major capital facilities. The budgetary legal level of control resides at the project level.

CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Expenditures by Project:			
Community Development			
North Fulton Comprehensive Transportation Plan (Alpharetta share)	\$ -	\$ 60,000	\$ 60,000
Recreation, Parks, and Cultural Services			
Parks Repairs/Improvements	197,117	30,000	227,117
Public Works			
Striping and Signage (add'l funding)	252,829	60,000	312,829
Traffic Signal System Maintenance (reallocation)	123,832	(30,000)	93,832
Traffic Control Equipment (reallocation)	145,477	(30,000)	115,477
General Government			
Non-Allocated	2,547,316	(90,000)	2,457,316
Net Budget Adjustments	\$ 3,266,571	\$ -	\$ 3,266,571

Community Development

Initiative: North Fulton Comprehensive Transportation Plan (Alpharetta share)

Funding Request: \$60,000

The Atlanta Regional Commission is pursuing an update to the 2018 North Fulton Comprehensive Transportation Plan (NFCTP) that will start in 2025, in collaboration with the collective North Fulton cities (Alpharetta, Johns Creek, Mountain Park, Milton, Roswell, and Sandy Springs). Total funds requested is City of Alpharetta's fair share allocation.

Executing the NFCTP will provide an opportunity to inform the regional transportation planning process on establishing a vision for North Fulton's transportation future that addresses economic prosperity and quality of life improvements through a variety of transportation solutions oriented around roadway, bicycle, pedestrian, and transit projects.

Recreation, Parks, and Cultural Services

Initiative: Parks Repairs/Improvements

Funding Request: \$30,000

This request is for an increase of \$30,000 to offset expenses for lights/fixtures that were installed on the Baseball, Lower Soccer Field, and Tennis Courts at Webb Bridge Park. Specifically, the original lighting fixtures, which became inoperable, were installed in 1999 and are no longer manufactured. These fixtures are being retro fitted with NuGen LED fixtures/lamps. These

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

replacements were made to ensure safe and effective playing fields for our customers. Where possible, future replacements are being put on hold pending the City's facility assessment and maintenance plan currently being conducted by McKinstry.

Public Works

Initiative: **Striping of City Roads (additional funding through a reallocation of existing appropriations)**

Funding Request: \$0 (net)

This request is for additional funding for striping of City roads. Specifically, white lines at various sections on Windward Parkway from Windward Plaza to McGinnis Ferry Road along with several crosswalks and stop bars. Funding for this request is being reallocated from several existing traffic accounts (Traffic Signal System Maintenance and Traffic Control Equipment).

General Government

Initiative: **Decrease in Non-Allocated**

Funding Request: \$90,000

The net funding request from the Non-Allocated account totals \$90,000 leaving an estimated balance of \$2.5 million available for future appropriation by the City Council.

TSPLOST-I Capital Project Fund

This fund accounts for the collection of T-SPLOST 1 (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax was imposed for the period of April 1, 2017, through March 31, 2022. The budgetary legal level of control resides at the project level.

TSPLOST-I CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Investment Earnings	\$ 500,000	\$ 350,000	\$ 850,000
Net Budget Adjustments	\$ 500,000	\$ 350,000	\$ 850,000
Expenditures by Project:			
Non-Allocated	\$ 154,763	\$ 350,000	\$ 504,763
Net Budget Adjustments	\$ 154,763	\$ 350,000	\$ 504,763

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$350,000

The increase in Non-Allocated is funded through the appropriation of anticipated investment earnings on the City's cash balances. Non-Allocated account balances are available for future appropriation by the City Council. As discussed at the 2025 City Council Retreat, potential future uses of the non-allocated balance include completion of the Webb Bridge Road Corridor project, inclusive of the Morris Road to North Point Parkway section.

TSPLOST-II Capital Project Fund

This fund accounts for the collection of T-SPLOST (Transportation Special Purpose Local Option Sales Taxes) revenue and the expenditure on eligible transportation improvements and congestion mitigation initiatives. Fund appropriations are perpetual with only new appropriations recognized in the annual budget. This tax is imposed for the period of April 1, 2022, through March 31, 2027. The budgetary legal level of control resides at the project level.

TSPLOST-II CAPITAL PROJECT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
TSPLOST-II Tax Revenue (85% to 90% of GSU forecast)	\$ 18,883,508	\$ 3,061,913	\$ 21,945,421
Investment Earnings	300,000	150,000	450,000
Net Budget Adjustments	\$ 19,183,508	\$ 3,211,913	\$ 22,395,421
Expenditures by Project:			
Public Works			
Tradewinds Ripple Effect Improvements	\$ 3,062,985	\$ (1,500,000)	\$ 1,562,985
Webb Bridge Rd Improvements (PH 4; NPP-Greenway)/Morris-AHS	7,435,301	500,000	7,935,301
North Point Parkway Improvements	7,486,201	(7,046,559)	439,642
North Point Parkway Improvements (STBG Construction Grant Match)	1,250,000	(1,250,000)	-
North Point Parkway Improvements (TIP Construction Grant Match)	1,000,000	(1,000,000)	-
AlphaLink Design/Construction (\$10M total allocation including Impact Fees & TSPLOST-2)	-	7,937,063	7,937,063
Non-Allocated	1,918,622	5,571,409	7,490,031
Net Budget Adjustments	\$ 22,153,109	\$ 3,211,913	\$ 25,365,022

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Public Works

Initiative: Tradewinds Ripple Effect Improvements

Funding Reallocation: -\$1,500,000

Tradewinds Ripple Effect Improvements was originally funded at \$6.5 million. Approximately \$3 million of this total is being funded towards the Dryden Road extension. Of the remaining funding, an additional \$2 million is reserved to cover traffic improvements associated with the Tradewinds interchange. The remaining \$1.5 million is being reallocated to other allowable TSPLOST-II projects and Non-Allocated (for future appropriation by the City Council).

Initiative: Webb Bridge Road Improvements (PH 4)

Funding Request: \$500,000 (additional)

Webb Bridge Road improvements within TSPLOST-II was originally funded at \$13 million. Design changes, including widening the sidewalks along Morris Road to North Point Parkway, result in an additional forecasted funding need of \$500,000.

Initiative: North Point Parkway Improvements

Funding Reallocation: -\$9,296,559 (multiple accounts: \$7,046,559, \$1,250,000, and \$1,000,000)

The City is revisiting the lane reduction design that was a basis for the North Point Parkway Improvements project given development potential along the corridor coupled with escalating cost requirements in excess of identified appropriations. Funding is being reallocated to (1) the AlphaLink project (see below) which is anticipated to have a major beneficial impact on redevelopment along the North Point corridor, and (2) Non-Allocated (for future appropriation by the City Council). Please note: the referenced grants in the table above have not been accepted, and no grant funds were spent, leaving the matching funds available for reallocation as proposed herein.

Initiative: AlphaLink (design/construction)

Funding Request: \$7,937,063 (\$10M total when combined with the Impact Fee Fund)

The Alpha Link is a 12' wide lighted multi-use trail connection from Haynes Bridge Road to Encore Parkway, approximately 1.2 miles. More specifically, this segment connects the Big Creek Greenway (via Encore Parkway) to the Alpha Loop at Haynes Bridge Road. The AlphaLink is open 24/7, illuminated, and allows for multiple modes of transportation including pedestrian, bicycle, scooter, e-bike, etc.

The City was awarded funding from the Atlanta Regional Commission (ARC) to assist with Phase-1 of the project which includes concept plan development, survey, and environmental studies only. This phase is complete. Phase 2 involves the design and construction of the improvements as well as project management services. Costs for this phase are estimated at \$10 million. Funding is proposed through TSPLOST-II (\$7.9 million) and Transportation Impact Fees (\$2.1 million).

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$5,571,409

Funding Source: \$3,061,913 (TSPLOST-II Tax Revenue; 85% to 90% of GSU Forecast)
\$150,000 (additional investment earnings)
\$2,359,496 (project funding reallocations)

The increase in Non-Allocated is funded through additional TSPLOST revenues (based on current trends), anticipated investment earnings on the City's cash balances, and the net reallocation of project balances discussed above.

TSPLOST-II Fund appropriations currently reflect tax revenues at 85% of the original forecasted revenue collections over the life of the 5-year tax (or \$52 million, as provided by Georgia State University). For comparison purposes, TSPLOST-I collections trended at over 90% of forecasted revenue collections. Life-to-date collections for TSPLOST-II have trended at 110% of the original forecasted revenue estimates. Staff recommends increasing the tax revenue forecast within the TSPLOST-II Fund to 90% of the GSU forecast which results in an additional \$3.1 million. This tax revenue will likely be increased in the future if current collection trends continue. Non-Allocated account balances are available for future appropriation by the City Council.

Impact Fee Fund

This fund accounts for fees assessed upon development activity. These fees are collected to pay for system improvements (recreation/parks, streets, and public safety) as detailed within the city's impact fee ordinance. The budgetary legal level of control resides at the project level.

IMPACT FEE FUND				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
	Fiscal Year 2025			
	Current Budget	Budget Amendment	Revised Budget	
Revenue by Source:				
Impact Fees (Parks)	\$ -	\$ 110,000	\$	110,000
Impact Fees (Roads)	-	100,000		100,000
Impact Fees (Public Safety)	-	18,000		18,000
Net Budget Adjustments	\$ -	\$ 228,000	\$	228,000
Expenditures by Project:				
North Point Parkway (STBG ROW Grant Match)	\$ 1,250,000	\$ (1,250,000)	\$	-
AlphaLink Design/Construction (\$10M total allocation including Impact Fees & TSPLOST-2)	-	2,062,937		-
Non-Allocated (Parks)	919,038	110,000		1,029,038
Non-Allocated (Roads)	712,937	(712,937)		-
Non-Allocated (Public Safety)	50,526	18,000		68,526
Net Budget Adjustments	\$ 2,932,501	\$ 228,000	\$	1,097,564

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Public Works

Initiative: North Point Parkway Improvements

Funding Reallocation: -\$1,250,000

The City is revisiting the lane reduction design that was a basis for the North Point Parkway Improvements project given development potential along the corridor coupled with escalating cost requirements in excess of identified appropriations. Funding is being reallocated to (1) the AlphaLink project (see below) which is anticipated to have a major beneficial impact on redevelopment along the North Point corridor, and (2) Non-Allocated (for future appropriation by the City Council). Please note: the referenced grant in the table above has not been accepted, and no grant funds were spent, leaving the matching funds available for reallocation as proposed herein.

Initiative: AlphaLink (design/construction)

Funding Request: \$2,062,937 (\$10M total with the Impact Fee Fund)

The Alpha Link is a 12' wide lighted multi-use trail connection from Haynes Bridge Road to Encore Parkway, approximately 1.2 miles. More specifically, this segment connects the Big Creek Greenway (via Encore Parkway) to the Alpha Loop at Haynes Bridge Road. The AlphaLink is open 24/7, illuminated, and allows for multiple modes of transportation including pedestrian, bicycle, scooter, e-bike, etc.

The City was awarded funding from the Atlanta Regional Commission (ARC) to assist with Phase-1 of the project which includes concept plan development, survey, and environmental studies only. This phase is complete. Phase 2 involves the design and construction of the improvements as well as project management services. Costs for this phase are estimated at \$10 million. Funding is proposed through TSPLOST-II (\$7.9 million) and Transportation Impact Fees (\$2.1 million). Specifically, Impact Fee funding is coming through the reallocation of North Point Parkway Improvement appropriations (discussed above) coupled with available Impact Fee monies.

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$110,000 (Parks Non-Allocated)
\$18,000 (Public Safety Non-Allocated)

Funding Source: \$110,000 (Parks Impact Fees)
\$18,000 (Public Safety Impact fees)

The increase in Non-Allocated is funded through the appropriation of impact fees received for each system improvement category. Balances within the Non-Allocated account is available for future appropriation by the City Council.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

Assets Forfeiture Fund (DEA)

The DEA Fund accounts for revenues received from the enforcement of drug laws and the confiscation of property from drug offender's arrests that can be used by public safety to aid in drug enforcement activity. The budgetary legal level of control resides at the department level (Public Safety) for operations/minor capital and project level for targeted initiatives.

ASSETS FORFEITURE FUND (DEA)				
LEGAL LEVEL OF CONTROL (Impacted Line-Items)				
		Fiscal Year 2025		
		Current Budget	Budget Amendment	Revised Budget
Revenue by Source:				
Asset Forfeiture		\$ -	\$ 29,935	\$ 29,935
Net Budget Adjustments		\$ -	\$ 29,935	\$ 29,935
Expenditures by Project:				
Non-Allocated		\$ 265,126	\$ 29,935	\$ 295,061
Net Budget Adjustments		\$ 265,126	\$ 29,935	\$ 295,061

General Government

Initiative: Increase in Non-Allocated

Funding Request: \$29,935

The increase in Non-Allocated is funded through the appropriation of asset forfeiture collections. The balance within the Non-Allocated account is available for future funding in accordance with asset forfeiture guidelines.

EXHIBIT A
Fiscal Year 2025 Budget Amendment Requests

OPEB Health Benefit Fund

This Fund represents activity associated the other post-employment benefit plan (OPEB). Historically, eligible retirees were offered the same health and prescription drug coverage as active employees. However, recent updates to the Plan, previously approved by City Council, have removed this option for employees ending service with the City on or after July 1, 2023. Available resources above the actuarially determined retiree liability is being transferred to the OPEB Reimbursement Health Benefit Fund to augment this important post-retirement benefit for our employees.

OPEB HEALTH BENEFIT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Expenditures by Project:			
Non-Allocated/Reserve	\$ 667,382	\$ (216,579)	\$ 450,803
Transfer Out to the OPEB Reimbursement Health Benefit Fund	-	216,579	216,579
Net Budget Adjustments	\$ 667,382	\$ -	\$ 667,382

OPEB Reimbursement Health Benefit Fund

This Fund accounts for the post-employment healthcare benefit and is funded through City operations (increased from 2% to 2.5% of payroll in fiscal year 2024). Additionally, as detailed above, available resources above the actuarially determined OPEB Health Benefit Fund retiree liability is being transferred to the OPEB Reimbursement Health Benefit Fund to augment this important post-retirement benefit for our employees. Specifically, this request involves the transfer of actuarially determined resources within the OPEB Health Benefit Fund (\$216,579) to the OPEB Reimbursement Health Benefit Fund.

OPEB REIMBURSEMENT HEALTH BENEFIT FUND			
LEGAL LEVEL OF CONTROL (Impacted Line-Items)			
	Fiscal Year 2025		
	Current Budget	Budget Amendment	Revised Budget
Revenue by Source:			
Transfer In from OPEB Health Benefit Fund	\$ -	\$ 216,579	\$ 216,579
Net Budget Adjustments	\$ -	\$ 216,579	\$ 216,579
Expenditures by Project:			
Non-Allocated/Reserve	\$ 5,618,099	\$ 216,579	\$ 5,834,678
Net Budget Adjustments	\$ 5,618,099	\$ 216,579	\$ 5,834,678



STAFF REPORT

Department: Public Safety
Submitted By: Stephanie Cochran
Meeting Date: February 24, 2025

AGENDA ITEM:

Contract Approval: RightSite Telehealth for Fire

Consideration of approval of a contract with RightSite Health Physicians PLLC to provide Telehealth EMS Services for Alpharetta Fire & EMS and with authorization for the Mayor to execute all necessary documents.

STAFF RECOMMENDATION:

Approve a contract with RightSite Health Physicians PLLC to provide telehealth EMS Services for Alpharetta Fire & EMS and authorize the Mayor to execute all necessary documents.

BUDGET & PROCUREMENT:

BUDGETED ITEM: NO

FISCAL IMPACT: NO

INCLUDED IN CURRENT FY CPTL BUDGET: NO

INCLUDED IN CURRENT FY OPRT. BUDGET: NO

TOTAL PROJECT COST: THERE IS NO COST TO THE CITY OF ALPHARETTA FOR THIS SERVICE.

APPROPRIATIONS:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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EXTERNAL FUNDING SOURCES:

<u>ACCOUNT TITLE/NUMBER</u>	<u>DOLLAR AMOUNT</u>
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ITEM DESCRIPTION:

Alpharetta Department of Public Safety would like to partner with Right Site Health to provide on-scene telehealth services. Currently, our response model is one-size-fits-all, regardless of patient acuity. This often leads to our personnel responding to low-acuity calls that do not require a visit to the emergency department. However, due to limited options, our citizens are frequently transported, incurring a hefty ambulance fee, for an issue that could be handled in the home with little and sometimes no charge. Additionally, these low-acuity calls can rapidly deplete the number of ambulances in our area, making them unavailable for high-acuity emergencies.

Right Site Health gives our responders the option of allowing our citizens instant access to an ER Telehealth Doctor and Patient Navigator who can possibly handle these lower acuity patients. The program is voluntary, meaning our citizens are given the option to use Telehealth only after a medical assessment on scene by responders and additional questions via the Patient Navigator and ED Doctor, and they can refuse this service and request transport if they choose. Patients must meet specific criteria for the Telehealth option, and any emergent findings will disqualify a patient from even activating this program. Another area we believe Right Site Telehealth could enhance the services we provide would be in our Community Paramedic program, My Watch Alpharetta. The Right Site Doctors have the ability to order prescription refills, arrange transportation to physician offices and many other services that our citizens need.

This program has been shown to reduce the rate of repeat 911 callers. Once they have used Right Site, they can access the program on their own at any time without having to contact 911. This frees up our personnel and ambulances for higher-quality calls.

When we researched telehealth services, we found Right Site to be the only service that would not charge the

municipality to access their program. Additionally, Right Site Medical only charges the patient's insurance and will not charge the uninsured. Grady EMS, Sandy Springs Fire Dept, and Milton Fire Dept all use Right Site, and when speaking with the EMS Chiefs in those departments, they were very satisfied with the program. I believe this will give us another tool to serve our citizens and help lessen the strain on our 911 system.

Legal has reviewed the contract. There is no cost to the City.

ALTERNATIVES:

Council could not approve the contract with RightSite Health Physicians PLLC for the Telehealth EMS Services for Alpharetta Fire & EMS

ATTACHMENTS:

1. 2025-1-21 RightSite Agreement for Alpharetta

HEALTH SERVICES CONTRACT
(Telehealth EMS Services for Alpharetta Fire & EMS)

THIS HEALTH SERVICES CONTRACT (“Contract”), made and entered this ____ day of _____, 2025 (the “Effective Date”), by and between **CITY OF ALPHARETTA**, a municipal corporation of the State of Georgia, acting by and through its governing authority, the Mayor and City Council (hereinafter, the “City”), and **RIGHTSITE HEALTH PHYSICIANS PLLC**, a Connecticut professional limited liability corporation, authorized to transact business in Georgia and with its principal offices at 1100 NE Loop 410, Suite 850, San Antonio, TX 78209 (“RightSite” or “Provider”),

WHEREAS, the City’s Department of Public Safety Fire Division (“Agency”) responds to fires, accidents, and medical emergencies to protect life and property;

WHEREAS, RightSite offers immediate telehealth services to non-emergency patients upon request from the Agency’s Emergency Medical Services (“EMS”);

WHEREAS, upon request from the Agency’s EMS, RightSite’s Georgia-certified physicians confirm the patient’s non-emergent status and offer them navigation services to ambulatory or telehealth care if the patient agrees;

WHEREAS, the City and RightSite desire to enter into a mutual agreement with terms of collaboration and conditions for facilitating effective emergency response and medical telehealth interventions for the Agency for EMS-related telehealth services; and

NOW THEREFORE, in consideration of the premises and the mutual covenants contained below, the parties agree as follows:

ARTICLE 1: GENERAL PROVISIONS.

1. RightSite’s Services. Overview of RightSite’s telehealth services is more particularly described in Exhibit “A” attached hereto and incorporated herein by reference (hereinafter, “Services”).
2. Performance of Services. RightSite shall perform the Services during the term of this Contract in accordance with the requirements set forth in Exhibit “A.”
3. Contract Managers. Each Party will designate a Contract Manager during the term of this Contract whose responsibility shall be to oversee the Party’s performance of its duties and obligations pursuant to the terms of this Contract.

City’s Contract Manger: Chief Jim Darling, Division Chief/Paramedic

RightSite’s Contract Manager: Rebecca Rikarts, VP Program Operations.

Each Party shall provide prompt written notice to the other Party of any changes to the Party's Contract Manager or contact information; such changes shall not be deemed Contract amendments and may be provided via email.

ARTICLE 2: COMPENSATION.

RightSite provides the Services to the City at no cost. RightSite is paid by the patient's insurance carrier, when applicable. RightSite will accept all patients and not bill the uninsured. RightSite will ensure financial considerations do not prevent the delivery of appropriate patient care.

ARTICLE 3: TERM AND TERMINATION OF CONTRACT.

1. Term. This Contract shall commence as of as of the Effective Date. The Parties agree that this Contract, as required by O.C.G.A. § 36-60-13, shall terminate absolutely and without further obligation on the part of the City on December 31 of each calendar year of the Term, and further, that this Contract shall automatically renew on January 1 of each subsequent calendar year absent the City's provision of written notice of non-renewal to RightSite at least ninety (90) days prior to the end of the then current calendar year. The initial Term of this Contract shall begin on the Effective Date and run until December 31, 2026, whereupon, unless earlier terminated as provided herein, this Contract shall automatically renew for successive annual terms. To the extent this is applicable to this Contract, title to any supplies, materials, equipment, or other personal property shall remain in RightSite until fully paid for by the City.
2. Termination. This Contract may be terminated with or without cause by either Party, so long as written notice of termination is provided at least ninety (90) days in advance to the other Party. If either Party commits a material breach under this Contract, the other Party may terminate this Contract by giving the breaching Party at least ten (10) business days prior written notice, except any such notice will not result in termination if the breaching Party cures that breach before the ten (10) business day period expires.

If this Contract is terminated for any reason, RightSite shall: (1) promptly discontinue all Services, cancel as many outstanding obligations as possible, and not incur any new obligations, unless the City directs otherwise; and (2) promptly deliver to the City all data, reports, summaries, and such other information and materials as may have been generated or used by RightSite in performing this Contract, whether completed or in process, in the form specified by the City.

ARTICLE 4: RECORDS, REPORTS, AND AUDITS.

Records. Without limiting RightSite's obligations identified elsewhere in this Contract, all records related to this Contract will be kept on file by each Party in accordance with the terms set forth herein, and in accordance with all applicable state and federal laws, rules, and regulations, including Georgia's Open Records Act (O.C.G.A. § 50-18-71, et seq.) Upon reasonable prior notice, each Party will give the other, the ability to inspect, examine, and audit, during normal business hours, the business records as are relevant to this Contract. The cost of such inspection, examination, and audit will be at the sole expense

of the requesting Party, and such inspection, examination, and audit will be conducted where the records are maintained in the ordinary course of business. Further, RightSite shall maintain accurate books, documents and records reflecting the Services provided and all bills or claims submitted to patients or third-party payors. All such records should be prepared and maintained in accordance with applicable law, including but not limited to the Health Insurance Portability and Accountability Act of 1996 and applicable regulations promulgated thereafter (“HIPAA”).

ARTICLE 5: COVENANTS OF RIGHTSITE.

1. Expertise of RightSite; Licenses, Certification and Permits. RightSite shall employ only persons duly qualified in the appropriate area of expertise to perform the Services described in this Contract. RightSite covenants and declares that all employees possess diplomas, certificates, licenses, permits or the like required by any and all national, state, regional, county, or local boards, agencies, commissions, committees or other regulatory bodies in order to perform the Services contracted for under this Contract.

2. Indemnification.

Both Parties hereby agree to indemnify, protect and hold harmless the other Party, and its agents, contractors, directors, employees, officers, and shareholders (the “Indemnified Parties”), from any and all claims, actions, losses, liabilities, damages, demands, actions, or judgments including, but not limited to, reasonable attorney’s fees and expenses for which the Indemnified Parties may become liable based upon or arising pursuant to this Contract and resulting from the gross negligence or willful misconduct of the Indemnifying Party, and all of its officers, agents or employees. This duty will survive termination of this Contract. Both Parties agree to indemnify, protect and hold harmless the Indemnified Parties from any liability resulting from any claims related to the Indemnifying Party’s compliance with any federal or state law, rule, regulation, or order.

3. Independent Contractor. RightSite hereby covenants and declares that it is engaged in an independent business and agrees to perform the Services as an independent contractor and not as the agent or employee of the City. Nothing in this Contract shall be construed to make RightSite or any of its employees, servants, or subcontractors, an employee, servant or agent of City for any purpose. RightSite agrees to be solely responsible for its own matters relating to the time and place the Services are performed and the method used to perform such Services; the instrumentalities, tools, supplies and/or materials necessary to complete the Services; hiring of consultants, agents or employees to perform the Services; and the payment of employees, including benefits and compliance with Social Security, withholding and all other regulations governing such matters. RightSite agrees to be solely responsible for its own acts and those of its subordinates, employees, and subcontractors during the life of this Contract. There shall be no contractual relationship between any subcontractor or supplier and City by virtue of this Contract with RightSite. Any provisions of this Contract that may appear to give the City the right to direct RightSite as to the details of the Services to be performed by RightSite or to exercise a measure of control over such Services will be deemed to mean that RightSite shall follow the directions of the City or Agency with regard to the results of such Services only. It is further understood that this

Contract is not exclusive, and the City may hire additional entities to perform the Services related to this Contract.

Inasmuch as the City and RightSite are independent of each other, neither has the authority to bind the other to any third person or otherwise to act in any way as the representative of the other, unless otherwise expressly agreed to in writing signed by both Parties hereto. RightSite agrees not to represent itself as the City's agent for any purpose to any party or to allow any employee of RightSite to do so, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization. RightSite shall assume full liability for any contracts or agreements RightSite enters into on behalf of the City without the express knowledge and prior written consent of the City.

4. Confidential Information. RightSite acknowledges that it may receive confidential information of the City and that it will protect the confidentiality of any such confidential information and will require any of its subcontractors, consultants, and/or staff to likewise protect such confidential information. RightSite agrees that confidential information it learns or receives or such reports, information, opinions or conclusions that RightSite creates under this Contract shall not be made available to, or discussed with, any individual or organization, including the news media, without prior written approval of the City. RightSite shall exercise reasonable precautions to prevent the unauthorized disclosure and use of City information whether specifically deemed confidential or not.
5. Georgia's Open Records Act. RightSite acknowledges that the City's disclosure of documentation is governed by Georgia's Open Records Act, and RightSite further acknowledges that if RightSite submits records containing trade secret information, and if RightSite wishes to keep such records confidential, RightSite must submit and attach to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.
6. Nondiscrimination. In accordance with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and all other provisions of Federal law, RightSite agrees that, during performance of this Contract, RightSite, for itself, its assignees and successors in interest, will not discriminate against any employee or applicant for employment, any subcontractor, or any supplier because of race, color, creed, national origin, gender, age or disability. In addition, RightSite agrees to comply with all applicable implementing regulations and shall include the provisions of this paragraph in every subcontract for services contemplated under this Contract.
7. Insurance. Providers will, at all times relevant to this Contract, have and maintain professional and comprehensive general liability coverage with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate. In addition, RightSite will maintain insurance of its employed or contracted healthcare providers in amounts that are substantially similar to the amounts set forth in this section. It is hereby stipulated and agreed to between RightSite and the Agency that with respect to any claim or action arising out of any Service performed under or pursuant

to this Contract, each Party will only be liable for payment of that portion of any and all liability costs, expenses, demands, settlements, or judgments resulting from the gross negligent actions or omissions of its own agents, officers, and employees.

ARTICLE 5: MISCELLANEOUS.

1. Assignment and Subcontracting. RightSite shall not assign this Contract to any other third party without the express written consent of the City, which shall not be arbitrarily or unreasonably withheld. Any such assignment or subcontract shall include the obligations contained in this Contract. Any assignment or subcontract shall not relieve RightSite of its independent obligation to provide the Services and be bound by the requirements of this Contract.
2. Notices. All notices under this Contract shall be in writing and shall be delivered by certified mail, return receipt requested, or by other delivery with receipt to the following:

As to the City:

City of Alpharetta
Two Park Plaza
Alpharetta, Georgia 30009
Attn: Chris Lagerbloom, City Administrator

As to the Agency:

Alpharetta Public Safety
2565 Old Milton Parkway
Alpharetta, GA 30009
Attn: John F. Robinson, Public Safety Chief

As to RightSite:

RightSite Health Physicians PLLC
1100 NE Loop 410, Suite 850
San Antonio, Texas 78209
ATTN: Legal Officer

3. Entire Agreement. This Contract, including all exhibits hereto, constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions and agreements that have been made in connection with the subject matter hereof. No modifications or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto. All prior negotiations, agreements and understandings with respect to the subject matter of this Contract are superseded hereby.
4. Successors and Assigns. Subject to the provision of this Contract regarding assignment, this Contract shall be binding on the heirs, executors, administrators, successors and assigns of the respective Parties.

5. Amendment. This Contract may be amended or revised only in writing and signed by all parties.
6. Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Georgia without regard to choice of law principles. If any action at law or in equity is brought to enforce or interpret the provisions of this Contract, the rules, regulations, statutes and laws of the State of Georgia will control. Any action or suit related to this Contract shall be brought in the Superior Court of Fulton County, Georgia, or the U.S. District Court for the Northern District of Georgia – Atlanta Division, and RightSite submits to the jurisdiction and venue of such court.
7. Sovereign Immunity; Ratification. Nothing contained in this Contract shall be construed to be a waiver of the City's sovereign immunity or any individual's qualified, good faith or official immunities. Ratification of this Contract by a majority of the Mayor and City Council shall authorize the Mayor to execute this Contract on behalf of the City.
8. No Personal Liability. Nothing herein shall be construed as creating any individual or personal liability on the part of any of City's elected or appointed officials, officers, boards, commissions, employees, representatives, consultants, servants, agents, attorneys or volunteers. No such individual shall be personally liable to RightSite or any successor in interest in the event of any default or breach by the City or for any amount which may become due to RightSite or successor or on any obligation under the terms of this Contract.
9. Captions and Severability. All headings herein are intended for convenience and ease of reference purposes only and in no way define, limit or describe the scope or intent thereof, or of this Contract, or in any way affect this Contract. Should any article(s) or section(s) of this Contract, or any part thereof, later be deemed illegal, invalid or unenforceable by a court of competent jurisdiction, the offending portion of the Contract should be severed, and the remainder of this Contract shall remain in full force and effect to the extent possible as if this Contract had been executed with the invalid portion hereof eliminated, it being the intention of the Parties that they would have executed the remaining portion of this Contract without including any such part, parts, or portions that may for any reason be hereafter declared in valid.
10. Waiver of Breach. The waiver by either party of a breach or violation of any provision of this Contract shall not operate as, or by construed to be, a waiver of any subsequent breach of the same or other provision hereof.
11. Other Contracts and Third-Party Beneficiaries. The parties acknowledge that RightSite is neither bound by nor aware of any other existing contracts to which the City is a party and which relate to the providing of emergency response and medical telehealth interventions. The parties agree that they have not entered into this Contract for the benefit of any third person or persons, and it is their express intention that the Contract is intended to be for their respective benefit only and not for the benefit of others who might otherwise be deemed to constitute third-party beneficiaries hereof.

12. Cooperation. On and after the date of this Contract, each party shall, at the request of the other, make, execute and deliver or obtain and deliver all instruments and documents and shall do or cause to be done all such other things which either party may reasonably require to effectuate the provisions and intentions of this Contract.
13. Authority. The parties signing this Contract hereby state that they have the authority to bind the entity on whose behalf they are signing.
14. Material Condition. Each term of this Contract is material, and RightSite's breach of any term of this Contract shall be considered a material breach of the entire Contract and shall be grounds for termination or exercise of any other remedies available to the City at law or in equity.
15. Binding Effect. This Contract shall be binding upon the parties hereto, their heirs, administrators, executors, successors and assigns.

[SIGNATURES BEGIN ON NEXT PAGE]

IN WITNESS WHEREOF City and RightSite have executed this Contract, effective as of the Effective Date first above written.

RIGHTSIGHT HEALTH PHYSICIANS PLLC

Signature: _____

Print Name: _____

Title: _____

Attest/Witness:

Signature: _____

Print Name: _____

Title: _____

[SIGNATURES CONTINUE ON NEXT PAGE]

CITY OF ALPHARETTA, GEORGIA

By: _____
Jim Gilvin, Mayor

Attest:

Lauren Shapiro, City Clerk

Approved as to form:

Molly Esswein
Jarrard & Davis, LLP
City Attorney

EXHIBIT “A”

Services

A. Overview

1. Based on the adopted EMS Protocol, the Agency’s Medical Director and EMS Chief will determine which type of calls are appropriate for referral to RightSite.
2. The Agency and RightSite will prioritize and mutually agree to an integrated approach to non-emergent healthcare, ensuring individuals receive an appropriate level of care based on their circumstances.
3. All medical direction will come from the Agency. This Contract does not replace any existing Agency protocols.
4. Referrals to RightSite will only be initiated from a 911 call.

B. Services Provided:

1. Description of RightSite Service.

RightSite Physicians offers immediate telehealth services to non-emergency patients upon request from EMS. RightSite Physicians confirm the patient’s non-emergent status and offer them navigation services to ambulatory or telehealth care (“Navigator(s)”). If the patient agrees, RightSite Navigators help address non-medical obstacles to care, including scheduling appointments, arranging transportation, delivering prescriptions, assisting with health insurance inquiries, and connecting patients with nearby healthcare facilities and community resources.

2. Activation of RightSite Service by Agency.

- a. **On-Scene Assessment:** When EMS crews assess a patient on-site and determine that the condition is non-emergent, they shall present the patient with two options: (a) proceeding to the Emergency Department or (b) having an immediate telehealth visit with RightSite’s ER physician. If the patient chooses the telehealth visit, EMS activates the process using any device (Agency or patient) with a camera and internet connection.
- b. **Dispatch-Initiated Assessment:** If 911/Dispatch determines, following Agency protocols, that the patient has a non-emergent condition, they shall offer the patient two choices: (a) dispatching an ambulance and EMS crew or (b) having an immediate telehealth visit with RightSite’s ER Physician.

Agency, in consultation with RightSite, may determine if and when to utilize RightSite’s On-Scene Assessment and Dispatch-Initiated Assessment Services. By way of illustration, Agency may choose not to utilize Dispatch-Initiated Assessment Services for the Term of this Contract. The Parties’ Contract Manager shall mutually cooperate on implementation and utilization of RightSite’s Services.

3. RightSite Telehealth and Navigation.

Upon RightSite’s Navigator obtaining telehealth consent, the patient is immediately connected to RightSite’s board-certified emergency medicine physician. This physician conducts a secondary assessment to determine whether the patient’s condition is either emergent or non-emergent and can be treated using non-emergency care options.

If the RightSite physician deems the patient’s condition as emergent, the patient’s care remains under the control of EMS and follows Agency protocols.

If the RightSite physician classifies the patient's condition as non-emergent, the patient is presented with two choices:

- a. Proceeding to the Emergency Department in accordance with Agency protocols or
- b. Receiving immediate telehealth assistance from RightSite's ER Physician or assistance finding nearby ambulatory care facilities, such as urgent care clinics.

RightSite Navigators play a crucial role in helping patients schedule appointments, arrange transportation if non-ambulance transport is required, obtain prescriptions, and access other services related to their episode of care. Navigators also conduct a follow-up within 1-2 business days to ensure patients have all the necessary resources for their care plan.

Throughout the entire RightSite process, patients can choose their preferred care provider or decide to go to the Emergency Room via the Agency's protocols.

D. Requirements for Agency.

- a. Designate a Contract Manager and a daily coordinator for the rollout and ongoing training.
- b. Integrate RightSite into the Agency response plan.
- c. Disseminate educational materials and communicate RightSite program details to the staff.
- d. Establish a procedure for RightSite Navigators to share patient outcomes with EMS providers.
- e. Work with RightSite to identify additional reporting needs beyond Rightsite's standard reports.
- f. Participate in monthly quality improvement meetings.
- g. Allow use of Agency's name and logo on Provider's marketing collateral, including Provider's website.

E. RightSite Requirements:

1. Attend monthly quality improvement meetings.
2. Provide appropriate training to Agency EMS stakeholders for the RightSite telehealth system.
3. Technology & Privacy:
 - a. Maintain confidentiality of all patient-related information received from the Agency.
 - b. Comply with the Health Insurance Portability and Accountability Act (HIPAA), ensuring security standards align with national standards for handling sensitive healthcare information.
 - c. Preserve privacy and confidentiality of all conversations and data.
 - d. Ensure encryption of all data in transit and at rest.
 - e. Require two-factor authentication of all infrastructure systems.
 - f. Employ advanced logging and monitoring systems to identify and address potential data security or access concerns.
4. Staffing:
 - a. Provide RightSite board-certified ER Telehealth Physicians licensed in the state where service is provided.
 - b. Provide RightSite non-clinical navigators trained for navigation and non-medical determinants of health identification and resolution.
 - c. Project and account management.
5. Offer non-English speaking patients on-demand video clinical interpretation in over 200 languages.
6. Conduct a 1-2 business day follow-up for all patients who consent and share monthly patient satisfaction data with the Agency.